

### 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 22 August 2023 at 7.00pm**

**Roberto Bria**  
**CHIEF EXECUTIVE OFFICER**

## Ordinary Council Meeting Agenda

### 1. OPENING

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

### 2. KAURNA ACKNOWLEDGEMENT

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

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

### 3. SERVICE TO COUNTRY ACKNOWLEDGEMENT

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

### 4. PRAYER

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

### 5. APOLOGIES

5.1 Apologies Received

5.2 Absent – Councillor J Fleming (Approved Leave of Absence)

### 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 8 August 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 - Nil

10.2 On Notice - Nil

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

12.1 Leave of Absence – Councillor Abley (Report No: 278/23)

**13. ADJOURNED MATTERS - Nil****14. REPORTS OF MANAGEMENT COMMITTEES AND SUBSIDIARIES**

14.1 Minutes – Jetty Road Mainstreet Committee – 2 August 2023  
(Report No: 263/23)

14.2 Minutes – Audit and Risk Committee – 16 August 2023  
(Report No: 279/23)

**15. REPORTS BY OFFICERS**

15.1 Items in Brief (Report No: 273/23)

15.2 2022/23 Preliminary Funding Statements, Budget Carried Forward and  
Activity Reports (Report No: 280/23)

15.3 Delegates Report – Australian Local Government Association National  
General Assembly 2023 – Mayor Wilson and Councillor Kane  
(Report No: 260/23)

15.4 Legislative Council Inquiry into Recycling of Soft Plastics and Other  
Recycling Material Submission (Report No: 271/23)

15.5 Circular Hub Concept and Action Plan (Report No: 272/23)

**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**

18.1 Event Activation (Report No: 274/23)

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:

- 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.

18.2 Confidential Minutes – Audit and Risk Committee – 16 August 2023  
(Report No: 281/23)

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

19. CLOSURE



ROBERTO BRIA  
CHIEF EXECUTIVE OFFICER

Item No: 12.1

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

Date: 22 August 2023

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**PROPOSED MOTION**

Councillor Abley proposed the following motion:

**That Council grant Councillor Abley a Leave of Absence for the 26 September 2023.**

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Item No: 14.1

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE – 2 AUGUST 2023**

Date: 22 August 2023

Written By: General Manager, Community and Business

General Manager: Community and Business, Ms M Lock

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### **SUMMARY**

The Minutes of the Jetty Road Mainstreet Committee meeting held 2 August 2023 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.

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### **RECOMMENDATION**

**That Council notes the minutes of the Jetty Road Mainstreet Committee of 2 August 2023.**

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### **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 (JRMCC) 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 2 August 2023 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 2 August 2023 at 6:00pm**

### **PRESENT**

#### **Elected Members:**

Councillor R Abley

Councillor A Kane

#### **Community Representatives:**

Attitudes Boutique, Ms G Martin

Beach Burrito, Mr A Warren

Chatime, Mr A Chhoy

Cibo Espresso, Mr T Beatrice

Echelon Studio – Architecture and Design, Mr C Morley

Glenelg Finance, Mr D Murphy

Royal Copenhagen Glenelg and Brighton, Ms S Smith

Yo-Chi, Ms B Millard

#### **Staff:**

Chief Executive Officer, Mr R Bria

General Manager, Community & Business, Ms M Lock

Jetty Road Development Coordinator, Ms A Klingberg

Event Lead, Mr H Covill

### **1. OPENING**

The Chair, Ms G Martin, declared the meeting open at 6.01pm.

### **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: Mr A Fotopoulos

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 5 July 2023 to be taken as read and confirmed.**

Moved C Morley, Seconded T Beatrice

**Carried**

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

- A Warren asked Administration a question in relation to Council's media policy. Administration provided a response.

A Chhoy joined the meeting at 6.13pm.

**6.2 With Notice: Nil****7. PRESENTATION: Nil****8. REPORTS/ITEMS OF BUSINESS****8.1 Jetty Road Events Update**

(Report No: 249/23)

Jetty Road Mainstreet Committee (JRMCC) 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 recent and upcoming events.

**Motion**

**That the Jetty Road Mainstreet Committee:**

- 1. notes this report; and**
- 2. proposes the Glenelg Ice Cream Festival be held on Friday 12 January 2024.**

Moved T Beatrice, Seconded A Warren

**Carried**

8.2 Monthly Finance Report (Report No: 250/23)

The Jetty Road Mainstreet 2022/2023 end of financial year report is presented for information.

**Motion**

**That the Jetty Road Mainstreet Committee notes this report**

Moved A Warren, Seconded T Beatrice

**Carried**

8.3 Marketing Update (Report No: 251/23)

This report provides an update on the marketing initiatives undertaken by the Jetty Road Mainstreet Committee aligned to the 2023/2024 Marketing Plan and initiatives associated to the delivery of the Jetty Road Glenelg Retail Strategy 2018-2022.

**Motion**

**That the Jetty Road Mainstreet Committee notes this report and approve the 2023/2024 Marketing Plan as tabled subject to minor amendments.**

Moved T Beatrice Seconded A Warren

**Carried**

**9. URGENT BUSINESS – Subject to the Leave of the Meeting**

**10. REPORTS/ITEMS OF BUSINESS: Nil**

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

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 6 September 2023 at the Glenelg Town Hall.

**12. CLOSURE**

The meeting closed at 7.27pm.

**CONFIRMED:** Wednesday 6 September 2023

**CHAIR**

Item No: 14.2

Subject: **MINUTES – AUDIT AND RISK COMMITTEE – 16 AUGUST 2023**

Date: 22 August 2023

Written By: Executive Assistant, Strategy and Corporate

A/General Manager: Strategy and Corporate, Ms S Wachtel

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## **SUMMARY**

The public minutes of the meeting of the Audit and Risk Committee held 16 August 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 16 August 2023, namely that the Audit and Risk Committee:**

1. **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**
  2. **has received and noted a report comprising a performance review of 2022/23 municipal investments, as required under Section 140 of the *Local Government Act 1999*;**
  3. **advises Council it has considered the change in the accounting treatment for Library materials effective 1 July 2022; and recommends Council endorses the Asset Accounting Policy being updated to exclude library materials.**
  4. **has received and noted a report regarding the performance of Alwyndor's 2022/23 investments, as required under Section 140 of the *Local Government Act 1999* and recommends it to Council for noting.**
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## **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 public minutes of the meeting of the Audit and Risk Committee held on 16 August 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 16 August 2023 at 6:00pm.**

**PRESENT**

**Members**

Presiding Member – Councillor J Smedley  
Ms P Davies  
Ms C Garrett  
Mr D Powell

**Staff**

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

**Guests**

Ms Janna Burnham, Partner, 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 – Councillor R Snewin
- 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 7 June 2023 be taken as read and confirmed.**

Moved by P Davies, Seconded by D Powell

**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 8.2 Internal Audit Program Report (Report No: 261/23) be considered after Item 7.

