



NOTICE OF MEETING

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

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

Tuesday 23 August 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 Kaurna people as the traditional owners and custodians of this land.

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

3. SERVICE TO COUNTRY ACKNOWLEDGEMENT

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

4. PRAYER

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

5. APOLOGIES

5.1 Apologies Received

5.2 Absent – Councillor R Clancy

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

That the minutes of the Ordinary Meeting of Council held on 9 August 2022 be taken as read and confirmed.

9. PUBLIC PRESENTATIONS

9.1 Petitions – Nil

9.2 Presentations - Nil

9.3 Deputations - Nil

10. QUESTIONS BY MEMBERS**10.1 Without Notice****10.2 On Notice**

- 10.2.1 Glenelg Oval – Councillor Clancy (Report No: 365/22)
- 10.2.2 Kingston Park Kiosk – Councillor Clancy (Report No: 364/22)
- 10.2.3 Legal Fees – Councillor Clancy (Report No: 371/22)

11. MEMBER'S ACTIVITY REPORTS - Nil**12. MOTIONS ON NOTICE**

- 12.1 CCTV Facial Recognition – Councillor Smedley (Report No: 352/22)
- 12.2 Leave of Absence – Councillor Snewin (Report No: 351/22)

13. ADJOURNED MATTERS

- 13.1 Adjourned Motion - Holdfast Bay Community Centre as Community Land (Report No: 373/22)

14. REPORTS OF MANAGEMENT COMMITTEES AND SUBSIDIARIES

- 14.1 Minutes – Jetty Road Mainstreet Committee – 3 August 2022 (Report No: 366/22)
- 14.2 Minutes – Audit Committee – 17 August 2022 (Report No: 348/22)
- 14.3 Draft Minutes – Alwyndor Management Committee – 28 July 2022 (Report No: 367/22)

15. REPORTS BY OFFICERS

- 15.1 Items in Brief (Report No: 339/22)
- 15.2 2021/22 Preliminary Funding Statements, Budget Carried Forwards and Activity Reports (Report No: 350/22)
- 15.3 Local Area Traffic Management – King Street and King George Avenue, Hove – Trial Outcomes (Report No: 362/22)
- 15.4 Car Share Trial (Report No: 353/22)
- 15.5 Development Policy – Art Deco Review (Report No: 354/22)
- 15.6 Metropolitan Seaside Councils Committee (Report No: 363/22)
- 15.7 Carbon Neutral Plan (Report No: 360/22)
- 15.8 New Policy – Coastal Vegetation Management (Report No: 361/22)
- 15.9 Election Signs (Report No: 355/22)
- 15.10 Jetty Road Masterplan Stage 2 (Report No: 327/22)
- 15.11 Glenelg District Cricket Club – New Lease and Licence (Report No: 356/22)
- 15.12 Reappointment of Deputy Chair to the Alwyndor Management Committee (Report No: 338/22)

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. CONFIDENTIAL ITEMS****18.1 Alwyndor Standby Credit Facility Agreement (Report No: 369/22)**

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.**

18.2 Kingston Park Kiosk Construction Funding (Report No: 359/22)

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:

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

18.3 Kingston Park Agreement to Lease (Report No: 329/22)

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:

- b. Information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and would, on balance, be contrary to the public interest.**
- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

18.4 Former Buffalo Site Detailed Design (Report No: 358/22)

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:

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

18.5 Glenelg Football Club – New Lease and Licence (Report No: 357/22)

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:

- b. **Information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and would, on balance, be contrary to the public interest.**
- d. **commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.**

18.6 Commercial Activation, Spring 2023 (Report No: 316/22)

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.**

18.7 Glenelg Foreshore Amusement Device (Report No: 318/22)

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:

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

18.8 Event Activation (Report No: 368/22)

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:

- g. **matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.**

18.9 Confidential Minutes – Audit Committee Meeting – 17 August 2022 (Report No: 372/22)

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.**

18.10 Chief Executive Officer's Performance Review (Report No: 349/22)

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:

- a. **information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).**

19. CLOSURE



ROBERTO BRIA
CHIEF EXECUTIVE OFFICER

Item No: 10.2.1

Subject: **QUESTION ON NOTICE – GLENELG OVAL – COUNCILLOR CLANCY**

Date: 23 August 2022

QUESTION

Councillor Clancy asked the following question:

“What costs were incurred up to and including the report of contamination at the southern end of the Glenelg Oval?”

ANSWER

The expenditure up to and including the contamination report event date on the southern end of the Glenelg Oval totals \$37,515. It should be noted that all of the expenditure would have been required, regardless of the proposed location of the cricket practice wickets. The following provides a breakdown of the costs.

- Concept Phase drawing = \$15,615 + GST
(used for Quantity Surveyor to cost the concept plans)
- Detailed Soil Investigation = \$7,950 + GST
(required when excavating greater than 100 tons on any project site, therefore contamination report required by EPA regulations regardless of known contamination)
- Quantity Surveyor = \$5,000 +GST
(itemised costing, including being able to identify exact costs for contamination component and all other project components. This also included a breakdown of disposal, haulage and gate fees for contaminated soil)
- Geotechnical Report = \$8,950 +GST
(required to be undertaken regardless of what is being built/constructed. This report covers Glenelg Oval northern and southern mounds and Margaret Messenger Reserve, therefore required regardless, also a Planning requirement)

Item No: 10.2.2

Subject: **QUESTION ON NOTICE – KINGSTON PARK KIOSK – COUNCILLOR CLANCY**

Date: 23 August 2022

QUESTION

Councillor Clancy asked the following questions regarding the Kingston Park Kiosk:

1. ***“What risk and costs assessments have been done?”***
2. ***“Has it gone out to contract and has builder been awarded the contract?”***
3. ***“Has lessee signed contract?”***
4. ***“Has this project been raised at the Audit Committee with all the information regarding sacred sites within this area?”***
5. ***“Have contracts been awarded without approval being received from the Minister? e.g. in the event remains or artefacts are found what is the process from there?”***

ANSWER

1. Risks are assessed and reviewed as part of the monthly project reporting cycle. The detailed design of the project went through a thorough cost estimation process undertaken by a reputable quantity surveyor.
2. The project has gone out to tender with a preferred tenderer now having been selected, however the construction contract is yet to be awarded and is to be considered by Council on 23 August 2022.
3. The prospective lessee has not signed a lease. This is to be considered by Council on 23 August 2022.
4. The project has not been raised with the Audit Committee. The Committee considers strategic and operation risks with a current risk profile of high or above. Considering the treatment plans in place to manage the project, it is not considered at high risk at this stage. As mentioned above the risk profile is reviewed monthly.
5. As mentioned above the contract has not been awarded. Regardless, State Government approval is not required for Council to award the construction contract. With the regard to the cultural heritage management of the site, Administration is working closely with the Kaurana community in the development a Cultural Heritage Plan to develop the processes in the event remains or artefacts are found during construction of the Kiosk.

The approach taken, afforded under the *Aboriginal Heritage Act 1988* (the Act), is the desired approach sought by Council's Kurna Advisory Committee and is an approach that Council and Kurna have successfully implemented for other major capital projects. The Kurna Advisory Committee prefers this approach given the site in question has been subject to two separate approvals by the Minister under Section 23 of the Act. The Mayor and Kurna Elder Jeffrey Newchurch met with the Minister for Aboriginal Affairs on 16 August to discuss and seek support from the Minister for the preferred approach sought by Kurna.

Initial assessment of the site by David Mott, an archaeologist who specialises in Kurna cultural heritage management, indicates that the site is low risk due to previous disturbance with the construction of the adjacent sand pipeline. Regardless, an approved Cultural Heritage Management Plan will outline conditions for cultural monitoring.

Item No: 10.2.3

Subject: **QUESTION ON NOTICE – LEGAL FEES – COUNCILLOR CLANCY**

Date: 23 August 2022

QUESTION

Councillor Clancy asked the following question:

“In this term of Council what has been the cost in legal fees for each Elected Member?”

ANSWER – Chief Executive Officer

Elected Members could only incur legal costs to Council individually under the provisions of the Elected Members Entitlements Policy. During the current term the Elected Members Entitlements Policy stated the following:

Legal Advice

2.17 Elected Members may in accordance with any scheme established under section 78A directly obtain legal advice at the expense of the Council to assists in performing or discharging official functions and duties, subject to:

- a. The legal advice is sought from a legal firm that is included in the Council’s legal panel or approved supplier up to a limit determined annually by Council; and*
- b. The legal advice is limited to Elected Member Code of Conduct matters*
- c. Council has resolved to limit this amount (currently \$500 in response to a Code of Conduct complaint).*

On 20 September 2021 Section 78A of the Local Government Act 1999 (the LG Act) was repealed and subsequently Council on 12 October 2021 removed the section above out of the Elected Members Entitlements Policy.

Finance have reviewed our transactions and before this amendment to the policy in 2021 there was no cost to Council for any legal fees incurred under this policy during the current Council term.

Item No: 12.1

Subject: **MOTION ON NOTICE – CCTV FACIAL RECOGNITION – COUNCILLOR SMEDLEY**

Date: 23 August 2022

PROPOSED MOTION

Councillor Smedley proposed the following motion:

That Council approval be sought before installation and activation of any facial recognition technology within Council's CCTV network.

BACKGROUND

There is broad community concern regarding the infringement of personal privacy that such technology could impose. Satisfactory policies and safeguards need to be considered before any future implementation.

ADMINISTRATION COMMENT:

It must be noted that State and Federal law enforcement have access to or may request our CCTV video data and use their own third party applications to undertake facial recognition or other analysis for their own purposes.

Item No: 12.2

Subject: **MOTION ON NOTICE – LEAVE OF ABSENCE – COUNCILLOR SNEWIN**

Date: 23 August 2022

PROPOSED MOTION

Councillor Snewin proposed the following motion:

That Councillor Robert Snewin be granted a leave of absence from Council from Monday 17 October 2022 until Monday 31 October 2022.

Item No: 13.1

Subject: **ADJOURNED MOTION – HOLDFAST BAY COMMUNITY CENTRE AS COMMUNITY LAND**

Date: 23 August 2022

Written By: General Manager, Strategy and Corporate

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

A Motion on Notice was tabled at the ordinary meeting of Council on 12 July 2022 (Item 12.4 Holdfast Bay Community Centre as Community Land – Councillor Clancy Report No: 227/22) and was adjourned under Regulation 19, *Local Government (Proceedings at Meetings) Regulations 2013*, until further information on the history and options for the protection of the land can be brought back to Council.

Council resolved that the motion be adjourned until further information on the history and options for the protection of the land can be brought back to Council.

The adjourned motion needs to be considered as it is currently laying on the table.

Councillors Clancy, Bradshaw and Miller spoke to the Motion; however, Councillor Clancy has the right of reply (as the mover).

MOTION

From Council meeting 12 July 2022:

That Council include Holdfast Bay Community Centre as community land.

STRATEGIC PLAN

The Strategic Plan includes two objectives in relation to Council-owned buildings:

“Wellbeing: 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

Innovation: Maximise the value of public buildings....to support innovation by creating co-working spaces and technology/ prototyping/maker spaces and hubs.”

COUNCIL POLICY

Community Lands Register

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

A Motion on Notice was tabled at the ordinary meeting of Council on 12 July 2022 (Item 12.4 Holdfast Bay Community Centre as Community Land – Councillor Clancy Report No: 227/22). The matter was adjourned under Regulation 19, *Local Government (Proceedings at Meetings) Regulations 2013*, until further information on the history and options for the protection of the land can be brought back to Council.

REPORT

History of the Holdfast Bay Community Centre

In 1996, an agreement was reached between the City of Brighton and the State Government regarding the State Government gifting 5,130m² of the Mawson site for the development of the Brighton Glenelg Community Centre (now known as the Holdfast Bay Community Centre). A letter from Minister Wotton to the Mayor of Brighton is attached which outlines terms of the agreement.

Refer Attachment 1

In 2002, a review was undertaken of land on the Community Land Register. The review including consultation, including with representatives of the Holdfast Bay Community Centre.

It was decided by Council the Holdfast Bay Community Centre would be excluded from the Community Land Register. Consultation was undertaken, including with representatives of the Holdfast Bay Community Centre. During the consultation, representatives from the Holdfast Bay Community Centre outlined the extensive negotiations that was undertaken to secure the site for the Community Centre, that the Centre was constructed from a State Government grant and that proper and informed decision making was taken to locate the Centre at the current location and therefore the Centre should not be excluded from the Community Lands Register.

In response to the feedback received from representatives of the Holdfast Bay Community Centre, Administration at the time recommended to Council that the Centre be removed from the Community Lands Register. The justification given was that despite the extensive investigation and consultation undertaken to the Centre's location in meeting the community needs, Council needed to manage the property to the benefit of all present and future ratepayers over the long term. It was the view of Administration that the ability to manage the property in an effective and efficient manner would be diminished without the flexibility to manage the property with the constraints of the community land classification. A copy of the report tabled with the Engineering and Environment Committee on 10 December 2002, and subsequently endorsed by the Council, outlines the consultation undertaken and responses, and is attached for information.

Refer Attachment 2

Options

The intent of Councillor Clancy's Motion on Notice is to seek reassurance that the land cannot be transacted without prior community consultation. There are various options that Council can consider when seeking to involve the community in any sale or transfer of land otherwise unencumbered by Community Land status.

Community Land Register

Registering Council owned land as Community Land is an effective means of preventing the opportunistic disposal of an asset, and it also provides the platform from which to manage the future use of the land through the preparation of a formal Management Plan, if a Council should be so inclined. Furthermore, decisions made in relation to the disposal of Community Land are heavily reliant on the outcomes of prior engagement with the community, with consultation required should Council propose to revoke Community Land status to a site for the purpose of facilitating its sale. This need for inclusive decision making with respect to Community Land extends to consultation with the State Government, as only a Minister of the Crown can consent to a property being excluded from the Community Land register for the purpose of it being sold.

Notwithstanding the controls and mechanisms attributable to Community Land that protect such assets from impromptu decisions regarding ownership and use, a Council may prefer to have greater flexibility over the future status of its assets, as whilst land is retained on the Community Land Register, a Council is beholden to the State Government for decisions around the disposal of its assets, whether in part or whole. However, the Council may still have a preference to be guided by its community with respect to the future ownership and use of its land, without the need to seek authority from the State Government, as is the case with Community Land. In this regard, the Council has other options to ensure that land is not disposed of without prior public consultation, or at least ensuring that land is managed in-line with the expectations of its community, without adding undue administrative burden and without relinquishing partial control to the State Government.

Policies

The Council could amend its Community Consultation and Engagement Policy to explicitly require public consultation prior to any decision regarding the sale of public land currently not on the Community Land Register. The Council could also take the step of developing a Management Plan for the land pursuant to its Asset Management Policy, setting out the vision for the site over a period of time. Other policies, including the Disposal of Land and Assets Policy and Property Policy, could also be amended to exclude specific sites from typical disposal pathways.

Leases

The Council could include in the lease for the property that it is not disposed of while the site continues to be occupied by a specific group. Indeed, the Council could grant a long-term lease to a particular group as a means to safeguard its occupation of the site.

Caveats

The revocation of the classification of land as Community Land frees the land from a dedication, reservation or trust affecting the land. Similarly, a caveat cannot typically be placed on Council land (Community Land or otherwise), because the Council itself cannot seek to apply a caveat as it already has a registered interest in the land, and unless a tenant can provide evidence of a registered interest, then it cannot apply a caveat either.

Resolutions

A Council could simply resolve to limit the opportunity for a specific land asset to be disposed of, or at least require that future decisions regarding sale or transaction follow a specific community consultation pathway.

These options represent alternative measures that will ensure that a particular asset has protection with respect to its future use and sale, without the constraints that come with delegating its authority for its own land's development to the State Government.

Notwithstanding the protection and safeguards afforded by any, or a combination, of these measures, including registering land as Community Land, a future Council is at liberty at any stage to unwind the measures imposed by a previous Council to prevent the sale of a Council asset. The flexibility offered under the *Local Government Act 1999* is in recognition that it is good practice and good governance to periodically evaluate assets to determine whether their use and retention is in the best interests of the broader community.

BUDGET

Not applicable

LIFE CYCLE COSTS

There are no life cycle costs associated with this report.

Attachment 1





Hon. David Wotton, M.P.

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Adelaide SA 5001

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MFCSC 875/96

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Chesser House
91 Grenfell Street
Adelaide SA 5000

MINISTER FOR THE ENVIRONMENT
AND NATURAL RESOURCES

MINISTER FOR FAMILY
AND COMMUNITY SERVICES

MINISTER FOR THE AGEING

Date: 18 OCT 1996

Ms Rosemary Clancy
Mayor
City of Brighton
PO Box 19
BRIGHTON SA 5048

Dear Ms Clancy

Re: Brighton Glenelg Community Centre

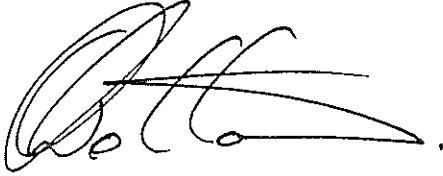
Thank you for both your letter of 30 August 1996 and for your cooperation in the resolution of this matter.

I confirm the government's position as follow:

1. The government will provide 5,130 square metres of the Mawson site as a services freehold allotment to the Brighton Council free of charge to provide the land for the development of the Brighton Glenelg Community Centre.
2. The government will continue to provide the project management and architect's fees until the tenders are called, and reduce the commitment of \$300,000 accordingly.
3. The government will make its contribution of up to \$300,000 as construction proceeds, in accordance with a mutually agreed process based on certified accounts from the contractor undertaking the work of redevelopment on behalf of the Council.
4. The government expects the Council to take responsibility for the redevelopment from their acceptance of this offer. Thus the delivery of the Community Centre within the moneys available is within the Council's control.
5. The government accepts the Council's undertaking to arrange the release of a vacant site at Tarlton Street, this is of particular importance as the government will proceed to offer this site for sale prior to the relocation of the Community Centre. I would seek your Council's cooperation in attempting to free the site before 30 June 1997.
6. The open space requirement at Tarlton Street is accepted.

I trust this offer is acceptable to your Council and would appreciate confirmation of this so that a survey can proceed and the arrangements for relocation can all be put in hand.

Yours sincerely

A handwritten signature in black ink, appearing to be 'D. Wotton', written over a horizontal line.

Hon David Wotton MP
MINISTER FOR FAMILY AND COMMUNITY SERVICES

Handwritten initials in black ink, possibly 'RAC', located in the bottom right corner of the page.

Attachment 2



REPORT TO: **ENGINEERING & ENVIRONMENT COMMITTEE**DATE: **10 DECEMBER 2002**SUBJECT: **COMMUNITY LAND REGISTER**WRITTEN BY: **ANDREW SMITH
PROJECT ENGINEER**

FILE REF:

ABSTRACT OF REPORT

Since 1 January 2000, all land other than roads that are owned or under the care, control, and management of Council is classified as Community Land. Council has powers under the Local Government Act to exclude land from the Community Land Register under Council resolution prior to 31 December 2002. This report seeks Council endorsement of a list of Council owned properties that have been presented and discussed with the community for exclusion from Council's Community Land Register.

REPORT DETAILS**Background**

The reasons and criteria for Council producing a Community Land Register and excluding certain properties from this register were provided in a previous report to Council Report No. 591/02. A list of proposed exclusions was endorsed by Council for consultation with the wider community and affected stakeholders. (The consultation exclusion list is included in this report as Attachment 1).

Refer Attachment 1

Administration have consulted directly with key stakeholders and the wider community with seven (7) formal objections received from respondents requesting that certain properties be retained as community land classification. This report outlines the formal objections and proposes a final community land exclusion list for Council endorsement.

Public Consultation

Community response was sought for the exclusion list through public consultation involving both the wider community and key stakeholders of the affected properties, including key interest groups, community groups, and current lease holders.

Advertisements in the Messenger (30 October & 6 November 2002) and Advertiser (26 October 2002) newspapers, and posters located in Council offices, libraries, and community centres advised the wider community of Council's intention to exclude the mentioned land from its Community Land Register, and invited comments and feedback by 20 November 2002. Administration also forwarded 57 letters to key stakeholders and community groups on 28 October 2002 explaining the process behind community land classification, and inviting comments and feedback relating to Council's intention to exclude the mentioned land from its Community Land Register by 20 November 2002.

Administration received numerous enquiries through telephone, email, facsimile, and letters from ratepayers and the wider community requesting clarification and additional information on community land classification and the criteria used for determining properties to be excluded from community land classification. Information was provided promptly by telephone although some organisations requested written confirmation of information, which was usually dispensed through email

Objections Received

Seven (7) written objections were received by Administration to the proposed exclusion of properties from community land classification within the City of Holdfast Bay.

Responses that objected to the exclusion of certain properties from community land classification are attached and were received from Daryl Forest, Jane West of the Glenelg Residents Association, John Butterworth, Adriana Heuvel and others, Brendan Jones of the Seacliff Community Recreation Association, Darryl Rowe of the Seacliff Tennis Club, and Debbie McLean of the Holdfast Bay Community Centre. A summary of the objections are tabled below.

- Mr Daryl Forest (ratepayer) in his letter states that the first four properties on the exclusion list should remain as Community Land, but does not offer any reasons for this. These properties include the Council offices at 22-24 Jetty Road, Brighton, the Glenelg Town Hall, and the Brighton and Glenelg libraries.

Refer Attachment 2
- Ms Jane West (Deputy Chair, Glenelg Residents Association) states that the criteria of freehold and built form does not take into account other relevant and appropriate criteria. The letter appears to object to the exclusion of historical buildings such as the Glenelg Town Hall, purpose-built community assets such as Alwyndor, Meals on Wheels, and ideal locations for community activity such as the Glenelg Library. Glenelg Residents Association are also concerned that the removal from community land classification of prime coastal real estate such as Magic Mountain, Tourist Information Centre, Brighton Caravan Park, and Somerton Surf Life Saving Club will make it easier for future Councils to succumb to commercial pressures without a high level of public and Ministerial exposure. Ms West also discusses the impact of possible privatisation of Council services provided from properties excluded from community land classification such as Alwyndor Aged Care Facility, the need for additional community feedback with two suggested Consultation forums and the need for further consultation.
- Glenelg Residents Association believes that removal of properties from the community land classification is an attempt to ease the workloads of Council and its Administration, and removes the security to maintain significant community assets for the benefit of all residents.

Refer Attachment 3
- Mr John Butterworth (ratepayer) objects to the exclusion of most properties on the exclusion list and states his concerns that a future Council may decide to sell these properties.

Refer Attachment 4
- Ms. Adriana Heuvel, Christopher Gore, Erika and David Woodgate (Ratepayers) object to the exclusion from the Community Land Classification of the Brighton Library, Seacliff Car Park, Kauri Parade Car Park, Brighton Caravan Park and the Seacliff Yacht Club. This group of ratepayers is concerned that a future Council may dispose of these properties without adequate consultation and believe that Council should provide a detailed explanation to the public of the reasoning behind the proposed exclusion.

Refer Attachment 5
- Mr. Brendan Jones (Vice President, Seacliff Community Recreation Association) believes Council has only met the minimum requirement of public consultation for the exclusion of properties from community land status and is not an indication of Councils willingness to engage in informed discussion with the community it serves. Mr Jones criticises Administration for not engaging the community in consultation well before the 1 January 2003 deadline for community land exclusion.
- Mr. Jones believes that the Seacliff Youth Centre uses facilities similar to open space properties such as the Seacliff Sports Club, Brighton Oval Reserve, Somerton Bowling Club, all of which will remain under community land classification although most of the clubs activities are held indoors.

- Mr. Jones also believes that some properties which remain under community land classification may also attract community organisations using the properties for business purposes. Given the limited information Council has provided, Mr. Jones objects to the Seacliff Sports Club being excluded from community land classification.
Refer Attachment 6
- Mr. Darryl Rowe (Seacliff Tennis Club) believes that the Aboyne Avenue tennis court allotment was designated open space reserve during the original land division and that the property should be retained as community land. Mr. Rowe believes that the neighbourhood around the tennis court property lacks open space facilities particularly tennis courts after the closure of local schools and changes to accessibility of other tennis courts.
Refer Attachment 7
- Mr. Debbie McLean (Chairperson, Holdfast Bay Community Centre) has criticised Administration for implementing such a tight public consultation timeframe given that most club committees meet on a monthly basis and that there has been insufficient time for groups to organise proper discussion with their membership. Ms McLean requests that a public meeting be called to allow all interested parties to ask questions and seek clarification. Ms. McLean objects to the Holdfast Bay Community Centre being excluded from community land classification and believes that the community centre has been located on this property as a result of years of negotiation between the community, Council, and the State Government and therefore should be retained under community land classification.
Refer attachment 8

Exclusion of Community Land

Councils community land portfolio consists of open space recreational reserves, water course and coastal reserves, closed roads and service easements, cemeteries, and properties containing built assets supporting commercial, community, and council activities. As defined in the Local Government Act, it is generally acknowledged that open space land is most likely to be designated community land while land comprising of mostly built form with a business type use should be excluded from the Community Land Register.

The administration compiled the proposed exclusion list based on the following criteria:-

1. Land holdings used exclusively for business purposes by Council or other parties.
2. Short to medium term land holdings held by Council to guide development in support of Councils development plans.
3. Current land holdings identified as surplus to Council requirements.

Discussion

While acknowledging that Council has no immediate plans to dispose of properties listed in the proposed community land exclusion list, most of the formal objections and enquires received during the period of community consultation expressed concerns over the future sale or development of properties by future Councils. While it would be ill advised to predict the actions of future Councils, it must be remembered that Councils are elected by the community to represent the community and therefore community views will always be a part of Councils decision making process.

Any decision to dispose of such properties by future Councils would still require extensive community consultation and Council resolution at that time similar to what is currently required and has been in place for a number of years.

The key issues raised by respondents are tabled below.

Group	Issue	Discussion
Glenelg Residents Association	Council used only lower order criteria to select proposed excluded properties and didn't use other appropriate criteria such as significant historical / heritage criteria.	Some properties on the exclusion list are clearly significant properties with respect to historical and heritage criteria. Exclusion from community land classification will not alter this status however it will allow Council to manage these properties more effectively and efficiently. Significant properties are usually protected under the requirements of State or Local Heritage status irrespective of whether they are classified as community land.
	Insufficient rationale / evidence in Council Report or additional information to include certain properties in the list.	The properties on the list were selected from all Council owned / managed properties meeting the stated criteria only. Retention of community land status for these properties will increase the complexity and costs that Council will incur in managing them.
	Council should manage all of its properties under management plans as a matter of good business practice.	The objective of community land exclusion is to deliver more effective and efficient services to the community from properties that will benefit from exclusion. Community Land Management Plans are quite distinct from property operational management plans in that changes to or within Community Land Management Plans require Council to undertake additional requirements under the Local Government Act.
	The association is concerned that future Councils will dispose of prime coastal properties identified in the exclusion list.	Refer to above paragraph with respect to sale of properties by future Councils.
	Impact of Privatisation - How will Council maintain levels of service from properties that are privatised / leased.	Council is committed to providing effective and efficient services to the community it serves. Council / Community decisions to privatise Council services through lease or sale of properties would be made in the knowledge that present and future levels of service must be maintained.

Group	Issue	Discussion
	<p>Additional Community Feedback - consultation model with all stakeholders providing feedback to Council's proposal, how do you propose providing feedback to the community. We strongly recommend you broaden the consultation by holding at least two community consultation forums that are open to all residents and affected stakeholders.</p>	<p>Community Land classification is clearly a wider community issue therefore Council's public consultation strategy has subsequently targeted the wider community. Individual community groups with interests over the properties identified in the exclusion list were forwarded a letter explaining the process, the criteria for excluding the subject property, and an invitation to discuss or seek clarification from Administration staff. Administration has discussed numerous queries with individual stakeholders and members of the wider community. Council's resolution from this report will be communicated to all stakeholders and persons registering objections during the public consultation process.</p>
	<p>Council's proposal to exclude certain properties from the Community Land Register is an attempt to ease work loads of Council and its Administration. This proposal has far reaching negative consequences for the residents of Glenelg.</p>	<p>The level of resources allocated to manage Council owned properties excluded from community land classification would remain much the same as current levels therefore there is no "easing of work loads". Council will however need to allocate additional resources to manage properties under community land classification particularly over the next 24 months during the development of Management Plans. These costs have been imposed on Council by the Minister of Local Government, without any form of compensation. The proposal to exclude certain properties from community land classification is a positive outcome for all ratepayers in the City of Holdfast Bay as it will enable Council owned properties to be utilised in the most equitable and efficient manner.</p>
<p>Holdfast Bay Community Centre.</p>	<p>Public consultation should have begun earlier to take into account the timing of monthly committee of management meetings and allow sufficient time for community organisations to discuss this matter with their membership.</p>	<p>Community Land classification is clearly a wider community issue therefore Council's public consultation strategy has subsequently targeted the wider community. Stakeholders were given an adequate period of 20 days to discuss the issue with Council staff and submit any objections to the any proposed exclusion of property.</p>
	<p>The Committee requests an extension of time for public comment and that a public meeting be called so that interested parties are given the opportunity to ask questions and seek further clarification.</p>	<p>As this process involves a wider community issue, Administration is unable to commit to personal representation to all of the stakeholders involved. Individual community groups with interests over the properties identified in the exclusion list were forwarded a letter explaining the process, the criteria for excluding the subject property, and an invitation to discuss or seek clarification from Administration staff.</p>

Group	Issue	Discussion
	Glenelg and Brighton Councils negotiated long and hard for the centre to be properly located at King George Avenue, Hove. The centre building was constructed in 1998 from a State Government grant. A proper and informed decision was taken to locate the centre at its present location.	Although the Holdfast Bay Community Centre has undergone extensive investigation and consultation with regard to its location in meeting community needs, and the property building is at the beginning of its life cycle (would not be considered for asset renewal for a significant period of time), Council must still manage this property to the benefit of all present and future ratepayers over the long term. The ability of Administration to manage this property in an effective and efficient manner is likely to be diminished without the flexibility to manage the property without the constraints of community land classification.
	The centre has changed its services and activities over the last 25 years in response to changing community needs.	While it is acknowledged that Holdfast Bay Community Centre offers intrinsic flexibility of operation in order to meet changing community needs, likewise Council should maintain the same flexibility in the management of this important property asset.
Seacliff Community Recreation Association	Council's public notice and letter to the SCRA board have only met the minimum requirement of public consultation and is not an indication of Council's willingness to engage in discussion or negotiation.	Community Land classification is clearly a wider community issue therefore Council's public consultation strategy has subsequently targeted the wider community. Individual community groups with interests over the properties identified in the exclusion list were forwarded a letter explaining the process, the criteria for excluding the subject property, and an invitation to discuss or seek clarification from Administration staff.
	Given the short notice of this issue with no personal representation to SCRA by Council staff or elected member does not allow our organisation to make a considered response.	As this process involves a wider community issue, Administration is unable to commit to personal representation to all of the stakeholders involved. Stakeholders were given an adequate period of 20 days to discuss the issue with Council staff and submit any objections to the any proposed exclusion of property.
	All correspondence and the public notice indicates that Council is intent on excluding Seacliff Youth Centre as classification as Community Land in order to meet the 1 January 2003 timetable.	The Seacliff Youth Centre property meets Council's criteria for community land classification exclusion therefore Council is intent to exclude this property in order to manage this property in the most effective and efficient manner.

Group	Issue	Discussion
	<p>It is disappointing to note that despite the July 2002 correspondence from Hon. Jay Weatherill to "Elected Members and CEO's" of Local Governments, that no attempt was made to engage the community until late October 2002. Council can not represent to the community that it has prepared for this process in a timely manner.</p>	<p>Since July 2002, Administration has been preparing the Community Land Register, updating the new certificate of title references, and compiling the proposed exclusion list. The culmination of this work in late September 2002 resulted in the report to Council on 22 October 2002 and the subsequent period of public consultation ending on 20 November 2002. Since July 2002, Administration has undertaken the compilation of Council's Community Land Register in a timely manner.</p>
	<p>The Seacliff Youth Centre provides facilities that are similar to properties retaining community land classification (Seacliff Sports Club, Brighton Bowling Club) except our activities are conducted indoors. Some properties remaining under community land classification are likely to attract organisations that can not claim to be 'not for profit' organisations.</p>	<p>Properties such as Seacliff Sports Club and Brighton Bowling Club do not meet Council's criteria for community land exclusion. These properties are mostly open space reserves, which Council has decided to retain under community land classification. Any organisation proposing to lease a property under community land status will be required to operate the lease in accordance with a Council and community endorsed Management Plan which is unlikely to include activities that are 'not for profit'.</p>
<p>Seacliff Tennis Club</p>	<p>Concerns in general regarding the ongoing reduction within the Council area of open space, community, and recreational facilities.</p>	<p>The objective of community land exclusion is to allow Council greater flexibility in the way it manages its property assets to provide equitable and efficient services across the community. It is not the intention of community land exclusion to reduce the services Council provides. Council is committed to meeting demand for services with the property portfolio it manages.</p>
	<p>Aboyne Avenue Courts have been 'targeted' by this process as it is the only tennis facility proposed to be excluded from community land classification.</p>	<p>The Aboyne Avenue property is considered open space and therefore does not meet Council's criteria for community land exclusion. It is therefore proposed to retain this property under community land classification.</p>
	<p>Longstanding members and users of the courts are concerned about accepting exclusion from community land classification without guarantees as to the future of the courts and the efforts to relocate appropriate facilities should the property be disposed.</p>	<p>It is recommended that the Aboyne Avenue tennis courts retain community land classification and that reference to the property in the community land exclusion list be deleted.</p>

Final Community Land Exclusion List

Attachment 9 is a revised list of properties proposed for exclusion of community land classification.

Refer attachment 9

Three properties have been removed from the original community land exclusion list (attachment 1), and the certificate of title references for a further two properties have been amended as a result of consultation with stakeholders from these properties and the Office of Local Government. The proposed changes to the community land exclusion list are outlined below.

Magic Mountain

Schedule 8 of the Local Government Act denotes the 'Glenelg Amusement Park' (clause 7) as allotment 3 in deposited plan DP 49075 as community land with irrevocable classification. A detailed property search of the Tourist Information / Restaurant / Magic Mountain certificates of title revealed that CT 5631/391 is the abovementioned allotment 3, DP 49075 (existing Magic Mountain lease area) and subsequently has been removed from the proposed exclusion list. The certificate of title CT 5397/508 describes the amusement park land north of the Glenelg Surf Life Saving Club. This certificate of title has been extinguished by the new Pier Hotel community title and will not be owned by Council on 31 December 2002 therefore this certificate of title has been removed from the proposed exclusion list. Certificate of title CT 912/31 previously encompassed the Tourist Information / Restaurant / Magic Mountain properties and has been replaced by CT 5797/594 and CT5631/391, therefore this certificate of title has also been removed from the proposed exclusion list.

The remaining certificate of title (CT 5797/594) encompasses the foreshore open space area around the Tourist Information / Restaurant building, therefore only the portion of this property covering the building should be excluded from community land classification. The Certificate of Title in the exclusion list for Tourist Information / Restaurant / Magic Mountain has therefore been amended to include only the portion of the property CT 5797/594 containing the building.

Seacliff Tennis Club

The arguments put forward in the objection letter from the Seacliff Tennis Club's Mr. Daryl Rowe support the removal of this property from the community land exclusion list. As the property is primarily open space land used by a significant number of social tennis groups, the property meets Council' criteria for retention under community land classification. The Seacliff Tennis Club has subsequently been removed from the proposed community land exclusion list for these reasons.

North Brighton Girl Guides

The North Brighton Girl Guides property has been removed from the community land exclusion list because the property is owned by Guides Australia and is not part of Council Bowker Street Oval properties as has been determined through an indepth property search and liaison with Guides Australia.

Dunbar Terrace Kindergarten

The Dunbar Terrace Kindergarten property has been removed from the community land exclusion list because the property is owned by the Department of Education and not Council as has been determined through an indepth property search and liaison with the Department. Council still maintains a stormwater drainage easement through the open space section of the property.

South Brighton Community Hall

The property containing the South Brighton Community Hall building also included open space over approximately 40% of the allotment. Mr. Brian Victory from South Brighton Community Hall initially objected to whole allotment being excluded from community land classification and he has subsequently confirmed that the South Brighton Community Centres have no objection to the exclusion of the portion of the property covering the building only. The Certificate of Title in the exclusion list for South Brighton Community Hall has therefore been amended to include only the portion of the property CT 5558/563 containing the building.

Summary

The proposed community land exclusion list has met the approval of a majority of ratepayers and community stakeholders within the City of Holdfast Bay. Objections have been received from individual ratepayers and representatives of community groups with and without affiliation to properties presented in the exclusion list. The Glenelg Residents Association and Holdfast Bay Community Centre have forwarded strong arguments for removing some of the properties from the community land exclusion list with most of the concerns centring around the perceived actions of future Councils to dispose or lease these properties to the detriment of the community.

It should be noted that if the exclusion list is not adopted before the end of December 2002 all properties in the proposed exclusion list will be retained as community land. It should also be noted that if Council adopts the exclusion list now (or similar) and decides in the future for any of the excluded properties to be included as community land then a simple Council resolution can achieve this change.

GENERAL MANAGER ENGINEERING & ENVIRONMENT'S RECOMMENDATION

That the Committee recommends that Council endorse the proposed list of Council owned properties outlined in Attachment No. 9 as the land proposed to be excluded from Community Land Classification, pursuant to Section 193 of the Local Government Association Act 1999.

**CHARLES SHEFFIELD
GENERAL MANAGER
ENGINEERING & ENVIRONMENT**

Item No: 14.1

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE – 3 AUGUST 2022**

Date: 23 August 2022

Written By: General Manager, Community and Business

General Manager: Community and Business, Ms M Lock

SUMMARY

The minutes of the Jetty Road Mainstreet Committee meeting held on 3 August 2022 are attached and presented for Council's information.

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

RECOMMENDATION

That Council notes the minutes of the Jetty Road Mainstreet Committee held on 3 August 2022.

STRATEGIC PLAN

Building an economy and community that is inclusive, diverse, sustainable and resilient.

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

BACKGROUND

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

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

REPORT

Minutes of the meeting of JRMC held on 3 August 2022 are attached for member's information.

Refer Attachment 1

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Attachment 1



CITY OF HOLDFAST BAY

Minutes of the meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held in the Mayor's Parlour Glenelg Town Hall on Wednesday 3 August 2022 at 6:00pm

PRESENT

Elected Members:

Mayor A Wilson
Councillor R Abley
Councillor W Miller

Community Representatives:

Attitudes Boutique, Ms G Martin
Daisy and Hen, Ms G Britton
Cibo Espresso, Mr T Beatrice (Virtual Connection)
Beach Burrito, Mr A Warren
Ikos Holdings Trust, Mr A Fotopoulos
Terra & Sol, Mr B Meuris
Echelon Studio – Architecture and Design, Mr C Morley
Smart Hearing Solutions, Mr J Rayment

Staff:

General Manager, Community & Business, Ms M Lock
Jetty Road Development Coordinator, Ms A Klingberg
Events Coordinator, Ms F Edwards

1. OPENING

The Chair, Ms G Martin, declared the meeting open at 6.04pm.

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. APOLOGIES

3.1 Apologies Received: Mr D Murphy

3.2 Absent:

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES**Motion**

That the minutes of the Jetty Road Mainstreet Committee held on 6 July 2022 to be taken as read and confirmed.

Moved A Warren, Seconded Councillor Miller

Carried

C Morley joined the meeting at 6.06pm

6. QUESTIONS BY MEMBERS**6.1 Without Notice:**

- Mr A Warren asked a question around the traffic management plan around the development. Administration took this on notice and will provide a response.
- Councillor Abley asked a question is it Council, JRMC or Taplin Group who funded the development corflutes on the fencing/rubbish bins? The JRDC provided a response.

6.2 With Notice: Nil**7. MOTIONS ON NOTICE: Nil****8. PRESENTATION:****8.1 Jetty Road Masterplan**

- Ms Cherie Armfield, Project Manager, Public Realm & Urban Design presented an update on the Jetty Road Masterplan.

A Fotopoulos joined the meeting at 6.20pm

8.2 Spendmapp Data Presentation

- Ms Akarra Klingberg, Jetty Road Development Coordinator presented a quarterly update on the Spendmapp data for the Glenelg Precinct.

8.3 Council Elections and Caretaker Period

- Ms Marnie Lock, General Manager, Community and Business presented an update the upcoming council elections and caretaker period process.

9. REPORTS/ITEMS OF BUSINESS

9.1 Monthly Finance Report (Report No: 308/22)

The Jetty Road Mainstreet 2021/2022 end of financial year report is presented for information.

Motion

That the Jetty Road Mainstreet Committee note this report.

Moved A Warren, Seconded T Beatrice

Carried

9.2 Property Council Membership (Report No: 309/22)

The Property Council of Australia is the leading body for the property and construction industry with over 2,200 member companies who represent the full spectrum of the property industry. The Jetty Road Mainstreet Committee (JRMC) have been members of the Property Council of Australia in SA since 2016, and the previous JRMC Chair was a committee member on the Mainstreets & Retail Committee. The Property Council's agenda in South Australia is guided by more than 10 member committees comprising of nearly 150 industry volunteers.

Motion

That the Jetty Road Mainstreet Committee:

1. **Notes this report and**
2. **Resolves to cease the Property Council Membership.**

Moved B Meuris, Seconded A Warren

Carried

9.3 Glenelg Bowls Club - Partnership Request (Report No: 310/22)

Throughout the year, the Jetty Road Mainstreet Committee (JRMC) is approached for sponsorship from different organisations. This is in addition to sponsorships which have been considered as part of the budget process. In general, sponsorship requests are sought from local community organisations. A partnership request has been received from Glenelg Bowls Club for sponsorship for 2022/23.

Motion

That the Jetty Road Mainstreet Committee:

- 1. Notes this report and**
- 2. Thanks the Glenelg Bowling Club for their partnership opportunity and**
- 3. Allocates \$910 to secure sponsorship.**

Moved T Beatrice, Seconded Councillor Miller

Carried

9.4 Spend + Win (Report No: 311/22)

The Jetty Road Mainstreet Committee identified a Spend + Win competition as a key initiative to stimulate economic activity during Winter. While originally anticipated to commence in late May, due to the Federal Election the campaign commenced on 1 June – 30 June 2022.

Motion

That the Jetty Road Mainstreet Committee note this report.

Moved Councillor Abley, Seconded A Fotopoulos

Carried

9.5 Marketing Update (Report No: 312/22)

The report provides an update on the marketing initiatives undertaken by the Jetty Road Mainstreet Committee 2021 Marketing Plan and initiatives aligned to the delivery of the Jetty Road Glenelg Retail Strategy 2018-2022.

Motion

That the Jetty Road Mainstreet Committee:

- 1. Notes this report and**
- 2. Endorses the Jetty Road Glenelg Marketing Plan 2022/23.**

Moved J Rayment, Seconded A Fotopoulos

Carried

9.6 Summer Activation (Report No: 313/22)

The recently-announced race schedule for the 2023 Tour Down Under no longer has a men's stage start in Glenelg. This leaves a gap in the summer events schedule for Glenelg. A proposed funding model for a January street party is presented for the Jetty Road Mainstreet Committee's (JRMC) consideration and endorsement.

Motion

That Jetty Road Mainstreet Committee endorses an increase to the summer activation budget allocation by \$20,000 to match the Council allocation in order to fund a summer street party in Glenelg.

Moved Councillor Abley, Seconded T Beatrice

Carried

9.7 Jetty Road Events Update (Report No: 314/22)

Jetty Road Mainstreet Committee (JRMC) in partnership with the City of Holdfast Bay are responsible for implementing and managing a variety of major events to support economic stimulus in the precinct in accordance with the annual marketing and business plan. This report provides an overview of upcoming events.

Motion

That the Jetty Road Mainstreet Committee note this report.

Moved T Beatrice, Seconded C Morley

Carried

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

REPORTS/ITEMS OF BUSINESS:

- Mr A Warren asked can it be investigated if there is a need for additional lighting adjacent to the tram crossing in Moseley Square by the Green Tea House. Administration took this on notice and will investigate.
- Ms G Martin asked the JRMC is there a desire to change their WIP meeting day to Tuesday instead of Thursday.

11. DATE AND TIME OF NEXT MEETING

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 7 September 2022 at the Glenelg Town Hall.

12. CLOSURE

The meeting closed at 8.57pm

CONFIRMED: Wednesday 7 September 2022

CHAIR PERSON

Item No: 14.2

Subject: **MINUTES – AUDIT COMMITTEE – 17 AUGUST 2022**

Date: 23 August 2022

Written By: Personal Assistant, Strategy and Corporate

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

The public minutes of the meeting of the Audit Committee held 17 August 2022 are presented to Council for information and endorsement.

RECOMMENDATION

That Council notes the minutes of the meeting of the Audit Committee of 17 August 2022, namely:

1. **that the Audit Committee advises Council it has received and considered a Standing Items Report addressing:**
 - **Monthly Financial Statements**
 - **Audit - External**
 - **Public Interest Disclosures**
 - **Economy and Efficiency Audits**
 - **Essential Services Commission of South Australia Framework and Approach**
 - **Council recommendations**
 - **Audit Committee Meeting Schedule 2022**

 2. **that the Audit Committee:**
 - (a) **recommends Council approves the Carbon Neutral Plan for Council operations to be carbon neutral for Scope 1 and 2 emissions by 2030; and**

 - (b) **recommends Council reviews the feasibility and cost of offsets in 2026/27 financial year in preparation for 2030.**
-

STRATEGIC PLAN

Statutory requirement

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Local Government Act 1999, Sections 41 and 126

BACKGROUND

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

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

REPORT

The public minutes of the meeting of the Audit Committee held on 17 August 2022 are attached for Members' information.

Refer Attachment 1

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Attachment 1



Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held via Electronic Means in a Virtual Meeting Room on Wednesday 17 August 2022 at 5:30pm.

PRESENT VIA VISUAL AND AUDIO PRESENCE

Members

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

Staff

Chief Executive Officer – R Bria
General Manager Strategy and Corporate – P Jackson
General Manager Alwyndor – B Davidson-Park
General Manager Assets and Delivery – M de Heus
Manager Finance – J Newton
Management Accountant – C Blunt
Manager Strategy and Governance – A Karzek
Manager Engineering – J Mitchell
Manager Finance, Alwyndor – D Capurro

Guest

Ms Janna Burnham, Director of Internal Audit, Galpins

1. OPENING

The Chairman declared the meeting open at 5.33pm.

2. APOLOGIES

2.1 Apologies Received

2.2 Absent

3. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

4. CONFIRMATION OF MINUTES**Motion**

That the minutes of the Audit Committee held on 1 June 2022 be taken as read and confirmed.

Moved by D Powell, Seconded by R Snewin

Carried

5. ACTION ITEMS

The Action Items were tabled and discussed.

6. PRESENTATIONS

6.1 Nil

7. REPORTS BY OFFICERS

7.1 **Standing Items** (Report No: 341/22)

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

Motion

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

- **Monthly Financial Statements**
- **Audit – External**
- **Public Interest Disclosures**
- **Economy and Efficiency Audits**
- **Essential Services Commission of South Australia Framework and Approach**
- **Council Recommendations**
- **Audit Committee Meeting Schedule**

Moved S Tu, Seconded P Davies

Carried

7.2 **Internal Audit Program Report** (Report No: 343/22)

Of the six risk-based audits outlined for 2021/22, all have now been completed, with the Asset Management and Financial Control Reviews for Council and Alwyndor having recently been finalised. Copies of these audit reports are provided as Attachments 2, 3 and 4, respectively.

A proposed internal audit program for 2022/23 is provided as Attachment 5.

Motion

That the Audit Committee:

- 1. notes this report, and**
- 2. endorses the 2022/23 Internal Audit Program as provided in Attachment 5.**

Moved S Tu, Seconded P Davies

Carried

7.3 **Risk Report** (Report No: 344/22)

A review of the Strategic Risk Register and high operational risks was undertaken in line with ISO31000 (2018), to ensure an accurate reflection of the current risk management position across the business as a whole, scoping both business risks and opportunities.

The environmental scan, used to identify new and emerging areas of both risk and opportunity, is scheduled for its quarterly update later in August and will therefore be presented within the Risk Report at the next meeting.

Motion

That the Audit Committee notes this report.

Moved D Powell, Seconded R Snewin

Carried

7.4 **Carbon Neutral Plan** (Report No: 340/22)

The development and implementation of a Carbon Neutral Plan is one of a number of treatment actions that reduce our climate risk from High to Medium. This report provides details of Council's Carbon Neutral Plan including the costs and risks associated with offsetting carbon emissions in the future.

Motion

That the Audit Committee recommends to Council:

1. to approve the Carbon Neutral Plan for Council operations to be carbon neutral for Scope 1 and 2 emissions by 2030; and
2. to review the feasibility and cost of offsets in 2026/27 financial year in preparation for 2030.

Moved D Powell, Seconded P Davies

Carried

7.5 **Annual Review of Investments** (Report No: 342/22)

Section 140 of the *Local Government Act 1999* (the Act) requires Council to review the performance of its investments on an annual basis. This report explains the process for investing funds, amount of funds invested during 2021/22, average interest rate earned and investment performance against budget for Council's municipal activities.

Motion

That the Audit Committee receives and notes this report comprising a performance review of 2021/22 municipal investments, as required under Section 140 of the *Local Government Act 1999*.

Moved S Tu, Seconded R Snewin

Carried

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

9. **CONFIDENTIAL ITEMS**

9.1 **Alwyndor Investment Portfolio** (Report No: 347/22)

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

1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No 347/22 Alwyndor Investment Portfolio in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 347/22 Alwyndor Investment Portfolio 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.

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

3. The Audit Committee is satisfied, 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 R Snewin, Seconded D Powell

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 9.1 Alwyndor Investment Portfolio (Report No: 347/22) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the report and minutes be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.

Moved D Powell, Seconded S Tu

Carried

- 9.2 **Cyber Security** (Report No: 346/22)

Motion - Exclusion of the Public – Section 90(3)(e) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 346/22 Cyber Security in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 346/22 on the following grounds:
 - e. pursuant to section 90(3)(e) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is related to matters affecting the security of the Council in that cyber security matters will be discussed.

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.

Moved P Davies, Seconded D Powell

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 9.2 Cyber Security (Report No. 346/22) in confidence under section 90(2) and (3)(e) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the report, attachment and minutes be retained in confidence for a period of at least three years and that this order be reviewed every 12 months.

Moved S Tu, Seconded D Powell

Carried

9.3 **Loan Receivables** (Report No: 345/22)

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

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Staff in attendance at the meeting in order to consider Report No: 345/22 Loan Receivables in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 345/22 Loan Receivables 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 prejudice the commercial position of the person who supplied the information, as this would prejudice the commercial position who supplied the information.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The

benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Audit Committee is satisfied, 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 S Tu, Seconded P Davies

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 9.3 Loan Receivables (Report No: 345/22) in confidence under Section 90(2) and (3)(d) of the *Local Government Act 1999*, the Audit Committee, pursuant to Section 91(7) of that Act orders that the report, attachment and minutes, be retained in confidence for a period of six months and the Chief Executive Officer is authorised to release the documents when the Audited Financial Statements are presented to Council.

Moved R Snewin, Seconded S Tu

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Audit Committee will be held on Wednesday 12 October 2022 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

11. CLOSURE

The Meeting closed at 7.04 pm.

CONFIRMED 12 OCTOBER 2022

PRESIDING MEMBER

Item No: 14.3

Subject: **DRAFT MINUTES - ALWYNDOR MANAGEMENT COMMITTEE – 28 JULY 2022**

Date: 23 August 2022

Written By: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

SUMMARY

The draft minutes of the Alwyndor Management Committee meeting held on 28 July 2022 are provided for information.

RECOMMENDATION

1. **That the draft minutes of the Alwyndor Management Committee meeting held on 28 July 2022 be noted.**

RETAIN IN CONFIDENCE - Section 91(7) Order

2. **That having considered Attachment 2 to Report No: 367/22 Draft Minutes - Alwyndor Management Committee – 28 July 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.**
-

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 Attachments 1 and 2

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Attachment 1



CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Audio-visual telecommunications and in person on Thursday 28 July 2022 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie (via Teams)
Councillor Robert Snewin

Independent Members

Mr Kim Cheater - Chair (via Teams)
Ms Julie Bonnici
Ms Jo Cottle
Prof Judy Searle (via Teams)
Prof Lorraine Sheppard (via Teams)
Ms Trudy Sutton (via Teams)
Mr Kevin Whitford (via Teams)

Staff

Chief Executive Officer – Mr Roberto Bria (via Teams)
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, Quality & Projects - Ms Emma Burke (via Teams)
Executive Assistant – Ms Bronwyn Taylor

1. OPENING

The Chairperson declared the meeting opened at 6.33pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chair stated:

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

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

3. APOLOGIES

- 3.1 For Absence
- 3.2 Leave of Absence

4. DECLARATION OF INTEREST

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

The Chair advised he has been appointed the Independent Chair of the Audit & Risk Committee for Minda.

Action: Add a one pager Register of Interests as part of agenda papers.

5. CONFIRMATION OF MINUTES

Motion

That the Public and Confidential minutes of the Alwyndor Management Committee held on 30 June 2022 be taken as read and confirmed.

Moved by Cr Robert Snewin Seconded by Prof Lorraine Sheppard

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

Non - Confidential Actions– Noted.

Confidential Actions– Noted.

Chair discussed Actions 9 and 12. Intent clarified by General Manager.

Action – Update Confidential Action 9 with context.

AMC Actions – Noted

6.2 Annual Work Plan

Noted

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No: 22/2022)

7.1.1 Appointment of Deputy Chair

Unanimous support for Ms Julie Bonnici to continue as Deputy Chair until the end of her current term expiring July 2024.

6.45pm Cr Susan Lonie joined meeting via Teams**7.1.2 AMC Review**

Agreed that the current Committee is functioning well and has the right spread of skills and experience. Agreement to wait until 2nd half of 2023 to conduct review as will allow any new Council members to have exposure to meetings. Agreement on 2 yearly reviews and use external facilitator.

7.1.3 COVID-19 Update

Noted.

Since report written there have been a small number of additional cases in Residential and Clients. Staff continue to be impacted by illness (COVID and other winter ills) and close contact impacts.

6.50pm Mr Roberto Bria joined the meeting via Teams

Action: Share the Winter Planner Guide

7.1.4 Program of Experience in the Palliative Approach (PEPA)

Noted.

Staff (Residential and Community Clinical Nurses (CNs) very positive and engaged. As a result of the training we are trialling different approaches on the floor and implementing those that provide positive improvements and outcomes.

General Manager will keep Committee updated as required.

Agreed to invite some participant CNs to an upcoming Alwyndor Management Committee meeting to share their experience of PEPA and how this has changed our practice around palliative care.

Action: PEPA presentation to be arranged

Motion:

That the Alwyndor Management Committee:

- 1. Recommends to Council that it approve the appointment of Ms Julie Bonnici to the position of AMC Deputy Chair for a period to expire at the end of her term on the Committee in July 2024**

Moved by Cr Robert Snewin, Seconded by Cr Susan Lonie

Carried

Motion:

That the Alwyndor Management Committee:

2. Resolved that an AMC Review to be conducted post July 2023.
3. Notes the COVID-19 Update.
4. Notes the information regarding the Program of Experience in the Palliative Approach (PEPA).

Moved by Mr Kevin Whitford, Seconded by Prof Lorraine Sheppard

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL**8.1 General Manager Report – Confidential (Report No:23/22)****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: 23/2022 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: 23/22 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 Cr Susan Lonie, Seconded by Mr Kevin Whitford

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.1 General Manager's Report (Report No: 23/22) 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 Julie Bonnici

Carried

FINANCE REPORT – CONFIDENTIAL

8.2 Finance Report – Confidential (Report No:24/22)

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: 24/2022 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: 24/22 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 Mr Kevin Whitford, Seconded by Cr Robert Snewin

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

1. **That having considered Agenda Item 8.1 General Manager's Report (Report No: 24/22) 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 Prof Lorraine Sheppard, Seconded by Cr Susan Lonie

Carried

9. OTHER BUSINESS – Subject to the leave of the meeting

9.1 SAHLN partnering: Prof Judy Searle noted that there is a new Chief Executive and additional opportunities to partner may be explored.

Action: GM to arrange a time to meet new Chief Executive and/or invite her to visit Alwyndor.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on **Thursday 29 September 2022** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. CLOSURE

The meeting closed at 8.32pm.

CONFIRMED 29 September 2022

CHAIRPERSON

Item No: 15.1
Subject: **ITEMS IN BRIEF**
Date: 23 August 2022
Written By: Executive Support Officer
Chief Executive Officer: Mr R Bria

SUMMARY

These items are presented for the information of Members.

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

RECOMMENDATION

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

1. **Review of the Planning, Development and Infrastructure Act 2016**
 2. **Majors Road Interchange – Project Update**
 3. **Election Commitment – Jetty Road Revitalisation**
 4. **New Year’s Eve State Government Funding Support**
-

REPORT

1. **Review of the Planning, Development and Infrastructure Act 2016**

Council received correspondence from the Hon Nick Champion MP, Minister for Trade and Investment, Minister for Housing and Urban Development and Minister for Planning, regarding the review of the *Planning, Development and Infrastructure Act 2016* and the implementation of the Planning and Design Code.

Refer Attachment 1

2. **Majors Road Interchange – Project Update**

Council received an update from the Department of Infrastructure and Transport regarding the Majors Road Interchange. The Australian and South Australian Governments are jointly funding (50:50) the \$120 million construction of new on/off ramps for the Southern Expressway at Majors Road.

Refer Attachment 2

3. Election Commitment – Jetty Road Revitalisation

Council received correspondence from Louise Miller-Frost MP, Federal Member for Boothby, regarding the 2022 Federal Election commitment for Jetty Road.

Refer Attachment 3

4. New Year's Eve State Government Funding Support

A copy of the correspondence sent to the Hon. Peter Malinauskas MP, Premier of South Australia, regarding funding support for New Year's Eve at Glenelg and Brighton is attached for members' information.

Refer Attachment 4

Attachment 1



Hon Nick Champion MP

22MP07950

Mayor Amanda Wilson
City of Holdfast Bay

By email: mail@holdfast.sa.gov.au

Dear Mayor

I am pleased to announce the Malinauskas Labor Government is honouring its election commitment to review the *Planning, Development and Infrastructure Act 2016* and the implementation of the Planning and Design Code with the assistance of an Expert Panel.

The Expert Panel will be chaired by Mr John Stimson and will be tasked with ensuring future planning decisions encourage a more liveable, competitive and sustainable long-term growth strategy for Greater Adelaide and our regions.

This is your opportunity to have your say on the future of South Australia's Planning System and we welcome your views and feedback.

The scope of the review will include:

- The *Planning, Development and Infrastructure Act 2016*;
- The Planning and Design Code (and related instruments) as it relates to infill policy, trees, character, heritage and car parking;
- The e-planning system with a view to ensuring that it is delivering an efficient and user-friendly process and platform; and
- The PlanSA Website with a view to ensuring its usability and access to information by the community.

There are a few ways to participate in this process and contribute to the Expert Panel deliberations.

- Via Email: DTI.PlanningReview@sa.gov.au
- Via Post: Attention: Expert Panel, GPO Box 1815 ADELAIDE SA 5001
- Via Phone: 08 7133 3222

Further information regarding the Expert Panel is available on the PlanSA website at www.plan.sa.gov.au/planning_review.

I thank you for your interest in our shared common goals in achieving good planning outcomes for Adelaide and our regions and I hope you participate in the process.

Yours sincerely



Hon Nick Champion MP
Minister for Planning

5 August 2022



**Government
of South Australia**

**Minister for Trade and
Investment**

**Minister for Housing and
Urban Development**

Minister for Planning

GPO Box 11032
ADELAIDE SA 5001

T: (08) 8235 5580

E: ministerchampion@sa.gov.au



Attachment 2



Majors Road Interchange

Project Update

The Australian and South Australian Governments are jointly funding (50:50) the \$120 million construction of new on/off ramps for the Southern Expressway at Majors Road.

The Majors Road Interchange Project will provide commuters in the southern suburbs further access to the Southern Expressway, whilst providing all commuters improved access to Glenthorne National Park - Ityamaitpinna Yarta, Sam Willoughby International BMX Facility and Southern Soccer Facility from the Southern Expressway.

Majors Road is an important arterial road, providing a key connection between Lonsdale Road and Main South Road. Majors Road currently carries approximately 13,200 vehicles per day. The Southern Expressway carries approximately 74,000 vehicles per day between Darlington and the Reynella interchange and supports economic activity in Adelaide's southern commercial and industrial areas and facilitates tourist travel on the Fleurieu Peninsula.

Community and stakeholder engagement is important for the successful delivery of this project. As part of the

planning process, the Department for Infrastructure and Transport (the Department) is seeking input from the community to help inform the design of the new Majors Road interchange.

We invite you to provide your feedback via a range of options, including:

- [completing an online survey](#)
- visiting one of our pop-up centres (details below)
- calling 1300 794 880 to speak to the project team; or
- emailing DIT.MajorsRoad@sa.gov.au

Pop Up Information Stalls

Come and chat with members of the project team, and share your thoughts to help inform the design of the new Majors Road interchange.

Happy Valley Shopping Centre

Tuesday, 16 August 2022

Staff will be on site between 10am and 3pm

(no registration required)

50 Kenihans Road, Happy Valley SA 5159

Hallett Cove Shopping Centre

Wednesday, 17 August 2022

Staff will be on site between 10am and 3pm

(no registration required)

246 Lonsdale Rd, Hallett Cove SA 5158

Further locations, times and dates will be announced in the coming days. Keep up to date on the project website and the Department's social media channels

The opportunity to provide comments will be open until Wednesday, 7 September 2022. All feedback received will be considered and help inform the detailed design that will be developed over the coming months. We will continue to engage with local residents and businesses as planning for the project progresses.

To register for project updates, or to contact the project team visit the [project website](#) or email DIT.MajorsRoad@sa.gov.au or call 1300 794 880.

Kind regards

Majors Road Interchange Engagement Team

You are receiving this email, as you have previously subscribed to receive updates from the Department for Infrastructure and Transport.

To continue to receive updates via email for the Majors Road Interchange Project, it is important that you re-register your contact details via the link: [Subscribe for Updates](#)

Attachment 3



Louise Miller-Frost MP

YOUR FEDERAL MEMBER FOR BOOTHBY



Roberto Bria
Chief Executive Officer
City of Holdfast Bay
PO Box 19, Brighton SA 5048

Dear Mr Bria,

I write to you regarding the election commitments made to your organisation during the 2022 Federal Election. Specifically, the commitment to the:

- Jetty Road revitalisation

It was a pleasure to work with you and your organisation during the campaign. As your newly elected local Member of Parliament, I am eager to hit the ground running when it comes to delivering for Boothby.

At present, the Government, led by the Treasurer, The Hon Dr Jim Chalmers MP and Finance Minister, Senator the Hon Katy Gallagher, are working through the election commitments. This process is a key part of preparations for the Government's first Budget, to be handed down on the 25th of October 2022.

My staff and I have raised the issue of election commitments directly with the relevant Ministers' offices. I will be sure to pass on any relevant information as soon as it is received by my office.

I understand and appreciate the time pressure you may be under. Rest assured, I will continue advocating for a speedy resolution in the interests of our community.

In the meantime, I would be more than happy to visit and meet with you and other representatives of your organisation to discuss how we can support you during this period.

If you have any further questions or we can be of assistance in any way, please do not hesitate to reach out to me or my team via the contact details below.

Yours sincerely,

A handwritten signature in black ink that reads 'Louise Miller-Frost'.

Louise Miller-Frost MP
Federal Member for Boothby

(08) 8374 0511 | Louise.Miller-Frost.MP@aph.gov.au
PO Box 570, Glenelg, SA, 5045



@LouiseMillerFrostBoothby



www.louisemillerfrost.com.au



Attachment 4





holdfast.sa.gov.au

Brighton Civic Centre 24 Jetty Road, Brighton SA
5048 PO Box 19 Brighton SA 5048
P 08 8229 9999 F 08 298 4561
Glenelg Customer Service Centre and
Library 2 Colley Terrace, Glenelg SA
5045

OFFICE OF THE
MAYOR

17 August 2022

Hon. Peter Malinauskas MP
Premier of South Australia
Department of Premier and Cabinet
GPO Box 2343
ADELAIDE SA 5001

via email: premier@sa.gov.au

Dear Mr Malinauskas

State Government Funding Support – New Year’s Eve - Glenelg & Brighton

The City of Holdfast Bay is extremely grateful to the Department of Premier and Cabinet for the funding provided to support the successful delivery of New Year’s Eve at Glenelg and Brighton. The funding provided will go some way to ensuring that Council can deliver a safe and structured community event.

Following the recent announcement that the Adelaide City Council will not be hosting CBD New Year’s Eve celebrations, the City of Holdfast Bay will be doing the lion share of New Year’s Eve celebratory events within the State. With this in mind, Council respectfully requests additional funding to support the financial costs outlined below and associated with putting on such an exciting event for the South Australian community:

- Paid security services to assist SAPOL with crowd control;
- Paid St Johns services including a doctor onsite;
- Asset protection and the enforcement of dry zone areas in Glenelg;
- Free shuttle bus service to/from Harbour Town;
- Additional lighting towers in key areas;
- Additional toilets in Glenelg;
- More organised family friendly activities in Glenelg and Brighton;
- Implementation of COVID-safe measures as applicable at the time;
- Terrorism Risk Management Plan, implementing Australia’s Strategy for Protection of Places Crowded from Terrorism; and
- Execution of a number of anti-terrorism measures with SA Police such as: physical barriers to abate vehicular attacks; increased training for operational staff; security measures at the forty plus access points and additional CCTV amongst others

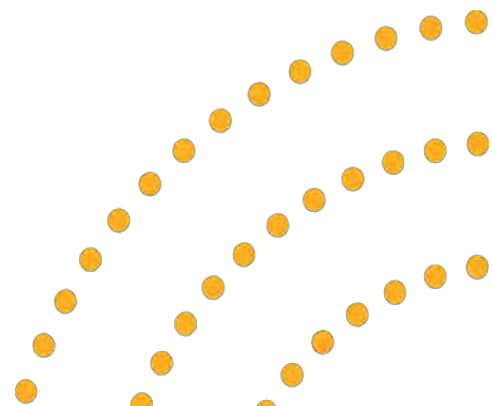
Council will continue to work with a number of organisations such as emergency services, security providers, Surf Life Saving South Australia, Adelaide Airport Limited, Solo Resource Recovery, RAA, the Jetty Road Mainstreet traders and Wilson Parking. The City of Holdfast Bay contributes financially well in excess of \$200,000 and in addition to working with these organisations, Council will also be approaching a number of commercial organisations to secure sponsorship for the 2022 event.

Hosting vibrant events is vital in increasing visitation and economic development including maintaining a safe and positive experience for all those in attendance. Crowd management and public safety will remain at the essence of our planning and preparation and the Department's financial contribution is much needed to ensure the events ongoing success.

Yours sincerely



Amanda Wilson
Mayor



Item No: 15.2

Subject: **2021/22 PRELIMINARY FUNDING STATEMENTS, BUDGET CARRIED FORWARDS AND ACTIVITY REPORTS**

Date: 23 August 2022

Written By: Manager, Financial Services

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

This report provides preliminary funding statements for the 2021/22 financial year including explanations of the interim results and major budget variations as well as detailing yet to be finalised projects to be brought forward and budgeted for in 2022/23. Also presented is a summary of the external grant funding received during the year, as well as a report detailing the organisation's progress in achieving the new initiatives and capital renewal program as set out in the Annual Business Plan for 2021/22.

Following a comprehensive budget review in April 2022 a municipal surplus budget of \$1.245m was adopted. The preliminary result for municipal operations shows an operating surplus of \$2.895m resulting in a positive budget variance of \$1.65m compared with the adopted forecast. Explanations for the major variances are discussed in Attachment 1 to this report.

The preliminary result for Alwyndor operations shows an operating deficit before fair value adjustments of \$1.513m compared with the adopted forecast deficit of \$1.126m resulting in a negative budget variance of \$0.387m.

The consolidated result for both operations shows an operating surplus of \$1.382m compared with the adopted budget surplus forecast of \$0.119m resulting in a positive budget variance of \$1.263m.

RECOMMENDATION

That Council:

- 1. notes the provisional unaudited 2021/22 funding statements and carried forward budgets;**
- 2. notes the 2021/22 Annual Business Plan activity summary;**
- 3. notes the 2021/22 external grant funding summary;**
- 4. approves the carried forward amounts from the 2021/22 municipal budget to the current year 2022/23 budget of \$453,995 operating expenditure, \$90,185 operating revenue, \$12,284,470 capital expenditure and \$2,129,697 capital income;**

5. **approves the carried forward amounts from the 2021/22 Alwyndor budget to the current year 2022/23 budget of \$350,000 capital expenditure;**
 6. **approves the carried forward loan borrowing amount from the 2021/22 budget to the current year 2022/23 budget of \$10,518,000 to be negotiated in accordance with Council's treasury policy; and**
 7. **the Mayor and the Chief Executive Officer be authorised to execute any relevant documentation in relation to new borrowings on behalf of Council and affix the common seal thereto.**
-

STRATEGIC PLAN

Statutory requirement

COUNCIL POLICY

Treasury Management

STATUTORY PROVISIONS

Local Government (Financial Management) Regulations 2011

BACKGROUND

The financial management regulations require an annual report showing the audited results of the Council for the previous financial year compared with the estimated financial results set out in the budget.

Preliminary unaudited funding statements have been prepared in order to inform the Council in a timely manner of financial performance for 2021/22.

A full set of audited 2021/22 financial statements will be presented to Council in October when the financial statements have been finalised, considered by the Audit Committee and audited in the prescribed format.

REPORT

Preliminary 2021/22 Funding Statements

Preliminary unaudited funding statements with explanatory variance notes for the year ended 30 June 2022 are provided.

Refer Attachment 1

The municipal operational variance results are detailed by business unit within this report. A number of these variances are the result of the ongoing impact of COVID-19.

The major variances compared to the adopted forecast are summarised as follows:

Major Municipal Operational Budget Variances	Amount (rounded)
Lower materials, contract and other expenditure	\$849,000
Lower interest on borrowings expense	\$54,000
Higher reimbursements income	\$179,000
Higher depreciation expense	(\$130,000)
Higher caravan park income	\$63,000
Higher development services income	\$65,000
Higher cemetery fee income	\$75,000
Higher off-street parking ticket machine income	\$165,000
Higher on-street parking expiation fees	\$237,000
Operational result from Jetty Road Mainstreet	\$93,000
Total variance to forecast (favourable)	\$1.65m

Non-cash items not included in Funding Statements

A number of end-of-year non-cash items are required to be accounted for and are not included in the funding statements. They will have an impact on the final financial position including the balance sheet and include asset revaluations, net gain/loss on disposal of assets and provision for asset impairment.

Net Gain/Loss on disposal of assets

A number of assets were disposed of during 2021/22 including machinery and vehicles. In addition a number of infrastructure assets were replaced or renewed while still having remaining useful lives. While the amounts are non-cash the accounting for these assets is yet to be finalised.

Impairment of Assets

The Australian Accounting Standard (AASB 139) requires an annual assessment of whether any financial asset is impaired. Impairment means the carrying amount of the asset is more than the amount that is expected to be recovered. This assessment will be completed as part of the finalisation of the financial statements.

Carried Forward Budget Amounts

A number of capital and operational projects are yet to be finalised at 30 June 2022. A full detailed listing, including explanations, of these projects which will require funding to be brought forward from 2021/22 to 2022/23 are included in Attachment 2.

Refer Attachment 2

Council adopted a revised operating forecast of \$1.245m surplus for municipal activities. Allowing for \$363,810 (net) of uncompleted operational projects to be carried forward still leaves a favourable variance of \$1.286m compared to the Council approved budget.

The following table provides a reconciliation between the adopted budget and the actual position at 30 June 2022:

Adopted Municipal Budget Reconciliation (rounded)	2021/22 – rounded
Preliminary result – surplus	\$2,895,000
Less adopted forecast – surplus	\$1,245,000
Variance to revised budget - surplus	\$1,650,000
Less 2021/22 net operational carry forwards	\$364,000
Favourable budget variance to revised budget	\$1,286,000

Jetty Road Mainstreet Budget

The Jetty Road Mainstreet budget is fully funded from a separate rate, event sponsorships and event sale income. The year-end operational surplus favourable budget variance was \$93,000 however of this \$50,000 is applicable to rescheduled Seafood Festival with the balance being event management and other minor surplus variances. Therefore the balance of funding carried forward to the 2021/22 Mainstreet budget is \$93,000 as listed within Attachment 2.

Capital Expenditure

The overall capital expenditure incurred is \$12.752m less than forecast. The total amount of incomplete capital projects to be carried forward is \$12.284m and the individual project amounts are listed in Attachment 2 including comments on the status of each project. The largest projects are Brighton Caravan park upgrade \$1.81m, depot trucks and vehicles \$1.3m, Seacliff Plaza \$1.3m, Kingston Park kiosk \$1m and Glenelg Oval Masterplan \$0.5m.

Capital Income

A number of capital income budgets totalling \$2.129m are also required to be carried forward to part fund capital projects with details of each provided in Attachment 2.

Carried forward funding – Municipal Operations

The net carried forward budget amount is to be funded from available cash and previously approved borrowings. The 2021/22 revised budget provided for new borrowings totalling \$13.516m. During 2021/22 no new borrowings were drawn down due to positive cash flow through the year, the timing of capital expenditure and receipt of grants.

In order to fund the carried forward budgets, it is proposed to carry forward loan borrowings being \$10.518m to fund capital expenditure. Due to the favourable operating surplus result for 2021/22 the borrowing requirement is \$2.998m less than previously Council approved borrowing amount. It is forecast that the net financial liabilities ratio as at 30 June 2022 will be below Council's ceiling of 75%. Updated financial ratios will be presented to Council at the completion of the annual financial statements and at the first quarter budget update in October.

The following summary outlines required funding sources on an accrual basis:

Project	2021/22 Carried Forward (rounded)
<i>Total Operating Carried Expenditure</i>	\$454,000
<i>Total Capital Expenditure</i>	\$12,284,000
Funding Requirement	\$12,738,000
<u>Funding sources:</u>	
<i>Grant income</i>	\$759,000
<i>Sale of assets</i>	\$1,461,000
<i>Loan funding requirement (previously approved)</i>	\$10,518,000

Alwyndor Capital Carried Forwards

Alwyndor require \$350,000 capital expenditure relating to the main kitchen upgrade. The project was originally planned for completion in June and has been delayed until August. This will be fully funded from Alwyndor funds.

Commercial Activities

Comparative financial reports to 30 June 2022 have been provided for Council's major commercial activities including Brighton Caravan Park, Partridge House and Partridge Street car park.

Refer Attachment 3

Financial Indicators/Ratio Analysis

The results contained in this report are preliminary and include a number of non-cash items yet to be finalised, therefore a full ratio analysis would not be meaningful. A full set of financial indicators will be included as a note to the completed audited financial statements which will be presented to the Audit Committee and Council during October 2022.

External Grant Funding Summary

Council has received \$8,052,429 in cash external grant funding throughout the 2021/22 financial year. This amount does not include operating subsidies from Alwyndor. It should be noted that the operation of general home support under the Commonwealth Home Support Program (CHSP) was relocated to Alwyndor in 2021/22. This means that this amount no longer appears in this general update of Council grant funding.

Of the total amount in 2021/22, in the fourth quarter alone \$2,821,292 was received;

- \$644,080 in funding for capital projects;
- \$124,204 in operating project funding; and
- \$360,383 in recurring funding.

