

### 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 13 June 2023 at 7.00pm**

**Roberto Bria  
CHIEF EXECUTIVE OFFICER**

## Ordinary Council Meeting Agenda

### 1. OPENING

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

### 2. KAURNA ACKNOWLEDGEMENT

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

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

### 3. SERVICE TO COUNTRY ACKNOWLEDGEMENT

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

### 4. PRAYER

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

### 5. APOLOGIES

5.1 Apologies Received – Mayor Wilson, Councillor Kane, Councillor Miller

5.2 Absent

### 6. ITEMS PRESENTED TO COUNCIL

### 7. DECLARATION OF INTEREST

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

### 8. CONFIRMATION OF MINUTES

**That the minutes of the Ordinary Meeting of Council held on 23 May 2023 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 Question on Notice – Dark Sky City – Councillor Lonie (Report No: 183/23)
- 10.2.2 Question on Notice – Traffic Data Collection, Colton Avenue, Hove – Councillor Fleming (Report No: 197/23)
- 10.2.3 Question on Notice – Mandatory Food Handling Training - Councillor Bradshaw (Report No: 201/23)
- 10.2.4 Question on Notice – Wheatland Street Car Park; West of Train Line – Councillor Lindop (Report No: 202/23)

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

- 12.1 Motion on Notice – Leave of Absence – Councillor O'Donohue (Report No: 199/23)

**13. ADJOURNED MATTERS**

- 13.1 Adjourned Report – Confidential - Tramside Kiosk Lease (Report No: 194/23)

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.

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

- 14.1 Minutes – Alwyndor Management Committee – 30 March 2023 (Report No: 182/23)
- 14.2 Information Report – Southern Region Waste Resource Authority Board Meeting (Report No: 184/23)
- 14.3 Minutes – Audit and Risk Committee – 7 June 2023 (Report No: 196/23)
- 14.4 Minutes - Executive Committee Meeting - 6 June 2023 (Report No: 195/23)

**15. REPORTS BY OFFICERS**

- 15.1 Items in Brief (Report No: 187/23)
- 15.2 Suburb Boundary Change (Report No: 186/23)

**16. RESOLUTIONS SUBJECT TO FORMAL MOTIONS**

*Presented for the information of Members is a listing of resolutions subject to formal resolutions, for Council and all Standing Committees, to adjourn or lay on the table items of Council business, for the current term of Council.*

**17. URGENT BUSINESS – Subject to the Leave of the Meeting****18. ITEMS IN CONFIDENCE**

- 13.1 Adjourned Report – Tramside Kiosk Lease (Report No: 194/23)
- 18.1 Electrical Vehicle Charging (Report No: 198/23)

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:

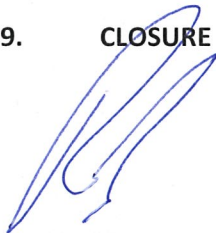
- d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, in that it would reveal commercial information belonging to the supplier.

18.2 Reappointment to the Alwyndor Management Committee – 13 June 2023  
(Report No: 200/23)

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 – DARK SKY CITY– COUNCILLOR LONIE**

Date: 13 June 2023

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## **QUESTION**

Councillor Lonie asked the following questions:

1. ***“What is Council’s policy in relation to lighting, especially outdoor lighting, including guidelines and approval of lighting?”***
2. ***What is Council’s current position on the replacement of lights in relation to LED lights, including any that may be the responsibility of SA Power Network. Of interest is Council’s current approach to lighting, including any move to LED’s. Such as voltage used, colour, style, and times of illumination. Lights that assist people?***
3. ***Would Council consider striding towards being a Dark Sky City, beginning with considering the International Dark-Sky Association’s ‘Five Principles for Responsible Outdoor Lighting’?”***

## **BACKGROUND**

Recently I and other Councillors attended a ‘Toward a Dark Sky’ event at Seacliff, where we were informed about the effect that lighting, especially outdoor lighting, has had on our night sky and outside environment.

## **ANSWER – ACTING GENERAL MANAGER, ASSETS AND DELIVERY**

Local Government provides street and public place lighting to ensure safe movement of vehicles and pedestrians at night. Public lighting includes lighting across streets, public realm, open space, buildings and facilities, sport and recreation, and feature lighting.

Administration is currently developing a Public Lighting Policy (the Policy) to inform decision making around the installation of new public lighting, upgrades to existing public lighting and the management of public lighting with a focus on providing a safe and vibrant public realm. This policy will be supported by a Public Lighting Framework, which provides more prescriptive guidelines for the management of public lighting in the Council area.

Council has 3,540 street lights, which we have already replaced a majority on our local roads (2,786 lights) to energy efficient LEDs. The remaining Council owned public street lighting (754 lights) on collector roads, roundabouts, heritage fittings (along Esplanade) and select spot/feature lights are being replaced through renewal programs and capital projects. We have also changed over a large number of our reserve lighting around the Glenelg foreshore with LED; these lights

aren't in the SAPN numbers. This changeover is a key part of our Carbon Neutral Plan 2030, with an endorsed target date of 2028 for all Council streetlights to be LEDs.

Lighting performance output is driven by lighting Australian Standards (*AS/NZS 1158 Lighting for roads and public spaces*), where we aim to meet these standards for all new public lighting. As a principal, safety is prioritised over amenity for public lighting.

Light pollution, which is the inappropriate or excessive use of artificial light, can have harmful effects on humans, wildlife and the climate. Council recommends that light sources on new metered and unmetered lighting schemes have a correlated colour temperature (CCT) at or around 4000K.

Light pollution is a design consideration when installing new lighting, looking at the following components as identified by the International Dark Sky Association (IDA):

- Glare: excessive brightness that causes visual discomfort.
- Skyglow: brightening of the night sky over inhabited areas.
- Light trespass: light falling where it is not intended or needed.
- Clutter: bright, confusing and excessive groups of light sources.