Leave of the meeting was granted.

**8.2 Internal Audit Program Report (Report No: 261/23)**

The four risk-based audits scheduled for the Internal Audit Program 2022-23 have now all been completed, with the Fraud Detection Audit and Development Assessment Review attached to this report.

With the start of the new financial year, the Internal Audit Program 2023-24 was presented for information.

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

**Motion**

- 1. That the Audit Committee notes this report.**

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

- 2. That having considered Agenda Item 8.2 Internal Audit Program Report (Report No: 261/23) in confidence under section 90(2) and (3)(e) of the *Local Government Act 1999*, the Audit and Risk Committee, pursuant to section 91(7) of that Act orders that Attachment 4b be retained in confidence until the Chief Executive Officer is satisfied that the information no longer poses security concerns, at which point the documents can be released, and that this order be reviewed every 12 months.**

Moved D Powell, Seconded C Garrett

**Carried**



Ms Burnham left the meeting at 6.24pm.

8.1 **Standing Items** (Report No: 264/23)

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

**Motion**

**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**

Moved D Powell, Seconded P Davies

**Carried**

Item 8.2 Internal Audit Program Report (Report No: 261/23) was considered after Item 7 as per leave of the meeting granted.

8.3 **Risk Report** (Report No: 262/23)

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 C Garrett, Seconded D Powell

**Carried**

8.4 **Annual Review of Investments** (Report No: 265/23)

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 2022/23 and investment performance against budget for Council's municipal activities.

**Motion**

**That the Audit and Risk Committee receives and notes this report comprising a performance review of 2022/23 municipal investments, as required under Section 140 of the *Local Government Act 1999*.**

Moved D Powell, Seconded C Garrett

**Carried**

**8.5 Change in Accounting Treatment – Library Materials (Report No: 266/23)**

This report provided recommendations for changing the Council's accounting treatment for Library materials.

**Motion**

**That the Audit and Risk Committee:**

- 1. advises Council it has considered the change in the accounting treatment for Library materials effective 1 July 2022; and**
- 2. recommends Council endorses the Asset Accounting Policy being updated to exclude library materials.**

Moved C Garrett, Seconded P Davies

**Carried**

**8.6 Municipal Insurance Renewal and Claims Report (Report No: 268/23)**

This report provided the Audit and Risk Committee with an overview of the annual insurance renewal for 2023/24 and the public liability and asset claims for 2022/23.

City of Holdfast Bay self-insures by contributing to the Local Government Risk Services (LGRS) scheme for coverage of Motor Vehicle and Property Assets as well as Public Liability/Professional Indemnity.

The Finance team has worked with LGRS to review Council's Asset Schedule for 2023/24 insurance renewal. This year saw a rise of 40% in insured infrastructure asset replacement values due mainly to an increase in construction costs which has contributed to an overall rise of 21% in insurance contributions for 2023/24.

An overview of claims lodged in the last 12 months is provided in the report. The Scheme has been supportive in managing the claims and assisting Council with any incidents as they arise.

**Motion**

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

Moved P Davies, Seconded C Garrett

**Carried**

**9. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING - Nil****10. CONFIDENTIAL ITEMS****10.1 Loan Receivables (Report No: 267/23)****Motion – Exclusion of the Public (Section 90(3)(d)) Order**

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit and Risk 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: 267/23 Loan Receivables 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: 267/23 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 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 P Davies, Seconded D Powell

Carried

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

That having considered Agenda Item 10.1 Loan Receivables (Report No: 267/23) 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, 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 D Powell, Seconded C Garrett

Carried

- 10.2 **Alwyndor Investment Portfolio – Annual Review of Investment Performance**  
(Report No: 269/23)

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

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit and Risk 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: 269/23 Alwyndor Investment Portfolio – Annual Review of Investment Performance 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: 269/23 Alwyndor Investment Portfolio – Annual Review of Investment Performance 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 P Davies, Seconded D Powell

**Carried**

This report concerns the performance of Alwyndor's investments portfolio in 2022/23 financial year.

The *Local Government Act 1999* requires Councils to review the performance of its investments annually. This includes Alwyndor.

#### **Motion**

1. That the Audit and Risk Committee receives and notes this report regarding the performance of Alwyndor's 2022/23 investments, as required under Section 140 of the *Local Government Act 1999* and recommends it to Council for noting.

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

2. That having considered Agenda Item 10.2 Alwyndor Investment Portfolio – Annual Review of Investment Performance (Report No: 269/23) 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 and Attachments be

**retained in confidence for a period of 12 months and that this order be reviewed every 12 months.**

Moved P Davies, Seconded C Garrett

**Carried**

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

The next meeting of the Audit and Risk Committee will be held on Wednesday 18 October 2023 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

**12. CLOSURE**

The Meeting closed at 6.53pm.

**CONFIRMED      18 October 2023**

**PRESIDING MEMBER**

Item No: 15.1

Subject: **ITEMS IN BRIEF**

Date: 22 August 2023

Written By: Executive Support Officer

General Manager: 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. **Successful Green Adelaide Grant**
  2. **E-waste Discussion Paper**
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## **REPORT**

1. **Successful Green Adelaide Grant**

The City of Holdfast Bay has been successful in winning a competitive grant from Green Adelaide. The grant is \$69,055 to support the transformation of the Shannon Avenue reserve (Glenelg North), along with co-funding from Council. This reserve is the final piece of the Holdfast Bay Warriparri (Sturt River) Biodiversity Corridor, a project that has been ongoing for several years and involved positive changes to three other reserves along Warriparri in Glenelg North. The project involves new advanced trees, installation of TreeNet inlets and trenches for stormwater penetration, and new biodiverse borders with appropriate local native plants, to be planted with local residents at a community planting event in 2024.

2. **E-waste Discussion Paper**

The Australian Government (the Department of Climate Change, Energy, and Environment and Water (the Department)) intends to develop a regulatory product stewardship scheme for small electrical and electronic equipment and solar photovoltaic (PV) systems.