Included in the cash grants received in 2021/22 is \$4,341,478 which refers to the 2022/23 budget comprising:

- \$2,244,163 in capital grants;
- \$1,000,000 for Seacliff plaza;
- \$1,800 for operating projects; and
- \$1,095,515 for recurring operating funding (being advance funding for Financial Assistance Grants both General Purpose and Roads).

The attached table provides the details of our external grant position.

Refer Attachment 4

The following grant applications have been successful in the fourth quarter of 2021/22:

- Stormwater contribution - Tarlton Street (for work in 2022-23 & 2023 -24) - \$2,927,000; and
- Kingston House Tennis Courts upgrade - \$200,000.

Notably there are outstanding grant funds due from the Federal Government's Local Roads and Community Infrastructure (LRCl) Program totaling \$1,599,071. This spans commitments over the 3 phases of the LRI program.

Council will continue to monitor for opportunities for grant funding where applicable and suitable.

2021/22 Annual Business Plan Activity Summary

The Annual Business Plan and each of the projects within it, are linked to the Council's Strategic Plan. As the Annual Business Plan commenced prior to the adoption of the new Strategic Plan, this year's reports are still linked to the five pillars within the previous Strategic Plan, which comprise:

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

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

Refer Attachment 5

As at the 30 June 2022, 73% of Annual Business Plan projects were complete, 18% were "On Track" (includes carry forward with Council approval) and 8% were "On Watch". 1% were "Off Track" and 1% "Ceased". The 2020/21 completion rate was 82% and the 2019/20 completion rate was also 83%.

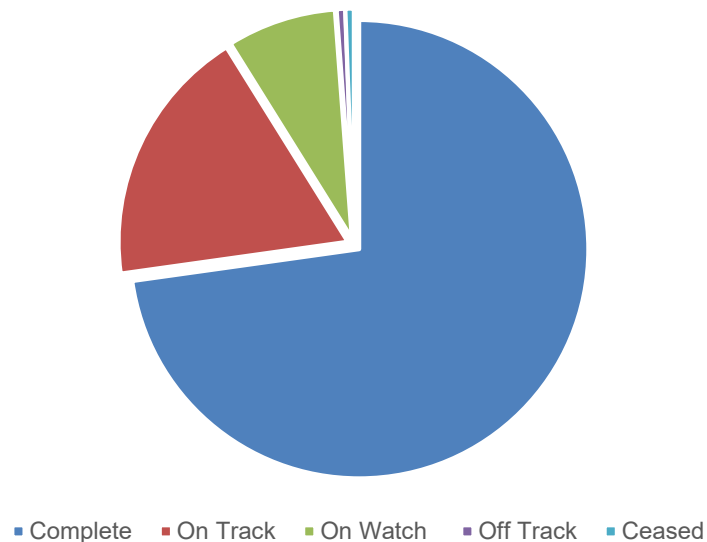
Key reasons for projects being delayed included COVID-19 impacts such as staff and contractor availability, supply chain delays, and other market conditions.

Items classified as being 'On Track' are multi-year projects. 'On Watch' projects are those that are not completed, but are expected to be completed in the coming months. 'Yet to Start' projects are those that have been deferred or are not required. An exceptions report on items classified as above is included in Attachment 6.

Refer Attachment 6

Project Status	Number	%
Complete	123	73%
On Track	31	18%
On Watch	13	8%
Off Track	1	1%
Ceased	1	1%
Total	169	

Annual Business Plan 2021- 22 Summary of Projects and Activities



BUDGET

This report provides an analysis of Council's 2021/22 preliminary funding statements and confirms the carried forward projects and latest preliminary result prior to external audit. The 2022/23 forecast will be amended to include all approved carried forward budgets.

The forecast municipal operating surplus for 2022/23 is currently \$389,644. With a net carried forward operating expenditure budget from 2021/22 of \$363,810 resulting in a minor budgeted forecast surplus for 2022/23.

LIFE CYCLE COSTS

This report has no direct implication for full life cycle costs.

Attachment 1



City of Holdfast Bay Municipal Funds Statement as at June 2022

2021 - 2022 Original Budget \$'000	Year to Date			Note	
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000		
84	110	181	(72)	Cemeteries	1
466	473	446	28	Commercial & Club Leases	
(1,143)	(1,098)	(1,136)	39	Council Administration	
(1,011)	(978)	(818)	(160)	Development Services	2
1,490	2,363	2,283	81	FAG/R2R Grants	3
(1,689)	(1,807)	(1,809)	3	Financial Services	
(9,743)	(9,743)	(9,873)	130	Financial Services-Depreciation	4
(262)	(262)	(617)	355	Financial Services-Employee Leave Provisions	5
(834)	(689)	(635)	(54)	Financial Services-Interest on Borrowings	6
160	434	436	(2)	Financial Services-SRWRA	
37,146	37,157	37,160	(3)	General Rates	
(2,780)	(2,832)	(2,484)	(347)	Innovation & Technology	7
(684)	(604)	(603)	(1)	People & Culture	
(508)	(563)	(566)	4	Public Realm and Urban Design	
(913)	(853)	(903)	50	Strategy & Governance	8
(1,506)	(1,261)	(1,058)	(203)	City Activation	9
1,134	1,267	1,380	(113)	Commercial - Brighton Caravan Park	10
15	31	33	(2)	Commercial - Partridge House	
(367)	(564)	(548)	(16)	Communications and Engagement	
(349)	(344)	(342)	(2)	Community and Business Administration	
(894)	(935)	(871)	(64)	Community Events	11
661	661	1,119	(458)	Community Safety	12
(540)	(602)	(594)	(7)	Community Wellbeing	
(617)	(617)	(517)	(100)	Customer Service	13
-	(165)	(72)	(93)	Jetty Road Mainstreet	14
(1,492)	(1,496)	(1,346)	(150)	Library Services	15
(299)	(299)	(287)	(12)	Assets & Delivery Administration	
(1,195)	(1,275)	(1,151)	(124)	Engineering & Traffic	16
(989)	(819)	(778)	(41)	Environmental Services	
(7,561)	(7,775)	(7,862)	87	Field Services & Depot	17
(2,062)	(2,059)	(1,886)	(173)	Property Management	18
(455)	(455)	(429)	(26)	Street Lighting	
(4,086)	(4,086)	(3,891)	(195)	Waste Management	19
928	928	934	(6)	Less full cost attribution - % admin costs capitalised	
107	1,245	2,895	(1,650)	=Operating Surplus/(Deficit)	
9,743	9,743	9,753	(10)	Depreciation	
102	(171)	592	(763)	Other Non Cash Items	
9,845	9,572	10,345	(773)	Plus Non Cash Items in Operating Surplus/(Deficit)	
9,953	10,817	13,240	(2,423)	=Funds Generated from Operating Activities	
879	2,442	1,466	977	Amounts Received for New/Upgraded Assets	20
528	1,683	72	1,611	Proceeds from Disposal of Assets	21
1,407	4,125	1,537	2,588	Plus Funds Sourced from Capital Activities	
(9,392)	(12,188)	(7,895)	(4,293)	Capital Expenditure on Renewal and Replacement	
(6,461)	(15,179)	(6,720)	(8,459)	Capital Expenditure on New and Upgraded Assets	
(15,853)	(27,367)	(14,614)	(12,752)	Less Total Capital Expenditure	22
247	247	239	8	Plus:Repayments of loan principal by sporting groups	
247	247	239	8	Plus/(less) funds provided (used) by Investing Activities	
(4,246)	(12,178)	401	(12,579)	= FUNDING SURPLUS/(REQUIREMENT)	
-	399	399	-	Increase/(Decrease) in Cash & Cash Equivalents	
-	(176)	(1,470)	1,294	Non Cash Changes in Net Current Assets	
(5,584)	(13,516)	-	(13,516)	Less: Proceeds from new borrowings	
-	-	357	(357)	Less: Net Movements from Cash Advance Debentures	
1,338	1,116	1,116	-	Plus: Principal repayments of borrowings	
(4,246)	(12,178)	401	(12,579)	=Funding Application/(Source)	

Note 1 – Cemeteries - \$72,000 (65%) favourable

Cemetery fee (\$65,000) and memorial seat (\$7,000) income higher than budgeted.

Note 2 – Development Services - \$160,000 (16%) favourable

Planning fee income higher than anticipated (\$65,000), employment cost savings due to temporary vacancies (\$75,000) and Art Deco Review project not complete at 30 June (\$18,000) – proposed carried forward operational budget.

Note 3 – Financial Assistance Grants - \$81,000 (3%) unfavourable

Expected receipt of Local Roads and Community Infrastructure (LRCI) grant income has now been delayed to 2022/23 (\$689,000). This has been offset by an advance part payment of the 2022/23 Federal Government Financial Assistance Grant, the timing of which requires it to be recorded as income in 2021/22 (\$533,000) and higher than budgeted Roads to Recovery grant funding received (\$75,000).

Note 4 – Financial Services - Depreciation - \$130,000 (1%) unfavourable

Depreciation is yet to be finalised pending end of financial year asset capitalisation. However, following a revaluation of Council's bridges, car parks and traffic control assets in 2021 it is anticipated final depreciation will be higher than originally budgeted for.

Note 5 – Financial Services – Employee Leave Provisions - \$355,000 (135%) unfavourable

Final movements in the provisions made for Annual Leave and Long Service Leave owed to employees. COVID-19 has continued to impact the amount of leave taken, however, planning is in place to reduce this provision next year.

Note 6 – Financial Services – Interest on Borrowings - \$54,000 (8%) favourable

Due to the positive cash flow Council has not had to borrow as forecast, resulting in a saving on budgeted interest costs.

Note 7 – Innovation & Technology - \$347,000 (12%) favourable

Employment cost savings due to temporary vacancies (\$106,000), positive variances on: software licenses (\$161,000), photocopying costs (\$30,000), website hosting (\$26,000) and telecommunications charges (\$15,000).

Note 8 – Strategy and Governance - \$50,000 (6%) unfavourable

Employment costs higher than budgeted, though offset by employment cost savings across the organisation.

Note 9 – City Activation - \$203,000 (16%) favourable

Employment cost savings due to temporary vacancies (\$50,000) and favourable variances for: administration costs (\$22,000), business and economic development (\$27,000), Kaurua meetings (\$9,000) and tourism (\$6,000). Additionally, a lower than budgeted number of shopfront character grants (\$72,000) and small business development grants (\$13,000) were processed – both are proposed carried forward operational budgets.

Note 10 – Commercial – Brighton Caravan Park - \$113,000 (9%) favourable

Revenue generated higher than forecast (\$60,000), reimbursement of utility charges incurred in 2020/21 (\$22,000) and Council related maintenance costs lower than budgeted (\$31,000).

Note 11 – Community Events - \$64,000 (7%) favourable

The Seafood Festival event has been moved from January 2022 to October 2022 (\$50,000) – proposed carried forward operational budget.

Note 12 – Community Safety - \$458,000 (69%) favourable

Car parking related revenue higher than forecast (\$396,000) and employment cost savings due to temporary vacancies (\$46,000).

Note 13 – Customer Service - \$100,000 (\$16%) favourable

Employment cost savings due to temporary vacancies.

Note 14 – Jetty Road Mainstreet - \$93,000 (56%) favourable

Underspend on event management (\$35,000) and the rescheduled Seafood Festival (\$50,000). Due to separate rate funding arrangements unspent budget will be carried forward as in previous years.

Note 15 – Library Services - \$150,000 (10%) favourable

Grant in kind for new library books received from State Library Board (\$86,000) and employment cost savings due to temporary vacancies (\$64,000).

Note 16 – Engineering & Traffic - \$124,000 (10%) favourable

Increased bus shelter advertising revenue (\$18,000), while two projects are to be continued in 2022/23: Integrated Transport Strategy Priorities (\$90,000) and Trial Parklet Investigation (\$15,000) – both are proposed carried forward operational budgets.

Note 17 – Field Services & Depot - \$87,000 (1%) unfavourable

Unbudgeted repairs to Glenelg Jetty with the removal of damaged platform.

Note 18 – Property Management - \$173,000 (8%) favourable

Positive variances on electricity charges (\$65,000), water usage (\$33,000), gas monitoring costs at Kauri Parade Sports Complex (\$41,000) and Patawalonga Lock maintenance and repairs (\$22,000).

Note 19 – Waste Management - \$195,000 (5%) favourable

Savings on waste disposal costs at Southern Region Waste Resource Authority (SRWRA).

Note 20 – Amounts Received for New/Upgraded Assets - \$977,000

Grant funding received, but not yet expended, for Seacliff Plaza (\$300,000), Pine Gully stormwater (\$100,000), former Buffalo site improvements (\$100,000), Dover Square Tennis Club lighting (\$75,000) and an Access & Inclusion grant for Glenelg Beach access (\$50,000). Additional budgeted funding will now be received in 2022/23 for Glenelg Oval stages 3 & 4 (\$293,000) and Pine Gully Stormwater (\$50,000) – budgets to be carried forward.

Note 21 – Proceeds from Disposal of Assets - \$1,611,000

Sale of Council land budgeted for \$1m is due for completion in 2022/23 and trade-in of council vehicles has been delayed (\$610,000) – budgets to be carried forward.

Note 22 – Capital Expenditure - \$12,752,000

There are positive variances on a number of capital projects. Some projects have been completed with a saving while other projects were not completed at the 30 June 2022. Details of these and the amount requested to be carried forward to 2022/23 are listed in Attachment 2.

City of Holdfast Bay
Capital Expenditure Summary by Budget Item to June 2022

2021-22 Original Budget \$'000	Year to Date			
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(928)	(928)	(934)		6 Full Cost Attribution
(1,013)	(1,193)	(1,042)	(151)	(151) Information Technology
(1,200)	(2,125)	(160)	(1,965)	(1,965) Commercial and Economic Enterprises
(85)	(85)	(79)	(6)	(6) Brighton Library
-	(577)	(15)	(562)	(562) Sport and Recreation
(13)	(13)	(11)	(1)	(1) Depot and Stores
(1,512)	(1,700)	(336)	(1,364)	(1,364) Machinery Operating
(1,898)	(2,243)	(1,777)	(466)	(466) Road Construction and Re-seal Program
(100)	(100)	-	(100)	(100) Car Park Construction
(127)	(382)	(361)	(20)	(20) Footpath Program
(1,100)	(1,953)	(1,488)	(466)	(466) Stormwater Drainage Program
(130)	(153)	(7)	(146)	(146) Traffic Control Construction Program
(1,307)	(1,307)	(1,055)	(252)	(252) Kerb and Water Table Construction Program
(30)	(64)	(59)	(5)	(5) Other Transport - Bus Shelters etc.
(3,869)	(6,060)	(2,234)	(3,826)	(3,826) Reserve Improvements Program
(1,434)	(4,195)	(2,155)	(2,040)	(2,040) Land, Buildings and Infrastructure Program
(580)	(3,582)	(2,782)	(799)	(799) Streetscape Program
(526)	(708)	(105)	(603)	(603) Foreshore Improvements Program
-	-	(14)		14 Caravan Park - General
(15,853)	(27,367)	(14,614)	(12,752)	Total



Alwyndor Aged Care Funds Statement as at 30 June 2022

2021-22 Original Budget \$'000	Year to Date				Note
	Original Budget YTD \$'000	Actual YTD \$'000	Variance \$'000		
5,435	5,429	5,580	(151)	User Charges	
12,472	12,031	11,979	52	Operating Grants and Subsidies	
165	304	300	4	Investment Income	
3,268	3,797	3,733	65	Reimbursements	
2,722	3,240	3,217	23	Other Income	
24,062	24,801	24,809	(8)	Operating Revenue	1
(16,551)	(17,121)	(17,135)	14	Employee Costs - Salaries & Wages	2
(6,512)	(7,494)	(7,863)	369	Materials, Contracts and Other Expenses	3
(60)	(80)	(82)	2	Finance Charges	
(1,232)	(1,232)	(1,241)	9	Depreciation	
(24,355)	(25,927)	(26,322)	395	Less Operating Expenditure	
(293)	(1,126)	(1,513)	387	=Operating Surplus/(Deficit)	4
0	0	(836)	836	Unrealised FX Loss on investments	5
(293)	(1,126)	(2,349)	1,222	Net Surplus/(Deficit)	
1,232	1,232	1,241	(9)	Depreciation	
0	0	836	(836)	Unrealised FX Loss on investments	
168	132	114	18	Provisions	
1,401	1,364	2,191	(827)	Plus Non Cash Items in Operating Surplus/(Deficit)	
1,107	238	(158)	396	=Funds Generated from Operating Activities	
0	12	78	(66)	Amounts Received for New/Upgraded Assets	6
0	0	1	(1)	Proceeds from Disposal of Assets	
0	12	79	(67)	Plus Funds Sourced from Capital Activities	
(633)	(984)	(602)	(382)	Capital Expenditure on New and Upgraded Assets	
(633)	(984)	(602)	(382)	Less Total Capital Expenditure	
475	(733)	(680)	(53)	= Funding SURPLUS/(REQUIREMENT)	
Funded by					
475	(733)	(680)	(53)	Increase/(Decrease) in Cash & Cash Equivalents	
475	(733)	(680)	(53)	=Funding Application/(Source)	4

**Alwyndor Aged Care – Notes
June 2022**

1 Operating Revenue

Compared to the original budget operating revenue is favourable by \$747K mainly due to higher than anticipated Support at Home client growth which remains strong with monthly targets being exceeded.

The strength of Support at Home has been offset by lower than budgeted federal government funding (ACFI) received for permanent residents. A revised approach to assessing ACFI commenced in December 2021 and has begun to realise significant benefits, generating an equivalent of \$700k to date per annum.

Therapy and Wellness classes continue to be impacted by smaller class numbers than assumed in the budget.

Investment income is higher due to the annual bonus interest payment received from the LGFA and the commencement of Strategic Investment Policy through Ord Minnett.

Note: As at 30 June 2022, the \$200K COVID Grant income is pending approval by the Department of Health (Federal). In accordance with revenue recognition criteria, this revenue will be recorded in FY23, unless the Grant is approved prior to the signing of the FY22 Financial Statements.

2 Employee Costs – Salaries & wages

Employee costs increased due to:

- Home Care: increased staff to support higher growth.
- Residential:
 - o additional carers in response to higher acuity residents, and staff shortages which impacts through additional agency use as well as staff working overtime.
 - o additional COVID shifts for Alwyndor staff and agency costs.

3 Materials, Contracts and other expenditure

This increase can be attributed to:

- o The increase of expenditure from budget is mainly due to additional brokered services in Support at Home which are recovered as part of Operating Revenue.
- o Additional COVID expenses which are currently not offset by the COVID Grant Income (refer comment within note1 - Operating Revenue).
- o \$331K of Alayacare software project implementation.

4 Operating Deficit

The \$1,513K Operating Deficit, after allowing for depreciation and capital expenditure, has led to a funding requirement of \$680K as at June 2022. This will be funded by Alwyndor's existing cash reserves. If the COVID Grant is received before the signing of the Financial Statements, this will assist funding in FY22 by \$200K.

Excluding the one-off Alayacare implementation costs, the Operating Deficit would be \$1,181K.

5 Unrealised FX Loss on investments

The Alwyndor investment portfolio as at 30 June 2022, has recorded an unrealised loss of \$836K. This has no impact upon funding requirements and does not represent a permanent loss. It is important to note that in establishing the Alwyndor Investment Strategy we were cognisant of the fact that one year in seven would likely represent a 'loss', it is unfortunate that this was realised in year one of the investments. Projections received from Ord Minnett for 2022-23 are more optimistic in terms of the income we will receive, and the value of our investments are projected to increase eg we have seen an uplift of \$375k since 1 July 2022 to date.

6 Amounts Received for New/Upgraded Assets

\$12K of income received from Local Government Risk Services relating to a WHS reimbursement for noise cancelling headsets.

\$66K of income relating to a specific Government Grant relating to the installation of an Outdoor Gymnasium for the use by our Residential and Therapy.

Attachment 2



Operational Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Jetty Road Mainstreet <i>Balance of unspent allocated funds for 2021/22.</i>	164,572	71,663	92,909
Seafood Festival <i>Event has been deferred to October 2022.</i>	50,000	-	50,000
Shopfront Character Grant Scheme <i>Delays on one application due to their requirement for Body Corporate approvals, commitment from traders and planning and building consent. Once completed grant payment will be processed.</i>	145,236	73,079	55,000
Small Business Development Grants <i>A number of applications were received in June 2022 which will be processed in July and August.</i>	16,815	3,375	13,440
Suicide Prevention Network <i>Incorporation of Network to now be established in 2022/23. Carry forward of \$4,000 was originally approved by Council (Resolution C130721/2346).</i>	4,000	-	4,000
Greening Seacliff <i>Green Adelaide Board funded program for street trees, TreeNet inlets and verge plantings with native tubestock at three sites in Seacliff - delivery to be completed by June 2023.</i>	32,000	20,875	11,125
Seacliff \$100k Project - Trees <i>Green Adelaide Board funded program for 104 street trees and tree protection - delivery to be completed by February 2023.</i>	100,000	20,940	79,060
Sports Infrastructure Investigation <i>Preliminary sports infrastructure investigations for Somerton Tennis Club and Holdfast Bowls Club lighting and fencing projects. Project to be completed November 2022.</i>	33,390	8,009	25,381
Art Deco Heritage Review <i>Review has commenced and will be completed in August 2022.</i>	30,000	11,920	18,080
Integrated Transport Strategy Priorities <i>For delivery of priorities identified in the Integrated Transport Strategy and to be completed during 2022/23.</i>	90,000	-	90,000
Trial Parklet Investigation <i>Council approved project for a traffic assessment to identify locations for parklet trials (C231121/2488) - to be completed in 2022/23.</i>	15,000	-	15,000
Total Operating Expenditure	681,013	209,861	453,995

Operational Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Greening Seacliff <i>Green Adelaide Board funded program for tree planting at Seacliff - delivery to be completed June 2023.</i>	(32,000)	(20,875)	(11,125)
Seacliff \$100k Project - Trees <i>Green Adelaide Board funded program for tree planting - delivery to be completed February 2023.</i>	(100,000)	(20,940)	(79,060)
Total Operating Revenue	(132,000)	(41,815)	(90,185)
Net operational carry forwards requested			363,810

Capital Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Stormwater Management Plan Implementation <i>Continuing program with works to be completed by December 2022.</i>	1,703,385	1,446,525	256,860
Pine Gully Stormwater <i>Gullies Masterplan actions to be completed December 2022.</i>	150,000	-	150,000
Road Re-seal Program <i>The majority of deferred works were completed in July.</i>	2,242,961	1,776,639	466,322
Kerb Construction Program <i>The majority of deferred works were completed in July.</i>	1,207,285	968,465	238,820
Traffic Control Construction Program <i>Paringa School crossing completed July 2022 and Downing St speed humps due for completion by February 2023.</i>	152,661	10,872	141,789
Car Park Renewals <i>Renewal of car park at Kingston Park delayed until completion of new kiosk.</i>	100,000	-	100,000
Bowker Street Oval Playspace <i>Final works due for completion in August 2022.</i>	175,570	149,026	26,544
Dover Square Tennis Courts and Lighting <i>Project has commenced and is due for competition in November/December 2022.</i>	432,174	26,006	406,168
Glenelg Oval Masterplan Stages 3 & 4 <i>Ongoing project with design and construction works to continue through 2022/23.</i>	866,666	320,763	545,903
Sturt Creek Linear Park <i>Design works will commence in September 2022.</i>	50,000	-	50,000
Fordham Reserve Playspace <i>Delayed pending Sturt Creek Linear Park design works. Project will now commence February 2023.</i>	32,304	-	32,304
Old Buffalo Site <i>Awaiting outcome of design tender with works to commence following decision.</i>	323,878	13,879	309,999
Reserve Improvements - East of Brighton Road <i>Works on Gregory Reserve to be completed August 2022.</i>	64,500	53,695	10,805
Improvements to Gullies and Biodiversity Corridor <i>Part of a five year rolling program to continue in to 2022/23.</i>	450,921	39,235	411,686

Capital Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Glenelg Beach Access Points <i>Works due to commence September 2022 with completion expected by February 2023.</i>	245,000	5,600	239,400
Patawalonga Lock Gates and Level Sensors <i>Works need to be carried out in winter so project now planned for May to June 2023.</i>	429,000	25,277	403,723
Stone Wall Improvements - Various Locations <i>Restoration works have commenced and are due for completion August 2022.</i>	30,000	-	30,000
Jetty Road, Glenelg Masterplan - Stage 1 <i>Project complete, however, additional works required for the resealing of car park at rear of St Andrew's Church.</i>	2,744,870	2,525,024	219,846
Jetty Road, Glenelg Masterplan - Stage 2 <i>Initial design works will commence by October 2022.</i>	400,000	23,881	376,119
Kingston Park Masterplan <i>Grant funded program to be retained for future development of Kingston Park.</i>	576,875	15,040	561,835
Kingston Park Kiosk <i>Construction to commence after summer period - March 2023.</i>	1,075,984	67,651	1,008,333
Kingston Park Lookout Decking <i>Project to be designed as part of the larger Kingston Park Reserve Masterplan.</i>	80,000	-	80,000
Seacliff Plaza <i>Awaiting final planning approvals.</i>	1,447,400	109,889	1,337,511
Brighton Caravan Park upgrade <i>Consultation and design works completed with development of site and replacement of cabins to continue as part of the 2022/23 capital program.</i>	2,124,521	159,573	1,814,948
Kauri Parade Precinct Public Toilet <i>Project to be completed September/October 2022. As per Council resolution C140622/2630 an additional \$30,000 has been added to this project from identified savings in the 2021/22 capital renewal budget.</i>	80,000	-	80,000
Kingston House Shed <i>Works have commenced with completion due September 2022.</i>	48,000	3,256	44,744
Brighton Oval Rotary Club Shed <i>Works have commenced with completion due September 2022.</i>	185,696	53,672	132,024

Capital Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Glenelg Town Hall <i>Final stages of Glenelg Town Hall restoration project.</i>	1,337,471	1,055,656	281,815
Broadway Toilet Replacement <i>Preliminary scoping works completed July 2022 with replacement of toilets budgeted for as part of the 2022/23 capital renewal program.</i>	20,000	4,650	15,350
Ringwood House Timber Replacement <i>Project completed July 2022.</i>	15,000	-	15,000
Energy Efficiency Programs and Systems <i>A number of programs to improve the efficiency of energy used at Council buildings (including installation of battery storage systems) are mostly complete with final works due in August/September 2022.</i>	172,800	69,247	103,553
PLEC and Aerial Bundled Cable Investigation <i>Investigative works have commenced and are due for completion by October 2022.</i>	20,000	-	20,000
CCTV Replacement Program <i>Scope of original works expanded with an additional \$464k of Local Roads and Community Infrastructure (LRCI) funding - due for completion December 2022.</i>	600,596	30,382	570,214
Street Lighting Program <i>Includes replacement programs and LED conversion works to be completed December 2022.</i>	40,000	-	40,000
Public Reserve Lighting <i>Final works to be completed October 2022.</i>	52,373	35,774	16,599
Jetty Road, Brighton Lighting Masterplan <i>Design and procurement stages complete with lighting to be installed by December 2022.</i>	160,000	-	160,000
FOGO Implementation <i>Capital costs associated with the on-going rollout of the FOGO waste collection service which will continue until September 2022.</i>	165,000	28,572	136,428
Business Transformation Program <i>On-going program of technological implementation which is scheduled to continue throughout 2022/23.</i>	600,000	476,691	85,733
Major Plant & Equipment <i>Delay in delivery of pre-ordered replacement vehicles. Delivery now expected August/September.</i>	1,700,428	336,333	1,364,095
Total Capital Expenditure	22,303,319	9,831,273	12,284,470

Capital Project	2021/22 Budget \$	2021/22 Actual Result \$	2022/23 Carried Forward \$
Sale Income - Major Plant & Vehicles <i>Trade-in of existing vehicles due to be replaced.</i>	(652,328)	(42,591)	(461,364)
Grant Income - Pine Gully Stormwater <i>Grant revenue received from Green Adelaide to be applied as expenditure incurred.</i>	(195,495)	-	(150,000)
Grant Income - Glenelg Oval Masterplan Stages 3 & 4 <i>State funding to be received in 2022/23.</i>	(433,333)	(140,000)	(293,333)
Grant Income - Old Buffalo Site Reserve Improvements <i>Grant revenue received in advance and to be applied as expenditure incurred.</i>	(100,000)	-	(100,000)
Grant Income - Dover Square Tennis Club Lighting <i>Grant revenue received in advance and to be applied as expenditure incurred.</i>	(75,000)	-	(75,000)
Grant Income - Glenelg Beach Access Points <i>Access and Inclusion grant revenue received in advance and to be applied as expenditure incurred.</i>	(50,000)	-	(50,000)
Sale of Council Land <i>Sale of land to be completed during 2022/23.</i>	(1,000,000)	-	(1,000,000)
Total Capital Income	(2,506,156)	(182,591)	(2,129,697)
Net capital carry forwards requested			10,154,773

Attachment 3



BRIGHTON CARAVAN PARK	Actual \$*	Actual \$
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Revenue From Cabins and Sites		
Oceanview Spa Villas	60,124	75,291
Waterview Villas	153,342	185,002
Seaside Cabins	66,980	84,667
Budget Cabin - No Ensuite	30,715	50,120
Special Access Hillside Cabin	12,992	625
Powered Grass Sites	135,788	176,279
Premium Powered Sites	79,401	98,994
Powered Slab Sites	176,228	237,721
Beachfront Powered Grass Sites	76,072	93,421
Sea Breeze Cabins	279,490	342,514
Miscellaneous Income	34,293	39,319
	<u>1,105,426</u>	<u>1,383,954</u>
Earnings Before Interest, Tax and Depreciation (EBITD)	1,105,426	1,383,954
Depreciation	(160,920)	(160,920)
Earnings Before Interest and Tax (EBIT)	944,506	1,223,034
EBIT Margin	85.4%	88.4%

* Revenue adjusted to 50% from July to November 2020 to provide comparative with 2021

OCCUPANCY RATES	Actual %	Actual %
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Accommodation Type		
Cabins	70%	79%
Sites	61%	72%
Average Total	65%	76%

PARTRIDGE STREET CAR PARK	Actual \$	Actual \$
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Car Parking Revenue	111,320	131,001
Operating Costs	(92,673)	(88,771)
Operating Costs - Property	(42,548)	(39,879)
Earnings Before Interest, Tax and Depreciation (EBITD)	(23,901)	2,351
Depreciation	(118,815)	(118,815)
Earnings Before Interest and Tax (EBIT)	(142,716)	(116,464)
EBIT Margin	(128.2%)	(88.9%)

CAR PARK USAGE	Actual No.	Actual No.
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Car Park		
Eastern Car Park - No. of Transactions	125,951	119,166 *
Western Car Park - No. of Transactions	114,453	126,348
Total No. of Transactions	240,404	176,693

* Recorded numbers are low due to an error with vehicle detection loop equipment. Issue fixed 29.11.2021.

PARTRIDGE HOUSE	Actual \$	
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Revenue From Functions and Room Hire		
Wedding Ceremony	57,286	37,370 *
Funeral Service	97,400	114,273
Private Function	25,606	54,390
Community Benefit Group	33,200	33,909
	213,492	239,942
Operational Costs		
Employment Costs	(116,769)	(130,603)
Repairs and Maintenance	(16,980)	(16,026)
Marketing/Website	(7,120)	(16,161)
Property Operational Costs	(20,669)	(24,085)
Office Operational Costs	(345)	(545)
Electricity	(8,696)	(8,385)
	(170,578)	(195,805)
Earnings Before Interest, Tax and Depreciation (EBITD)	42,914	44,137
Depreciation	(37,089)	(37,089)
Earnings Before Interest and Tax (EBIT)	5,825	7,048
EBIT Margin	2.7%	2.9%

* Wedding revenue offset by \$9,636 of cancellations/refunds due to the impact of COVID-19.

NUMBER OF EVENTS BY TYPE	Actual No.	
	01/07/20 to 30/06/21	01/07/21 to 30/06/22
Event Type		
Wedding *	36	30
Funeral	118	147
Private Function	327	86
Community Function	67	275
Total Number of Events	548	538

* Wedding income received on a prepayment basis

Attachment 4



2021-22 External Grant Funding

SUCCESSFUL APPLICATIONS												
Grant - Capital												
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2021-22 Total Expected	Received 2021-22 Quarter 1	Received 2021-22 Quarter 2	Received 2021-22 Quarter 3	Received 2021-22 Quarter 4	Received for future financial years	Total Received during 2021-22	Outstanding amount	Project Status
Jetty Rd, Glenelg Masterplan Stage One funding (DPTI Grant)	DPTI	\$1,770,458	\$796,720	\$796,720	\$788,620					\$788,620	\$185,118	Completed
Jetty Rd, Glenelg Masterplan (State Heritage)	Heritage SA	\$8,100						\$8,100		\$8,100	\$0	Completed
Jetty Road, Glenelg Masterplan Stage 1 (Human Services)	Human Services	\$100,000		\$100,000						\$0	\$100,000	Completed
Brighton Oval Masterplan	Federal Community Development Grant	\$5,000,000	\$4,501,120					\$408,880		\$408,880	\$90,000	Completed
Former Buffalo site remediation	Minister for Planning and Local Government	\$100,000	\$100,000							\$0	\$0	Ongoing
Dover Square Tennis Club Lighting	Federal Government (LRCI)	\$40,000		\$40,000		\$20,000				\$20,000	\$20,000	Ongoing
Dover Square Tennis Club lighting	Office for Recreation Sport & Racing	\$55,000		\$55,000	\$55,000					\$55,000	\$0	Ongoing
Glenelg Oval Stage 3 & 4 - received retrospectively on expenditure	Local Government Infrastructure Partnership Program	\$1,400,000						\$140,000		\$140,000	\$1,260,000	Ongoing
Covid Stimulus - Roads and Community Infrastructure - Phase One	Local Roads and Community Infrastructure	\$454,957	\$409,453	\$45,504						\$0	\$45,504	Completed
Covid Stimulus - Roads and Community Infrastructure - Phase Two	Local Roads and Community Infrastructure	\$1,287,346	\$643,673	\$643,673						\$0	\$643,673	Ongoing
Covid Stimulus - Roads and Community Infrastructure - Phase Three	Local Roads and Community Infrastructure	\$909,894	\$0	\$0						\$0	\$909,894	Ongoing
Glenelg Oval Cricket Nets	South Australian Cricket Association	\$30,000							\$24,750	\$24,750	\$5,250	Ongoing
Access and Inclusion - Glenelg DDA Ramp	State Government	\$50,000		\$50,000			\$50,000			\$50,000	\$0	Ongoing
Pine Gully Stormwater contribution	Green Adelaide	\$100,000		\$100,000						\$0	\$100,000	Ongoing
Stormwater contribution - Tarlton Street	Federal Dept of Industry, Science, Energy and Resources	\$2,927,000						\$2,000,000		\$2,000,000	\$927,000	Not Started
Seacliff Plaza	Amenities Open Space Grant	\$1,000,000		\$1,000,000			\$1,000,000		\$0	\$1,000,000	\$0	Ongoing
Pedestrian Safety Improvements at Paringa Park Primary	Way2Go	\$19,413		\$19,413					\$19,413	\$19,413	\$0	Not Started
Mawson Oval - resurfacing of courts	Mc Auley Community School	\$95,200		\$95,200				\$95,200		\$95,200	\$0	Completed
Kingston House Reserve Tennis Court	Office for Recreation Sport & Racing	\$200,000							\$200,000	\$200,000	\$0	Not started
Total		\$15,547,368	\$6,450,966	\$2,945,510	\$843,620	\$20,000	\$1,058,100	\$644,080	\$2,244,163	\$4,809,963	\$4,286,439	

Grant - Operating Project and other												
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2021-22 Total Expected	Received 2021-22 Quarter 1	Received 2021-22 Quarter 2	Received 2021-22 Quarter 3	Received 2021-22 Quarter 4	Received for future financial years	Total Received during 2021-22	Outstanding amount	Project Status
FOGO - Phase one	Green Industries SA	\$97,000	\$97,000	\$0						\$0	\$0	Completed
Fogo Phase two	Green Industries SA	\$46,380		\$46,380	\$46,380					\$46,380	\$0	Completed
fogo council -wide	Green Industries SA	\$100,000		\$100,000				\$100,000		\$100,000	\$0	Ongoing
Museum and collection program	History Trust SA	\$9,751		\$8,651	\$8,651			\$1,100		\$9,751	\$0	Ongoing
Seawall remediation study	Coastal Protection Board	\$54,400		\$54,400	\$54,400					\$54,400	\$0	Completed
LGA Grants Management best practice guide	LGA Research and Development	\$32,000		\$25,000	\$25,000	\$1,671		\$1,671		\$28,342	\$3,658	Completed
LGA - Establishing Resilient Food Systems in SA	LGA Research and Development	\$54,500		\$20,000	\$29,955	\$4,433		\$17,433		\$51,821	\$2,679	Completed
Australia Day Community Grants Program	National Australia Day Council	\$19,066		\$19,066		\$15,066		\$4,000		\$19,066	\$0	Completed
Kaurna Cultural Keeping Place	History Trust SA	\$1,000		\$1,000			\$1,000			\$1,000	\$0	Completed
Greening Seacliff	Greening Adelaide	\$32,002		\$32,002			\$32,002			\$32,002	\$0	Ongoing
Seacliff Trees Project	Department of Environment and Water	\$100,000		\$100,000			\$100,000			\$100,000	\$0	Ongoing
Science Week Library Program	Libraries Board								\$1,800	\$1,800	\$0	Completed
Total		\$546,099	\$97,000	\$406,499	\$164,386	\$21,170	\$133,002	\$124,204	\$1,800	\$444,562	\$6,337	

Grant - Recurring												
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2021-22 Total Expected	Received 2021-22 Quarter 1	Received 2021-22 Quarter 2	Received 2021-22 Quarter 3	Received 2021-22 Quarter 4	Received for future financial years	Total Received during 2021-22	Outstanding amount	Project Status
Community Bus	Commonwealth Home Support Programme (CHSP)	\$192,360	\$0	\$192,360	\$48,090		\$96,180	\$48,090		\$192,360	\$ -	Ongoing
Social Support Group	Commonwealth Home Support Programme (CHSP)	\$183,092	\$0	\$183,092	\$45,773	\$45,773	\$45,773	\$45,773		\$183,092	\$ -	Ongoing
Financial Assistance Grant - General Purpose	Financial Assistance Grant	\$831,388	\$389,916	\$441,472	\$110,368	\$110,368	\$110,368	\$110,368	\$669,865	\$1,111,337	\$ -	Ongoing
Financial Assistance Grant - Roads	Financial Assistance Grant	\$413,552	\$225,032	\$188,520	\$47,130	\$47,130	\$47,130	\$47,130	\$425,650	\$614,170	\$ -	Ongoing
Supplementary Roads Grants Commission	Financial Assistance Grant	\$184,285	\$0	\$184,285	\$184,285					\$184,285	\$ -	Ongoing
Roads to Recovery	Roads to Recovery	\$372,840	\$0	\$372,840		\$132,368	\$131,450	\$109,022		\$372,840	\$ -	Ongoing
Brighton Library (Awaiting State Government budget)	Libraries Board Grant	\$69,910	\$0	\$69,910		\$69,910				\$69,910	\$ -	Ongoing
Glenelg Library (Awaiting State Government budget)	Libraries Board Grant	\$69,910	\$0	\$69,910		\$69,910				\$69,910	\$ -	Ongoing
Total		\$2,317,337	\$614,948	\$1,702,389	\$435,646	\$475,459	\$430,901	\$360,383	\$1,095,515	\$2,797,904	\$0	

Total of Grant Funding for 2021-22 Confirmed										\$ 18,410,804	
Total received in Previous Years										\$ 7,162,914	
Total Received 2021-22 - Quarter 1										\$ 1,443,652	
Total Received 2021-22 - Quarter 2										\$ 516,629	
Total Received 2021-22 - Quarter 3										\$ 1,622,003	
Total Received 2021-22 - Quarter 4										\$ 1,128,667	
Total Received in 2021-22 for future financial years										\$ 3,341,478	
Total Grant Funding received in 2021-22										\$ 8,052,429	
Total Grant Funding Outstanding										\$ 4,292,776	

Attachment 5





NB – This version may be replaced following SLT consideration of the reports on 11 August.

Annual Business Plan 2021 – 22

End of Year Status Report



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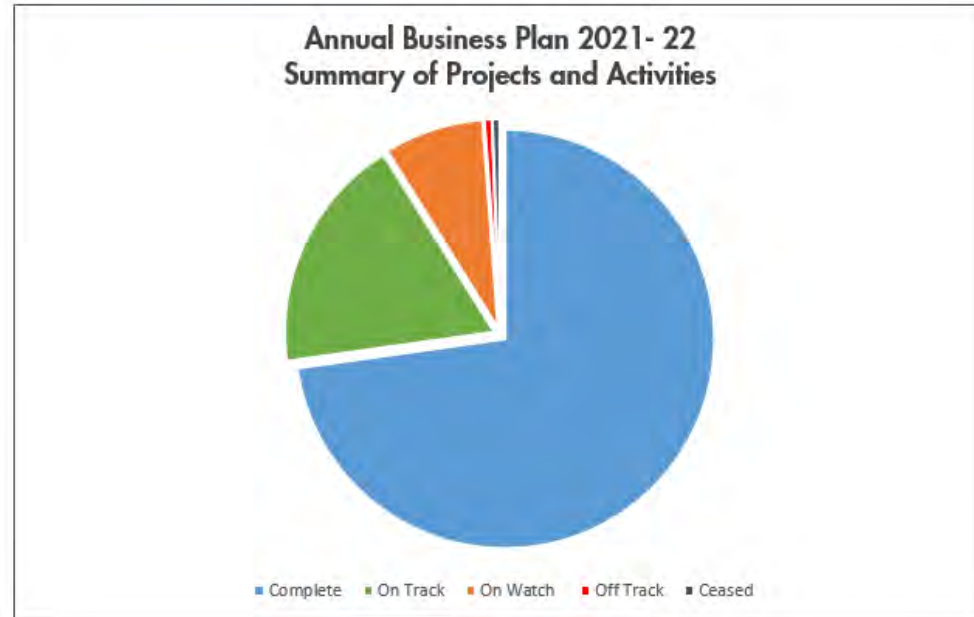


Annual Business Plan Status Report

As at 30 June 2022



Overall Summary		%
Complete	123	73%
On Track	31	18%
On Watch	13	8%
Off Track	1	1%
Ceased	1	1%
Total	169	



COMMUNITY
A healthy, inclusive, connected community

Community Summary	
Complete	22
On Track	4
On Watch	5
Off Track	0
Ceased	0



ENVIRONMENT
A community committed to environmental management

Environment Summary	
Complete	6
On Track	5
On Watch	2
Off Track	0
Ceased	0



ECONOMY
A diverse and resilient local economy

Economy Summary	
Complete	1
On Track	2
On Watch	0
Off Track	0
Ceased	0



PLACEMAKING
An accessible, vibrant and safe outdoor city that enhances our quality of life for our future

Placemaking Summary	
Complete	89
On Track	19
On Watch	5
Off Track	1
Ceased	0



CULTURE
An effective, customer-oriented organisation

Culture Summary	
Complete	5
On Track	1
On Watch	1
Off Track	0
Ceased	1

Commentary

In the 2021-22 financial year the City of Holdfast Bay had an ambitious range of projects to deliver within its Annual Business Plan. The preceding page provides a summary of this activity and aligns activity to the five Pillars in the previous Strategic Plan:

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

The overwhelming number of projects were successfully ‘completed’ or are ‘on track’ to be delivered. There are some identified as ‘on watch’ which means there are circumstances that impact on the successful delivery of the project which are being managed. One project is ‘off track’ which means it has not progressed as well as hoped for. One project was ‘ceased’ as once it was scoped fully it was not thought to be feasible. The following table provides detail of those projects that are ‘on watch’, ‘off track’ or ‘ceased’.

Project title -	Status	Notes
Community Pillar		
Kingston House - Shed Replace	On Watch	Shed construction is underway and will be completed in August 2022
New electricity supply Vets Shed (separate from Glenelg Community Centre)	On Watch	Should be complete 12/08/2022 - Appointment booked with SAPN / retailer for meter install. This is the only part of the job remaining
Brighton Oval -Rotary Club Shed Replacement	On Watch	Shed construction is underway and will be completed in August 2022
Old Buffalo site detailed design	On Watch	Project carry forward, tenders received for detailed design exceeded budget. Administration assessing alternative options to progress project
CARRY FORWARD Kauri Community and Sports Centre Public Toilets	On Watch	Design complete, budget allocated, DA approval in progress.
Environment		
CARRY FORWARD Renewable energy upgrades (solar systems/energy monitoring) and Energy Efficient upgrades Council Facilities	On Watch	Internal lighting upgrades - complete, solar system install - panels and inverters installed, SAPN connections booked. Project complete August 2022.
CARRY FORWARD Energy efficiency, storage and renewable energy solutions for our Community Centres and Facilities	On Watch	Internal lighting upgrades - complete, Solar System install - panels and inverters installed, SAPN connections booked. Project complete August 2022.
Placemaking		
Technical Specification Repointing Reserve Stone Walls (Angus Neill, Parkinson, Brighton Oval)	On Watch	Contractor engaged for Roberts St, Kent St repointing - completion late August 2022. Specification for other walls has been complete.
Patawalonga Lock Year 1	Off Track	Pat Lock Dewater project - Tender closed - No responses, Late price submitted over budget.
Lighting replacements SAPN and Reserve Lighting Infrastructure	On Watch	Remainder of the Glenelg foreshore portion and Nadilo Reserve lighting upgrades are in progress, poles installed, remainder of light upgrades should be complete Q1 - 2022/23
Reserve Improvements Program east of Brighton Road	On Watch	Majority of site works completed, awaiting the installation of park shelter, which has been delayed from the warehouse.
CARRY FORWARD Kingston Park Masterplan Review	On Watch	The Kingston Park Reserve Masterplan has been completed and endorsed by Council's internal reference group and is now ready to be workshopped with the Kauri community. A date workshop for this is still to be confirmed.

Trial Parklet	On Watch	Investigations are continuing to ensure an optimum outcome, noting the complexity of proposed uses that may reduce parking availability.
Culture		
CCTV	On Watch	Design complete, procurement for CCTV hardware and install complete, part on order. Civil component of project is at procurement phase. Project expected to be completed by the end of 2022.
CARRY FORWARD Customer Online Booking and Service Scheduling Experience	Ceased	Project ceased as insufficient business benefit was identified once fully scoped.

The following pages provide detail of the projects under each of the 5 pillars.



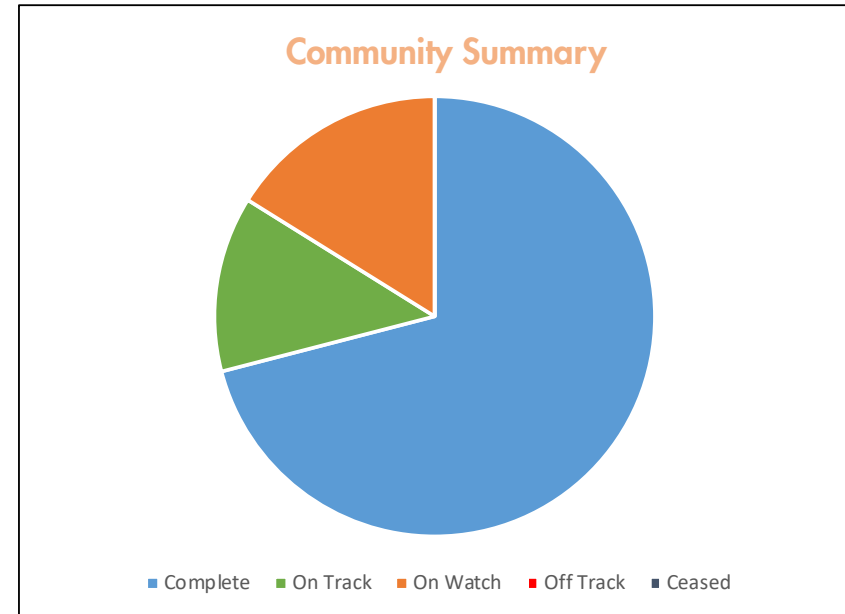
Annual Business Plan - Community - Status Report



As at 30 June 2022









COMMUNITY
A healthy, creative,
connected community





Community Summary	
Complete	22
On Track	4
On Watch	5
Off Track	0
Ceased	0






Community - Carry Forward Capital Works								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01376	CARRY FORWARD Glenelg Library - internal window shading	Mathew Walsh	1/02/2021	30/03/2021	17/12/2022	Complete		Exterior shade structure installed
ACT01384	CARRY FORWARD Somerton Park Yacht Club - tower and refurbishment	Jeffrey Thomas	1/02/2021	29/10/2021	17/12/2022	Complete		




Community - Capital Works								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01346	Glenelg Community Centre - Ceiling Works	Mathew Walsh	1/07/2021	30/06/2022	15/03/2022	Complete		
ACT01347	HB Community Centre maintenance works	Mathew Walsh	1/07/2021	30/06/2022	30/06/2022	Complete		
ACT01348	Kingston House - Shed Replace	Mathew Walsh	1/07/2021	30/06/2022		On Watch		Shed construction is underway and will be completed August 2022.
ACT01349	St Judes Cemetery - Shed Replace	Mathew Walsh	1/07/2021	30/06/2022	30/03/2022	Complete		New shed installed
ACT01350	New electricity supply Vets Shed (separate from Glenelg Community Centre)	Mathew Walsh	1/07/2021	30/06/2022		On Watch		Expected completion August 2022 - SAPN / retailer booked for meter install, which is the only part of the job remaining.
ACT01351	Brighton Oval -Rotary Club Shed Replacement	Mathew Walsh	1/07/2021	30/06/2022		On Watch		Shed construction is underway and will be completed August 2022.


Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
ACT01352	Brighton Surf Club floor finishes	Mathew Walsh	1/07/2021	30/06/2022	15/06/2022	Complete	●	Floor repairs in changerooms complete
ACT01353	Glenelg Oval (North Eastern Toilet Block) Roof Cladding	Mathew Walsh	17/08/2021	30/06/2022	30/11/2021	Complete	●	Complete
ACT01354	Sutherland Reserve Amenities (Bath St Reserve) Floor finish and exterior works (paving)	Mathew Walsh	1/07/2021	30/06/2022	10/12/2021	Complete	●	Complete, toilet upgraded
ACT01357	Broadway Toilets Replacement - Technical Specification	Mathew Walsh	1/07/2021	30/06/2022	27/06/2022	Complete	●	Specification complete
ACT01358	Ringwood - Timber Replacements	Mathew Walsh	1/07/2021	30/06/2022	20/0/2022	Complete	●	Timber works complete
ACT01339	Ball stop fencing - Brighton Oval and Bowker Oval	Mathew Walsh	1/07/2021	30/06/2022	18/03/2022	Complete	●	Ball stop netting complete - Brighton Oval - New, Bowker Oval -Refurbished
ACT01324	Bowker Street Oval	Matthew Rechner	1/07/2021	30/06/2022	30/06/2022	Complete	●	
ACT01325	Brighton Tennis Club Shelter	Mathew Walsh	1/07/2021	30/06/2022	30/12/2021	Complete	●	New shelter
ACT01326	Dover Square Tennis Court	Matthew Rechner	1/07/2022	30/06/2023		On Track	●	Project carry forward - Project tendered and site works commencing early August 2022




Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01327	Fordham Reserve Playground	Matthew Rechner	1/07/2022	30/06/2023		On Track		Project carry forward. As a result of the Sturt River Linear Park pathway project, it has been decided that this project be rescheduled to coincide with the construction of the new pathway. This will enable better integration and placement in Fordham Reserve. On hold awaiting additional funds for construction of the pathway works that will incorporate the playspace.
ACT01329	John Miller Reserve Renewal	Matthew Rechner	1/07/2021	28/02/2022	28/02/2022	Complete		Complete
ACT01330	Seaforth Park Tennis Court	Matthew Rechner	1/07/2021	30/06/2022	30/06/2022	Complete		Complete
ACT01360	Annual Library Book replacement program	Tania Paull	1/07/2021	30/06/2022	30/06/2022	Complete		Library collection purchases completed

Community - New Initiative

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01297	Old Buffalo site detailed design	Matthew Rechner	1/07/2022	30/06/2023		On Watch		Project carry forward - Tenders received for detailed design exceeded budget. Administration assessing alternative options to progress project
ACT01298	Glenelg Oval Stage 3 and 4 detailed design and construction	Matthew Rechner	1/07/2021	30/06/2023		On Track		New Cricket nets, Margaret Messenger Reserve upgrade, new Scoreboard and new back net are currently in planning and design phase.
ACT01300	Artwork for Jimmy Melrose Park	Regan Forrest	27/11/2021	30/06/2022	30/06/2022	Complete		Sculpture was completed and installed before 30/6/22. It was publicly launched at an event held on 6 July.

Community - Carry Forward New Initiative								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01371	CARRY FORWARD Redevelopment of Brighton Civic Centre into a community hub	Ania Karzek			9/11/2022	Complete		Proceeding to detailed design requires Council's consideration, as part of planning its capital works forward program.
ACT01373	CARRY FORWARD Audio in Kingston room	Robert Zanin	1/06/2020	30/06/2021	30/03/2022	Complete		
ACT01375	CARRY FORWARD Kauri Community and Sports Centre Public Toilets	Mathew Walsh	1/12/2020	31/05/2021		On Watch		Design complete, budget allocated, DA approval in progress.

Community - Carry Forward Strategic Action								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01377	CARRY FORWARD Brighton Oval Sporting Hub Master Plan - Drainage works and turf management	Matthew Rechner	1/07/2019	30/06/2021	30/05/2022	Complete		

Community - Non Annual Business Plan Projects								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
LCRI	Kauri Community Kitchen – Kitchen Upgrade	Matthew Rechner	10/01/2022	30/04/2022	30/04/2022	Complete		
LCRI	Seacliff Hockey Club Safety Nets	Matthew Rechner	16/05/2022	30/06/2022	30/06/2022	Complete		Contractor has been engaged with construction due to commence mid to late May (actual date to be confirmed).
	Glenelg as an accessible beach	Matthew Rechner	16/05/2022	30/06/2023		On Track		Project to be carried forward to 22/23 financial year. Design and Construct contract awarded and 50% design nearing completion. Construction to commence September 2022

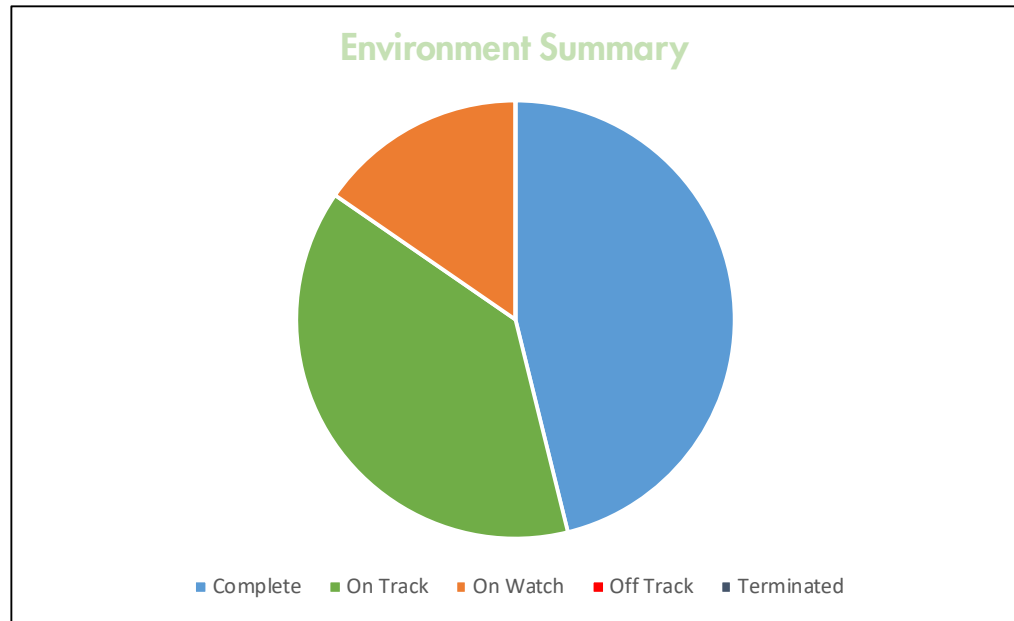


ENVIRONMENT
A community connected
to our natural environment


Environment Summary	
Complete	6
On Track	5
On Watch	2
Off Track	0
Terminated	0

Annual Business Plan - Environment - Status Report



As at 30 June 2022



Environment - New Initiative								
Action	Title	Responsible Officer	Actual Start Date	Expected Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01296	Env Strategy - Implementation - New Environment Officer	James Mitchell	1/07/2021	9/08/2024	9/08/2024	Complete	●	
ACT01301	Env Strategy - Holdfast Bay Urban Forest - Tree Audit (Yr 1 of 2)	James Mitchell	16/08/2021	30/06/2022	30/06/2022	Complete	●	Year one of street tree audit complete.
ACT01302	Env Strategy - Carbon Neutral Plan	James Mitchell	1/08/2021	30/06/2022	30/06/2022	On Track	●	Carbon Neutral Plan draft completed to go to Audit Committee and Council for approval prior to caretaker.
ACT01303	Env Strategy - Gullies Masterplans - Implementation (Year 4 of 5)	James Mitchell	1/07/2021	30/06/2022		On Track	●	Carry forward - Multi-year project. Implementation includes upgrades and improvements for the stormwater management, landscape elements and biodiversity of the three gullies. Pine Gully is the priority project. Construction tender has been awarded, commencing works onsite in September 2022. Council was successful for an unsolicited funding bid to Green Adelaide for \$150,000 to deliver the Pine Gully stormwater and trail works. Designs will continue to be progressed for the remaining two gullies.
ACT01304	Env Strategy - Weekly FOGO pilot - Phase 2	James Mitchell	1/07/2021	1/04/2022	31/10/2021	Complete	●	
ACT01309	Additional Community Safety Officer - Summer Season	Adrian Hill	17/08/2021	17/05/2022	17/05/2022	Complete	●	Patrol complete, compliance had improved
ACT01311	PLEC and Aerial Bundled Cable Investigations	James Mitchell	1/09/2021	30/06/2022		On Track	●	Carry forward - Council is engaging a specialised consultant to develop a strategy and priority locations, including cost estimates, for undergrounding overhead power lines in areas to maximise our tree canopy growth and amenity. This is in preparation for any future PLEC funding opportunities.

<i>Action</i>	<i>Title</i>	<i>Responsible Officer</i>	<i>Actual Start Date</i>	<i>Expected Due Date</i>	<i>Complete Date</i>	<i>4th 1/4 Status</i>	<i>4th 1/4 Rating</i>	<i>Notes</i>
ACT01308	Stormwater Management	James Mitchell	1/07/2021	1/07/2022		On Track		Carry forward - Ongoing program. A number of priority projects are being delivered this financial year to improve stormwater management across the city. College Road stormwater upgrade is completed. As part of the commitment to WSUD the North Brighton Cemetery roundabout has been reconstructed with permeable paving. Kauri Parade Seacliff stormwater upgrade was completed in June 2022.

Environment - Carry Forward New Initiative

<i>Action</i>	<i>Title</i>	<i>Responsible Officer</i>	<i>Start Date</i>	<i>Due Date</i>	<i>Complete Date</i>	<i>4th 1/4 Status</i>	<i>4th 1/4 Rating</i>	<i>Notes</i>
ACT01369	CARRY FORWARD Renewable energy upgrades (solar systems/energy monitoring) and Energy Efficient upgrades Council Facilities	Mathew Walsh	1/01/2022	30/06/2022		On Watch		Internal lighting upgrades - complete, Solar System install - panels and inverters installed, SAPN connections booked. Project will be completed August 2022.
ACT01370	CARRY FORWARD Energy efficiency, storage and renewable energy solutions for our Community Centres and Facilities	Mathew Walsh	23/11/2020	30/04/2022		On Watch		Internal lighting upgrades - complete, Solar System install - panels and inverters installed, SAPN connections booked. Project will be completed August 2022.

Environment - Non Annual Business Plan Projects								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
C130721/2343	Urban heat and tree canopy cover mapping project, organised by Green Adelaide	James Mitchell	13/07/2021	30/06/2022	30/06/2022	Complete	●	Green Adelaide have done the data capture and consultants are currently processing the data in preparation for sharing and reporting to metro councils.
C100821/2385	Rainwater tank pilot project	James Mitchell	28/10/2021	30/06/2022	Ongoing	On Track	●	The rainwater tank pilot project is a combined project with the City of Marion over two years. A grant has been received by DEW along with the funding commitments from the City of Holdfast Bay and City of Marion. The Council has partnered with a university to deliver the project, lead by a Masters student. Project to be undertaken over 3 years.
C261021/2460	Permeable Paving	James Mitchell	26/10/2021	30/06/2021	30/06/2022	Complete	●	Two permeable paving projects have been completed for 2021/22. Allen Terrace, Glenelg East footpath and the North Brighton Cemetery roundabout.

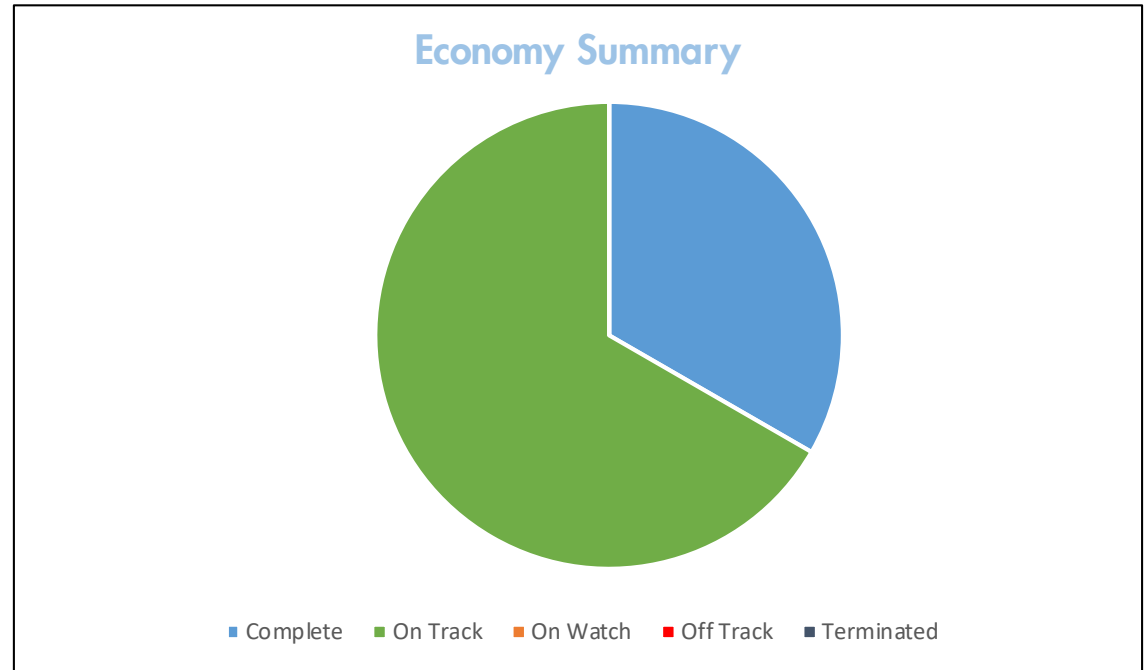




ECONOMY
A diverse and resilient
local economy


Economy Summary	
Complete	1
On Track	2
On Watch	0
Off Track	0
Terminated	0

Annual Business Plan - Economy - Status Report

As at 30 June 2022



Economy - New Initiative								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01295	Implementation of the Jetty Road Brighton Lighting Masterplan	Muni Krishna	30/09/2021	30/06/2022	Carry Forward	On Track		Carry Forward - Project to be delivered before summer 2022. Designs completed. Currently preparing community engagement and procuring bollards and street lights.
ACT01315	Brighton Beachfront Holiday Park - Stage 2 Redevelopment (Year 2 of 2)	Ross Oates	1/07/2021	1/06/2023	Not yet complete	On Track		Projects within the Brighton Beachfront Holiday Park are progressing but there have been a number of hold-ups stopping works from progressing as planned. The organisation of a Kaurua monitor has held up works on the retaining wall and longer than expected lead times for the construction of modular structures has held up the anticipated timeframe for delivery and completion of the ensuite sites.

Economy - Non Annual Business Plan Projects								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
C240821/2395	Two street parties on Jetty Road, Brighton	Regan Forrest	1/07/2021	1/06/2022	18/06/2022	Complete		Two street parties held on 2 April and 18 June 2022, and well received by traders and the community. A summary report on both events is being prepared for Council.



Annual Business Plan - Placemaking - Status Report

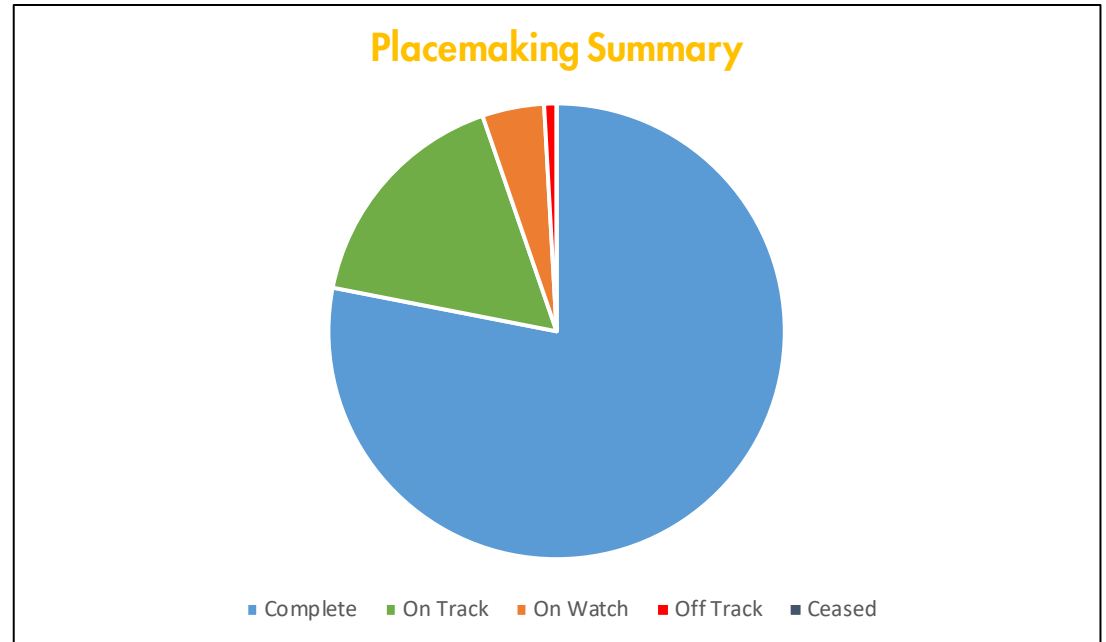
As at 30 June 2022



PLACEMAKING

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

Placemaking Summary	
Complete	89
On Track	19
On Watch	5
Off Track	1
Ceased	0



Placemaking - Capital Works

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01386	FOOTPATHS	Muni Krishna	1/07/2021	30/04/2022	30/04/2022	Complete	●	Footpath program completed
M02205	Allen Tce LS from Wyatt St to Girdelstone St	Muni Krishna	23/02/2022	5/04/2022	5/04/2022	Complete	●	
M02207	Esplanade LS Phillips St to Marine St	Muni Krishna	8/09/2021	14/09/2021	14/09/2021	Complete	●	
M02209	St Johns Row LS - Kent St to Lymington St	Muni Krishna	18/10/2021	29/10/2021	29/10/2021	Complete	●	
M02210	Esplanade LS - Yarrum Grove to Phillips St	Muni Krishna	8/09/2021	14/09/2021	14/09/2021	Complete	●	
M02211	South Esplanade RS - Farrell St to Broadway	Muni Krishna	23/08/2021	29/10/2021	29/10/2021	Complete	●	
ACT01362	DDA pram ramps	James Mitchell	1/07/2021	30/06/2022	30/06/2022	Complete	●	DDA ramp construction completed.
ACT01361	ROADS and KERB PROGRAM	Muni Krishna	1/07/2021	30/06/2022	30/06/2022	Complete	●	Road and kerb works program completed.
M02062	Anzac Highway North - KWT	Muni Krishna	1/02/2022	25/02/2022	30/06/2022	Complete	●	
M02063	Adelphi Terrace - KWT and road pavement testing/design	Muni Krishna	22/02/2022	30/04/2022	30/06/2022	Complete	●	
M02064	Baker St (Somerton Park) - KWT & reseal	Muni Krishna	15/02/2022	27/05/2022	30/06/2022	Complete	●	
M02065	Barwell Ave - KWT & Reseal	Muni Krishna	24/03/2022	29/04/2022	30/06/2022	Complete	●	
M02066	Bishop Ave - KWT & Reseal	Muni Krishna	24/02/2022	30/04/2022	30/03/2022	Complete	●	
M02067	Brooklyn Avenue - KWT & Reseal	Muni Krishna	18/01/2022	21/05/2022	30/03/2022	Complete	●	
M02070	Carey Close - Reseal	Muni Krishna	7/04/2022	4/06/2022	30/03/2022	Complete	●	






Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
M02071	Caroline Street - Reseal	Muni Krishna	17/03/2022	10/06/2022	30/03/2022	Complete	●	
M02072	Cowper St - Road	Muni Krishna	8/03/2022	27/05/2022	30/03/2022	Complete	●	
M02073	Clovelly Avenue (Hove) - KWT & Reseal	Muni Krishna	8/12/2021	20/05/2022	30/03/2022	Complete	●	
M02075	Cross Street - KWT & Reseal	Muni Krishna	25/09/2021	22/04/2022	30/03/2022	Complete	●	
M02076	Cygnat Court - KWT & Reseal	Muni Krishna	23/03/2022	14/06/2022	30/03/2022	Complete	●	
M02077	Darwin Street - Reseal	Muni Krishna	8/03/2022	29/03/2022	30/03/2022	Complete	●	
M02078	Downing Street - KWT & Reseal	Muni Krishna	16/09/2021	16/06/2022	2022/23	On Track	●	Carried forward to align with stormwater project, to be completed in 2022/23.
M02079	Dutton Street - Reseal	Muni Krishna	1/07/2021	31/08/2022	NA	On Track	●	Removed from program
M02080	Ferry Court - KWT & Reseal	Muni Krishna	16/09/2021	17/06/2022	30/03/2022	Complete	●	
M02081	Fisher Terrace - KWT & Reseal	Muni Krishna	7/12/2021	17/06/2022	30/03/2022	Complete	●	
M02082	Fulton Street (Glenelg North) - KWT & Reseal	Muni Krishna	16/12/2021	28/04/2022	30/03/2022	Complete	●	
M02084	Golflands Terrace - KWT & Reseal	Muni Krishna	11/01/2022	17/06/2022	30/03/2022	Complete	●	
M02085	Gore Street - KWT & Reseal	Muni Krishna	10/01/2022	22/06/2022	30/03/2022	Complete	●	
M02086	Grevillea Court - KWT	Muni Krishna	4/11/2021	30/11/2021	30/11/2021	Complete	●	
M02087	Hakea Court - KWT	Muni Krishna	5/11/2021	30/11/2021	30/03/2022	Complete	●	
M02088	Harding Street - KWT & Reseal	Muni Krishna	21/03/2022	24/06/2022	30/03/2022	Complete	●	
M02089	High Street (South Brighton) - KWT	Muni Krishna	11/03/2022	30/04/2022	30/03/2022	Complete	●	

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
M02090	Highet Avenue - KWT	Muni Krishna	14/04/2022	30/06/2022	30/06/2022	Complete	●	
M02091	Holder Road - KWT & Reseal	Muni Krishna	15/09/2021	28/06/2022	30/06/2022	Complete	●	
M02092	Indra Terrace - Reseal	Muni Krishna	14/04/2022	20/06/2022	30/06/2022	On Track	●	Kerb-works only 2021/22 with reseal 2022/23
M02093	Ivanhoe Avenue - Reseal	Muni Krishna	28/03/2022	13/06/2022	30/06/2022	Complete	●	
M02094	Jetty Street - Reseal	Muni Krishna	14/04/2022	27/05/2022	2022/23	On Track	●	Removed from program, postponed to 2022/23
M02095	Keelara Street - KWT	Muni Krishna	4/04/2022	18/04/2022	30/03/2022	Complete	●	
M02096	Keys Court - KWT & Reseal	Muni Krishna	3/09/2021	13/05/2022	30/03/2022	Complete	●	
M02097	West Lane B2 Site 4 - Reseal	Muni Krishna	25/03/2022	25/05/2022	30/03/2022	Complete	●	
M02099	Lane F Site 68 - KWT & Reseal	Muni Krishna	2/02/2022	28/02/2022	2022/23	On Track	●	Removed from program, postponed to 2022/23
M02101	Lane U Site 31 - Reseal	Muni Krishna	14/04/2022	21/06/2022	NA	On Track	●	Removed from program
M02102	Lane V Site 106 - Reseal	Muni Krishna	18/04/2022	31/05/2022	30/06/2022	Complete	●	Clayton Place, resealed in July 2022
M02103	Lipson Avenue - Reseal	Muni Krishna	5/04/2022	7/05/2022	30/06/2022	Complete	●	Resealed in July 2022
M02104	Lymington Street - Reseal	Muni Krishna	29/04/2022	27/06/2022	30/06/2022	On Track	●	Kerb-works only 2021/22 with reseal 2022/23
M02105	Marine Parade - KWT & Reseal	Muni Krishna	4/03/2022	14/06/2022	30/06/2022	Complete	●	
M02106	Marion Street - Reseal	Muni Krishna	12/05/2022	27/06/2022	30/03/2022	Complete	●	
M02107	Melbourne Street - Reseal	Muni Krishna	7/04/2022	26/05/2022	30/03/2022	Complete	●	
M02108	Mills Street - Reseal	Muni Krishna	10/05/2022	24/06/2022	30/06/2022	On Track	●	Kerb-works only 2021/22 with reseal 2022/23
M02109	Mortimer Terrace - Reseal	Muni Krishna	10/05/2022	29/06/2022	30/03/2022	Complete	●	
M02110	Moseley Street - KWT, Reseal and Recon	Muni Krishna	11/02/2022	14/05/2022	30/06/2022	Complete	●	




Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
M02111	Myrtle Parade - KWT & Reseal	Muni Krishna	24/09/2021	26/05/2022	30/06/2022	Complete	●	
M02113	North Esplanade - Reseal	Muni Krishna	8/03/2022	14/04/2022	30/03/2022	Complete	●	
M02116	Pine Avenue (Glenelg Nth) - KWT & Reseal	Muni Krishna	3/03/2022	29/06/2022	30/03/2022	Complete	●	
M02117	Portland Street - Reseal	Muni Krishna	25/05/2022	29/06/2022	30/06/2022	Complete	●	
M02119	Salisbury Street - KWT & Reseal	Muni Krishna	4/08/2021	20/06/2022	30/03/2022	Complete	●	
M02120	Sandison Terrace - Reseal	Muni Krishna	29/04/2022	1/06/2022	30/03/2022	Complete	●	
M02121	Sexton Road - Reseal	Muni Krishna	3/05/2022	8/06/2022	30/03/2022	Complete	●	
M02122	Sherlock Road - Reseal	Muni Krishna	20/04/2022	27/05/2022	30/06/2022	Complete	●	Resealed in July 2022
M02123	Silver Avenue - KWT & Reseal	Muni Krishna	18/11/2021	17/05/2022	30/06/2022	Complete	●	
M02124	Smith Avenue - KWT & Reseal	Muni Krishna	20/12/2021	27/05/2022	30/06/2022	Complete	●	
M02125	Soal Street - KWT	Muni Krishna	18/03/2022	15/04/2022	30/06/2022	Complete	●	
M02126	St Annes Terrace - Reseal	Muni Krishna	15/03/2022	14/04/2022	30/06/2022	Complete	●	
M02127	Stevens Street - KWT & Reseal	Muni Krishna	17/02/2022	23/06/2022	30/06/2022	Complete	●	
M02128	Stewart Street - KWT	Muni Krishna	1/09/2021	30/09/2021	30/09/2021	Complete	●	
M02129	Strickland Road - KWT & Reseal	Muni Krishna	11/03/2022	27/05/2022	30/06/2022	Complete	●	Resealed in July 2022
M02130	Sturt Street -KWT & Reseal	Muni Krishna	11/01/2022	23/06/2022	30/03/2022	Complete	●	
M02131	Sullivan Street - KWT & Reseal	Muni Krishna	9/09/2021	15/06/2022	30/06/2022	Complete	●	
M02132	Walsh Street - KWT & Reseal	Muni Krishna	5/08/2021	27/06/2022	30/03/2022	Complete	●	

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
M02133	Winchester Avenue - KWT	Muni Krishna	1/12/2021	24/12/2021	17/12/2021	Complete	●	
M02134	Maxwell Terrace - Reseal	Muni Krishna	3/05/2022	2/06/2022		Complete	●	
M02136	Stopford Road/Brighton Rd - KWT	Muni Krishna	23/11/2021	24/12/2021	14/12/2021	Complete	●	
M02232	Banksia Court Kerb	Muni Krishna	1/11/2021	26/11/2021	26/11/2021	Complete	●	
M02233	Burns St - KWT & Reseal	Muni Krishna	26/02/2022	30/06/2022	30/03/2022	Complete	●	
M02234	Laneway off Phillips St - KWT & Reconstruction	Muni Krishna	19/11/2021	30/06/2022	30/06/2022	Complete	●	
M02235	Moten Avenue - KWT	Muni Krishna	25/03/2022	20/05/2022	2022/23	On Track	●	Postponed to 2022/23
M02236	Stevens Court	Muni Krishna	3/02/2022	30/06/2022	30/06/2022	Complete	●	
M02237	Brighton Road kerb works South Brighton and Seacliff	Muni Krishna	19/04/2022	30/06/2022	30/06/2022	Complete	●	
ACT01387	Pathway - St Judes Cemetary	Bill Blyth	1/07/2021	30/06/2022	1/06/2022	Complete	●	Improvements in the St Judes' Cemetery are completed (new trees, irrigation, shed, spoil bay etc).
ACT01388	Edith Butler Pier (decking) - technical specifications and pilot	James Mitchell	1/07/2021	30/06/2022		On Track	●	Carry forward into 22/23 to combine with renewal project for Edith Butler decking.
ACT01389	Accelerated Footpath Program	Bill Blyth	1/07/2021	30/04/2022	27/06/2022	Complete	●	AFF program completed for 21/22 with final job being linked in with Anthony Morell project along Brighton Rd, All complete
ACT01318	Traffic control devices	James Mitchell	1/07/2021	30/06/2022		On Track	●	Carry forward - Downing Street Hove speed humps to be carried forward with reseal due to stormwater works.
ACT01319	Car parking surface renewal	Muni Krishna	1/07/2021	30/06/2022	2022/23	On Track	●	Budget to be carry forward to resurface the Kingston Park Kiosk Carpark as part of the redevelopment.
ACT01320	Bus Shelters	Muni Krishna	1/07/2021	30/06/2022	30/06/2022	Complete	●	
ACT01321	Park Bench Amenities (Seats and Picnic Tables)	Bill Blyth	1/07/2021	30/06/2022	1/06/2022	Complete	●	All seats installed in multiple locations around the city.





Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01322	Bollards	Bill Blyth	1/07/2021	30/06/2022	16/12/2021	Complete	●	Completed December 21. New bollards installed around Mosley Square for vehicle mitigation
ACT01323	Reserve irrigation	Bill Blyth	1/07/2021	30/06/2022	15/06/2022	Complete	●	Project Scope identified for future upgrade of Glenelg irrigation mainline.
ACT01331	Public Realm signage replacement	Samuel Crowhurst	1/07/2021	30/06/2022	30/03/2022	Complete	●	All signs the required replacement have been renewed
ACT01332	Footway Replacement Program	James Mitchell	1/07/2021	30/06/2022		On Track	●	Carry forward - The project includes improving six beach access points from Jetty Road to the Broadway Beach and the Glenelg Jetty DDA ramp. Concept designs have been completed for the six access points and will be progressed to detailed design. Project being completed through several funding sources.
ACT01333	Public bin replacement program	Bill Blyth	1/07/2021	30/06/2022	1/06/2022	Complete	●	All bins installed in multiple locations around the city. All works captured in T1 work order system
ACT01335	Pathway - Paving - Concrete Brick - Glenelg Foreshore - Assessment and scoping	James Mitchell	1/07/2021	30/06/2022	30/06/2022	Complete	●	This project is currently on-hold subject to future precinct planning. Budget reallocated into pathways.
ACT01336	Coastpark / Jimmy Melrose shared pathways	James Mitchell	1/07/2021	30/06/2022	30/06/2022	Complete	●	Reseal completed.
ACT01338	Coastal Fencing - Marlborough St, Oleander St West, Wheatland/ Portland St, Wattle Ave	Alex Gaut	1/07/2021	30/06/2022	30/04/2022	Complete	●	Fencing project completed.
ACT01340	Technical Specification Repointing Reserve Stone Walls (Angus Neill, Parkinson, Brighton Oval)	Mathew Walsh	1/07/2021	30/06/2022		On Watch	●	Contractor engaged for Roberts St, Kent St repointing - completion late August 2022. Specification for other walls has been completed.



Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01341	Planting structures Fig Tree Reserve and Hartley Reserve	Bill Blyth	1/07/2021	30/06/2022	1/06/2022	Complete		All works completed in Hartley and Fig Tree Reserve.
ACT01342	Beach Access Refurbishment Scoping and Design	Matthew Rechner	1/07/2021	30/06/2023		On Track		Project to be carried forward to 22/23 financial year. Design and Construct contract awarded and 50% design nearing completion. Construction to commence September 2022
ACT01343	Annual Coastal Drink Fountain and Dog Bowl and Shower Replacement	Bill Blyth	1/07/2021	30/06/2022	15/06/2022	Complete		All showers and drinking fountains installed in multiple locations around the city. All works captured in T1 work order system
ACT01344	Patawalonga Lock Year 1	Mathew Walsh	1/07/2021	30/06/2022		Off Track		Pat Lock Dewater project - Tender closed - No responses, Late price submitted over budget.
ACT01345	Lighting replacements SAPN and Reserve Lighting Infrastructure	Mathew Walsh	1/07/2021	30/06/2022		On Watch		Remainder of the Glenelg foreshore portion and Nadilo Reserve lighting upgrades are in progress, poles installed, remainder of light upgrades should be complete Q1 - 2022/23

Placemaking - New Initiative

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01299	Sturt Creek Linear Park Detailed Design	Julia Wallace	31/05/2022	30/11/2022	30/06/2023	On Track		Concept has been endorsed by Council. Procurement for detailed design is underway and tender is now closed. Tender assessment pending.
ACT01305	Beach Access Signage Year 2 of 3	Mathew Walsh	1/07/2021	28/02/2022	19/11/2021	Complete		Signs upgraded in line with Surf SA's report.
ACT01306	DDA Bus Stop and Kerb Ramp Improvements (DAIP initiative - Year 2 of 5)	Muni Krishna	1/07/2021	30/06/2022	30/06/2022	Complete		

Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01307	Traffic minor safety improvements	James Mitchell	1/07/2021	30/06/2022		On Track	●	Carry forward - Safety improvements include line marking, signage and minor civil works. Edwards Street line-marking and traffic improvements to progress community engagement following the DIT Edwards Street/Brighton Road engagement. Council has been successful in acquiring Way 2 Go grant funding for the Paringa Park Primary - Emu Crossing. Carry forward to complete project in school holidays.
ACT01310	Seacliff Plaza Upgrade Stage 1	Cherie Armfield	1/07/2021	7/10/2023		On Track	●	Stage 1 concept plan approved by Council – 30 April 2022. Development Assessment completed by 30 July 2022.
ACT01313	Integrated Transport Strategy - Priorities	James Mitchell	1/07/2021	30/06/2022	30/06/2022	Complete	●	New sharrows (shared lane marking) have been installed in 110 locations within the Marino Rocks Greenway to indicate the preferred on- road low traffic cycle route.
ACT01314	Integrated Transport Strategy - Priorities	Ross Oates	2/08/2021	28/02/2022	14/07/2022	Complete	●	Both the concept design and detailed designs for the kiosk have now been completed and the project is out to tender.
ACT01316	Jetty Road Stage 2 Detailed Design	Cherie Armfield	1/07/2021	30/06/2023		On Track	●	Project carry forward. Design phase for the coastal zone will proceed based on outcomes of Council meeting on 9 August.
ACT01317	Reserve Improvements Program east of Brighton Road	Matthew Rechner	1/07/2021	30/08/2022		On Watch	●	Majority of site works completed, awaiting the installation of park shelter, which has been delayed from the warehouse.

Placemaking - Carry Forward New Initiative								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01368	CARRY FORWARD War Animal Memorial Mural	Regan Forrest	1/07/2020	26/02/2022	20/05/2022	Complete		Installed 20/5/22. Launch was incorporated into the dedication of Bouchee Walk on 22/5/22
ACT01374	CARRY FORWARD Glenelg Town Hall Restoration	Mathew Walsh	31/07/2020	30/06/2021	15/07/2022	On Track		Stage 2&3 at practical completion.
ACT01378	CARRY FORWARD Kingston Park Masterplan Review	Ross Oates	1/07/2019	31/10/2021	3/12/2021	On Watch		The Kingston Park Reserve Masterplan has been completed and endorsed by Council's internal reference group and is now ready to be workshopped with the Kaurna community. A date workshop for this is still to be confirmed.
ACT01390	Jetty Road Glenelg Stage 1 (Chapel St Plaza and Hindmarsh Lane Construction)	Cherie Armfield				Complete		

Placemaking - Non Annual Business Plan Projects								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
C121021/2435	Renaming of Hindmarsh Lane	Cherie Armfield				Complete		
C231121/2488	Trial Parklet	Ania Karzek				On Watch		Investigations are continuing to ensure an optimum outcome, noting the complexity of proposed uses that may reduce parking availability.

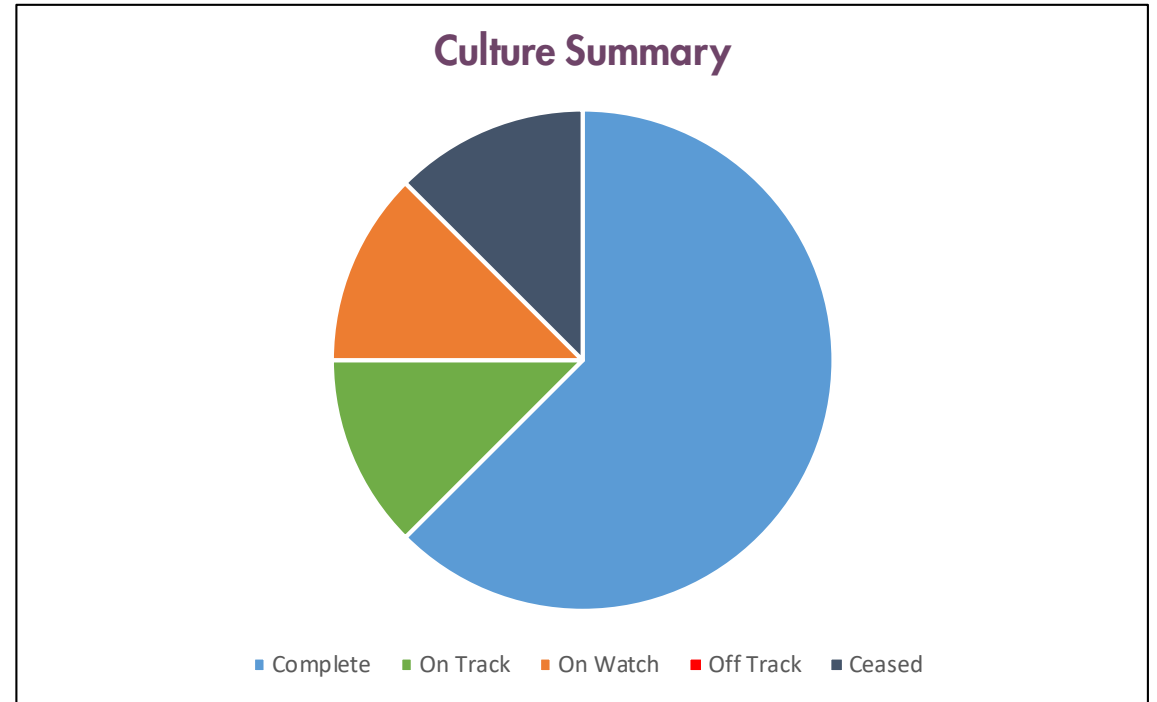


CULTURE
An effective, customer-centred organisation


Culture Summary	
Complete	5
On Track	1
On Watch	1
Off Track	0
Ceased	1


Annual Business Plan - Culture - Status Report


As at 30 June 2022



Culture - Capital Works								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4 th 1/4 Status	4 th 1/4 Rating	Notes
ACT01355	Brighton Civic Center - 2 x Water Filters	Mathew Walsh	1/07/2021	30/06/2022	1/12/2021	Complete	●	New water filter systems
ACT01356	Depot - Additional Fire and Emergency Works	Mathew Walsh	1/07/2021	30/06/2022	31/03/2022	Complete	●	System upgraded for compliance
ACT01359	Information Technology infrastructure	Robert Zanin	1/07/2021	30/06/2022	30/06/2022	Complete	●	Ongoing program as per the asset replacement cycle
ACT01363	Plant and equipment	James Mitchell	1/07/2021	30/06/2022		On Track	●	Partial carry forward - The annual plant and equipment program includes the purchase of car fleet, heavy vehicles and heavy/major/minor plant. We have tendered and received 5 vehicles including Councils first electric vehicle. Several vehicles have been purchased, however have not arrived within the financial year due to global vehicle supply chain issues. It is anticipated these vehicles will be received in 2022/23.
ACT01364	CCTV	Mathew Walsh	1/07/2021	30/06/2022		On Watch	●	Design complete, procurement for CCTV hardware and install complete, part on order. Civil component of project is at procurement phase. Project expected to be complete end of 2022.

Culture - New Initiative								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
ACT01312	City of Holdfast Bay Enterprise Technology Roadmap	Robert Zanin	1/07/2021	30/06/2022		Complete		Ongoing program based on business priorities as the result of the investment decision process.

Culture - Carry Forward New Initiative								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
ACT01372	CARRY FORWARD Customer Online Booking and Service Scheduling Experience	Robert Zanin	1/07/2020	31/07/2021	30/06/2022	Ceased		Project ceased as insufficient business benefit was identified once fully scoped.

Culture - Non Annual Business Plan Projects								
Action	Title	Responsible Officer	Start Date	Due Date	Complete Date	4th 1/4 Status	4th 1/4 Rating	Notes
C140921/2405	Sister City Agreements	Ania Karzek	1/07/2021	30/06/2022	31/05/2022	Complete		Communications completed with City of Hayama - both cities agreed to terminate the Agreement in a spirit of goodwill and friendship. Agreement with City of New Orleans remains in place.

Attachment 6



NB – This version may be replaced following SLT consideration of the reports on 11 August.

Project title -	Status	Notes
Community Pillar		
Kingston House - Shed Replace	On Watch	Shed construction is underway and will be complete - August 2022
New electricity supply Vets Shed (separate from Glenelg Community Centre)	On Watch	Should be complete 12/08/2022 - Appointment booked with SAPN / retailer for meter install. This is the only part of the job remaining
Brighton Oval -Rotary Club Shed Replacement	On Watch	Shed construction is underway and will be complete - August 2022
Old Buffalo site detailed design	On Watch	Project carry forward Tenders received for detailed design exceeded budget. Administration assessing alternative options to progress project
Kauri Community and Sports Centre Public Toilets	On Watch	Design complete, budget allocated, DA approval in progress.
Environment		
Renewable energy upgrades (solar systems/energy monitoring) and Energy Efficient upgrades Council Facilities	On Watch	Internal lighting upgrades - complete, Solar System install - panels and inverters installed, SAPN connections booked. Project complete August 2022.
Energy efficiency, storage and renewable energy solutions for our Community Centres and Facilities	On Watch	Internal lighting upgrades - complete, Solar System install - panels and inverters installed, SAPN connections booked. Project complete August 2022.
Placemaking		
Technical Specification Repointing Reserve Stone Walls (Angus Neill, Parkinson, Brighton Oval)	On Watch	Contractor engaged for Roberts St, Kent St repointing - completion late August 2022. Spec for other walls has been complete.
Patawalonga Lock Year 1	Off Track	Pat Lock Dewater project - Tender closed - No responses, Late price submitted \$400k over budget.
Lighting replacements SAPN and Reserve Lighting Infrastructure	On Watch	Remainder of the Glenelg foreshore portion and Nadilo Reserve lighting upgrades are in progress, poles installed, remainder of light upgrades should be complete Q1 - 2022/23
Reserve Improvements Program east of Brighton Road	On Watch	Majority of site works completed, awaiting the installation of park shelter, which has been delayed ex-warehouse.
Kingston Park Masterplan Review	On Watch	The Kingston Park Reserve Masterplan has been completed and endorsed by Council's internal reference group and is now ready to be workshopped with the Kaurna community. A date workshop for this is still TBC as a strategy for meeting with Kaurna is still being worked out with SLT.
Trial Parklet	On Watch	Investigations are continuing to ensure an optimum outcome, noting the complexity of proposed uses that may reduce parking availability.

Culture		
CCTV	On Watch	Design complete, procurement for CCTV hardware and install complete, part on order. Civil component of project is at procurement phase. Project expected to be complete end of 2022.
Customer Online Booking and Service Scheduling Experience	Ceased	Project ceased as per SLT request due to no business benefit

Item No: 15.3

Subject: **LOCAL AREA TRAFFIC MANAGEMENT – KING STREET AND KING GEORGE AVENUE, HOVE – TRIAL OUTCOMES**

Date: 23 August 2022

Written By: Traffic and Transport Lead

General Manager: Assets and Delivery, Mr M de Heus

SUMMARY

At the Ordinary Council meeting of 10 December 2019, Council resolved via Motion C101219/1700 to install Local Area Traffic Management treatments on King George Avenue and The Crescent, Hove, as a trial treatment for a number of community traffic concerns in the area related to the McAuley School which was to open in January 2020.

Council approved the installation of speed cushions on King George Avenue and left turn restrictions on The Crescent at Alfreda Street and King Street. These were installed prior to the school term commencing.

The motion C101219/1700 included a number of elements, including that the treatments would be reviewed. This report serves as that review. The treatments were observed to be positive changes to the road network, and the recommendation is to retain the traffic treatments in their current form.

RECOMMENDATION

That the current Local Area Traffic Management measures (speed cushions on King George Avenue, Left Turn restriction on The Crescent) be retained in place.

STRATEGIC PLAN

Sustainability: Support the creation of safer places by improving the public realm.

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

DIT Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices: Part 2: Code of Technical Requirements

Local Government Act 1999

Road Traffic Act SA

BACKGROUND

The McAuley School was developed in 2019, on the site of the former Marymount College. The development included traffic reports prepared by suitably experienced consultants on behalf of the School, in an effort to identify potential issues ahead of time and take preventative measures.

These reports were later supplemented by a Local Area Traffic Study conducted by AECOM on behalf of Council, prior to the opening of the new school, which recommended a series of improvements that could be implemented.

At the time the traffic studies were written, it was viewed that the modification of the Seaford rail crossing on Brighton Road at Hove would be going ahead, and the traffic studies contained a number of assumptions and recommendations on that basis.

King George Avenue is a main collector road that services the area west of Brighton Road as a north-south corridor. The portion between Wattle Avenue and King Street is 9.4m wide, with timed bicycle lanes on each side, preventing on-street parking. It caters for approximately 3000 vehicles per day, with morning peaks from 8-9am and afternoon peaks from 3-5pm in line with a typical commuter route. South of King Street, King George Avenue has an offset section which requires drivers to negotiate two staggered intersections against priority. Combined with the narrower width of this (9.4m with on-street parking allowed) and the final section (7m, on-street parking allowed), the observed traffic behaviour is to utilise King Street to connect to either The Crescent or west to the Esplanade.

King Street is a local road 6.7m in width, with stopping prohibited on one side during school drop off and pick up times. King Street has a number of intersections with limited visibility due to boundary fences and planting on private property. Problems around peak traffic periods and the service level of King Street have been the subject of numerous investigations previously.

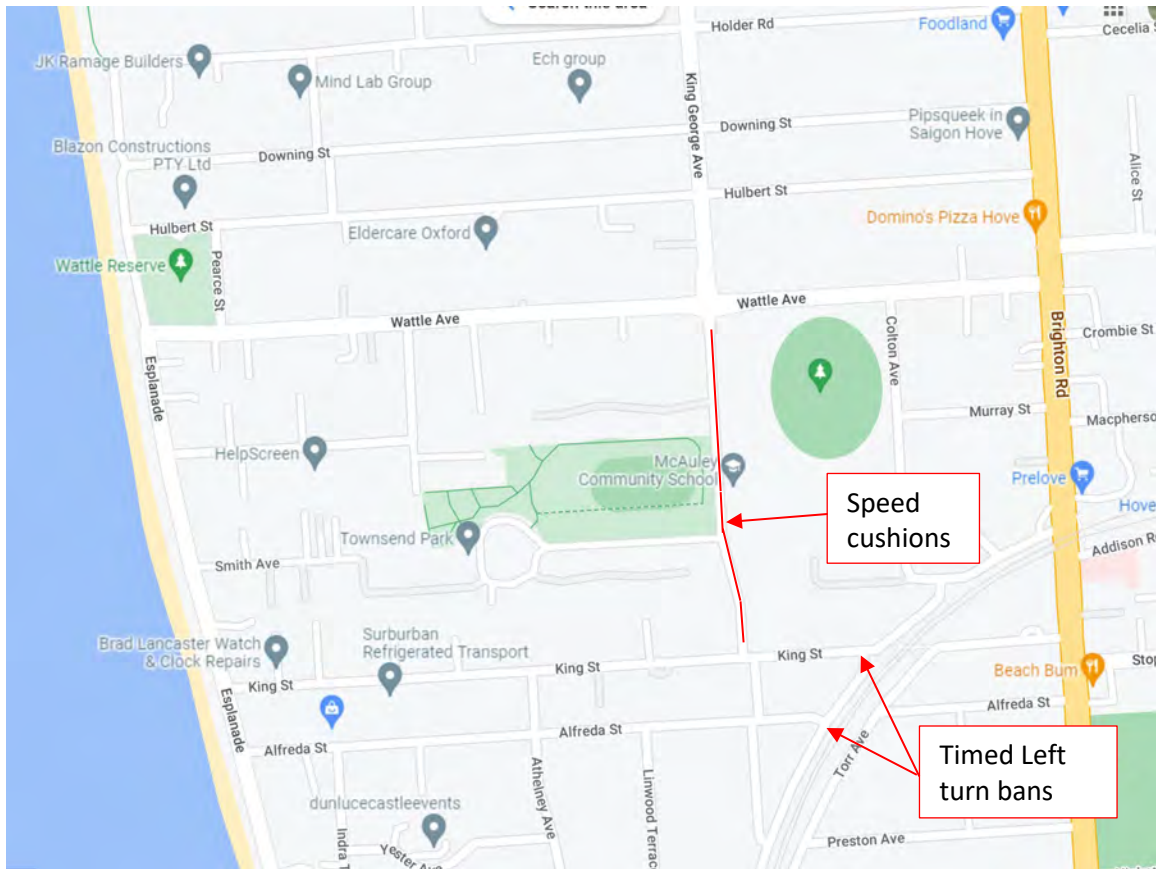


Figure 1: Locality map

REPORT

Speed cushions

The speed cushions have proven effective in reducing vehicle speeds along King George Avenue, which were previously recorded as being higher than desirable. This is a positive effect, particularly in relation to school drop off and pick up times, when there are larger numbers of vulnerable road users than would typically be the case.

This speed reduction is supplemented by the school zone speed limit of 25km/h when school children are present. The previous recorded speeds of King George Avenue indicated that road user behaviour was generally not compliant to default speed limits, with 85th percentile speeds in excess of 60km/h. Post installation of the road cushions, the 85th percentile speed has decreased to 37.1km/h in the section between King Street and Wattle Avenue.

The style of road hump used in the trial was a rubber road cushion, installed in a triple arrangement. The rubber humps were selected as they can be removed if the trial was unsuccessful and this triple-cushion arrangement was selected so that there was no wide gap to allow vehicles to bypass the humps and no hump in the bike lane.

On King George Avenue a number of vehicles were observed to be selecting a driving line over the outermost cushions, resulting in the vehicles encroaching into the bicycle lanes. While this was not observed at any time when cyclists were in the bicycle lane, this arrangement, promotes a poor driving behaviour. Minor adjustments to the road cushions to improve safety are currently being considered which will not affect the overall performance of the road cushions.



Figure 2. Speed cushion arrangement on King George Avenue



Figure 3. Vehicle encroaching into bicycle lane while it is active.

Left turn bans on The Crescent

The left turn bans installed on The Crescent were intended to reduce the vehicle movements on King Street and Alfreda Street during peak periods, and thereby reduce the conflicts resulting from a combination of narrow roads, two way traffic, parked vehicles and restricted sightlines.

Whilst the turn restrictions are a logical solution to this issue, the hours of operation are potentially a source of frustration for road users. Some feedback has been received that the times of operation (7:30-9:30am and 3.00-6.00pm) are excessive, however a cross-check against traffic data in previous years indicates that these peak periods have been correctly identified.

The traffic volumes on King Street between The Crescent and King George Avenue in 2018, used in the Local Area Traffic Management Study, were 2,902 vehicles per day on a weekday average. Comparative counts taken in 2021 after the turn restrictions show a weekday average of 1,851 vehicles per day, a decrease of approximately 36%. This decrease puts the daily volume back within the expected parameters of a local road.

Community Consultation

Feedback has been sought from King Street residents and McAuley School regarding the measures. Three responses were received from residents in regard to the turn restrictions from The Crescent, with two requesting the measures remain in place, and one response indicating that they had noticed no difference and would prefer the restrictions be removed.

McAuley School indicated that the speed cushions made a big impact in terms of student safety, and would strongly prefer that they remain in place. They did not provide any direct feedback on the turn restrictions from The Crescent, and were not aware of any opinions from the broader school community such as parents.

There is ongoing discussion with the School to manage car parking, student drop off and driver behaviour in and around Colton Avenue but this is outside of this Local Area Traffic Management (LATM) review.

BUDGET

Not applicable

LIFE CYCLE COSTS

Ongoing maintenance and renewal of line marking, signage and speed cushions will be funded from Council's operational and renewal budgets.

Item No: 15.4
Subject: **CAR SHARE TRIAL**
Date: 23 August 2022
Written By: Strategic Planner
General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

In January 2021, Council approved participation in a car share service in partnership with the Royal Automobile Association (RAA) and Flexicar. A twelve-month trial across 16 locations in Adelaide commenced in March 2021, including two car parks in the Glenelg area, which became dedicated Flexicar spaces.

RAA and Flexicar have completed the twelve-month trial in Adelaide, in order to market and promote car share as a future mobility option. Flexicar has indicated their intention to provide a request to expand their activities within the City of Holdfast Bay and requested temporary approval to continue the service until further arrangements are agreed.

RECOMMENDATION

That Council approves the extension of existing Flexicar presence (on the same terms as the RAA/Flexicar trial in the existing locations) until 31 January 2023, noting that a proposal for further expansion of car share services within the City of Holdfast Bay will be forthcoming within that timeframe.

STRATEGIC PLAN

This proposal aligns with the Strategic Plan by providing alternative means of shared transport, thereby providing more sustainable and more affordable alternatives to private car ownership.

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

BACKGROUND

In January 2021, the Royal Automobile Association (RAA) and Flexicar approached Council with a request to participate in a car share trial. Flexicar (Hertz) have operations across Australia. The RAA were establishing the car share trial as part of their Future Mobility Program to consider a number of transport related matters including car sharing needs in the State, the impacts of competition on the service and market tests of their own future services. Four areas were selected for trials: Glenelg, Bowden, Tonsley and Adelaide CBD.

Car share provides an alternative option to owning a car, allowing occasional use of vehicles for short periods of time across geographically dispersed locations.

Vehicle congestion on local roads and parking in some parts of the City are key community concerns. While the Integrated Transport/Movement Strategy has not yet been finalised, per earlier workshops with Elected Members throughout 2020/21, reduced reliance on individually-owned vehicles is a long-term goal of the Strategy.

Car share models are one of a number of possible options that could enable the behavioural changes that will be needed over time to reduce traffic congestion, enable environmental objectives such as a carbon neutral community by 2030, and support improved health outcomes via reduced emissions and increased opportunities for incidental exercise.

REPORT

Two street parks in Glenelg were set aside for a twelve-month period and were marked as 'Flexicar' Bays. In selecting the places, consideration was given to revenue for Council, convenience for users and impacts on parking availability. A short-term street car park was set aside on Durham Street, and a bay in Dunbar Street car park was set aside.

Flexicar/RAA provided a briefing on the results of the trial.

- The majority of users were local.
- Approximately 80% of the local market use was for weekend trips and odd jobs.
- Users were interested to try a new car, different vehicle type or newer, were curious.
- Common uses were for visiting family and friends, shopping/day trip, different experience, moving or delivering items, for work purposes or while at work.
- Both reservations and completed trips grew over the year trial.
- One new customer in March this year accounted for 50% of the trips.
- The use appeared to be largely local as border openings and COVID case numbers appeared to have no effect.

Users indicated they would be encouraged to use it more in future in the event of:

- increased availability/locations;
- more flexible pick/up drop off locations;
- more variety of vehicles;
- lower cost.

While the joint trial has been completed, Flexicar is intending to submit a proposal for an expanded service. In the meantime, Flexicar is seeking to extend the temporary servicing arrangement for a few more months until a proposal is submitted. Given the bulk of uptake was local users and the strong strategic alignment of the service, it is recommended this extension be granted until Council has an opportunity to consider a broader proposal.

The provision of a temporary extension until 31 January 2023 will ensure continued access for current users while arrangements for future car share operations are determined.

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Item No: 15.5

Subject: **DEVELOPMENT POLICY – ART DECO REVIEW**

Date: 23 August 2022

Written By: Manager, Development Services

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

The City of Holdfast Bay retains many, but as yet undocumented or protected, examples of buildings in the Art Deco style. On 27 April 2021 Council endorsed a motion to undertake a review of Art Deco style buildings across Holdfast Bay. From a tender process, Hosking Willis was selected as the architect firm to undertake a review.

This report presents the latest assessment of properties by Hosking Willis, with a recommendation that the properties are considered for Local Heritage listing at the next available opportunity through a Code Amendment process.

RECOMMENDATION

- 1. That Council notes the reports prepared by Hosking Willis Architects as to the heritage value attributable to a selection of properties incorporating Art Deco design themes.**
 - 2. That the findings in the Hosking Willis Architect reports, including supplementary reports received in association with this project at a later date, inform a future Code Amendment process under the *Planning, Development and Infrastructure Act 2016* to consider the properties for formal recognition as Local Heritage Places.**
-

STRATEGIC PLAN

This initiative supports the vision in Council's Strategic Plan in that it seeks to identify and protect the City's built heritage.

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Planning, Development & Infrastructure Act 2016

BACKGROUND

At its meeting held on 27 April 2021, Council resolved that Administration commence the process for undertaking an Art Deco Review to identify buildings of that architectural style within the City, which do not currently enjoy heritage protection. \$30,000 was allocated in the 2021/22 Annual Business Plan to undertake this process (Resolution No. C270421/2278).

At its meeting held on 24 May 2022, Council was provided with an interim report providing an inventory of 12 noteworthy properties of the Art Deco period. Council resolved to progress the Art Deco Review, which upon completion, would be followed by a further report to Council with recommendations as to the most appropriate process for formally recognising and protecting all exemplary buildings of the Art Deco period (Resolution No. C240522/2606).

REPORT

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

From a tender process with three architectural firms that specialise in heritage matters, Hosking Willis was chosen to undertake the process. Hosking Willis reviewed the places in the Planning and Design Code, and conducted site visits to determine if any places were worthy of consideration in the report. The review was scheduled to be undertaken in two stages, applying the following methodology:

Stage One:

- Review the Project Brief provided by the City of Holdfast Bay.
- Review 'City of Holdfast Bay Post 1930s Heritage Review' McDougall & Vines, 2008.
- Review 'Heritage Places Review' Bruce Harry and Associates, 2010.
- A desktop review of previously nominated Local Heritage places.
- Provide a definition for the 'Inter-War – Art Deco' Style.
- Undertake a survey of the study area which encompasses all streets within the City of Holdfast Bay.
- Review those places identified during the fieldwork against the definition and characteristics of 'Inter-War – Art Deco' and 'Inter-War – Functionalist' Styles.
- Identify places that warrant further investigation - 13 places were identified.

Stage Two:

- Consider an additional 31 places nominated for investigation by the Art Deco and Modernism Society of Australia, and by community elected representatives.
- Undertake a comparative review of the places identified in the survey against each other, the definitions outlined in Stage One and other buildings of the style.

- Further shortlist the places following the comparative study.
- Research the places to understand their historical background.
- Finalise the list of places for recommendation as meeting criterion (d).
- Prepare datasheets for the recommended places.
- Provide an explanation for each place that does not meet the requirements of criterion (d).
- Preparation of this summary.

In the first report, 12 places were identified as worthy of further investigation, announced in an interim report to Council on 22 May 2022, with Council resolving to progress with their assessment. Subsequent to that report, further unsolicited nominations have been put forward, most notably by the Adelaide Chapter of the Art Deco and Modernism Society of Australia, who contributed a further 20 properties to the Review, in addition to 11 separate nominations on behalf of the community by Councillor William Miller and Councillor Jane Fleming. The Review has therefore been somewhat fluid as it has attempted to accommodate a growing list of nominations. Whilst this has resulted in a comprehensive list of properties, it has also meant that the timeframe for bringing the matter to its conclusion has been extended. Whilst the majority of late nominations could be considered by Hosking Willis, nine of the late nominees could not be completed ahead of the deadline for the caretaker period. These properties will be assessed as soon as possible subject to funding.

The review has identified six places which have the required historic integrity or heritage significance within the fabric of the building itself to satisfy criterion (d) of Section 67(1) of the *Planning, Development and Infrastructure Act 2016*. Criterion (d) is met if a place displays “aesthetic merit, design characteristics or construction techniques of significance to the local area.” Attachment 1 to this report provides the detailed assessment for each property deemed to meet the requirements of criterion (d) for Local Heritage listing. In summary, the six places are:

- 748 Anzac Highway Glenelg
- 60 Broadway Glenelg South
- 46 Jetty Road Glenelg
- 27 Walkers Road Somerton Park
- 29 Walkers Road Somerton Park
- 14 Williams Avenue Glenelg East

Refer Attachment 1

The places that are not considered to have met the requirement for formal heritage listing are generally summarised by Hosking Willis as being examples of conventional or average buildings of the time but with some stylistic features that reference the Functionalist and Art Deco Styles, of which there are 27 examples. In providing its rationale, Hosking Willis advises that Ron Golding, the architect of several of the buildings reviewed, designed homes which refer to the Inter-War Art Deco and Functionalist styles but are diluted in the application of the stylistic elements of those styles.

Attachment 2 to this report provides the detailed assessment for places that do not meet the thresholds to satisfy criterion (d) for Local Heritage listing. These properties are:

- 52 Bath Street Glenelg South
- 466 Brighton Road Brighton
- 9 Bristol Street Glenelg
- 25 Broadway Glenelg South
- 31 Broadway Glenelg
- 13 Chester Street Glenelg South
- 41 Cliff Street Glenelg East
- 1 Ferris Avenue Somerton Park
- 8 Giles Avenue Glenelg
- 33 Hastings Street Glenelg
- 116 Jetty Road Glenelg
- 1 Marine Street Somerton Park
- 12 Maxwell Terrace Glenelg East
- 57 Moseley Street Glenelg South
- 13 Phillips Street Somerton Park
- 105 Partridge Street Glenelg South (52 Bath Street)
- 120 Partridge Street Glenelg South
- 122 Partridge Street Glenelg South
- 33 Pier Street Glenelg
- 2 Saltram Road Glenelg
- 18A South Esplanade Glenelg
- 2 The Crescent Hove
- 31 Walkers Road Somerton Park
- 42-44 Walkers Road Somerton Park
- 46-48 Walkers Road Somerton Park
- 53 Whyte Street Somerton Park
- 61 Whyte Street Somerton Park

Refer Attachment 2

Given the imminent caretaker period, and out of courtesy to the current elected membership in deciding the next course of action, this report recommends that the six properties identified as meeting the criterion for Local Heritage listing, inform a future Code Amendment process for the granting of formal recognition as Local Heritage Places. However, it may not be efficient to conduct a Code Amendment for six properties, hence the recommendation is to await an appropriate opportunity to include the properties as part of a Code Amendment with a broader scope, and also to await the assessment of the nine late nominations, which may result in further properties being recommended for heritage listing.

BUDGET

The cost to commission the review of outstanding Art Deco architecture was factored into the 2021/22 Annual Business Plan. A budget amount of \$30,000 was allocated in the 2021/22 Annual Business Plan for this purpose. Any remaining funds carried forward in the 2022/23 Annual Business Plan will be used towards the assessment of the nine outstanding properties.

LIFE CYCLE COSTS

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

Attachment 1



NAME: Combined shop and dwellings

PLACE NO.: "Click and Type"

LOCATION: 744-748 Anzac Highway Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5082/175

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



744-748 Anzac Highway, viewed from the north.

NAME: Combined Shop and Dwellings

PLACE NO.: "Click and Type"

DESCRIPTION:

A mixed use two storey Inter-War Functionalist building. The building has a concealed roof behind parapeted walls. It features an articulated form with curved corners and break fronted facades addressing Anzac Highway and Nile Street. Windows are generally timber framed with the exception of the shop front. The Anzac Highway frontage features a curved shop front with vertical detailing above double hung windows and a cantilevered canopy. The residential entrances that address Anzac Highway both have small, cantilevered canopies with the eastern unit also including a small one storey portion with balcony above this part has been altered to include non-original windows. The Nile Street façade includes glazed bricks with the curved corners continuing around the secondary frontage.

BRIEF HISTORICAL BACKGROUND:

The portion of land at 744 -748 Anzac Highway was first outlined within General Registry Office plan 24-1855. Lands Title records show the land as Allotment 40 and was owned by Edmond Rowley, Greengrocer in 1925. Rowley sold it to James Donald Gilmore a Hotelkeeper in 1927. Gilmore was the owner at the time the building was constructed.

The building was built in approximately 1938 and the Engineers were Hurren, Langman and James Engineers and the designers appear to be Wilfred E Taplin & Co. The Sands McDougall Directory from 1941 has the site listed as 'McLaren Court Flats'.

Land title information indicates a portion of the building was leased to Colin Andrew MacDonald Reid in 1940. Gilmore died in 1952.

The building retains its original use.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to the City of Holdfast Bay as an intact Inter-War Functionalist building that demonstrates the application of the Inter-War Functionalist style to a mixed-use building at a time when development within the council area was happening at a rapid pace.
-

STATEMENT OF HERITAGE VALUE:

This building is an important example of Inter-War Functionalist style which continues to display its original mix of uses. The building successfully utilises a style which was more commonly used for larger public buildings within the City of Holdfast Bay.

EXTENT OF LISTING:

Original external form, materials and detailing of the two-storey mixed use building visible from Anzac Highway and Nile Street.

HISTORIC PHOTOGRAPHS:



*Aerial photograph of Glenelg viewed from the north, c1938.
B12714, State Library of South Australia.*



Enlargement of B 12714. State Library of South Australia

REFERENCES:

McDougall & Vines, *City of Holdfast Bay Post 1930s Heritage Review*, Norwood. 2008.

Lands Title Office *Certificate of Title, Volume 1383 Folio 145*, 13 July 1925.

State Library of South Australia, *Aerial Photograph B 9073*, 1930.

State Library of South Australia, *Aerial Photograph B 12719*, c1936.

Sands & McDougall's *Directory of South Australia*, Sands & McDougall Pty Ltd. Adelaide, South Australia. 1943.

Architecture Museum, UniSA. *Hurren, Langman and James Collection S247/30 and S247/260*.

NAME: former Ryans Emporium

PLACE NO.: "Click and Type"

LOCATION: 46 Jetty Road Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred: Noarlunga

CT 5029/968 (unit 4)
CT 5029/969 (unit 4, 5)
CT 5029/970 (unit 4, 6)
CT 5029/971 (unit 7)
CT 5029/972 (unit 7, 8)
CT 5029/973

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



46 Jetty Road

NAME: former Ryans Emporium

PLACE NO.: "Click and Type"

DESCRIPTION:

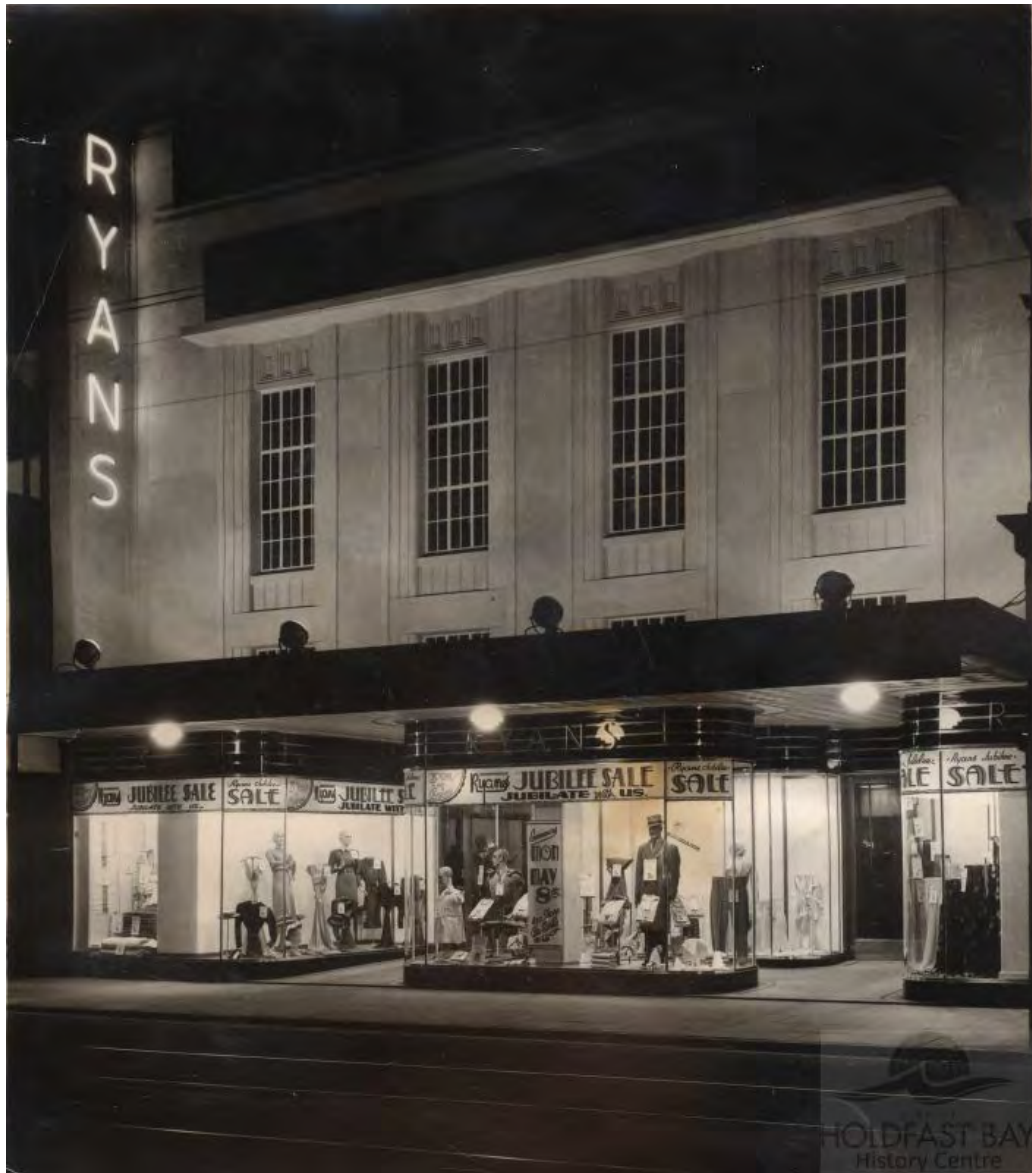
A two-storey commercial building. The roof form is concealed behind a parapet. The first floor features a vertical marquee sign with rounded corners, the windows have a small cantilevered canopy spanning the width of all four openings. The first floor windows have a rendered stepped banding and low relief detailing above. The canopy includes the original soffit lining.

The ground floor has been altered and is now divided into two shops with an additional entry to the first floor below the marquee sign. The first floor windows have been replaced. The 1939 fabric at ground level has been removed and much the building at ground floor is concealed behind signage.

BRIEF HISTORICAL BACKGROUND:

The land at Glenelg was subdivided very early in the establishment of the Colony. In 1900 the western portion of this site was owned by F. Turner, a stationer. It was transferred to Henrietta Summers in 1910. In 1914 William Thomas Ryan, a draper, purchased this land and in 1925 a new Certificate of Title was issued with an additional 5 feet noted to the frontage to Jetty Road. In 1945 W T Ryan purchased the southern portion of the land adjacent and amalgamated the two.

Photos indicate the Art Deco alterations to the façade were done in approximately 1939. Photos both dated c1939 show two different shop fronts, one with a Victorian frontage and balcony over the footpath and the other with the alterations mentioned above. The Victorian building appears to have been retained and altered with the stair and marquee signage added within the additional portion of land added to the title in 1925. The rear of the building has been added to as the land adjacent was purchased by Ryan.



Ryans Emporium c1939. City of Holdfast Bay History Centre.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (a) it displays aesthetic merit, design characteristics or construction techniques of significance to the City of Holdfast Bay as an important Inter-War Art Deco retail building on the main street of Glenelg.

STATEMENT OF HERITAGE VALUE:

The c1939 alterations to the two-storey building are an important example of the Inter-War Art Deco style. The fabric remains intact to the first-floor level and the canopy retains its 1939 soffit lining. While the ground floor has been since altered it is still considered to be able demonstrate the Inter-War Art Deco style within the setting of Jetty Road.

EXTENT OF LISTING:

Original external form, materials and detailing of the Inter-War Art Deco shop including the original canopy but excluding the later ground floor commercial alterations and signage.

REFERENCES:

Lands Title Office *Certificate of Title, Volume 4226 Folio 182*

Lands Title Office *Certificate of Title, Volume 4200 Folio 304*

Lands Title Office *Certificate of Title, Volume 4155 Folio 357*

Lands Title Office *Certificate of Title, Volume 1862 Folio 142*

Lands Title Office *Certificate of Title, Volume 1363 Folio 93*

Lands Title Office *Certificate of Title, Volume 658 Folio 1*

City of Holdfast Bay Local History Collection photo PH-GL-1647.

City of Holdfast Bay Local History Collection photo PH-GL-1648.

City of Holdfast Bay *Historic Glenelg: A Self-Guided Walk*. 2017.

NAME: Dwelling

PLACE NO.: "Click and Type"

LOCATION:

14 Williams Avenue Glenelg East

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred: Noarlunga

CT 5350/277

OWNER:

"Click and Type"

REGISTER STATUS:

Representative Building

PHOTOGRAPH:



**Caption*

NAME: Dwelling

PLACE NO.: "Click and Type"

DESCRIPTION:

An asymmetrical two-storey dwelling with a flat roof and a central semicircular wing at the first floor above the porch. The wing features a flat roof with small cantilever. Balconies are located to each side of this semicircular wing; the southern balcony features a metal balustrade and the northern a rendered masonry balustrade which is a continuation of the wall below. The dwelling is rendered with an exposed brick plinth. There is horizontal banding within the render between the ground and first floors.

The carport and alterations to the rear are later additions.

BRIEF HISTORICAL BACKGROUND:

Da Costa Park, now Glenelg East was subdivided for housing in 1923. The land had been bequeathed to what is now known as St Peter's College in 1869 and they owned the land until its subdivision. The suburb was named after the Merchant who bequeathed the land.

14 Williams Avenue was bought by W. H. Runge in 1929, it transferred to James Liddle in 1934 and then again to Lancelot H Simpson in the same year. The dwelling was constructed for Simpson in 1937 by Ron Golding's Architectural Homes Co.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to the City of Holdfast Bay as intact example of an Inter-War Functionalist dwelling.
-

STATEMENT OF HERITAGE VALUE:

The dwelling is a notable example of an Inter-War Functionalist building and features several features of the Style including the concealed roof, semicircular entry and balcony treatments.

EXTENT OF LISTING:

The original form, materials and details of the two-storey Inter-War Functionalist Dwelling, excluding the carport and new additions to the rear.

REFERENCES:

Lands Title Office Certificate of Title, Volume 1091 Folio 138

Lands Title Office Certificate of Title, Volume 1282 Folio 166

Lands Title Office Certificate of Title, Volume 1532 Folio 72

Lands Title Office Certificate of Title, Volume 1548 Folio 182

South Australian Register Tuesday, 30 March 1869. Page 2. <http://nla.gov.au/nla.news-article41388467>.

Register, Thursday 3 April 1924. Page 6. <http://nla.gov.au/nla.news-article64202099>

Mail, Saturday 21 April 1923. page 16. <https://nla.gov.au/nla.news-article63776130>

Place names of South Australia, The Manning index of South Australia.

NAME: Shops

PLACE NO.: "Click and Type"

LOCATION:

60-60B Broadway Glenelg South

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred: Noarlunga

CT 5217/769

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



View of the shops from the east.

NAME: Shops

PLACE NO.: "Click and Type"

DESCRIPTION:

Shops with former dwelling to the rear. The shops feature two entrances one addressing the corner of Broadway and Hastings Street and the other addressing Broadway. The shops have a stepped parapet with vertical rendered detailing to the corner and horizontal banding for the length of the parapet. Openings retain their original scale while some have new glazing and one has been altered to accommodate a servery. This alteration appears to be undertaken in a manner to be considered reversible. Metal cladding is featured above the openings. The cantilevered canopy is tied back to the parapet at regular intervals with metal rods. It has a rendered finish.

The former dwelling to the rear is of red brick appearance with cast concrete columns to a later verandah.

BRIEF HISTORICAL BACKGROUND:

The allotment at 60-60B Broadway was owned by J Pierson in 1876. Ownership changed several times and in 1927 was subdivided into its current form when transferred to A. A. Williams a Trainer. In 1939 ownership changed from A. A. Williams to Robert John Shaughnessy, a licenced hotelier.

The building to the rear appears to have been constructed earlier than the shops as directories of the time show the addition of a hairdresser and Shaughnessy as a tobacconist at this address in 1941, and the shops appear to have been constructed at this time.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to the City of Holdfast Bay as an example of the Inter-War Art Deco style applied to a single storey commercial building.
-

STATEMENT OF HERITAGE VALUE:

The Inter-War shop fronts are an important example of Art Deco style in a single storey building. They retain much of their original detailing and demonstrate a successful application of the style within a period of much development within the City of Holdfast Bay.

EXTENT OF LISTING:

Original external form, materials and detailing of the Inter-War Art Deco shops. The former dwelling to the rear is excluded from the extent of listing.

REFERENCES:

Sands & McDougall's *Directory of South Australia*, Sands & McDougall Pty Ltd. Adelaide, South Australia. 1940.

Sands & McDougall's *Directory of South Australia*, Sands & McDougall Pty Ltd. Adelaide, South Australia. 1941.

Lands Title Office *Certificate of Title, Volume 1461 Folio 72*, 31 March 1927.

Lands Title Office *Certificate of Title, Volume 1347 Folio 160*, 16 October 1924.

Lands Title Office *Certificate of Title, Volume 229 Folio 100*, 30 June 1876.

NAME: Dwelling

PLACE NO.: "Click and Type"

LOCATION:

27 Walkers Road Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred: Noarlunga

CT 5394/416

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



27 Walkers Road viewed from the west.

NAME: Dwelling

PLACE NO.: "Click and Type"

DESCRIPTION:

A semi-detached dwelling with concealed roof form and curved corners. The parapet features horizontal banding. A shallow stepped cantilever canopy wraps across the frontage and around to the entry on the northern façade. Masonry is rendered with an exposed brick plinth.

BRIEF HISTORICAL BACKGROUND:

John McDonald, a farmer, owned allotments 66 and 67 of the subdivision of Somerton in 1884 and in the same year transferred the title to Flora and Harriett McDonald, presumably relatives. Flora passed away in 1924 and in 1925 Harriett and James Donald Gilmore are noted as the owners of the land. Neither resided on the allotments as they are noted as being from St Leonards and Adelaide respectively. In January 1926 the land ownership changed twice. In April 1926 A S Paterson an Electrical Engineer from Adelaide purchased the land and in the same year sold allotment 67 and a part of allotment 66. Between 1926 and 1940 the land changed ownership several times.

1940 the land was subdivided again and transferred to Bessie May Barron, a Glenelg shop keeper. It appears the semi-detached dwellings were constructed sometime after this.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to City of Holdfast Bay as example of the Inter-War Functionalist style applied to single storey semi-detached dwellings.
-

STATEMENT OF HERITAGE VALUE:

The semi-detached dwellings at 27 and 29 Walkers are important example of the Inter-War Functionalist style applied to smaller semi-detached dwellings, at a time when many sites in Somerton Park were being developed in a similar way. They retain much of their original detailing and demonstrate a successful application of the style within a period of growth within the City of Holdfast Bay.

EXTENT OF LISTING:

External form of the Inter-War Functionalist features of the semi-detached dwelling including materials and detailing. Excludes later additions to rear.

REFERENCES:

Lands Title Office *Certificate of Title, Volume 4284 Folio 990 and Folio 991.*

Lands Title Office *Certificate of Title, Volume 4281 Folio 153.*

Lands Title Office *Certificate of Title, Volume 1756 Folio 136.*

Lands Title Office *Certificate of Title, Volume 1442 Folio 63.*

Lands Title Office *Certificate of Title, Volume 460 Folio 68.*

Lands Title Office *Subdivision Plan of Somerton GRO 398/1854.*

NAME: Dwelling

PLACE NO.: "Click and Type"

LOCATION:

29 Walkers Road Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred: Noarlunga

CT 5458/208

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



29 Walkers Road viewed from the west.

NAME: Dwelling

PLACE NO.: "Click and Type"

DESCRIPTION:

A semi-detached dwelling with concealed roof form and curved corners. The parapet features horizontal banding. A shallow stepped cantilever canopy wraps across the frontage and around to the entry on the northern façade. Masonry is rendered with an exposed brick plinth.

The carport to the south and the two-storey portion to the rear of the semi-detached dwelling are later additions.

BRIEF HISTORICAL BACKGROUND:

John McDonald, a farmer, owned allotments 66 and 67 of the subdivision of Somerton in 1884 and in the same year transferred the title to Flora and Harriett McDonald, presumably relatives. Flora passed away in 1924 and in 1925 Harriett and James Donald Gilmore are owners of the land. Neither resided on the allotments as they are noted as being from St Leonards and Adelaide respectively. In January 1926 the land ownership changed twice. In April 1926 A S Paterson an Electrical Engineer from Adelaide purchased the land and in the same year sold allotment 67 and a part of allotment 66. Between 1926 and 1940 the land changed ownership several times.

1940 the land was subdivided again and transferred to Bessie May Barron, a Glenelg shop keeper. It appears the semi-detached dwellings were constructed sometime after this.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to the City of Holdfast Bay as example of the Inter-War Functionalist style applied to single storey semi-detached dwellings.
-

STATEMENT OF HERITAGE VALUE:

The semi-detached dwellings at 27 and 29 Walkers are important example of the Inter-War Functionalist style applied to smaller semi-detached dwellings, at a time when many sites in Somerton Park were being developed in a similar way. They retain much of their original detailing and demonstrate a successful application of the style within a period of growth within the City of Holdfast Bay.

EXTENT OF LISTING:

External form of the Inter-War Functionalist features of the semi-detached dwelling including materials and detailing. Excludes later carport and additions.

REFERENCES:

Lands Title Office *Certificate of Title, Volume 4284 Folio 990 and Folio 991.*

Lands Title Office *Certificate of Title, Volume 4281 Folio 153.*

Lands Title Office *Certificate of Title, Volume 1756 Folio 136.*

Lands Title Office *Certificate of Title, Volume 1442 Folio 63.*

Lands Title Office *Certificate of Title, Volume 460 Folio 68.*

Lands Title Office *Subdivision Plan of Somerton GRO 398/1854.*

Attachment 2



NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 466 Brighton Road Brighton

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 6127/588

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



466 Brighton Road

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

466 Brighton Road does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

A hotel has operated at the site since the early years of the colony. The current building has been altered and added several times. The current appearance of the building has art deco elements notably to the first floor and parapets. After further investigation it is apparent that some of this detailing has been added some time after the Inter-War period. Photos indicate the canopies and fin details were added sometime between 1960 and the mid 1980s.



466 Brighton Road c1940.



466 Brighton Road c1960.



466 Brighton Road c1983.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 9 Bristol Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga

CT 5914/850
CT 5914/854

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:

INSERT PHOTO HERE



9 Bristol Street view from the South

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

1 Bristol Street Glenelg South does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

The block of flats was constructed in 1936 and at this time there were several buildings accommodating flats being constructed in Glenelg. This building is a good example of a conventional building constructed at this time. It does not have the style indicators found in the Inter-War Art Deco or Inter-War Functionalist styles.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 31 Broadway South Brighton

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5124/84

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



31/31a Broadway.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

31 and 31a Broadway do not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

Originally constructed as two flats for A J Weston and constructed by Ron Goulding's Architectural Homes Co in 1935 the curved corners, there some features that crossover with the Art Deco and Functionalist styles. Notwithstanding, the building is not considered exemplar of either style.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 8 Giles Avenue Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred: Noarlunga

CT 5016/314
CT 5016/315
CT 5016/316
CT 5016/317
CT 5016/318
CT 5016/319
CT 5016/320
CT 5016/321

OWNER: "Click and Type"

REGISTER STATUS: "Click and Type"

PHOTOGRAPH:



8 Giles Avenue viewed from the north

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

8 Giles Avenue does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The three-storey apartment building was constructed in 1939 as alterations to an earlier dwelling. The name Netter is a play on the owner's name, Retten.

The building is a large apartment building of the time but lacks the features considered to exemplify the Inter-War Art Deco and Functionalist Styles. The building being a large apartment building of the time does not elevate the building to level to meet the requirements of criterion (d)

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 33 Hastings Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5238/770

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



33 Hastings Street view from the south.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

33 Hastings Street does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

The site was owned in 1924 by P W Trevorah, a Tailor, and then transferred to W R Butler a Storekeeper shortly after. Butler erected the building on the site as a Billiard Hall which opened in 1925.

A portion of the site was leased to W H Buchanan 1946 and in 1953 he and his wife purchased the site and appear to have continued to run the Billiard Hall.

In 1953 the site was sold to A R Smedley, A G Smedley, M A Smedley and D I Smedley who were Printers and Publishers and were publishers of The Glenelg Guardian. It appears the alterations to the front of the building occurred at this time.

While the former billiard hall is an example of the development of New Glenelg (now Glenelg South) it does not have Art Deco or Functionalist detailing with the signage dating from the mid-fifties.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 110- 116 Jetty Road Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



100-116 Jetty Road, Glenelg

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

110-116 Jetty Road does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The Strand was originally known as the Palais Picture Theatre and was constructed in the 1920s. Historic photographs show that the Strand façade has undergone significant changes. Even prior to the construction of the balcony the façade has changed since 1939 as shown in the photographs below. The 1939 photograph shows a building that is not Art Deco or functionalist in style. It appears the façade was altered at a later date to give it this appearance. In addition to these alterations to the building fabric over time have resulted in it compromising its ability to demonstrate either style.



The Strand Theatre, circa 1939. Taken from *Progressive Adelaide*.



STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 33 Pier Street Glenelg (DUPLICATE)

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5512/975

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



33 Pier Street

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the Planning, Development and Infrastructure Act, 2016):

33 Pier Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The large dwelling was designed and constructed in 1940 by Ron Golding's company the Architectural Homes Co for A G Tiver.

The home references some Inter-War Functionalist design features including the detailing to the balcony and chimneys but does not include enough Functionalist indicators to elevate it to the level that warrants Local Heritage listing under criterion (d).

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 2 Saltram Road Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga

CT 5015/613
CT 5015/614

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



2 Saltram Road

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

2 Saltram Road does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

The apartment building appears to have been either upgraded or altered to accommodate flats in 1939. The building has a parapet and large windows but is otherwise considered a good example of a conventional flat development of the time.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 18A South Esplanade Glenelg

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred: Noarlunga

CT 5044/304

CT 5044/305

CT 5044/306

CT 5044/307

CT 5044/308

CT 5044/309

CT 5044/312

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



18A South Esplanade view from the west.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

18A Esplanade does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

A photo from 1939 shows the apartment building in its original form. The building has been modified over time which has altered its ability to demonstrate the original design intent. Most notably the large windows have all been removed and the head of the window lowered. Two balconies which were previously enclosed have been opened and glazing not reinstated. The original brickwork has been overpainted. The large windows have been replaced with aluminium framed windows which do not have the same proportions as the original windows.

The building's appearance is considered to be altered enough to limit its ability to demonstrate criterion (d)



PRG 1638/12/150

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 37-41 Cliff Street Glenelg East

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred: Noarlunga
CT 5877/549

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



37-41 Cliff Street view from the East

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

37-51 Cliff Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d)

37-51 Cliff Street is a large industrial building which features a curvilinear, stepped parapet. It has been added to and altered over time. There are some features which reference Art Deco and Functionalist styles but it is not considered to have sufficient details to elevate the building to level to meet the requirements of criterion (d) when considered as part of a comparative review.

East Glenelg was first subdivided in 1881. The first CT featuring all three allotments was issued in 1882 and the land at this time was owned by Frederick Harris a builder from Somerton. In 1909 ownership transferred to Elizabeth Whyte whose husband Robert is a builder and to who the land was transferred after her death. In 1918 the land is noted as being owned by Jane Paul Sergant with Whyte having a freehold on the land it stayed within the Sergant family until 1941 when it was sold to R. Beard a baker then again in 1945 to the Gibson Brothers who are noted as ironmongers.

In 1951 it was bought by the Glenelg Laundry Dyeing and Dry Cleaning Works who name was changed to Glenelg Dry Cleaners in 1963.

It appears that the current street facing façade appears from the time of the Glenelg Dry Cleaners taking over the site and change in use of the building in 1951.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 12 Maxwell Terrace Glenelg East

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5053/375

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



12a & 12b Maxwell Terrace

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

12a and 12b Maxwell Terrace do not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The allotment was first divided in 1925. W W Boyce, a builder, is noted as living at the address in the Sands & McDougall directory in 1941 and is also the owner of this land at the time. Architect Clive Eric Boyce designed the building in 1938 for his uncle who was 6 years older.

The home references some Inter-War Functionalist design features including the curved corners and metal framed windows but does not have enough of the style indicators for it to elevate it.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 25 Broadway, Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred: Noarlunga
CT 5733/73

OWNER: "Click and Type"

REGISTER STATUS: Representative Building

PHOTOGRAPH:



View of 25 Broadway from the south.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

25 Broadway does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The original dwelling appears to date from before the construction of the front rooms and curved verandah. The dwelling's front façade references two separate styles with the central gable in a Inter-War Mediterranean and Inter-War Spanish Mission Style and the curved corners referencing the Inter-War Functionalist Style.

The dwelling cannot be considered an exemplary of either the Inter-War Art Deco or Functionalist Styles.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 13 Chester Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5053/375

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



13 Chester Street

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

13 Chester Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The curved verandah and vertical emphasis to the dwelling references Inter-War Art Deco and Functionalist styles. The rest of the dwelling is of a conventional design and as such does not have a sufficient level of stylistic features to warrant listing for its architectural merit.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 57 Moseley Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5411/578

OWNER: "Click and Type"

REGISTER STATUS: Representative

PHOTOGRAPH:



57 Moseley Street.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

57 Moseley Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The dwelling is a large dwelling which appears to have been constructed in the 1930s. The design of the balcony references the curves of the Inter-War functionalist style but the rest of the dwelling is in the style of a large conventional dwelling of the time.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION:

105 Partridge Street Glenelg South
52-54 Bath Street Glenelg South

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred Noarlunga

CT 5477/127

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



View from the intersection of Bath St and Partridge St

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the Planning, Development and Infrastructure Act, 2016):

52-54 Bath Street Glenelg South does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

The shops do appear. The date of the additions is unknown. The shops do reference have some tiles which are of the Inter-War period. This said the façade treatment alone, is not enough to elevate the building enough to warrant listing.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 120-120B Partridge Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 6145/750

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



120-120B Partridge Street

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

120 Partridge Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The shops are of concrete block construction with a skillion roof. The canopy dates from after 1959 as it does not appear on an aerial photo from this date. The shops do reference some modern detailing with the façade treatment. This said the façade treatment alone is not enough to elevate the building enough to warrant listing.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 122A-122D Partridge Street Glenelg South

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 6074/652

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



122A-D Partridge Street.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

122 Partridge Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The shops are an addition to an earlier dwelling. The date of the additions is unknown. The shops do reference some Inter-War Art Deco with the façade treatment. This said the façade treatment alone, while also taking into account the stepped parapet, is not enough to elevate the building enough to warrant listing.

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

122 Partridge Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The shops are an addition to an earlier dwelling. The date of the additions is unknown. The shops do reference some Inter-War Art Deco with the façade treatment. This said the façade treatment alone, while also taking into account the stepped parapet, is not enough to elevate the building enough to warrant listing.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 2 The Crescent Hove
391 Brighton road, Hove

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5560/321

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



2 The Crescent, Hove

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

2 The Crescent does not meet the threshold for inclusion for recommendation as a Local Heritage Place under criterion (d).

The dwelling has a parapeted, curved verandah and some small detailing to the chimneys but does lacks other details associated with Inter-War Art Deco and Inter-War Functionalist styles. It is not considered have the of architectural merit to be listed under criterion (d).

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 1 Ferris Avenue Somerton Park

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 5084/897

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



1 Ferris Avenue.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

1 Ferris Avenue does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The dwelling clearly references the Inter-War Spanish style and does not have the style indicators of either the Inter-War Art Deco or Functionalist Styles.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION:

1 & 1a Marine Street Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred Noarlunga

CT 5012/632

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



1 & 1a Marine Street

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

1 and 1A Marine Street do not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The semi-attached dwellings have the curved corners of the Inter-War Functionalist style but are not considered to be representative of either this style or the Inter-War Art Deco style. Like many semi-detached dwellings in the City of Holdfast Bay of this age they reference the styles in some way but its application is limited.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 13 Phillips Street Somerton Park

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga

CT 5578/714

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



13 Phillips Street.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

13 Phillips Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The parapet to the verandah dwelling has a stepped parapet. The style of the remaining features to the dwelling are of a conventional nature and does not reference Inter-War Art Deco or Functionalist styles. As such does not have a sufficient level of stylistic features to warrant listing for its architectural merit.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION:

31-33 Walkers Road Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred Noarlunga

CT 5796/768

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



31-33 Walkers Road

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

31-33 Walkers Road do not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

These semi-detached dwellings do not have the style indicators associated with the Inter-War Art Deco or Functionalist styles. The curved corners could be a reference to these styles but the dwellings are not considered an example of either style.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 42-44 Walkers Road Somerton Park

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga

CT 6014/681
CT 6014/682

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



42-44 Walkers Road Somerton Park

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the Planning, Development and Infrastructure Act, 2016):

42-44 Walkers Road do not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The parapet to the semi-detached dwellings references Inter-War Art Deco style with zig zag banding and vertical details. The rest of the building is of a conventional design and as such does not have a sufficient level of stylistic features to warrant listing for its architectural merit.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION: 46-48 Walkers Road Somerton Park

LOCAL GOVERNMENT AREA: City of Holdfast Bay

LAND DESCRIPTION: Hundred Noarlunga
CT 6265/227

OWNER: "Click and Type"

REGISTER STATUS: None

PHOTOGRAPH:



46 and 48 Walkers Road.

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the *Planning, Development and Infrastructure Act, 2016*):

46-48 Walkers Road do not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The parapet to the semi-detached dwellings references Inter-War Art Deco style with horizontal banding and stepped parapet. The rest of the building is of a conventional design and as such does not have a sufficient level of stylistic features to warrant listing for its architectural merit.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION:

53 Whyte Street Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

Hundred: Noarlunga

CT 5504/882

OWNER:

"Click and Type"

REGISTER STATUS:

PHOTOGRAPH:



53 Whyte Street viewed from the north

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the Planning, Development and Infrastructure Act, 2016):

53 Whyte Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The dwelling was constructed in 1939 and was designed by Ron Goulding and built by his company Architectural Homes Co. While Goulding had a large impact on the built fabric of the City of Holdfast Bay and the design of the dwelling have some details which reference both Inter-War Art Deco or Inter-War Functionalist styles this dwelling cannot be described as a true representation of either style.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

NAME: "Click and Type"

PLACE NO.: "Click and Type"

LOCATION:

61 Whyte Street Somerton Park

LOCAL GOVERNMENT AREA:

City of Holdfast Bay

LAND DESCRIPTION:

OWNER:

"Click and Type"

REGISTER STATUS:

None

PHOTOGRAPH:



61 Whyte Street viewed from the north

NAME: "Click and Type"

PLACE NO.: "Click and Type"

DESCRIPTION:

BRIEF HISTORICAL BACKGROUND:

RELEVANT CRITERIA:

(Under Section 67(1) of the Planning, Development and Infrastructure Act, 2016):

61 Whyte Street does not meet the threshold for inclusion as a Local Heritage Place under criterion (d).

The dwelling dates from the early 1950s as it appears in a 1954 aerial photo but is absent from an aerial photo from 5 years prior.

It is generally considered that the Art Deco and Functionalist styles were at their peak in Australia between 1915-1940. In South Australia and within the City of Holdfast Bay these styles appear to have reached its peak in the late 1930s. The date of construction therefore implies that this dwelling is referencing an earlier style.

STATEMENT OF HERITAGE VALUE:

EXTENT OF LISTING:

REFERENCES:

Item No: 15.6

Subject: **METROPOLITAN SEASIDE COUNCILS COMMITTEE**

Date: 23 August 2022

Written By: Team Leader, Environment and Coast

General Manager: Assets and Delivery, Michael de Heus

SUMMARY

Local Government management of the coastline delivers important social, environmental and economic outcomes for our communities. There is widespread agreement within the Government sector about the need for collaborative coastal management arrangements in South Australia, and there is a shared recognition that existing arrangements require improvements and optimisation.

A rigorous independent review of the Metropolitan Seaside Councils Committee (MSCC) during 2021 by URPS has delivered a series of recommendations for improving and optimising existing arrangements.

The model proposed by URPS was endorsed in principle by the MSCC and has also been endorsed by GAROC. The Coast Protection Board, Green Adelaide and DEW have also demonstrated strong appetite and willingness to collaborate with metropolitan coastal councils via the proposed new model.

The proposed new model sets a promising new path for effective inter-governmental and intra-governmental collaboration, partnerships and outcomes. This will amplify the capacity for councils to pursue funding opportunities that align with a strategic and long-term plan and that have a focus on collaboration so that councils can support and implement integrated coastal management activities.

RECOMMENDATION

1. **That Council notes the *Metropolitan Seaside Councils Committee Governance Review Options and Recommendations Report, URPS 2021*;**
2. **That Council notes the *Proposed Delivery Plan 2022-23*;**
3. **That Council endorses the proposed new governance model laid out in the Proposed Delivery Plan including:**
 - **changing the name of the group from Metropolitan Seaside Councils Committee (MSCC) to Adelaide Coastal Councils Network (ACCN);**

- **directly linking ACCN governance to the LGA;**
- **engaging a dedicated ACCN Executive Officer to be hosted and delivered by the LGA via a new LGA Coastal Coordinator role;**
- **moving to a tiered structure incorporating an Executive Committee and staff forum;**
- **adopting an ongoing funding model involving a \$10,000 annual fee-for-service to the LGA to deliver ACCN Executive Officer duties from 2023-24**
- **adopting the draft Memorandum of Understanding (MoU); and**
- **developing a Strategic Plan to guide the direction of the committee and Executive Officer.**

4. That Council authorise the Chief Executive Officer to sign the MOU.

STRATEGIC PLAN

Protecting our heritage and beautiful coast.

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

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Coast Protection Act 1972

Local Government Act 1999

BACKGROUND

The Metropolitan Seaside Councils Committee is an unincorporated body, which pre-dates the *Coast Protection Act of 1972*. It is comprised of the seven metropolitan coastal councils between the City of Onkaparinga and the City of Salisbury. Each of these councils is represented by two representatives, one Elected Member and one Council Officer. For the City of Holdfast Bay the Elected Member representative is Councillor Miller who was nominated on 12 March 2019 (motion C120319/1403). Green Adelaide and the Coast Protection Board also sit on the Metro Seaside Councils Committee as advisory organisations. The MSSC aims are to:

1. assist the member councils to achieve their respective coastal objectives by creating a collaborative partnering relationship that benefits the needs of the community; and

2. provide a forum for member councils to develop a common response to shared concerns, to facilitate collaboration, to source funding to address priority concerns across council boundaries and to raise the profile of coastal environments.

The Metropolitan Seaside Councils Committee meets quarterly, has no Executive Officer and is hosted by a different council every few years, currently this is the City of Onkaparinga.

REPORT

Governance review of Metropolitan Seaside Councils Committee

At a meeting of the MSCC on 1 June 2021, a motion was passed that committed the MSCC to “partnering with the LGA and Green Adelaide on the MSCC governance review, with funding via MSCC membership fees and grants from the LGA and Green Adelaide”. A rigorous and independent review was conducted by consultant URPS, which covered the operating arrangements of the MSCC in recognition of:

- the growing scale and complexity of coastal management and funding issues; and
- the need to better understand and differentiate the respective roles of the various groups operating in this space - particularly the MSCC, LGA, Greater Adelaide Regional Organisation of Councils (GAROC), and the South Australian Coastal Councils Alliance (SACCA).

URPS delivered its report, ‘*MSCC Governance Review: Options and Recommendations*’, to the MSCC on 9 December 2021.

Refer Attachment 1 – Electronic Version

The URPS governance review involved desktop analysis, benchmarking against other similar groups, stakeholder mapping, stakeholder interviews and committee workshops. This information was used to inform a series of recommendations for improving member value and operating arrangements.

The MSCC governance review revealed that:

- there remains a strong consensus from metropolitan seaside councils about the need to pursue a collaborative arrangement;
- the existing operating model, in which the committee is hosted by a member council and supported by council officers, is not effective because council officers are not adequately resourced to provide the level of support required by the committee and corporate knowledge is lost each time the committee moves to a new council;
- the MSCC is the only coastal organisation/network in Australia of those benchmarked that does not employ a dedicated executive officer, which hinders the ability of the MSCC to optimise its effectiveness; and

- there are many opportunities that could be realised for coastal councils and their communities if the MSCC were adequately resourced.

The report made a series of recommendations for improving the MSCC governance model including:

- directly linking MSCC governance to the LGA;
- appointing a dedicated executive officer to be hosted by the LGA;
- moving to a tiered structure incorporating an Executive Committee and staff forum;
- establishing an MOU between member councils and the LGA, including funding arrangements and updating the Terms of Reference; and
- developing a Strategic Plan to guide the direction of the committee and executive officer.