Smart technology can be used in areas for lighting to be dimmed or to apply timers/sensors to minimise light spill impacts. In areas where the lighting level cannot be reduced without compromising safety, Council will consider the installation of physical barriers such as shields and visors under certain conditions.

Council has previously looked into the process for the five types of International Dark Sky Place designations. The application process to meet these designations involves a set of comprehensive guidelines including eligibility criteria. The process can take one to three years from initial inquiry to formal designation. If successful, ongoing annual reports to the IDA are required. The process would require significant resourcing from Council as the land owner / management agency. At this stage we would be looking to meet lighting best practices rather than a formal designation.

The Public Lighting Policy will be going to Council within the next three months and Administration has used International Dark Sky Association as a reference point for developing our principles towards public lighting. We will review the policy and framework with consideration to the Dark Sky principals prior to providing it to Council.

Item No: 10.2.2

Subject: **QUESTION ON NOTICE – TRAFFIC DATA COLLECTION, COLTON AVENUE, HOVE – COUNCILLOR FLEMING**

Date: 13 June 2023

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## **QUESTION**

Councillor Fleming asked the following question:

***“I notice traffic counts are currently occurring on Colton Ave Hove to collect data for the investigation on the one-way option.***

***Why have Council decided to do this traffic study at the same time Murray Street Hove, one of only two streets that you can turn off or on to Colton Avenue, is closed for road works?”***

## **ANSWER – ACTING GENERAL MANAGER, ASSETS AND DELIVERY**

The traffic counts requested on Colton Avenue, Hove were to be undertaken during school term three, for a period of two weeks.

As part of the civil renewal program, kerb ramp improvement works were undertaken at the corner of Murray Street and Brighton Road.

Due to the proximity of the major arterial road (Brighton Road), a temporary road closure was required to ensure safety for pedestrians, contractors and road users during the civil works. Temporary road closures were undertaken outside of the drop-off and pick-up times (ie, between 9am-2pm) to minimise disruption.

Scheduling civil contract works, particularly during winter, is dependent on optimised (dry) weather conditions as well as the market availability of contractors. Unexpected developments with the civil works at the corner of Murray Street and Brighton Road have extended these works into the week starting 12 June 2023. The road closure associated with this work has impacted the data collected from the traffic counts on both Colton Avenue and Murray Street.

The traffic counters have since been removed from these locations and will be placed back on each of these streets for a period of two weeks following the completion of the Murray Street civil works.



Item No: 10.2.3

Subject: **QUESTION ON NOTICE – MANDATORY FOOD HANDLING TRAINING –  
COUNCILLOR BRADSHAW**

Date: 13 June 2023

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## **QUESTION**

Councillor Bradshaw asked the following question:

***“We have a variety of groups in Holdfast Bay who hold numerous social and fundraising events throughout the year which involve food, such as Sausage Sizzles. Vets Shed, 5049 and various Service & Sporting Clubs. Is there a requirement for these groups to attend and pay for mandatory training to comply with the new Food Safety Standard, 3.2.2A Regulations?”***

## **ANSWER – MANAGER, COMMUNITY AND SAFETY**

With the new Food Safety Standard (Food Standard 3.2.2A) being introduced, charity groups that fit into Category One, for example those that run sausage sizzles, are required to have a qualified supervisor present during food preparation and service. The supervisor needs to undertake one of the prescribed courses, at a cost to the organisation.

It is important to note that not all staff/volunteers need this training, only the supervisor, provided that the organisation can ensure the supervisor is always present during food preparation.

The only exemption in the Standard is for food handling activities for and at a fundraising event, which is a once-off event that raises funds solely for a community or a charitable cause and not for personal financial gain.

Some charity groups may fit into Category Two and will not require a trained supervisor. For category definitions, information can be found directly from the [SA Health](#) website.

For organisations that prepare Category One food, they have until December 2023 to train a supervisor(s). This has understandably raised concerns with other charity groups across South Australia and SA Health are considering the provision of support that can be offered.

This Standard has already been introduced in other States across Australia and South Australia is playing catch-up in introducing this into the Regulations.

Item No: 10.2.4

Subject: **QUESTION ON NOTICE - WHEATLAND STREET CAR PARK; WEST OF TRAIN LINE – COUNCILLOR LINDOP**

Date: 13 June 2023

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## QUESTION

Councillor Lindop asked the following questions:

1. ***"Could Council Administration please advise the current health of the Morton Bay Fig trees in this car park, and the steps taken to help with the care and condition to improve the life expectancy of these trees?"***
2. ***"Could Council Administration please advise the current plans and timeline to address the car park line marking and any other measures to improve the current parking area?"***

## ANSWER – ACTING GENERAL MANAGER ASSETS AND DELIVERY

1. After a notable decline in the health of the western Morton Bay Fig Tree in the Wheatland Street car park, the Depot team excavated and mulched a significant area of the car park beneath the two trees in September 2022 to promote tree health and restrict vehicle parking within the root zone of the trees. To further ensure compaction is avoided, large logs have been positioned within the mulched area as a physical barrier to stop vehicles parking within this zone.

The Depot included this area on their tree watering program to further support tree health. Watering has been issued periodically through Spring/Summer/Autumn with attendance occurring every 3-4 weeks as well as three rounds of diluted sea-sol liquid fertiliser drench, which has been issued along with slow-release granulated microbes and trace elements to encourage optimal soil health.

There are positive signs noted with some branch extensions displaying new growth, however we also see areas of die-back occurring. As we see mostly little change noted since the previous inspection eight months ago, the tree is appearing to display a typical state of senescence (deterioration with age). Due to the work undertaken, we are likely to see this condition sustained without decline, however there may also not be visible recovery evident for an extended period. In the meantime, we will continue to nurture and persist with recovering the health of this tree.

2. Council has engaged an engineering consultant to progress a design of a line marking scheme within the car park following correspondence from the adjacent residents. It is anticipated that the design will be completed by the end of the financial year. Once the design is finalised the traffic Team will engage with all adjacent residents and deliver a line marking scheme based on the engagement feedback.