The Department developed a public consultation discussion paper *Wired for change: Regulation for small electrical products and solar photovoltaic system waste* and provided the opportunity for feedback from 20 June to 23 July 2023.

Administration provided the attached response to the discussion paper relating to questions of most relevance to Local Government and within our areas of our expertise.

*Refer Attachment 1*

# Attachment 1



21 July 2023

E-stewardship team

Department of Climate Change, Energy, the Environment and Water

GPO Box 3090

Canberra ACT 2601

Via email: [estewardship@dcceew.gov.au](mailto:estewardship@dcceew.gov.au)

Dear e-stewardship team

**Response to the *Regulation for small electronic products and solar photovoltaic systems* discussion paper**

Thank you for providing Local Government with the opportunity to respond to the *Regulation for small electrical products and solar photovoltaic systems* waste discussion paper. In lieu of answering the 44 questions listed in the question paper, the City of Holdfast Bay administration have completed this response to the discussion paper relating to questions of most relevance to Local Government and within the areas of our expertise.

Administration staff are concerned about solar photovoltaic (PV) system waste and waste from electrical and electronic equipment (e-waste) and agree that government intervention is necessary for Australia improve the management of this issue.

The City of Holdfast Bay residents have the option to include electronic waste products in on-call hard waste collections. The council also provides a 240L e-waste bin for residential use at our main Civic Centre for residents to dispose of small electronic products. E-waste collected through on-call hard waste collections and the e-waste bin is taken to Electronic Recyclers Australia for recycling.

Along with significant resource loss of both rare and hazardous materials, incorrect disposal of e-waste items via a kerbside bin is the number one cause of fires occurring in kerbside waste collection vehicles. The City of Holdfast Bay has experienced two fires in waste collection trucks in the past 12 months. Government intervention to educate the community and provide increased opportunities for repair of electronic items and resource recovery of associated e-waste and PV systems, would provide many environmental, economic and social benefits.

The listed proposed objectives and information available to the community as a part of the scheme are all equally important, as they play a role in implementing a successful program that increases longevity of electronic materials and resource recovery rates of e-waste and

PV panels. Administration recommends including information about the benefits of resource recovery from e-waste for the circular economy and job growth. For an education campaign to successfully change a community's behavior, intrinsic and extrinsic values need to be considered.

Government has an important role in setting fees to ensure the scheme is sustainable. The funding model, including a fee threshold model for liable parties, would need to be sufficient to fund appropriate accessibility to disposal services and support the financial longevity of recycling facilities. Behaviour research undertaken through focus groups facilitated by RESYNTEX in five European countries, found convenience drives disposal decisions and individuals would be less likely to donate items for reuse and recycling if they had to travel more than seven minutes from their home. For the scheme to maximise collection of small e-waste, numerous local disposal options should be available for use in both metropolitan areas and regional hubs.

While eco-modulated fees are often underutilised due to the small difference in fees, administration agree if the price difference is significant enough, the inclusion of eco-modulated fees can play an important role in incentivising small e-waste manufacturers. Along with the examples listed in the discussion paper, electronic materials with a set agreed warranty period could also be eligible for a discounted fee.

The inclusion of a free disposal service for eligible households and businesses (solar PV panels under 100kW) would benefit the program. Providing residents and businesses with the opportunity to book collection of panels through an online platform set by geographic location will make the experience of booking the collection of panels easy and reduce unnecessary travel time for electricians and installers.

Administration commend the Federal Government's leadership in continuing to drive product stewardship and look forward to playing a role in implementing the scheme locally when legislated.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'James Mitchell', with a stylized flourish at the end.

James Mitchell  
**A/GENERAL MANAGER ASSETS AND DELIVERY**

Item No: 15.2

Subject: **2022/23 PRELIMINARY FUNDING STATEMENTS, BUDGET CARRIED FORWARD AND ACTIVITY REPORTS**

Date: 22 August 2023

Written By: Manager, Finance

A/General Manager: Strategy and Corporate, Ms S Wachtel

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## **SUMMARY**

This report provides preliminary funding statements for the 2022/23 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 2023/24. 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 2022/23.

Following a comprehensive budget review in April 2023 a Municipal surplus budget of \$708,910 was adopted. The preliminary result for Municipal operations shows an operating surplus of \$2,523,667 resulting in a positive budget variance of \$1,814,757 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 \$778,350 compared with the adopted forecast deficit of \$308,000 resulting in a negative budget variance of \$470,350.

The consolidated result for both operations show an operating surplus of \$1,745,317 compared with the adopted surplus forecast of \$400,910 resulting in a positive budget variance of \$1,344,407.

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## **RECOMMENDATION**

### **That Council:**

1. **notes the provisional unaudited 2022/23 funding statements and carried forward budgets;**
2. **notes the 2022/23 Annual Business Plan activity summary;**
3. **notes the 2022/23 external grant funding summary;**

4. **approves the carried forward amounts from the 2022/23 budget to the current year 2023/24 budget of:**
    - \$469,954 operating expenditure
    - \$36,949 operating income
    - \$16,418,514 capital expenditure, and
    - \$4,294,091 capital income;
  5. **approves the carried forward loan borrowing amount from the 2022/23 budget to the current year 2023/24 budget of \$14,367,000 to be negotiated in accordance with Council's Treasury Policy; and**
  6. **authorises the Mayor and the Chief Executive Officer 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 2022/23.

A full set of audited 2022/23 financial statements will be presented to Council in October when the financial statements have been finalised, considered by the Audit and Risk Committee and audited in the prescribed format.

## REPORT

### Preliminary 2022/23 Funding Statements

Preliminary unaudited funding statements with explanatory variance notes for both municipal operations and Alwyndor for the year ended 30 June 2023 are provided.