The recommendations are based on the long-term highly successful model operating in Victoria, in which the Municipal Association of Victoria hosts the Association of Bayside Municipalities (ABM). The Victorian context has strong similarities to SA indicating that its adoption could achieve equally beneficial outcomes.

The model proposed by URPS was endorsed in principle by the MSCC and has also been endorsed by GAROC.

The review process has forged a much stronger relationship with the LGA who are committed to working with the MSCC to progress a positive and outcomes driven coastal coordination and partnerships model, in collaboration with SACCA.

The Coast Protection Board, Green Adelaide and DEW have also demonstrated strong appetite and willingness to collaborate with metropolitan coastal councils via the proposed new model. The positive momentum built by the review has also prompted City of Salisbury (not currently a paying member) to consider re-joining.

Progressing the proposed new model

The MSCC tasked a Working Group - comprising officers from member councils, the LGA and Green Adelaide – with progressing the new model.

The Working Group have prepared a Proposed Delivery Plan, for endorsement by member councils.

Refer Attachment 2

Key elements of the Delivery Plan include:

- updating the name of the group from MSCC to Adelaide Coastal Councils Network (ACCN);
- establishing an MOU between ACCN member councils and the LGA, including a funding agreement between parties;
- updating the Terms of Reference;
- appointing a dedicated ACCN Executive Officer to be hosted by the LGA (0.5 FTE);
- changing the MSCC structure to be tiered, incorporating an Executive Committee and a staff forum; and
- increasing membership fees to \$10,000 per annum (noting that in 2022-23, only \$5,000 will be charged to enable member councils to finalise ongoing funding arrangements).

A draft MOU has been developed by the Working Group and the LGA.

Refer Attachment 3

A draft Terms of References has also been developed by the Working Group and the LGA.

Refer Attachment 4

The Delivery Plan explains the differences between the old MSCC model and the proposed new ACCN and the rationale for the proposed changes. It also provides a simple one-page snapshot of key deliverables during 2022-23.

The proposed changes outlined in the Delivery Plan are designed to respond to council and stakeholder feedback about changing context and needs, reflect the recommendations made by URPS, address historical administrative issues and maximise member value and opportunities as they relate to the metropolitan coastline.

In addition to preparing the Delivery Plan, the Working Group have also:

- secured endorsement for the new model from GAROC;
- secured funding for the first transitional year (2022-23) of the new ACCN model via GAROC, the Local Government Research and Development Scheme fund, and the LGA Secretariat; and
- secured a \$10,000 funding contribution from Green Adelaide to develop an ACCN Strategic Plan during 2022-23.

On 6 July 2022, the Working Group partnered with the LGA to host a Mayor and Elected Member information session about the proposed new ACCN model. The Working Group members presented the background and rationale for the proposed new model, answered questions and took on feedback.

There was positive engagement by the Mayors and Elected Members who attended the information session and widespread agreement about the value of transitioning towards the proposed new model. Feedback from attendees has been incorporated into the Delivery Plan.

The new model has strong support from GAROC, LGA, Green Adelaide, Coast Protection Board and the Department of Environment and Water. The new model, which includes a new key Executive Officer role based centrally at the LGA, will deliver a range of important benefits including:

- access to central facilities;
- support for financial management and oversight of the executive officer;
- improved advocacy;
- streamlined decision making;
- improved reporting, communication and accountability;
- adequate resourcing to deliver projects and other activities; and
- providing a single point of contact on metro coastal issues for stakeholders such as the Coast Protection Board, DEW, Green Adelaide etc.

Page 10 of the Delivery Plan provides a one-page snapshot of the key tasks for 2022/23, subject to approvals. The new ACCN model has so far been endorsed by the City of Charles Sturt, City of Onkaparinga and City of Port Adelaide Enfield. If the proposed new ACCN model is endorsed by Council, the next steps will include:

- Sept 2022 – Signing of the MoU between member councils and the LGA;
- Sept 2022 – LGA to invoice councils for the 2022-23 membership fee of \$5,000;
- Sept - Oct 2022 – Recruitment of the ACCN Executive Officer by the LGA Secretariat;
- Jan – Feb 2023 – ACCN delegates to be nominated after the local government elections (existing MSCC delegates to remain in place until the election); and
- Feb – Apr 2023 – Preparation of ACCN Strategic Plan for presentation to member councils for endorsement

Financial oversight of the proposed new ACCN will be delivered by the LGA Secretariat.

Metropolitan coastal councils will pay an annual \$10,000 fee-for-service to the LGA to fund a 0.5 FTE ACCN Executive Officer, subject to approvals. The ACCN will include representation by one officer and one Elected Member of each Council, with nominations for the Elected Member role sought in 2023.

During 2022/23, membership fees will be subsidised to \$5,000 per council to enable councils to finalise ongoing funding arrangements, subject to their respective approval processes.

BUDGET

\$5,000 in 2022/23 from existing operational budgets.

LIFE CYCLE COSTS

Additional \$10,000 operational budget required per year from 2023/24 for annual membership.

The annual membership is considered good value as the ACCN will provide significantly improved service to the coastal Councils including:

- 0.5 FTE Executive officer;
- Improved administration and record keeping;
- Focus on delivery (rather than administration) with additional resourcing;
- Improved access to and management of grants;
- Improved advocacy and partnerships with state and federal governments; and
- Providing a single point of contact on metropolitan coastal issues for stakeholders

Attachment 2





Proposed Delivery Plan 2022-23

Metropolitan Seaside Councils Committee → Adelaide Coastal Councils Network
Supporting member councils to advance integrated coastal zone management in metropolitan Adelaide

July 2022

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Report prepared by Nina Keath, City of Onkaparinga, nina.keath@onkaparinga.sa.gov.au

Reviewed by the MSCC Review Working Group.

Background

The Metropolitan Seaside Council's Committee (MSCC) has been operational for more than fifty years as a body of Local Government representatives, pre-dating the Coast Protection Act of 1972. In that time, it has been responsible for driving important strategic outcomes for metropolitan councils including the formation of the Coast Protection Act, the formation of the Coast Protection Board (CPB), convening and sponsoring conferences and workshops, and the initiation of the South Australian Coastal Councils Alliance (SACCA).

Since 2003, there have been several reforms to the MSCC's constitution and strategic direction to meet the changing coastal management context and needs of member council. In September 2020, the committee convened a workshop to review the committee's purpose and priorities, opportunities upon which the committee should capitalize, and the effectiveness of the current operating model. A Workshop Summary Report was subsequently presented to the committee who voted to seek the services of a specialist consultant to undertake an independent governance review. In recognition of the strategic importance of this review, co-funding was provided by Green Adelaide and the Local Government Association (LGA).

In December 2021, consultancy URPS delivered a report - *Metropolitan Seaside Councils Committee Governance Review Options and Recommendations Report* – recommending that the MSCC be hosted by the LGA, engage a dedicated Executive Officer and move to a tiered structure that includes formalised involvement from the LGA. The MSCC endorsed the proposed new model, in principle, and tasked an MSCC Review Working Group - comprising officers from member councils, the LGA and Green Adelaide - with progressing the new model.

The Working Group have:

- prepared and presented an Implementation Plan to the MSCC, Greater Adelaide Region of Councils (GAROC) and LGA;
- proposed a new name that reflects the shift from 'administration' to 'delivery' - Adelaide Coastal Councils Network (ACCN);
- secured funding for the first transitional year (2022-23) of the new ACCN model (via GAROC, the Local Government Research and Development Scheme fund, and LGA Secretariat);
- secured a funding contribution from Green Adelaide to develop an ACCN Strategic Plan.

The LGA and GAROC have endorsed the proposed new MSCC/ACCN model and are committed to working with member councils to progress the new model via the creation of a 'Coastal Coordinator' role within the LGA Secretariat. Part of the Coastal Coordinator role will be dedicated to ACCN Executive Officer duties (0.5FTE). The role will ensure functional integration with related groups such as SACCA, the Australian Coastal Councils Association (ACCA) and broader state-wide and national coastal management issues. It is proposed that the ongoing funding model will involve metropolitan coastal councils using their ACCN membership contributions as a fee-for-service to the LGA to deliver ACCN Executive Officer duties via the Coastal Coordinator role from 2023-24. This will be subject to a formal resolution from individual councils. In the interim, transitional funding arrangements have been secured to bring forward the Coastal Coordinator role to the 2022-23 financial year and enable member councils to finalise ongoing funding arrangements.

This document lays out the proposed delivery plan and rationale for the new arrangements. The LGA will lead the process to refine the new model in consultation with the respective bodies.

Proposal

A new structured governance model and a new name for the MSCC is proposed. The proposed shift from the old MSCC model and name to the new ACCN model and name is designed to respond to changing context and needs, address historical administrative issues and maximize opportunities as they relate to the metropolitan coastline. A strong and effective ACCN, with clear links to the LGA, will enable metropolitan councils to engage more effectively in partnerships with state and federal governments and other important stakeholders, secure external grants, deliver shared regional projects across councils and reduce duplication of effort, thereby delivering better outcomes for coastal communities. The proposed new model aligns with the local government coastal governance and partnerships model laid out in figure 1.

The proposed new model enables the ACCN to:

- **Improve governance** by moving to a tiered structure
- **Improve member value** by broadening the services to member councils and visibility of the Committee – through recruiting an Executive Officer to be based at the LGA who will be responsible for driving advocacy, securing grant funding, delivering regional initiatives and advancing knowledge, capability, networks and partnership opportunities;
- **Shift from ‘administration’ to ‘delivery’** by meeting on an ‘as needs’ basis and targeting current issues and opportunities relevant to member councils. Updating the name from ‘Metropolitan Seaside Councils Committee’ to ‘Adelaide Coastal Councils Network’ reflects the shift away from an administrative ‘committee’ to a ‘deliverables’ focused regional network;
- **Improve partnerships and stakeholder relations** by adequately resourcing the executive officer to build and support strategic relationships;
- **Improve accessibility and consistency** by basing the Executive Officer centrally at the LGA, with access to high quality meeting rooms and online facilities that are centrally located and readily accessible to all member councils;
- **Introduce strategic forums** facilitating cross-council knowledge sharing and collaboration with state agencies and other stakeholders;
- **Improve communication and accountability** by creating a publicly available webpage, regular reporting and newsletters.

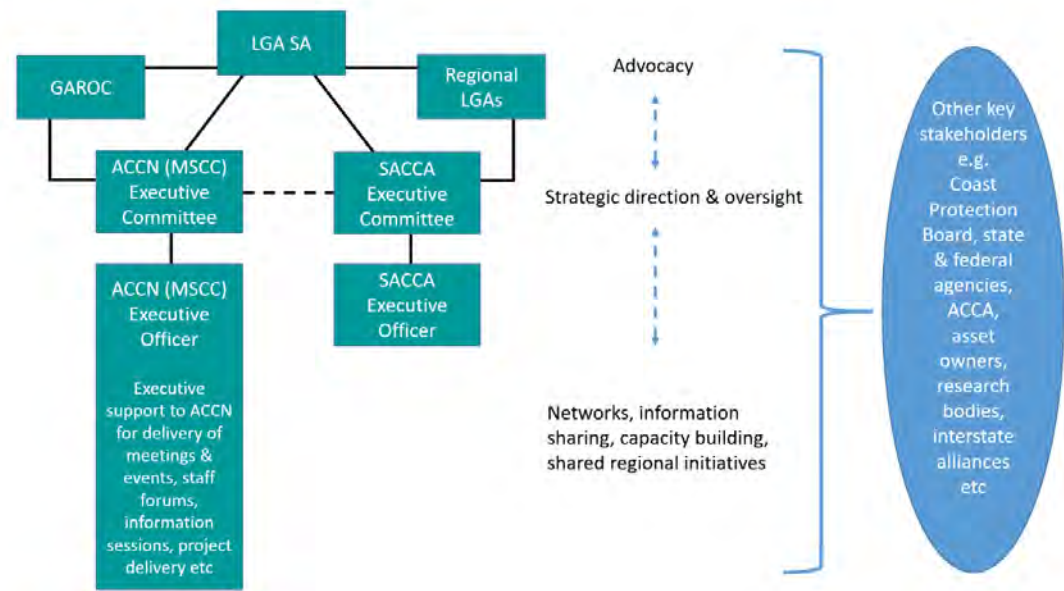


Figure 1. Proposed local government coastal governance and partnerships model

Proposed Delivery Plan 2022-23

	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
Name	Metropolitan Seaside Councils Committee	Adelaide Coastal Councils Network (or similar - to be determined)	Name should reflect the shift away from an administrative 'committee' to a 'deliverables' focused network. Name should also refer to the region that is being represented.
Purpose	<ul style="list-style-type: none"> Information sharing Networking 	<ul style="list-style-type: none"> Information sharing Networking Regional initiatives Specialist support/advice Capacity building and training Advocacy (via LGA/GAROC) 	<p>Feedback from members identified the need for a new model with greater focus on delivery of outcomes – including coordination of regional initiatives, support for members councils between meetings and a clearer connection with the LGA.</p> <p>A key area of interest for members has been support in the development of coastal climate change adaptation plans.</p> <p>These and other opportunities will be further developed through the strategic plan with the support of the executive officer.</p>
Host	Hosted by a member council. Rotated every four years.	Permanently hosted by the LGA.	<p>Basing the role centrally at the LGA delivers a range of important benefits including access to central facilities, support for financial management and oversight of the role. This approach will realise many opportunities including adequate resourcing to deliver projects, improved advocacy, streamlined decision making, consistency and improved reporting and communication.</p> <p>This recommendation is based on the long-term highly successful model operating in Victoria for the Association of</p>

	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
			Bayside Municipalities. The Victorian context has strong similarities to SA indicating that its adoption could achieve equally beneficial outcomes.
Strategic Plan	N/A	Development of a Strategic Plan Co-funded by Green Adelaide (\$10,000) and member council subscription fees (\$10,000)	An ACCN Strategic Plan is required to build accountability and help guide the priorities and activities of the Executive Officer and committee members.
Executive Officer	No MSCC Executive Officer. MSCC is supported by a council officer from the host council who already has other substantive duties.	Dedicated ACCN Executive Officer. Based at the LGA. 0.5 FTE of the LGA's new Coastal Coordinator position is dedicated to ACCN Executive Officer duties.	The MSCC is the only coastal coordination organisation/network in Australia that is not supported by an Executive Officer. Officers from the host council are not adequately resourced to provide the level of support required by the committee to develop, expand and improve metropolitan council representation. A dedicated ACCN Executive Officer would deliver: <ul style="list-style-type: none"> - Coordination of the committee - Communication with member organisations - Coordination and preparation of motions, advocacy and grant submissions - Delivery of events, regional projects and capacity building - Liaison and partnerships with State Government Agencies and other coastal committees - Reporting against the strategic plan and deliverables - Public communication including website, newsletter and media releases.

	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
Membership Fees			Given what is required of the role and to attract suitable candidates, the role should be established as a longer-term position.
	<p>Annual membership fee paid to the host council.</p> <p>Member councils paid \$1,200 in 2021-22.</p> <p>Membership fees used for administration of the committee and strategic initiatives (e.g. supporting the establishment of SACCA, funding the MSCC governance review).</p>	<p>Annual membership fee paid to the LGA.</p> <p>Transitional funding arrangements for 2022-23 include:</p> <ul style="list-style-type: none"> - Member council fees - \$5,000 per council - GAROC - \$40,000 (confirmed) - Local Government Research and Development Scheme - \$60,000 (confirmed) - LGA Secretariat - \$7,750 (confirmed) <p>Ongoing funding will be delivered via</p> <ul style="list-style-type: none"> - Annual member council fees ~ \$10,000 per council - LGA Secretariat <p>Membership fees will contribute to the 0.5 FTE ACCN Executive Officer function and key strategic initiatives (e.g. development of strategic plan, regional projects, events, capacity building etc).</p>	<p>There is a need to increase and maintain membership fees to fund an ongoing Executive Officer position who can support metropolitan councils to deliver upon their shared coastal management objectives.</p> <p>Fees are based on the costs associated with delivering a 0.5FTE ACCN Executive Officer function as part of the LGAs new Coastal Coordinator role.</p> <p>A provisional budget for the full time Coastal Coordinator role anticipates a cost of \$115,000 including salary, employee on-costs, and LGA operating expenses.</p> <p>Fees align with those charged by Victoria's successful Association of Bayside Municipalities upon which this model is based.</p>
External funding	N/A	<p>ACCN Executive Officer to explore opportunities to apply for external grants and funding.</p>	<p>There is an opportunity to increase member value by applying for external funding to deliver regional projects, capacity building and events.</p> <p>This will amplify the ability of councils to identify regional priority coastal management issues, and to pursue collaborative funding opportunities that align with the ACCN Strategic Plan and are of regional significance. The focus</p>

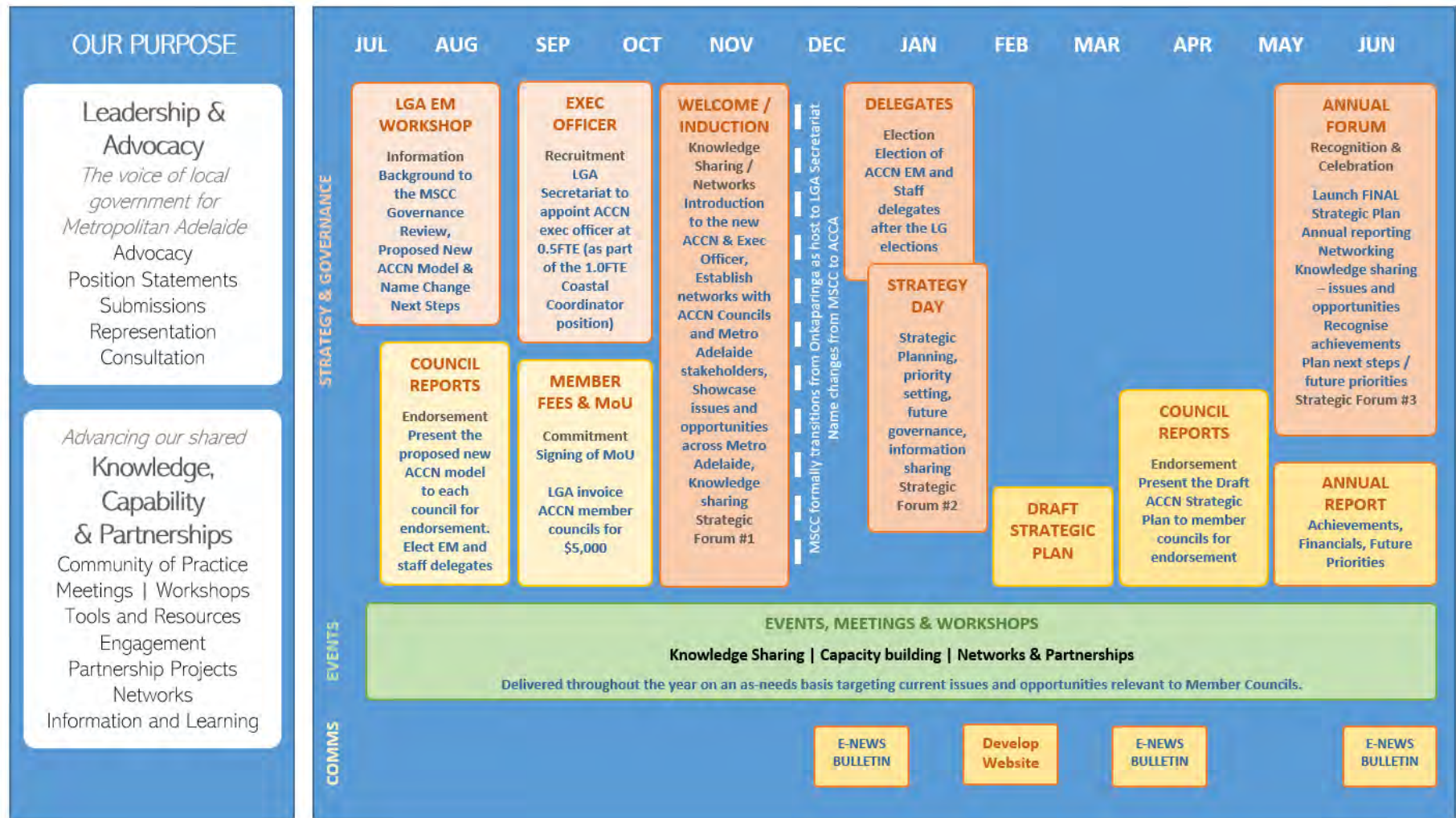
	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
			would be on increasing funding and grant opportunities for councils to support and implement integrated coastal management activities, rather than administration.
Structure	<p>Flat structure.</p> <p>Elected Members and Staff attend scheduled bi-monthly meetings.</p>	<p>Tiered structure comprising:</p> <ul style="list-style-type: none"> • Elected member executive committee • Staff forum • Member meetings and events (with staff and elected members) <p>The ACCN relationship with SACCA is via the LGA.</p>	Implementing a tiered governance structure formalises the relationship between the ACCN and the LGA. This will streamline decision-making, improve accountability and provide a clear pathway for advocacy.
Advocacy	Ad hoc advocacy via letters from the MSCC Chair.	Partner with the LGA (and GAROC) to deliver a cohesive and aligned advocacy function.	<p>There is a need for a consistent and coordinated advocacy voice on metropolitan coastal council issues.</p> <p>Establishing a clear pathway for advocacy that is supported by and aligned with GAROC and the LGA will deliver stronger advocacy outcomes.</p>
Executive Committee	N/A	<p>An executive committee will:</p> <ul style="list-style-type: none"> - Guide the design of Strategic Forums and events with the Executive Officer - Approve budget (membership fees) and annual Executive Officer work plan - Undertake mid-year review of budget and Executive Officer work plan and performance - Report back to member councils – deliverables, achievements, future priorities 	An executive committee will deliver accountability, leadership, co-ordination and oversight and may include involvement from key state government agencies.

	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
Executive Officer work plan	N/A	<p>Driven by outputs from Strategic Forums and the Strategic Plan.</p> <p>Reflective of and responsive to horizon scan of issues / opportunities for member councils.</p>	<p>Work plan provides direction for the Executive Officer and accountability for measuring deliverables.</p> <p>Informed by Executive Committee and strategic discussion amongst all member Councils.</p>
Website	N/A	Webpage on the LGA website.	<p>Key communication and accountability platform.</p> <p>Publicly available landing page that communicates the work of the ACCN.</p> <p>Demonstrates and promotes ACCN achievements to the broader public and provides an easily accessible point of contact.</p>
Reporting	<p>There is currently no formal reporting of MSCC outcomes or deliverables.</p> <p>Meeting minutes are circulated to committee members.</p>	<p>Annual report delivered to member councils and State Government agencies.</p> <p>Regular ACCN newsletter.</p> <p>Integrating executive support for the ACCN into the LGA's services will leverage the LGA's communications function as a strategic enabler of the ACCN, via the LGA website, latest news, and social media channels.</p>	<p>There is a need to implement a formal reporting mechanism from the ACCN to member Councils, the LGA, and State Government agencies about what is being delivered, how parties are working together and future priorities.</p>
Measures of success	There is currently no formal monitoring and evaluation of the MSCC deliverables.	<p>Clear measures of success will be determined during the development of the Strategic Plan. These will be based upon the Plan's priorities and might include:</p> <ul style="list-style-type: none"> - Number of shared regional projects delivered, - Amount of funding/grants secured for shared regional initiatives, 	<p>It is essential that the success and effectiveness of the proposed new model is monitored for effectiveness.</p> <p>Establishing clear measures of success during the development of the Strategic Plan will enable member councils to track progress and adjust processes and deliverables as required to ensure optimal</p>

	Old Model (Metropolitan Seaside Councils Committee)	New Model (Adelaide Coastal Councils Network)	Rationale
		<ul style="list-style-type: none"> - Number of submissions made to state/federal inquiries, policy processes etc - Number of training and networking events delivered, - etc 	performance and outcomes are being achieved.
Delivery Format	Bi-monthly committee meetings hosted by host council (currently City of Onkaparinga).	The Executive Officer will coordinate events, regional projects and capacity building for member Councils and affiliate organisations to raise the profile of the ACCN and deliver value to members.	<p>Low appetite amongst member councils and GAROC for another 'committee' with a high administrative load.</p> <p>Preference is for a group focused on facilitating 'deliverables.'</p>
Partnerships	State Government agencies, the LGA and relevant committees (e.g. SACCA and the Australian Coastal Councils Association (ACCA)) are invited to attend committee meetings to share information about matters of shared interest.	<p>Maintain inter-relationships between committees including SACCA and ACCA to share information and to strengthen advocacy.</p> <p>Explore opportunities to partner with state agencies, research institutions and other stakeholders to deliver capacity building and project delivery, e.g. the recent federal grant proposal for a state-wide coastal adaptation capacity building program.</p>	<p>There are many committees, organisations and government agencies operating with a focus on coastal management and adaptation.</p> <p>In South Australia, the MSCC is the only group that has a primary focus on metropolitan council coastal management</p> <p>The new ACCN has an opportunity to play an important role in advocacy on metropolitan coastal matters. It can also play a greater role in capacity building and project delivery, through establishing partnerships and grants with other levels of government and research institutions.</p>
MoU & Terms of Reference	Memorandum of Understanding (MoU) and Terms of Reference in place but out of date.	<p>Establish an MoU between the LGA and member Councils including funding / membership agreement between parties.</p> <p>Update Terms of Reference to reflect the new model.</p>	The MSCC Terms of Reference and Memorandum of Understanding require updating to reflect the current aims and operating model of the new ACCN.

Proposed Delivery Plan 2022-23 – One Page Snapshot

Key timeframes and steps in transition from the old Metropolitan Seaside Councils Committee (MSCC) to the new Adelaide Coastal Councils Network (ACCN) model.



Attachment 3





Local Government Association
of South Australia

The voice of local government.

Adelaide Coastal Councils Network

Memorandum of Understanding

Memorandum of Understanding (MOU)

Between the 'Member Councils' listed

below:

The City of Charles Sturt and

The City of Holdfast Bay and

The City of Marion and

The City of Onkaparinga and

The City of Port Adelaide Enfield and

The City of Salisbury and

The City of West Torrens

together with:

The Local Government Association of South Australia

MEMORANDUM OF UNDERSTANDING

BETWEEN:

The **Member Councils** (as listed above) and the Local Government Association of South Australia (**LGA**) (together known as **The Members**).

The Members are united by the purpose of delivering improved outcomes for coastal communities in metropolitan Adelaide.

The LGA is a membership organisation that provides service and leadership relevant to the needs of its member councils, to which all the Member Councils are members.

This Memorandum of Understanding (**MOU**) defines the partnership of the Adelaide Coastal Councils Network (**ACCN**) formerly known as the Metropolitan Seaside Councils Committee (**MSCC**).

The Members acknowledge that suitable advisory organisations may be invited to meetings of the ACCN to contribute their knowledge and understanding of all matters relating to Adelaide's coast.

BACKGROUND

The MSCC has been operational for more than 50 years as a body of local government representatives responsible for metropolitan coastal boundaries. The MSCC has been responsible for driving strategic outcomes such as the formation of the *Coast Protection Act (SA) 1972*, the Coast Protection Board and supporting local government in managing coastal issues.

In response to the changing coastal context and needs of the Members, a desire to address historical administrative issues and maximise opportunities of the metropolitan coast, this MOU seeks to rename the MSCC to the Adelaide Coastal Councils Network (ACCN) and support a new structured governance model.

This MOU seeks to give effect to those changes and to the commitment of The Members to continue their collaborative and strategic work regarding metropolitan coastal issues.

OBJECTIVES

- A. This MOU establishes a framework for collaboration between The Members for the purposes of:
- facilitating a strong and effective ACCN;
 - supporting collaboration between Member Councils and the LGA;
 - enabling partnerships with State and Federal Government;
 - seeking external grants and other assistance;
 - delivering shared projects;
 - reducing duplication of effort; and
 - delivering improved outcomes for coastal communities.
- B. The Members agree to:
- participate in the ACCN by attending meetings on an as-needs basis;
 - recommend issues and opportunities for the ACCN to engage in;
 - provide prompt and informed feedback and assistance on issues as appropriate;
 - advocate on issues as agreed and with the support of the ACCN;
 - facilitate consultation between Members and within the Member Councils;
 - share knowledge and resources as appropriate; and
 - work in a spirit of respect, cooperation and collaboration to ensure effective use of knowledge and resources to deliver the best outcomes for coastal communities.
- C. The Members agree that the ACCN is primarily an advisory body, will also represent the Member Councils and will advocate on issues relating to the sustainability of coastal environments to regional, State and Federal bodies.
- D. The Members acknowledge that the LGA is a membership organisation with limited resources and all Members will be required to respect and support the LGA in its role of hosting the administration of the ACCN.

TERMS

1. Principles

- 1.1. This MOU seeks to assist the Members to achieve the Objectives as identified above by creating a collaborative partnership relationship that benefits coastal communities.
- 1.2. This MOU ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.
- 1.3. The Members agree that this MOU is intended to be binding between them.

2. Term

- 2.1. This MOU commences from the date that it is last executed by one of the Members and operates until 30 June 2032 or until such time as it is terminated by agreement between the Members.
- 2.2. This MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by The Members in writing.

3. Responsibilities

- 3.1. The Members agree to provide assistance and support to the operations of the ACCN and to the Executive Officer of the ACCN.
- 3.2. The ACCN will be supported through the appointment of an Executive Officer hosted by the LGA, employed by the LGA, at the discretion of the LGA and on terms and conditions as determined by the LGA.
- 3.3. The LGA agrees to support and manage the Executive Officer, supply the necessary IT, human resources and administrative support, as well as office space and access to meeting rooms.
- 3.4. The Executive Officer will be responsible for administration of the ACCN including:
 - Implementing the annual work plan;
 - Meeting administration such as establishing meetings as required, recording minutes and reporting to the ACCN including the ACCN Executive Committee;
 - Driving advocacy as agreed by the ACCN.
 - Seeking grant funding;
 - Supporting regional initiatives;
 - Advancing knowledge, capability, networks and partnership opportunities to progress the objectives; and
 - Represent the ACCN at forums as required.

3.5. Meetings of the ACCN will be held at LG House, 147 Frome Street, Adelaide, or at other locations as agreed by the ACCN.

4. Finances

4.1. Within one month of the commencement of the MOU in 2022, each Member Council agrees to authorise an initial payment of \$5,000 to the LGA for membership of the ACCN for the 2022-23 financial year.

4.2. By 30 August 2023 and for each financial year thereafter for the term of the MOU, each Member Council agrees to make a payment of \$10,000 to the LGA for and on behalf of the ACCN for membership for that financial year.

4.3. Should additional funds be required for the ACCN's operation, a report from the ACCN will be presented to each of The Members outlining options for the raising of funds. Such options might include an additional once-off contribution, or an increased annual contribution.

5. Mutual Recognition, Support & Accountability

5.1. The Members recognise and support:

- 5.1.1. the contribution made by the former MSCC, now to be known as the ACCN, to the metropolitan seaside area;
- 5.1.2. the important role that the ACCN will fulfil in delivery of outcomes to support coastal communities; and
- 5.1.3. the advisory nature of the ACCN which is formed to provide assistance to The Members.

5.2. The ACCN recognises and supports:

- 5.2.1. the accountability that each Member Council has to its ratepayers and residents;
- 5.2.2. the financial and administrative contribution the Member Councils make to the continued operation of the ACCN; and
- 5.2.3. the role of The Members in establishing policies and directions that benefit the coastal community.

6. Commitments and Responsibilities

6.1. The Members agree to support the efficient operation of the ACCN.

6.2. To facilitate this, the Members agree that the ACCN will conduct its affairs in a manner that is transparent and professional and for the benefit of all Members.

6.3. The Member Councils, by executing this MOU, are agreeing to the ACCN Terms of Reference as attached as 'Annexure 1' to this MOU.

6.4. The Member Councils will:

- 6.4.1. each be represented by two delegates, being one elected member and one officer of each Member Council; and
- 6.4.2. assist the ACCN to achieve its objectives through providing support when requested.

6.5. The LGA will:

- 6.5.1. be responsible for the employment of the Executive Officer;
- 6.5.2. provide the Member Councils with an annual report on the ACCN activities or otherwise as requested;
- 6.5.3. be responsible for the expenditure of the funds held for and on behalf of the ACCN;
- 6.5.4. facilitate communication about the activities of the ACCN through its regular communication channels; and
- 6.5.5. be represented on the ACCN by a member of the LGA Board of Directors or his or her nominated representative, and the Executive Officer of the ACCN.

7. Executive Committee

- 7.1. The Members agree that an Executive Committee comprising a Chair, Deputy Chair and Ordinary Member will be elected from elected member delegates representing The Members. The Executive Officer will administer the Executive Committee.
- 7.2. The Executive Committee will be responsible for signing off on the Executive Officer's annual work plan, all public communications, determining meeting dates and making any important decisions as per the Terms of Reference.

8. Conflict Resolution

- 8.1. The Members express a willingness through this MOU, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational manner in the interests of achieving an immediate resolution.
- 8.2. The Members will observe the following order for conflict resolution:
 - 8.2.1. allowing the delegates of each of The Members to negotiate with other delegates to resolve the issue;
 - 8.2.2. allowing senior management of The Members to negotiate with other of The Members senior management to resolve the issue; and
 - 8.2.3. by way of independent mediation as agreed by The Members affected, where the cost of mediation is to be borne equally by The Members affected.

8.3. The Members agree that matters arising out of any conflict must be kept confidential unless otherwise agreed by the ACCN.

9. Termination

9.1. This MOU will terminate upon the occurrence of The Members voluntarily agreeing to that effect or otherwise in accordance with this clause.

9.2. The ACCN may terminate this MOU by resolving to wind up and giving The Members at least twenty-eight (28) business days written notice, in which case the MOU will automatically terminate by operation of this clause on the expiration of the notice period.

9.3. Any of The Members may resolve to terminate their membership of the ACCN upon 6 months notice in writing to the Executive Officer on the understanding that current subscription fees will not be reimbursed and the Executive Committee will need to consider the ongoing financial viability of the ACCN.

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

The City of Charles Sturt

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

City of Holdfast Bay

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

City of Marion

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

The City of Onkaparinga

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

City of Port Adelaide Enfield

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

The City of Salisbury

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

The City of West Torrens

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success of the ACCN.

Executed by the parties as a memorandum of understanding.

Signed.....

Dated.....

Name:.....

The Local Government Association of SA

Annexure 1 – Terms of Reference

148 Frome St
Adelaide SA 5000

GPO Box 2693
Adelaide SA 5001

T (08) 8224 2000

E lgasa@lga.sa.gov.au

www.lga.sa.gov.au

Attachment 4





Local Government Association
of South Australia

The voice of local government.

Adelaide Coastal Councils Network

Terms of Reference

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About the Adelaide Coastal Councils Network

The Adelaide Coastal Councils Network (ACCN) was formerly known as the Metropolitan Seaside Councils Committee (MSCC). The purpose of the ACCN is to deliver improved outcomes for coastal communities in metropolitan Adelaide.

The MSCC has been operational for more than 50 years as a body of local government representatives responsible for metropolitan coastal boundaries. The MSCC has been responsible for driving strategic outcomes such as the formation of the Coast Protection Act (SA) 1972, the Coast Protection Board and supporting local government in managing coastal issues.

In response to the changing coastal context and needs of the Members, a desire to address historical administrative issues and maximise opportunities of the metropolitan coast, a new Memorandum of Understanding (MOU) was entered into in 2022 to rename the MSCC to the Adelaide Coastal Councils Network (ACCN) and support a new structured governance model.

The ACCN comprises metropolitan coastal councils:

- The City of Charles Sturt and
- The City of Holdfast Bay and
- The City of Marion and
- The City of Onkaparinga and
- The City of Port Adelaide Enfield and
- The City of Salisbury and
- The City of West Torrens

as well as the Local Government Association of South Australia, and together these organisations comprise The Members of the ACCN.

These Terms of Reference support the MOU which seeks to give effect to those changes and to the commitment of the Members to continue their collaborative and strategic work regarding metropolitan coastal issues.

TERMS OF REFERENCE

PRELIMINARY

1. Name

The name of this local government network is the Adelaide Coastal Councils Network known as the ACCN.

2. Interpretation

In these Terms of Reference unless the contrary is apparent:

- 2.1 "Act" means the *Local Government Act 1999 (SA)*.
- 2.2 "Council" means a council constituted under the Act and any other authority of a local government nature constituted or established under South Australian legislation.
- 2.3 "Delegate" means a delegate appointed by a Member for the purposes of these Terms of Reference to represent a Member at meetings of ACCN.
- 2.4 "Elected Member" means any councillor of a Council.
- 2.5 "Member Council" means a Council which is a signatory to the ACCN MOU.
- 2.6 "The Members" means the Member Councils and the LGA which are signatories to the ACCN MOU.
- 2.7 "ACCN" means the Adelaide Coastal Councils Network.
- 2.8 Memorandum of Understanding means the ACCN MOU entered into by The Members in 2022

AIMS AND OBJECTIVES

3. Aims

The aims of the ACCN are to:

- facilitate a strong and effective ACCN;
- support collaboration between Member Councils and the LGA;
- enable partnerships with State and Federal Government;
- seek external grants and other assistance;
- deliver shared projects;
- reduce duplication of effort; and
- deliver improved outcomes for coastal communities.

4. Objectives

The objectives of the ACCN are to:

- Promote cooperation between The Members and stakeholders, and coordinate actions on issues of regional significance regarding the sustainability of the urban coastal environment;
- Facilitate the co-operation and co-ordination of The Members and stakeholders to take any action necessary for the improvement and betterment of facilities, amenities and conveniences in order to provide enjoyment and recreation to the public;
- Represent The Members and advocate on issues relating to the sustainability of coastal and estuarine environments to regional, state and federal bodies;
- Facilitate the sustainable and integrated planning and management of natural and built coastal and estuarine assets;
- Identify and address emerging issues affecting metropolitan coasts and estuaries, including any human impacts upon St Vincent's Gulf, through research and project development;
- Facilitate knowledge and tools development and exchange to enhance community awareness and engagement on sustainability of coasts and estuaries; and
- Develop strategic partnerships with other appropriate organisations to devise, prioritise and implement protection strategies and address emerging issues which affect the metropolitan coast.

POWERS

5. Powers

The powers of the ACCN are:

- to associate with other organisations with similar objectives to those of the ACCN;

- to seek funding through The Members for suitable coastal management projects;
- to publish materials related to the Objectives such as reports and papers;
- to undertake activities to further the objectives of these Terms of Reference and to further the interests of the ACCN;
- to apply for grants or other funding as required to carry out the aims and objectives of the ACCN; and
- to utilise the funds of the ACCN held by the LGA as necessary to carry out the aims and objectives of the ACCN.

MEMBERSHIP AND VOTING

6. Membership of ACCN

- A Council shall be eligible for membership of the ACCN if the Council has signed the ACCN MOU and paid its subscription as per the terms of the MOU.
- The Member Councils will each be represented by two delegates, being one elected member and one officer of each Member Council.
- The LGA will be represented by a member of the LGA Board of Directors or his or her nominated representative, and the Executive Officer of the ACCN.
- The LGA is a Member of the ACCN but does not contribute subscription.

7. Appointment of Delegates

- The recording of the names and contact details of each delegate, the date of appointment and The Member they represent shall be the responsibility of the Executive Officer.
- The office of a delegate shall become vacant if:
 - The delegate resigns by letter addressed to the Council which appointed them;
 - The delegate is replaced by their Council at any time; or
 - The Representative ceases to remain an Elected Member or staff member of that Council.
- Where the office of a Representative becomes vacant, The Member concerned may appoint another Representative.

8. Voting

- Each Member Council will have one vote per delegate; and
- The Chair shall have a deliberative vote only.

9. Opportunity and respect

- All Members of the ACCN will be provided with equal opportunity in an atmosphere of equal respect in discussions and voting.

INDEMNITY AND INSURANCE

10. Indemnity and insurance

- The delegates of each of The Members will be protected by the general protections for Council members and employees as provided for in the Act.

ROLE OF THE LGA

11. Role of the LGA

The LGA is a membership organisation that provides service and leadership relevant to the needs of its member councils, to which all the Member Councils are members.

The LGA will:

- be responsible for the employment of the Executive Officer;
- provide the Member Councils with an annual report on the ACCN activities or otherwise as requested;
- be responsible for the expenditure of the funds held for and on behalf of the ACCN;
- facilitate communication about the activities of the ACCN through its regular communication channels; and
- support and manage the Executive Officer, supply the necessary IT, human resources and administrative support, as well as office space and access to meeting rooms.

GOVERNANCE

12. Appointment of Chair

- The delegates shall appoint a Chair and Deputy Chair from the delegates who are elected members to form an Executive Committee.
- The Chair or in their absence, the Deputy Chair shall preside at all meetings of the ACCN.
- The Chair and Deputy Chair shall hold office for a period of 2 years.
- The Chair and Deputy Chair may be removed from office at any time by a resolution carried by two thirds of the ACCN delegates.
- If at any stage, the office of Chair or Deputy Chair becomes vacant, a replacement Chairperson may be appointed by the delegates of the ACCN.

13. Executive Committee

- The Executive Committee will comprise the elected positions of Chair and Deputy Chair as well as an Ordinary Member.

- The Executive Officer will administer the Executive Committee.
- Council officers are not eligible to be appointed to the Executive Committee.
- The Ordinary Member will be the LGA delegate who is a member of the LGA Board of Directors or their representative.
- The Executive Committee will be responsible for signing off on the Executive Officer's annual work plan, all public communications, determining meeting dates and making any important decisions as per the Terms of Reference.

MEETINGS

14. Meetings

- Meetings of the ACCN shall be held on an as-needs basis intervals as determined by the Executive Officer in consultation with the Executive Committee.
- Meetings of the ACCN will be held at LG House, 147 Frome Street, Adelaide, or at other locations as agreed by the ACCN.
- Meetings may be attended online or in person.
- 14 days' notice of a meeting will be given to The Members. The notice shall set out where and when the meeting will be held, and provide an agenda.
- The quorum of any meeting of the ACCN shall be the attendance of at least one delegate from a minimum of half of The Members plus one.
- If there are insufficient Members present to constitute a quorum, the meeting shall take place but no decisions will be made.
- An ordinary resolution is a resolution passed by a simple majority at a meeting.

MINUTES

15. Minutes

- Minutes of all proceedings of meetings of the ACCN shall be prepared by the Executive Officer and distributed to The Members within one month after the relevant meeting.
- The minutes kept pursuant to this rule must be confirmed by the delegates at a subsequent meeting.

REPORTING

16. Reporting

- The Executive Committee shall ensure that an annual report is prepared and distributed to The Members.
- The Executive Committee shall ensure that a strategic plan is prepared within the first 12 months following execution of the MOU setting key performance indicators and outcomes.

AMENDING THE TERMS OF REFERENCE

17. Terms of Reference

- These Terms of Reference may be amended by a resolution of two thirds of all The Members.

DISSOLUTION

18. Dissolution of the ACCN

- The ACCN may be dissolved or wound up by resolution of two thirds of all of The Members.
- If after the winding up of the ACCN there remains 'surplus funds', these funds are to be distributed amongst the Member Councils in an equal proportion.

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Item No: 15.7

Subject: **CARBON NEUTRAL PLAN**

Date: 23 August 2022

Written By: Team Leader, Environment and Coast

General Manager: Assets and Delivery, Mr M de Heus

SUMMARY

The development and implementation of a Carbon Neutral Plan is one of a number of treatment actions that reduce our climate risk from Catastrophic to Medium. This report provides details of Council's Carbon Neutral Plan including the costs and risks associated with offsetting carbon emissions in the future.

The Audit Committee on 17 August 2022 endorsed the following recommendations to Council:

That the Audit Committee recommend to Council to approve the Carbon Neutral Plan for Council operations to be carbon neutral for Scope 1 and 2 emissions by 2030.

That the Audit Committee recommend to Council to review the feasibility and cost of offsets in 2026/27 financial year in preparation for 2030.

RECOMMENDATION

That Council

- 1. endorse the Carbon Neutral Plan;**
 - 2. endorse the target for Council operations to be carbon neutral for Scope 1 and 2 emissions by 2030; and**
 - 3. endorse a review of the Carbon Neutral Plan options, feasibility and offset cost in 2026/27 financial year in preparation for 2030 carbon neutrality.**
-

STRATEGIC PLAN

Out Holdfast 2050+ Sustainability – Become a carbon neutral Council by 2030
Environmental Strategy

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

BACKGROUND

In October 2019, Council recognised that the world is in a state of climate emergency and that all levels of government have a responsibility to act. In 2020 Council endorsed the Environment Strategy 2020 – 2025, which included a target to become carbon neutral in Council operations by 2030. In 2021, Council began the development of a Carbon Neutral Plan to capture Council's (including Alwyndor) emissions profile and develop a pathway to reduce emissions by 2030. Two workshops were held with Elected Members and select Council staff. The 2030 target has also been embedded in Council's strategic plan, Our Holdfast 2050+.

One of the options, in order to claim carbon neutrality, is to purchase offsets for emissions that cannot be eliminated by 2030. This comes with a number of costs and risks that are detailed in this report.

Carbon Language

A carbon neutral organisation for a given year is required to account for and then "offset" its emissions footprint. The most common carbon neutral standard in Australia is known as Climate Active (Department of Industry, Science, Energy and Resources, 2022). To become carbon neutral under Climate Active guidelines, organisations must undertake the following actions:

1. Calculate the greenhouse gas emissions generated by their activity, such as fuel, electricity and travel;
2. Reduce these emissions as much as possible by investing in new technology or changing the way they operate;
3. Offset any remaining emissions by purchasing carbon offset units; and
4. Once an organisation has cancelled out their emissions they have reached a state called 'carbon neutral' and can be certified.

Council's Carbon Neutral Plan has been created based on the requirements outlined above, in line with both global best practice standards and Australian Government requirements.

Carbon emissions are grouped into three “scopes” based on their source of origin:

- Scope 1: Direct emissions from activities owned or controlled by the organisation (e.g. fuel, diesel, gas and refrigerants);
- Scope 2: Indirect emissions limited to electricity; and
- Scope 3: All other indirect emissions that occur in the organisations supply chain (e.g. purchased good or services, amount of emissions used to create roads).

Carbon offsets are purchased activities that compensate for the organisations emission of greenhouse gases by providing a reduction elsewhere. Accredited and quality offsets are required to meet the Australian Governments National Carbon Offset Standard. Carbon offsets are paid to organisations to invest in projects locally or internationally.

Approach to Emissions Reduction

A key principal for best practice emissions management for the reduction of an organisation’s emissions footprint is the carbon management hierarchy. This hierarchy focuses on avoidance in the first instance, followed by reduction and replacement of activities that create greenhouse gas emissions, before finally considering offsetting emissions (see figure 1). For a 2030 Carbon Neutral target, the focus should be on avoidance, reduction and replacement from 2022/23 to 2029/30 prior to the consideration of offsets.



Figure 1: Carbon management hierarchy

It is important to understand Council’s range of influence for our emissions footprint. Figure 2 demonstrates our influence for each of the scopes. Scope 1 is within the control of Council as it refers to our direct emissions, however, this is also dependent on the technology and options available to find low emission alternatives.

Council has a significant level of influence over Scope 2 via the LGA energy contract, where we can influence the transition to purchasing 100% renewable energy in 2023.

Scope 3 is more complex as we do not have direct control over the supply chain, however, this can be influenced through procurement policy to purchase lower carbon options if available and providing comparable service and value.

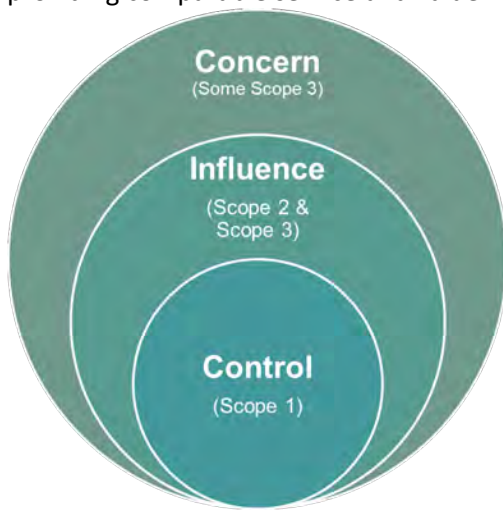


Figure 2: Circles of influence

REPORT

Council’s Emissions Profile

In 2020/21 Council emitted 17,785 tonnes of carbon dioxide equivalent (tonne CO₂e), this is broken down into the scopes in table 1. By 2030 total emissions are projected to increase by almost 10% to 19,694 tonne CO₂e if Council does nothing to reduce its emissions. Growth in Council’s emissions is expected to increase in line with localised population growth and the increasing need of Council to service a growing population.

Scope	Emissions sources	Total tonnes CO ₂ -e	Proportion
1	Vehicle fuel, natural gas, refrigerants	721	4%
2	Purchased electricity	1,214	7%
3	All other indirect emissions	15,850	89%

Table 1: Council emissions profile 2021

Emissions Reduction Actions

The Carbon Neutral Plan has a number of important actions between now and 2030 to avoid, reduce or replace carbon emissions. These include:

- Purchasing 100% renewable electricity (scheduled for January 2023);
- Transitioning our vehicle fleet to 100% zero emissions vehicles;
- Completing the transition of the remaining 25% of streetlights to LEDs; and
- Energy efficiency upgrades to Council buildings (completed in 2022)

Refer Attachment 1

In addition, the Carbon Neutral Plan is backed by a 70-page Technical Report.

Refer Attachment 2

Transitioning the vehicle fleet to 100% zero emissions vehicles by 2030 is the most complex action coming out of the Carbon Neutral Plan and Council has approved a budget in 2022/23 to develop a Fleet Transition Plan. The transition will see an increase in the purchase price of vehicles, offset by a net cost saving through significantly reduced maintenance and no fuel purchases.

Completing the transition for the remainder of the streetlights to LEDs will result in significant emissions reductions as well as operational cost savings. Additional capital expenditure will be required to complete this over a number of years before 2030.

The most cost-effective energy efficiency building upgrades, identified via an energy efficiency audit in 2019, were completed in 2021/22.

The purchase of 100% renewable energy will eliminate all scope 2 emissions, and the LED and building upgrades will both reduce the amount of energy used as well as providing a lifecycle cost saving. Refer table 7.

These actions will reduce the majority of our scope 1 and 2 emissions, which include purchased electricity, natural gas, vehicle fuel, and refrigerants (air conditioning).

Scope 3 emissions encompass Council's entire supply chain including items such as waste, business travel, landscaping, pest control, office equipment, water, construction and so on. Many of these emissions are difficult to reduce because Council has little control over them. Procurement of carbon neutral products and reducing emission through construction are two actions identified to reduce scope 3 emissions.

Offsetting Emissions

There are several risks associated with purchasing offsets. At this time it is impossible to know the price of future offsets, although it is highly likely that they will increase over time. The International Monetary Fund estimates that prices may increase to \$70 per tonne by 2030. This represents a considerable risk as the commitment to continue to offset emissions is likely to require increased financing over time. The technical report estimates approximately 12,580 tCO_{2e} for scopes 1-3, which will still be required to be offset by 2030. At \$70 per tonne, the annual offset purchase cost will be \$881,000. The current offset market rate is approximately \$30 per tonne, but fluctuates.

Offsets will be an ongoing cost that do not have a financial return on investment, unlike emission reduction initiatives that can reduce both operational costs and emissions, thus reducing the amount of offsets for purchase.

There are also risks associated with the type of offsets purchased. For example, if purchasing a reforestation project and it burns down, the offsets are lost, or if purchasing international projects, there is the risk that these could fail due to local economic or political factors. When purchasing offsets, it is important to consider the goal of the offsets. It may be better to purchase offsets that assist organisations to reduce emissions, rather than carbon sequestration and storage. For example, the City of Adelaide purchases a diverse portfolio of offsets across a range of nature-based and renewable energy offsetting projects. This assists the organisation to mitigate the risk of offsetting failure and supports biodiversity and conservation projects across Queensland and Cambodia, and renewable energy transition in Mongolia and India.

Trees sequester carbon as they grow, however the Technical Report found that we cannot use our trees to offset emissions as there are not enough to have any significant impact. The quantification of this type of offset (technically known as an 'inset') can be expensive and time-consuming and requires a commitment to continue to monitor over time.

We cannot avoid, reduce or replace all emissions, particularly scope 3, by 2030. Therefore, Council is required to make the decision if and when to purchase offsets.

Option 1 – Carbon Neutral Scopes 1 and 2

At present it is possible to claim carbon neutrality for just scope 1 and 2 emissions. This decision would include the necessity to purchase offsets for items that cannot be eliminated with current technologies, such as air conditioning refrigerants. These represent a small proportion of our overall emissions, with the cost of offsets relatively minor and required to be purchased annually.

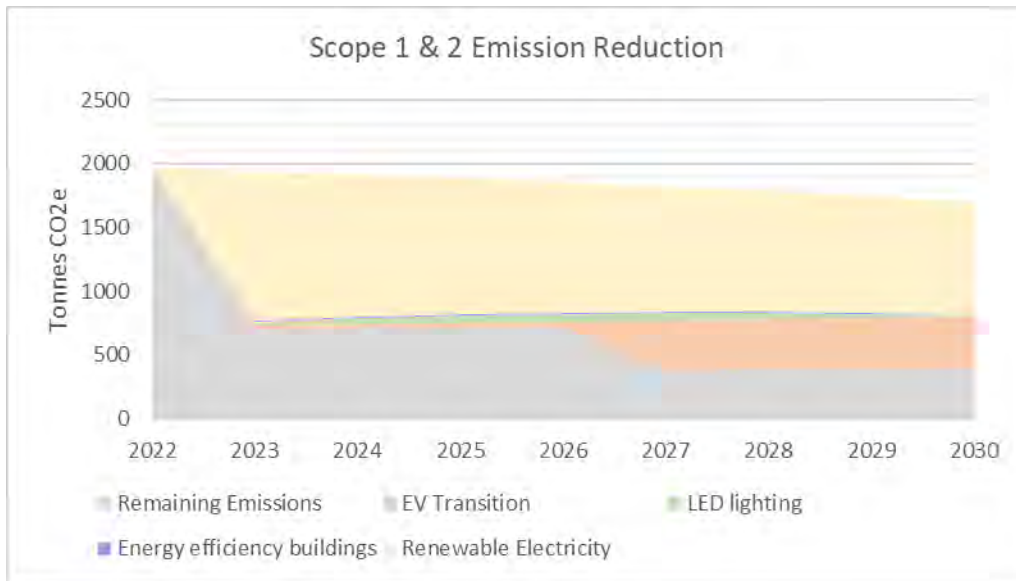


Figure 3: Effect of emission reduction actions for scope 1 and 2*

*All projected emissions and offset costs are estimates based on a number of assumptions to be used for decision making purposes.

Figure 3 outlines the reduction in CO₂e by implementing the Carbon Neutral Plan actions for Scopes 1 and 2. Table 2 outlines the estimated offset cost based on the remaining emissions. This cost will be annual and ongoing to remain carbon neutral. Climate Active certification is an additional estimated \$13,250 every three years for an assessment and audit.

Scope 1 and 2	2025	2026	2027	2028	2029	2030
Remaining emissions (tonnes CO ₂ e)	715	724	380	386	391	396
Offset per tonne	\$48	\$53	\$57	\$61	\$66	\$70
Offset cost	\$34,000	\$38,000	\$22,000	\$24,000	\$26,000	\$28,000

Table 2: Estimated projected cost for offsetting Scopes 1 and 2 from 2025 to 2030

The cost of being carbon neutral for Scopes 1 and 2 in 2030 is estimated to be \$28,000 for the first year, plus the cost of assessment and audit. The cost of offsets is likely to increase in subsequent years. It is also expected for our emissions to decrease. Based on the above table, if Council decides to be carbon neutral for Scopes 1 and 2 from 2025, it is estimated to cost an additional \$144,000 in offsets and \$26,500 in assessment and audit fees over five years.

Option 2 – Carbon Neutral Scopes 1-3

If Council chooses to claim carbon neutrality for Scopes 1-3 emissions, a large offset purchase would need to be required on an annual basis. Offsets must be purchased for every year that Council claims to be carbon neutral.

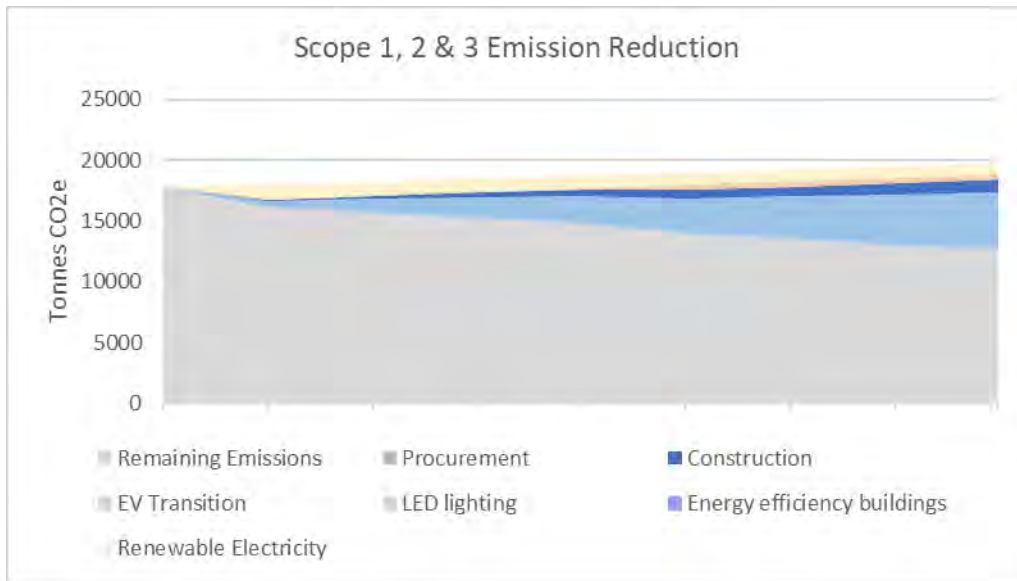


Figure 4: Effect of emission reduction actions for Scope 1, 2 and 3*

*All projected emissions and offset costs are estimates based on a number of assumptions to be used for decision making purposes.

Figure 4 outlines the reduction in CO₂e by implementing the Carbon Neutral Plan actions for Scope 1-3. Table 2 outlines the estimated offset cost based on the remaining emissions. This cost will be annual and ongoing to remain carbon neutral. Climate Active certification is an additional \$13,250 every three years for an assessment and audit.

Scope 1, 2 and 3	2025	2026	2027	2028	2029	2030
Remaining emissions (tonnes CO ₂ e)	15,264	14,822	14,014	13,542	13,056	12,580
Offset per tonne	\$48	\$53	\$57	\$61	\$66	\$70
Offset cost	\$735,000	778,000	797,000	829,000	857,000	881,000

Table 3: Estimated projected cost for offsetting Scopes 1, 2 and 3 from 2025 to 2030

The cost of being carbon neutral for Scopes 1-3 in 2030 is estimated to be \$881,000 for the first year, plus the assessment and audit fee. The cost of offsets is likely to increase in subsequent years. It is also expected for our emissions to decrease. Based on the above table, if Council decides to be carbon neutral for Scopes 1-3 from 2025, it will cost an additional \$3,996,000 in offsets and \$26,500 in assessment and audit fees over five years.

Alwyndor

Below is the 2020/21 emission profile for Alwyndor and estimated emission targets for Scope 1-2 and Scope 1-3 modelling.

Alwyndor Emissions Profile

Scope	Emissions sources	Total tonnes CO ₂ -e	Proportion
1	Vehicle fuel, natural gas, refrigerants	135	3%
2	Purchased electricity	432	11%
3	All other indirect emissions	3396	86%

Table 4: Alwyndor Emissions Profile 2021

Offset option 1: Carbon Neutral for Scopes 1 and 2

Scope 1 and 2	2025	2026	2027	2028	2029	2030
Remaining emissions (tonnes CO ₂ e)	50	49	47	45	42	39
Offset per tonne	\$48	\$53	\$57	\$61	\$66	\$70
Offset cost	\$2,412	\$2,602	\$2,702	\$2,753	\$2,789	\$2,710

Table 5: Estimated projected cost for offsetting Scopes 1 and 2 from 2025 to 2030

Offset option 2: Carbon Neutral for Scopes 1, 2 and 3

Scope 1, 2 and 3	2025	2026	2027	2028	2029	2030
Remaining emissions (tonnes CO ₂ e)	3508	3493	3477	3459	3440	3418
Offset per tonne	\$48	\$53	\$57	\$61	\$66	\$70
Offset cost	\$168,361	\$185,142	\$198,204	\$211,029	\$227,034	\$239,290

Table 6: Estimated projected cost for offsetting Scopes 1, 2 and 3 from 2025 to 2030

Risk

There are several risks associated with purchasing offsets. Offsets are based on a highly variable market and at this time it is impossible to know the price of future offsets, although it is highly likely that they will increase over time.

Policy around carbon emissions is evolving quickly and there is the potential for significant governmental changes in policy and tax position with respect to carbon emissions.

The decision to purchase offsets for 2030, including which emissions scopes and the type of offsets, should be made in 2026/27. This will provide enough time to investigate the complexities of offset purchases, which might include advance purchases in order to offset future emissions at a reduced price, and will examine what portfolio offset mixes might look like (e.g. including international projects as offset options). In addition, it is possible that the carbon neutrality and offsetting systems may change significantly by this time.

BUDGET

Budget implications are detailed in the Climate Neutral Plan and include the emissions reduction actions, which are both capital and operational in nature.

Approved actions within the 2022/23 annual budget include \$20,000 for Fleet Transition Plan and the purchase of green energy is included within the budget.

Ongoing emission monitoring software is estimated to be \$30,000-\$35,000 per year ongoing, staff time will be allocated to undertake monitoring tracking and reporting.

The offset purchase investigation proposed for 2026/27 is estimated to cost \$20,000.

There is also the eventual cost of offsetting remaining emissions to become a Climate Active certified carbon neutral organisation, which has been detailed in this report.

All projected emissions and offset costs are estimates based on a number of assumptions to be used for decision making purposes.

Estimated offset requirements annually for Scope 1 and 2 emissions from 2030:

Offset Council emissions:	\$28,000
Offset Alwyndor emissions:	\$2,700
Certification:	\$4,500
<u>Total:</u>	<u>\$35,200</u>

LIFE CYCLE COSTS

Ongoing capital and operational costs will be required. Many initiatives such as electric vehicles and LED light transition will have upfront capital costs that will have a pay-off through operational savings. The costs do not include future offset costs savings.

For example, Electric Vehicle (EV) transition to 2030 will have a Net Present Value (NPV) capital cost of approximately \$180,000 over the cost of fossil fuel fleet to implement and will save NPV \$290,000 in operational costs (fuel and maintenance) which is an overall saving of NPV \$111,321 to 2030. This is a cost saving of \$65 per tonne of CO₂-e avoided. The avoidance of 1,724 tonnes CO₂-e through implementation of EV will also reduce our CO₂-e offset by approximately \$120,000 per year in 2030 based on \$70 / tonne compared with the base case using fossil fuels.

Key life cycle savings from the Carbon Neutral Plan include:

Action	Reduction Initiative	Accumulated saved to 2030 t CO ₂ -e	\$/t CO ₂ -e	Accumulated savings / cost to 2030 NPV
1	100% renewable energy	2,774	-\$229	-\$635,994
2	EV fleet transition	1,724	-\$65	-\$111,321
3	LED public lighting	362	-\$130	-\$86,770
4	Energy efficient buildings	75	-\$111	-\$8,358
5	Lower carbon construction materials	1,078	Unknown	Unknown
6	Improved procurement	4,758	\$13	\$60,888

Table 7: Lifecycle cost savings accumulated to 2030

Attachment 1



Report for City of Holdfast Bay

City of Holdfast Bay - Carbon Neutral Plan

25 March 2022



Project Delivered for:

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Revision	Revision Details	Author	Approved by	Date Approved
V0.1	Draft Plan	J. Marchant, M. Siu	J. McKeon	28 th February 2022
V0.2	Draft Plan	J. Marchant	M. Siu	25 th March 2022

The need for climate action

Climate change affects us all. Global temperatures have increased on average by 1.1°C since the 1800s (United Nations, 2022) due to increasing amounts of greenhouse gases (GHG) being released to the atmosphere. The consequences of these changes to the climate include increased risk, severity and prevalence of bushfire, extreme heat events, sea level rise, flooding and drought, and an increasing loss of biodiversity. The impacts of a changing climate are already affecting the City of Holdfast Bay and it is essential that Council acts in the best interests of its community to prepare for, adapt to and mitigate the effects of climate change and works to reduce the causes of climate change.

In 2019 Council recognised that the world is in a state of climate emergency and there is an urgent need to act to avoid the most catastrophic impacts of climate change. Following the announcement of the climate emergency, Council committed to developing a Carbon Neutral Plan, with the aim of eliminating, reducing and offsetting emissions generated by Council by the year 2030.

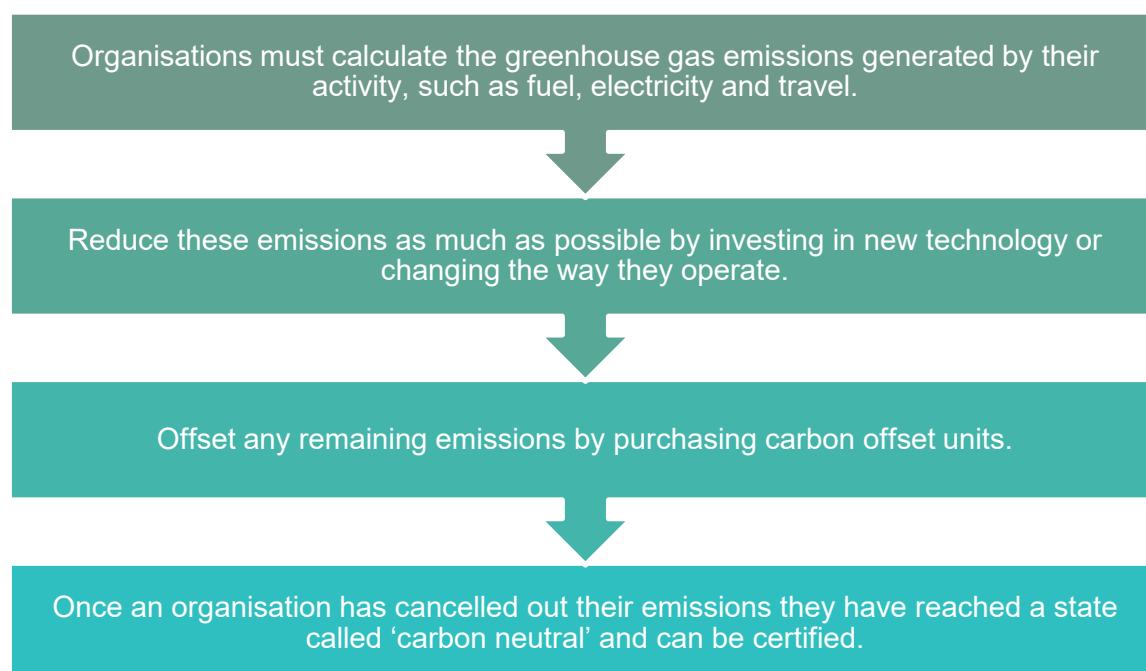
Through the 2030 carbon neutral target, Council is demonstrating its alignment to the Intergovernmental Panel on Climate Change (IPCC) recommendations to limit global warming to 1.5°C (CSIRO; Bureau of Meteorology, 2020). The 2030 target also aligns Council with a growing list of other local governments committing to carbon neutrality or net zero by 2030 and better than the South Australian and Australian Government targets of net zero by 2050 (Government of South Australia, 2022).

Through reducing emissions produced from its own operations, services and activities, Council will eliminate, avoid and where necessary offset emissions to achieve carbon neutrality by 2030. This plan provides a roadmap for Council to achieve its carbon neutral goal by 2030 through undertaking emission reduction activities over the 2022/2023 – 2029/2030 period.

All levels of government must take action to ensure a sustainable world for current and future generations. As a community leader, Council has a responsibility and desire to work with partners, businesses and communities to tackle climate change together.

What does carbon neutral mean?

The most common carbon neutral standard in Australia is known as Climate Active (Department of Industry, Science, Energy and Resources, 2022). To become carbon neutral under Climate Active guidelines, organisations must undertake the actions outlined below.



This Carbon Neutral Plan has been created based on the requirements outlined above, in line with both global best practice standards and Australian Government requirements.

Council’s emissions profile

An emissions profile is a term used to describe the total amount of GHG emissions produced by an organisation, product, service, event, state or country. There are a range of GHG emissions. Each type of GHG has a global warming potential that is different to other greenhouse gases. For example, methane has a global warming potential 28 times that of carbon dioxide. In order to standardise the global warming potential of multiple greenhouse gases, the term carbon dioxide equivalent (CO₂-e) is used. Figure 1 below tells us that the global warming potential of nitrous oxide is higher than that of carbon dioxide. In general terms, we refer to CO₂ emissions. The CO₂-e can then be used to describe the carbon equivalent emissions.

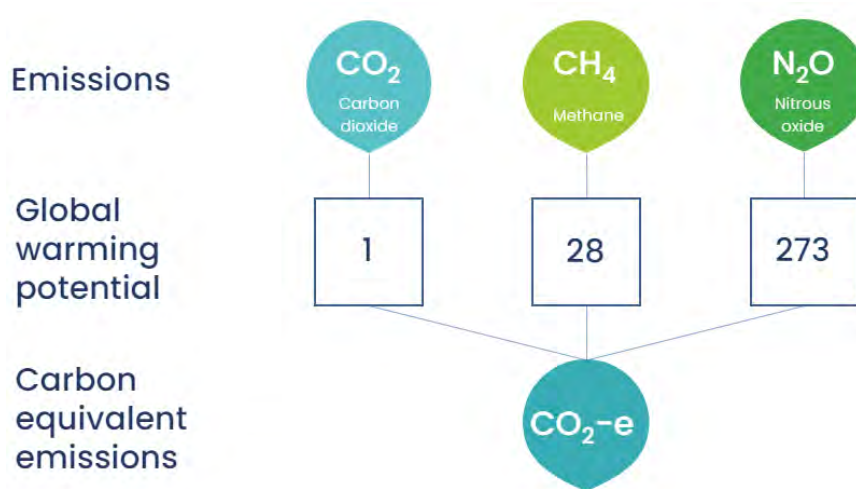


Figure 1. Carbon dioxide equivalent emissions is a term used that allows for measuring of the overall global warming impact of different GHGs in a common metric

The City of Holdfast Bay’s calculated total emission’s profile for the 2020/2021 financial year period is 17,785 tonnes of carbon dioxide equivalent (t CO₂-e). By 2030 total emissions are projected to increase by almost 10% to 19,695 t CO₂-e. Growth in Council’s emissions inventory is expected to increase in line with localised population growth and the increasing need of Council to service a growing population.

Council’s emissions profile can be divided into three categories, called scopes (see Table 1).

Table 1. Definitions of the three scope categories

Term	Meaning
Scope 1	Direct emissions from activities owned or controlled by the organisation in the baseline year (e.g., fuel combustion from company vehicles, refrigerants).
Scope 2	Indirect emissions associated with the organisation’s consumption of purchased electricity in the baseline year.
Scope 3	All indirect emissions (not included in scope 2) that occur in the value chain of the reporting company, including both upstream and downstream emissions.

The scope categories include emissions from the following categories:

Scope 1:

- Fuels (petroleum, diesel) used in Council vehicles.
- Any fuels used for stationary equipment.
- Emissions from refrigerant usage, such as those used in heating ventilation air-conditioning systems.

Scope 2:

- Purchased electricity sourced from the South Australian electricity grid.

Scope 3:

- Purchased goods and services.
- Capital goods.
- Fuel and energy related emissions generated from outside of Council.
- Generated waste and resources.
- Business travel and;
- Employee commuting.

Figure 2 outlines the percentage and numeric split of emissions produced by Council operations and services over the 2020/2021 financial year period. It can be seen that the majority of Council's emissions sit in Scope 3 (89%). Scope 1 emissions represent 721 t CO₂-e (4%) of emissions whilst Scope 2 emissions represent 1,214 tonnes of CO₂-e (7%).

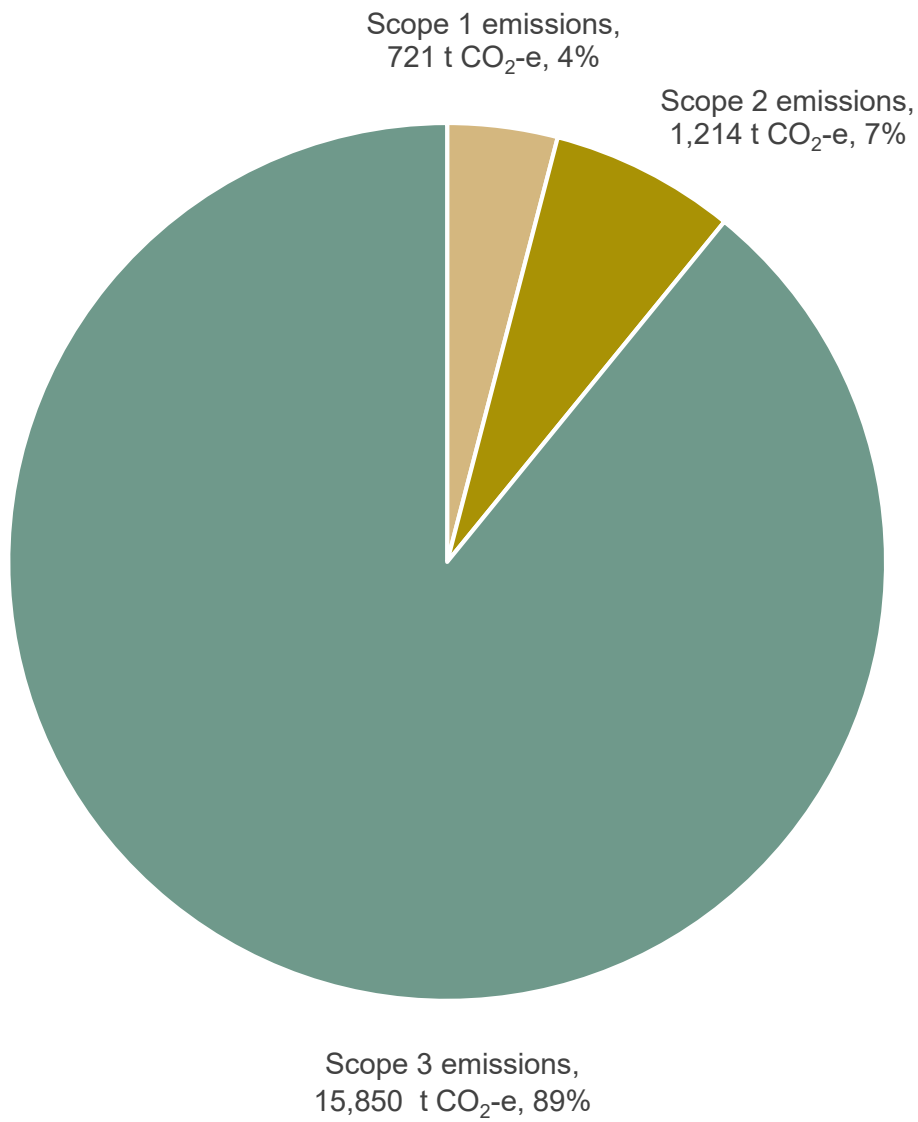


Figure 2. The City of Holdfast Bay Council emissions, broken down by the three Scope categories.