Item No: 12.1

Subject: **MOTION ON NOTICE – LEAVE OF ABSENCE – COUNCILLOR O'DONOHUE**

Date: 13 June 2023

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**PROPOSED MOTION**

Councillor O'Donohue proposed the following motion:

**That Council grant Councillor O'Donohue a Leave of Absence from Council for the periods 26-28 June 2023 and 11-20 July 2023.**

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Item No: 14.1

Subject: **MINUTES - ALWYNDOR MANAGEMENT COMMITTEE – 30 MARCH 2023**

Date: 13 June 2023

Written By: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

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### **SUMMARY**

The minutes of the Alwyndor Management Committee meeting held on 30 March 2023 are provided for information.

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### **RECOMMENDATION**

1. **That Council notes the minutes of the Alwyndor Management Committee meeting held on 30 March 2023.**

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

2. **That having considered Attachment 2 to Report No: 182/23 Minutes – Alwyndor Management Committee – 30 March 2023 in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
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### **STRATEGIC PLAN**

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

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Not applicable

## **BACKGROUND**

This report is presented following the Alwyndor Management Committee Meetings.

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

## **REPORT**

The 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 at Alwyndor, 52 Dunrobin Road, Hove on Thursday 30 March 2023 at 6.30pm.**

### **PRESENT**

#### **Elected Members**

Councillor Susan Lonie  
Councillor Robert Snewin (Teams)

#### **Independent Members**

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

#### **Staff**

Chief Executive Officer – Mr Roberto Bria  
General Manager Alwyndor – Ms Beth Davidson-Park  
Manager, Community Connections – Ms Molly Salt  
Manager, Residential Services – Ms Natasha Stone  
Manager, Finance – Ms Glynis Watts  
Manager, People and Culture, Ms Lisa Hall  
Executive Assistant – Ms Bronwyn Taylor (Teams)

### **1. OPENING**

The Chairperson declared the meeting opened at 6.31pm.

### **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  
Nil

Chair welcomed Glinys Watts, Manager Finance to the meeting.

**4. DECLARATION OF INTEREST**

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

**5. CONFIRMATION OF MINUTES**

**Motion**

1. That the minutes of the Alwyndor Management Committee Special meeting held on 13 February 2023 be taken as read and confirmed.
2. That the minutes of the Alwyndor Management Committee held on 23 February 2023 be taken as read and confirmed.

Moved by Prof Judy Searle, Seconded by Ms Trudy Sutton

**Carried**

**6. REVIEW OF ACTION ITEMS**

**6.1 Action Items**

Advised that Confidential Action 23 had been completed on 29 March 2023.

**Action:** Action 9 to have due date updated to June 2023

**6.2 Annual Work Plan**

Noted

**7. GENERAL MANAGER REPORT**

**7.1 General Manager Report (Report No: 05/23)**

Welcomed Glinys to the Executive Team as Manager Finance.

The General Manager proposed that there was no longer a need for regular COVID-19 updates and suggested that this be treated consistent with any other transmissible disease. It was agreed that COVID-19 now be treated in this manner.

**Action:** Remove as a regular update

**Motion:**

**That the Alwyndor Management Committee:**

1. Note the update regarding COVID-19 impacts and responses.

**2. Note the appointment of Manager Finance.**

Moved by Prof Lorraine Sheppard, Seconded by Cr Susan Lonie

**Carried****8. CONFIDENTIAL REPORTS****8.1 General Manager Report – Confidential (Report No: 06/23)****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: 06/23 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: 06/23 on the following grounds:

- d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

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

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

Moved by Ms Jo Cottle , Seconded by Ms Trudy Sutton.

**Carried**

7.05pm Julie Bonnici left meeting

7.08pm Julie Bonnici returned to meeting

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

9. That having considered Agenda Item 8.1 General Manager's Report (Report No: 06/23) 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 Mr Kevin Whitford

**Carried**

**8.2 Finance Report – Confidential (Report No:07/23)**

**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: 07/2023 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: 30/22 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 Ms Julie Bonnici.

**Carried**

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

4. **That having considered Agenda Item 8.2 Finance Report (Report No: 07/23) 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 Ms Jo Cottle, Seconded by Ms Trudy Sutton

**Carried**

7.33pm Cr Susan Lonie left meeting

7.34pm Cr Susan Lonie returned to meeting

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

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

The next meeting of the Alwyndor Management Committee will be held on **Thursday 27 April 2023** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. **CLOSURE**

The meeting closed at 7.37pm.

**CONFIRMED 11 May 2023**

**CHAIRPERSON**

Item No: 14.2

Subject: **INFORMATION REPORT – SOUTHERN REGION WASTE RESOURCE  
AUTHORITY BOARD MEETING – 15 MAY 2023**

Date: 13 June 2023

Written By: Chief Executive Officer

Chief Executive Officer: Mr R Bria

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## **SUMMARY**

The Information Report of the Southern Region Waste Resource Authority (SRWRA) Board meeting held on 15 May 2023 is provided for information.

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## **RECOMMENDATION**

**That Council notes the Information Report of the Southern Region Waste Resource Authority Board meeting held on 15 May 2023.**

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## **STRATEGIC PLAN**

A city, economy and community that is resilient and sustainable.

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

Not applicable

## **BACKGROUND**

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay (the "Constituent Councils"), pursuant to Section 43 of the *Local Government Act 1999*. The functions of SRWRA include providing and operating waste management services on behalf of the Constituent Councils.

In accordance with Section 4.5.2 of the SRWRA Charter - 2022, there shall be at least six ordinary meetings of the Board held in each financial year.

Furthermore, Section 4.5.11 states that prior to the conclusion of each meeting of the Board, the Board must identify which agenda items considered by the Board at that meeting will be the subject of an information report to the Constituent Councils.

In accordance with the above, the Information Report from the Board Meeting held on 15 May 2023 is provided for Members' information.