*Refer Attachment 1*

Council adopted a revised operating forecast of \$708,910 surplus for municipal activities. Allowing for \$433,005 of uncompleted operational projects to be carried forward still leaves a favourable variance of \$1,381,752 compared to the Council approved budget. The following table provides a reconciliation between the adopted budget and the actual position at 30 June 2023:

<b>Adopted Municipal Budget Reconciliation</b>	<b>2022/23</b>
Preliminary result - surplus	\$2,523,667
Less adopted forecast - surplus	\$708,910
<b>Variance to revised budget - surplus</b>	<b>\$1,814,757</b>
Less 2022/23 net operational carry forwards	\$433,005
<b>Favourable budget variance to revised budget</b>	<b>\$1,381,752</b>

A breakdown of the major variances compared to the adopted forecast are summarised as follows:

<b>Major Municipal Operational Variances</b>	<b>Amount</b>
Timing of Financial Assistance Grants	\$740,000
Yet to be finalised operational projects	\$433,000
Lower materials, contract & other expenditure	\$340,000
Higher car parking income	\$336,000
Higher cemeteries and memorial income	\$159,000
Higher Caravan Park user income	\$133,000
Lower depreciation expense	\$125,000
Higher employment costs due to new Enterprise Agreement	(\$232,000)
Higher employee leave provisions	(\$219,000)
<b>Total variance to forecast (favourable)</b>	<b>\$1,815,000</b>

In June 2023 the Federal Government brought forward the full payment of the 2023/24 Financial Assistance Grant. Applying Australian Accounting Standards this revenue has been accounted for in 2022/23.

This is a timing issue and will be noted as such in the 2022/23 financial statements. The timing of these payments has meant \$740,000 more has been received against the 2022/23 operating budget. As a result, depending on the timing of future Financial Assistance Grant payments, there may be a potential reduction to the 2023/24 operating result.

### **Non-cash items not included in Funding Statements**

A few 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 2022/23 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 the 30 June 2023. A full detailed listing, including explanations, of these projects which will require funding to be brought forward from 2022/23 to 2023/24 are included in Attachment 2.

*Refer Attachment 2*

### ***Jetty Road Mainstreet Budget***

The Jetty Road Mainstreet budget is fully funded from a separate rate, event sponsorships and event sale income. Due to the separate funding arrangement the remaining unspent balance of \$115,405 is required to be carried forward.

### ***Capital Expenditure***

The overall capital expenditure incurred is \$16,565,947 less than forecast. The total amount of incomplete capital projects to be carried forward is \$16,418,514 and the individual project amounts are listed in Attachment 2 including comments on the status of each project. The

largest projects are implementation of the Stormwater Management Plan \$3.4m; the Brighton Caravan Park upgrade \$2.3m; Seacliff Plaza upgrade \$2.2m; and construction of the Kingston Park Kiosk \$1.1m.

### ***Capital Income***

A number of capital income budgets totalling \$4,294,091 are also required to be carried forward to part-fund capital projects with details of each provided in Attachment 2. This includes grant funding already received of \$2.0m for stormwater upgrades at Tarlton Street and \$1.0m for the Seacliff Plaza upgrade.

### ***Carried forward funding – Municipal Operations***

The net carried forward budget amount is to be funded from available cash and previously approved borrowings. The 2022/23 revised budget provided for new borrowings totalling \$14.405m. During 2022/23 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 of \$14.367m to fund capital expenditure.

It is forecast that the net financial liabilities ratio as at 30 June 2023 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 the funding breakdown:

<b>Project</b>	<b>2022/23 Carried Forward</b>
<i>Total Operating Expenditure</i>	\$470,000
<i>Total Capital Expenditure</i>	\$16,418,000
<b>Funding Requirement</b>	<b>\$16,888,000</b>
<u>Funding source:</u>	
<i>Grant receipts due in 2023/24</i>	\$2,115,000
<i>Sale of assets</i>	\$406,000
<i>Loan funding requirement (previously approved)</i>	<b>\$14,367,000</b>

### **Commercial Activities**

Comparative financial reports to 30 June 2023 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 and Risk Committee and Council during October 2023.

**External Grant Funding Summary**

In 2022/23 Council has received \$1,716,706 in external grant funding for 2022/23 projects. 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.

Council had also received \$5,813,054 of funding in previous years for projects in 2022/23 and beyond.

*Refer Attachment 4*

**2022/23 Annual Business Plan Activity Summary**

The City of Holdfast Bay has begun to pursue the vision set out in the new Strategic Plan *Our Holdfast 2050+* and the three focus areas that support it.

***Our Holdfast 2050+ Vision***

*Protecting our heritage and beautiful coast, while creating a welcoming and healthy place for all in South Australia's most sustainable city.*

To achieve this vision, three focus areas have been identified:

- WELLBEING - Good health and economic success in an environment and a community that supports wellbeing.
- SUSTAINABILITY - A city, economy and community that is resilient and sustainable.
- INNOVATION - A thriving economy and community that values life-long education, research, creativity, and entrepreneurialism.

To deliver this Strategic Plan, the *Our Plan for Our Place Annual Business Plan 2022/23* (the Business Plan) outlines specific actions for the year. These actions are aligned to one of the three focus areas. The following provides an overview of progress on projects and significant activities within the Business Plan.

Sixty one per cent of projects have been 'completed'. There are 45 projects that have been carried forward to the 2023/24 year meaning that they have had some delay but are expected to be completed in 2023/24 or that they were intended to run over multiple financial years. No projects are 'off track'.

*Refer Attachment 5*





## BUDGET

This report provides an analysis of Council's 2022/23 preliminary funding statements and confirms the carried forward projects and latest preliminary result prior to external audit. The 2023/24 forecast will be amended to include all approved carried forward budgets.

The forecast Municipal operating surplus for 2023/24 is currently \$385,945. With a carried forward operating expenditure budget from 2022/23 of \$433,005 the forecast operating result for 2023/24 will decrease to a deficit of \$47,060.