What has Council done already?

Council has already taken significant action to address climate change, as outlined in Figure 3. Now that Council have a greater understanding of where emissions are sourced from, a significant opportunity exists to target specific activities. This will require the use of new technologies, strategic stakeholder partnerships and policy mechanisms to drive down the emissions produced by Council and to work with the community to investigate options for reducing the community's emissions profile.

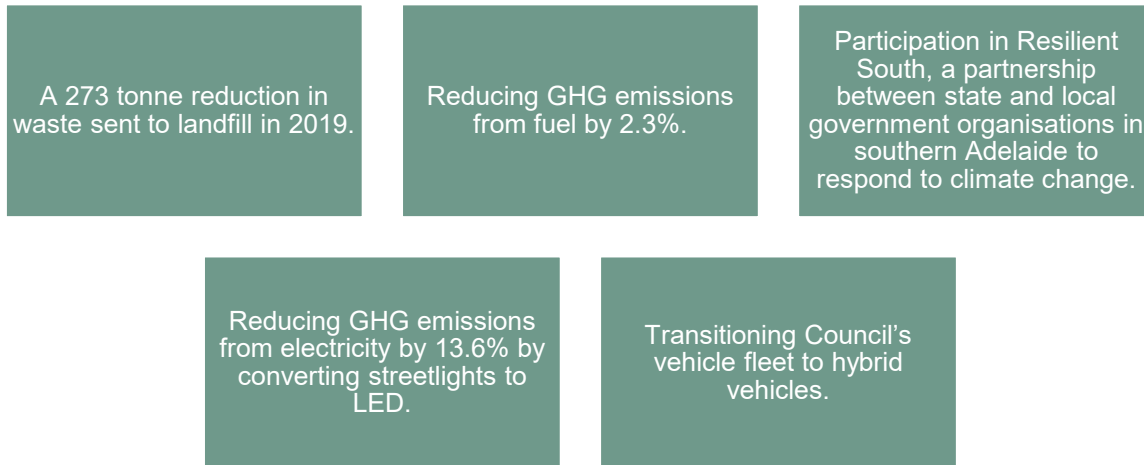


Figure 3. Key actions already taken by Council to address climate change.

This Carbon Neutral Plan provides a pathway for transitioning to activities that not only reduce GHG emissions but also assist Council to save money. Building on the actions taken so far, we have developed a plan to:

1. Determine the quantity of emissions produced by Council.
2. Establish an evidence-based approach to reducing emissions.
3. Create a proposed implementation plan of actions from 2022/23 to 2029/30 and have this plan endorsed by Elected Members.
4. Carry out the actions and activities listed in the plan.

How will Council reduce emissions?

Implementation Plan

The following tables outlines the proposed implementation plan for Council to achieve Carbon Neutrality by 2030.

○ = Council decision or endorsement required for budget and/or plan/initiative approval

** = Already occurring and/or included within existing budgets

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
1. Low Emissions Transport													
1.1 Fleet Transition Plan	Complete plan and endorsed by Council by June 2023	New initiative bid for 2022/23, \$20,000	✓	✓		○							
1.2 Install electric charging stations for charging of fleet vehicles	N/A	35 charging stations = \$35,000 over 4 years	✓				**	**	**	**			
1.3 Purchase electric passenger vehicles	All passenger vehicles to be 100% electric by 2027	17 vehicles @ \$10,300 (net) = \$175,100 (net cost after trade in)	✓				**	**	**	**			
1.4 Purchase other electric fleet (e.g. utes, vans, buses, sweeper)	Key vehicles to be low CO2 by 2030 (electric, hydrogen, hybrid)	Unknown, pending technology improvements.	✓							○	**	**	**
2. Sustainable Street and Public Lighting													
2.1 Investigate and plan for the implementation of sustainable street and public lighting	Complete plan and endorsed by Council by June 2023	Within existing resources		✓	✓	○							

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
2.2 Continue to implement sustainable public lighting	100% completion by 2028	Estimated cost \$800,000 over 5 years. Cost saving with LED through lower power use.	✓										
3. Renewable Energy													
3.1 Advocate for the purchase of 100% accredited renewable energy as part of LGA procurement for a new electricity contract due early 2023**	N/A	Within existing resources		✓									
3.2 Purchase of 100% accredited renewable energy as part of LGA new electricity contract (commencing early 2023)	N/A	Within existing resources. Cost details to be determined in late 2022.			✓								
4. Tracking and Reporting Emissions													
4.1 Track carbon emissions and update the emissions inventory**	N/A	Additional staff time 0.25 FTE.		✓									
4.2 Improve annual reporting of Council's emissions**	N/A	Within existing resources		✓									
5. Reduced Emissions Procurement													
5.1 Reduce supply chain emissions	5% reduction of scope 3	0.25 FTE	✓	✓									

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
	emissions every 3 years												
5.2 Reduce road and other infrastructure emissions through improving the materials and methods used for construction	5% reduction of scope 3 emissions every 3 years	TBA - likely ~ 5% additional costs initially, reducing over time.	✓	✓									
6. Advocacy and Behaviour Change													
6.1 Educate, liaise and support community and businesses to move towards carbon neutrality**	N/A	Within existing resources		✓	✓								
6.2 Implement a community energy program	N/A	Estimated \$10,000 as start-up funding.	✓	✓									
6.3 Participate in the Resilient South climate partnership**	N/A	Within existing resources		✓	✓								
7. Events													
7.1 Certify all council events as carbon neutral.	All major council events certified carbon neutral. (e.g., NYE.)	~\$10,000 per annum	✓	✓				○					
8. Offsetting Emissions													

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
8.1 Develop and implement an Urban Forest Strategy to increase tree canopy cover. ***	Targets to be set in Urban Forest Strategy. Complete strategy and endorsed by Council by June 2023.			✓		○							
8.3 Seek independent expert advice and quotes about purchasing carbon offsets.	N/A	Cost unknown - to be determined.	✓										
8.4 Implement purchase of carbon offsets		Likely to be >\$70/tonne CO ₂ equivalent by 2030	✓	✓									○
9. Certification													
9.1 Climate Active Certification		Fees required annually, and 3rd party re-assessment every 3 years. Current estimate \$13,250 over 3 years including audit, technical assessment, 3rd party validation and certification fees.	✓	✓									○

Key messages

Through undertaking the emissions reduction activities described above, modelling shows that Council could reduce emissions by over 7,115 tonnes of CO₂-e by the year 2030. The reduction of Council's emissions by this number, would see council almost eliminate Scope 1 and Scope 2 emissions.

In addition to the emissions reduction initiatives previously discussed, the South Australian electricity grid is in the process of transitioning to a 100% renewable grid system. Electricity from the grid is expected to be net 100% renewable by 2030. This has significant implications for all South Australian electricity users and will assist the entire state, including residents and businesses of Holdfast Bay to reduce emissions from electricity use.

Modelling suggests that by 2030, after implementation of the listed emissions reduction initiatives, 12,580 tonnes of CO₂-e will remain. These emissions are sourced almost entirely from council's Scope 3 emissions, meaning that they are not in the direct control of Council, which makes them much more difficult to reduce. Council will continue to incorporate emissions reduction and carbon neutral products and services into procurement processes and utilise its influence to preference those suppliers who are actively reducing emissions of their goods and services. However, the primary focus of Council actions are on controlling the emissions that are directly emitted by Council and influencing the suppliers of Council products and services.

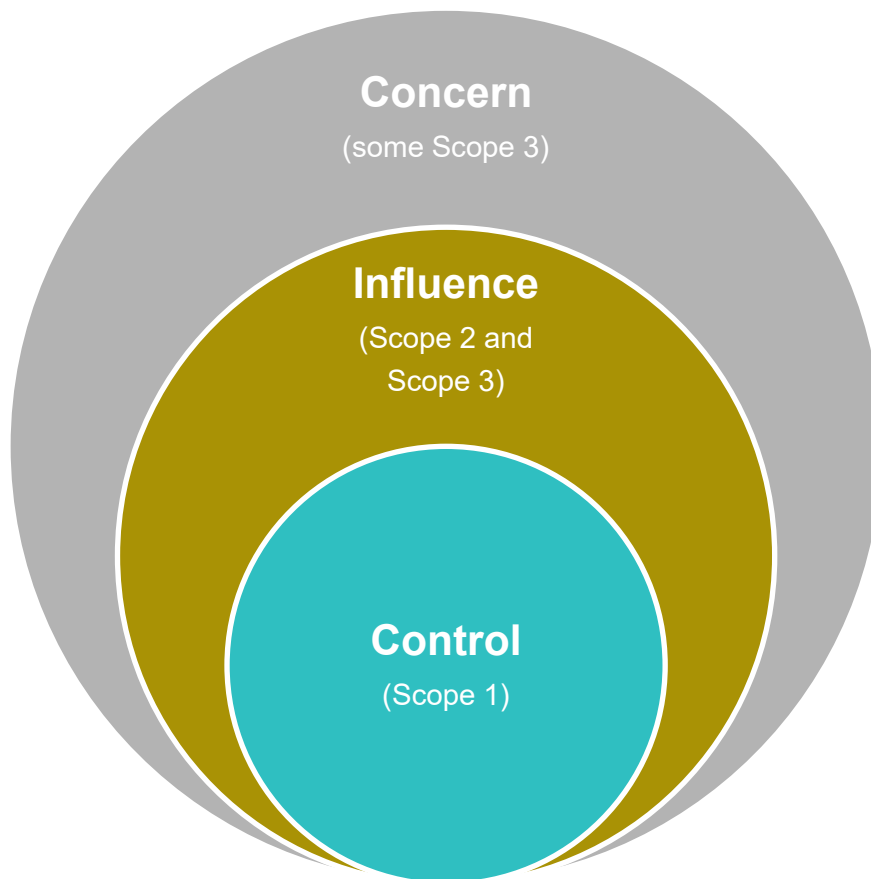


Figure 4. Circles of control, influence and concern in relation to different emission scopes.

Table 2 provides a projection of the total amount of emissions saved through the implementation of key emissions reduction initiatives and the saving or cost of the initiative, listed as a per tonne of CO₂-e. Emissions reduction initiatives are ranked in Table 2 according to the total financial benefit to Council, not the emissions reduction potential of the initiative. Results from analysis of Table 2 demonstrate that implementation of all the initiatives will reduce emissions and importantly reduce costs for Council by a net estimate of \$1,518,127.

Table 2. The projected emissions reduction potential and costs/savings potential of each modelled emissions reduction initiative.

Rank	Reduction Initiative	t CO ₂ -e	\$/t CO ₂ -e	Total savings/cost
1	100% renewable energy	2,774	-\$229	-\$635,994
2	EV fleet transition	1,724	-\$65	-\$111,321
3	LED public lighting	362	-\$130	-\$86,770
4	Energy efficient buildings	75	-\$111	-\$8,358
5	Lower carbon construction materials	1,078	Unknown	Unknown
6	Improved procurement	4,758	\$13	\$60,888

The column titled t CO₂-e represents the total emissions saved as a result of the implementation of the listed reduction initiative. The reduction initiatives coloured green represent cost savings to Council. The initiative coloured yellow are unknown and the initiative coloured red represents a cost to Council to implement the initiative. Costs are inclusive of both up-front and ongoing costs.

It can be seen that a 100% renewable energy contract, LED public lighting, the transition of the existing fleet to electric vehicles and making our buildings more energy efficient will provide Council with significant cost savings. The costs of using of lower carbon construction materials are unknown and the implementation of improved procurement is projected to be a cost to Council but are offset by the cost savings in green.

All initiatives will assist Council in reducing emissions. The initiatives that will have the greatest impact in reducing emissions (excluding the costs or savings of the initiative) are as follows, in order of impact:

1. Improved procurement (4,758 t CO₂-e).
2. 100% renewable energy (2,774 t CO₂-e).
3. EV fleet transition (1,724 t CO₂-e).
4. Lower carbon construction materials (1,078 t CO₂-e).
5. LED public lighting (362 t CO₂-e).
6. Energy efficient buildings (75 t CO₂-e).

The remaining emissions will need to be offset, with a decision to be made closer to 2030, regarding the type and quantity of offsets required to achieve carbon neutrality. The International Monetary Fund estimates that the cost of offsets could be up to \$70 per tonne CO₂ by 2030. At 2030 Council's remaining emissions are modelled to be 12,580 tonnes, which would make the cost of purchasing offsets approximately \$880,600.

In addition, Council will need to make a decision in 2028/29 about carbon neutral certification, which would be required to be purchased annually. There are several options for certification, or there is the option to self-declare. There are costs to all of these options such as the auditing and validation of emissions and offsets, which are estimated to be approximately \$13,000 to \$14,000 every three years.

Find out more

This plan draws on details in the *City of Holdfast Bay Carbon Neutral Plan Technical Report 2022*, which also includes a plan for the Alwyndor aged care facility.

Attachment 2



Report for City of Holdfast Bay

City of Holdfast Bay - Carbon Neutral Plan Technical Report

23rd June 2022



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V4.0	Final Plan	J. Marchant, M. Siu	M. Siu	9 th June 2022
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Executive Summary

Climate change poses material and foreseeable risks to the global economy and major impacts on society and the environment. In response, there are increasing expectations from business, state government and the broader community that Councils take action now.

In 2019, City of Holdfast Bay (Council) made a Climate Emergency Declaration. This represents a recognition by Council, that the world is in a state of a climate emergency and that as an accountable and leading organisation, Council has an urgent responsibility to act (City of Holdfast Bay, 2020). This action includes a commitment to transition to being a carbon neutral organisation by 2030.

Through this 2030 Carbon Neutral target, Council is demonstrating its alignment to the Intergovernmental Panel on Climate Change (IPCC) recommendations to limit global warming to well below 2°C (CSIRO; Bureau of Meteorology, 2020). The 2030 target will align Council with a growing list of local governments committing to carbon neutrality or net zero by 2030 and the South Australian and Australian Government targets of Net Zero by 2050 (Government of South Australia, 2022).

The carbon neutral plan outlines a pathway for Council, as an organisation, to achieve carbon neutrality by 2030, by combining emissions reduction and offsetting initiatives. As part of the carbon neutral commitment, Council included the Alwyndor aged care facility within the emissions inventory and emissions reduction modelling.

Emissions inventory

An emissions inventory was prepared for both Council and Alwyndor for the 2020/2021 financial year period. Council and Alwyndor's total emissions inventory utilised the global standardised Greenhouse Gas (GHG) Protocol to capture and calculate:

- Emissions produced from the use of the vehicle fleet, natural gas and air-conditioning units, known as Scope 1 emissions.
- Emissions produced from the use of purchased electricity known as Scope 2 emissions
- Emissions produced from supply chains, capital goods, waste, business travel, employee commuting and fuel and other related emissions. All of these categories are included as Scope 3 emissions.

From these calculations it was determined that Council's 2020/21 baseline year had an annual emissions inventory of 17,785 tonnes of carbon dioxide equivalent (t CO₂-e). By 2030 total emissions are projected to increase by almost 10% to 19,695 t CO₂-e. Growth in Council's emissions inventory is expected to increase in line with localised population growth and the increasing need of Council to service a growing population.

Alwyndor's 2020/21 annual emissions inventory produced a total of 3,963 t CO₂-e. By 2030 total emissions are projected to increase to 4,389 t CO₂-e.

The majority of both Council (89%) and Alwyndor's (86%) emissions are sourced from Scope 3.

Emissions reduction initiatives

Ten initiatives across Council and Alwyndor were selected for modelling to determine cost and estimated carbon abatement potential towards carbon neutrality by 2030. From the analysis and modelling, the following insights were observed:

- Initiatives that target a reduction in Scope 2 (purchased electricity) emissions are impacted by the interrelationship between the South Australian (SA) grid target of 100% renewables by 2030, energy efficiency actions, and negotiating a Purchase Power Agreement (PPA) via the Local Government Association of SA. As such, the key benefit of implementing many of these initiatives over time is from significant financial benefits due to electricity consumption reduction.
- Negotiating a Purchase Power Agreement (PPA) will have immediate gains in emissions reduction for Scope 2 (purchased electricity), recognising that other energy efficiency actions may take a longer period to implement while the grid gradually decarbonises by 2030.

- Sustainable procurement and the use of lower carbon construction materials combined provide the greatest Scope 3 emissions reduction potential. These are the most challenging initiatives to implement and may take time before any reductions are observed.
- Transitioning Council fleet to electric vehicles represents a cost saving over time and will result in a significant emissions reduction, assuming a PPA is in place and the grid continues to decarbonise.
- Offsetting will be required to achieve carbon neutrality. This has ongoing financial consequences for Council and Alwyndor and should be considered against the implementation of further and more aggressive emissions reduction initiatives.

The elimination of Scope 3 emissions remains an opportunity for further exploration as new technologies emerge and become affordable. As such, Council may like to consider whether Scope 3 emissions are excluded from the public facing carbon neutral targets of the organisation, i.e., carbon neutrality only applies to Scope 1 and 2. While this may not be best practice, there are other councils that have opted to limit their carbon neutral status to Scope 1 and 2, recognising that Scope 3 often lies outside the areas of their control.

The focus of this plan is on emissions reduction and avoidance actions, rather than offsetting, which represents an ongoing expense for Council. Additionally, the price of carbon offsets is predicted to increase over time. This represents a considerable risk for those seeking to acquire offsets, as the commitment to continue to offset emissions is likely to require increased financing over time.

If Council elects to implement all of the emissions reduction initiatives described above and, in this plan, a total of 7,115 t CO₂-e of emissions may be eliminated from Council operations. However, it is projected that by 2030 12,580 t CO₂-e will still require elimination to achieve carbon neutral status.

To achieve carbon neutrality, Alwyndor will require a combination of emissions reduction initiatives, supporting actions and ultimately offsets. Should Alwyndor staff choose to implement all of the emissions reduction initiatives outlined within this plan, a total of 1,024 t CO₂-e of emissions would be eliminated from Alwyndor's emissions inventory. However, it is projected that by 2030, 3,365 t CO₂-e will still require elimination to achieve carbon neutral status.

Next steps

The carbon neutral implementation plan will be key to achieving the carbon neutral target by 2030.

Council has an important role in the community as a leader and to undertake projects and activities that have high perceived value within the community. Emissions reduction activities that are visual reminders are important, such as electric vehicles, solar panels, installing LEDs in public lighting and the purchasing of locally sourced carbon neutral products and services.

Additionally, the following priority actions are recommended:

- Switch all remaining street lighting to LED.
- The Local Government Association 100% renewable energy PPA is essential. It has high value up to 2030, where it will become negligible, due to the decarbonisation of the SA grid.
- Sustainable procurement through selecting low carbon suppliers and engaging with suppliers to reduce their emissions will have the greatest impact on Scope 3 emissions reduction. These associated emissions are likely to reduce, as suppliers focus on reducing their impact due to increasing pressure from their stakeholders (including Council).

Endorsing the activities and timelines in the implementation plan will be key to maximising emissions reduction opportunities and securing long-term financial support through the long-term financial plan. For most, earlier action is recommended to allow for the most beneficial outcome for Council both financially and from a carbon abatement perspective.

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Glossary and Acronyms

Term	Acronym	Meaning
Abatement cost		The cost of reducing emissions compared to unconstrained business as usual scenarios.
Australian Carbon Credit Unit	ACCU	An ACCU is a financial product issued to someone by the Clean Energy Regulator in order to trade in the carbon market as part of offsetting. One ACCU is equivalent to one tonne of sequestered carbon.
Blue carbon		Blue carbon is the carbon captured by living organisms in coastal (e.g., mangroves, salt marshes, seagrasses) and marine ecosystems, and stored in biomass and sediments (Masson-Delmotte, et al., 2018).
Business as usual scenario	BAU	A description of what would most likely occur in the absence of a carbon reduction initiative, also referred to as the 'baseline scenario'.
Carbon dioxide	CO ₂	Carbon dioxide is a greenhouse gas: a gas that absorbs and radiates heat (National Oceanic and Atmospheric Administration, 2020).
Carbon dioxide equivalent	CO ₂ -e	Carbon dioxide equivalent is a measure used to compare the emissions from various greenhouse gases based upon their global warming potential. For example, the global warming potential for methane over 100 years is 21. This means that emissions of one million metric tons of methane is equivalent to emissions of 21 million metric tons of carbon dioxide (OECD, 2013).
Carbon footprint		The amount of greenhouse gases and specifically carbon dioxide emitted by something (such as a person's activities or a product's manufacture and transport) during a given period (Merriam Webster Dictionary, 2021). In the case of this project, a carbon footprint refers to the CO ₂ -e emitted from Council's operations, assets and services, or the community's actions and assets.
Carbon neutrality		When CO ₂ emissions caused by humans are balanced globally by CO ₂ removals over a specified period (Source: IPCC SR15). This does not apply to other greenhouse gases.
Carbon sequestration		The process of storing carbon in a carbon pool (Masson-Delmotte, et al., 2018).
Climate change		Climate change is a long-term change in the average weather patterns that have come to define Earth's local, regional and global climates (NASA, 2021).
Electric vehicles	EVs	These include battery and hydrogen fuelled vehicles.
Greenhouse gas	GHG	Gases that trap heat in the atmosphere are called greenhouse gases (US Environmental Protection Authority, 2021). They include carbon dioxide, methane and nitrous oxide, amongst others.
Green hydrogen		Hydrogen produced by splitting water into hydrogen and oxygen using renewable electricity (World Economic Forum, 2021).
Grid decarbonisation		Decarbonising the grid means decreasing the emissions per unit of electricity generated. The electricity grid will decarbonise over time due to South Australia generating more and more energy from renewable energy sources,

		whilst simultaneously reducing reliance on non-renewable, high emitting fossil fuel sources.
International Panel on Climate Change	IPCC	The United Nations body for assessing the science related to climate change.
Marginal abatement cost curve	MACC	A framework commonly used to summarise information of potential mitigation effort, and can help in identifying the most cost-effective managerial and technological GHG reduction options (European Commission, 2018).
Offsetting		An action or activity (such as the planting of trees or carbon sequestration) that compensates for the emission of carbon dioxide or other greenhouse gases to the atmosphere (Merriam-Webster Dictionary, 2021).
Scope 1		Direct emissions from activities owned or controlled by the organisation in the baseline year (e.g., fuel combustion from company vehicles, natural gas, refrigerants).
Scope 2		Indirect emissions associated with the organisation's consumption of purchased electricity in the baseline year.
Scope 3		All indirect emissions (not included in scope 2) that occur in the value chain of the reporting company, including both upstream and downstream emissions.

1 Introduction

Greenhouse gas (GHG) emissions have increased rapidly since the industrial revolution (Masson-Delmotte, et al., 2018). The Intergovernmental Panel on Climate Change (IPCC) Fifth Assessment Report notes that GHG emissions have increased significantly as a direct result of human activities. Continued emissions of GHG will cause further warming and changes in all components of the climate system (Masson-Delmotte, et al., 2018). Australia's climate has on average already increased by 1.44°C since national records began in 1910 (CSIRO; Bureau of Meteorology, 2020). It is projected that mean, maximum and minimum temperatures will continue to increase in the near future, with a 0.5°C to 1.1°C temperature rise above the climate of 1986-2005, projected by 2030 (CSIRO; Bureau of Meteorology, 2020). This increases to a 1.2°C to 2.0°C warming by 2090 (based on current levels of GHG emissions) (CSIRO; Bureau of Meteorology, 2020).

The impacts of climate change extend beyond temperature increases and include (CSIRO; Bureau of Meteorology, 2020):

- Reduced average annual rainfall
- An increase in the intensity of extreme rainfall
- Decreasing winter and spring rainfall
- A harsher fire weather regime
- An increase in the number of hot days and heatwaves.
- A rise in sea level

The impact of climate change is already affecting the businesses, residents and community of Holdfast Bay. In 2017, Council developed a public survey to better comprehend the community knowledge, attitudes and behaviour related to climate change. The survey revealed the following key insights (City of Holdfast Bay, 2020):

- 82% of respondents believe they are already experiencing the impacts of climate change
- 90% expect to be impacted in the future
- 88% believe that the Council should do more respond to the impacts of climate change

Reflecting community sentiment, in October 2019, Council recognised that the world is in a state of climate emergency. Council have recognised and acknowledged the need to build upon significant achievements to date and to do more to reduce emissions produced by Council operations, service delivery and management of assets. This includes a commitment to transition to being a carbon neutral organisation by 2030.

This plan outlines a pathway for Council, as an organisation, to achieve carbon neutrality by the year 2030, by combining emissions reduction and offsetting initiatives.

1.1 Objectives of the Carbon Neutral Plan

The Carbon Neutral Plan outlines a Carbon Neutral Pathway for Council and Alwyndor by 2030. The following outlines Council's objectives for this plan:

1. To create an inventory of Council's emissions, including Scopes 1, 2 and 3 for the 2020/2021 financial year period, utilising the Greenhouse Gas Protocol for Council and Alwyndor. This will be used as a baseline year against which to monitor emissions reductions.
2. To utilise Council's inventory of emissions to better understand the opportunities that exist to reduce emissions through changes to Council's operations, procurement systems and asset management.

3. To review and analyse relevant emissions reduction opportunities, with recommendations of initiatives to include and exclude within the plan. This is to be based on cost-benefit analysis, GHG emissions reduction opportunity and estimated operational costs.
4. To prepare a proposed staged implementation plan outlining a relevant and realistic pathway to implementing emissions reduction and offsetting initiatives up until the 2030 period.
5. To incorporate feedback from Elected Members and Council staff into the selection of emissions reduction initiatives and development of the Carbon Neutral Plan.

1.2 Context

The IPCC has declared that the 2020 to 2030 decade is critical to reduce global GHG emissions and ensure that global warming is limited to a 1.5 to 2.0°C threshold (Masson-Delmotte, et al., 2018). A 45% reduction in global GHG emissions by 2030 is required to achieve this critical temperature rise threshold (Masson-Delmotte, et al., 2018). It is critical that all organisations seek to reduce emissions resulting from their operations in order to contribute to reduced levels of global warming.

In establishing a 2030 carbon neutral target, the City of Holdfast Bay is demonstrating its commitment to aligning itself with IPCC recommendations and bettering both the South Australian Government and Australian Government targets of Net Zero by the year 2050 (Government of South Australia, 2022). This plan will also align the City of Holdfast Bay with a growing list of local governments committing to carbon neutrality or net zero by 2030. This includes:

- City of Marion, SA (100% Renewables, 2021).
- City of Burnside, SA (City of Burnside, 2022).
- Town of Victoria Park, WA. (Moodie, 2021).
- Glasgow, UK (Carbon Neutral Cities Alliance, 2022).
- Sutherland Shire Council, NSW (100% Renewables, 2021).
- City of Canning, WA (Moodie, 2021).
- The Shire of Augusta, WA. (100% Renewables, 2021).
- City of Armadale, WA (100% Renewables, 2021).
- Knox City Council, Victoria (100% Renewables, 2021).
- City of Darwin, NT (100% Renewables, 2021).

In declaring the Council's ambitious carbon neutral target, the organisation is seeking a pathway to reduce Scope 1, 2 and 3 emissions across Council operations and more broadly to assist the community to respond to climate change. The Climate Emergency Declaration, first announced in 2019, represents a recognition by Council that the world is in a state of a climate emergency and that as an accountable and leading organisation, Council has a responsibility to act (City of Holdfast Bay, 2020).

Council developed an Environment Strategy in 2020, inside of which the Our Climate section has focused climate change response strategies across four core areas (City of Holdfast Bay, 2020):

1. Mitigation of energy use.
2. Adaptation to impacts.
3. Offsets of unavoidable emissions.
4. Community leadership.

This plan focuses on:

- a. mitigation initiatives, i.e., reducing emissions produced by Council as an organisation and;
- b. offsetting emissions that cannot be feasibly reduced without significant service delivery disruptions and financial impacts.

1.3 Background

The City of Holdfast Bay has a strong history of identifying and adapting to the impacts of climate change. This is demonstrated by recent projects including (City of Holdfast Bay, 2020):

- A 273 tonne reduction in waste sent to landfill in 2019.
- Reducing GHG emissions from fuel by 2.3%.
- Transitioning Council's vehicle fleet to hybrid vehicles.
- Reducing GHG emissions from electricity by 13.6% by converting streetlights to LED.
- Installing additional solar panels at Brighton and Glenelg.

In addition to the actions taken solely by the City of Holdfast Bay, since 2011 Council has planned and responded to the impacts of climate change through Resilient South, a partnership between state and local government organisations in southern Adelaide. Actions taken by the Resilient South Partnership include (Resilient South, 2022):

- Urban heat mapping
- Creating a community climate change survey
- Delivery of the Climate Ready Schools Program
- The creation of urban forests
- The southern region LED street lighting upgrade
- Climate adaptation planning
- Tree canopy mapping
- Climate governance risk assessments
- Coastal climate risk assessments and more.

Looking to the future, Council has recently published the City of Holdfast Bay Environment Strategy 2020-2025, as a driver of future environmental actions to be taken by Council. Through community engagement processes undertaken whilst developing the Environment Strategy 2020-2025, the Holdfast Bay community identified climate change as the greatest environmental challenge facing the City.

This plan outlines a pathway for Council to become a carbon neutral organisation by the year 2030. Included within the plan are the following key pieces of information:

1. A GHG emissions inventory outlining Council's and Awlyndor's GHG emissions profiles for the 2020/2021 financial year.
2. A projected GHG emissions profile for the 2029/2030 financial year period. This has been calculated using expected population growth figures for Holdfast Bay. A business as usual and an emissions reduction scenario have been projected to the 2029/2030 period.
3. Modelling of six emissions reduction initiatives for Council.
4. Modelling of four emissions reduction initiatives for Alwyndor.
5. A discussion of the requirements of offsetting.

Council requires a carbon neutral plan to guide the organisation in future strategic planning. The plan will also ensure that the financial impacts of the required emissions reducing activities are incorporated into long-term financial planning and the management of services and assets.

2 Methodology

The methodology used to create the City of Holdfast Bay Carbon Neutral Plan is outlined below. Key stages of the project methodology are described in Figure 1.

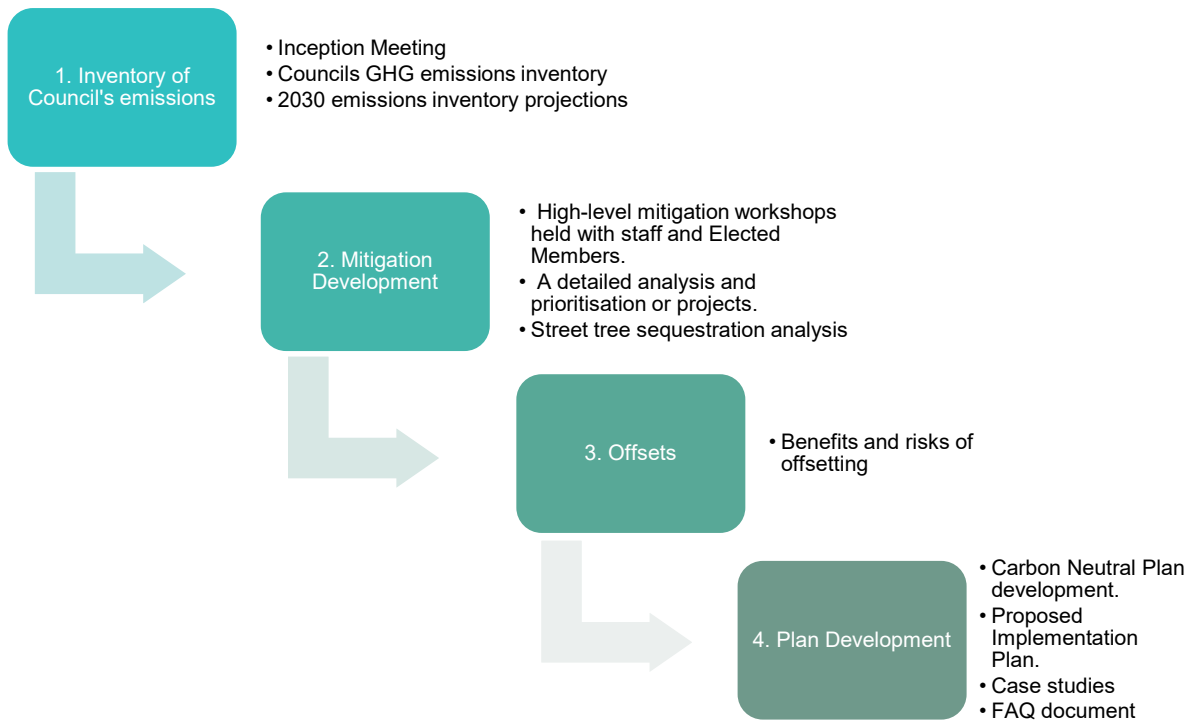


Figure 1. The key stages of the development of the Carbon Neutral Plan

2.1 Inception meeting

The project commenced with an inception meeting on the 9th September 2021 between the Project Team and Edge Environment. The meeting was used to discuss the following:

- Intent, objectives, scope and boundary for the project, including any secondary aims that can be achieved within the scope of the project.
- Refine the scope of works.
- Explain the request for information document and outline the process of gathering data utilised for calculating Council's carbon inventory.
- Explore marginal abatement cost curves and waterfall charts.
- Discuss the format and presentation of deliverables.
- Discuss and clarify roles and responsibilities.
- Finalise the delivery schedule.

Post meeting, City of Holdfast Bay staff were provided with:

- A copy of the request for information document.
- A copy of the inception meeting slide deck and notes.

2.2 Council's GHG emissions inventory

Utilising Council generated data and data related to council operations, a baseline for current operations and delivery of services was established for the 2020/2021 financial year. The **Greenhouse Gas Protocol**, the global standard used to measure and manage emissions, was used as the framework to calculate emissions from Council (Greenhouse Gas Protocol, 2022).

Emissions calculations for Council operational emissions were conducted utilising National Greenhouse Accounts Factors, Life Cycle Analysis (LCA) factors and population projection data sourced from [profile.id](#) (Profile.id, 2022). The City of Holdfast Bay community emissions profile has been sourced from [Snapshot](#) (Beyond Zero Emissions; Ironbark Sustainability, 2020). Business as usual (BAU) projections and emissions calculations have been conducted in accordance with the best practice Greenhouse Gas Protocol global accounting standards.

Figure 2 briefly describes the emissions inventory and calculation process used to determine the City of Holdfast Bay's operational emissions profile.

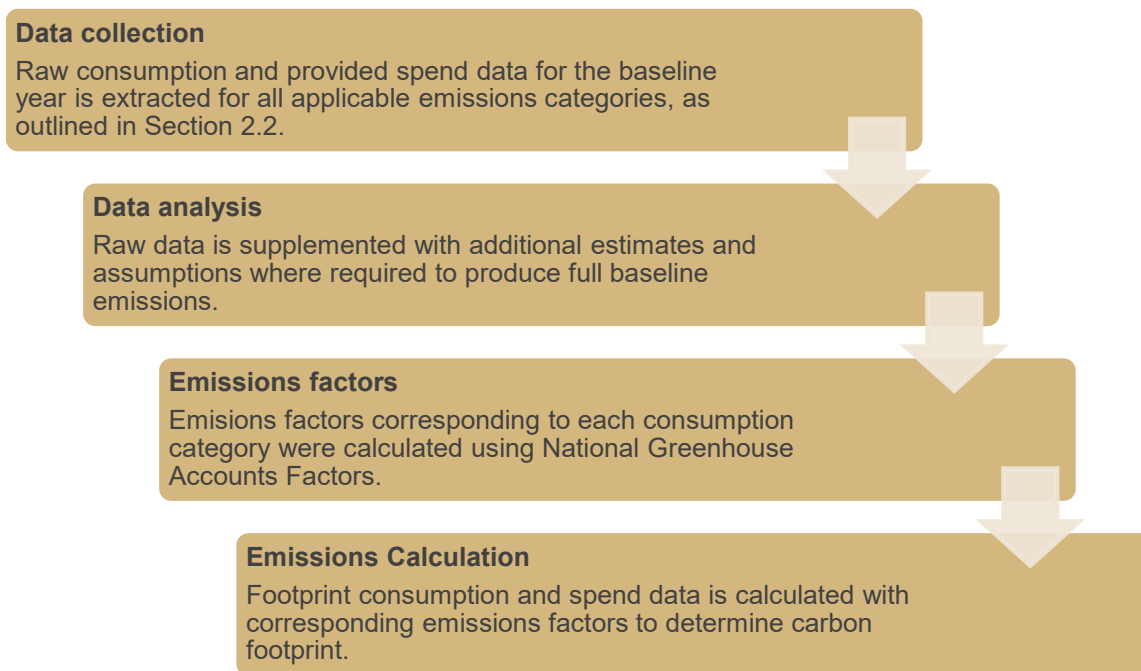


Figure 2. The emissions inventory and calculation process

To convert primary data (i.e. purchased electricity data, waste data, purchased goods and services data) into GHG emissions, we have used LCI databases and the National Greenhouse Accounts Factors, which contain GHG inventories for energy, activities and materials, and global warming potential calculation methods. The database converts physical and economic flows into corresponding tonnes of GHG emissions equivalent (t CO₂e). A schematic representation of this methodology is depicted below in Figure 3.

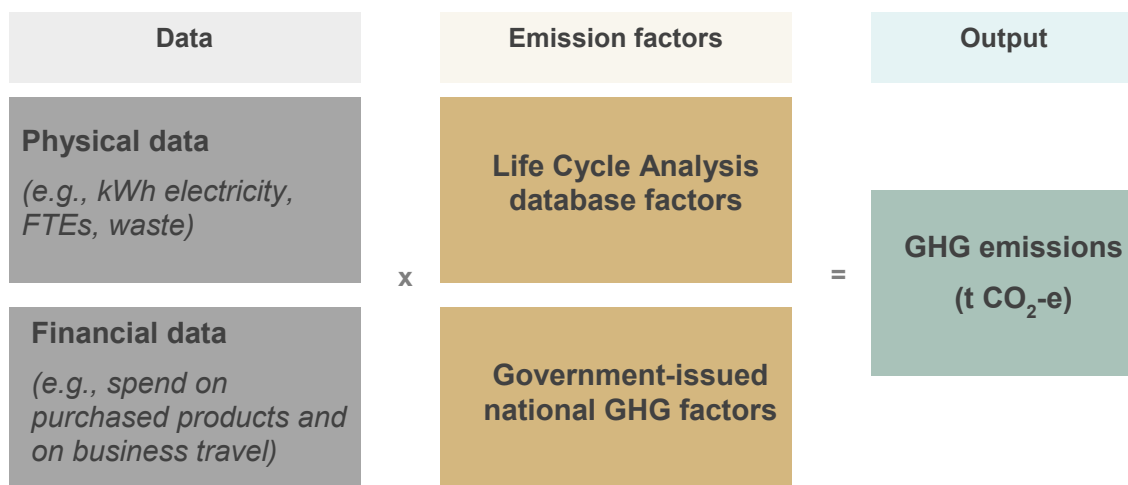


Figure 3. A brief description of how Council’s GHG emissions have been calculated.

Table 1 outlines the data categories provided by City of Holdfast Bay staff to calculate the emissions profile for Council.

Table 1. A breakdown of scope, categories and sub-categories used to calculate the carbon inventory of the City of Holdfast Bay.

Scope Category	Category	Sub-category break-down
1	N/A	Fuel combustion – Mobile
		Fugitive emissions (refrigerants)
		Natural gas (methane)
2	N/A	Purchased electricity
3	1: Purchased goods and services	Advertising and marketing
		Appliances
		Books/magazines
		Catering food
		Cleaning
		Compostable dog bags
		Construction
		Corporate services
		Electrical, mechanical, fire and hydraulic services
		Entertainment
		Equipment, materials and appliances
		Financial intermediation
		Furniture, fittings and office equipment
		Health care
		Hotels and restaurants
ICT		
Insurance		

		Landscaping and environmental services
		Other land transport
		Other service activities
		Parking
		Playgrounds
		Post and telecommunications
		Recreational, cultural and sporting activities
		Repairs and maintenance
		Training
		Uniforms
		Waste
		Waste services
		Water
	Category 2: Purchased Capital Goods	Civil Works
		Construction
		Corporate Services
		Furniture, Fittings an Office Equipment
		Motor Vehicles
		Other land transport
		Other service activities
		Repairs and maintenance
		Solar
		Solar Installation
	Category 3: Fuel and energy-related emissions	Fuel Combustion – mobile
		Purchased electricity
	Category 4: Upstream transport	Captured through Category 1
	Category 5: Waste generated in operations	Organics recycling
		Comingled recycling
		General waste (landfill)
	Category 6: Business travel	Care hire/ taxi
		Air travel – domestic
		Other
	Category 7: Employee commuting	South Australia
	Categories 8 – 15.	Not applicable to the City of Holdfast Bay as the organisation does not produce and sell products, operate franchises, own investments or data is not available for leased assets.

2.3 Tree carbon storage analysis

The i-Tree Eco tool was used to calculate the carbon storage and sequestration benefits provided by planted public trees. i-Tree Eco is part of the i-Tree software suite¹ and is a scientifically rigorous and globally leading tool for measuring, monitoring, and valuing urban forests and tree ecosystem services. Initial modelling was conducted based on the eight most commonly planted species of trees planted by Council from 2014 to 2021, to generate a baseline of carbon storage and sequestration.

This represents a total of 2,665 trees planted from 2014 to 2021. An assumed diameter, at breast height, of 2.5 centimetres was applied to all calculations.

The trees were then “virtually” grown in the i-Tree Eco model over a nine-year period (to 2030) and a 29-year (to 2050) period to estimate ecosystem service benefits provided by the trees as a young and mature tree, and cumulatively over the time period.

This process demonstrated the appreciating value of growing healthy and mature trees. The i-Tree Eco assessments provide a range of structural and ecosystem services outputs for each tree modelled and the population as a whole, including:

- Amount (tonnes) and value (A\$) of carbon stored.
- Annual amount (tonnes/yr.) and value (A\$/yr.) of carbon sequestered.

Values are presented in the total carbon storage and sequestration values per tree species and as an average per tree total value.

2.4 Council staff and Elected Member workshops

Two workshops were conducted, firstly with Council staff on the 24th November and later Elected Members on the 7th December 2021. The purpose of the workshops were as follows:

- To present the findings from the carbon inventory baseline and projected 2030 business as usual emissions scenario.
- To gain a greater understanding of the emissions reduction initiatives already occurring at Council.
- To understand the technical, physical and financial restraints to emissions reduction initiative implementation.
- To explore and prioritise a range of emissions reduction initiatives that will provide Council with the greatest emissions reduction potential.

The workshops provided Edge staff with a list of potential emissions reduction initiatives to be considered for modelling and supportive actions. Over 35 emissions reduction activities, actions and programs were suggested by Council staff and Elected Members through the respective workshops. Emissions reduction initiatives were progressed to modelling stage, based on the findings from both Council’s and Alwyndor’s carbon inventory and Edge’s knowledge of the impact and benefit of the selected emissions abatement (reduction) initiatives.

This resulted in the modelling of four emissions reduction initiatives for Alwyndor and six emissions reduction initiatives for Council.

2.5 Emissions reduction modelling

Additional desktop research was conducted by Edge to explore the mitigation opportunities to model the high-level carbon abatement potential to assist with developing the pathway to carbon neutrality. Findings are outlined in Section 3.

Emissions were projected to 2030, to align with Council’s carbon neutral 2030 target. A variety of assumptions were applied to the modelling, these are discussed in detail in Appendix B. Key assumptions are as follows:

- An estimated population increase of 1.14% (Profile.id, 2022). It is assumed that Council’s delivery of services to the community will increase in line with population growth.
- Decarbonisation of the South Australian grid, aligned with the South Australian Government 2030 goal of net 100% renewable energy by 2030 (Government of South Australia, 2021).

2.6 Offsetting risks and benefits

Desktop research was conducted to supplement Edge’s existing knowledge of offsetting. Findings from the offsetting research have been included in Section 3.

2.7 Carbon Neutral Plan, Frequently Asked Questions (FAQ) and community case study development

In developing the draft Carbon Neutral Plan, desktop research was conducted to complement existing knowledge of what other Council's within Australia are achieving with regard to driving down organisational emissions and assisting the community to reduce their carbon footprints.

A FAQ document and two community case studies have been developed and are available as attachments to the Carbon Neutral Plan.

All documents were provided to Council staff in draft format. Feedback and commentary were sought and provided by Council staff. Feedback was incorporated where relevant and feasible to a finalised draft copy.

It is understood Council will apply graphic design elements to the plans, FAQ document and case studies prior to releasing to the public for community consultation purposes.

3 Findings – City of Holdfast Bay

This section outlines the findings resulting from the calculation of the City of Holdfast Bay's:

- 2020/21 financial year emissions inventory
- Modelled emissions reduction initiatives
- Marginal abatement cost curve - a cost benefit analysis tool outlining the financial benefits/costs of each modelled emissions reduction initiative in comparison to the emissions abatement potential of each modelled initiative
- Supportive actions required to assist Council to implement the modelled emission reduction initiatives
- Public tree carbon storage analysis

3.1 Council's emissions inventory

In 2020/2021 Council emitted 17,785 tonnes of carbon dioxide equivalent (t CO₂e). By 2030 total emissions are projected to increase by almost 10% to 19,694 t CO₂e. Growth in Council's emissions inventory is expected to increase in line with localised population growth and the increasing need of Council to service a growing population.

Emissions are categorised into three groups, called scopes. Each scope is defined below:

- Scope 1: Direct emissions from activities owned or controlled by the council in the baseline year (e.g. fuel combustion from company vehicles, refrigerants, natural gas).
- Scope 2: Indirect emissions associated with the council's consumption of purchased electricity in the baseline year.
- Scope 3: All indirect emissions (not included in scope 2) that occur in the value chain of the council, including both upstream and downstream emissions.

Table 2 and Figure 4 show that 89% of Council's emissions sit within Scope 3. This includes Council's supply chain, purchased capital goods, waste, business travel and employee commuting, and represents 15,850 t CO₂e. Scope 2 emissions are 1,214 t CO₂e (7%) from purchased electricity. Scope 1 emissions represent 4% of Council's emissions inventory or 721 t CO₂e (Table 2).

Table 2. The percentage and tonnage of emissions per Scope category produced by Council operations

Scope	Emissions sources	Total tonnes CO ₂ e	Proportion of overall emissions
1	Vehicle fuel, natural gas, refrigerants	721	4%
2	Purchased electricity	1,214	7%
3	Council's entire supply chain, waste, business travel, employee commuting	15,850	89%

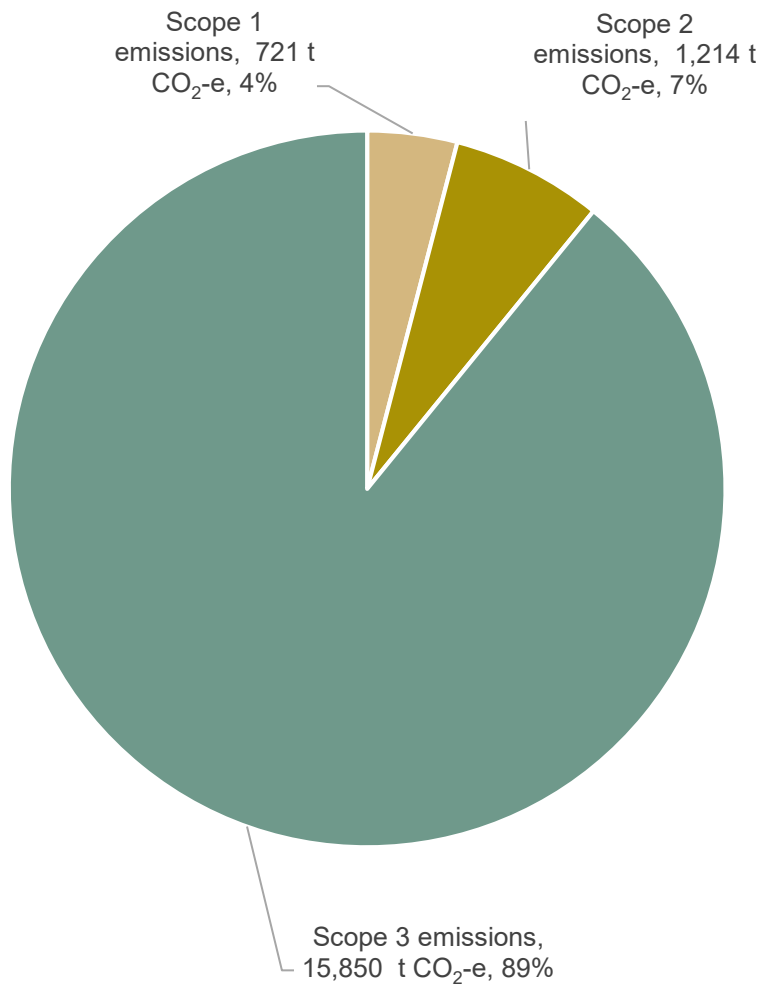


Figure 4. The City of Holdfast Bay emissions inventory, categorised by scope.

Appendix A shows a detailed breakdown of Scope 1, 2 and 3 emissions.

Further analysis of Council's Scope 3 emissions indicates that over two thirds (68%) of Council's Scope 3 emissions sit within Category 1: Purchased goods and services (Figure 5). This demonstrates the potential emissions reduction savings that may be generated through alterations to Council's supply chain through improved supplier engagement and procurement of lower carbon products and services.

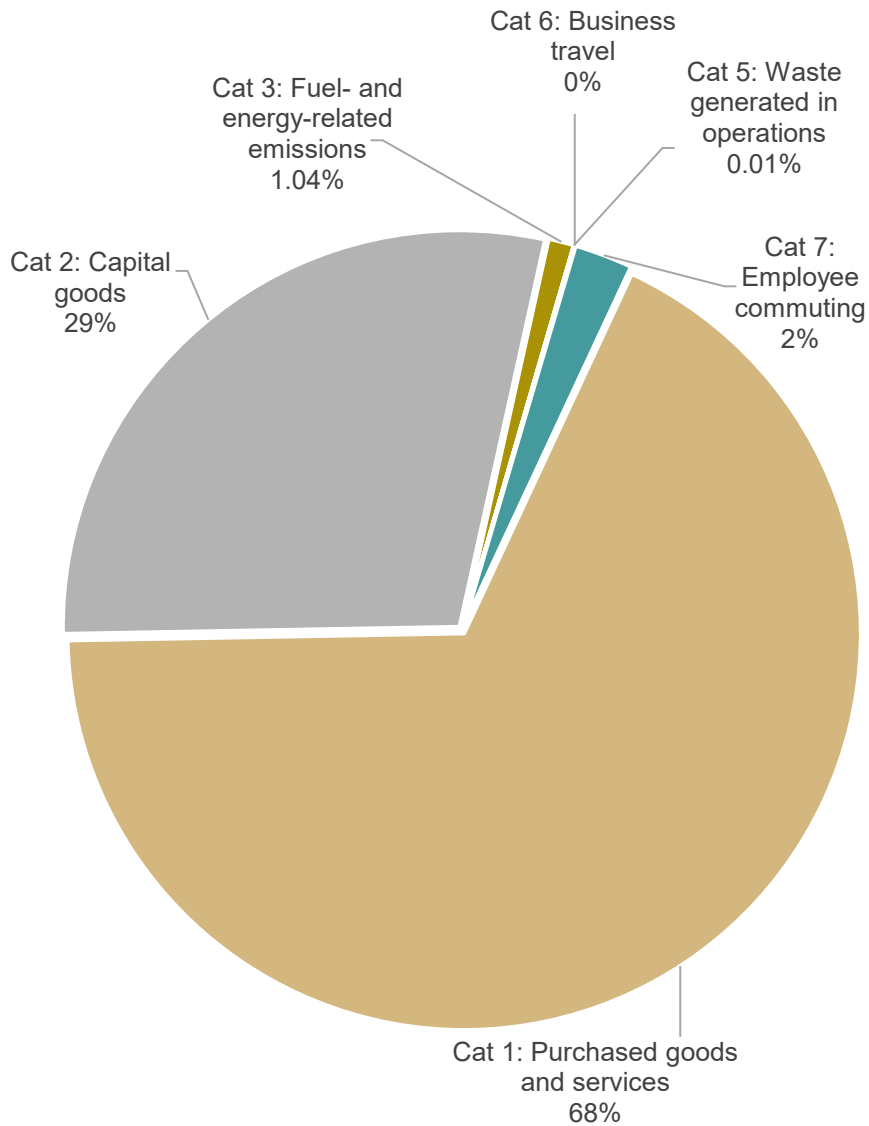


Figure 5. City of Holdfast Bay Scope 3 emissions by category type.

A breakdown of Council’s Category 1 (purchased goods and services) profile is shown in Figure 6. It can be seen that 64% of emissions from purchased goods and services are across the following sectors:

- Repairs and maintenance (18%) including:
 - Hydraulic and plumbing
 - Hardware, fixtures and fittings
 - Painting
 - Signage
 - Small tools
- Water (17%) purchased from the mains supply.
- Landscaping and environmental services (15%)
 - Landscaping works
 - Environmental services
 - Pest Control

- Earthworks
- Corporate services (14%) including
 - Consulting services
 - OH&S services
 - General expenses
 - Security
 - Labour hire
 - Photography

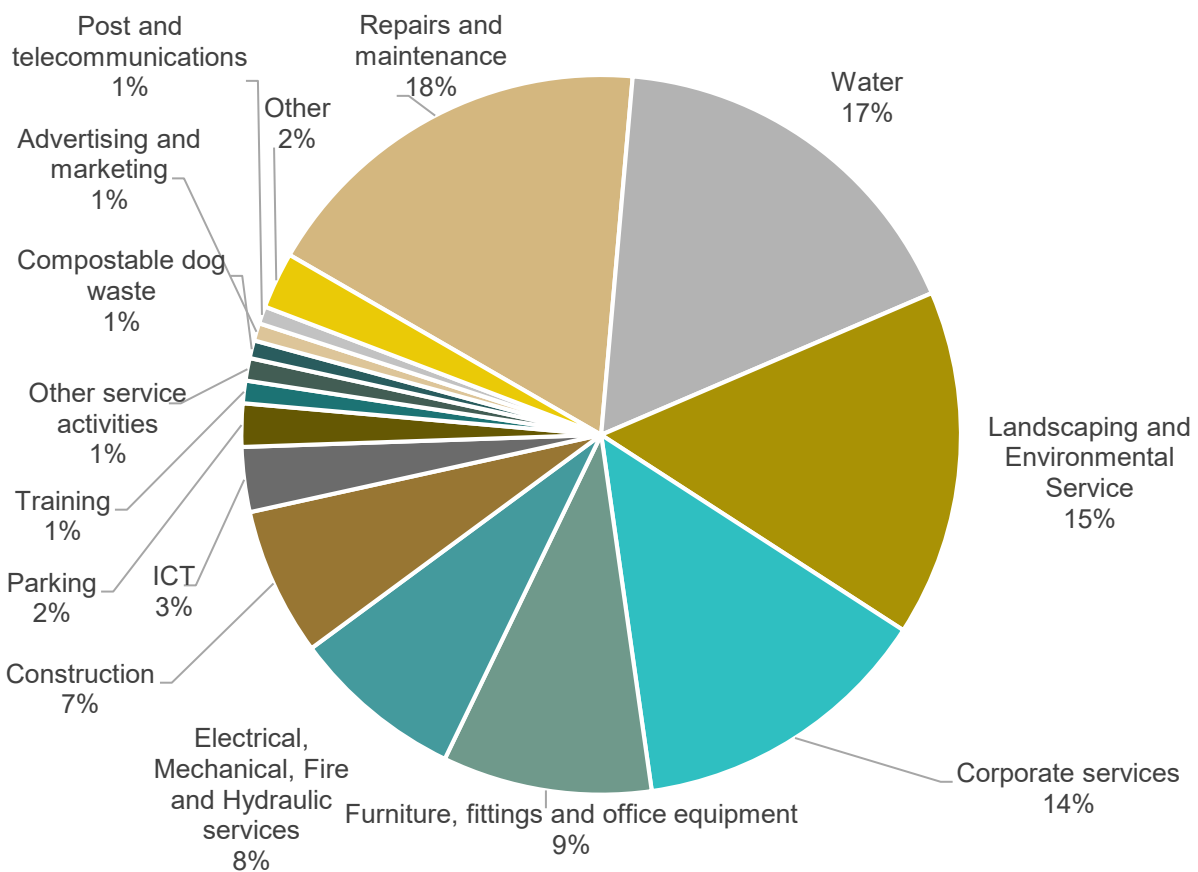


Figure 6. A breakdown of the City of Holdfast Bay's purchased goods and services emissions inventory.

3.2 Emissions reduction initiatives

Six emissions reduction initiatives were modelled to assist the City of Holdfast Bay to better understand the projected benefits and costs of implementing a range of emissions reduction initiatives. Emissions reduction initiatives were selected based on the following criteria:

- The initiative can be controlled or influenced by Council.
- The initiative will position the City of Holdfast Bay as a leader in the local community.
- The initiative can be technically modelled.
- The initiative is likely to contribute to either cost savings and/or dramatically reduce emissions from Council's emissions profile.

- The initiative is supported by staff and Elected Members, as captured through one of the two workshops run with both staff and Elected Members.
- The initiative will drive down emissions produced by Council operations and service delivery, without causing disruption to operations.

Emissions reduction initiatives are modelled based on a range of assumptions and technical limitations and have been developed based on information provided to Edge by Council and in collaboration with Council staff.

The following six emissions reduction initiatives were modelled:

1. The use of 100% renewably sourced electricity via the Local Government Association Power Purchase Agreement (PPA).
2. The conversion of existing mercury vapour and fluorescent public lighting to LED lighting.
3. The transition of Council's fleet to electric or zero emissions vehicles (EV).
4. The use of lower carbon construction materials, based on a reduction of 5% of emissions every year.
5. Lower emissions procurement, based on a reduction of 5% of emissions every year.
6. The use of energy efficient buildings, based upon the increased efficiency of lighting and installation of solar panels (as outlined through The Energy Project Reports for Brighton Civic Centre and the Glenelg Library) (The Energy Project, 2019).

In addition to the above six emissions reduction initiatives, the decarbonisation of the South Australian electricity grid was also modelled, in line with the South Australian Government's goal of 100% renewable net electricity production of mains supply electricity by 2030. It is important to show this impact for Holdfast Bay to achieve carbon neutrality for the same period.

3.3 The impact of modelled emissions reduction initiatives

Carbon neutrality is defined as "when CO₂ emissions caused by humans are balanced globally by CO₂ removals over a specified period" (Source: IPCC SR15). Emissions reduction modelling indicates that the City of Holdfast Bay's pathway to carbon neutrality by the target date of 2030 is feasible with a combination of the implementation of a range of emissions reduction initiatives, supporting actions, the decarbonisation of the SA electricity grid and eventually offsetting. Table 3 outlines the projected reduction of carbon dioxide equivalent (t CO₂e) emissions and the financial costs or savings of implementing the initiative. The costs/savings are presented in order of most cost effective to least.

The initiatives highlighted in green (100% renewable energy, EV fleet transition, energy efficient buildings and LED public lighting) represent cost savings to Council. The initiatives coloured orange are cost negative or the costs are unknown. The red coloured initiative (better procurement) represents a cost to council. Results from Table 3 demonstrate that the implementation of all the initiatives as a collective will reduce emissions and importantly reduce costs for Council by a total estimate of \$912,925 from implementation to 2030. This is a net figure that is inclusive of cost savings, i.e., the green coloured initiatives, the cost neutral initiatives and the dark orange/red coloured initiatives that represent a cost to Council. The total savings from the green coloured initiatives more than offset the moderate costs of implementing an improved procurement system (a moderate cost of \$60,888 from implementation in 2023 to 2030).

It can be seen that all emissions reduction initiatives will provide Council with emissions reduction benefits. Only one initiative represents significant cost savings over time, considering both capital costs and ongoing operational costs in comparison with business as usual (BAU) scenarios. BAU scenarios are considered a "do nothing" approach, whereby Council continues to implement the same operations and activities as are currently occurring. It can be seen that the green coloured initiatives (100% renewable energy, EV fleet transition, energy efficient buildings and LED public lighting) represent a total cost saving of over \$842,443 dollars from implementation to 2030.

Table 3. The projected emissions reduction potential and costs/savings potential of each modelled emissions reduction initiative, compared to business as usual, between 2022/23 and 2029/30.

Rank	Reduction Initiative	t CO ₂ -e	\$/t CO ₂ -e	Total savings/cost
1	100% renewable energy	2,774	-\$229	-\$635,994
2	EV fleet transition	1,724	-\$65	-\$111,321
3	LED public lighting	362	-\$130	-\$86,770
4	Energy efficient buildings	75	-\$111	-\$8,358
5	Grid decarbonisation	3,950	\$0	\$0
6	Lower carbon construction materials	1,078	Unknown	Unknown
7	Improved procurement	4,758	\$13	\$60,888

The implementation of the renewable energy PPA provide significant benefits to Council. However, due to the increasing percentage of renewable energy entering the SA electricity grid, the ongoing emissions reduction potential of this initiative decreases towards the 2030 carbon neutral target date. The modelling of the 100% renewable energy PPA has included the assumption of a linear reduction in emissions over time, resulting from grid decarbonisation. A total cost saving of \$635,994 from implementation to 2030 can be expected based upon a very conservative electricity operating cost estimate of \$0.228/kWh.

The selection of vehicles by Council is a measure that Council can directly control and can be used to drive down Scope 1 emissions. As part of a staged approach to transitioning to zero emissions transport, Council has recently purchased the first electric fleet vehicle. Modelling suggests that the conversion of all Council passenger vehicles, i.e., not heavy plant and equipment, to EVs will significantly drive down emissions and represent a cost saving of more than \$111,321 to Council by 2030.

The conversion of public lighting to LED lamps represents a cost saving to Council of \$130 per t CO₂-e and a total projected saving of \$47,188. It must be noted that Council has already committed to changing LED lamps and has been conducting upgrades in a staged manner since 2018, with 76% of street lights already completed.

The use of energy efficient buildings, i.e., energy efficient lighting within buildings and additional solar capacity, is projected to create a minor reduction (75 t CO₂-e) in overall emissions and represents a projected cost saving to Council of \$111 per t CO₂-e and a total saving to the 2030 target year of \$8,358.

The decarbonisation of the SA electricity grid is not within Council's control. However, it is projected that by 2030, the grid will be sourcing net 100% renewable energy. The advent of grid decarbonisation will drastically reduce emissions from purchased electricity for all electricity users within South Australia, including the City of Holdfast Bay. A reduction of 3,950 t CO₂-e, the second largest modelled emissions reduction initiative resulting from grid decarbonisation is projected by 2030. Modelling of grid decarbonisation assumes a linear reduction of emissions from the grid from the 1st July 2021 to the 30th June 2030.

The use of lower carbon construction materials represents a considerable benefit to local governments, reducing emissions by a total of approximately 1,078 t CO₂-e. Modelling of the lower carbon construction materials has been conducted assuming that lower carbon construction materials are price equivalent to higher carbon construction materials. Companies supplying products and materials for construction purposes are increasingly offering lower carbon products such as the Downer Reconophalt road products, Holcim's ECopect low carbon concrete product, geopolymers concrete and the use of recycled road and construction materials. The opportunity to substitute high embodied energy and carbon materials such as structural steel for lower carbon alternatives including cross-laminated timber has been proven for small and mid-scale developments and has been successfully utilised by developers, such as Lendlease (Waters, Worsley, & Richters, 2020). There is also the opportunity to utilise existing sustainability frameworks and certification systems to improve

the performance and longevity of infrastructure and the built environment. For example, Greenstar and Infrastructure Sustainability Council of Australia projects require building projects for the former and infrastructure projects for the latter to meet particular sustainability requirements that can be linked to a range of sustainability metrics including energy reduction and use of lower embodied carbon materials.

Better procurement, i.e. the sourcing of materials, products and services that are certified as carbon neutral, or have demonstrated a commitment to emissions reduction, represents the greatest emissions reduction initiative that Council can take to reduce the organisation's overall emissions profile. This initiative assumed an annual reduction of emissions through Council's supply chain of 5%. The potential reductions may be greater, if Council chooses a more aggressive emissions reduction target across purchased goods and services. The costs of implementing such a program, represent a moderate cost to Council at \$13 per t CO₂-e and a projected total saving of \$60,888.

3.4 Pathway to carbon neutrality

It is projected that by 2030, 12,580 t CO₂e will require elimination, potentially through the implementation of more aggressive emissions reduction initiatives that may have an impact on Council’s delivery of service or finances (Figure 8). Alternatively, Council may elect to offset the remainder of emissions. The FY30 BAU bar presented in Figure 8 represents the total projected emissions produced by Council by 2030. The grey coloured bars seen in Figure 8 represent the modelled emission reductions of the modelled initiatives in 2030 (LED lighting conversion, EV fleet transition, PPA, sustainable procurement, lower emissions construction materials, energy efficient buildings and mains electricity supply grid decarbonisation). The FY30 remaining emissions represent the remainder of emissions that require either further reductions or offsetting to achieve carbon neutral status.

Initiatives that target a reduction in Scope 2 (purchased electricity) emissions are impacted by the interrelationship between grid decarbonisation, energy efficiency, and the PPA. As such, the benefit of implementing many of these initiatives is limited from purely an emission reduction stand point, noting that there are significant financial benefits to implementing the conversion of lighting to LED, the PPA, a zero emissions fleet and energy efficiency programs.

City of Holdfast Bay Waterfall of emissions abatement in FY30

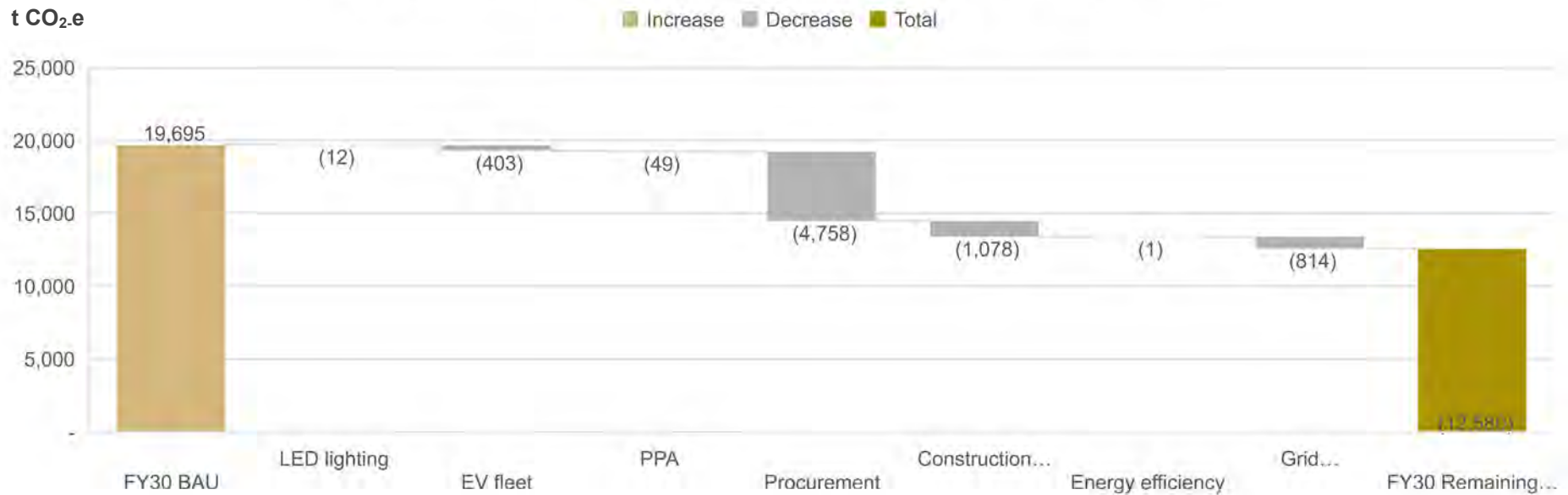


Figure 7. Council’s waterfall chart outlining the projected total emissions produced by Council by 2030 (FY BAU) and the impact of emissions reduction initiatives in reaching carbon neutrality in 2030. The FY30 remaining cell shows the remaining emissions in 2030.

3.5 Carbon neutrality and offsetting

Offsetting refers to the process of purchasing carbon credits through carbon markets offered by organisations and businesses selling carbon credits. Carbon credits are the metric utilised by markets to determine the value of one tonne of carbon dioxide equivalent and can be earned through conducting an activity deemed to compensate for the emission of GHGs released into the atmosphere.

Insetting is a form of offsetting and refers to an organisation offsetting emissions within their own operations, rather than purchasing credits through a market. To officially inset requires registration of the project and carbon accounting and has only so far been utilised in Australia by large agricultural companies. Registration is required to ensure that the project is registered and carbon stored through the insetting project cannot be accessed or sold within carbon markets as an offset to another company. This ensures that insetting projects are not counted two or more times by different organisations. The process is costly, as annual independent carbon accounting is required to calculate changes in soil or land based carbon sequestration and storage. Council has the ability to inset through strategic plantings of street trees and other public areas but only for increases in carbon sequestration and storage from the defined baseline year onwards. This can include an increase in carbon sequestration and storage from existing plant growth and newly planted vegetation.

Offsets are broadly defined across two categories – nature-based removals and industrial removals (The Grattan Institute, 2021). Nature-based removals include removals of atmospheric carbon dioxide by nature-based carbon cycle processes (The Grattan Institute, 2021). This includes vegetation planting and growth, soil carbon and ocean-stored, or blue carbon.

Industrial removal systems involve using technology to capture carbon dioxide from industrial processes or from the air and lock it away in geological formations or through chemical bonds, effectively forever (The Grattan Institute, 2021). This technology is currently not financially viable, given current prices of offsets.

Purchasing offsets can be conducted through the Australian Government managed Emissions Reduction Fund or through alternative voluntary carbon markets. The Emissions Reduction Fund establishes a price for Australian Carbon Credit Units (ACCU) through bi-yearly reverse auctions, whereby eligible offsetting projects may be bought by the Australian Government (The Grattan Institute, 2021). In turn, the Australian Government sells ACCUs to eligible organisations wishing to offset the emissions they produce. This market is considered highly regulated and predictable. However, purchasing offsets in this way may mean paying a premium price. One ACCU is equivalent to one tonne of sequestered carbon (The Grattan Institute, 2021).

Offsets can also be purchased for projects that assist in the avoidance of the release of emissions into the atmosphere. For example, an organisation may purchase offsets to help finance a renewable energy project that will increase the percentage of renewable energy entering the mains supply grid, thus reducing reliance on emissions producing electricity production, such as the use of thermal coal. In the case of the City of Adelaide, one of the ways that the organisation utilises the purchase of offsets is to support wind energy projects in India and Mongolia (Climate Active, 2022).

3.5.1 Risks and limitations associated with offsetting

Offsetting presents risks when purchasing carbon credits. An overview of some of the risks and limitations of offsetting are listed below:

- The price of carbon offsets is highly likely to increase over time. This represents a considerable risk for those currently purchasing offsets, as the commitment to continue to offset emissions is likely to require increased financing over time. Demand for ACCU's increased by 52% in the March quarter of 2021, compared to the previous year's March quarter (MacDonald-Smith & Greber, 2021). The International Monetary Fund (IMF) estimates prices may increase to \$70/tonne by 2030. It must be noted that this is an estimate and prices may exceed this price.
- Offsets are an ongoing cost that do not have a financial return on investment. This is unlike emissions reduction initiatives, such as the conversion of lighting to LED, the installation of solar panels or the use of energy efficiency technology upgrades. Emissions reduction

initiatives can reduce operational costs and emissions, thus reducing the need to purchase as many offsets.

- Offsetting is not considered best practice and is one of the lower order climate mitigation priorities. Reducing and avoiding emissions is considered best practice. However, offsetting is essential in slowing climate change to reduce and avoid emissions production (The Grattan Institute, 2021).
- Some offsetting activities, such as carbon sequestration (i.e. tree and other vegetation planting) are at risk of unintentional release of carbon back to the atmosphere through natural hazards, such as fire, disease and pests. When purchasing offsets, it is important to consider the goal of the offsets. It may be better to purchase offsets that assist organisations to reduce emissions, rather than carbon sequestration and storage. For example, the City of Adelaide purchase offsets across a range of nature-based and renewable energy offsetting projects. This assists the organisation to mitigate the risk of offsetting failure and supports biodiversity and conservation projects across Queensland and Cambodia, and renewable energy transition in Mongolia and India (Climate Active, 2022).
- In order for carbon credits to be generated, there is a need to quantify the potential for land-based carbon sequestration. The quantification of insets can be an expensive and time-consuming process that requires a commitment to continue to monitor insets over time. Current carbon accounting methods, approved by the Australian Government ERF are not widely understood and require specialists to conduct the quantification process. Furthermore, the availability of land within the highly developed and relatively small LGA of Holdfast Bay is highly unlikely to provide the capacity to inset to effectively reduce the remaining emissions requiring offsetting/insetting.
- Some organisations are anticipating the use of blue carbon to increase over time, i.e., sequestration and storage of carbon through coastal and marine vegetation. In South Australia, the opportunities are seen as primarily across mangrove, saltmarsh and seagrass environments. However, it is important to note that marine heatwaves cause seagrass meadows to release carbon at an accelerated rate. Projections of increased ocean temperatures as a result of elevated average and extreme temperatures caused by climate change will likely cause a redistribution of seagrass meadows. Planting seagrass meadows in areas of seagrass meadow loss may be expensive and ineffective in sequestering carbon because of increased marine temperatures (The Grattan Institute, 2021).

3.6 Key learnings

This section highlights the key learnings and primary messages for Council resulting from emissions reduction modelling.

- By 2030 the decarbonisation of the SA electricity grid is projected to eliminate Scope 2 emissions, however engaging in a PPA now will help to dramatically reduce emissions and assist Council toward its target of carbon neutrality between now and 2030 as well as resulting in significant cost savings.
- Electric vehicles will help mitigate Scope 1 emissions and will result in cost savings over the period to 2030 in reduced fuel and maintenance costs. The modelling assumed renewable energy (zero emissions) is used to power the vehicles, i.e. electricity used to charge the vehicles is sourced via the 100% renewable electricity PPA.
- Switching to LED lighting will result in a cost saving of reduced electricity cost but the carbon abatement amount reduces over time as the grid decarbonises, or as soon as the PPA is purchased. The greatest benefit in transitioning all public lighting to LED is a financial saving, resulting from a reduced electricity demand from LED lamps (see Figure 7).
- Building more energy efficient buildings will be helpful from a reputational standpoint as it can assist Council to position itself as a sustainability leader with the community and will provide significant cost savings over time resulting from energy efficiencies.

- The greatest opportunity and source of emissions is Scope 3, Category 1 (purchased goods and services) and Category 2 (purchased capital costs).
- The 5% reduction every year associated with Category 1 and Category 2 emissions will require an alteration to Council's procurement policies and systems, and supplier engagement.
- Offsetting will be required to achieve carbon neutrality. This has ongoing financial consequences for Council and should be considered against the implementation of further emissions reduction initiatives.
- Council can dramatically reduce Scope 1 and 2 emissions, however, the elimination of Scope 3 emissions remains problematic. As such, Council may like to consider whether Scope 3 emissions are excluded within the carbon neutral status of the organisation, i.e. carbon neutral status only applies to Scope 1 and 2. Other SA Councils have produced carbon neutral plans that do not include Scope 3 or only include limited scope 3 emissions. This is not consistent with the GHG Protocol, the global standard for calculating emissions, however, it may be required to help Council achieve carbon neutral status.

3.7 Tree carbon storage analysis

In order to better understand the storage and sequestration potential of street trees and publicly planted trees (planted in reserves and parks), i-Tree Eco modelling was conducted. Due to a lack of available forward planting data, it was decided that data from previously planted trees would be conducted to demonstrate the potential of carbon sequestration and storage within the City of Holdfast Bay.