*Refer Attachment 1*

**BUDGET**

Not applicable

**LIFE CYCLE COSTS**

Not applicable

# Attachment 1



# Constituent Council Information Report

**PUBLIC**

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**Board Meeting Date: 15 May 2023**

**Report By: Chief Executive Officer**

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In accordance with Section 4.5.11 of the *Southern Region Waste Resource Authority Regional Subsidiary Charter - 2022*, the SRWRA Board identified the following Agenda Items to be the subject of a Public Information Report to the Constituent Councils (Cities of Onkaparinga, Marion, and Holdfast Bay).

## Report Name

## Report Summary

### Landfill Capping & Post Closure Liabilities

SRWRA maintains financial provisions for the closure and post closure management of landfill cells in line with SA EPA guidelines. A policy framework for these liabilities has been reviewed by the Audit & Risk Committee and adopted by the Board, setting out parameters and timeframes for the regular review and recalculation of these liabilities.

### Public Interest Disclosure Policy

SRWRA's Public Interest Disclosure Policy was reviewed with minor updates only. The Chief Executive Officer is the appointed Responsible Officer for SRWRA.

### Budget Review 3 --FY23

The third budget review for the current financial year was presented, with the forecast based on results to March 2023.

SRWRA received higher waste volumes than budgeted increasing forecast revenue, this was partly offset by corresponding additional expenditure and a revised forecast operating surplus of \$1.470m has been adopted for the current financial year.

### SRWRA Draft Budget & Business Plan – FY24

The draft budget and business plan for FY24 was presented to the Board, feedback from Board members will be incorporated, with the budget and business plan then circulated to constituent councils for comment.

These documents are scheduled for formal adoption by the Board at the 26 June meeting.

### Risk Management Reporting

SRWRA provides quarterly risk management reporting to the Audit & Risk Committee and the Board, this includes regular reviews of the SRWRA risk register and identification of new and emerging risks.

### Internal Audit Policy

The Internal Audit Policy was adopted by the Board, this policy will form part of the information package process for the engagement of an external provider to deliver Internal Audit services to SRWRA.



## Constituent Council Information Report – Public

Report Name	Report Summary
General Ledger Policy & Procedure	Feedback on the SRWRA General Ledger Policy and Procedure was received from our external auditors and presented in an updated document to the Board.
External Audit Plan – FY23	Galpins provided a comprehensive external audit plan, outlining a risk-based methodology and the key areas to be assessed as part of the audit process. The audit process has commenced with on-site auditing to take place in June and August.
Chief Executive Officer's Report	<p>The CEO summarised key activities over the last few months:</p> <ul style="list-style-type: none"><li>• The Southern Materials Recovery Facility (SMRF) joint venture committee meets every two months, discussions include operational efficiencies and commodity markets, with some SMRF products impacted by a drop in demand for some commodities.</li><li>• The Southern Recycling Centre is continuing to perform strongly, monitoring of tonnages received from the City of Holdfast Bay is continuing, to assess the impact of the introduction of weekly FOGO in this council area.</li><li>• The Department of Infrastructure and Transport (DIT) has advised that it will be implementing the ban on right hand turns out of Bakewell Drive onto Main South Road at the end of May. The timing of this right-hand turn ban is of significant concern as neither Ostrich Farm Road nor Victor Harbor Road have been upgraded to support the increased traffic. A letter has been sent to the Minister for Infrastructure and Transport requesting an urgent review of the timing of the change in traffic conditions.</li><li>• SRWRA is continuing to develop a communication and education strategy to address demand for facility tours, information on our services and interest in the waste and recycling sector generally. Workshops are being held with key stakeholders, including constituent councils, as part of the development of this strategy.</li><li>• SRWRA offers regular Board member development opportunities, these include the 2023 Australian Landfill and Transfer Stations Conference in June. These are opportunities for the Board members to engage with other members of the waste industry and increase their knowledge of all things waste.</li></ul>
Next Meeting	The next scheduled meeting date for the SRWRA Board is Monday, 26 June 2023.

Item No: 14.3

Subject: **MINUTES – AUDIT AND RISK COMMITTEE – 7 JUNE 2023**

Date: 13 June 2023

Written By: Executive Assistant, Strategy and Corporate

Chief Executive Officer: Mr R Bria

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## **SUMMARY**

The minutes of the meeting of the Audit and Risk Committee held 7 June 2023 are presented to Council for information.

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## **RECOMMENDATION**

**That Council notes the minutes of the meeting of the Audit and Risk Committee of 7 June 2023, namely that the Audit and Risk Committee:**

1. **advises Council it has received and considered a Standing Items Report addressing:**
    - **Monthly Financial Statements**
    - **Risk Management and Internal Control**
    - **External Audit**
    - **Public Interest Disclosures**
    - **Economy and Efficiency Audits**
    - **Audit and Risk Committee Meeting Schedule 2023;**
  2. **notes that the draft 2023-24 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and supports its presentation to Council for adoption.**
  3. **advises Council it has received and noted Alwyndor's draft Budget 2023/24.**
- 

## **STRATEGIC PLAN**

Statutory requirement

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

*Local Government Act 1999, Sections 41 and 126*

**BACKGROUND**

The Audit and Risk 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 and Risk 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 130A;
- 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 minutes of the meeting of the Audit and Risk Committee held on 7 June 2023 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 and Risk Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 7 June 2023 at 6:00pm.**

**PRESENT**

**Members**

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

**Staff**

Chief Executive Officer – Mr R Bria  
A/General Manager Strategy and Corporate – Ms S Wachtel  
General Manager Alwyndor – Ms B Davidson-Park  
Manager Finance – Mr C Blunt  
Manager Strategy and Governance – Ms A Karzek  
Chief Financial Officer Alwyndor – Mr R Mirzaev

**Guests**

Ms Janna Burnham, Manager of Internal Audit, Galpins  
Ms Danika Brown, Internal Auditor, Galpins

**1. OPENING**

The Chairman declared the meeting open at 6.00pm.