## 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 2023

2022 - 2023 Original Budget \$'000	Year to Date				Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000		
131	131	289	(158)	Cemeteries	1
495	495	505	(10)	Commercial & Club Leases	
(1,458)	(1,458)	(1,565)	107	Council Administration	2
(917)	(907)	(887)	(20)	Development Services	
1,730	1,882	2,622	(740)	FAG/R2R Grants	3
(1,825)	(1,886)	(1,827)	(59)	Financial Services	4
(10,468)	(10,468)	(10,343)	(125)	Financial Services-Depreciation	5
(267)	(267)	(486)	219	Financial Services-Employee Leave Provisions	6
(830)	(598)	(574)	(24)	Financial Services-Interest on Borrowings	
101	202	192	10	Financial Services-SRWRA	
38,455	38,569	38,596	(27)	General Rates	
(2,867)	(2,867)	(2,968)	101	Innovation & Technology	7
(614)	(641)	(647)	6	People & Culture	
(612)	(578)	(577)	(1)	Public Realm and Urban Design	
(819)	(878)	(859)	(19)	Strategy & Governance	
(1,204)	(1,248)	(1,115)	(133)	City Activation	8
1,266	1,435	1,568	(133)	Commercial - Brighton Caravan Park	9
44	44	48	(4)	Commercial - Partridge House	
(563)	(563)	(569)	6	Communications and Engagement	
(351)	(351)	(381)	30	Community and Business Administration	
(888)	(956)	(920)	(36)	Community Events	
892	1,182	1,624	(442)	Community Safety	10
(574)	(578)	(576)	(2)	Community Wellbeing	
(533)	(573)	(593)	20	Customer Service	
-	(93)	22	(115)	Jetty Road Mainstreet	11
(1,518)	(1,518)	(1,559)	41	Library Services	
(302)	(302)	(410)	108	Assets & Delivery Administration	12
(1,413)	(1,518)	(1,287)	(231)	Engineering & Traffic	13
(966)	(796)	(768)	(28)	Environmental Services	
(8,137)	(8,398)	(8,409)	11	Field Services & Depot	
(2,036)	(2,095)	(2,032)	(63)	Property Management	14
(439)	(569)	(549)	(21)	Street Lighting	
(4,072)	(4,072)	(4,027)	(45)	Waste Management	
945	945	983	(38)	Less full cost attribution - % admin costs capitalised	
<b>390</b>	<b>709</b>	<b>2,524</b>	<b>(1,815)</b>	<b>=Operating Surplus/(Deficit)</b>	
10,468	10,468	10,273	195	Depreciation	
166	65	294	(229)	Other Non Cash Items	
<b>10,634</b>	<b>10,533</b>	<b>10,566</b>	<b>(33)</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	
<b>11,023</b>	<b>11,242</b>	<b>13,090</b>	<b>(1,848)</b>	<b>=Funds Generated from Operating Activities</b>	
1,484	4,712	582	4,130	Amounts Received for New/Upgraded Assets	15
474	1,936	1,251	685	Proceeds from Disposal of Assets	16
<b>1,958</b>	<b>6,648</b>	<b>1,833</b>	<b>4,815</b>	<b>Plus Funds Sourced from Capital Activities</b>	
(9,094)	(13,574)	(9,063)	(4,511)	Capital Expenditure on Renewal and Replacement	
(5,721)	(17,595)	(5,540)	(12,055)	Capital Expenditure on New and Upgraded Assets	
<b>(14,815)</b>	<b>(31,169)</b>	<b>(14,603)</b>	<b>(16,566)</b>	<b>Less Total Capital Expenditure</b>	17
253	253	270	(18)	Plus:Repayments of loan principal by sporting groups	
<b>253</b>	<b>253</b>	<b>270</b>	<b>(18)</b>	<b>Plus/(less) funds provided (used) by Investing Activities</b>	
<b>(1,581)</b>	<b>(13,026)</b>	<b>591</b>	<b>(13,617)</b>	<b>= FUNDING SURPLUS/(REQUIREMENT)</b>	
<b>Funded by</b>					
-	-	(728)	728	Increase/(Decrease) in Cash & Cash Equivalents	
-	-	495	(495)	Non Cash Changes in Net Current Assets	
(2,960)	(14,405)	-	(14,405)	Less: Proceeds from new borrowings	
-	-	(249)	249	Less: Net Movements from Cash Advance Debentures	
1,379	1,379	1,073	306	Plus: Principal repayments of borrowings	
<b>(1,581)</b>	<b>(13,026)</b>	<b>591</b>	<b>(13,617)</b>	<b>=Funding Application/(Source)</b>	

Note 1 – Cemeteries - \$158,000 favourable

Cemetery fee (\$89,000) and memorial (\$70,000) related revenue higher than forecast.

Note 2 – Council Administration - \$107,000 unfavourable

Saving in election expenses (\$20,000) offset by additional employment costs to fund a short-term council project (\$52,000), and budgeted provision for council wide employee cost savings (\$65,000).

Note 3 – Financial Assistance Grants - \$740,000 (favourable

Timing issue between financial years for the receipt of the annual Commonwealth Financial Assistance Grant. 100% of the 2023-24 allocation was received in 2022-23, 50% was budgeted to be received in 2022-23.

Note 4 – Financial Services - \$59,000 favourable

Additional interest revenue (\$28,000) and saving on insurance expenditure (\$28,000).

Note 5 – Financial Services - Depreciation - \$125,000 favourable

Saving on library materials depreciation (\$150,000) due to change in accounting treatment.

Note 6 – Financial Services – Employee Leave Provisions - \$219,000 unfavourable

Final movements in the provisions made for Annual Leave and Long Service Leave owed to employees.

Note 7– Innovation & Technology - \$101,000 unfavourable

Employment and contactor costs for delivery of the capital Business Transformation Program. This expenditure was budgeted for in the Information Technology capital budget which offsets this additional expenditure and the saving of \$102,000 for this capital project will not be carried forward to 2023/24.

Note 8 – City Activation - \$133,000 favourable

Three projects are to be continued in 2023/24 and are proposed carried forward operational budgets: shopfront character grants (\$65,000), small business development grants (\$8,000) and the promotional wrap of the tram (\$23,000). Additionally, there was an overall saving on marketing and advertising expenditure (\$9,000) and additional donations and contributions (\$10,000).

Note 9 – Commercial - Brighton Caravan Park- \$133,000 favourable

Caravan Park revenue higher than forecast.

Note 10 – Community Safety - \$442,000 favourable

Employment cost savings due to temporary vacancies (\$34,000) along with higher than forecast revenue for car parking (\$336,000), food related permits (\$28,000) and hoarding fees (\$20,000).

Note 11 – Jetty Road Mainstreet - \$115,000 favourable

Savings on marketing (\$37,000), employment costs (\$33,000) and event management (\$29,000). Due to separate rate funding arrangements unspent budget will be carried forward as in previous years.

Note 12 – Assets & Delivery Administration - \$108,000 unfavourable

Additional employment costs offset by identified savings within the Assets and Delivery department.

Note 13 – Engineering & Traffic - \$231,000 favourable

Savings on painting and line marking (\$30,000) and employment costs due to temporary vacancies (\$6,000). Three projects are to be continued in 2023/24 and are proposed carried forward operational budgets: Integrated Transport Strategy Priorities (\$131,000), Trial Parklet Investigation (\$15,000) and Resilient Asset Management Project (RAMP) (\$29,500).