Carbon sequestered is the amount of carbon dioxide the tree "absorbs" during photosynthesis. Carbon storage refers to the amount of carbon stored in tree wood through the carbon sequestration process and is calculated on an annual basis. For Climate Active carbon neutral certification processes, carbon sequestration and storage may only be utilised for offsetting purposes if the project is registered through the Australian Government Emissions Reduction Fund and undergoes auditing processes to capture change in carbon sequestration and storage over time.

Table 4 and Table 5 outline the carbon storage potential of the eight most commonly planted public space tree species within the City of Holdfast Bay over the 2014-2021 period. These tables summarise the carbon storage and sequestration of immature trees (roughly 1.5 metres in height and 2.5 centimetres in diameter (measured at 1.3 metres from the ground) at planting, and again at 2030 and 2050. Carbon stored is the quantity of carbon dioxide that the tree stores in its woody material over time to allow it to grow. The carbon storage and sequestration potential of trees at 2030 compared to 2050 is greatly diminished due to the limited growth and establishment period of the planted trees. Of the total 2,655 trees planted from 2014 to 2021, it can be seen that the total carbon storage capacity of the trees increases from 2,066 kilograms at planting to over 90,000 kilograms (90 tonnes) by 2030 and 662,000 kilograms (662 tonnes) by 2050 (Table 4).

It can be seen that sequestered carbon at planting is over 1,386 kilograms, rising to 13,083 kilograms (13 tonnes) by 2030 and 44,311 kilograms (44 tonnes) by 2050 (Table 4).

Table 4. Carbon storage (Store) and carbon sequestration (Seq) classified by kg and dollar value and represented at planting, 2030 and at 2050*.

Species	No. planted	At Planting				At 2030				At 2050			
		C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)	C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)	C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)
Banksia integrifolia (Coast Banksia)	374	370.00	\$8.44	149.60	\$3.41	9,867.21	\$224.97	1,355.68	\$30.91	67,559.4	\$1,540.3	4,459.4	\$101.68
Brachychiton rupestris (Narrow-leaf Bottle Tree)	191	210.10	\$4.79	152.80	\$3.48	6,949.72	\$158.45	1,132.85	\$25.83	58,915.0	\$1,343.2	4,102.3	\$93.53
Cupaniopsis anacardioides (Tuckeroo)	536	589.69	\$13.44	375.20	\$8.55	27,458.38	\$626.05	3,744.07	\$85.36	183,490.1	\$4,183.5	11,960.9	\$272.71
Eucalyptus leucoxylon (SA Blue Gum)	244	122.00	\$2.78	48.80	\$1.11	3,375.03	\$76.95	469.63	\$10.71	27,869.3	\$635.42	1,765.8	\$40.26
Jacaranda mimosifolia (Jacaranda)	376	225.60	\$5.14	225.60	\$5.14	15,161.82	\$345.69	2,108.3	\$48.07	98,768.2	\$2,251.9	6,204.7	\$141.47
Lagerstroemia indica 'Natchez' (White Crepe Myrtle)	385	269.50	\$6.14	192.50	\$4.39	9,774.55	\$222.86	1,602.1	\$36.53	82,994.4	\$1,892.2	5,754.2	\$131.20
Pistacia chinensis (Chinese Pistache)	301	150.50	\$3.43	120.40	\$2.75	5,591.58	\$127.49	813.80	\$18.55	39,407.5	\$898.49	2,559.0	\$58.35
Sapium sebiferum (Chinese Tallow)	258	129.00	\$2.94	103.20	\$2.35	11,979.60	\$273.14	1,857.1	\$42.34	103,064.7	\$2,349.8	7,504.9	\$171.11
TOTAL	2,665	2,066.3	\$47.11	1,368.1	\$31.19	90,157.90	\$2,055.6	13,083.6	\$298.31	662,068.6	\$15,095.1	44,311.5	\$1,010

*Note these values include different numbers of each species planted at different times.

Table 5 presents the average carbon sequestration and storage value per tree species. Different tree species provide different carbon storage and sequestration potential. It can be seen that certain species of trees will sequester and store carbon more at different points in their growth and development, with many trees listed in Table 5, not reaching maturity until 2100 or beyond. For example, *Eucalyptus leucoxylon* (SA blue gum) has a reduced carbon storage and sequestration rate compared to that of the *Pistacia chinensis*. However, given the right environment the *Eucalyptus* species will grow much larger than the *Pistacia* species over time. If Council are seeking to plant public tree species that represent the greatest carbon storage and sequestration potential

by 2030, *Sapium sebiferum* (Chinese tallow) and *Cupaniopsis anacardioides* (Tuckeroo) are fast growing species and, on average, will provide the greatest carbon storage benefits.

Table 5. Average per tree carbon storage (store) and carbon sequestration (Seq) classified by kg and dollar value and represented at planting, 2030 and at 2050*.

Species	At Planting				At 2030				At 2050			
	C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)	C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)	C Store (kg)	C Store (\$)	C Seq (kg/yr)	C Seq (\$/yr)
<i>Banksia integrifolia</i> (Coast Banksia)	0.99	\$0.02	0.40	\$0.01	26.38	\$0.60	3.62	\$0.08	180.64	\$4.12	11.92	\$0.27
<i>Brachychiton rupestris</i> (Narrow-leaf Bottle Tree)	1.10	\$0.03	0.80	\$0.02	36.39	\$0.83	5.93	\$0.14	308.46	\$7.03	21.48	\$0.49
<i>Cupaniopsis anacardioides</i> (Tuckeroo)	1.10	\$0.03	0.70	\$0.02	51.23	\$1.17	6.99	\$0.16	342.33	\$7.81	22.32	\$0.51
<i>Eucalyptus leucoxylon</i> (SA Blue Gum)	0.50	\$0.01	0.20	\$0.00	13.83	\$0.32	1.92	\$0.04	114.22	\$2.60	7.24	\$0.17
<i>Jacaranda mimosifolia</i> (Jacaranda)	0.60	\$0.01	0.60	\$0.01	40.32	\$0.92	5.61	\$0.13	262.68	\$5.99	16.50	\$0.38
<i>Lagerstroemia indica</i> 'Natchez' (White Crepe Myrtle)	0.70	\$0.02	0.50	\$0.01	25.39	\$0.58	4.16	\$0.09	215.57	\$4.91	14.95	\$0.34
<i>Pistacia chinensis</i> (Chinese Pistache)	0.50	\$0.01	0.40	\$0.01	18.58	\$0.42	2.70	\$0.06	130.92	\$2.99	8.50	\$0.19
<i>Sapium sebiferum</i> (Chinese Tallow)	0.50	\$0.01	0.40	\$0.01	46.43	\$1.06	7.20	\$0.16	399.48	\$9.11	29.09	\$0.66

It should be noted that this analysis excluded consideration of maintenance requirements, canopy benefits and habitat benefits.

4 Findings – Alwyndor

This section outlines the findings resulting from the calculation of the following for the Alwyndor aged care facility:

- 2020/21 financial year emissions inventory.
- Modelled emissions reduction initiatives.
- Marginal abatement cost curve - a cost benefit analysis tool outlining the financial benefits/costs of each modelled emissions reduction initiative in comparison to the emissions abatement potential of each modelled initiative.
- Supportive actions required to assist Alwyndor to implement the modelled emissions reduction initiatives.

4.1 Alwyndor’s emissions inventory

The Alwyndor 2020/21 financial year emissions profile is 3,963 t CO₂-e. By 2030 total emissions are projected to increase to 4,388 t CO₂-e. Similar to Council, the overwhelming majority (86%, 3,396 t CO₂-e) of Alwyndor’s emissions arise from Scope 3 (Figure 9). Scope 1 represents 3% (135 t CO₂-e), whilst emissions from Scope 2 represent 11% (432 t CO₂-e) (Figure 9).

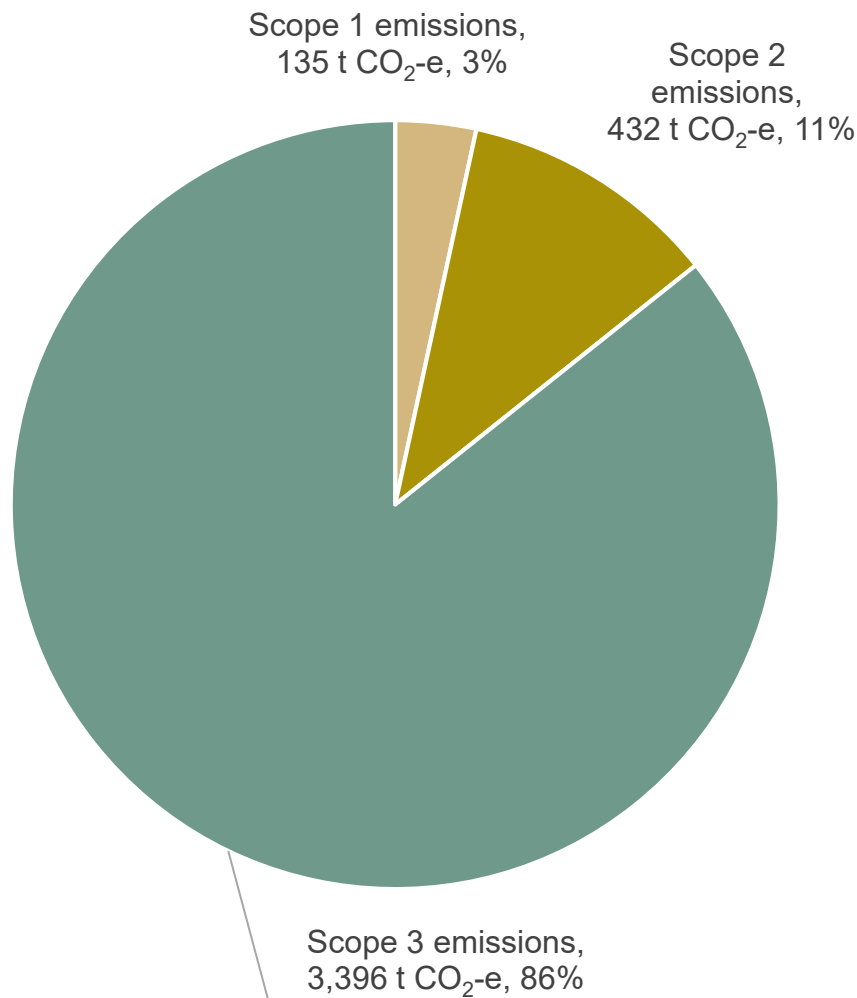


Figure 8. Alwyndor’s emissions inventory, categorised by Scope.

Further analysis of Alwyndor's Scope 3 emissions indicates that over 70% of Council's Scope 3 emissions sit within Category 1: Purchased goods and services (Figure 10). In similar circumstances to Council, it is apparent that there are significant potential emissions reduction savings that may be generated through alterations to Alwyndor's supply chain.

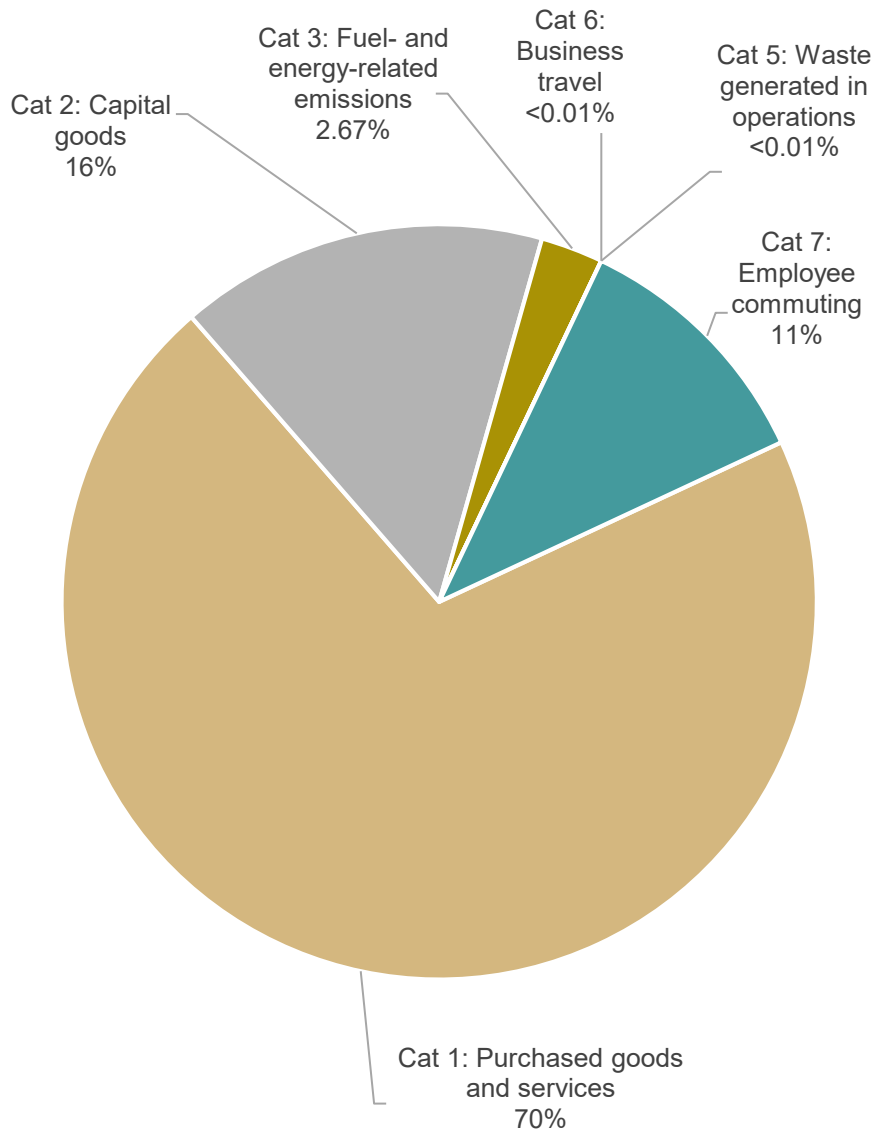


Figure 9. Alwyndor's Scope 3 emissions categorised by category type

Almost half (49%) of Alwyndor's purchased goods and services consist of health care and corporate services (Figure 11). Corporate services include activities such as:

- Training
- Labour hire
- Legal fees
- Consulting services
- Security
- Photography

- Miscellaneous professional services

Health care consists of a range of services and medical products and consumables including:

- Labour hire
- Health Consulting services
- Mobility equipment
- Pharmaceutical products
- Health and medical technology products

Insurance through one insurance provider represented 11% of Scope 3 emissions. There is the potential to advocate for insurance providers to offer lower emissions products. This is likely to reduce the emissions associated with insurance.

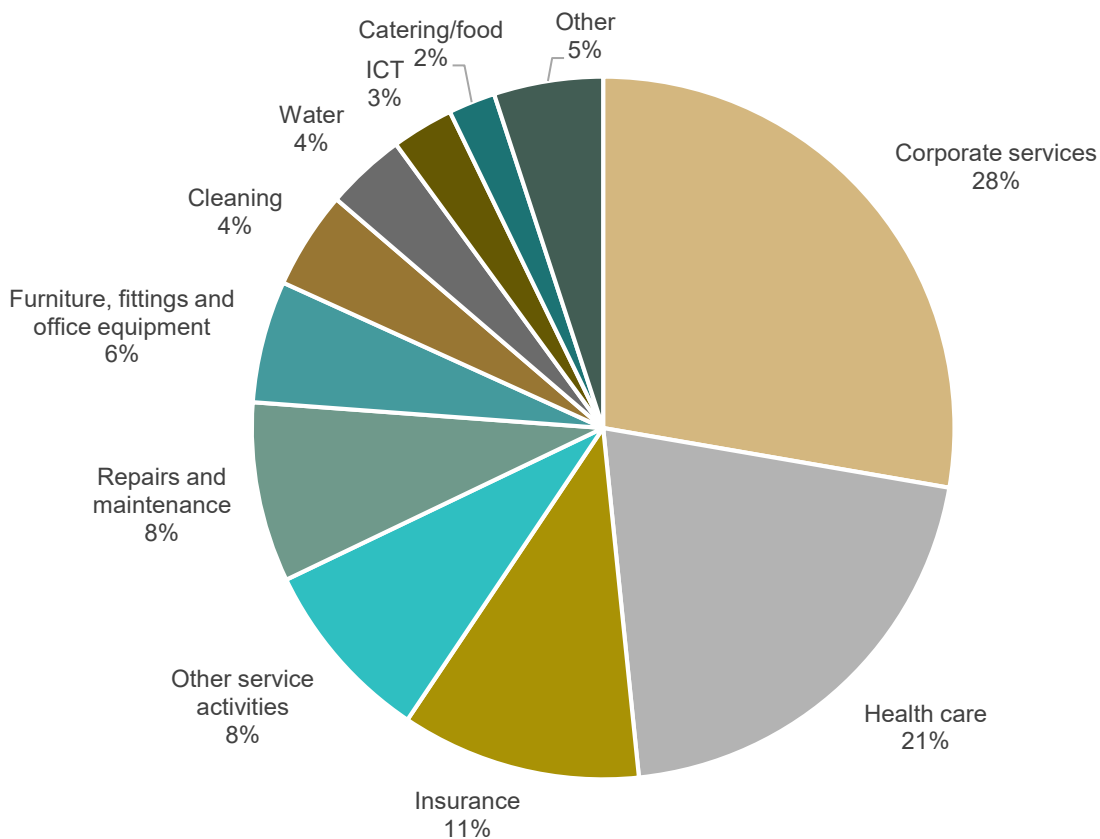


Figure 10. A breakdown of Alwyndor's purchased goods and services emissions inventory.

4.2 Emissions reduction initiatives

Four emissions reduction initiatives were modelled to help Alwyndor to better understand the projected benefits and costs of implementing a range of emissions reduction initiatives. Emissions reduction initiatives were selected based on the following criteria:

- The initiative can be controlled or influenced by Alwyndor.
- The initiative can be technically modelled.

- The initiative is likely to contribute to either cost savings and/or dramatically reduce emissions from Alwyndor’s emissions profile.
- The initiative will drive down emissions produced by Alwyndor’s operations and service delivery, without causing disruption to operations.

Emissions reduction initiatives are modelled based on a range of assumptions and technical limitations and have been developed based on information provided to Edge by Alwyndor staff and in collaboration with Council staff.

The following four emissions reduction initiatives were modelled:

1. The use of 100% renewably sourced electricity.
2. The conversion of natural gas-powered appliances to electric appliances.
3. The transition of Alwyndor’s fleet to electric vehicles (EV).
4. Lower emissions procurement, based on a reduction of 5% of emissions over 3 years.

In line with modelling conducted for Council, modelling of the decarbonisation of the South Australian electricity grid was also included.

4.3 The impact of modelled emissions reduction initiatives

Table 6 outlines the projected reduction of carbon dioxide equivalent (t CO₂-e) and the financial costs or savings of implementing the initiative (presented in the \$/t CO₂-e column). The green coloured initiatives (renewable energy, conversion of gas appliances and EV fleet transition) represent cost savings per tonne of carbon dioxide, initiatives coloured yellow represent (grid decarbonisation) a cost neutral initiative and orange/red coloured initiatives represent costs to Alwyndor. The costs/savings are presented as costs per t CO₂-e.

All modelled initiatives represent some form of emissions reduction, as represented by the t CO₂-e column, displaying the total cumulative projected emissions reductions resulting from the initiative implementation date to 2030.

Table 6. The projected emissions reduction potential and costs/savings potential of each modelled emissions reduction initiative.

Rank	Reduction initiative	t CO ₂ -e	\$/t CO ₂ -e	Total savings/costs
1	100% renewable energy	1,537	-\$227	-\$348,899
2	Conversion of gas appliances	786	-\$759	-\$596,574
3	EV fleet transition	43	-\$351	-\$15,093
4	Grid decarbonisation	2,189	\$0	\$0
5	Better procurement	379	\$136	\$51,544

The adoption of a 100% renewable energy contract will assist Alwyndor to drastically reduce emissions over time. Whilst there is a projected increase in the percentage of renewables entering the South Australian electricity grid over time, the importance of using renewable energy now cannot be overstated. It will assist Alwyndor with emissions reduction (1,537 t CO₂-e) and provide Alwyndor with a projected cost saving of over \$348,899 from implementation to 2030, based on a very conservative electricity cost of \$0.228/kWh.

The conversion of all gas appliances at Alwyndor to electric represents a total reduction of 786 t CO₂-e. This is based on a range of assumptions, including the use of 100% renewable energy, the use of electric hot water through a heat pump and electric appliances such as an electric bratt pan and electric fryer. This also represents a significant cost saving of almost \$600,000 over the implementation period. However, the dependence of Alwyndor to one source of energy, i.e. electricity, does leave the organisation exposed to the risk of blackout events. As such, the use of battery storage

in combination with solar arrays is an option. An alternative to this is the use of electric vehicle car batteries to store electricity for use at a later time.

Due to Alwyndor's small vehicle fleet and associated limited Scope 1 emissions profile, the conversion of the fleet to electric vehicles represents only a minor emissions reduction potential of 43 t CO₂-e and a moderate modelled cost saving of \$15,093.

The projected grid decarbonisation, described further in the Glossary and Section 2.5, provides the greatest potential for reduced emissions. This is not a measure that Alwyndor controls but will benefit Alwyndor in reducing the emissions profile by 2,189 t CO₂-e.

The sourcing of lower carbon intensity products and services through alterations to procurement (a 5% reduction in emissions from the supply chain on a tri-annual basis) will assist Alwyndor to lower their emissions inventory by 379 t CO₂-e and represents a projected cost to the organisation of \$51,544 from implementation in 2023 to 2030.

4.4 The Alwyndor carbon neutral pathway

To achieve carbon neutrality, Alwyndor will require a combination of emissions reduction initiatives, supporting actions and ultimately offsets. It is projected that by 2030, 3,365 t CO₂e will still require elimination to achieve carbon neutral status. This can be achieved either through the implementation of further and more aggressive emissions reduction initiatives or via offsetting.

The grey coloured bars in Figure 13 represent the emission reductions of the modelled initiatives (EV fleet transition, 100% renewable electricity, sustainable procurement, conversion from gas to electric appliances and mains electricity supply grid decarbonisation). The FY30 remaining emissions represent the remainder of emissions. By 2030, the emissions reduction potential of 100% renewable electricity is minimal, as by this time it is expected that the electricity grid will be net 100% renewable energy. Initiatives that target a reduction in Scope 2 (purchased electricity) emissions are impacted by the interrelationship between grid decarbonisation, electrification of appliances and the 100% renewable electricity purchase. As such, the benefit of implementing many of these initiatives is limited from purely an emission reduction stand point, noting that there are significant financial benefits to implementing the 100% renewable electricity commitment. The move to eliminate natural gas as a form of heating or energy and the implementation of sustainable procurement will provide significant savings at the 2030 time period.

Alwyndor waterfall of emissions abatement in FY30

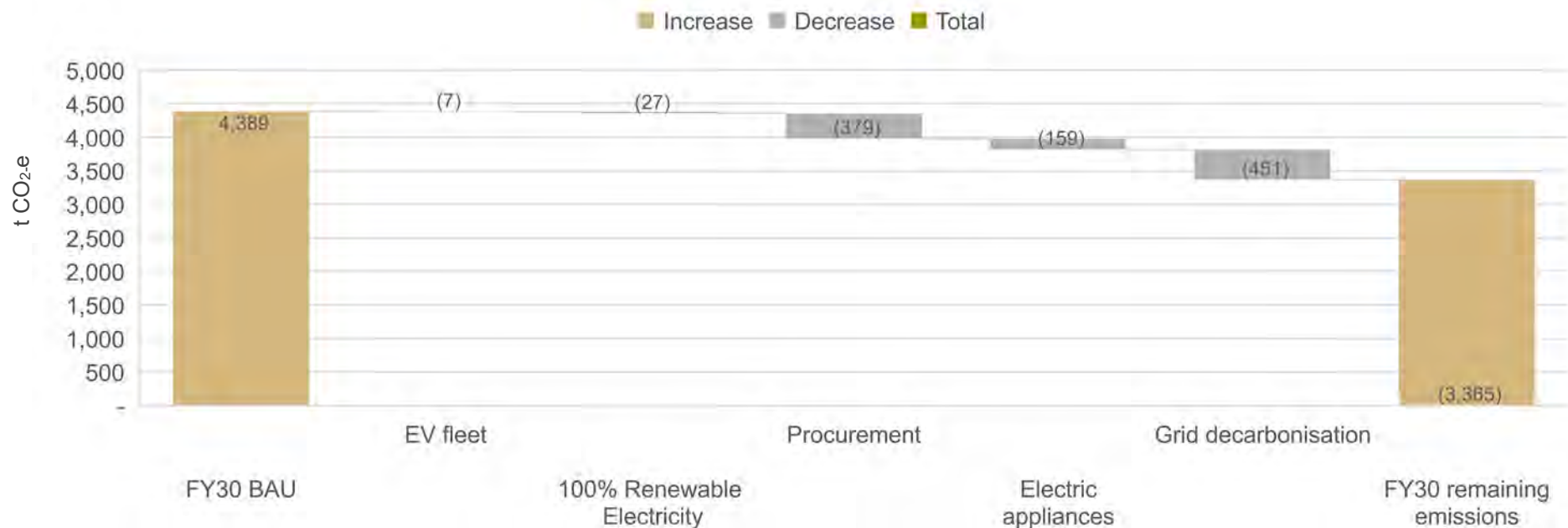


Figure 11. Alwyndor’s emissions reduction potential of each modelled emissions reduction initiative in 2030.

The decision for Alwyndor to either offset emissions or not has significant financial consequences for both Council and Alwyndor. These are discussed in more detail in Section 3.5.

4.5 Key learnings

This section highlights the key learnings and primary messages for Alwyndor resulting from emissions reduction modelling.

- By 2030 the decarbonisation of the SA electricity grid is projected to eliminate Scope 2 emissions, however engaging in a 100% renewable electricity contract now will help to dramatically reduce emissions and costs, and assist Alwyndor toward its target of carbon neutrality between now and 2030.
- Due to Alwyndor's small fleet, the adoption of electric vehicles will provide a limited emissions reduction benefit. However, modelling indicates there are significant cost savings resulting from a staged transition to electric vehicles.
- The conversion of gas water heating and appliances to electric, positions Alwyndor as a leader in emissions reduction. Furthermore, there is a financial justification for doing so, with the projected operational savings over time being greater than the projected capital replacement costs.
- As with Council, the greatest opportunity and source of emissions is Scope 3, Category 1 (Purchased goods and services) and Category 2 (Purchased capital costs). This limits the emissions reductions initiatives that Alwyndor can undertake and have direct control over.
- The 5% reduction every 3 years, associated with Category 1 and Category 2 emissions will require an alteration to Alwyndor's procurement policies and systems, and supplier engagement.
- Offsetting will be required to achieve carbon neutrality. This has ongoing financial consequences for Alwyndor and should be considered against the need to implement further emissions reduction initiatives.
- The elimination of both Scope 1 and Scope 2 emissions by Alwyndor is achievable via the implementation of emissions reduction initiatives and offsetting a small amount of Scope 1 and Scope 2 emissions. However, the elimination of Scope 3 emissions remains a challenge. As such, at a time closer to 2030, Alwyndor may like to consider whether Scope 3 emissions are included within the carbon neutral status of the organisation, i.e. carbon neutral status only applies to Scope 1 and 2.

5 Next steps – City of Holdfast Bay

This section outlines the next steps for Council in achieving carbon neutrality. Section 5.2 includes a proposed implementation plan, describing the implementation of modelled emissions reduction initiatives and supporting actions to assist Council to reduce emissions. The implementation plan includes projects that are designed to place downward pressure on high emitting practices, particularly those practices that are within the control of Council, i.e. practices influencing Scope 1 and Scope 2.

There are also emissions reduction initiatives that will assist in the reduction of Scope 3 emissions, noting that these emissions are not directly controlled by Council but do contribute the majority of emissions to Council's emissions inventory.

The following recommendations are provided to assist Council in achieving carbon neutrality.

- Achieving carbon neutrality requires a focus on elimination, avoidance and reduction of emissions. Doing so often contributes financial savings to organisations over time and in most cases produces a greater financial return than the continued purchase of carbon offsets. It is recommended that Council seek to reduce emissions as much as is feasible, as outlined in Table 7, prior to considering the purchase of offsets.
- Conduct a staged implementation of a range of emissions reduction initiatives and supporting actions (as outlined in the implementation plan, see Section 5.2). Planning will be essential. It is recommended to implement both initiatives and supporting actions in order to maximise emissions reductions.
- Council has an important role in the community to act as a leader and to undertake projects and activities that have high perceived value within the community. It is recommended that emissions reduction activities that are visual and in sight (e.g. EVs, solar panels, installing LEDs) be promoted to the community as a representation of Council's commitment to lowering costs for rate payers and to carbon neutrality. A simple communication plan is recommended in order to achieve this, releasing the details of each action as the initiatives are realised, or close to completion.
- With many SA Councils now committed to carbon neutrality, it is highly likely that the LGA PPA agreement will utilise 100% renewable energy, in order to assist all SA Councils in reducing their emissions inventory. It is recommended that Council continue to support and advocate for the use of 100% renewable energy through the PPA, which is critical. It has high value up to 2030, at which point it is likely to become somewhat redundant, due to the decarbonisation of the SA grid.
- The offsetting market will continue to alter over time. Council would benefit from conducting research into offset markets and seek to engage offsetting brokers in order to discover and learn the benefits and consequences of offsetting in 2030 and at earlier points in time. There are options to "lock-in" prices for offsets, based on current pricing, rather than paying the expected premium of \$70/tonne by 2030. It is recommended that independent quotes and advice on the purchase of carbon offsets be investigated sooner rather than later, to minimise the associated financial risks.
- Supplier engagement and selecting low carbon suppliers will provide the greatest opportunity for Scope 3 emissions reduction. Some current suppliers are already reducing their carbon footprint. Of note, SA Water is seeking to achieve net zero emissions by 2050, with an ambitious goal to secure a third of the organisation's energy needs from company controlled renewable energy sources by 2030 (SA Water, 2022). This will have flow-on benefits for Council, as a major purchaser and user of mains water supply. Scope 3 emissions are likely to reduce, as suppliers focus on reducing their impact. It is recommended that Council develop a procurement policy that is aligned with ISO 20400 requirements for Sustainable Procurement. This includes the development of policy that allows the City of Holdfast Bay to better understand and access information related to the embodied and operational emissions associated with products and services that they procure. The following are recommendations aligning with ISO 20400.
 - Ensure that a Supplier Code of Conduct and Procurement Policy are developed. Both documents must link back to Council's Sustainability Policy and be specifically mentioned

within Council’s strategic documents, such as Holdfast Bay 2050+ and other organisational strategies.

- In addition to the recommendation listed above, the Sustainability Policy must align with risk management, with the risks of continuing to utilise suppliers of high embodied and operational goods and services specifically captured through Council Risk Management Frameworks. Figure 14 displays the recommended governance pathway for sustainability from organisational strategy to supplier code of conduct. A sustainable procurement policy and supplier code of conduct are required to effectively and meaningfully reduce the emissions profile of the purchased goods and services and capital goods.



Figure 12. Strategic pillars for a sustainability governance framework.

Low emissions transport

As outlined in Table 7, the transition to a low emissions transport system will require the procurement of electric vehicles but also supporting infrastructure and actions. These are as follows:

- A fleet transition plan to ensure that the staged transition away from combustion engine vehicles aligns with the rollout of supporting infrastructure, training and the development of policy. This has already been identified as a high priority action in Council’s Environment Strategy.
- The installation of electric charging stations, and if required, additional power points, to ensure vehicles can be charged when needed. Council may like to consider the use of mobile and fixed charging stations. There are a range of mobile charging units available for sale through retail outlets.
- The procurement of electric vehicles across the required asset replacement cycles.
- The procurement of other non-passenger electric vehicles as they become available on the market.

Sustainable street and public lighting

The conversion of high energy demand public lighting to LED lighting within the City of Holdfast Bay has been occurring since 2016. It is recommended that the following actions occur prior to 2030 in

order to provide further emissions reductions and cost savings to Council as well as position Council as a leader in the energy efficiency space.

- Investigate and plan for upgrades of all public lighting.
- Complete the conversion of all streetlights to LED by 2027/28.
- Replace all other high energy demand public lighting with LED by 2027/28.
- The removal of all high energy demand lighting and replacement in Council buildings to LED by 2023.

Renewable energy

As previously described, the importance of the LGA PPA prior to 2030 cannot be overstated, as such the following actions are recommended:

- Continue to advocate for the purchase of 100% renewable energy as part of the upcoming LGA PPA. This may take the form of collaborating with other Councils who have committed to carbon neutrality to ensure that access to renewable energy is fairly weighted in procurement discussions and decision-making frameworks.
- The purchase of 100% renewable energy as part of the LGA PPA.

Reduced emissions procurement

Council's greatest method of reducing Scope 3 emissions is through alterations to Council's supply chain. Council currently seeks information related to a supplier's approach to sustainability but could also require proof of an organisation's sustainability policy as part of the procurement process. In addition to this, Council rank locally sourced producers and services higher (these organisations typically have a reduced footprint when compared to interstate and internationally sourced products and services). To enhance current procurement processes, Council would benefit from engaging with suppliers and requesting lower GHG emissions products and services, asking questions regarding a business's ability to source products and services with lower GHG emissions, whether the company is certified carbon neutral and approaching the market to determine if there are other providers. The following are also recommended:

- As previously discussed align Council's procurement policy to the sustainability policy, risk management frameworks and organisational strategies (as per ISO 20400 standard practice).
- The implementation of a 5% annual reduction of scope 3 emissions through Category 1 and 2 purchases.
- Targeting specific materials in the construction, repair and maintenance of roads, kerb and gutter, footpaths, stormwater systems and other Council managed infrastructure to achieve a 5% annual reduction in emissions. This will require engagement with suppliers and perhaps the need to increase capital expenditure to access either lower carbon products and materials, or increase the longevity of infrastructure, in order to reduce ongoing operational costs. It should be noted that the increased capital costs of products and materials that provide greater longevity are likely to also be offset by the savings from the implementation of the PPA, LED lighting conversion and transition to electric vehicles.

Advocacy and behaviour change

One of Council's key roles is to support the community to reduce emissions. Council can do so through several levers, for example financial incentives, information and attitudinal and behaviour change, creating infrastructure to encourage behaviour change, creating more walkable and cooler suburbs and streets. This is discussed in more detail in the Community Carbon Neutral Plan. The following three specific items are listed within the implementation plan:

- Educate, liaise and support the community and businesses to move towards carbon neutrality.

- Implement a community energy program. It is recommended that the City of Holdfast Bay monitor other community energy programs, such as the City of Mitcham Community Solar Program, and that key learnings from these programs are captured and applied to the City of Holdfast Bay.
- Continue to partner in the Resilient South Climate Partnership, allowing for the sharing of information and knowledge with state government and southern metropolitan Adelaide Councils and to partner across climate change projects.

Events

Council managed events are often high profile and a great method of engaging with the community. Events act as an opportunity to engage with rate payers and to promote progress towards carbon neutrality through signage and information. It is recommended that Climate Active certification (the Australian Government carbon neutral certification system) be purchased for all Council managed events. Fees for this are based on the emissions inventory of the event. This is captured through the proposed implementation plan.

Tracking and reporting emissions

It is important that ongoing monitoring and reporting of emissions occurs over time. This allows for the organisation to track changes over time and assess the efficacy of emissions reduction initiatives. In turn this can allow for the alteration of targets and goals, and the implementation of more aggressive emissions reduction initiatives. The following are included in the proposed implementation plan:

- Continue to track scopes 1 and 2 carbon emissions and update the emissions tracking system to include additional Scope 3 emissions.

Improve annual reporting of Council's emissions through the use of GHG Protocol aligned methodologies, inclusive of Scope 3 emissions.

Offsetting emissions and certification

The benefits and risks of offsetting are discussed in Section 3.5. Council will need to decide whether to choose to purchase offsets, the source of the offsets and the timing of the offsets purchase. This decision can be made closer to 2030/

Separate to the purchase of carbon offsets, it is recommended that Council also:

- Work with private landowners to retain and increase tree canopy on private land. This may be through offering rate subsidies for properties that are retaining or increasing tree canopy coverage, offering tree vouchers to subsidise the cost of purchasing advanced trees for private properties, subsidising the costs of arborists to assess tree condition and discuss tree management options for canopy retention.
- Develop an Urban Forest Strategy to increase tree canopy cover across the private and public realms to ensure that Council's target to increase tree canopy cover by 10% between 2018 and 2030 is achieved. This has been identified as a high priority action in Council's Environment Strategy.

Certification to demonstrate carbon neutrality is optional. There are several choices of certification, as well as the option to self-declare using the GHG Protocol and offsets. Climate Active certification for the City of Holdfast is available for purchase. Fees are ongoing and require ongoing auditing, technical assessment and third party validation.

5.1 Proposed implementation plan

Table 7. Council's proposed implementation plan outlining the implementation of modelled emissions reduction initiatives and supporting actions.

○ = Council decision or endorsement required

** = Already occurring and/or included within existing budgets

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
1. Low Emissions Transport													
1.1 Fleet Transition Plan	Complete plan and endorsed by Council by June 2023	New initiative bid for 2022/23, \$20,000	✓	✓		○							
1.2 Install electric charging stations for charging of fleet vehicles	N/A	35 charging stations = \$35,000 over 4 years	✓										
1.3 Purchase electric passenger vehicles	All passenger vehicles to be 100% electric by 2027	17 vehicles @ \$25,000 = \$425,000 net cost after trade in)	✓										
1.4 Purchase other electric fleet (e.g. utes, vans, buses, sweeper)	Key vehicles to be low CO2 by 2030 (electric, hydrogen, hybrid)	Unknown, pending technology improvements.	✓							○			
2. Sustainable Street and Public Lighting													
2.1 Investigate and plan for the implementation of sustainable street and public lighting	Complete plan and endorsed by Council by June 2023	Within existing resources		✓	✓	○							

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
2.2 Continue to implement sustainable public lighting	100% completion by 2028	Estimated cost \$800,000 over 5 years. Cost saving with LED through lower power use.	✓										
3. Renewable Energy													
3.1 Advocate for the purchase of 100% accredited renewable energy as part of LGA procurement for a new electricity contract due early 2023**	N/A	Within existing resources		✓									
3.2 Purchase of 100% accredited renewable energy as part of LGA new electricity contract (commencing early 2023)	N/A	Within existing resources. Cost details to be determined in late 2022.			✓								
4. Tracking and Reporting Emissions													
4.1 Track carbon emissions and update the emissions inventory**	N/A	Additional staff time 0.25 FTE.		✓									
4.2 Improve annual reporting of Council's emissions**	N/A	Within existing resources		✓									
5. Reduced Emissions Procurement													
5.1 Reduce supply chain emissions	5% annual reduction of	0.25 FTE	✓	✓									

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
	scope 3 emissions												
5.2 Reduce road and other infrastructure emissions through improving the materials and methods used for construction	5% annual reduction of scope 3 emissions	TBA - likely ~ 5% additional costs initially, reducing over time.	✓	✓									
6. Advocacy and Behaviour Change													
6.1 Educate, liaise and support community and businesses to move towards carbon neutrality**	N/A	Within existing resources		✓	✓								
6.2 Implement a community energy program	N/A	Estimated \$10,000 as start-up funding.	✓	✓									
6.3 Participate in the Resilient South climate partnership**	N/A	Within existing resources		✓	✓								
7. Events													
7.1 Certify all council events as carbon neutral.	All major council events certified carbon neutral. (e.g., NYE.)	~\$10,000 per annum	✓	✓				○					
8. Offsetting Emissions													

Initiative description	Targets	Estimated Costs	Additional Cost	Staff time	Existing Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
8.1 Develop and implement an Urban Forest Strategy to increase tree canopy cover. ***	Targets to be set in Urban Forest Strategy. Complete strategy and endorsed by Council by June 2023.			✓		○							
8.3 Seek independent expert advice and quotes about purchasing carbon offsets.	N/A	Cost unknown - to be determined.	✓										
8.4 Implement purchase of carbon offsets		Likely to be >\$70/tonne CO ₂ equivalent by 2030	✓	✓									○
9. Certification													
9.1 Climate Active Certification		Fees required annually, and 3rd party re-assessment every 3 years. Current estimate \$13,250 over 3 years including audit, technical assessment, 3rd party validation and certification fees.	✓	✓									○

6 Next steps – Alwyndor

The push to reduce GHG emissions is currently being driven globally by money markets, risk analysts, insurers, re-insurers and governments. It is highly likely that a price will be placed on carbon in the coming years. Alwyndor is one of many health and aged care providers who are currently determining their emissions profile and assessing options for emissions reduction. Edge has worked with more than five aged care providers in developing sustainability strategies and reducing emissions.

In order for Alwyndor to align itself with other leading aged care providers, the implementation of emissions reduction initiatives is required. The following are key next steps recommended for Alwyndor:

- Alwyndor, as a Council managed and associated organisation, has an important role in the community to act as a leader and to undertake projects and activities that have high perceived value within the community.
- Purchasing 100% renewable electricity should be a high priority for Alwyndor. It has high value up to 2030, at which point it is likely to become somewhat redundant, due to the decarbonisation of the SA electricity grid. Hence, the short-term adoption of 100% renewable electricity should be considered, especially, noting the conservation costs used within modelling. Utilising the cost data from the modelling will allow Alwyndor to inform decision making.
- Selecting low carbon suppliers will have the greatest opportunity for Scope 3 emissions reduction. Scope 3 emissions are likely to reduce, as suppliers focus on reducing their impact.
- While it has a lower impact, the purchase of EVs will be a reputational win for Alwyndor.
- Confirming the activities and timelines in the implementation plan will be key to maximising emissions reduction opportunities. For most activities earlier action is recommended in order to have the most beneficial outcome for Alwyndor.
- Independent quotes and advice on the purchase of carbon offsets is recommended to be investigated sooner rather than later, to minimise the associated financial risks.

Below is a list of recommendations related specifically to the Alwyndor implementation plan (see Table 8 **Error! Reference source not found.**).

Low emissions transport

Alwyndor's fleet is very small. As such the impact of driving combustion engine vehicles from an emissions perspective is minor, when compared to the organisation's Scope 3 inventory. However, there are overall cost benefits to converting to electric vehicles and the need to be seen to align with Council's carbon neutral target. As such, the following is recommended in Alwyndor's proposed implementation plan, seen in Table 8:

- Ensuring Council's fleet transition plan incorporates learnings that apply to Alwyndor.
- The installation of electric charging stations, or additional power points, to ensure vehicles can be charged when needed. Alwyndor may like to consider the use of mobile and fixed charging stations. There are a range of mobile charging units available for sale through retail outlets.
- The procurement of electric vehicles across the asset renewal cycles.
- The procurement of other non-passenger electric vehicles.

Renewable energy

The purchase of 100% renewable energy is strongly recommended.

Reduced emissions procurement

Much like Council, Alwyndor's greatest method of reducing emissions is through alterations to the supply chain. This means engaging with suppliers and requesting lower emissions products and services, asking questions regarding a business's ability to source lower emissions products and services, whether the company has a sustainability policy or guidance, whether a company is certified carbon neutral, and approaching the market to determine if there are other providers. Locally sourced producers and services typically have a reduced footprint when compared to interstate and internationally sourced products and services. The following is also recommended:

- The implementation of a 5% annual reduction of scope 3 emissions through Category 1 and 2.

Conversion of gas appliances

Natural gas or methane is a commonly used non-renewable source of energy. A key leadership and emissions reducing initiative is to discontinue the use of gas for hot water heating and other gas appliances. One emissions reduction initiative and one supporting action is listed in the Alwyndor implementation plan. These are:

- Conversion of gas to electric appliances and infrastructure, to use renewably sourced electricity.
- The staged approach to replacing first gas appliances and later the gas hot water system, through the development of a gas replacement plan.

Tracking and reporting emissions

Alwyndor will need to track and monitor changes to emissions over time, if the organisation is included within Council's carbon neutral plans. This will require auditing of operations at least once every three years to update Alwyndor's emissions profile and ensure the efficacy of emissions reduction initiatives. The following actions are listed in Alwyndor's proposed implementation plan.

- Track carbon emissions and update the emissions inventory to include Scope 3 emissions. This could potentially happen as part of Council's current emissions tracking system.
- Include Alwyndor in annual reporting of Council's emissions through the use of GHG Protocol aligned methodologies, inclusive of Scope 3 emissions.

Offsetting emissions and certification

The benefits and risks of offsetting are discussed in Section 3.5. Alwyndor will need to collaborate with Council regarding the choice of offset purchase, the source and timing of the purchase of offsets.

Climate Active certification for Alwyndor is available for purchase and will need to be either included within the City of Holdfast Bay certification or applied for separately. Fees are ongoing and require ongoing auditing, technical assessment and third-party validation. It is also possible to self-declare using the GHG Protocol and offsets.

6.1 Alwyndor's proposed implementation plan

Table 8. Alwyndor's proposed implementation plan outlining the implementation of modelled emissions reduction initiatives and supporting actions.

○ = Council decision or endorsement required

** = Already occurring and/or included within existing budgets

Aligned to Council's plan	Initiative description	Estimated costs	Additional cost	Staff time	Existing budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Y	1.1 Fleet Transition Plan		This would be separate from council.	✓	✓				○				
Y	1.2 Install electric charging stations/power points for charging of fleet vehicles		\$700 / charging station x 1 charging station	✓									
Y	1.3 Purchase electric passenger vehicles	All passenger vehicles to be 100% electric by 2028. Alwyndor has 2 SUV petrol passenger vehicles	Additional \$25,000 per EV passenger car.	✓									
	1.4 Purchase other electric fleet (e.g., utes, vans, buses)	Key vehicles to be low CO2 by 2030 (electric, hydrogen, or hybrid)	4 x diesel utes, 2 x vans - 1 diesel, 1 petrol.	✓							○		
Y	2.2 Purchase of 100% accredited renewable electricity		Within existing resources. Maybe additional cost but unknown at this stage. As above.	✓		✓			○				

Aligned to Council's plan	Initiative description	Estimated costs	Additional cost	Staff time	Existing budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Y	3.1 Track carbon emissions and update the emissions inventory to include Scope 3 emissions**		Council has a system and can provide training to Alwyndor to use to track emissions.	✓	✓								
Y	3.2 Improve annual reporting of Alwyndor's emissions**		Within existing resources. As above.		✓								
Y	4.1 Reduce supply chain emissions	5% reduction of scope 3 emissions every 3 years		✓	✓								
N	5.1 Stage transition from gas to electric through the development of a gas replacement plan	2 x gas hot water systems in Alandale and Alandale Secure have just recently been replaced with an expected lifespan of 12 years, so not looking to replace these.	Conversion of all appliances and infrastructure to electric.	✓	✓								
N	5.2 Conversion of gas to electric appliances / infrastructure transition plan	2 x gas fryers in kitchen 1 x gas brat pan in kitchen; 2x gas comfort heaters in Cheater Suite; 5 x gas hot water systems throughout facility	The 5 hot water systems are nearing the end of their lifecycle and are due to be replaced soon.	✓	✓								

Aligned to Council's plan	Initiative description	Estimated costs	Additional cost	Staff time	Existing budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Y	6.1 Implement purchase of carbon offsets		Likely to exceed \$70/tonne CO ₂ equivalent by 2030	✓	✓								
7. Certification													
Y	7.1 Climate Active Certification		Fees required annually, and 3rd party re-assessment every 3 years. Current estimate \$2,630 including audit, technical assessment, 3rd party validation and certification fees.	✓	✓								

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Appendix A – Modelling assumptions

City of Holdfast Bay’s modelling assumptions

Table 9. A description of each initiative for Holdfast Bay and the key benefits, estimated capital costs, operations and maintenance costs, payback period, key risks, modelling assumptions and key risks

Initiative number:	1	2	3	4	5	6	7
Initiative name:	LED Street lighting	EV fleet transition	Renewable energy (PPA)	Better procurement	Lower carbon construction materials	Energy efficient buildings	Grid decarbonisation
Description	Complete the LED street lighting conversion (streetlight report already provided)	Fleet transition to EV only for passenger vehicles; excluding public charging stations in the community (these will almost certainly be owned by commercial entities, not council) but including council charging stations for council vehicles.	Renewable energy sourced power purchase (PPA/Green power) 100%.	Procurement improvement, 5% emissions reduction per year.	Construction materials improvement, 5% per year (based on Fulton Hogan products).	Council building energy upgrades: energy & lights; includes other recommendations from 2019 audit (see attached docs), e.g., insulation,	Impact of SA grid decarbonising to be carbon neutral through renewable energy by 2030.
Key Benefits	Energy efficiency is significant enough to drive emissions down with	A swift transition has the ability to reduce all associated transport emissions with cost savings.	Immediate emissions reduction, pricing may be contracted to be less than current	Supplier engagement can strengthen the supply chain and lead to greater reductions. Reputational	No significant action or investment required directly by Council	Lower energy consumption requirements as a permanent change	This is no cost to Holdfast Bay and is on track to occur

Initiative number:	1	2	3	4	5	6	7
Initiative name:	LED Street lighting	EV fleet transition	Renewable energy (PPA)	Better procurement	Lower carbon construction materials	Energy efficient buildings	Grid decarbonisation
	cost savings.		electricity rates.	improvement from engagement.			
Estimated Capital Cost	\$311,200	\$1,063,500	N/A	\$10k for a consultant to complete a plan	N/A	\$58,100	N/A
Operations and Maintenance costs	Electricity costs starting at \$175k per year reduced to \$90k per year in 2030	Total OPEX starting at \$200k per year reduced to \$60k per year in 2030	Operating cost: \$150K/year for electricity	N/A	None. Work with suppliers to select lower carbon materials and construction methods.	Electricity consumption costs for remaining electricity requirements.	N/A
Payback	Between 2 - 3 years	Between 3 - 4 years	1 year	N/A	N/A	Between 2.5 - 4.5 years	N/A
Cost Assumptions	Cost of lamps are between \$24 to \$228.79 depending on lamp type. Labour estimated.	Energy used to charge EVs comes from retail PPA Vehicle proxy costs in initiative as adjustable parameters. Average fuel prices - Diesel = \$1.46; Petrol = \$1.64	Retail PPA can be contracted to be around \$0.08/kWh	External consultants may be required to support supplier engagement program	External consultants may be required to validate emissions reduction in construction products.	Capital costs are as per the Energy Project reports	N/A

Initiative number:	1	2	3	4	5	6	7
Initiative name:	LED Street lighting	EV fleet transition	Renewable energy (PPA)	Better procurement	Lower carbon construction materials	Energy efficient buildings	Grid decarbonisation
Delivery timing	100% completion by 2027/28	Transition is one vehicle per year until FY2024. All remaining vehicles transitioned by 2029 (average the transition of vehicles from FY2025 to FY2029). Passenger vehicles are replaced every two years.	Immediate, dependent on contract negotiations	Continuous program out to 2030	Continuous program out to 2030	As per the Energy Project reports	In process to 2030.
Key risks	None	Need strategic positioning of charging stations to ensure correct operation of electric fleet	Constant energy pricing fluctuations and lock in period	May take a while before improvements are seen and can be captured as emissions reduction by Holdfast Bay	Reliant on supplier to make improvements and offer low carbon products	Air conditioning improvements may not factor be sufficient to manage expected climate change with higher average temperatures.	If the SA Government encounter hurdles and are unable to decarbonise by 2030.
Modelling Assumptions	Public lighting numbers as per the 2020 report	Excludes embodied emissions from vehicles. Sedans use petrol, all other vehicles use diesel.	Activation year is 2023 and that a retail price of \$0.08/kWh could be negotiated	5% reduction is achievable year on year and is ambitious.	No price premium on low carbon products.	Current electricity rate of \$0.32/kWh remains the same until 2030. Needs to be aligned with the projected costs of 100% renewable energy contract - i.e., \$0.23/kWh	Emissions factors are calculated by Edge based on state-by-state commitments towards decarbonisation and current grid

Initiative number:	1	2	3	4	5	6	7
Initiative name:	LED Street lighting	EV fleet transition	Renewable energy (PPA)	Better procurement	Lower carbon construction materials	Energy efficient buildings	Grid decarbonisation
							emissions for FY21 (NGA factors).

Further assumptions

LED Lighting Conversion

- Assuming public light type breakdown is the same as latest report for Jan 2020 adapted to a total of 778 SAPN non-LED lights
- Average lifetime from range in lamps of each type
- High pressure sodium and mercury vapour use same efficiency and lifetime
- Lifetime of LED lighting constant regardless of nominal capacity
- Input conversion is reached until 2030
- 100% completion by 2028

Electric Vehicles for Passenger Fleet

- Excludes embodied carbon/emissions in the manufacture of vehicles
- Sedans use petrol; all other vehicles use diesel
- Replacement cycle of current Internal Combustion Engine (ICE) fleet same as purchase of new Electric Vehicle (EV) fleet
- Fuel consumption per vehicle was considered to be the same across fleet, while the distance travelled per year varies according to the particular vehicle's fuel efficiency
- Electricity used for charging EV is green power (PPA)
- Charging stations installed half on first transition of vehicles and half at the second transition (programmed by the transition of UTEs)
- All passenger vehicles to be 100% electric by 2026
- Key vehicles to be low CO₂ by 2030 (electric, hydrogen, hybrid)
- Purchase other electric fleet (e.g. utes, vans, buses) from 2026
- Passenger vehicles are replaced every two years.
- Current vehicles are kept until the EV transition ready year

Switch to Renewable Energy (PPA)

- Start date for a PPA is January 2023
- Emissions factors used are from federal government projections, decarbonisation impact is significant

Improved Procurement

- No cost reductions from supplier engagement has been applied, however it may be cost neutral from savings vs outlay to engage suppliers
- No growth in cost applied to supplier engagement services, immaterial impact
- No cost assumed in the business as usual case to do nothing.

Lower Carbon Construction Materials

- No price premium has been applied to low carbon products.
- External services may be required to support validation of Fulton Hogan or other suppliers' emissions reduction. This cost is not included.
- All labour costs are assumed to be internalised as part of Holdfast Bay existing staff roles.

Energy Efficient Council Buildings

- Costings and energy reduction estimates are still accurate from 2019 reports by the Energy Project
- Solar power installations have not been included as the impact is best seen separately with the battery maintenance costs included.
- No operating costs have been assumed to be required for lighting and air conditioning improvements costs. Assumed BAU repairs and maintenance costs will cover any repairs required
- Grid decarbonisation is factored into the BAU energy consumption for these locations.
- PPA price is effective from 2023 for both BAU and upgrade case

Grid Decarbonisation

- Emissions factors used are from federal government projections, decarbonisation impact is significant
- There is no cost associated to Holdfast Bay for the grid's decarbonisation

Alwyndor's modelling assumptions

Table 10. The modelling assumptions applied to Alwyndor's emissions reduction initiatives

Initiative number:	1	2	2	4	5
Initiative name:	Renewable energy (PPA)	Conversion of gas appliances	EV fleet transition	Better procurement	Grid decarbonisation
Description	100% Renewable energy sourced power purchase (PPA/Green power).	Conversion of gas appliances to electric appliances/conversion of gas hot water to electric hot water powered by 100% renewable energy.	Fleet transition to EV only for Alwyndor fleet	Procurement improvement, 5% scope 3 emissions reduction every 3 years (targeting health related products and services).	Impact of SA grid decarbonising to be carbon neutral through renewable energy by 2030.
Key Benefits	Immediate emissions reduction, pricing may be contracted to be less than current electricity rates.	Energy efficiencies and improved environmental impact (assuming renewable energy powered)	A swift transition has the ability to reduce all associated transport emissions with cost savings.	Supplier engagement can strengthen the supply chain and lead to greater reductions. Reputational improvement from engagement.	This is no cost to Alwyndor and is on track to occur.
Estimated Capital Cost	N/A	50,278.75	\$629,851	\$10k for a consultant to complete a plan	N/A
Operations and Maintenance costs	Operating cost: \$85K/year for electricity with a PPA	Assumed to be the same as current repairs and maintenance for existing systems	Total OPEX starting at \$200k per year reduced to \$31k per year in 2030	N/A	N/A
Payback	1 year	1 year	Between 3 - 4 years	N/A	N/A

Initiative number:	1	2	2	4	5
Initiative name:	Renewable energy (PPA)	Conversion of gas appliances	EV fleet transition	Better procurement	Grid decarbonisation
Cost Assumptions	Retail PPA can be contracted to be around \$0.08/kWh	Cost of a heat pump and electric fryer is about \$5K, a bratt pan is about \$9K. Gas cost is assumed to be \$0.06/MJ.	Energy used to charge EVs comes from retail PPA Vehicle proxy costs in initiative as adjustable parameters. Average fuel prices - Diesel = \$1.46; Petrol = \$1.64. Installation costs of charging stations not included.	External consultants may be required to support supplier engagement program	N/A
Delivery timing	Immediate, dependent on contract negotiations	2025 for switch over of all appliances, for maximum efficiencies gained.	Transition is 2 SUVs in 2025. All remaining vehicles transitioned in 2027. Vehicles are replaced every 4 years. 2 charging stations installed in 2025.	Continuous program out to 2030	In process to 2030.
Key risks	Constant energy pricing fluctuations and lock in period	Heat pumps may require extra maintenance and repair, typical warranty is for 5 years.	Need strategic positioning of charging stations to ensure correct operation of electric fleet	May take a while before improvements are seen and can be captured as emissions reduction by Alwyndor	If the SA Government encounter hurdles and are unable to decarbonise by 2030.

Initiative number:	1	2	2	4	5
Initiative name:	Renewable energy (PPA)	Conversion of gas appliances	EV fleet transition	Better procurement	Grid decarbonisation
Modelling Assumptions	Activation year is 2023 and that a retail price of \$0.08/kWh could be negotiated	<p>The existing hot water systems that will not be replaced have the same energy consumption as the gas systems that are replaced.</p> <p>2 gas heaters in the Cheater Suite have been excluded as no details were provided by Alwyndor.</p>	Excludes embodied emissions from vehicles. SUVs use petrol, all other vehicles use diesel.	5% reduction in scope 3 emissions is achievable every three years.	Emissions factors are calculated by Edge based on state by state commitments towards decarbonisation and current grid emissions for FY21 (NGA factors).

Further assumptions

Renewable energy PPA

- The start date for the PPA is 2023.
- Emissions factors used are from federal government projections, decarbonisation impact is significant

Conversion of gas appliances

- Costings and energy reduction estimates are still accurate from 2019 reports by the Energy Project.
- Assumed BAU repairs and maintenance costs will cover any repairs required.
- Grid decarbonisation is factored into the BAU energy consumption for these locations.
- PPA price is effective from 2023 for both BAU and upgrade case.
- Electricity price is assumed to be stable and not increase for the purpose of this model.
- Dean 110MJ Deep fryer has a 21L oil capacity (for electric replacement)
- 51MJ Bratt Pan is a 60L device for an (electric replacement)
- Assume that the 2 x Gas Hot Water Systems in Alandale and Alandale Secure have similar energy consumption as the ones provided.
- Hot water systems are used 365 days a year.
- Heat pumps are assumed to be the lowest energy alternative to gas hot water systems.

Electric vehicles

- Excludes embodied carbon/emissions in the manufacture of vehicles.
- Sedans use petrol/gasoline; all other vehicles use diesel.
- Replacement of current Internal Combustion Engine (ICE) fleet same as purchase of new Electric Vehicle (EV) fleet.
- Fuel consumption per vehicle was considered to be the same across fleet, while the distance travelled per year varies according to the particular vehicle's fuel efficiency.
- Electricity used for charging EV is green power (PPA).
- Charging stations installed half on first transition of vehicles.
- Extra van assumed to be required in 2027.

Improved procurement

- No cost reductions from supplier engagement has been applied, however it may be cost neutral from savings vs outlay to engage suppliers
- No growth in cost applied to supplier engagement services, immaterial impact
- No cost assumed in the business as usual case to do nothing.

Grid decarbonisation

- Emissions factors used are from federal government projections, decarbonisation impact is significant
- There is no cost associated to Holdfast Bay for the grid's decarbonisation

Appendix B: City of Holdfast Bay and Alwyndor Carbon Footprint Assessment Table

The following table represents the calculated emissions (tCO₂-e) for both Alwyndor and the City of Holdfast Bay. Emissions have been calculated based on information provided to Edge by Alwyndor staff and City of Holdfast Bay staff, respectively. Scope 3 Categories 8-15 have not been included within the assessment as agreed upon when defining the emissions scope boundaries and/or the categories are not deemed as relevant and material to both organisations.

Table 11. The City of Holdfast Bay and Alwyndor Carbon Footprint Assessment Table.

2021 Carbon footprint assessment

Scope 1 emissions

					Alwyndor	City of Holdfast Bay
					tCO ₂ -e FY21	tCO ₂ -e FY21
Fuel combustion - Mobile	Type	Alwyndor	City of Holdfast Bay	Unit		
	Petrol/Gasoline	1,232.46	14,269.29	L	2.9	34.0
	Diesel	1,086.81	121,260.33	L	3.0	329.5
	LPG			L	-	-
	Natural gas	2,180.18	19.24	GJ	128.6	1.1
					134.5	364.6
Fugitive emissions (refrigerants)	Type	Alwyndor	City of Holdfast Bay	Unit	tCO ₂ -e	tCO ₂ -e
	R-134a			kg	-	-

	R-11			kg	-	-	
	R-12			kg	-	-	
	R-113			kg	-	-	
	R-114			kg	-	-	
	R-22			kg	-	-	
	R-123			kg	-	-	
	R-407C			kg	-	-	
	R-410a			kg	-	-	
	R-115			kg	-	-	
	R-404a			kg	-	-	
	OR						
	Refrigerants - GFA air conditioned area		24,088.00	m2 GFA	-	356.7	
					-	356.7	

Scope 2 emissions

Purchased electricity	State	Alwyndor	City of Holdfast Bay	Unit	Alwyndor	City of Holdfast Bay
					tCO ₂ -e	tCO ₂ -e
	SA	1,004,767	1,813,216	kWh	432.0	779.7

432.0 **1,214.1**

Scope 3 emissions

	Category	Alwyndor	City of Holdfast Bay	Unit	Alwyndor	City of Holdfast Bay
					tCO ₂ -e	tCO ₂ -e
Cat 1: Purchased goods and services	Advertising and marketing	-	357,482	AUD	-	85
	Appliances	29,453	28,685	AUD	24	23
	Books/magazines	-	42,089	AUD	-	15
	Care hire/taxi	-	13,415	AUD	-	6
	Catering/food	157,172	47,114	AUD	52	16
	Cleaning	109,932	58,194	AUD	108	49
	Compostable dog waste	-	46,906	AUD	-	86
	Construction	-	1,024,986	AUD	-	715
	Corporate services	2,659,187	3,982,328	AUD	664	1,463
	Electrical, Mechanical, Fire and Hydraulic services	32,566	652,321	AUD	42	831
	Entertainment	14,889	81,730	AUD	3	19
	Equipment, materials and appliances	-	72,513	AUD	-	48

Financial intermediation	56,577	128,948	AUD	3	6
Furniture, fittings and office equipment	175,558	878,858	AUD	134	1,010
Health care	686,378	53,460	AUD	495	13
Hotels and restaurants	-	12,047	AUD	-	16
ICT	411,873	1,689,976	AUD	68	313
Insurance	399,791	55,823	AUD	264	3
Landscaping and Environmental Service	9,910	2,021,423	AUD	8	1,674
Other land transport	-	14,355	AUD	-	6
Other service activities	808,064	546,449	AUD	203	109
Parking	-	152,945	AUD	-	208
Playgrounds	-	58,552	AUD	-	13
Post and telecommunications	9,147	329,114	AUD	3	84
Recreational, cultural and sporting activities	-	25,000	AUD	-	6
Repairs and maintenance	142,341	1,370,333	AUD	198	1,941
Training	62,084	272,988	AUD	25	109
Uniforms	21,048	57,093	AUD	12	34
Waste	8,011	-	AUD	Covered by Cat 5	Covered by Cat 5
Waste services	-	4,918,245	AUD	Covered by Cat 5	Covered by Cat 5
Water	30,811	644,252	AUD	88	1,843

5,824,792.7

19,637,625.2

2,396.1

10,741.9

Cat 2: Purchased Capital goods	Category	Alwyndor	City of Holdfast Bay	Unit	Alwyndor tCO ₂ -e FY21	City of Holdfast Bay tCO ₂ -e FY21
	Civil works	-	236,246	AUD	-	54
	Construction	56,850	10,330,551	AUD	28	2,433
	Corporate Services	-	101,991	AUD	-	98
	Furniture, Fittings and Office Equipment	-	248,423	AUD	-	296
	Motor Vehicles	74,769	1,302,345	AUD	63	1,095
	Other land transport	-	49,114	AUD	-	47
	Other service activities	-	23,018	AUD	-	35
	Repairs and maintenance	27,995	-	AUD	33	-
	Solar	-	347,863	AUD	-	498
Solar Installation	287,660	-	AUD	412	-	
		447,274	12,639,551		536.3	4,556.4

Cat 3: Fuel- and energy- related emissions	Category	Type	Alwyndor	City of Holdfast Bay	Unit	Alwyndor tCO ₂ -e FY21	City of Holdfast Bay tCO ₂ -e FY21
	Fuel combustion - mobile	Petrol/Gasoline (transport)	1,232.46	14,269	L	0.2	1.8

	Diesel (transport)	1,086.81	1,260	L	0.2	0.2	
	Purchased electricity	SA	1,004,767	1,813,216	kWh	90.4	163.2
		Renewable energy	0%		% of total electricity used		
					90.7	165.1	

Cat 4: Upstream transport (from suppliers)	Assumed to be included in Cat 1.					
---	----------------------------------	--	--	--	--	--

Cat 5: Waste generated in operations	Type of Waste	Alwyndor	City of Holdfast Bay	Unit	Alwyndor tCO ₂ -e FY21	City of Holdfast Bay tCO ₂ -e FY21
		Paper recycling			tonnes	-
	Organics recycling		1,253.30	tonnes	-	0.0765
	Commingled recycling		3.35	tonnes	-	0.0006
	Soft plastics recycling			tonnes	-	-
	Hazardous waste			tonnes	-	-
	General waste landfill (dry)		1,082.57	tonnes	-	0.9191
	General waste landfill (wet)	0.15	6.38	tonnes	0.0003	0.0109
	OR:Spend (\$)			\$	-	-
					0.0003	1.0070

Cat 6: Business travel	Type	Alwyndor	City of Holdfast Bay	Unit	Alwyndor	City of Holdfast Bay
					tCO ₂ -e FY21	tCO ₂ -e FY21
	Car hire / taxi		19,983.27	AUD	-	8.6
	Air travel domestic			AUD	-	-
	Other			AUD	-	-
					-	8.6

Cat 7: Employee Commuting	Type	Alwyndor	City of Holdfast Bay	Unit	Alwyndor	City of Holdfast Bay
					tCO ₂ -e FY21	tCO ₂ -e FY21
	SA	174.00	175.60	FTE	373.3	376.7
					174.00	175.60
					373.3	376.7

Categories 8 – 15 (upstream leased assets; downstream transportation and distribution; processing of sold products; use of sold products; end-of-life treatment of sold products; downstream leased assets; franchises; investments) have not been assessed as agreed upon when defining the boundaries of emissions modelling scope and are assumed not relevant and material to the City of Holdfast Bay and Alwyndor..

Item No: 15.8

Subject: **NEW POLICY – COASTAL VEGETATION MANAGEMENT**

Date: 23 August 2022

Written By: Team Leader, Environment and Coast

General Manager: Assets and Delivery, Mr M de Heus

SUMMARY

Council values its coastal vegetation and the many benefits it brings to our community. These include aesthetics, sand stabilisation, storm buffer, climate adaptation, and habitat for biodiversity purposes. Occasionally, there are conflicting values in this space such as access to coastal views, particularly from memorial seats, and space around sculptures and other amenities. This policy has been developed to provide clarity on Council's position on Coastal Vegetation Management, and to provide consistency in the application of that management.

RECOMMENDATION

That Council:

- 1. approve the new Council Policy: Coastal Vegetation Management; and**
 - 2. endorse the Holdfast Bay Dunes Biodiversity Action Plan 2019 -2024.**
-

STRATEGIC PLAN

Strategic vision: Protection our heritage and beautiful coast.

Sustainability: We preserve resources and minimise our individual and collective environmental footprint.

COUNCIL POLICY

Draft Council Policy: Coastal Vegetation Management

STATUTORY PROVISIONS

Not applicable

BACKGROUND

In 2019, a Holdfast Bay Dunes Biodiversity Plan (2019-2024) was presented at a Council workshop, which superseded the previous Coastal Vegetation Master Plan 2013.

Refer Attachment 1

A new Coastal Vegetation Management policy has been prepared for Council review and approval. The policy has been reviewed by the Governance and Strategy team and approved by the Senior Leadership Team.

Refer Attachment 2

REPORT

This new draft Coastal Vegetation Management policy provides clarity and consistency internally, for our external stakeholders and for our community. It carefully balances a variety of competing objectives and interests, such as biodiversity, aesthetics, events, sand management, safety and potential impacts on pedestrians, traffic, infrastructure and visitors.

The draft policy covers all coastal vegetation on the beach side of the Coast Path along the entire length of the Holdfast Bay coastline, excluding the Minda Dunes, which has a separate management plan.

The policy includes that ‘future coastal plant species will be selected subject to a site assessment and consider a range of issues including views and to reduce the need for pruning vegetation around infrastructure and sculptures’.

The policy aligns with the objectives and actions in the Holdfast Bay Dunes Biodiversity Action Plan, the Environment Strategy 2020 – 2025 and the Strategic Plan, Holdfast 2050+.

The Holdfast Bay Dunes Biodiversity Action Plan has had some minor edits in order to reflect the proposed policy and is submitted for endorsement:

- Section 5.6: a sentence has been added to make it clear that all planting locations are subject to a site assessment taking into account a range of issues, including residents’ views; and
- Table 9: tall shrubs and trees are restricted to swales for future planting.

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Attachment 1







Holdfast Bay Dunes

Biodiversity Action Plan 2019-2024



Document Information	
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Title	Director
Signature	
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Title	Director
Signature	

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Certain assumptions have been made in the preparation of this report. We have assumed that all information and documents provided to us by the Client or as a result of a specific request or enquiry were complete, accurate and up-to-date. Where we have obtained information from a government register or database, we have assumed that the information is accurate. Where an assumption has been made, we have not made any independent investigations with respect to the matters the subject of that assumption. We are not aware of any reason why any of the assumptions are incorrect.

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1 INTRODUCTION

The City of Holdfast Bay has nine kilometres of coastline. Coastal dune vegetation in the City of Holdfast Bay has been substantially impacted and reduced by the high level of development and urbanisation within the Council area. However, the remaining dune systems are an important asset to the area, providing protection from tide effects, and a habitat for birds, reptiles and insects. Before extensive coastal development in the 19th and 20th centuries, the dunes were an important source of food and shelter for the traditional owners the Kaurna People¹. The most significant dune systems remaining in the Holdfast Bay area are the Brighton to Seacliff dunes, and the Minda dunes at Somerton Park¹. A Biodiversity Action Plan² has recently been developed and is being implemented for the Minda Dunes area. This Plan focusses on the other dune systems in the City of Holdfast Bay.

This Biodiversity Action Plan is intended to align with, and contribute to, the objectives of the Metropolitan Adelaide and Northern Coastal Action Plan (MANCAP)³. The goal of MANCAP is to understand and facilitate the conservation, protection and maintenance of the region's natural coastal resources and to establish conservation priorities for areas within the region. The MANCAP recognises the following key issues in the Holdfast Bay area:

1. Limited biodiversity in dunes
2. Weeds and nutrients are introduced to the dunes by numerous storm drains
3. Development of informal tracks in dunes damages vegetation and introduces weeds

This report focusses on activities to improve the limited biodiversity in dunes. This includes the following key actions for all dunes in the Holdfast Bay area from the MANCAP:

- Extend and intensify planting of native plant species, in tandem with removal of weed species.
- Need for ongoing dune restoration and maintenance to improve biodiversity

The intention of this Biodiversity Action Plan is to provide the information needed to address the local management actions identified in the MANCAP. The objectives are to:

- clearly identify priority issues relating to the management of remnant vegetation and landforms within the study area; and
- identify and address other relevant natural resource management matters identified within the study area during the course of the project.

The Plan is intended as a guide for specific and prioritised “on-ground” works over the next 5 years, with the aim being to maximise the protection of the biodiversity values of Holdfast Bay dunes.

The preparation of the Action Plan has involved:

¹ <https://www.holdfast.sa.gov.au/development-and-infrastructure/environment/our-coast> accessed 7/8/2019.

² Milne, T. (2018). Biodiversity Action Plan for the Minda Dunes 2018-2022. Unpublished report prepared for the City of Holdfast Bay.

³ Caton B., Fotheringham D., Krahnert E., Pearson J., Royal M. and Sandercock R. 2009. Metropolitan Adelaide and Northern Coastal Action Plan. Prepared for the Adelaide and Mount Lofty Ranges NRM Board and Department for Environment and Heritage.

- review of previous biodiversity surveys and related studies;
- stakeholder consultation and ongoing liaison;
- field survey to map and record vegetation associations, plants of conservation significance, weeds and other management issues;
- identification and prioritisation of actions necessary to improve the biodiversity values/environmental assets of the funes; and
- identification of appropriate and cost effective monitoring

2 STUDY AREA

Figure 1 shows the four sections of dunes in the City of Holdfast Bay area that were considered for this report. For simplicity, these dunes were divided into the following groups:

- Holdfast Shores dunes
- Kent Street dunes
- Brighton to Seacliff dunes
- Brighton Caravan Park Dunes



Figure 1: Location of Dunes considered in this report

2.1 Current land management

The dunes of the Holdfast Bay area (excluding Minda Dunes) are under the care and control of the City of Holdfast Bay in partnership with Natural Resources Adelaide and Mount Lofty Ranges, and local volunteers.

3 ENVIRONMENTAL ASSETS

3.1 Vegetation communities

The dunes that are the focus of this Plan have been substantially modified and impacted by development. As such not all structural components expected in dune systems (incipient dune, foredune, swale, secondary dune) are present in the sites. The Holdfast Shores dunes have a poorly developed incipient dune, covered with **Thinopyrum junceiforme*⁴ (Sea Wheat-grass), and then an open, low dune that is an *Atriplex cinerea* (Coast Saltbush), *Olearia axillaris* (Coast Daisy-bush) open shrubland. The Kent Street dunes are really just an accumulation of sand against the sea wall that has been colonised by **Thinopyrum junceiforme* (Sea Wheat-grass), with one emergent *Atriplex cinerea* (Coast Saltbush).

The dunes from Brighton to Seacliff are the most well-formed, containing an incipient and foredune, a swale area, and then a slope up to the Esplanade. The incipient dune is dominated by **Thinopyrum junceiforme* (Sea Wheat-grass). The foredune is generally composed of a tussock grassland with a combination of the native *Spinifex hirsutus* (Rolling Spinifex), and the weedy **Thinopyrum junceiforme* (Sea Wheat-grass) and to a lesser extent **Ammophila arenaria* (Marram Grass). The back of the foredune and swale is principally a shrubland community, with *Olearia axillaris* (Coast Daisy-bush) consistently present, and *Scaevola crassifolia* (Cushion Fanflower), *Acacia longifolia ssp. sophorae* (Coastal Wattle) and *Acacia cupularis* (Cup Wattle) present to varying degrees. The slope up to the Esplanade is somewhat akin to the bottom of a secondary dune. It is currently composed of a shrubland community of *Myoporum insulare* (Common Boobialla), *Scaevola crassifolia* (Cushion Fanflower), *Acacia longifolia ssp. sophorae* (Coastal Wattle), *Olearia axillaris* (Coast Daisy-bush) with emergent *Allocasuarina verticillata* (She-oak), although in some sections (from Edward Street to Angus Neill Reserve), the planted, non-indigenous **Leptospermum laevigatum* (Coast Tea-tree) and planted *Melaleuca halmaturorum* (Swamp Tea-tree) form dominant stands. It is notable that Coast Beard-heath (*Leucopogon parviflorus*), which would be expected to be a co-dominant species with *Olearia axillaris* (Coast Daisy-bush) is entirely lacking in the dunes, likely as a result of past disturbance. Pre-European mapping of these dunes⁵ shows the area was likely to have been an *Olearia axillaris* ± *Leucopogon parviflorus* shrubland. *Olearia axillaris*, *Acacia longifolia* ± *Leucopogon parviflorus* ± *Myoporum insulare* shrubland is likely to be the most prevalent plant community occurring on the white sand dunes from Brighton to Semaphore⁶.