**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. APOLOGIES**

- 3.1 Apologies Received – Ms C Garrett
- 3.2 Absent

**4. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

**5. CONFIRMATION OF MINUTES****Motion**

**That the minutes of the Audit and Risk Committee held on 3 May 2023 be taken as read and confirmed.**

Moved by D Powell, Seconded by Cr Snewin

**Carried**

**6. ACTION ITEMS**

The Action Items were tabled and discussed.

**7. PRESENTATIONS - Nil****8. REPORTS BY OFFICERS****Leave of meeting**

The Presiding member sought leave of the meeting to propose that Agenda Item 8.3 Internal Audit Program Report (Report No: 178/23) be considered after Item 7.

Leave of the meeting was granted.

**8.3 Internal Audit Program – June 2023 (Report No: 178/23)**

Of the four risk-based audits scheduled for the Internal Audit Program 2022-23, the first, Flood Mitigation has been completed and was reported to the Audit and Risk Committee in March. The second, Complaints Handling, has now been completed and is detailed within this report.

The remaining audits relate to Fraud Detection, being a full audit and Development Assessment, being a follow up on last year's audit and recommendations.

In addition, the 'Audit Recommendations Outstanding Actions Update' is attached in three parts, highlighting those actions that are either; (i) completed, (ii) in progress or (iii) not yet implemented.

**Motion**

**That the Audit and Risk Committee notes this report.**

Moved Cr Snewin, Seconded D Powell

**Carried**

Ms Burnham and Ms Brown left the meeting at 6.17pm.

**8.1 Standing Items (Report No: 176/23)**

The Audit and Risk Committee is provided with a report on standing items at each ordinary meeting.

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

- **Monthly Financial Statements**
- **External Audit**
- **Public Interest Disclosures**
- **Economy and Efficiency Audits**
- **Council Recommendations**
- **Audit and Risk Committee Meeting Schedule 2023**

Moved P Davies, Seconded D Powell

**Carried****8.2 Risk Report – June 2023 (Report No: 180/23)**

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, scoping both business risks and opportunities.

**Motion****That the Audit and Risk Committee notes this report.**

Moved P Davies, Seconded D Powell

**Carried**

Item 8.3 Internal Audit Program Report (Report No: 178/23) was considered after Item 7 as per leave of the meeting granted.

**8.4 Information Technology Policies (Report No: 177/23)**

Following recommendations from an Internal Audit relating to Cyber Security, a number of information technology policies were developed. Due to an oversight, the policies were provided to Council for endorsement without first being referred to the Audit and Risk Committee for consideration.

On 14 February 2023, Council endorsed:

1. Council Acceptable Use Policy
2. Council Information Security Policy
3. Council Mobile Device Policy
4. Council Social Media Policy

The policies apply to both Council and Alwyndor and relate to the acceptable use of technologies, and information security. As they also apply to Elected Members, they were required to be adopted by Council.

**Motion**

**That the Audit and Risk Committee notes the information technology policies adopted by Council on 14 February 2023.**

Moved Cr Snewin, Seconded P Davies

**Carried**

**8.5 Draft 2023-24 Annual Business Plan (Report No: 179/23)**

The draft 2023-24 Annual Business Plan and Budget (ABP&B) was developed on the assumptions and parameters discussed at Council workshops held in February, March and April 2023. The draft budget meets Council's financial sustainability and performance measures.

The Audit and Risk Committee at its meeting on 15 March 2023 received an update on the draft 2023-24 ABP&B and Municipal Long Term Financial Plan (LTFP). Subsequent to this meeting a draft ABP&B document was prepared and presented to the Audit and Risk Committee for their consideration on 3 May 2023.

Council approved the ABP&B for community consultation on 9 May 2023 and will receive a formal report covering the outcomes on 13 June 2023.

The draft 2023-24 ABP&B with summary consultation outcomes and an updated Municipal LTFP, are presented to the Audit and Risk Committee for further comment and support, noting that it satisfies Council's financial sustainability and performance measures.

**Motion**

**That the Audit and Risk Committee notes that the draft 2023-24 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and supports its presentation to Council for adoption.**

Moved D Powell, Seconded P Davies

**Carried**

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

**10. CONFIDENTIAL ITEMS**

**10.1 Alwyndor Budget 2023/24 - Draft (Report No: 193/23)**

**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 and Risk 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 193/23 Alwyndor Budget 2023/24 - Draft in confidence.**



2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit and Risk Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 193/23 Alwyndor Budget 2023/24 - Draft 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 and Risk 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 Cr Snewin, Seconded P Davies

Carried

The draft 2023/24 budget is presented to the Audit Committee for consideration and discussion prior to final presentation to the City of Holdfast Bay for adoption and integration into its consolidated accounts.

Motion

1. That the Audit and Risk Committee advises Council it has received and noted Alwyndor's draft Budget 2023/24.

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 10.1 193/23 Alwyndor Budget 2023/24 – Draft in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Audit and Risk Committee, pursuant to section 91(7) of that Act orders that the report be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.

Moved P Davies, Seconded D Powell

Carried

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

The next meeting of the Audit Committee will be held on Wednesday 16 August 2023 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

**12. CLOSURE**

The Meeting closed at 7.32pm.

**CONFIRMED 16 August 2023**

**PRESIDING MEMBER**

Item No: 14.4

Subject: **MINUTES – EXECUTIVE COMMITTEE – 6 JUNE 2023**

Date: 13 June 2023

Written By: Executive Assistant, Strategy and Corporate

General Manager: Community and Business, Ms M Lock

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## **SUMMARY**

The minutes of the meeting of the Executive Committee held 6 June 2023 are presented to Council for information.