Note 14 – Property Management - \$63,000 favourable

Positive variances Kauri Parade Sports Complex (\$22,000) and Patawalonga Lock maintenance and repairs (\$34,000).

Note 15 – Amounts Received for New/Upgraded Assets - \$4,130,000 unfavourable

Grant funding received, but not yet expended for the following projects:

- Stormwater - Capital Contributions: \$2,000,000
- Seacliff Plaza: \$1,000,000
- Harrow Road GPT: \$200,000
- Kingston House Reserve Tennis Courts: \$200,000
- Buffalo site improvements: \$100,000
- Pine Gully Storm water: \$45,000

Additional budgeted funding will now be received in 2023/24 for Glenelg Oval stages 3 & 4 (\$543,000).

Note 16 – Proceeds from disposal of assets - \$685,000 unfavourable

Trade-in of council vehicles has been delayed (\$406,000) – budget to be carried forward. Proceeds for the sale of council land was lower than budgeted (\$278,000).

Note 17 – Capital Expenditure - \$16,566,000 favourable

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 2023. Details of these and the amount requested to be carried forward to 2023/24 are listed in Attachment 2.



## City of Holdfast Bay

### Capital Expenditure Summary by Budget Item to June 2023

2022-23 Original Budget \$'000	Year to Date			
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(944)	(944)	(983)	39	Full Cost Attribution
(806)	(892)	(791)	(102)	Information Technology
(989)	(2,996)	(666)	(2,331)	Commercial and Economic Enterprises
(85)	(85)	-	(85)	Brighton Library
-	(562)	(23)	(539)	Sport and Recreation
(13)	(13)	(12)	-	Depot and Stores
(1,306)	(2,700)	(1,475)	(1,225)	Machinery Operating
(2,322)	(2,788)	(2,284)	(504)	Road Construction and Re-seal Program
-	(100)	(18)	(82)	Car Park Construction
(453)	(453)	(425)	(27)	Footpath Program
(1,200)	(3,907)	(131)	(3,776)	Stormwater Drainage Program
-	(351)	(114)	(237)	Traffic Control Construction Program
(1,122)	(1,360)	(1,388)	28	Kerb and Water Table Construction Program
(30)	(30)	(30)	-	Other Transport - Bus Shelters etc.
(3,487)	(8,599)	(4,555)	(4,044)	Reserve Improvements Program
(1,302)	(3,438)	(1,303)	(2,135)	Land, Buildings and Infrastructure Program
(450)	(1,261)	(291)	(970)	Streetscape Program
(306)	(670)	(78)	(591)	Foreshore Improvements Program
-	(19)	(36)	16	Caravan Park - General
(14,815)	(31,169)	(14,603)	(16,566)	<b>Total</b>



### Alwyndor Aged Care Funds Statement as at 30 June 2023

2022-23 Original Budget \$'000	Year to Date				Note
	Adopted Forecast \$'000	Actual YTD \$'000	Variance \$'000		
5,576	6,667	6,570	97	User Charges	
13,653	14,447	14,548	(101)	Operating Grants and Subsidies	
445	663	747	(84)	Investment Income	
5,361	5,323	5,411	(87)	Reimbursements	
3,993	5,355	5,705	(350)	Other Income	
<b>29,027</b>	<b>32,456</b>	<b>32,981</b>	<b>(525)</b>	<b>Operating Revenue</b>	<b>1</b>
(20,916)	(21,827)	(22,676)	849	Employee Costs - Salaries & Wages	2
(6,966)	(9,470)	(9,617)	147	Materials, Contracts and Other Expenses	3
(68)	(123)	(103)	(20)	Finance Charges	
(1,358)	(1,344)	(1,363)	19	Depreciation	
<b>(29,308)</b>	<b>(32,764)</b>	<b>(33,759)</b>	<b>995</b>	<b>Less Operating Expenditure</b>	
<b>(281)</b>	<b>(308)</b>	<b>(778)</b>	<b>470</b>	<b>=Operating Surplus/(Deficit)</b>	<b>4</b>
-	(16)	(71)	55	Net gain/(loss) on disposal of investments	
-	479	418	61	Net gain/(loss) on Fair Value movement on investments	
<b>(281)</b>	<b>155</b>	<b>(431)</b>	<b>586</b>	<b>=Net Surplus/(Deficit)</b>	
1,358	1,344	1,363	(19)	Depreciation	
-	16	71	(55)	Net gain/(loss) on disposal of investments	
-	(479)	(418)	(61)	Net gain/(loss) on Fair Value movement on investments	
193	354	538	(183)	Provisions	
<b>1,551</b>	<b>1,235</b>	<b>1,553</b>	<b>(318)</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	
<b>1,269</b>	<b>1,390</b>	<b>1,122</b>	<b>268</b>	<b>=Funds Generated from Operating Activities</b>	
(874)	(1,106)	(1,304)	198	Capital Expenditure on New and Upgraded Assets	
<b>(874)</b>	<b>(1,106)</b>	<b>(1,304)</b>	<b>198</b>	<b>Less Total Capital Expenditure</b>	
<b>395</b>	<b>284</b>	<b>(182)</b>	<b>466</b>	<b>= Funding SURPLUS/(REQUIREMENT)</b>	<b>4</b>
<b>Funded by</b>					
395	284	(182)	466	Increase/(Decrease) in Cash & Cash Equivalents	
<b>395</b>	<b>284</b>	<b>(182)</b>	<b>466</b>	<b>=Funding Application/(Source)</b>	



**Alwyndor - Notes**  
**June 2023**

1 Operating Revenue

Operating Revenue is favourable by \$525k and attributed to:

- Increase in Government-Mandated AN-ACC client Fees and Daily Accommodation Payments.
- Increase in government funding for residential services, effective 1st October 2022 residents are eligible for the newly introduced funding model, Aged Care Classification (AN-ACC).
- COVID-19 grant income of 257k which has been offset by higher salary and Personal Protective Equipment (PPE) costs incurred in Residential services.
- Consumer Fees are higher than forecasted due to an increase in client CHSP and mostly relate to the number and type of activities organised by Alwyndor for social and transport clients.
- Additional income recorded for Allied Therapy services for Home Care clients due to all 'Allied Therapy' visits now being included.