⁴ From this point forward any species marked with an asterisk (*) is a non-indigenous species

⁵ As accessed at www.naturemaps.sa.gov.au on 9/8/2019.

⁶ Kraehenbuehl, D.N. (1989). Plant Communities. In: Wollaston, E.M. (ed.). The Aldinga Scrub Conservation Park. A report on its history and natural values. Nature Conservation Society of South Australia, Adelaide.

The last section of dunes at the Brighton Caravan Park is a very narrow section of accumulated sand that is a *Spinifex hirsutus* (Rolling Spinifex) hummock grassland with emergent *Scaevola crassifolia* (Cushion Fanflower) and *Acacia cupularis* (Cup Wattle).

3.2 Significant flora species

A search of the Naturemaps⁷ and Atlas of Living Australia databases⁸ revealed one record of the state Rare *Haloragis brownii* (Swamp Raspwort) in the Holdfast Shores dunes, but this is an historic record from 1885. There were no other records for State or Nationally Rated flora species within the current extent of the dune areas. Whilst no species of state or national conservation significance are found in the study area, there are 7 species considered Near Threatened, 5 species considered Rare and 1 species considered Vulnerable at a regional level (Table 1). This reflects the scarcity of dune and coastal woodland habitats in the region, and illustrates the importance of the dunes in the broader region. Appendix 1 includes a full list of species.

Table 1: List of native plant species of conservation significance found during this study

Species	Common Name	Conservation Status		
		AUS ⁹	SA ¹⁰	AMLR ¹¹
<i>Acacia cupularis</i>	Cup Wattle			RA
<i>Adriana quadripartita</i>	Coast Bitter-bush			RA
<i>Dianella brevicaulis</i>	Short-stem Flax-lily			NT
<i>Eucalyptus diversifolia ssp. diversifolia</i> *	Coastal White Mallee			RA
<i>Kunzea pomifera</i>	Muntries			RA
<i>Lepidosperma gladiatum</i>	Coast Sword-sedge			NT
<i>Leucophyta brownii</i>	Coast Cushion Bush			NT
<i>Melaleuca halmaturorum</i> *	Swamp Paper-bark			EN
<i>Myoporum insulare</i>	Common Boobialla			NT
<i>Olearia axillaris</i>	Coast Daisy-bush			NT
<i>Pelargonium australe</i>	Austral Stork's-bill			RA
<i>Pimelea serpyllifolia ssp. serpyllifolia</i>	Thyme Riceflower			NT
<i>Scaevola crassifolia</i>	Cushion Fanflower			VU
<i>Senecio pinnatifolius var. maritimus</i>	Variable Groundsel			RA
<i>Threlkeldia diffusa</i>	Coast Bonefruit			NT

Rating codes: NT = Near Threatened; R = Rare; V = Vulnerable; E=Endangered * these species have been planted are are not considered to be a natural part of the flora of the dunes. As such they are not included in the summary in Section 3.2.

3.3 Native Fauna (including fauna of Conservation Significance)

3.3.1 Reptiles

The Biological Database of South Australia (BDBSA) and Atlas of Living Australia (ALA) hold no reptile records for any of the dune areas. Small skink and gecko species possibly present include the Dwarf

⁷ www.naturemaps.sa.gov.au accessed 7/8/2019

⁸ www.ala.org.au accessed 7/8/2019

⁹ Environment Protection and Biodiversity Conservation Act 1999

¹⁰ Schedules of the National Parks and Wildlife Act 1972 accessed November 2015

¹¹ Gillam, S. and Urban, R. (2014) Regional Species Conservation Assessment Project, Phase 1 Report: Regional Species Status Assessments, Adelaide and Mount Lofty Ranges NRM Region. Department of Environment, Water and Natural Resources, South Australia.

Skink (*Menetia greyii*), Four-toed Earless Skink (*Hemiergis peronii*), Bougainville's Skink (*Lerista bougainvillii*), Marbled Gecko (*Christinus marmoratus*), and the Three-toed Earless Skink (*Hemiergis decresiensis*). The larger reptile species Sleepy Lizard (*Tiliqua rugosa*), Eastern Bluetongue (*Tiliqua scincoides*), Eastern Bearded Dragon (*Pogona barbata*) and Eastern Brown Snake (*Pseudonaja textilis*) may also be present.

3.3.2 Birds

Bentz (2007)¹² conducted a bird survey in nearby Minda Dunes, and found 30 species to be present. An initial autumn survey of Minda Dunes in 2019 by Marcus Pickett noted sixteen species. The Atlas of Living Australia had 22 records¹³ from the dune and associated beach areas that are the focus of this study. Table 2 shows these compiled data, and comments on each species. The regionally Vulnerable Silvereye (*Zosterops lateralis*) is considered likely to use the dunes as habitat. Ongoing management of the dunes should consider retention of sections of thick shrubland/low woodland in the site to ensure this species remains.

Hooded Plover (*Thinornis rubricollis rubricollis*)

A pair of the Nationally and State Vulnerable Hooded Plover (*Thinornis rubricollis rubricollis*) is known to utilise the beach at Seacliff and this pair successfully fledged a chick in the 2017-18 breeding season¹⁴, and successfully fledged two chicks across the 18/19 season¹⁵. This pair is the only pair along the City of Holdfast Bay's coast¹⁶, the most northerly pair in Gulf St Vincent, and have been nesting in the area for three seasons. The stormwater drain is integral to the survival of the chicks at that site (providing a secluded protected location to raise chicks and a spot for them to feed without having to go to the water's edge)¹⁷. Volunteers act as site guardians to assist with the protection of the chicks and educate beach users due to the high volume of beach users during the chick phase. Chick shelters have also been used at Seacliff to provide extra refuge for the chicks to hide in when threatened, as there is minimal shelter on the beach for chicks to hide from predators and recreational users¹⁸.

The Hooded Plover is a small beach-nesting bird endemic to the southern coasts of Australia. The eastern population, considered a separate subspecies, is entirely dependent on ocean beach habitats. Hooded Plovers are the most threatened of beach-nesting resident shorebirds because they are habitat specialists and in South Australia they are limited to breeding exclusively on ocean beaches, with rare exceptions. At the National Threatened Species Summit in 2015 the Hooded

¹² Bentz, T. (2007). Minda Dunes Bird Surveys Final 2007 Report. Unpublished report prepared for the City of Holdfast Bay.

¹³ Note that only species considered extant in the region by "Gillam, S. and Urban, R. (2014) Regional Species Conservation Assessment Project, Phase 1 Report: Regional Species Status Assessments, Adelaide and Mount Lofty Ranges NRM Region. Department of Environment, Water and Natural Resources, South Australia" were included in this list.

¹⁴ Mead, R. and Maguire, G. (2018). Monitoring Hooded Plover on the Fleurieu Peninsula: Distribution, breeding success and management in the 2017/18 season. Birdlife Australia.

¹⁵ http://www.birdlife.org.au/documents/bnb_Fleurieu_Peninsula_season_report_2018-19_final-sm.pdf

¹⁶ Emma Stephens, pers. comm.

¹⁷ Emma Stephens, pers. comm.

¹⁸ http://www.birdlife.org.au/documents/bnb_Fleurieu_Peninsula_season_report_2018-19_final-sm.pdf

Plover was listed as one of 12 bird species in Australia for action, and to improve the trajectory of conservation status, by 2020¹⁹.

According to the National Department of the Environment's Conservation Advice²⁰, the Hooded Plover faces a number of threats, including:

- crushing or disturbance of eggs, chicks and nesting birds by human activities, particularly off-leash domestic dogs which also predate on flightless chicks;
- predation by invasive species such as foxes (*Vulpes vulpes*);
- predation by native scavengers such as ravens and magpies (*Corvus* spp.), currawongs (*Strepera* spp), and Silver Gulls (*Chroicocephalus novaehollandiae*), which are attracted to areas of human activity due to the availability of food and rubbish;
- indirect impacts of vehicles on prey availability;
- beach wrack harvesting;
- oil spills;
- entanglements and ingestion of marine debris;
- invasive weeds such as Sea Spurge (*Euphorbia paralias*), Marram Grass (*Ammophila arenaria*), Sea Wheatgrass (*Thinopyrum junceiforme*), Pyp Grass (*Ehrharta villosa*) and Beach Daisy (*Arctotheca populifolia*);
- inappropriate coastal erosion control measures such as brush matting;
- impacts of seawalls and measures to protect infrastructure against rising sea levels;
- limits to dune retreat due to residential and other buildings in the foredune, primary and secondary dunes;
- increasing frequency and severity of extreme weather events such as storms and storm surges, which flood nests and erode suitable habitat; and
- future threats from sea level rise, resulting in further narrowing of the coastal zone.

City of Holdfast Bay have the following by-laws, which come into effect on the 16th of December, 2019, to specifically address threats posed by both human and dog disturbance to Hooded Plover breeding sites:

- 1.1 Hooded Plover breeding site means any land within 100 metres of a sign on Local Government land that indicates a Hooded Plover breeding nest, eggs or chick(s) are or may be present on the land or in the vicinity.
- 1.2 A person must not allow a dog under that person's control, charge or authority to be or remain in a Hooded Plover breeding site unless the dog is under effective control by means of a leash.

3.3.3 Mammals

The site is considered unlikely to provide habitat for any native mammal species. Bats may fly over and feed above the site, but there is a lack of hollows or other niches that would form nesting habitat for bats.

¹⁹ Letter to City of Marion from Birdlife Australia, dated 10th December 2018. RE: Coastal Walkway, Stage 1 – Heron Way to Cormorant Drive, Hallett Cove.

²⁰ <http://www.environment.gov.au/biodiversity/threatened/species/pubs/66726-conservation-advice.pdf>

3.3.4 Invertebrates

There have been no comprehensive invertebrate surveys in the dune areas. The dunes are likely to provide habitat for numerous species of invertebrates. Some specific plantings, such as *Adriana quadripartita* (Coast Bitter-bush), have been designed to provide host plants for butterflies, in this case the Bitterbush blue butterfly (*Theclinesthes albocincta*).

Table 2: Birds recorded in nearby Minda Dunes and/or on Atlas of Living Australia and Naturemaps databases.

Species	Common Name	Conservation Status			Source	Comments
		AUS ²¹	SA ²²	AMLR ²³		
<i>Acanthiza lineata</i>	Striated Thornbill			LC	1	Possibly present.
<i>Accipiter cirrocephalus cirrocephalus</i>	Collared Sparrowhawk			LC	2,3	Possibly present.
<i>Anas superciliosa</i>	Pacific Black Duck			VU	1	Unlikely to be present.
<i>Anhinga novaehollandiae</i>	Australasian Darter			VU	1	Associated with marine rather than dune habitats.
<i>Anthochaera carunculata</i>	Red Wattlebird			LC	1,2,3	Possibly present.
<i>Anthochaera chrysoptera</i>	Little Wattlebird			LC	2	Possibly present.
<i>Cacatua sanguinea</i>	Little Corella			LC	2	Unlikely to be present.
<i>Chroicocephalus novaehollandiae</i>	Silver Gull			LC	1,2,3	Dune and marine habitats.
<i>Cincloramphus cruralis</i>	Brown Songlark			RA	2	Unlikely – usually associated with more open habitats.
<i>Corvus mellori</i>	Little Raven			LC	2	Possibly present.
<i>Cracticus torquatus</i>	Grey Butcherbird			VU	1	Unlikely to be present.
<i>Cygnus atratus</i>	Black Swan			RA	1	Associated with marine rather than dune habitats.
<i>Egretta sacra</i>	Eastern Reef Egret			CR	1	Associated with marine rather than dune habitats.
<i>Eolophus roseicapilla</i>	Galah			LC	2,3	Likely to be present.
<i>Falco cenchroides</i>	Nankeen Kestrel			LC	2	Likely to be present.
<i>Falco longipennis</i>	Australian Hobby			LC	2	Possibly present.
<i>Gavialis virescens</i>	Singing Honeyeater			LC	2	Likely to be present.
<i>Glossopsitta concinna</i>	Musk Lorikeet			LC	1,2	Possibly present, although generally associated with taller overstorey.
<i>Glossopsitta porphyrocephala</i>	Purple-crowned Lorikeet			NT	2	Possibly present, although generally associated with taller overstorey.
<i>Grallina cyanoleuca</i>	Magpielark			LC	1,2,3	Likely to be present.
<i>Gymnorhina tibicen</i>	Australian Magpie			LC	2,3	Likely to be present.

²¹ Environment Protection and Biodiversity Conservation Act 1999

²² Schedules of the National Parks and Wildlife Act 1972 accessed November 2015

²³ Gillam, S. and Urban, R. (2014) Regional Species Conservation Assessment Project, Phase 1 Report: Regional Species Status Assessments, Adelaide and Mount Lofty Ranges NRM Region. Department of Environment, Water and Natural Resources, South Australia.

Species	Common Name	Conservation Status			Source	Comments
		AUS ²¹	SA ²²	AMLR ²³		
<i>Haematopus fuliginosus</i>	Sooty Oystercatcher			EN	1	Associated with marine rather than dune habitats.
<i>Hirundo neoxena</i>	Welcome Swallow			LC	1,2,3	Likely to forage over dunes.
<i>Hydroprogne caspia</i>	Caspian Tern			VU	1	Associated with marine rather than dune habitats.
<i>Larus pacificus</i>	Pacific Gull			VU	1,3	Dune and marine habitats.
<i>Manorina melanocephala</i>	Noisy Miner			LC	1,2,3	Likely to be present.
<i>Ocyphaps lophotes</i>	Crested Pigeon			LC	1,2,3	Likely to be present.
<i>Pachycephala pectoralis</i>	Golden Whistler			LC	2	Unlikely to be present – prefers woodland habitats.
<i>Pelecanus conspicillatus</i>	Australian Pelican			RA	1,2	Associated with marine rather than dune habitats.
<i>Phalacrocorax fuscescens</i>	Black-faced Cormorant			RA	1	Associated with marine rather than dune habitats.
<i>Phalacrocorax varius</i>	Pied Cormorant			LC	1	Associated with marine rather than dune habitats.
<i>Phylidonyris novaehollandiae</i>	New Holland Honeyeater			LC	1,2,3	Likely to be present.
<i>Platycercus elegans</i>	Crimson Rosella			LC	2,3	Possibly present, although generally associated with taller overstorey.
<i>Platycercus eximius</i>	Eastern Rosella			LC	2,3	Possibly present, although generally associated with taller overstorey.
<i>Ptilotula penicillata</i>	White-plumed Honeyeater			LC	2	Likely to be present.
<i>Rhipidura albiscapa</i>	Grey Fantail			LC	2	Possibly present, although prefers woodland habitats.
<i>Rhipidura leucophrys</i>	Willie Wagtail			NT	1,2,3	Likely to be present.
<i>Trichoglossus haematodus</i>	Rainbow Lorikeet			LC	1,2,3	Possibly present, although generally associated with taller overstorey.
<i>Zosterops lateralis</i>	Silvereye			VU	2,3	Likely to be present.

Rating codes: NT = Near Threatened; R = Rare; V = Vulnerable; E=Endangered

Source: 1: Atlas of Living Australia search, 2: recorded by Bentz (2007)²⁴ in Minda Dunes, 3: recorded by Pickett (2019) in Minda Dunes in an autumn survey (unpublished data)

4 ENVIRONMENTAL THREATS (management issues)

Management issues that are of particular concern in terms of biodiversity conservation in the dune areas include:

- weed infestation;
- unmanaged trails;
- development of incursions into dunes;
- grazing and predation by pest animals (i.e. foxes, cats, rabbits, hares, rats, mice); and
- erosion.

4.1 Invasive weeds

The diversity and structure of the native vegetation are threatened by a range of introduced weed species and Table 3 lists the weeds of concern that have been recorded in the Dunes. These weeds meet one or more of the following criteria:

- Declared under the *Natural Resources Management Act*
- Threat rating under the MANCAP of 4 or more
- Red Alert weed rating of 3 or more

A full list of weeds recorded in this study is included in Appendix 1.

Table 3: List of Priority Weeds for control in Holdfast Bay Dunes

Species	Common Name	²⁵ Declared	²⁶ WONS	²⁷ MANCAP Threat Level	²⁸ Red Alert Weed Rating
* <i>Acacia cyclops</i>	Western Coastal Wattle			7	3
* <i>Ammophila arenaria</i>	Marram Grass			2	4
* <i>Carpobrotus edulis ssp. edulis</i>	Hottentot Fig			3	3
* <i>Chondrilla juncea</i>	Skeleton Weed	Y		2	2
* <i>Euphorbia paralias</i>	Sea Spurge			5	3
* <i>Euphorbia terracina</i>	False Caper	Y		5	3
* <i>Galenia pubescens var. pubescens</i>	Coastal Galenia			5	2
* <i>Gazania linearis</i>	Gazania	Y		6	3
* <i>Leptospermum laevigatum</i>	Coast Tea-tree	Y		6	4
* <i>Oxalis pes-caprae</i>	Soursob			5	4
* <i>Pennisetum clandestinum</i>	Kikuyu			5	3

²⁴ Bentz, T. (2007). Minda Dunes Bird Surveys Final 2007 Report. Unpublished report prepared for the City of Holdfast Bay.

²⁵Under the *Natural Resources Management Act*

²⁶ Australian Weeds Committee (2012), Weeds of National Significance. Department of Agriculture, Fisheries and Forestry, Canberra, ACT <http://www.weeds.org.au/WONS/>

²⁷ Metropolitan and Northern Coastal Action Plan, AMLR Natural Resources Management Board

²⁸ Refer to Croft, S.J., J.A. Pedler & T.I. Milne (2005 – 2008) Bushland Condition Monitoring Manual. Nature Conservation Society of SA Inc.

Species	Common Name	²⁵ Declared	²⁶ WONS	²⁷ MANCAP Threat Level	²⁸ Red Alert Weed Rating
* <i>Polygala myrtifolia</i>	Myrtle-leaf Milkwort	Y		6	4
* <i>Thinopyrum junceiforme</i>	Sea Wheat-grass			3	4
* <i>Trachyandra divaricata</i>	Dune Onion Weed	Y		7	4

4.2 Pest animals

Table 4 lists the introduced animal species that have been recorded, or are considered likely to be present, in the Holdfast Bay Dunes.

Table 4: List of introduced animal species considered likely to be present, in Holdfast Bay Dunes

Species	Common Name
Mammals	
<i>Felis catus</i>	Feral Cat
<i>Mus musculus</i>	House Mouse
<i>Oryctolagus cuniculus</i>	European Rabbit
<i>Rattus rattus</i>	Black Rat
<i>Vulpes vulpes</i>	Fox
<i>Canis familiaris</i>	Dog
Birds	
<i>Alauda arvensis</i>	Skylark
<i>Columba livia</i>	Common Rock Dove
<i>Carduelis carduelis</i>	European Goldfinch
<i>Passer domesticus</i>	House Sparrow
<i>Spilopelia chinensis</i>	Spotted Dove
<i>Sturnus vulgaris</i>	Common Starling
<i>Turdus merula</i>	Blackbird

Of these introduced animals fox, rabbit and cat populations are considered to be a significant threat to the Dunes' biodiversity and are a high priority in terms of active management strategies.

4.3 Recreation activities

The dunes have heavy levels of pedestrian access. Management of pedestrian traffic is essential to help prevent unwanted impacts, such as:

- trampling or crushing vegetation;
- compacting soil, which limits natural regeneration;
- disturbance of soil/erosion, which encourages weeds;
- introduction of weed seed; and
- disturbance/predation on native animals by domestic pets such as dogs.

The MANCAP notes that a high priority action is to "Pursue rehabilitating tracks and denuded areas with indirect forms of access control such as brush, plantings and strategic fencing." Most trails head west from the esplanade through the dune systems, and in most cases are fenced on both sides. These appear to be used by the great bulk of pedestrian traffic. However, during field inspection it was noted that there was a propensity for some walkers to walk along the top of the primary dune parallel to the shoreline.

4.4 Erosion

Dune systems are easily exposed to erosion, particularly if the vegetation that helps bind the soil is damaged or removed. As previously discussed, management of pedestrian access is required to help prevent ongoing issues with erosion within the dunes. Erosion is a natural process along the coastline and is evident on the toe of some sections of the Brighton to Seacliff Dunes. It is important to note that the Adelaide coast has been developed and modified to the extent that there is an overall loss of sand from the coast such that artificial management is now required to maintain a sandy coastline. In addition, the loss of seagrass has enabled the release of sediment resulting in deepening of the sea bed and greater vulnerability to erosion from intense storm events²⁹.

4.5 Climate change

Climate change is an overarching threat that may exacerbate many of the aforementioned threats. Caton et al (2007) note that “Changing climatic trends shown by the current records constitute a stress factor for natural and semi-natural habitats within coastal Fleurieu region.”

It is expected that the current mean sea level rise of 3 mm/year in the region will accelerate over the next 50-100 years. Increases in mean annual temperatures and a corresponding decrease in annual rainfall for coastal areas are also forecast.

The following information has been taken from the Southern Fleurieu Coastal Action Plan (SFCAP) and summarises the threats that may be posed by climate change in the Holdfast Bay Dunes:

- Increasing temperatures and aridity will affect the structure and composition of vegetation communities.
- Reductions in geographic range of species and ecological communities and increased risk of extinction for species that are already vulnerable.
- Increasing CO₂ concentrations may impact on germination, establishment, growth and regeneration of native species.
- Highly invasive exotic plant and animal species may become more dominant.
- Beach recession and foredune erosion may be exacerbated.

This plan has been written with reference to these predicted changes, and aims to build the resilience of natural systems in the Dunes area to be able to cope with the impacts of climate change.

²⁹ Tyndall, J. and Lock, C. (2010). Biodiversity Management Plan: Minda Sand Dunes. Unpublished document prepared for the City of Holdfast Bay, Adelaide.

5 BIODIVERSITY MANAGEMENT STRATEGIES

5.1 Biodiversity management objectives

The biodiversity management objectives for City of Holdfast Bay Dunes are to manage the native vegetation of the reserves in such a manner as to:

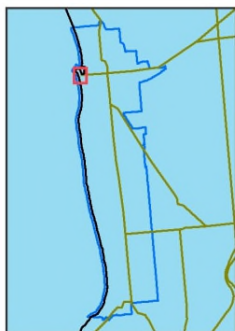
- prevent any further loss of biodiversity; and
- strengthen the long-term viability and resilience of the existing biodiversity assets.

5.2 Management zones

To facilitate the ongoing management of threats to biodiversity (most notably weed control and a lack of diversity and structure of native plant species), the area has been divided into management zones (Table 5, Figures 2-7). Delineation of management units or zones is based largely on the type and condition of vegetation present.

Table 5. Holdfast Bay Dunes Management Zones

Area	Management Zone	Description
Holdfast Shores dunes	1	<i>Atriplex cinerea</i> , <i>Olearia axillaris</i> open shrubland – low dune in front of Holdfast Shores development.
	2	* <i>Thinopyrum junceiforme</i> grassland – in front of management zone 1.
Kent Street dunes	3	* <i>Thinopyrum junceiforme</i> ± <i>Spinifex hirsutus</i> grassland – small area of built up sand against a seawall.
Brighton to Seacliff dunes	4	<i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> grassland – incipient dune and foredune.
	5	<i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> open shrubland – hind of foredune and swale.
	6	<i>Myoporum insulare</i> , <i>Scaevola crassifolia</i> , <i>Acacia longifolia ssp. sophorae</i> , <i>Olearia axillaris</i> closed shrubland with emergent <i>Allocasuarina verticillata</i> – secondary dune slope to esplanade.
	7	<i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> ± * <i>Ammophila arenaria</i> grassland – incipient dune and foredune.
	8	<i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia longifolia ssp. sophorae</i> open shrubland – hind of foredune and swale.
	9	* <i>Leptospermum laevigatum</i> , <i>Melaleuca halmaturorum</i> , <i>Myoporum insulare</i> , <i>Acacia longifolia ssp. sophorae</i> tall shrubland – secondary dune slope to esplanade.
	10	<i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> ± * <i>Ammophila arenaria</i> grassland – incipient dune and foredune.
	11	<i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> , <i>A. longifolia ssp. sophorae</i> open shrubland – hind of foredune and swale.
	12	<i>Acacia cupularis</i> , <i>Olearia axillaris</i> very open shrubland – drainage line and slope to esplanade.
	13	<i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> , <i>A. longifolia ssp. sophorae</i> open shrubland – revegetated area near new boardwalk.
Brighton Caravan Park Dunes	14	* <i>Cakile maritima</i> herbland
	15	<i>Spinifex hirsutus</i> hummock grassland with emergent <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i>



● Photopoints

Management zone

■ 1

■ 2

□ Holdfast Bay Council Boundary

0 20 40 80 Meters

Figure 2: Management Units delineated for Holdfast Shores dunes. Management units are based largely on the type and condition of vegetation present.



Figure 3: Management Units delineated for Kent Street dunes. Management units are based largely on the type and condition of vegetation present.



Figure 4: Management Units 4-6 delineated for Brighton to Seacliff Dunes. Management units are based largely on the type and condition of vegetation present.



Figure 5: Management Units 7-9 delineated Brighton to Seacliff Dunes. . Management units are based largely on the type and condition of vegetation present.



Figure 6: Management Units 10-13 delineated for Brighton to Seacliff Dunes. Management units are based largely on the type and condition of vegetation present.



Figure 7: Management Units 14,15 delineated for Brighton Caravan Park dunes. Management units are based largely on the type and condition of vegetation present.

5.3 Description and key threats for each management zone

Management Zone 1 - Holdfast Shores dunes

Management Zone Vegetation Association: *Atriplex cinerea*, *Olearia axillaris* open shrubland

Indicative photograph:



Figure 8: Photopoint 1-1 of Management Unit 1 taken at 272662, 6126786 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is a low relief dune in front of the Holdfast Shores development. It is an open shrubland of *Atriplex cinerea* (Coast Saltbush), *Olearia axillaris* (Coast Daisy-bush). Sea Wheat Grass (**Thinopyrum junceiforme*) was prominent in this area in a June 2018 assessment, but has been sprayed and was far less prominent in the August 2019 assessment. **Gazania linearis* and **Euphorbia* spp. also appear to have been controlled. At the leeward side of this unit there are extensive plantings of Rosemary (**Rosmarinus officinalis*), but they do not appear to be spreading and are a low priority for control. There has been revegetation with a variety of species and lifeforms, including herbs, mat plants, sedges, low shrubs and medium shrubs.

Key Management Issues for this Zone:

- grassy and herbaceous weeds
- Lack of coastal grasses, native herbs and creepers

Management Zone 2 - Holdfast Shores dunes

Management Zone Vegetation Association: **Thinopyrum junceiforme* grassland

Indicative photograph:



Figure 9: Photopoint 2-1 of Management Unit 2 taken at 272673, 6126731 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone: This Management Zone is a poorly developed incipient dune, covered with **Thinopyrum junceiforme* (Sea Wheat-grass). It is likely to be significantly exposed to storm surge events.

Key Management Issues for this Zone:

- lack of rolling Spinifex (*Spinifex hirsutus*)

Management Zone 3 - Kent Street dunes

Management Zone Vegetation Association: **Thinopyrum junceiforme* ± *Spinifex hirsutus* grassland

Indicative photograph:



Figure 10: Photopoint 3-1 of Management Unit 3 taken at 272775, 6126037 (Zone 54 WGS 84) facing S.

Description of this Management Zone:

This Management Zone is an accumulation of sand against the sea wall that has been colonised by **Thinopyrum junceiforme* (Sea Wheat-grass), with one emergent *Atriplex cinerea* (Coast Saltbush). There are very scattered *Spinifex sericeus* (Coastal Spinifex).

Key Management Issues for this Zone:

- Herbaceous weeds *Euphorbia paralias* and *Reichardia tingitana*
- Lack of diversity and density of native species and lifeforms

Management Zone 4 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Spinifex hirsutus*, **Thinopyrum junceiforme* grassland

Indicative photograph:



Figure 11: Photopoint 4-1 of Management Unit 4 taken at 273287, 6121924 (Zone 54 WGS 84) facing SE.

Description of this Management Zone:

This Management Zone is a foredune area and is a tussock grassland of the native *Spinifex hirsutus* (Rolling Spinifex), and the weedy **Thinopyrum junceiforme* (Sea Wheat-grass). There is scattered **Cakile maritima ssp. maritima* (Two-horned Sea Rocket), but pleasingly no major infestations with **Ammophila arenaria* (Marram Grass). There is a lack of medium and low shrubs, whereas in other analogous systems shrubs are generally sparse on the seaward side of the dunes, but are more prominent towards the crest and leeward side.

Key Management Issues for this Zone:

- Lack of low and medium coastal shrubs, sedges and mat plants (Native Pigface)

Management Zone 5 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia cupularis* open shrubland

Indicative photograph:



Figure 12: Photopoint 5-1 of Management Unit 5 taken at 273321, 6121821 (Zone 54 WGS 84) facing SE.

Description of this Management Zone:

This Management Zone is the swale behind the foredune and is quite narrow at its northern end. It is principally a shrubland community, with *Olearia axillaris* (Coast Daisy-bush), *Scaevola crassifolia* (Cushion Fanflower), *Acacia longifolia ssp. sophorae* (Coastal Wattle) and *Acacia cupularis* (Cup Wattle) the dominant species. Medium shrub density is slightly low at the northern end and could use some supplementary planting, but is sufficient at the southern end. There is a moderate diversity of species and lifeforms, with groundcover/mat plants (*Carpobrotus rossii*), sedges (*Ficinia nodosa*, *Dianella brevicaulis*), low shrubs (*Rhagodia candolleana ssp. candolleana*, *Leucophyta brownii*) and medium shrubs all present, but there is a paucity of coastal grasses, native herbs and creepers. *Olearia axillaris*, the Coast Daisy Bush, whilst present, is also considered to be at lower density than in other analogous dune systems along the coast, and *Leucopogon parviflorus* (Coast Beard-heath) is entirely lacking.

Key Management Issues for this Zone:

- Lack of coastal grasses, native herbs and creepers
- Lack of *Leucopogon parviflorus* and low density of *Olearia axillaris*

Management Zone 6 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Myoporum insulare*, *Scaevola crassifolia*, *Acacia longifolia ssp. sophorae*, *Olearia axillaris* closed shrubland with emergent *Allocasuarina verticillata*

Indicative photograph:



Figure 13: Photopoint 6-1 of Management Unit 6 taken at 273325, 6121820 (Zone 54 WGS 84) facing SE.

Description of this Management Zone:

This Management Zone is located on the incline up to the Esplanade, and is a relatively dense, tall shrubland of *Myoporum insulare* (Common Boobialla), with *Scaevola crassifolia* (Cushion Fanflower), *Acacia longifolia ssp. sophorae* (Coastal Wattle) and *Olearia axillaris* (Coast Daisy-bush) present as co-dominants or sub-dominants. There are very scattered **Ammophila arenaria* (Marram Grass), although generally there are few high threat weeds in this Management Zone.

Key Management Issues for this Zone:

- **Ammophila arenaria* (Marram Grass)

Management Zone 7 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Spinifex hirsutus*, **Thinopyrum junceiforme* ±
**Ammophila arenaria* grassland

Indicative photograph:



Figure 14: Photopoint 7-1 of Management Unit 7 taken at 273393, 6121420 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is a foredune area and is a tussock grassland of the native *Spinifex hirsutus* (Rolling Spinifex), and the weedy **Thinopyrum junceiforme* (Sea Wheat-grass). There is scattered Two-horned Sea Rocket (**Cakile maritima* ssp. *maritima* and **Ammophila arenaria* (Marram Grass). There are scattered sedges (*Ficinia nodosa*) and very scattered low and medium shrubs (*Acacia cupularis*, *Acacia longifolia* ssp. *sophorae*, *Leucophyta brownii*, *Olearia axillaris*) and Native Pigface (*Carpobrotus rossii*) forms cover of 1-5%. Low and medium shrub density is below what would be expected in an unmodified system.

Key Management Issues for this Zone:

- *Ammophila arenaria* (Marram Grass)
- Lack of low and medium coastal shrubs, sedges and mat plants (Native Pigface)

Management Zone 8 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia longifolia* ssp. *sophorae* open shrubland

Indicative photograph:



Figure 15: Photopoint 8-1 of Management Unit 8 taken at 273419, 6121388 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is the swale behind the foredune. It is principally a shrubland community, with *Olearia axillaris* (Coast Daisy-bush), *Scaevola crassifolia* (Cushion Fanflower) and *Acacia longifolia* ssp. *sophorae* (Coastal Wattle). It has areas with significant invasion by grassy and herbaceous weeds (with Soursob (**Oxalis pes-caprae*) prominent), possibly as a result of past ground disturbance and may also indicate addition of nutrients. There are also patches of **Ammophila arenaria* (Marram Grass), many of which appear to have been sprayed. There is a moderate diversity of species and lifeforms, with groundcover/mat plants (*Carpobrotus rossii*), sedges (*Ficinia nodosa*, *Dianella brevicaulis*), low shrubs (*Rhagodia candolleana* ssp. *candolleana*, *Leucophyta brownii*) and medium shrubs all present, but there is a paucity of coastal grasses, native herbs and creepers. *Olearia axillaris*, the Coast Daisy Bush, whilst present, is also considered to be at lower density than in other analogous dune systems along the coast, and *Leucopogon parviflorus* (Coast Beard-heath) is entirely lacking.

Key Management Issues for this Zone:

- **Ammophila arenaria* (Marram Grass)
- Grassy and herbaceous weeds

- Lack of coastal grasses, native herbs and creepers
- Lack of *Leucopogon parviflorus* and low density of *Olearia axillaris*

Management Zone 9 - Brighton to Seacliff dunes

Management Zone Vegetation Association: **Leptospermum laevigatum*, *Melaleuca halmaturorum*, *Myoporum insulare*, *Acacia longifolia ssp. sophorae* tall shrubland

Indicative photograph:



Figure 16: Photopoint 9-1 of Management Unit 9 taken at 273504, 6121085 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is located on the incline up to the Esplanade, and is distinguished from Management Zone 6 due to the presence of **Leptospermum laevigatum* (Coastal Tea-tree) and *Melaleuca halmaturorum* (Swamp Paperbark) as co-dominants in the overstorey, along with *Myoporum insulare* (Common Boobialla) and *Acacia longifolia ssp. sophorae* (Coastal Wattle). **Leptospermum laevigatum* is recognised as a significant weed in coastal ecosystems (see Section 4.1).

Key Management Issues for this Zone:

- **Leptospermum laevigatum* (Coastal Tea-tree)
- Lack of diversity and density of native plant species
- Need to ensure Coastal Tea-tree removal does not cause unwanted sand movement

Management Zone 10 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Spinifex hirsutus*, **Thinopyrum junceiforme* ±
**Ammophila arenaria* grassland

Indicative photograph:



Figure 17: Photopoint 10-1 of Management Unit 10 taken at 273482, 6120916 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is a foredune area and is a tussock grassland of the native *Spinifex hirsutus* (Rolling Spinifex), and the weedy **Thinopyrum junceiforme* (Sea Wheat-grass). There is scattered Two-horned Sea Rocket (**Cakile maritima* ssp. *Maritima*) and **Ammophila arenaria* (Marram Grass). There are scattered sedges (*Ficinia nodosa*) and Native Pigface (*Carpobrotus rossii*) and very scattered medium shrubs (*Olearia axillaris*, *Scaevola crassifolia*, *Atriplex cinerea*). Low and medium shrub density is below what would be expected in an unmodified system.

Key Management Issues for this Zone:

- **Ammophila arenaria* (Marram Grass)
- Lack of low and medium coastal shrubs, sedges and mat plants (Native Pigface)

Management Zone 11 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia cupularis*, *A. longifolia ssp. sophorae* open shrubland

Indicative photograph:



Figure 18: Photopoint 11-1 of Management Unit 11 taken at 273514, 6120895 (Zone 54 WGS 84) facing S.

Description of this Management Zone:

This Management Zone is the leeward side of the foredune/swale. It is principally a shrubland community, with *Olearia axillaris* (Coast Daisy-bush), *Scaevola crassifolia* (Cushion Fanflower) and *Acacia longifolia ssp. sophorae* (Coastal Wattle) and *Acacia cupularis* (Cup Wattle) dominant species. This area is distinguished from Management Zone 8 in generally having lower invasion by introduced annual grasses and herbs, but *Ammophila arenaria* (Marram Grass) is much more prominent, estimated to be about 5% cover overall. There is a moderate diversity of medium and small shrub species, but there is a paucity of coastal grasses, native herbs, sedges, low shrubs and creepers. *Olearia axillaris*, the Coast Daisy Bush, whilst present, is also considered to be at lower density than in other analogous dune systems along the coast, and *Leucopogon parviflorus* (Coast Beard-heath) is entirely lacking.

Key Management Issues for this Zone:

- *Ammophila arenaria* (Marram Grass)
- Lack of herbs, sedges, low shrubs, coastal grasses and creepers
- Lack of *Leucopogon parviflorus* and low density of *Olearia axillaris*

Management Zone 12 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Acacia cupularis*, *Olearia axillaris* very open shrubland

Indicative photograph:



Figure 19: Photopoint 12-1 of Management Unit 12 taken at 273521, 6120896 (Zone 54 WGS 84) facing SSE.

Description of this Management Zone:

This Management Zone is the banks and depression on the seaward side of the Esplanade. Numerous stormwater drains enter this area, and the additional nutrients and water are likely the cause of significant invasion by grassy and herbaceous weeds, especially Soursob (*Oxalis pes-caprae*). There are scattered shrubs along this section, with *Olearia axillaris* (Coast Daisy-bush), and *Acacia cupularis* (Cup Wattle) most common.

Key Management Issues for this Zone:

- Management of grassy and herbaceous weeds
- Lack of diversity and density of native plant species
- Ongoing issues with stormwater

Management Zone 13 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia cupularis*, *A. longifolia ssp. sophorae* open shrubland

Indicative photograph:



Figure 20: Photopoint 13-1 of Management Unit 13 taken at 273517, 6120529 (Zone 54 WGS 84) facing S.

Description of this Management Zone:

This area appears to have been the focus of recent good quality revegetation works. There is an appropriate density and diversity of most lifeforms, although supplementary plantings could focus on the addition of coastal grasses and creepers.

Key Management Issues for this Zone:

- Lack of coastal grasses and creepers

Management Zone 14 - Brighton Caravan Park Dunes

Management Zone Vegetation Association: **Cakile maritima* herbland

Indicative photograph:

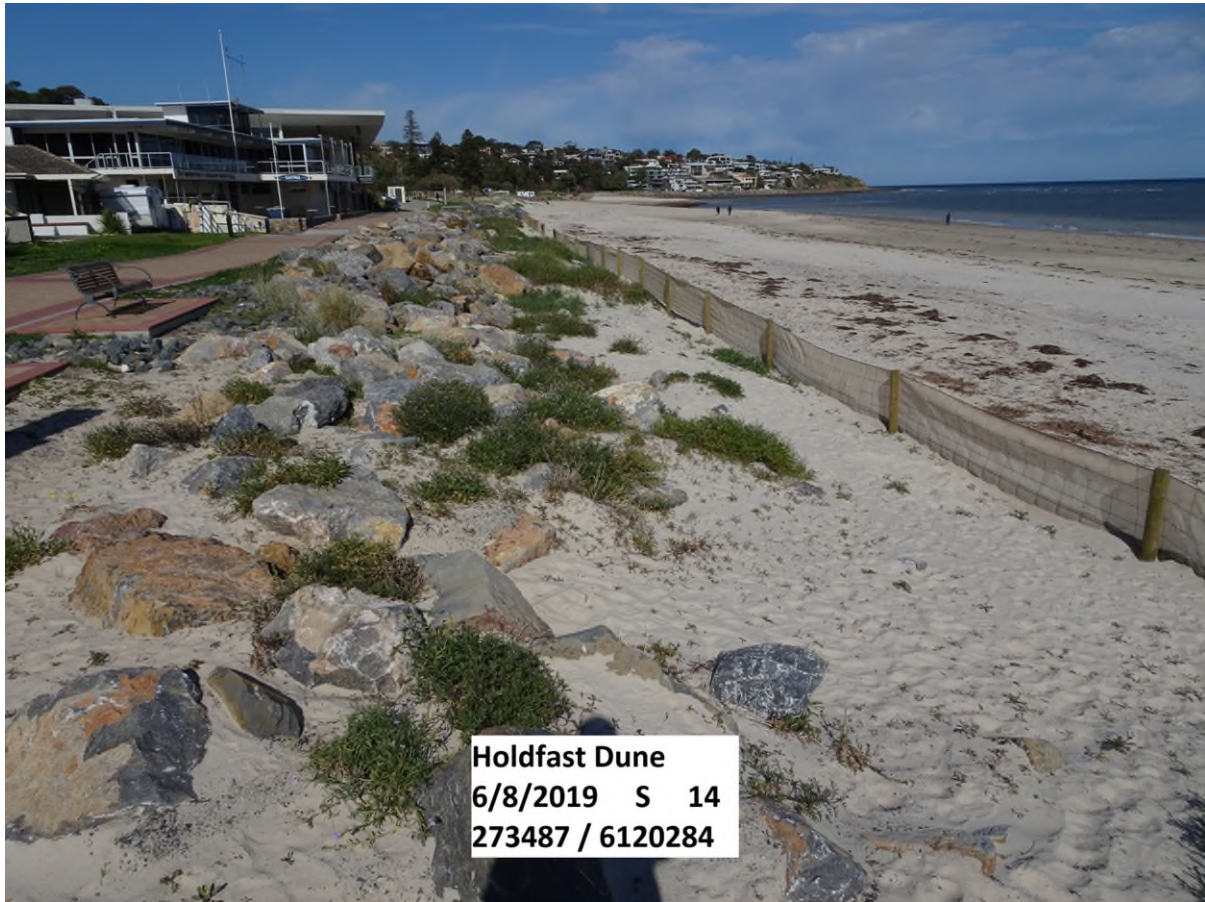


Figure 21: Photopoint 14-1 of Management Unit 14 taken at 273487, 6120284 (Zone 54 WGS 84) facing S.

Description of this Management Zone:

This Management Zone is a small section of sand accumulating against a rock wall near the Brighton/Seacliff Yacht Club. It is virtually devoid of native species, with **Cakile maritima* (Two-horned Sea Rocket) the dominant weed species, and scattered **Ammophila arenaria* (Marram Grass).

Key Management Issues for this Zone:

- Lack of native species
- Exposure to storm surge events
- **Ammophila arenaria* (Marram Grass)

Management Zone 15 - Brighton Caravan Park Dunes

Management Zone Vegetation Association: *Spinifex hirsutus* hummock grassland with emergent *Scaevola crassifolia*, *Acacia cupularis*

Indicative photograph:



Figure 22: Photopoint 15-1 of Management Unit 15 taken at 273445, 6120092 (Zone 54 WGS 84) facing S.

Description of this Management Zone:

This Management Zone is a narrow strip of low relief sand in front of the Brighton Caravan Park. The seaward half is principally a Rolling Spinifex (*Spinifex hirsutus*) tussock grassland on sand, but the leeward half to the walking trail is dominated by Soursob (*Oxalis pes-caprae*) with emergent low and medium coastal shrub species, including *Scaevola crassifolia* (Cushion Fanflower) and *Acacia cupularis* (Cup Wattle). There is one open bare area (shown as photopoint 15-2 in Appendix 2) where recent clearance has occurred and this should be revegetated as a priority.

Key Management Issues for this Zone:

- *Ammophila arenaria* (Marram Grass)
- Grassy and herbaceous weeds
- Lack of herbs, coastal grasses and creepers
- Lack of low and medium shrubs in foredune

5.4 Revegetation

As discussed in Section 5.3, there are many sections of the Holdfast Bay dunes that are considered to be missing key structural elements and species. Tables 6 and 7 provide detail of species that may be suitable for revegetation, divided into primary dune, swale and hind dune elements.

Table 6: Revegetation species, grouped by lifeform type, for different Holdfast Dune habitats

SPECIES	COMMONNAME	LIFEFORM	DIAMETER MATURE PLANTS (m)	Primary Dune	Swale	Hind dune
<i>Muehlenbeckia gunnii</i>	Coastal Climbing Lignum	CR	1-2		Y	Y
<i>Myoporum parvifolium</i>	Creeping Boobialla	CR	0.5-1		Y	Y
<i>Chrysocephalum apiculatum</i>	Common Everlasting	FO	0.2-0.5		Y	Y
<i>Helichrysum leucopsidium</i>	Satin Everlasting	FO	0.2-0.5		Y	Y
<i>Lotus australis</i>	Austral Trefoil	FO	0.1-0.2		Y	Y
<i>Pelargonium australe</i>	Austral Stork's-bill	FO	0.2-0.5		Y	Y
<i>Senecio pinnatifolius var. maritimus</i>	Variable Groundsel	FO	0.1-0.2		Y	Y
<i>Carpobrotus rossii</i>	Native Pigface	GC	0.5-1	Y	Y	Y
<i>Disphyma crassifolium ssp. clavellatum</i>	Round-leaf Pigface	GC	0.5-1		Y	Y
<i>Kennedia prostrata</i>	Scarlet Runner	GC	0.5-1		Y	Y
<i>Kunzea pomifera</i>	Muntries	GC	1-2		Y	Y
<i>Tetragonia implexicoma</i>	Bower Spinach	GC	1-2		Y	Y
<i>Spinifex hirsutus</i>	Rolling Spinifex	TUG	0.2-0.5	Y	Y	Y
<i>Austrostipa flavescens</i>	Coast Spear-grass	TG	0.1-0.2		Y	Y
<i>Poa poiformis var. poiformis</i>	Coast Tussock-grass	TG	0.1-0.2		Y	Y
<i>Enchylaena tomentosa var. tomentosa</i>	Ruby Saltbush	LS	0.5-1		Y	Y
<i>Lomandra leucocephala ssp. robusta</i>	Woolly Mat-rush	LSE	0.2-0.5		Y	Y
<i>Dianella brevicaulis</i>	Short-stem Flax-lily	TSE	0.5-1		Y	Y
<i>Ficinia nodosa</i>	Knobby Club-rush	TSE	0.1-0.2	Y	Y	Y
<i>Lepidosperma gladiatum</i>	Coast Sword-sedge	TSE	0.5-1		Y	Y
<i>Leucophyta brownii</i>	Coast Cushion Bush	LS	0.2-0.5	Y	Y	Y
<i>Pimelea serpyllifolia ssp. serpyllifolia</i>	Thyme Riceflower	LS	0.2-0.5		Y	Y
<i>Threlkeldia diffusa</i>	Coast Bonefruit	LS	0.5-1		Y	Y
<i>Atriplex cinerea</i>	Coast Saltbush	MS	1-2	Y	Y	Y
<i>Rhagodia candolleana ssp. candolleana</i>	Sea-berry Saltbush	MS	0.5-1		Y	Y
<i>Scaevola crassifolia</i>	Cushion Fanflower	MS	2-4		Y	Y
<i>Acacia cupularis</i>	Cup Wattle	TS	2-3		Y	Y
<i>Acacia longifolia ssp. sophorae</i>	Coastal Wattle	TS	3-5		Y	Y
<i>Adriana quadripartita</i>	Coast Bitter-bush	TS	1-2		Y	Y
<i>Leucopogon parviflorus</i>	Coast Beard-heath	TS	2-3		Y	Y
<i>Myoporum insulare</i>	Common Boobialla	TS	3-5		Y	Y
<i>Olearia axillaris</i>	Coast Daisy-bush	TS	2-3	Y	Y	Y
<i>Acacia pycnantha</i>	Golden Wattle	TR	2-4			Y
<i>Allocasuarina verticillata</i>	Drooping Sheoak	TR	2-4			Y

Key to Codes: Lifeform

CR	Creepers	LSE	Low sedge <60cm	LS	Low shrub <0.6m
GC	Groundcover	TSE	Tall sedge >60cm	MS	Medium shrub 0.6-1.2m
FO	Forb	LG	Low grass <60cm	TS	Tall shrub > 1.2m
TUG	Tussock Grass	TG	Tall grass > 60cm	TR	Tree

Table 7: Target densities (projective foliage cover) of lifeforms for different dune habitat types.

LIFEFORM	Primary Dune	Swale
Creeper		Plentiful around 1%
Groundcover	5-10%	5-10%
Forb		1-5%
Sedges	5-10%	5-10%
Tussock grasses	26-50%	5-10%
Grasses		1-5%
Low shrubs	11-20%	11-20%
Medium shrubs		
Tall shrubs		21-40%
Trees		

Table 8: Target densities (plants per hectare) of lifeforms for different dune habitat types.

LIFEFORM	Primary Dune	Swale
Creeper		100
Groundcover	500	800
Forb		1000
Sedges	1000	1000
Tussock grasses (<i>Spinifex hirsutus</i>)	2000	1000
Grasses		1000
Low shrubs	300	1500
Medium shrubs		
Tall shrubs	300	900

5.5 Staged Removal of Coastal Tea-tree (*Leptospermum laevigatum*)

Leptospermum laevigatum (Coastal Tea-tree) has been flagged as a key weed species, and is prominent in Management Zone 9. Figure 23 shows the current distribution of Coastal Tea-tree. However, removal of this species needs to consider the values it currently provides with regard to both prevention of wind erosion, and habitat values for bird species. It is recommended that a staged removal of this species is undertaken.

Where there is adjoining remnant or planted native shrubland vegetation on the seaward side, and the Tea-tree is generally scattered amongst other species, it is recommended that removal is undertaken in Year 1 of this plan (Figure 23). It is recommended that the native species *Scaevola crassifolia* is planted in its place, as this species is robust, relatively low and forms dense stands.

Where the Tea-tree is dominant, forms a dense stand, or lacks adjoining vegetation to buffer wind impacts, it is recommended that staged removal is undertaken. Removal of part of stands on the seaward side, and revegetation with coastal dune shrubs (*Olearia axillaris*, *Scaevola crassifolia*, *Myoporum insulare* (in lower lying areas) in adjoining areas is recommended for year 1 of this plan

(see Figure 23). Removal of remaining stands will require monitoring success and growth of revegetation, but may be possible from year 3 onwards.

It is also noted that there are other plantings in Management Zone 9 that would be considered non-indigenous to dune habitat, with *Melaleuca halmaturorum* (Swamp Paperbark) the most prolific. This species was not observed to be spreading in the dunes, and is providing good habitat values for fauna, especially birds, as well as binding the sand to prevent erosion. It is recommended that at this stage this species is left *in situ* for the duration of this Biodiversity Action Plan, but that after 5 years the viability of removing this species and replacing with local dune species is re-evaluated.

5.6 Revegetation by management zone

Table 9 provides an indicative list of revegetation for each management zone. Note that the number of plants proposed of each species is based upon both the type of landform (foredune, swale etc.), along with an assessment of which species or lifeforms may currently be deficient in number or cover when compared to benchmarks from Tables 7 and 8. Appendix 4 provides current cover by lifeform for each management zone. All planting locations are subject to site assessment prior to planting, to consider a range of issues including residents' views.

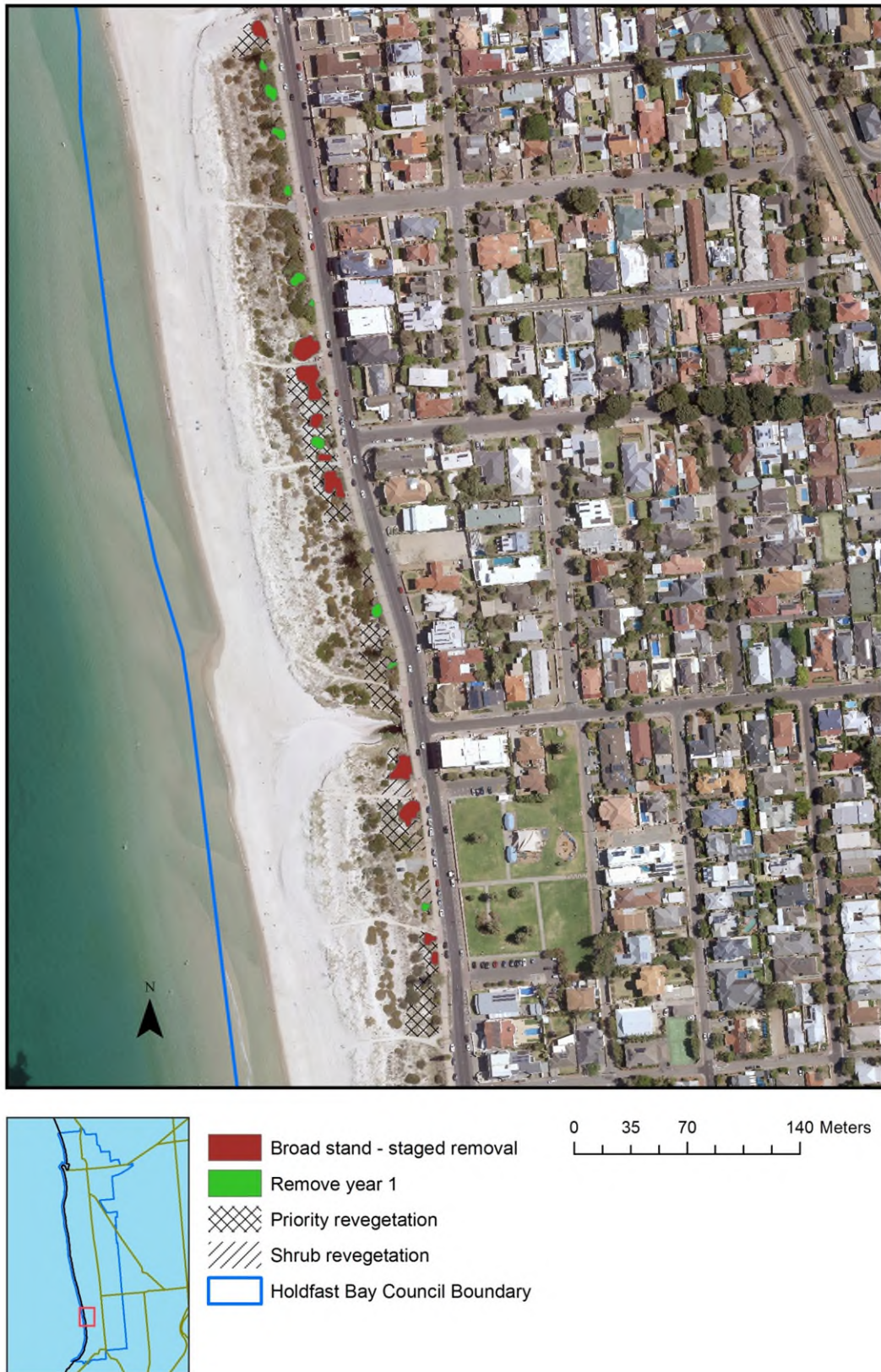


Figure 23: Proposed management actions associated with Coastal Tea-tree removal from Management Zone 9.

Table 9: Revegetation requirements by management zone.

Species	Common Name	Lifeform	1	2	3	4	5	6	7	8	9	10	11	12a	12b	13	14	15
<i>Muehlenbeckia gunnii</i>	Coastal Climbing Lignum	CR	25				15			75	25		30	10	10	10		15
<i>Myoporum parvifolium</i>	Creeping Boobialla		25				15			75	25		30	10	10	10		15
<i>Chrysocephalum apiculatum</i>	Common Everlasting	FO					40			150	50		100			25		
<i>Helichrysum leucopsideum</i>	Satin Everlasting						40			150	50		100			25		
<i>Lotus australis</i>	Austral Trefoil						40			200	50		100			25		
<i>Pelargonium australe</i>	Austral Stork's-bill		150				100			300	100		200	40	60	25		50
<i>Senecio pinnatifolius var. maritimus</i>	Variable Groundsel		125				75			300	100		150	40	70	25		50
<i>Carpobrotus rossii</i>	Native Pigface	GC			100	250	30		200	150	50	400	100	40	60		50	20
<i>Disphyma crassifolium ssp. clavellatum</i>	Round-leaf Pigface		50				15			75	25		50	20	30	20		20
<i>Kennedia prostrata</i>	Scarlet Runner						30			120	30		50	20	30	10		10
<i>Kunzea pomifera</i>	Muntries		100				60			225	75		150	40	60	10		30
<i>Tetragonia implexicoma</i>	Bower Spinach		50				30			120	30		50	20	30	20		20
<i>Spinifex hirsutus</i>	Rolling Spinifex	LG	100	300	300		100		200	150	50	500	500				100	25
<i>Austrostipa flavescens</i>	Coast Spear-grass	TG	250				150			550	200		300	80	120	50		50
<i>Poa poiformis var. poiformis</i>	Coast Tussock-grass		250				150			550	200		300	80	120	50		50
<i>Lomandra leucocephala ssp. robusta</i>	Woolly Mat-rush	LSE					60			200	50		100			25		
<i>Dianella brevicaulis</i>	Short-stem Flax-lily	TSE	100				60			75	25		100	40	60			20
<i>Ficinia nodosa</i>	Knobby Club-rush		100		150	200	50		1000	150	50	800	300	80	120		50	50
<i>Lepidosperma gladiatum</i>	Coast Sword-sedge						30			120	30		50	80	120	15		
<i>Enchylaena tomentosa var. tomentosa</i>	Ruby Saltbush	LS	100				30			75	25		100	40	60	20		10
<i>Leucophyta brownii</i>	Coast Cushion Bush		125		50	150	50		400	75	25	250	150	40	60	20	20	30
<i>Pimelea serpyllifolia ssp. serpyllifolia</i>	Thyme Riceflower		50				40			75	25		50	20	30	15		15
<i>Threlkeldia diffusa</i>	Coast Bonefruit		100				30			75	25		100	40	60	20		20
<i>Atriplex cinerea</i>	Coast Saltbush				10	25				50		50	50	20	30		10	5
<i>Rhagodia candolleana ssp. candolleana</i>	Sea-berry Saltbush	MS	100				30			75	25		100	40	60	20		15
<i>Scaevola crassifolia</i>	Cushion Fanflower										100	150		20	30			

Species	Common Name	Lifeform	1	2	3	4	5	6	7	8	9	10	11	12a	12b	13	14	15	
<i>Acacia cupularis</i>	Cup Wattle	TS								50				20					
<i>Acacia longifolia ssp. sophorae</i>	Coastal Wattle									50				35					
<i>Adriana quadripartita</i>	Coast Bitter-bush						30			100			50	30					
<i>Leucopogon parviflorus</i>	Coast Beard-heath		100					100			250			150	50		50		40
<i>Myoporum insulare</i>	Common Boobiolla										25								
<i>Olearia axillaris</i>	Coast Daisy-bush		100		40	125	100		350	250		200	100	50		20	10	40	
<i>Allocasuarina verticillata</i>	Drooping Sheoak	TR								10				10					
Total			2000	300	650	750	1500	0	2200	4945	1540	2200	3560	1010	1230	510	240	600	

Key to Codes: Lifeform

CR	Creepers	LSE	Low sedge <60cm	LS	Low shrub <0.6m
GC	Groundcover	TSE	Tall sedge >60cm	MS	Medium shrub 0.6-1.2m
FO	Forb	LG	Low grass <60cm	TS	Tall shrub > 1.2m
TUG	Tussock Grass	TG	Tall grass > 60cm	TR	Tree

6 MONITORING

6.1 Photopoints

Simple, repeatable photo points can be used as a mechanism to provide a visual illustration of changes over time. Photopoints have been established and the GPS coordinates are included in Table 9, with actual photopoint images provided in Section 5.3 and Appendix 2. A brief description of photopoint methodology is included in Appendix 3.

Table 10. Photopoint locations established in City of Holdfast Bay Dunes 2019.

Management Zone	Photopoint number	Easting	Northing	Direction
1: <i>Atriplex cinerea</i> , <i>Olearia axillaris</i> open shrubland	1-1	272662	6126786	SSE
1: <i>Atriplex cinerea</i> , <i>Olearia axillaris</i> open shrubland	1-2	272687	6126727	SSE
1: <i>Atriplex cinerea</i> , <i>Olearia axillaris</i> open shrubland	1-3	272689	6126738	SSE
1: <i>Atriplex cinerea</i> , <i>Olearia axillaris</i> open shrubland	1-4	272726	6126606	SSE
2: * <i>Thinopyrum junceiforme</i> grassland	2-1	272673	6126731	SSE
3: * <i>Thinopyrum junceiforme</i> ± <i>Spinifex hirsutus</i> grassland	3-1	272775	6126037	S
3: * <i>Thinopyrum junceiforme</i> ± <i>Spinifex hirsutus</i> grassland	3-2	272766	6126039	S
4: <i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> grassland	4-1	273287	6121924	SE
5: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> open shrubland	5-1	273321	6121821	SE
6: <i>Myoporum insulare</i> , <i>Scaevola crassifolia</i> , <i>Acacia longifolia ssp. sophorae</i> , <i>Olearia axillaris</i> closed shrubland with emergent <i>Allocasuarina verticillata</i>	6-1	273325	6121820	SE
7: <i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> ± * <i>Ammophila arenaria</i> grassland	7-1	273393	6121420	SSE
8: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia longifolia ssp. sophorae</i> open shrubland	8-1	273419	6121388	SSE
8: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia longifolia ssp. sophorae</i> open shrubland	8-2	273453	6121238	SSE
9: <i>Leptospermum laevigatum</i> , <i>Melaleuca halmaturorum</i> , <i>Myoporum insulare</i> , <i>Acacia longifolia ssp. sophorae</i> tall shrubland	9-1	273504	6121085	SSE
10: <i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> ± * <i>Ammophila arenaria</i> grassland	10-1	273482	6120916	SSE
10: <i>Spinifex hirsutus</i> , * <i>Thinopyrum junceiforme</i> ± * <i>Ammophila arenaria</i> grassland	10-2	273506	6120474	S
11: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> , <i>A. longifolia ssp. sophorae</i> open shrubland	11-1	273514	6120895	S
11: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> , <i>A. longifolia ssp. sophorae</i> open shrubland	11-2	273530	6120772	S
12: <i>Acacia cupularis</i> , <i>Olearia axillaris</i> very open shrubland	12-1	273521	6120896	SSE
13: <i>Olearia axillaris</i> , <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i> , <i>A. longifolia ssp. sophorae</i> open shrubland	13-1	273517	6120529	S
14: * <i>Cakile maritima</i> herbland	14-1	273487	6120284	S
15: <i>Spinifex hirsutus</i> hummock grassland with emergent <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i>	15-1	273445	6120092	S
15: <i>Spinifex hirsutus</i> hummock grassland with emergent <i>Scaevola crassifolia</i> , <i>Acacia cupularis</i>	15-2	273450	6120112	S

6.2 Specific targets in Action Plan

The Biodiversity Action Plan (Section 7) provides targets based upon specific attributes gathered during field assessment, including plant species richness, diversity of lifeforms, and cover and abundance of weed species present. These targets can be used to monitor the implementation of this Biodiversity Action Plan.

7 BIODIVERSITY ACTION PLAN

The table below lists the biodiversity management threats/issues for Holdfast Bay dune systems, their related objectives, and further actions being proposed, as well as prioritising of these actions. Note that weeds that have been targeted for control over the next 5 years are based on the priority weeds as described in Section 4.1.

ISSUE/THREAT	5-Yr Objective / Milestone	Proposed actions - what/ where/how	Management Zone(s)	Priority*
<i>Leptospermum laevigatum</i> – Coast Tea-tree	Eradicate from dunes	<p>Year 1: Remove all individuals shown in Figure 23. Plant <i>Scaevola crassifolia</i> (Cushion Fanflower) in its place, at density of 1 per 2m². Plant very scattered <i>Allocasuarina verticillata</i> (Drooping She-oak) – 10 in total, to provide habitat values.</p> <p>Revegetate in priority areas (Figure 23), ensuring that medium and tall shrub lifeforms are planted in moderate densities as per Table 10.</p> <p>Year 3: Evaluate success of revegetation and if appropriate commence removal of remaining <i>Leptospermum laevigatum</i> from the seaward side. Revegetate in its place with <i>Scaevola crassifolia</i> on slopes, and <i>Myoporum insulare</i> in lower lying areas.</p>	9	VH
<i>Ammophila arenaria</i> – Marram Grass	Eradicate from dunes	<p>Year 1: Broad stands should be removed with concurrent revegetation with <i>Spinifex hirsutus</i> to ensure sufficient native species are present to perform sand binding function.</p> <p>Years 2-5: Ensure follow up each year to treat any new plants or those that survive initial treatment.</p>	5,6,7,8,9,10,11,12,13,14,15	H
<i>Carpobrotus edulis ssp. edulis</i> – Hottentot Fig	Eradicate from dunes	Patrol dunes when flowering (September to December), so introduced <i>Carpobrotus edulis ssp. edulis</i> is more easily distinguished from the native <i>Carpobrotus rossii</i> . Mark and spray/grub all individuals located.	1,2,4-12	H
<i>Chondrilla juncea</i> – Skeleton Weed and <i>Trachyandra divaricata</i> – Dune Onion Weed	Eradicate from dunes	Patrol dunes and carefully grub as encountered.	7,8,9,12,13	H
<i>Galenia pubescens var. pubescens</i> - Coastal Galenia and <i>Gazania linearis</i> - Gazania	Eradicate from dunes	Patrol dunes and spray or grub any individuals located.	3,6,8,11,12	H
<i>Euphorbia terracina</i> , <i>Euphorbia paralias</i>	Reduce below current levels to scattered individuals <1% cover for all management zones	Spray / grub opportunistically. Highest priority is in foredune areas, where this species has been implicated in reducing habitat suitability for the nationally Endangered Hooded Plover.	4,7,10	VH H

ISSUE/THREAT	5-Yr Objective / Milestone	Proposed actions - what/ where/how	Management Zone(s)	Priority*
			1,2,3,5,8,11,13,14,15	
<i>Oxalis pes-caprae</i> - Soursob	Infestations not compromising revegetation activities. No increase in spread or cover.	Spot-spraying just prior to or early in flowering period. Repeat applications over a 2-5 year period may be necessary. Ensure no movement of contaminated soil within or into the site.	1,2,3,5,6,8,9,11,12,13,14,15 All	M VH
Invasive Acacia species, including <i>Acacia cyclops</i> and <i>Acacia saligna</i>	Eradicate from dunes.	Cut and swab all non-indigenous <i>Acacia</i> species and remove from the dune areas.	5,6,8,9,11,12,13,15	H
New weed incursions	No new weeds in dunes.	Continue ongoing vigilance by NRAMLR/Council staff for any new weed incursions into the Dunes.	All	H
Hooded Plover (<i>Thinornis cucullatus cucullatus</i>)	Ongoing nesting and successful fledging of pair at Seacliff	Continue ongoing volunteer / Council program of signage, awareness raising, temporary fencing, chick shelters, and monitoring. Monitor vegetation near nesting areas and specifically implement control of identified problem weed species (<i>Sea Spurge</i> (* <i>Euphorbia paralias</i>), <i>Marram Grass</i> (* <i>Ammophila arenaria</i>), <i>Sea Wheatgrass</i> (* <i>Thinopyrum junceiforme</i>)) if required.	7	VH
Lack of native species – revegetation required (foredune)	Diversity of native species present >5. Density/cover of lifeforms as per Tables 7,8.	Year 1: Revegetate using planting densities provided in Table 9. Year 3: Assess revegetation and infill as required, depending on survival.	3,4,7,10,14,15	M
Lack of native species – revegetation required (swale)	Diversity of species present >25. Density/cover of lifeforms as per Tables 7,8.	Year 1: Revegetate using planting densities provided in Table 9. Year 3: Assess revegetation and infill as required, depending on survival.	5,8,11,15	M
Saturated soils and weeds from stormwater runoff, showers and taps	Native species at higher density and with higher richness counts than currently observed. Reduction in weed cover.	Year 1: Revegetate using planting densities provided in Table 9, with a focus on planting <i>Lepidosperma gladiatum</i> (Coastal Sword Sedge) in the lower lying areas. Year 3: Assess revegetation and infill as required, depending on survival. Ongoing: Spray out following heavy rains or as required.	9,12	M
Rabbits and foxes	No active warrens in Dunes. Anecdotal observations that rabbit and fox density is low.	Monitor for rabbit/fox warrens and fumigate with phostoxin and fill if they appear. Implement rabbit baiting program if numbers appear to be increasing, or significant impacts on revegetation are noted.	All	H

ISSUE/THREAT	5-Yr Objective / Milestone	Proposed actions - what/ where/how	Management Zone(s)	Priority*
Lack of adaptive management	Progress and success of works undertaken is monitored on an ongoing and regular basis, and actions modified to suit. Plan reviewed on this basis at end of 5 years.	Re-assess weed cover, species richness and structural diversity in each Management Zone every 5 years.	All	M
		Repeat photopoints every 2 years	All	M

*VH = very high, H = high, M = medium, L = low

Appendix 1: Plant species lists

Appendix 1.1: Native Plant Species Recorded in the Holdfast Bay Dunes

Note that this is not a comprehensive list (which would need survey conducted over multiple seasons), but based on a once-off assessment in August 2019.

Species	Common Name	AUS ³⁰	SA ³¹	AMLR ₃₂	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
<i>Acacia cupularis</i>	Cup Wattle			RA	1				1	1	1	1	1		1	1	1		1
<i>Acacia longifolia ssp. sophorae</i>	Coastal Wattle			LC	1				1	1	1	1	1		1	1	1		
<i>Acacia pycnantha</i>	Golden Wattle			LC									1						
<i>Adriana quadripartita</i>	Coast Bitter-bush			RA								1							
<i>Allocasuarina verticillata</i>	Drooping Sheoak			LC						1			1						
<i>Atriplex cinerea</i>	Coast Saltbush			LC	1		1		1	1	1	1	1						
<i>Atriplex paludosa ssp.</i>	Marsh Saltbush																		1
<i>Austrostipa flavescens</i>	Coast Spear-grass			LC								1						1	
<i>Billardiera cymosa ssp. cymosa</i>	Sweet Apple-berry			LC								1							1
<i>Carpobrotus rossii</i>	Native Pigface			LC	1	1			1	1	1	1	1	1	1	1	1		1
<i>Clematis microphylla</i>	Small-leaved Clematis			NE					*	*		*	*		*	*			
<i>Dianella brevicaulis</i>	Short-stem Flax-lily			NT	1				1	1		1	1		1	1	1		1
<i>Disphyma crassifolium ssp. clavellatum</i>	Round-leaf Pigface			LC									1						
<i>Enchylaena tomentosa var. tomentosa</i>	Ruby Saltbush			LC									1						
<i>Eucalyptus diversifolia ssp. diversifolia</i>	Coastal White Mallee			RA									1						
<i>Ficinia nodosa</i>	Knobby Club-rush			LC	1		1	1	1	1	1	1	1	1	1	1	1	1	1
<i>Kennedia prostrata</i>	Scarlet Runner			LC								1			1				
<i>Kunzea pomifera</i>	Muntries			RA	1				1			1			1				
<i>Lepidosperma gladiatum</i>	Coast Sword-sedge			NT								1			1				
<i>Leucophyta brownii</i>	Coast Cushion Bush			NT	1				1	1	1	1	1		1				1
<i>Melaleuca halmaturorum</i>	Swamp Paper-bark			EN						1			1						
<i>Muehlenbeckia gunnii</i>	Coastal Climbing Lignum			LC	1				1										
<i>Myoporum insulare</i>	Common Boobialla			NT	1				1	1		1	1		1				
<i>Olearia axillaris</i>	Coast Daisy-bush			NT	1			1	1	1	1	1	1	1	1	1	1		1
<i>Pelargonium australe</i>	Austral Stork's-bill			RA								1			1		1		
<i>Pimelea serpyllifolia ssp. serpyllifolia</i>	Thyme Riceflower			NT	1				1										

³⁰ Environment Protection and Biodiversity Conservation Act 1999

³¹ Schedules of the National Parks and Wildlife Act 1972 accessed November 2015

³² Gillam, S. and Urban, R. (2014) Regional Species Conservation Assessment Project, Phase 1 Report: Regional Species Status Assessments, Adelaide and Mount Lofty Ranges NRM Region. Department of Environment, Water and Natural Resources, South Australia.

<i>Poa poiformis</i> var. <i>poiformis</i>	Coast Tussock-grass			LC	1					1		1						
<i>Rhagodia candolleana</i> ssp. <i>candolleana</i>	Sea-berry Saltbush			LC	1				1			1	1		1	1	1	1
<i>Scaevola crassifolia</i>	Cushion Fanflower			VU					1	1		1	1	1	1		1	1
<i>Senecio pinnatifolius</i> var. <i>maritimus</i>	Variable Groundsel			RA	1	1			1	1	1	1	1		1			
<i>Spinifex hirsutus</i>	Rolling Spinifex			LC	1		1	1	1	1	1	1		1	1	1	1	1
<i>Tetragonia implexicoma</i>	Bower Spinach			LC								1						
<i>Threlkeldia diffusa</i>	Coast Bonefruit			NT					1			1						

* this species is known from the Dunes but was not detected at the time of survey

Appendix 1.2: Introduced Plant Species Recorded in the Holdfast Bay Dunes

Species	Common Name	Threat Rating SMLR Coastal ³³	Threat rating MANCAP ³⁴	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
<i>Acacia cyclops</i> ³⁵	Western Coastal Wattle	3	7															
<i>Acacia saligna</i>	Golden Wreath Wattle	2	2						1						1			
<i>Alyssum linifolium</i>	Flax-leaf Alyssum	1										1						
<i>Ammophila arenaria</i>	Marram Grass	4	2					1a	1a	1a	2	1a		2	1a	1	1	1
<i>Araucaria heterophylla</i>	Norfolk Island Pine								1			1						
<i>Arctotheca calendula</i>	Cape Weed	2							1			1a		1a	2	1a		1a
<i>Avena spp.</i>	Oat	2	2								2	3			3	1		
<i>Brassica spp.</i>	Turnip sp.	2	3									1a						
<i>Bromus diandrus</i>	Great Brome	1	1								2	2			1a	1		
<i>Cakile maritima ssp. maritima</i>	Two-horned Sea Rocket	2	1	1	1a	1a	1a	1a	2	1a	1a	1a	2	1a	2	1a	4	1a
<i>Carpobrotus edulis ssp. edulis</i>	Hottentot Fig	3	3	*	*			*	*	*	*	*		*	*	*		*
<i>Chenopodium sp.</i>	Goosefoot	1										1						
<i>Chondrilla juncea</i>	Skeleton Weed	2	2							*	*	*			*	*		
<i>Conyza sp.</i>	Fleabane	2	1	1								2						
<i>Crassula sp.</i>	Crassula	1	1						1									
<i>Cynodon dactylon var.</i>	Couch	2	3	1		1a			1			2			2	1a	1a	1a
<i>Ehrharta longiflora</i>	Annual Veldt Grass	2			1						1a			1a				
<i>Euphorbia paralias</i>	Sea Spurge	3	5	1		2		1						1a			2	1a
<i>Euphorbia peplus</i>	Petty Spurge	2																1
<i>Euphorbia terracina</i>	False Caper	3	5												1			

³³ Refer to Croft, S.J., J.A. Pedler & T.I. Milne (2005) Bushland Condition Monitoring Manual – Coastal Communities of the Southern Mount Lofty Ranges. Nature Conservation Society of SA Inc.