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## **RECOMMENDATION**

**That Council notes the minutes of the meeting of the Executive Committee of 6 June 2023.**

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## **STRATEGIC PLAN**

Statutory requirement

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

*Local Government Act 1999*

## **BACKGROUND**

Council established an Executive Committee pursuant to Section 41 of the *Local Government Act 1999* with responsibility for undertaking the annual performance appraisal of the Chief Executive Officer to:

- recommend to Council the form and process of the Chief Executive Officer's annual performance appraisal;
- undertake the annual performance appraisal; and
- provide a report and to make recommendations to Council on any matters arising from the annual performance appraisal.

The Executive Committee's authority extends to making recommendations to Council and does not have any authority to make decisions in relation to the Chief Executive Officer's employment arrangements.

**REPORT**

The minutes of the meeting of the Executive Committee held on 6 June 2023 are attached for Members' information.

*Refer Attachments 1 and 2*

**BUDGET**

Not applicable

**LIFE CYCLE COSTS**

Not applicable

# Attachment 1



**Minutes of the meeting of the Executive Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Tuesday 6 June 2023 at 5:00pm.**

**PRESENT**

**Members**

Chairman – Mayor A Wilson  
Deputy Mayor C Lindop  
Councillor M O'Donohue  
Councillor B Patton  
Councillor S Lonie

**Independent Member**

Ms C Molitor (visual and audio presence)

**Staff**

General Manager, Community and Business – M Lock

**1. OPENING**

The Chairman declared the meeting open at 5.03pm.

**2. APOLOGIES**

- 2.1 Apologies Received – Councillor J Fleming
- 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 Executive Committee held on 11 April 2023 be taken as read and confirmed.**

Moved by Councillor Lonie, Seconded by Councillor Lindop

**Carried Unanimously**

**5. CONFIDENTIAL REPORTS BY OFFICERS**

- 5.1 **2022/23 Performance Review – Chief Executive Officer** (Report No: 175/23)

**Motion – Exclusion of the Public Section 90(3)(a)**

- 1. **That pursuant to Section 90(2) of the *Local Government Act 1999* Executive Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager**

Community and Business and Staff minute taker in attendance at the meeting in order to consider Report No: 175/23 2022/23 Performance Review – Chief Executive Officer in confidence.

2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Executive Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 2022/23 Performance Review – Chief Executive Officer on the following grounds:
  - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 175/23 2022/23 Performance Review – Chief Executive Officer is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Chief Executive Officer, Mr Roberto Bria, in that details of his performance review will be discussed, which are sensitive and are details only known to those who have participated in the discussion.
3. The Executive 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 Councillor Patton, Seconded Councillor Lonie

Carried Unanimously

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

That having considered Agenda Item 5.1 2022/23 Performance Review – Chief Executive Officer in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Executive Committee, pursuant to section 91(7) of that Act orders that the report, attachment and minutes be retained in confidence for a period of 24 months and this order be reviewed every 12 months.

Moved Councillor Lindop, Seconded Councillor Lonie

Carried Unanimously

**5.2 Performance Review Process – Chief Executive Officer (Report No: 192/23)**

**Motion – Exclusion of the Public Section 90(3)(a)**

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Executive Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager Community and Business and Staff minute taker in attendance at the meeting in order to consider Report No: 192/23 Performance Review Process – Chief Executive Officer in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Executive Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report

**No: 192/23 Performance Review Process – Chief Executive Officer on the following grounds:**

- a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 192/23 Performance Review Process – Chief Executive Officer is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Chief Executive Officer, Mr Roberto Bria, in that details of his performance review will be discussed, which are sensitive and are details only known to those who have participated in the discussion.
3. The Executive 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 Councillor Lonie, Seconded Councillor Patton

**Carried**

Councillor O'Donohue joined the meeting at 5.30pm

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

That having considered Agenda Item 5.2 Performance Review Process – Chief Executive Officer in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Executive Committee, pursuant to section 91(7) of that Act orders that the report, attachment and minutes be retained in confidence for a period of 24 months and this order be reviewed every 12 months.

Moved Councillor Lonie, Seconded Councillor Patton

**Carried**

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

The Meeting closed at 5.42pm.

**CONFIRMED 27 June 2023**

**CHAIRMAN**



Item No: 15.1

Subject: **ITEMS IN BRIEF**

Date: 13 June 2023

Written By: Executive Officer and Assistant to the Mayor

Chief Executive Officer: Mr R Bria

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## **SUMMARY**

These items are presented for the information of Members.

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

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## **RECOMMENDATION**

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

1. **Food Organics Green Organics (FOGO) Update**
  2. **Support Your Local Libraries**
  3. **Parliamentary Inquiry on Trees**
- 

## **REPORT**

1. **Food Organics Green Organics (FOGO) Update**

The weekly FOGO household model continues to support reducing kerbside waste to landfill with April 2023 landfill tonnages down by 29% compared to April 2022. FOGO tonnages have also increased by 24% for the same period.

A Council wide kerbside audit was undertaken in late May 2023 to provide Council with data on how the system is being used along with landfill diversion, contamination, and food recycling efficiency for all three streams. Audits will be undertaken on a sample of households' kerbside bins on weekly FOGO collections, households on the old service, large multiple unit dwellings and businesses.

Administration have also engaged McGregor Tan consultants to undertake three focus groups on weekly FOGO. Information collected will help determine how effective various communication collateral has been and identify potential next steps in encouraging households to stick with the default service.

Green Industries SA have recently launched the SA Better Practice Guide: Sustainable Kerbside Services. The guide promotes and encourages Adelaide metropolitan councils to consider moving their kerbside waste collections to the City of Holdfast Bay model of default weekly FOGO and fortnightly landfill collections. The guide uses the Holdfast Bay model as a case study and includes communication collateral examples from the City of Holdfast Bay roll out. Over 90 Local Government staff attended two online launch events held during the week of 15 May 2023.