2 Employee Costs – Salaries & Wages

The unfavourable variance in employee costs of \$849k is comprised of:

- Additional staff in response to higher acuity residents (offset by higher AN-ACC government funding) and staff COVID-19 payments.
- Wage increases, consistent with our Enterprise Agreement, have exceeded the initial 2% assumption in our original budget. This adjustment is in line with the June 2022 national wage increase and associated workforce market forces, resulting in a higher figure of 4.6%.
- Effective December 2022 onwards, transport costs relating to staff travel reimbursements have now been moved to Employee Costs in line with the Dept of Health Quarterly Financial Report.

3 Materials, Contracts and other Expenses

The \$147k YTD increase is attributed to:

- Extraordinary contract labour costs incurred with the introduction and implementation of the new catering model.
- Additional brokered services in Support at Home which are recovered as part of Operating Revenue.

4 Operating Deficit

The \$778k Operating Deficit, after allowing for depreciation and capital expenditure, has led to a funding deficit of \$182k as at June YTD. This will be funded by Alwyndor's existing cash reserves.

# Attachment 2

Operational Project	2022/23 Budget \$	2022/23 Actual Result \$	2023/24 Carried Forward \$
Jetty Road Mainstreet <i>Balance of unspent allocated funds for 2022/23.</i>	92,909	(22,496)	115,405
Shopfront Character Grant Scheme <i>Delays on four applications. Once completed grant payments will be processed.</i>	130,000	64,910	65,090
Small Business Development Grants <i>Balance of unspent funds required to support identified small business initiatives and submitted applications.</i>	13,440	5,017	8,423
Tourism Development <i>Funding for the promotional wrap of the tram - to be completed in the first quarter of 2023/24.</i>	137,572	114,325	23,247
Suicide Prevention Network <i>Incorporation of Network to now be established in 2023/24. Carry forward of \$4,000 was originally approved by Council (Resolution C130721/2346).</i>	4,000	228	3,772
Pigeon Control Investigation <i>Council approved budget for additional pigeon control strategies (C260422/2580) - to be completed in 2023/24.</i>	10,000	700	9,300
Greening Diagonal Rd Triangle <i>Council approved budget for the greening of Diagonal / Oakland/ Brighton Roads triangle (C270623/7479) - to be completed in 2023/24.</i>	20,000	-	20,000
Seacliff \$100k Project - Trees <i>Green Adelaide Board funded program for 104 street trees and tree protection - to be completed in 2023/24.</i>	79,060	42,111	36,949
Urban Forest Audit <i>For completion of the Urban Forest Audit two year project.</i>	75,000	71,265	3,735
Integrated Transport Strategy Priorities <i>For delivery of priorities identified in the Integrated Transport Strategy and to be completed during 2023/24.</i>	140,000	8,738	131,262
Trial Parklet Investigation <i>Council approved project for a traffic assessment to identify locations for parklet trials (C231121/2488) - to be completed in 2023/24.</i>	15,000	-	15,000
Resilient Asset Management Project (RAMP) <i>Councils contribution to the RAMP collaborative project being undertaken with the City of Marion, City of Mitcham and City of Onkaparinga.</i>	59,000	29,500	29,500

	2022/23 Budget \$	2022/23 Actual Result \$	2023/24 Carried Forward \$
<b>Operational Project</b>			
Art Deco Heritage Review <i>Review has commenced and will be completed in 2023/24.</i>	18,080	14,809	3,271
Work Health and Safety <i>Implementation of additional WHS strategies funded by the \$5,000 LGA WHS merit award from April 2023.</i>	30,000	24,102	5,000
<b>Total Operating Expenditure</b>	<b>824,061</b>	<b>353,209</b>	<b>469,954</b>
Seacliff \$100k Project - Trees <i>Green Adelaide Board funded program for 104 street trees and tree protection - to be completed in 2023/24.</i>	(79,060)	(42,111)	(36,949)
<b>Total Operating Revenue</b>	<b>(79,060)</b>	<b>(42,111)</b>	<b>(36,949)</b>
<b>Net operational carry forwards requested</b>			<b>433,005</b>

Capital Project	2022/23 Budget \$	2022/23 Actual Result \$	2023/24 Carried Forward \$
Brighton Caravan Park upgrade <i>Replacement of the timeworn facilities with new sites, cabins and administration buildings to continue as part of the 2023/24 capital program.</i>	2,996,419	665,581	2,330,838
Kingston Park Masterplan <i>Grant funded program to be retained for future development of Kingston Park.</i>	561,835	22,878	538,957
Major Plant & Equipment <i>Delay in delivery of pre-ordered replacement vehicles. Delivery now expected in the first half of 2023/24.</i>	2,699,889	1,475,013	1,224,876
Road Re-seal Program <i>The majority of deferred works were completed in July 2023.</i>	2,788,072	2,283,578	504,494
Car Park Renewals <i>Renewal of car park at Kingston Park scheduled for completion following construction of kiosk.</i>	100,000	18,417	81,583
Stormwater Management Plan Implementation <i>Combined with the implementation of the Gully Masterplans these are both ongoing projects with works scheduled over a number of years.</i>	4,518,546	1,085,120	3,433,426
Traffic Control Construction Program <i>Paringa School crossing to be completed by September 2023, along with the identified need for traffic safety improvements at Partridge Street and King George Avenue</i>	351,202	114,063	237,139
Open Space Renewal Program <i>Deferred works for the renewal of various walls, pathways and fences not completed in the 2022-23 works program. To be completed in the first few months of 2023-24.</i>	152,707	47,864	104,843
Pathway - Edith Butler Pier  <i>Design in progress and construction to be completed in 2023/24.</i>	272,536	58,780	213,756
Fencing & Lighting - Somerton Tennis Club <i>Tender process will commence in September 2023 to allow construction works to start.</i>	176,576	-	176,576
Paringa Park - Playground Renewal <i>Installation of playground to take place in September 2023.</i>	134,448	100	134,348
Partridge House - Playground Renewal <i>Awaiting completion of broader Partridge House precinct masterplan to ensure optimum placement of playground.</i>	10,000	-	10,000