³⁴ As per Metropolitan and Northern Coastal Action Plan, AMLR Natural Resources Management Board

³⁵ Previously known from Brighton to Seacliff Dunes, although has been extensively controlled and no live specimens were noted at the time of survey

Species	Common Name	Threat Rating SMLR Coastal ³³	Threat rating MANCAP ³⁴	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
<i>Fumaria spp.</i>	Fumitory	1		1								1						
<i>Galenia pubescens var. pubescens</i>	Coastal Galenia	2	5						1		1							
<i>Gazania linearis</i>	Gazania	3	6			2					1a			1				
<i>Graminae sp.</i>	Unidentified grass			1					1a		2					1		2
<i>Hordeum sp.</i>	Barley-grasses	1	1									1						
<i>Hypochaeris glabra</i>	Smooth Cat's Ear	1	1	2														
<i>Hypochaeris radicata</i>	Rough Cat's Ear	2	3	2	1a	1a					2							
<i>Lagurus ovatus</i>	Hare's Tail Grass	2										1a		1a				
<i>Leptospermum laevigatum</i>	Coast Tea-tree	4	6					1				4						1
<i>Medicago spp.</i>	Medic	2	1	1a					1		3	3		1a	2		1a	1a
<i>Melilotus indicus</i>	King Island Melilot	2	1						1									
<i>Osteospermum fruticosum</i>			2						1			1						
<i>Oxalis pes-caprae</i>	Soursob	4	5	2	1a	1		1	1a		2	3		1a	4	2	2	3
<i>Pennisetum clandestinum</i>	Kikuyu	3	5			1			1			1						
<i>Piptatherum miliaceum</i>	Rice Millet	2	3									1						
<i>Poa annua</i>	Winter Grass	2													1a			
<i>Polygala myrtifolia</i>	Myrtle-leaf Milkwort	4	6		1?													
<i>Reichardia tingitana</i>	False Sowthistle	2	3	1		2				1a	2					1	1a	2
<i>Rosmarinus officinalis</i>	Rosemary			1a														
<i>Sonchus oleraceus</i>	Common Sow-thistle	1	1	1		1a		1	1a			2		1a	2		1a	2
<i>Thinopyrum junceiforme</i>	Sea Wheat-grass	4	3	2	3	3	3		1	2	1a	1a	2	2	1a			
<i>Trachyandra divaricata</i>	Dune Onion Weed	4	7							*	*	*			*	*		
<i>Vicia spp.</i>	Vetch	2	1	1											1			
<i>Vulpia spp.</i>	Fescue	2	3											2	1a			

Cover categories: 1 = few individuals, <1%, 1a = plentiful, <1%, 2 = 1-5%, 3 = 5-25%, 4 = 26-50% * this species is known from the Dunes but was not detected at the time of survey

Appendix 2: Additional photopoints established in the dunes

Management Zone 1 - Holdfast Shores dunes

Management Zone Vegetation Association: *Atriplex cinerea*, *Olearia axillaris* open shrubland

Indicative photograph:



Figure 24: Photopoint 1-2 of Management Unit 1 taken at 272687, 6126727 (Zone 54 WGS 84) facing SSE.



Figure 25: Photopoint 1-3 of Management Unit 1 taken at 272689, 6126738 (Zone 54 WGS 84) facing SSE.



Figure 26: Photopoint 1-4 of Management Unit 1 taken at 272726, 6126606 (Zone 54 WGS 84) facing SSE.

Management Zone 3 - Kent Street dunes

Management Zone Vegetation Association: *Thinopyrum junceiforme* ± *Spinifex hirsutus* grassland

Indicative photograph:



Figure 27: Photopoint 3-2 of Management Unit 3 taken at 272766, 6126039 (Zone 54 WGS 84) facing S.

Management Zone 8 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia longifolia* ssp. *sophorae* open shrubland

Indicative photograph:



Figure 28: Photopoint 8-2 of Management Unit 8 taken at 273453, 6121238 (Zone 54 WGS 84) facing SSE.

Management Zone 10 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Spinifex hirsutus*, *Thinopyrum junceiforme* ± *Ammophila arenaria* grassland

Indicative photograph:



Figure 29: Photopoint 10-2 of Management Unit 10 taken at 273506, 6120474 (Zone 54 WGS 84) facing S.

Management Zone 11 - Brighton to Seacliff dunes

Management Zone Vegetation Association: *Olearia axillaris*, *Scaevola crassifolia*, *Acacia cupularis*, *A. longifolia* ssp. *sophorae* open shrubland

Indicative photograph:



Figure 30: Photopoint 11-2 of Management Unit 11 taken at 273530, 6120772 (Zone 54 WGS 84) facing S.

Management Zone 15 - Brighton Caravan Park Dunes

Management Zone Vegetation Association: *Spinifex hirsutus* hummock grassland with emergent *Scaevola crassifolia*, *Acacia cupularis*

Indicative photograph:



Figure 31: Photopoint 15-2 of Management Unit 15 taken at 273450, 6120112 (Zone 54 WGS 84) facing S.

Appendix 3: Establishing Photopoints

Photopoint Monitoring (adapted from DEWNR's Native Vegetation & Biodiversity Unit – BushRAT methodology)

1. PHOTOPOINT RECORD SHEET - instructions

- Your photopoint locations may have already been established for you – however, if they are not permanently marked with a stake you will need to relocate them using a GPS unit and a combination of the photo that was taken and the recorded photo direction. You can then permanently mark them if you wish.
- If not yet established, select at least one site per Vegetation Association, preferably at locations where you will expect to observe significant changes, either in the short term (e.g. through woody weed removal) or longer term (e.g. through revegetation).
- The “camera point” is where you take the photo from, the “target point” is where you aim the camera. Either or both can be marked with a survey peg
- Record details in the table below. If possible, include a photopoint board with these details on the board – this means that the photograph metadata is contained in the photograph itself.
- Take photos at regular intervals, preferably at the same time(s) each year.
- Photos should be accompanied by notes that will provide further information, such as the names of plants in the photographs (as these may not be able to be determined from the photos alone) and possible explanations for why a photo differs from the last one (e.g. drought year). Enter these additional details/observations into the table. Other observations that could be recorded to help document and/or explain changes occurring at the site may include things like:
 - Improved condition of the native vegetation compared to that shown in the original photos.
 - Natural regeneration of native plant species eg. native grasses and wattle seedlings.
 - The appearance (natural regeneration) of plant species not previously recorded.
 - Accumulation of leaf litter and fallen timber which show signs of increased insect activity and decomposition.
 - Re-establishment of a moss or lichen crust.

MANAGEMENT ZONE: _____

Year: _____

Vegetation Association/Site	Photopoint Location	Photo taken by:	Direction camera point to target point	Date	Notes/Observations

Appendix 4: Plant Lifeform Cover Estimates from 2019 Assessments

Native Plant Life Forms	Management Zone Number														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Trees < 5m						1									
Shrubs > 2 m	1					4		1							
Shrubs 0.5–2m	3		1	1	3	3	1	4	3	1	3	3	4		3
Shrubs < 0.5 m	2				2	1a	1	2	1a	1	1a	2	2		2
Herbs	2	1			1a	1	1	1a	1a	1	1	1a	1a		
Mat Plants	2	1		1	2		2	2	1a	1	2	1a	4		3
Grasses >0.2m															
Grasses ≤ 0.2m	1a														
'Sedges' > 1m															
'Sedges' ≤ 1m	2			2	3	1a	1a	2	1a	1	2	1a	2	1	1a
Hummock grass	2		1	4	3	1a	4	2	1a	3	2		2	1	4
Vines,scramblers	1							1							

Cover Rating	
Not many, cover <1%	1
Plentiful, cover <1%	1a
Covering 1 - 5%	2
Covering 5 – 25%	3
Covering 26 –50%	4
Covering 51 – 75%	5
Covering > 75%	6

Attachment 2



ECM DSID Number:	
First Issued / Approved:	Date of first issue/approval
Last Reviewed:	Date of last review
	Resolution Number
Next Review:	Review Date
Responsible Officer:	Team Leader Environment & Coast
Date Placed on Webpage/ Intranet:	

1. PREAMBLE

1.1 Background

Council values its coastal vegetation and the many benefits it brings to our community. These include aesthetics, sand stabilisation, storm buffer, health, climate adaptation, and habitat for biodiversity purposes. Occasionally, there are conflicting values in this space such as access to coastal views, particularly from memorial seats, and space around sculptures and other amenities. Rate payers have paid for plants, seats and sculptures and therefore all of these are valued in different ways by our community.

This policy has been developed to provide clarity on Council’s position on coastal vegetation management, and to provide consistency in the application of that management.

1.2 Purpose

The purpose of this policy is to manage and protect Council’s coastal vegetation with consistency and clarity.

1.3 Scope

This policy covers all coastal vegetation on the beach side of the Coast Path along the entire length of the Holdfast Bay coastline, excluding the Minda Dunes, which have a separate management plan.

1.4 Definitions

There are no specific definitions associated with this policy.

1.5 Strategic Reference

Sustainability – the Council Policy: Coastal Vegetation Management, contributes to carefully managing our resources for the benefit of future generations and minimises our individual and collective footprint as we live and travel around our city.

COUNCIL POLICY: DUNE VEGETATION MANAGEMENT

2. PRINCIPLES

Council values its coastal vegetation and the many benefits it brings to our community. These include aesthetics, sand stabilisation, storm buffer, health, climate adaptation, and habitat for biodiversity purposes.

New infrastructure including sculptures, artwork, seats, showers, etc. installed along the coast will be located to minimise impact on existing coastal vegetation. Relocation of infrastructure will be considered to protect valuable coastal vegetation.

Sculptures are acquired by Council for the community to enjoy, therefore dune vegetation will be pruned back around sculptures if and when necessary.

Seats are provided for the community to relax and enjoy our coast and coastal vegetation. Dune vegetation will be pruned back around seats. Vegetation blocking sea views from seats will be assessed and minimal maintenance undertaken if and when necessary.

Dune vegetation that prevents the use of showers, bicycle racks and any other amenity will be pruned when necessary.

Dune vegetation that obstructs or prevents safe passage through the dune paths will be pruned back for safe access. If native seedlings germinate on the dune paths, these may be removed if it is a species that will block access.

Large dead trees or shrubs immediately adjacent to the Coast Path will be cut down to improve aesthetic value. Dead vegetation further into the dunes will not be removed or cut down as it still provides habitat value.

Vegetation on the beach-facing slope of the foredune will be managed for both dune stability and shorebird habitat. Shorebirds using this habitat include hooded plovers (listed as 'Vulnerable' under the *National Parks and Wildlife Act 1972*) and red-capped plovers. This will aim to provide a gently sloping dune face that is vegetated mainly by spinifex with some open areas of sand in between the spinifex runners. Other foredune plant species (i.e. *Atriplex cinerea*, *Leucophyta brownii* and *Ficinia nodosa*) may also be present but sparse.

If plant removal and replacement is required (e.g. coastal tea trees are being removed as they are a high priority weed) then coastal vegetation will be pruned back in stages to ensure that sand is held in place by the larger, older plants and to provide space for new replacement plants to grow. Only when the new plants are established and able to hold sand in place will the older, larger plants be removed.

Live dune vegetation that blocks views from residents' houses and is not obstructing or damaging amenities or other infrastructure will not be pruned or removed to improve residents' views.

Future coastal plant species will be selected subject to a site assessment and consider a range of issues including views and to reduce the need for pruning vegetation around

COUNCIL POLICY: DUNE VEGETATION MANAGEMENT

infrastructure and sculptures. Future dune revegetation will be conducted in accordance with the City of Holdfast Bay Dunes Biodiversity Action Plan 2019 – 2024.

3. REFERENCES

3.1 Legislation

Landscape South Australia Act 2019

National Parks and Wildlife Act 1972

3.2 Other References

- Holdfast 2050+
- Environment Strategy 2020-2025
- Holdfast Bay Dunes Biodiversity Action Plan 2019 – 2024
- Tree Management Policy

Item No: 15.9

Subject: **ELECTION SIGNS**

Date: 23 August 2022

Written By: Manager, Strategy and Governance

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

In November 2021, changes to the *Local Government Act 1999* (LG Act) came into effect which prohibit the display of electoral advertising posters relating to Local Government elections. 'Electoral advertising posters' are defined at this time as being made of corflute or plastic. While Section 226(5) of the LG Act prohibits electoral advertising posters (that is, those made of corflute or plastic), it does not prohibit Local Government election signs made from other materials, provided those signs do not unreasonably restrict the use of the road or endanger the safety of members of the public.

The legislative changes have also resulted in changing the meaning of Council's Moveable Signs By-law and Election Signs Policy, insofar as intended exemptions within that By-law no longer apply. As these intended exemptions no longer apply, Local Government election signs would have to comply with the Moveable Signs By-law. In the majority of cases, it will not be possible for a candidate to display a Local Government election sign and comply with this By-law, therefore it is proposed that Council make a determination which grants a general Council approval for the display of Local Government election signs on Council infrastructure. The proposed approval closely mirrors the general approvals already in place from SA Power Networks (SAPN) and Department for Infrastructure and Transport (DIT). Council cannot approve the display of electoral advertising posters (i.e. corflute or plastic signs). Commensurate changes are also required to Councils Election Signs Policy.

In the absence of a general Council approval of Local Government election signs, Council would have to receive, consider and assess each application for display of Local Government election signs on its merits. Having a general Council approval will reduce this unintended and unexpected resource burden.

RECOMMENDATION

That Council:

- 1. approves the General Approval to display Local Government election signs; and**
 - 2. endorses the revised Election Signs Policy, and authorise any minor corrections that may be needed before publication be made.**
-

STRATEGIC PLAN

Statutory compliance

COUNCIL POLICY

Election Signs Policy

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

Arising from the commencement of the *Statutes Amendment (Local Government Review) Act 2021*, changes to Section 226 of the *Local Government Act 1999* (LG Act) now prohibit the display of electoral advertising posters relating to elections held under the LG Act or the *Local Government (Elections) Act 1999* on a public road (including any structure, fixture or vegetation on a public road). This provision commenced on 10 November 2021.

Section 226(5) of the LG Act defines an electoral advertising poster as a poster displaying electoral advertising made of corflute, plastic or any other material prescribed by regulation (at this time no regulations are in operation).

Prior to this change, the display of Local Government election signs during certain periods was enabled via an express permission in the LG Act during the period commencing four weeks immediately before the date that has been set (either by the LG Act or the *Local Government (Elections) Act 1999*) for polling day and ending at the close of voting on polling day.

In addition, a General Approval was granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) (the Relevant Authorities) which enabled the display of election signs relating to State, Federal and Local Government elections on public road infrastructure owned by the Relevant Authorities. This General Approval also provided the consent required for the purposes of Section 23(1) of the *Local Nuisance and Litter Control Act 2016*.

The City of Holdfast Bay also has a Moveable Signs By-law in place, which regulates the placement of moveable signs within the Council area. As the LG Act expressly permitted the placement of Local Government election signs, the By-law had limited work to do prior to the changes to Section 226.

Refer Attachment 1

In addition, the City of Holdfast Bay has a Roads By-law in place which covers matters relevant to Local Government election signs, such as advertising and public exhibitions and displays.

Refer Attachment 2

The placement of moveable signs, including Local Government election signs and electoral advertising posters, on private property is subject to the permission of the property owner and in certain cases, with respect to signs above a certain size¹, relevant development approval.

With the commencement of the legislative changes in November 2021, there is now a prohibition on the display of electoral advertising posters on public roads and related infrastructure:

- (2a) A person must not exhibit an electoral advertising poster relating to an election held under this Act or the *Local Government (Elections) Act 1999*, on a public road (including any structure, fixture or vegetation on a public road), except in circumstances prescribed by the regulations. Maximum penalty: \$5 000.

Regulation 25A of the *Local Government (General) Regulations 2013* prescribes:

25A Electoral advertising posters

For the purposes of Section 226(2a) of the Act, circumstances in which an electoral advertising poster:-

- (a) is published by or on behalf of the Electoral Commissioner, the LGA or a council;
- (b) contains advertising relating to any matter referred to in Section 13A(1) of the *Local Government (Elections) Act 1999*; and
- (c) is not calculated to affect the result of an election, are prescribed.

REPORT

While Section 226(5) of the LG Act prohibits electoral advertising posters (that is, those made of corflute or plastic), Section 226 does not prohibit Local Government election signs made from other materials, provided those signs do not unreasonably restrict the use of the road or endanger the safety of members of the public.

‘Local Government election sign’ is not defined in the LG Act. For the purposes of this report, Local Government election sign is defined to mean a moveable election advertisement, notice, or election sign (not made of corflute or plastic, i.e. not an electoral advertising poster) which is intended to affect the result of an election or poll, and which can be moved or removed without causing any damage to the infrastructure or land upon which it is placed or to which it is attached, whether free-standing or not. All Local Government election signs are a type of moveable sign.

As a consequence of the changes to Section 226 of the LG Act, the display of Local Government election signs must now occur in accordance with Section 226(1), which provides:

226 Moveable signs

Subject to this section, a person may place and maintain a moveable sign on a road without an authorisation or permit under this Part if (and only if):

¹ See Clause 1(f) of Schedule 4 to the *Planning, Development and Infrastructure (General) Regulations 2017*.

- (a) the design and structure of the sign complies with the requirements of the council's by-laws; and
- (b) the sign is placed in a position that complies with the requirements of the council's by-laws; and
- (c) any other relevant requirements of the council's by-laws are complied with; and
- (d) the sign does not unreasonably:
 - (i) restrict the use of the road; or
 - (ii) endanger the safety of members of the public.

The City of Holdfast Bay Moveable Signs By-Law exempts the application of the By-law to a sign of a kind referred to in Section 226(3) of the LG Act through the inclusion of a note to that effect:

12. Exemptions

- 12.1 Subclauses 9.5 and 10.1 do not apply to a moveable sign which is used:
 - 12.1.1 to advertise a garage sale taking place from residential premises;
 - 12.1.2 as a directional sign to an event run by an incorporated association or a charitable body; or
- 12.2 Subclause 10.1 does not apply to a flat sign the message of which only contains newspaper headlines and the name of a newspaper and which must be displayed and located flat against a wall of the business premises at all times.
- 12.3 A requirement of this By-law will not apply where the Council has granted permission (which may include by way of adopting a policy for this purpose) for a moveable sign (or class of moveable sign) to be displayed contrary to that requirement.

Note

This By-law does not apply to moveable signs placed and maintained on a road in accordance with section 226(3) of the Act, which includes any sign:

- Placed there pursuant to an Authorisation under another Act;
- designed to direct people to the open inspection of any land or building that is available for purchase or lease;
- related to a State or Commonwealth election and is displayed during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day; and

- Related to an election held under this Act or the *Local Government (Elections) Act 1999* and is displayed during the period commencing four (4) weeks immediately before the date that has been set (either by or under either Act) for polling day and the close of voting on polling day.

However, Section 226(3)(ca) was deleted from the LG Act with effect from 10 November 2021. The text of that section was as follows:

- (ca) the sign is related to an election held under this Act or the *Local Government (Elections) Act 1999* and is displayed during the period commencing four weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day.

The deletion of this provision means that the By-law Note (replicated above) has no effect. Consequently, the City of Holdfast Bay Moveable Signs By-Law applies to Local Government election signs (not being electoral advertising posters).

In turn, this means that candidates wishing to display Local Government election signs within the City of Holdfast Bay must comply with the relevant by-laws.

Recognising that in the majority of cases it will not be possible for a candidate to display a Local Government election sign in accordance with Council's Moveable Signs By-law, it is proposed that Council make a determination which grants general Council approval for the display of Local Government election signs on Council infrastructure.

In the absence of a general Council approval, Council would have to receive, consider and assess each application for display of Local Government election signs on its merits. Having a general Council approval will reduce this unintended and unexpected resource burden.

It is important to note that Council cannot grant a permission for the display of electoral advertising posters (i.e. those made of corflute or plastic) on the basis that these are prohibited at law.

The Local Government Association (LGA) has prepared a 'template determination' to assist councils with the regulation of Local Government election signs. The proposed determination (General Approval) is attached for Council's consideration.

Refer Attachment 3

The determination is modelled very closely on the 'General Approval' granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) in relation to State and Federal Government Election signs. (The LGA is currently waiting for confirmation from SAPN and DIT that the same conditions will apply to Local Government election signs. Ideally, Council's *Approval to display Local Government Election Signs* would be consistent with the General Approval issued by SAPN and DIT, however, the limited time available prior to the commencement of Council's caretaker period means that a Council decision is required without the General Approval being finalised.)

In addition to the Council requirements, candidates will need to comply with the requirements of the SAPN/DIT General Approval, in order to display Local Government election signs on infrastructure on a road owned by the two Authorities.

Candidates may obtain permission from a private property owner for the display of Local Government election signs, which may include electoral advertising posters. Candidates will need to consider whether development approval is required for any Local Government election sign to be displayed on private property and make the relevant applications to Council for that purpose if necessary.

As a result of these changes, Council's Election Signs policy also needs to be reconsidered. A copy of the marked up policy is provided as Attachment 4, and the final recommended version is provided as Attachment 5.

Refer Attachments 4 and 5

BUDGET

Issuing the general approval will mitigate any budget impacts. Without the general approval in place, substantial imposts on staff time could be expected.

LIFE CYCLE COSTS

Not applicable

Attachment 1





CITY OF HOLDFAST BAY

MOVEABLE SIGNS BY-LAW 2019

By-law No. 2 of 2019

A By-law to set standards for moveable signs on roads and to provide conditions for the placement of such signs for the purpose of protecting visual amenity and public safety.

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PART 1 – PRELIMINARY

1. Title

This By-law may be cited as the *Moveable Signs By-law 2018* and is By-law No. 2 of the City of Holdfast Bay.

2. Authorising law

This By-law is made under sections 226, 238, 239 and 246 of the Act.

3. Purpose

The objectives of this By-law are to set standards for moveable signs on roads:

- 3.1 to protect the comfort and safety of road users and members of the public;
- 3.2 to enhance the amenity of roads and surrounding parts of the Council area;
- 3.3 to prevent nuisances occurring on roads;
- 3.4 to prevent unreasonable interference with the use of a road; and
- 3.5 for the good rule and government of the Council area.

4. Commencement, revocation and expiry

4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹:

By-Law No.2 - Moveable Signs 2012.²

4.2 This By-law will expire on 1 January 2026.³

Note -

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

5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2019*.
- 5.2 This By-law applies throughout the Council's area and is subject to the exemptions set out in clause 12.

6. Interpretation

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

- 6.1 **Act** means the *Local Government Act 1999*;

- 6.2 **authorised person** means a person appointed as an authorised person pursuant to section 260 of the Act;
- 6.3 **business premises** means premises from which a business is being conducted.
- 6.4 **Council** means the City of Holdfast Bay;
- 6.5 **footpath area** means:
- 6.5.1 that part of a road between the property boundary of the road and the edge of the carriageway on the same side as that boundary;
- 6.5.2 a footway, laneway or other place made or constructed for the use of pedestrians and not for the use of vehicles;
- 6.6 **Local Government land** has the same meaning as in the Act;
- 6.7 **moveable sign** has the same meaning as in the Act;
- 6.8 **road** has the same meaning as in the Act; and
- 6.9 **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

Note-

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

PART 2 – MOVEABLE SIGNS

7. Construction

A moveable sign must:

- 7.1 be of a kind known as an 'A' frame or sandwich board sign, an 'inverted 'T'' sign, a flat sign, or, with the permission of the Council (including as may be set out in a Council policy from time to time), a sign of some other kind;
- 7.2 be designed, constructed and maintained in good condition so as not to present a hazard to any member of the public;
- 7.3 be of strong construction and sufficiently stable or securely fixed in position so as to keep its position in any adverse weather conditions;
- 7.4 not contain any sharp or jagged edges or corners;
- 7.5 not be unsightly or offensive in appearance or content;
- 7.6 not rotate or contain moving parts;
- 7.7 be constructed of timber, cloth, metal, plastic or plastic coated cardboard, or a mixture of such materials;

- 7.8 not contain flashing lights or be illuminated internally;
- 7.9 not have balloons, flags, streamers or other things attached to it;
- 7.10 not be more than 1100mm high, 700mm wide and 700mm deep;
- 7.11 not have a display area exceeding 700mm square in total or, if the sign is two sided, 700mm square on each side;
- 7.12 in the case of an 'A' frame or 'sandwich board' sign:
 - 7.12.1 be hinged or joined at the top;
 - 7.12.2 be of such construction that its sides are securely fixed or locked in position when erected; and
- 7.13 in the case of an 'inverted 'T'' sign, contain no struts or supports that run between the display area and the base of the sign.

8. Appearance

A moveable sign must, in the opinion of an authorised person:

- 8.1 be painted or otherwise detailed in a competent and professional manner;
- 8.2 be aesthetically appealing, legible and simply worded to convey a precise message;
- 8.3 be of such design and contain such colours as are compatible with the architectural design of the premises adjacent to the sign, and which relate well to the townscape and overall amenity of the locality in which it is situated and which do not detract from or conflict with traffic, safety or direction signs or signals; and
- 8.4 contain combinations of colour and typographical styles which blend in with and reinforce the heritage qualities of the locality and the buildings where it is situated.

9. Placement

A moveable sign must:

- 9.1 only be placed on the footpath area of a road;
- 9.2 where there is no kerb to define the footpath area, be set back from the edge of the carriageway by no less than 400mm;
- 9.3 in the case of a flat sign, the message of which only contains newspaper headlines and the name of a newspaper, be in line with and against the business to which it relates;
- 9.4 be placed no less than 2 metres from any structure, fixed object, tree, bush or plant (including another moveable sign);
- 9.5 be placed directly in front of the business premises to which it relates;

- 9.6 not be placed on a sealed part of any footpath area unless the sealed part is wide enough to contain the sign and still leave a clear thoroughfare of at least
- 9.7 1.8 metres;
- 9.8 not be placed on a road where the width of the road (including the footpath area and the carriageway) is less than 4 metres;
- 9.9 not be placed within 10 metres of the corner of a road;
- 9.10 not be placed on a landscaped area;
- 9.11 not be placed on a designated parking area or within 1 metre of an entrance to or exit from premises;
- 9.12 not unreasonably restrict the use of the footpath area; and
- 9.13 not be placed in such a position or in such circumstances that:
 - 9.13.1 it compromises the safety of any person or places a person at risk of harm; or
 - 9.13.2 it obstructs or impedes (or would be likely to obstruct or impede) a vehicle door when opened, provided that the vehicle is parked lawfully on a road.

10. Restrictions

- 10.1 A moveable sign must:
 - 10.1.1 only display material which advertises a business being conducted on business premises adjacent to the sign or the products available from that business;
 - 10.1.2 be limited in number to one moveable sign per business premises;
 - 10.1.3 only be displayed when the business to which it relates is open to the public;
 - 10.1.4 not be displayed during the hours of darkness unless it is in a clearly lit area and is clearly visible; and
- 10.2 A moveable sign must not, without the Council's permission, be displayed on any road, footpath or local government land within Moseley Square.
- 10.3 A moveable sign must not be displayed on any road, footpath or local government land along Jetty Road, Glenelg.
- 10.4 If in the opinion of the Council a road is unsafe for a moveable sign to be displayed, the Council may by resolution prohibit or restrict the display of a moveable sign thereon on such conditions as the Council thinks fit.

11. Moveable Signs on Vehicles

A person must not, without the Council's permission, display or cause to be displayed a moveable sign on or attached to or adjacent to a vehicle that is parked on Local Government

land or a road primarily for the purpose of advertising or offering for sale a product (including the vehicle) or business to which the sign relates.

12. Exemptions

- 12.1 Subclauses 9.5 and 10.1 do not apply to a moveable sign which is used:
- 12.1.1 to advertise a garage sale taking place from residential premises;
 - 12.1.2 as a directional sign to an event run by an incorporated association or a charitable body; or
- 12.2 Subclause 10.1 does not apply to a flat sign the message of which only contains newspaper headlines and the name of a newspaper and which must be displayed and located flat against a wall of the business premises at all times.
- 12.3 A requirement of this By-law will not apply where the Council has granted permission (which may include by way of adopting a policy for this purpose) for a moveable sign (or class of moveable sign) to be displayed contrary to that requirement.

Note-

This By-law does not apply to moveable signs placed and maintained on a road in accordance with section 226(3) of the Act, which includes any sign:

- placed there pursuant to an authorisation under the Act or another Act; or
- designed to direct people to the open inspection of any land or building that is available for purchase or lease; or
- related to a State or Commonwealth election and is displayed during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day; or related to an election held under this Act or the *Local Government (Elections) Act 1999* and is displayed during the period commencing four (4) weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day.

13. Removal of Moveable Signs

- 13.1 If:
- 13.1.1 the design or construction of a moveable sign that has been placed on a road does not comply with a requirement of this By-law; or
 - 13.1.2 the positioning of a moveable sign does not comply with a requirement of this By-law; or
 - 13.1.3 any other relevant requirement of this By-law is not complied with; or
 - 13.1.4 the moveable sign unreasonably:
 - 13.1.4.1 restricts the use of the road; or
 - 13.1.4.2 endangers the safety of members of the public,
- an authorised person may order the owner of the sign to remove the sign from the road.
- 13.2 A person must comply with an order of an authorised person made pursuant to subparagraph 13.1 of this By-law.

- 13.3 If the authorised person cannot find the owner, or the owner fails to comply with the order of an authorised person, the authorised person may remove and dispose of the moveable sign.
- 13.4 The owner of or other person entitled to recover a moveable sign removed by an authorised person pursuant to section 227(2) of the Act, may be required to pay to the Council any reasonable costs incurred by the Council in removing, storing, and/or disposing of the moveable sign before being entitled to recover the moveable sign.
- 13.5 The owner, or other person responsible for a moveable sign must remove or relocate the moveable sign at the request of an authorised person:
 - 13.5.1 if, in the opinion of an authorised person, and notwithstanding compliance with this By-law, there is any hazard or obstruction or there is likely to be a hazard or obstruction arising out of the location of the moveable sign; or
 - 13.5.2 for the purpose of special events, parades, roadworks or in any other circumstances which, in the opinion of the authorised person, require relocation or removal of the moveable sign to protect public safety or to protect or enhance the amenity of a particular locality.

14. Liability of vehicle owners

- 14.1 For the purposes of this clause 14, **owner** in relation to a vehicle has the same meaning as contained in section 4 of the Act.
- 14.2 The owner and the driver of a vehicle driven, parked or standing in contravention of this By-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

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

.....
ROBERTO BRIA
Chief Executive Officer

Attachment 2





CITY OF HOLDFAST BAY

ROADS BY-LAW 2019

By-law No. 4 of 2019

For the management, control and regulation of activities on roads in the Council's area.

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PART 1– PRELIMINARY**1. Title**

This By-law may be cited as the *Roads By-law 2018* and is By-law No. 4 of the City of Holdfast Bay.

2. Authorising law

This By-law is made under sections 239 and 246 of the Act and regulation 28 of the *Local Government (General) Regulations 2013*.

3. Purpose

The objectives of this By-law are to manage, control and regulate the prescribed uses of roads in the Council's area:

- 3.1 to protect the convenience, comfort and safety of road users and members of the public;
- 3.2 to prevent damage to buildings and structures on roads;
- 3.3 to prevent certain nuisances occurring on roads; and
- 3.4 for the good rule and government of the Council's area

4. Commencement, revocation and expiry

- 4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation.¹
- 4.2 By-Law No. 4 - Roads 2012.²
- 4.3 This By-law will expire on 1 January 2027.³

Note-

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

5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2019*.
- 5.2 Subject to subclauses 5.3 and 5.4, this By-law applies throughout the Council's area.
- 5.3 Subclause 7.3 of this By-law only applies to such part or parts of the Council area as the Council may by resolution direct in accordance with section 246(3)(e) of the Act;
- 5.4 Subclause 7.4.2 of this By-law applies throughout the Council's area except in such part or parts of the Council area as the Council may by resolution direct in accordance with section 246(3)(e) of the Act.

6. Interpretation

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

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **animal** includes birds, insects and poultry but does not include a dog;
- 6.3 **authorised person** is a person appointed by the Council as an authorised person under section 260 of the Act;
- 6.4 **camp** includes setting up a camp, or causing:
- 6.4.1 a tent (including a tent trailer) or other structure of calico, canvas, plastic or other similar material; or
- 6.4.2 a swag or similar bedding; or
- 6.4.3 subject to the *Road Traffic Act 1961*, a caravan or motor home;
- to remain on a road for the purpose of staying overnight, whether or not any person is in attendance or sleeps on the road;
- 6.5 **Council** means the City of Holdfast Bay;
- 6.6 **effective control** means a person exercising effective control of an animal either:
- 6.6.1 by means of a physical restraint; or
- 6.6.2 by command, the animal being in close proximity to the person and the person being able to see the animal at all times;
- 6.7 **electoral matter** has the same meaning as in the *Electoral Act 1995* provided that such electoral matter is not capable of causing physical damage or injury to a person within its immediate vicinity;
- 6.8 **emergency worker** has the same meaning as in the *Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulations 2014*;
- 6.9 **moveable sign** has the same meaning as in the Act;
- 6.10 **road** has the same meaning as in the Act being, a public or private street, road or thoroughfare to which public access is available on a continuous or substantially continuous basis to vehicles or pedestrians or both and includes—
- 6.10.1 a bridge, viaduct or subway; or
- 6.10.2 an alley, laneway or walkway; and
- 6.11 **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

Note-

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

PART 2 – USE OF ROADS

7. Activities Requiring Permission

A person must not do any of the following activities on a road without the permission of the Council.

7.1 Advertising

Display or cause to be displayed on a road or on a structure on a road, any poster, advertising or sign for the purpose of advertising goods or services, other than a moveable sign that is displayed in accordance with the Council's Moveable Signs By-law.

7.2 Amplification

Use an amplifier or other device whether mechanical or electrical for the purpose of amplifying sound or magnifying sound including the broadcasting of announcements or advertisements.

7.3 Animals

Allow any horse, cattle, sheep or other livestock to stray onto, graze, wander or be left unattended on any road to which the Council has, by resolution, determined this subclause applies.

7.4 Camping and Tents

7.4.1 Subject to this subclause 7.4, erect a tent or other structure of calico, canvas, plastic or other similar material as a place of habitation.

7.4.2 Camp or remain overnight except:

7.4.2.1 on a road to which the Council has resolved this subclause applies (if any); and

7.4.2.2 in accordance with any conditions determined by the Council and displayed on any signage on or near the road.

7.5 Obstructions

Erect, install or place or cause to be erected, installed or placed any structure, object or material of any kind so as to obstruct a road, footway, water-channel, or watercourse in a road.

7.6 Preaching

Preach, harangue, solicit or canvass for religious or charitable purposes.

7.7 Public Exhibitions and Displays

7.7.1 Sing, busk, play a recording or use a music instrument, or perform similar activities.

7.7.2 Conduct, cause or hold a concert, festival, show, display public gathering, circus, performance or a similar activity.

7.7.3 Erect a stage or structure for the purpose of conducting or holding a concert, festival, show, circus, performance or a similar activity.

7.8 **Rubbish Bins**

Deposit in any Council bin on a road any rubbish emanating from a domestic, commercial or trade source.

7.9 **Soliciting**

Ask for or receive or do anything to indicate a desire for a donation of money or any other thing.

7.10 **Repairs to Vehicles**

Repair, wash, paint, panel beat or perform other work of any nature on or to any vehicle, except for running repairs in the case of a vehicle breakdown.

Note-

Movable signs on roads are regulated by sections 226 and 227 of the Act and the Council's Moveable Signs By law.

PART 3- ENFORCEMENT

8. Directions

A person who, in the opinion of an authorised person is committing or has committed a breach of this By-law, must immediately comply with a direction of the authorised person to leave that part of the road.

9. Orders

If a person does not comply with an order of an authorised person made pursuant to section 262 of the Act in respect of a breach of this By-law, the Council may seek to recover its costs of any action taken under section 262(3) of the Act from the person to whom the order was directed.

Note-

Section 262(1) of the Act states:

- 1) If a person (the offender) engages in conduct that is a contravention of this Act or a By-law under this Act, an authorised person may order the offender-
 - a) if the conduct is still continuing – to stop the conduct; and
 - b) whether or not the conduct is still continuing – to take specified action to remedy the contravention.

Subsections (2) and (3) of section 262 also provide that it is an offence to fail to comply with an order and that if a person does not comply, the authorised person may take action reasonably required to have the order carried out. For example, an authorised person may order a person to:

- cease busking on a road;
- remove an object or structure blocking a footpath;
- dismantle and remove a tent from a road.

10. Removal of animals and objects

- 10.1 The Council (or its delegate) may, pursuant to section 234 of the Act, remove an animal or object that is on a road in breach of a By-law if no person is in charge, or apparently in charge, of the animal or object.
- 10.2 The Council may recover from the owner or apparent owner of an object removed under subclause 10.1 the costs it incurs in removing that object.

PART 4- MISCELLANEOUS

11. Exemptions

The restrictions in this By-law do not apply to any emergency worker, Police Officer, Council Officer or employee acting in the course and within the scope of that person’s normal duties, or to a contractor while performing work for the Council and while acting under the supervision or in accordance with a direction of a Council Officer..

12. Liability of vehicle owners

- 12.1 For the purposes of this clause 12, **owner** in relation to a vehicle has the same meaning as contained in section 4 of the Act.
- 12.2 The owner and the driver of a vehicle driven, parked or standing in contravention of this By-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

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

.....
ROBERTO BRIA
Chief Executive Officer

Attachment 3



Approval to display local government election signs

This **General Approval** is given by the City of Holdfast Bay under the provisions of its by-laws for local government election signs (not being electoral advertising posters¹) to be posted, affixed to, or erected on infrastructure that is installed on a road owned by the Council, subject to compliance with the following conditions:

Local government election signs (not being an electoral advertising poster) must:

1. be no more than 1 square metre in area. A back-to-back sign facing two directions is considered to be one sign for this purpose.
2. only be displayed during the period commencing 4 weeks immediately before the date that has been set for polling day and ending at the close of voting on polling day. Should the local government election sign not be removed within two days (48 hours) of the close of voting they will be considered illegal signs and penalties may apply.
3. comply with all legislative requirements relating to the publication of 'electoral material' as defined in relevant legislation².
4. be securely fixed or posted and maintained in good repair and condition at all times.
5. be designed, made, and presented in a quality manner (the intent is that signs must not tear apart and become a danger to road users and end up as litter).
6. contain clear and legible writing or symbols. An authorised officer will determine whether a sign is clear and legible for these purposes.
7. contain on the face of the sign the name and address of the person authorising the promotional material (the publisher) and the name and prescribed information of the printer of it³.
8. be fastened securely so that they cannot become detached in high winds and endanger Council, SAPN or DIT property or equipment or pose a danger to the public.
9. be installed, maintained, and removed in a safe manner without endangering personal and community safety.

Local government election signs (not being an electoral advertising poster) must not:

1. be illuminated (internally or indirectly), move, flash, rotate, or reflect so as to be an undue distraction to drivers.
2. be self-adhesive. All individual promotional material affixed under the terms of this General Approval may only be affixed by non-invasive means that do not cause damage

¹ Section 226(5), *Local Government Act 1999*. Electoral advertising posters are prohibited from display on a public road (including any structure, fixture or vegetation on a public road), except in circumstances prescribed by the regulations.

² Part 7, *Local Government (Elections) Act 1999*.

³ Section 27(1), *Local Government (Elections) Act 1999*.

of any type to the structure to which the material is affixed. If a paste is to be used, it must be of a water based/wallpaper type (or similar).

3. be affixed under any circumstances to trees, shrubs, or other plants or at any location that may cause physical damage to Council, SAPN or DIT property.
4. be placed on a carriageway, dividing strip (median), traffic island, roundabout, or within 50 metres of a signalised intersection, level crossing, roundabout or pedestrian activated crossing, or on the South-Eastern Freeway, the Southern Expressway, the Port River Expressway, the North-South Motorway (Superway) or the Northern Expressway.
5. be placed within 6 metres of an intersection or junction, or in any other location that may pose a hazard to pedestrians or road users.
6. be attached to any traffic control device, street name, traffic direction or parking sign or to the associated pole.
7. be placed so as to cover any Council, SAPN or DIT numbering, signs, or other markings.
8. be placed in a location on a pole or fence so as to aid the climbing of the pole or fence.
9. be placed so as to restrict the sight distance for road users and pedestrians crossing the road.
10. compete with or reduce the effectiveness of other signs and traffic control devices.
11. resemble a traffic control device, or reasonably be capable of being mistaken as a traffic control device (e.g., must not be affixed on the diagonal).
12. advertise any organisation other than a candidate in the local government election on foot at the time.
13. Where signs are fixed or posted on poles adjacent to footpaths or roadways such signs:
 - o must not be lower than 2 metres; and
 - o must be a maximum height of 3 metres from the ground,with nothing above the sign to affix it or anything else to the pole. Signs must have a minimum clearance of 3 metres from any overhead mains.
14. There is a total prohibition on any part of the sign being higher than 3 metres from the ground.

This General Approval **does not** extend to infrastructure that is owned by SAPN or DIT on a road. The ***SA Power Networks and Department for Infrastructure and Transport General Approval for placement or affixation of local government election signs*** sets out the requirements for placement of local government election signs on this infrastructure.

This General Approval also does not extend to any railway or tramline structures such as level or pedestrian crossings, bridges, stations, signalling equipment or fences adjacent to railway and tram lines. In this regard, information on the various rules and if appropriate, permission to enter or erect signs in these areas must be obtained from the relevant rail authority. In metropolitan Adelaide, this is (*in most instances*) either Adelaide Metro or the Australian Rail Track Corporation.

The person(s) responsible for the sign and/or any persons acting on their behalf, including by way of causing the sign to be displayed is entitled to act in accordance with the permissions granted in this General Approval subject to their acceptance of the following. They:

- accept that the display of the local government election sign must be in accordance with this General Approval and by displaying the local government election sign, agree to comply with the terms of this General Approval; and
- accept full responsibility for any personal injury, property damage or other loss in any way arising out of or consequent upon the erection, removal, or display of the local government election sign(s); and
- acknowledge that the Council, SA Power Networks or DIT have no liability or responsibility in relation to such matters whatsoever; and
- agree to indemnify the Council, SAPN and DIT against any such personal injury or property damage or other loss incurred by the Council, SAPN or DIT and against any third-party claims arising out of or consequent upon the erection, removal, or display of local government election signs.

Installation, maintenance, removal and disposal of local government election signs

1. Installing, maintaining, and removing local government election signs (not being an electoral advertising poster) **must not** be carried out between 7.00am and 10.00am or between 3.00pm and 7.00pm Monday to Friday on a peak flow traffic lane.
2. Whilst there are prescriptive rules relating to the permitted materials for electoral advertising posters, there is no prohibition on fixings made of plastic (such as a cable tie). Other material that satisfies the requirements of this General Approval may also be used (i.e., fixings made of metal or other conductive material **are not permitted**, fixings must be non-invasive and not cause damage to the structure to which the material is affixed).
3. The person responsible for the sign and its owner must maintain the sign. The person is also responsible for ensuring that safety is maintained (and the Australian Road Rules complied with) whilst the sign is being installed, maintained, or removed and no traffic disruption is to occur during the installation, maintenance, or removal process.

4. The person responsible for the local government election sign must remove all parts of the sign **and fixtures** from the poster within 48 hours from the close of voting in the relevant election.
5. An authorised person of the Council may remove and dispose of any local government election sign that does not comply with this General Approval, unreasonably restricts the use of the road or endangers the safety of members of the public, or otherwise does not comply with legislative requirements in accordance with section 227 of the *Local Government Act 1999*.
6. A breach of, or non-compliance with, any of the conditions of the General Approval will invalidate the General Approval and may result in the removal of the local government election sign.

Private land

This General Approval does not authorise the placement of local government election signs on private land or infrastructure without the permission of the private landowner.

Illegal signs

Local Government Act 1999 - penalties

Section 226(2a) of the *Local Government Act 1999* provides that it is an offence to exhibit an **electoral advertising poster** on a public road. The maximum penalty is \$5,000.

electoral advertising poster means a poster displaying electoral advertising made of—

- (a) corflute; or
- (b) plastic; or
- (c) any other material, or kind of material, prescribed by the regulations.

Definitions

Moveable sign is defined in section 4 of the Local Government Act and means a moveable advertisement or sign.

Local government election sign is not defined in the Local Government Act. For the purposes of this document, local government election sign is defined to mean a moveable election advertisement, notice, or election sign (not made of corflute or plastic, i.e. not an electoral advertising poster) which is intended to affect the result of an election or poll, and which can be moved or removed without causing any damage to the infrastructure or land upon which it is placed or to which it is attached, whether free-standing or not. All local government election signs are a type of moveable sign.

Electoral advertising poster, is defined in section 226(5) of the Local Government Act, and means a poster displaying electoral advertising made of—

- (a) corflute; or
- (b) plastic; or
- (c) any other material, or kind of material, prescribed by the regulations.

Note: A poster that promotes a candidate in a local government election may be an 'electoral advertising poster' if the poster is made from corflute or plastic. If the same poster is made from a material not prohibited under section 226(5), it will not be an 'electoral advertising poster' but will be a local government election sign.

General Approval, is the approval granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) (the **Relevant Authorities**) which enables the display of local government election signs on public road infrastructure owned by the Relevant Authorities and provides the consent required for the purposes of section 23(1) of the *Local Nuisance and Litter Control Act 2016*.

Relevant Authorities, are SA Power Networks and the Department for Infrastructure and Transport, who own the majority infrastructure on public roads.

Attachment 4



ECM DSID:	4104656
First Issued / Approved:	22/06/2010
Last Reviewed:	13/04/2021 8/22 C130421/2270 CXXXXX
Next Review:	12/04/2024 12/04/2025
Responsible Officer:	Manager Regulatory Services
Date Placed on Webpage/ Intranet:	14/04/2021

1. PREAMBLE

~~This policy establishes the Council's position in relation to election signs for Federal, State and Local Government elections.~~

~~Commonwealth, State and Local Government elections are held periodically, and candidates may choose to exercise their option to place signs across the City of Holdfast Bay (the Council).~~

The Council recognises the need to balance its support for the election processes, while at the same time providing oversight to ensure the ongoing safety and public amenity of the Council area.

1.1 Background

~~Sections 226 and 227 of the Act set out the legislative framework for the control of moveable signs, including election signs. Election signs are 'moveable signs' under the *Local Government Act 1999* (the Act). Sections 226 and 227 of the Act set out the legislative framework for the control of moveable signs, including election signs.~~

~~The Act contains an exemption for election signs displayed during election periods. Specifically, Section 226(3) of the Act says that a person may place and maintain a moveable sign on a road without a permit or authorisation from the Council if the sign is related to a State or Commonwealth election and is displayed during an election period. There is a similar provision in the case of local government elections.~~

1.2 Purpose

~~This policy establishes the Council's position in relation to election signs for Federal, State and Local Government elections. This policy sets out the approach that the Council will take in regard to candidate election signs during an election period.~~

1.3 Scope

This policy applies to all candidate signs which are posted during an election period. It does not apply to any signs which are posted outside of this period.

1.4 Definitions

Election period means the period commencing from the time the writ(s) are issued for a Commonwealth or State election until the close of polls on election day. This period for a local government election refers to the period four weeks from the day the election is set until the end of voting on polling day.

Election sign means a candidate ~~corflute (or similar) sign, usually attached to a pole or similar by plastic or metal ties, relating to an election.~~

Electoral advertising posters are signs made of corflute, plastic or other materials as prescribed by relevant Regulations.

LGA means South Australian Local Government Association.

1.5 Strategic Reference

~~Culture: Supporting excellent, efficient operations~~Our Holdfast 2050+ includes objectives to encourage civic participation and inclusion for all.

2. PRINCIPLES

~~2.1 Council does not have the power to regulate election signs in the same way it can regulate other moveable signs. Specifically, it cannot require a person to obtain permission from the Council before erecting and maintaining an election sign on a road during the periods specified above. Signs relating to State or Commonwealth elections are guided by the LGA's *Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs.*~~

~~2.2 Council will provide all candidates upon request with a copy of the LGA Election Signs General Approval Guidelines and endeavour to ensure that all candidates are aware of their responsibilities.~~

~~2.2 Electoral advertising posters are prohibited for use by candidates during Local Government Election periods. Other local government election signs are guided by Council's *Approval to display local government election signs (General Approval)*.~~

~~2.3 Council will provide all candidates upon request with a copy of the LGA's *Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs*, or the Council's *General Approval*, and endeavour to ensure that all candidates are aware of their responsibilities.~~

2.3 Any person wishing to make application for the consent of Council to allow electoral signs to be posted, affixed or erected on land under the care and control of Council (e.g. reserves), should request an application form from the Council.

2.2 Should complaints be received that a sign owner has breached ~~the LGA~~ relevant guidelines, the owner will be contacted and advised.

- 2.3 If an election sign is considered to unreasonably endanger the safety of members of the public, or restrict the use of a road, or has been vandalised (including offensive language) Council's authorised officers' will instruct the sign owner to remove it from the road.
- 2.4 If the owner of the election sign fails to comply immediately (within 24 hours), the authorised officer will remove and dispose of the sign. Any direct costs incurred by Council in relation to the removal of the sign will be charged to the owner of the sign.
- 2.5 Any inconsistency between this Policy and the LGA's [Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs or Council's General Approval](#)~~Election Signs – General Approval Guidelines~~, the Guidelines [and General Approval](#) will prevail.

3. REFERENCES

3.1 Legislation

- *Local Government Act 1999*

3.2 Other References

[LGA's Election Signs: State and Federal Government Elections Guidelines \(February 2022\)](#)

[City of Holdfast Bay Approval to display local government election signs \(General Approval\)](#)

[LGA Election Signs – General Approval Guidelines – For Federal, State and Local Government Elections \(April 2019\)](#)

Attachment 5



ECM DSID:	
First Issued / Approved:	22/06/2010
Last Reviewed:	3/8/22
	CXXXXX
Next Review:	12/04/2025
Responsible Officer:	Manager Regulatory Services
Date Placed on Webpage/ Intranet:	

1. PREAMBLE

The Council recognises the need to balance its support for the election processes, while at the same time providing oversight to ensure the ongoing safety and public amenity of the Council area.

1.1 Background

Election signs are ‘moveable signs’ under the *Local Government Act 1999* (the Act). Sections 226 and 227 of the Act set out the legislative framework for the control of moveable signs, including election signs.

1.2 Purpose

This policy establishes the Council’s position in relation to election signs for Federal, State and Local Government elections.

1.3 Scope

This policy applies to all candidate signs which are posted during an election period. It does not apply to any signs which are posted outside of this period.

1.4 Definitions

Election period means the period commencing from the time the writ(s) are issued for a Commonwealth or State election until the close of polls on election day. This period for a local government election refers to the period four weeks from the day the election is set until the end of voting on polling day.

Election sign means a candidate sign relating to an election.

Electoral advertising posters are signs made of corflute, plastic or other materials as prescribed by relevant Regulations.

LGA means South Australian Local Government Association.

1.5 Strategic Reference

Our Holdfast 2050+ includes objectives to encourage civic participation and inclusion for all.

COUNCIL ELECTION SIGNS POLICY

2. PRINCIPLES

- 2.1 Signs relating to State or Commonwealth elections are guided by the LGA's *Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs*.
- 2.2 Electoral advertising posters are prohibited for use by candidates during Local Government Election periods. Other local government election signs are guided by Council's *Approval to display local government election signs (General Approval)*.
- 2.3 Council will provide all candidates upon request with a copy of the LGA's *Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs*, or the Council's General Approval, and endeavour to ensure that all candidates are aware of their responsibilities.
- 2.3 Any person wishing to make application for the consent of Council to allow electoral signs to be posted, affixed or erected on land under the care and control of Council (e.g. reserves), should request an application form from the Council.
- 2.2 Should complaints be received that a sign owner has breached relevant guidelines, the owner will be contacted and advised.
- 2.3 If an election sign is considered to unreasonably endanger the safety of members of the public, or restrict the use of a road, or has been vandalised (including offensive language) Council's authorised officers' will instruct the sign owner to remove it from the road.
- 2.4 If the owner of the election sign fails to comply immediately (within 24 hours), the authorised officer will remove and dispose of the sign. Any direct costs incurred by Council in relation to the removal of the sign will be charged to the owner of the sign.
- 2.5 Any inconsistency between this Policy and the LGA's *Election Signs: State and Federal Government Elections Guidelines and General Approval for placement or affixation of election signs* or Council's General Approval, the Guidelines and General Approval will prevail.

3. REFERENCES

3.1 Legislation

Local Government Act 1999

3.2 Other References

LGA's *Election Signs: State and Federal Government Elections Guidelines (February 2022)*

City of Holdfast Bay *Approval to display local government election signs (General Approval)*

Item No: 15.10
Subject: Jetty Road Masterplan Stage 2
Date: 23 August 2022
Written By: Project Manager, Public Realm and Urban Design
General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

In 2017, Council endorsed the Jetty Road Masterplan, which was subsequently funded to construct Stage 1 Chapel Plaza and Bouchée Walk in 2021 (completed) and undertake Stage 2 detailed design. Given the time between the Masterplan's endorsement and the second stage of the project, Administration is seeking endorsement from Council on the considerations for the next stage of the Masterplan.

This report recommends that concept and detailed design be undertaken for the Coastal Zone as per the recommendations in this report.

RECOMMENDATION

That Council:

- 1. approves Administration undertaking concept and detailed design for Stage 2 of the Jetty Road Masterplan, being the Coastal Zone, and that the design:**
 - **use the existing design principles to inform the design options for the Coastal Zone;**
 - **retain the tram line and tram terminal in its current location;**
 - **investigate the removal of tram barriers and fencing to beautify and increase pedestrian flow and access (in consultation with the Department of Transport and Infrastructure); and**
 - **use Juperana natural stone (as used in Chapel Plaza) as the primary paver in the Coastal Zone.**
- 2. endorses Administration to complete concept plan options and cost estimations and report back to Council for further consideration at a Workshop before commencing the detailed design.**

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Attachment 1 to Report No: 327/22 Jetty Road Masterplan Stage 2 in confidence under section 90(2) and (3) (b&d) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act orders that Attachment 1 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.
-

STRATEGIC PLAN

The design phase of Stage 2 of the Jetty Road Masterplan directly connects and delivers on all of the Our Place 2050+ Strategic Plan objectives for 2020-30. The Masterplan principles which the concept design will be built upon, were formulated through three phases of extensive community consultation and further demonstrate the direct alignment to the Strategic Plan and ensure Jetty Road is truly considered 'Our Place'.

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable at this time.

BACKGROUND

On 8 September 2015, Councillor Wilson tabled a Motion on Notice seeking a report from Administration on plans, ideas, designs and any other diagrams that have been developed for the street scape for Jetty Road precinct.

Following from this Motion, budget was allocated in the 2016/17 budget for the development of a Masterplan for Jetty Road, Glenelg. A grant was received from the State Government to match the investment made by Council in the Masterplan.

Work commenced on the Masterplan in 2016, and a final concept was endorsed by Council on 13 February 2018.

The purpose of the Masterplan is to harness the growing population and place a strategic focus on leveraging Jetty Road's existing offerings and the Glenelg beach area, as one of South Australia's premiere tourism destinations - it is a plan for Jetty Road and the immediate precinct.

Further, the Masterplan provides a planning and design framework for current and future development in the area by building on the intrinsic character of the area, increasing functionality, amenity, and the commercial value of precinct.

The Masterplan identified five key principles that underpinned the design:

- **Pedestrian Scale** – repaved and wider footpaths to increase pedestrian comfort and safety and enabling greater use of the public realms for outdoor dining and store fronts.
- **Connected Precincts** – comfortable and safe footpaths link destinations along the street and connect laneways and side streets that feed into the activity of the street.
- **Street Vitality** – celebrate the rich social and culture life of Glenelg.
- **Integrated Built Form** – have the road function as a mixed used zone with a mixture of local businesses, community spaces, civic buildings and residential buildings enriching the character of the street.
- **Landmarks** – heritage buildings and other iconic landmarks along the street be retained and protected from future build form that may diminish their stature.

The key changes proposed by the Masterplan were:

- prioritizing pedestrian movement along the street, particularly at the western end of the street;
- creating flexible zones that could be activated for community use if required;
- rationalizing parking on the street; and
- removing/reducing vehicle movements on the street.

Stage 1 of the Masterplan, which including Chapel Plaza and Bouchée Walk (formerly Hindmarsh Lane), were completed in 2021.

The 2022/23 Annual Business Plan has allocated \$450,000 to undertake the next stage of the Masterplan's design. The Federal Government has committed to provide a contribution of \$10 million to the implementation of the Jetty Road Masterplan, through the recent Federal election.

REPORT

Before undertaking the next stage of the Jetty Road Masterplan, Administration is seeking confirmation and direction from Council regarding the commitment to the Masterplan's key design and principles.

On 19 July 2022, Administration held a workshop with Elected Members to discuss the status of the Masterplan. Discussed at the workshop were the key design features of the Masterplan, emerging priorities due to commercial developments, safety issues, possible program scenarios, estimated costs and cost levers to demonstrate the possible design outcomes for the next stage.

Attached is a copy of the presentation for information.

Attachment 1

The implementation of the Masterplan through the detailed design and construction needs to consider a range of approaches to see this area function as a successful High Street that services the local community and attracts tourists due to its character and atmosphere. Those approaches include design elements, street operations, construction methodology and levels of investment.

Giving consideration to all these factors, Administration is recommending to Council that Stage 2 of the Masterplan focus on the Coastal Zone (from Hope Street through to an area just past Moseley Street). The Coastal Zone is prioritized to maximise the opportunity to undertake work while commercial development is being constructed within this zone, namely the Taplin Development on the corner of Jetty Road and Colley Terrace.

It is recommended to Council that concept and detailed design be undertaken for this zone with the following considerations:

- using the existing design principles to inform the design options for the Coastal Zone;
- retaining the tram line and tram terminal in its current location;
- investigating the removal of tram barriers and fencing to beautify and increase pedestrian flow and access (in consultation with the Department of Transport and Infrastructure); and
- the use of Juperana natural stone (as used in Chapel Plaza) as the primary paver in the Coastal Zone.

Once the concept designs has been developed and costed, they will be brought back to Council for further discussion and consideration at a workshop.

In addition to the Stage 2 Masterplan design work, opportunities to leverage the existing third party construction of the Colley Terrace / Jetty Road precinct by constructing part of the Coastal Zone will also be explored for implementation. Options for this work will also be brought back to Council for further consideration.

Administration will also explore opportunities to attract State Government funding to increase available project funds.

BUDGET

A budget for the design development has been allocated as follows:

- Financial year 2021/22 \$366,119 (carry forward)
- Financial year 2022/23 \$450,000

LIFE CYCLE COSTS

To be advised once concept designs are completed and costed.

Item No: 15.11

Subject: **GLENELG DISTRICT CRICKET CLUB – NEW LEASE AND LICENCE**

Date: 23 August 2022

Written By: Manager, Development Services

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

In readiness for the imminent expiration of the current lease and license agreement for the Glenelg District Cricket Club Incorporated (the Club), this report recommends that Council enter into a new lease and license agreement with the Club for a period of five (5) years commencing 1 October 2022, with an option to renew for a further five (5) years thereafter. In accordance with the requirements of the *Sporting & Community Club Leasing Policy*, it is recommended that an annual rent of \$5,000 (excluding GST) is payable.

RECOMMENDATION

- 1. That Council enters into a new lease agreement with the Glenelg District Cricket Club Incorporated for exclusive use rights over a portion of land contained within Certificate of Title Volume 5869 Folio 949 for a period of five (5) years commencing 1 October 2022, with a commencing annual rent of \$3,221.55 (ex GST);**
 - 2. That Council enters into a new license agreement with the Glenelg District Cricket Club Incorporated for non-exclusive use rights over a portion of land contained within Certificate of Title Volume 5869 Folio 949 for a period of five (5) years commencing 1 October 2022, with an annual rent of \$1 payable on demand; and**
 - 3. That the Chief Executive Officer and Mayor be authorised to execute and seal all documents necessary to complete the lease and licence.**
-

STRATEGIC PLAN

Wellbeing Objectives 2020-2030 – Integrate community, recreational, and commercial services in multi-purpose spaces through the increase in utilisation rates for Council owned buildings.

COUNCIL POLICY

Sporting and Community Leasing Policy
Commercial Leasing & Licensing Policy

STATUTORY PROVISIONS

Local Government Act 1999

Retail and Commercial Lease Act 1995

BACKGROUND

At its meeting held on 11 July 2017, Council resolved to grant a new lease and license to the Glenelg District Cricket Club at Glenelg Oval for a period of five (5) years ending on 1 October 2022, with an option to renew for a further five (5) years thereafter (Resolution No. C110717/836). Since that time, Council endorsed the *Sporting & Community Club Leasing Policy* at its meeting held on 24 April 2018 (Resolution No. C240418/1124), which would be used to inform future sporting club leases.

REPORT

In accordance with Council Resolution C110717/836, it is proposed Council enter into a further five (5) year lease and licence agreement with the Glenelg District Cricket Club Incorporated for a commencing 1 October 2022, with an option to renew for a further five (5) years thereafter. The lease will allow exclusive use rights of the Cricketers Club Buildings, and the licence will permit non-exclusive use rights of the oval, oval surrounds and car park. The lease and licence areas are detailed in Attachment 1.

Refer Attachment 1

Under the current terms of the lease with the Glenelg District Cricket Club, an annual rent of \$5,000 (adjusted annually by CPI) is payable to Council. This rent was derived from negotiations between the Council and the Glenelg District Cricket Club. Since the time of setting the rent on 11 July 2017, Council has adopted the *Sporting and Community Leasing Policy* (the Policy) on 24 April 2018. In this regard, the new lease for the Glenelg District Cricket Club will be based on the new Policy, including its inherent rent calculation model. The Policy was endorsed to ensure a balance between commerciality, community benefits and the long term viability of sporting clubs, and to provide consistency and transparency in the treatment of leases.

Following consideration of the various conditions and terms of the lease, maintenance schedules and applicable rental and ground maintenance, it is proposed that Council enter into a lease agreement with the Glenelg District Cricket Club to allow exclusive use rights of the Cricketers Club Buildings, with the licence permitting non-exclusive use rights of the oval, oval surrounds and car park.

Basis of Rental

Under the 2018 *Sporting and Community Leasing Policy*, clubs are required to pay a market rent for premises they occupy on Council land based on a fixed percentage of the capital cost of the building less any equity (capital contribution) that the club has invested in the building.

This “market rent” is then discounted by a standard 70% Community Club Leasing rebate to determine the “net rental”. This net rental figure is then subject to further incentive discounts (up to a maximum of 70%) as outlined in the policy which reflect the club’s commitment/adoption of activities and programs with specific community outcomes – being:

- Clubrooms available/hired for public access (maximum 0% discount);
- Implementation of Inclusive sports programs (maximum 20% discount);
- Quality and implementation of good club governance practices (max 20% discount);
- Implementation of youth programs (maximum 10% discount); and
- Grounds/clubrooms used for multi-code programs (maximum 10% discount).

As such, the Glenelg District Cricket Club is entitled to the standard 70% community club discount plus an additional 60% incentive discount (out of a total further discount of 70%).

With respect to equity, the Cricketers Club buildings was constructed with funds from the Glenelg District Cricket Club in 1978. Improvements to the building over the years were mainly funded by the Glenelg District Cricket Club, with loans acquired from Council, which will soon be fully cleared. In this regard, the Glenelg District Cricket Club has 100% equity in the Cricketers Club buildings.

Having regard to the value of the Cricketers Club buildings, entitlements to community discounts, and equity in the building, the rent payable to Council is \$0.

A grounds maintenance charge is being introduced in this lease to ensure the Glenelg District Cricket Club pay a proportion of the additional grounds maintenance costs to maintain the grounds from community park level to sports ground level. These additional costs include extra top dressing; fertiliser, weed controls and soil conditioners; and additional watering and higher costs for bore and irrigation repairs to ensure turf is safe for sport and can survive the high usage of sports fields.

Administration has calculated a reasonable ground maintenance charge for tenants of Glenelg Oval to be \$0.30 per square metre of leased area. This equates to an annual maintenance fee of \$6,434.10 for the 21,477m² of grassed area (car park area excluded). This amount is halved to reflect joint use of the playing field with the Glenelg Football Club. The land charge for the Glenelg District Cricket Club is therefore \$3,221.55. As such, the total rent payable when merging the market rent with the ground maintenance fee is \$3,221.55 (excluding GST). The rent calculator is provided as Attachment 2. The rent will then be subject to annual CPI increases commencing from 31 October 2023.

Refer Attachment 2

Council's policy requires a sharing of the maintenance costs for both the buildings and grounds. Responsibilities for building maintenance are established through a site specific maintenance schedule (in this case similar for each of the three club leases) which sets out the respective responsibilities for operational costs, repairs, maintenance (whether routine servicing or breakdown maintenance) and end-of-life replacement. Administration and the Club have negotiated over these responsibilities and the draft maintenance schedule reflects Administration's view of what we consider are fair and equitable.

Proposed basic terms and conditions of the lease.

Lessor	City of Holdfast Bay
Lessee	Glenelg District Cricket Club Inc. ABN 11 424 005 568
Address	Brighton Road Glenelg East
Leased Areas	Cricketers Club Buildings
Commencement Date	1 October 2022
Term of Lease	5 years
Expiry Date	30 September 2027
Option to Renew	5 Years
Rental Per Annum	\$3,221.55, excluding GST
Rental Commencement Date	1 October 2017
Rental Payable	Monthly in advance
Rental Review	1 October 2025.
Rental Review Type	CPI, all Groups Adelaide quarter ending 30 September of each year.
Permitted Use	Sporting, recreation and community activities for the operation of the Glenelg District Cricket Club Inc.
General Maintenance	Lessee responsible for the general maintenance of all leased areas in accordance with the lease maintenance schedule.
Structural Maintenance	Responsibility of Lessor, unless caused by negligence of Lessee.
Water	Water used in building areas payable by Lessee
Electricity	Payable by Lessee
Gas	Payable by Lessee
Other Utilities	Payable by Lessee
Council Rates	Payable by Lessee
Other Levies and Charges	Payable by Lessee
Building Insurance	Paid by Lessor and reimbursed by Lessee
Contents Insurance	Lessee to insure all contents its uses and provide a certificate of currency when requested by the Lessor.
Public Liability Insurance	Lessee to have a minimum \$20 million per claim and unlimited in the annual aggregate public liability insurance and provide a certificate of currency when requested by the Lessor.
Security	All costs payable by Lessee.

Building Services	Maintenance and running costs of all building services payable by Lessee.
Assignment or Sub Letting	The Lessee will not assign, sub lease or sublet any part of the premises without the prior written consent of the Lessor.
Indemnity	The lessee will indemnify the Lessor for injury, death, damage and all demands, claims, losses, suits or actions that may arise as a result of this lease.
Warranty	The Lessor does not warrant that the premises are fit for the use that the Lessee proposes to use them for.
Lease Preparation	Lessor's lawyers to prepare the licence document on terms and conditions which incorporated this document. The Lessee to be responsible for its own costs
Contemporaneous agreements	Lessee acknowledges the lease will be entered into at the same time as a licence for the Glenelg Oval. A breach of the lease by the Lessee will constitute a breach of the licence.
Redevelopment and demolition	Subject to the lease agreement, the Lessee acknowledges that during the term of the lease, the Lessor may refurbish, repair, redevelop or extend the building and/or land ("property"), and if necessary, the Lessor may obtain vacant possession of the property for the purpose of any such works.
Special Conditions	
	The Lessee will be responsible for keeping all areas clean and tidy during times of use.
	The Lessee will be responsible for planning, administering, and review all traffic management for game days at its own cost in all things.

Proposed basic terms and conditions of the license.

Licensor	City of Holdfast Bay
Licensee	Glenelg District Cricket Club Inc. ABN 11 424 005 568
Address	Brighton Road Glenelg East
Licensed Areas	Oval area and surrounds, including grandstand areas and scoreboard
Commencement Date	1 October 2022
Term of Licence	5 years
Expiry Date	30 September 2027
Times of Use	1 October to 31 March of each year.
Option to Renew	5 Years
Rental Per Annum	\$1 payable on demand
Rental Commencement Date	1 October 2022
Rental Payable	Monthly in advance
Rental Review	1 October 2020.

Permitted Use	Sporting, recreation and community activities for the operation of the Glenelg District Cricket Club Inc.
General Maintenance	<p>The Licensee is responsible for cleaning the licensed area prior to and at the end of each use. The Licensee must also repair any damage caused by the Licensee and/or its contractors and invitees and otherwise comply with the attached maintenance schedule.</p> <p>Licensors to maintain the oval in a condition generally suitable for 1st class cricket only. The Licensee is responsible for all maintenance costs to improve the grounds above this standard.</p> <p>Otherwise, in accordance with the lease maintenance schedule</p>
Structural Maintenance	Responsibility of Licensor, unless caused/contributed by the act, omission, negligence or default of the Licensee.
Water	Payable by Licensor
Electricity	Payable by Licensee
Other Utilities	Payable by Licensee
Council Rates	Payable by Licensee
Other Levies and Charges	Payable by Licensee
Building Insurance	Paid by Licensor and reimbursed by Licensee
Contents Insurance	Licensee to insure all contents its uses.
Public Liability Insurance	Licensee to have a minimum \$20 million per claim and unlimited in the annual aggregate public liability insurance
Security	All costs payable by Licensee.
Assignment or Sub Letting	The Licensee will not assign, sub license or sublet any part of the premises without the prior written consent of the Licensor.
Indemnity	The Licensee will indemnify the Licensor against any demands, claims, losses, suits or actions that may arise as a result of this licence.
Warranty	The Licensor does not warrant that the premises are fit for the use that the Lessee proposes to use them for.
Licence Preparation	Licensor's lawyers to prepare the licence documents on terms and conditions which incorporate this document. The Licensee to be responsible for its own costs
Contemporaneous agreements	Licensee acknowledges the licence will be entered into at the same time as a lease for a portion of the Glenelg Oval Precinct. A breach of the licence by the Licensee will constitute a breach of the lease.
	The Licensee acknowledges that the Licensor may in its absolute discretion after consultation with the Licensee grant a licence to third parties for the use of the premises outside of the Times of Use.
	The Licensee will be responsible for collecting and removing all waste and rubbish from the oval and surrounds following game day matches and ensuring that the oval and surrounds are clean and tidy for use by the general public by the commencement of the next calendar day.

	The Licensor will be responsible for the maintenance of the cricket pitch, practice cricket pitch, nets and backstops etc.
	The Licensor will be responsible for the maintenance of the oval surround areas, including grassed area, mounds, steps, ramps and grandstand seating areas.
	The Licensee may let advertising space in or upon the fences on the perimeter of the oval and may control the placing and erection of such signs and hoardings subject to obtaining Licensor approval, Development Approval if required under the Planning, Development & Infrastructure Act 2016.
	<p>On days of SACA or ACA competition matches, trial matches and other football matches organised by the Licensee, the Licensee has the following rights subject to all relevant laws:</p> <ul style="list-style-type: none"> - The right to sell foodstuffs from the booths and canteens within the property. - The right, (subject to compliance with the Liquor Licensing Act 1997), to supply and sell alcoholic and other beverages from the booths and canteens, - The right, (in conjunction with the SANFL), to full control of all gates and entrances to the property. - The right to sell seating within the property. - The right to charge fees, or to permit fees to be charged for admission to the property and grandstands. - The right to sell or permit to be sold any football publications or souvenirs. <p>The right to use parking areas.</p>
	The Licensor will be responsible for cleaning and generally maintaining the caretakers building and adjacent toilets.

BUDGET

There is no budget impact on the Annual Business Plan for 2022/23 resulting from this decision.





LIFE CYCLE COSTS

Under the terms of the new lease the City of Holdfast Bay will be responsible for the structural maintenance of this facility. The renewal of the major structural components of the building is provided within Council's asset management plans.

Attachment 1





- Az Property Address Labels
-  Holdfast Bay
-  Property
-  Property Miss Matches
-  CHB Aerial (2017)



This map has been created for the purpose of showing basic locality information and is a representation of the data currently held by The City of Holdfast Bay. This information is provided for private use only. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions. Property Boundary line network data is supplied by State Government.

Glenelg District Cricket Club
Lease & License Areas

4/05/2017

1:1420



Attachment 2



Lease - Rental Calculator - Rent payable by Glenelg Football Club for Leased Premises on basis of Sporting & Community Leasing Policy

Premises Value	\$ 1,501,141																			
Area used	100%																			
	\$ 1,501,141																			
Equity	\$ 1,501,141	NOTE: \$ Lessee Contributed to the build/premises, if no contribution, then \$0.																		
Current Rental		NOTE: Add current rent exc GST to determine incremental increases.																		
		Lease incentive discounts (community)																		
	Property Value	Property value minus Equity	Market Rent 2.50%	Net Rent (CoHB Discount) 70%	Non-Exclusive Use (<50%)	OR	hire for Public Access (for exclusive use only)(<10%)	Inclusion (<20%)	Governance (<20%)	Youth Programs (<10%)	Multi-Code (<10%)	Total discount	New Rent Per Annum	PLUS	Land Size (m2)	Land Charge				
BUILDING	\$ 1,501,141	\$ -	\$ -	\$ -			10%	20%	20%	10%	10%	70%	\$ -			\$ 0.30				
LAND	\$ -		\$ -										\$ -		21477	\$ 6,443			@50%	
													\$ -							
							The tenant is responsible for providing ongoing evidence of their compliance with the incentive discounts													
Rent per annum:	\$3,221.55																			

To be applied only when Council maintains a area of land (ie playing surface) to a level that is above "Reserve" status. Examples: Cricket Pitch, Football Ovals, Rugby Pit etc.

Item No: 15.12

Subject: **REAPPOINTMENT OF DEPUTY CHAIR TO THE ALWYNDOR MANAGEMENT COMMITTEE**

Date: 23 August 2022

Written By: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

SUMMARY

Under the requirements of the Terms of Reference 2020 the Alwyndor Management Committee (AMC) Office Bearers i.e. Chair and Deputy Chair are appointed from amongst the AMC (with the exception of the Elected Members who are ineligible to nominate for these roles). These appointments can be made on a triennial basis or commensurate with the term of the Member.

Ms Julie Bonnici's term as Deputy Chair was renewed by Council at its meeting held on 10 August 2021 for a period of one (1) year expiring July 2022.

At its meeting held on 28 July 2022 the AMC unanimously supported the reappointment of Ms Julie Bonnici to the position of Deputy Chair for two (2) years commensurate with Julie's current and final term expiring July 2024.

RECOMMENDATION

That Council approves the reappointment of Ms Julie Bonnici to Deputy Chair of Alwyndor Management Committee commensurate with her current and final term as a Committee member expiring July 2024.

STRATEGIC PLAN

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

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

REPORT

The Alwyndor Management Committee (AMC) is a Section 41 Committee of Council.

As detailed in its Terms of Reference the Alwyndor Management Committee is required to appoint Office Bearers i.e. Chair and Deputy Chair from amongst the AMC (with the exception of the Elected Members who are ineligible to nominate for these roles).

Ms Bonnici's term as Deputy Chair expired July 2022. Ms Bonnici expressed her willingness to continue in the role of Deputy Chair for the period of time commensurate with the end of her term on AMC.

As such, at its meeting held on 28 July 2022 AMC unanimously supported the reappointment of Julie Bonnici to the position of Deputy Chair until July 2024.

BUDGET

Honorarium payments are made to Committee members (excluding Elected Members). These payments are included in the Alwyndor Operational budget.