## **2. Support Your Local Libraries**

The Local Government Association (LGA) has launched a campaign to raise awareness of the impact of the loss of annual indexation from the five-year collaboration agreement with the State Government for the funding of public libraries. Councils invest \$86 million each year into local libraries. Under the current \$21 million agreement, without CPI indexation libraries are losing \$16 million over five years. The annual materials and operating grant has reduced, impacting the purchasing of library materials and the contribution to general operating. In the 2023/24 State Budget the LGA is seeking the annual indexation to be restored.

The campaign asks the community to share their story of the impact libraries has had on their lives. The City of Holdfast Bay will promote the campaign on social media, library promotional screens and library members. The stories, testimonials and kind words help those making decisions recognise the incredible work that libraries do across South Australia. The campaign will run until mid-June 2023.

Campaign information:

<https://www.lga.sa.gov.au/sa-councils/sa-council-services/libraries>

## **3. Parliamentary Inquiry on Trees**

The City of Holdfast Bay was invited to present to the Environment, Resources and Development Committee (ERDC) about the Parliamentary Inquiry into the Urban Forest, to which we made a submission earlier this year.

On Wednesday 7 June 2023, the Acting General Manager Assets and Delivery, and the Team Leader Environment & Coast attended a public hearing at Parliament House. We gave a 10 minute presentation summarising key points from our submission, which was followed by 20 minutes of questions.

They covered a range of topics including tree species diversity, the Jarvis court case and tree risk assessment methods, council resources for tree management, tree audits – how you do them and what it enabled us to do as a result. We will be reviewing a copy of the Hansard transcript to ensure accuracy.

Item No: 15.2

Subject: **SUBURB BOUNDARY CHANGE**

Date: 13 June 2023

Written By: Manager, Strategy and Governance

General Manager: Strategy and Corporate, Ms P Jackson

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## **SUMMARY**

Throughout 2022 correspondence from the Surveyor-General resulted in Council resolving to support the extension of the boundary of the suburb of Seacliff to include the new 'Cement Hill' development and adjacent areas.

Statutory consultation was undertaken and the Surveyor-General has now advised that local residents preferred the name Seacliff Heights.

As the principles behind the Surveyor-General's original proposal remain relevant and consistent with Council's resolution of 28 June 2022, it is recommended that Council maintain their original position. It should be noted that the Minister may choose to decide in line with resident preferences, given the results of the consultation.

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## **RECOMMENDATION**

### **That Council:**

1. **endorses the proposed area of a suburb realignment, as indicated by the label '(A) Seacliff Heights' in Attachment 1; and**
  2. **per the Surveyor-General's original proposal, endorses the name Seacliff be applied to the area, rather than Seacliff Heights.**
- 

## **STRATEGIC PLAN**

Statutory compliance

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

*Geographical Names Act 1991*

## BACKGROUND

On 28 March 2022, correspondence was received from the Surveyor-General advising of his intention to rename the areas constituting the 'Cement Hill' area development as Seacliff. Information was provided to Council as part of Items in Brief (Council Report No: 85/22). The Surveyor-General advised that this proposal provided better land administration, whilst eliminating any confusion for emergency response services locating future properties. It was noted that the portion of land within the boundaries of the City of Holdfast Bay are already named Seacliff, therefore this proposal would not impact on land in Council's area. As assigning a single suburb name to a single development area was considered sensible, Administration responded to the Surveyor-General that the proposal was supported.

On 28 June 2022, Council was advised by the Surveyor-General that the City of Marion did not support the proposal and put forward an alternative (Council Report No: 211/22). Council resolved to support the City of Marion's proposal to extend the proposed area but preferred the Surveyor-General's original preference of name (namely Seacliff, rather than Seacliff Heights).

On 25 October 2022, Council was advised via Items in Brief (Council Report No: 426/22) that a 'Notice of Intent' was published in the South Australian Government Gazette dated 13 October 2022 regarding the boundary realignment. This Notice formally commenced a one-month public consultation period inviting emergency services and the wider community to review and advise the Surveyor-General of any comments relevant to the suburb boundary realignment. As the proposal in the notice was consistent with Council's resolution in June, Administration responded to the engagement, noting that it aligned with Council's original position.

## REPORT

On 18 May 2023, the Surveyor-General advised that under provisions of section 11B of the *Geographical Names Act 1991*, the Surveyor-General, on behalf of the Minister for Planning, is proposing to realign portions of the suburb boundary affecting Seacliff, Seacliff Park and Marino and create the new suburb of Seacliff Heights located within the City of Marion and the City of Holdfast Bay.

*Refer Attachment 1*

Community feedback from the initial public consultation commencing in October 2022 indicated a preference from residents located within 'Oceana Estate' (being the southern side of Ocean Boulevard) to create a new suburb of Seacliff Heights. The proposed new suburb would include the 'Seacliff Village' residential and commercial development, as well as existing homes and businesses south of Ocean Boulevard which are currently located in Seacliff Park.

If approved, the addresses of existing residents within the affected area would be required to be updated. Australia Post advises the current postcode '5049' would be retained.

The Surveyor General advised that this revised proposal is viewed as removing confusion caused by Seacliff Park being located on both sides of Ocean Boulevard, particularly for emergency services and deliveries, whilst creating an identifiable suburb with a different character to surrounding areas.

A 'Notice of Intent' was published in the South Australian Government Gazette dated 18 May 2023 (pages 1052 & 1053). This Notice formally commences a one-month public consultation period inviting emergency services, Council and the wider community to review and advise the Surveyor-General in writing of any comments relevant to the suburb boundary realignment and naming. Consultation on this proposal will conclude 18 June 2023. Feedback received during the consultation stage will be collated by the Surveyor-General to form a recommendation to the Minister for his consideration.

Previously, the Surveyor General did not support the naming of the area as Seacliff Heights on grounds including:

- "Creating a new suburb for only a relatively small number of residents is not desirable – the golf course and quarry land would occupy most of the new suburb.
- Naming the new suburb 'Seacliff Heights' could create confusion with 'Seacombe Heights' and 'Seaford Heights'."

These objections remain valid.

While the Surveyor-General also did not support the extension of the area in line with the City of Marion's recommendation, their objection was framed as creating "a very long narrow suburb that geographically does not accord with the current suburb of Seacliff that is predominantly known as a coastal suburb". While it is agreed that Seacliff is predominantly a coastal suburb, the two pockets of residential areas ('Seacliff Village' and 'Oceana Estate') clearly include coastal references in their names, which is consistent with the existing character description of Seacliff. Neither quarries nor golf courses inherently prevent an area's nature from being coastal, particularly when they are geographically coastal.

It is considered that Council's original position is a reasonable compromise between the Surveyor-General's original proposal and the City of Marion's proposed alternative, accommodating parts of both.

#### **BUDGET**

Not applicable

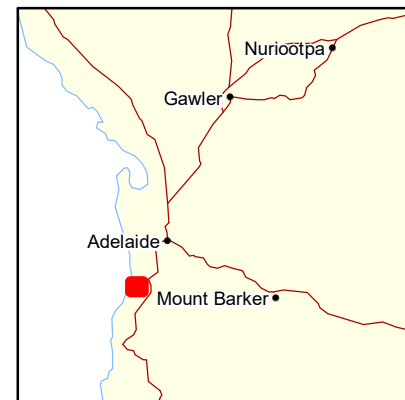
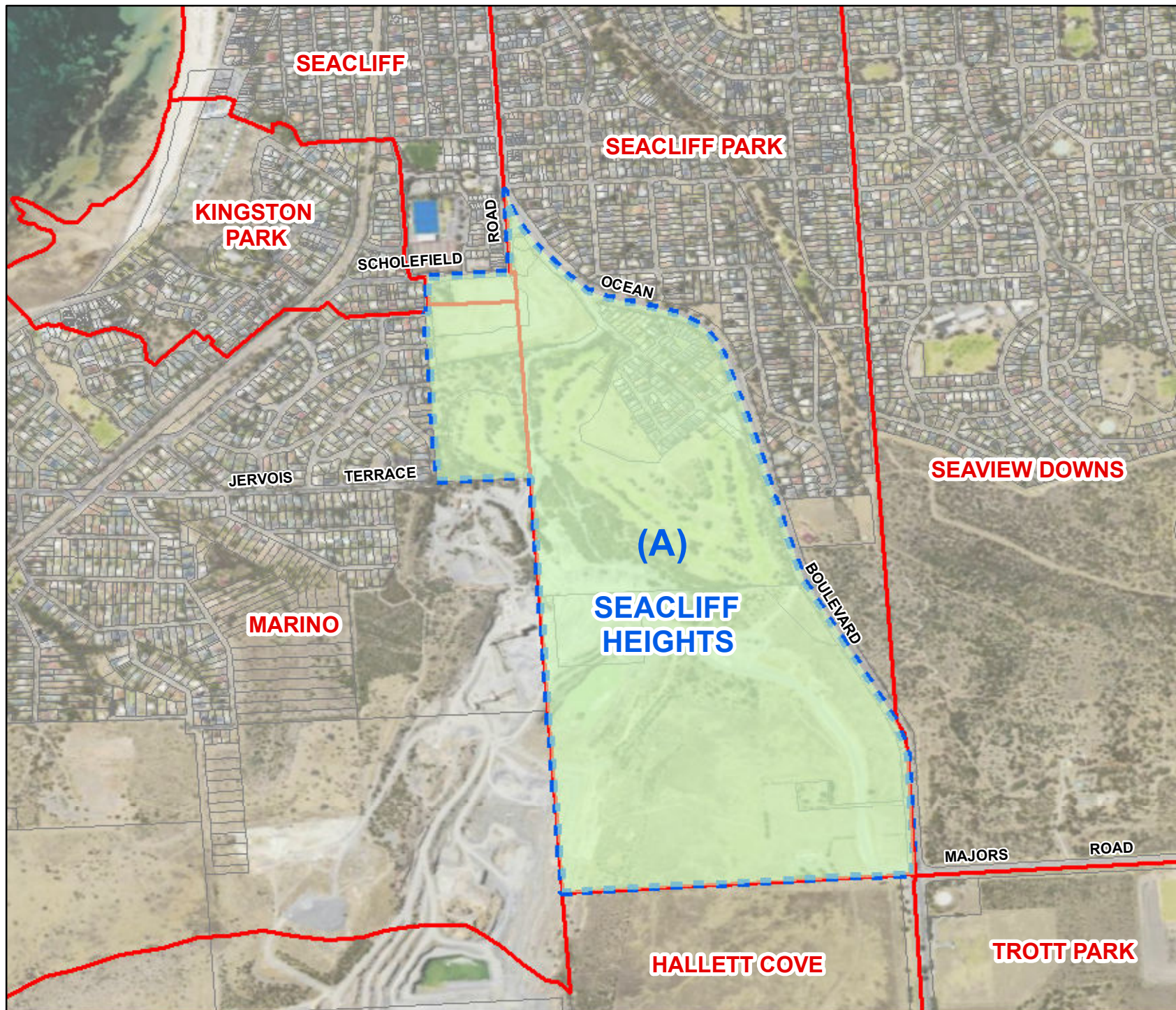
#### **LIFE CYCLE COSTS**

Not applicable

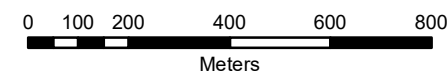
# Attachment 1







# **SUBURB BOUNDARY REALIGNMENT OF SEACLIFF, MARINO AND SEACLIFF PARK AND ASSIGN THE NAME SEACLIFF HEIGHTS**



## **Legend**

- AreaAffected
- Parcel Boundaries
- Suburb Boundaries**
  - Proposed
  - Current

## **DESCRIPTION**

Exclude from the suburb of SEACLIFF, MARINO and SEACLIFF PARK that area marked (A) shown highlighted in green and include in the suburb of SEACLIFF HEIGHTS.



**Government of South Australia**  
Department for Trade  
and Investment