Capital Project	2022/23 Budget \$	2022/23 Actual Result \$	2023/24 Carried Forward \$
Fordham Reserve - Playground Renewal <i>On hold in order to align with Sturt River Linear Park construction project.</i>	64,608	-	64,608
Holdfast Bay Bowling and Croquet Club Lighting <i>Additional grant funding required for project to proceed. Initial Office for Recreation, Sport and Racing unsuccessful.</i>	150,000	-	150,000
Playgrounds Network Upgrade/Renewal (LRCI Phase 3) <i>LRCI funded renewals to be completed in 2023-24.</i>	174,894	51,670	123,224
Buffalo Site - Amenity Improvements <i>Awaiting outcome of design tender with works to commence following decision - estimated March 2024.</i>	309,999	37,827	272,172
Lookout Decking - Kingston Park Cliff Face <i>Detailed designs nearing completion for the upper lookout redevelopment. Construction to commence early 2024.</i>	140,000	-	140,000
CCTV Installation - Various Locations <i>Delay in confirming scope of project and preferred contractor within existing capacity.</i>	60,000	10,565	49,435
Glenelg Oval Stage 3 and 4 <i>Ongoing project with construction works to continue through 2023/24.</i>	1,512,903	875,531	637,372
Seacliff Plaza Upgrade <i>Ongoing project with design and construction works to continue through 2023/24.</i>	2,337,511	129,972	2,207,539
Sturt Creek Linear Park Design <i>Design and consultation in progress - to be completed during 2023-24.</i>	100,000	48,055	51,945
FOGO - Capital Implementation <i>Delay on delivery of kitchen caddys to be completed by September 2023.</i>	136,428	124,275	6,000
Kingston House Reserve Tennis Courts <i>Design completed, construction to be completed in 2023-24.</i>	200,000	8,925	191,075
Kingston Park Kiosk <i>Under consturction - to be completed in late 2023.</i>	1,435,933	343,889	1,092,044
Glenelg Town Hall and Library Refurbishment <i>Air conditioning works and lift refurbishment for the Glenelg Town Hall, along with renewal works on Glenelg Library to be undertaken during 2023-24 at least disruptive time to normal operations.</i>	705,690	33,490	672,200

<b>Capital Project</b>	<b>2022/23 Budget \$</b>	<b>2022/23 Actual Result \$</b>	<b>2023/24 Carried Forward \$</b>
Broadway Toilets Exeloo <i>To be completed in Winter off-season.</i>	159,100	44,469	114,631
Depot Cleaning Compound <i>Planning underway to identify suitable place for storage of machinery and other heavy equipment to facilitate compound cleaning.</i>	120,000	1,425	118,575
Jetty Road, Glenelg Masterplan - Stages 1 & 2 <i>Ongoing project. Design team appointed and high level concepts being worked through for Council feedback.</i>	1,045,965	93,799	952,166
Lock Patawalonga <i>To be completed in 2023-24 after rescope of works following previous unsuccessful tender process.</i>	517,723	9,160	508,563
Glenelg Jetty Structural Repairs <i>Project onhold pending discussions with the Department of Infrastructure and Transport.</i>	100,000	23,872	76,128
<b>Total Capital Expenditure</b>	<b>24,032,984</b>	<b>7,608,317</b>	<b>16,418,514</b>

<b>Capital Project</b>	<b>2022/23 Budget \$</b>	<b>2022/23 Actual Result \$</b>	<b>2023/24 Carried Forward \$</b>
Sale Income - Major Plant & Vehicles <i>Trade-in of existing vehicles due to be replaced.</i>	(965,614)	(559,280)	(406,334)
Grant Income - Stormwater Improvements <i>Grant revenue received for stormwater upgrade works at Tarlton Street to be applied as expenditure incurred.</i>	(2,000,000)	-	(2,000,000)
Grant Income - Pine Gully Stormwater <i>Grant revenue received from Green Adelaide to be applied as expenditure incurred.</i>	(150,000)	(105,000)	(45,000)
Grant Income - Glenelg Oval Masterplan Stages 3 & 4 <i>State funding to be received in 2023/24.</i>	(776,833)	(234,076)	(542,757)
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 - Seacliff Plaza Upgrade <i>State funding received in advance and to be applied as expenditure incurred.</i>	(1,000,000)	-	(1,000,000)
Grant Income - Kingston House Reserve Tennis Court resurface <i>State funding received in advance and to be applied as expenditure incurred.</i>	(200,000)	-	(200,000)
<b>Total Capital Income</b>	<b>(5,192,447)</b>	<b>(898,356)</b>	<b>(4,294,091)</b>
<b>Net capital carry forwards requested</b>			<b>12,124,423</b>



# Attachment 3

## BRIGHTON CARAVAN PARK

Financial Results	Actual \$ 01/07/21 to 30/06/22	Actual \$ 01/07/22 to 30/06/23
Revenue From Cabins and Sites	\$1,383,954	\$1,590,503
Occupancy Rates	Actual % 01/07/21 to 30/06/22	Actual % 01/07/22 to 30/06/23
Accommodation Type		
Cabins	79%	87%
Sites	73%	79%
<b>Average Total</b>	<b>76%</b>	<b>83%</b>

## PARTRIDGE STREET CAR PARK

Financial Results	Actual \$ 01/07/21 to 30/06/22	Actual \$ 01/07/22 to 30/06/23
Income & Expenditure		
Car Parking Revenue	\$131,001	\$126,882
Operational Costs	\$128,650	\$132,349
<b>Net Result</b>	<b>\$2,351</b>	<b>(\$5,467)</b>
Car Park Usage	Actual No. 01/07/21 to 31/03/22	Actual No. 01/07/22 to 30/06/23
Car Park		
Eastern Car Park - No. of Transactions	119,166 *	130,605
Western Car Park - No. of Transactions	126,348	130,020
<b>Total No. of Transactions</b>	<b>176,693</b>	<b>260,625</b>

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

## PARTRIDGE HOUSE

Financial Results	Actual \$ 01/07/21 to 30/06/22	Actual \$ 01/07/22 to 30/06/23
Income & Expenditure		
Functions and Room Hire Revenue	\$239,177	\$248,228
Operational Costs	\$205,087	\$195,257
<b>Net Result</b>	<b>\$34,090</b>	<b>\$52,971</b>
Number of Events	Actual No. 01/07/21 to 31/03/22	Actual No. 01/07/22 to 31/03/23
Event Type		
Wedding	30	22
Funeral	147	120
Community Function	275	303
Other Events	86	73
<b>Total Number of Events</b>	<b>538</b>	<b>518</b>

# Attachment 4

## 2022-23 External Grant Funding

SUCCESSFUL APPLICATIONS										
Grant - Capital										
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2022-23 Total Expected	Received 2022-23 Quarter 1	Received 2022-23 Quarter 2	Received 2022-23 Quarter 3	Received 2022-23 Quarter 4	Received for future financial years	Total Received during 2022-23
Former Buffalo site remediation	Minister for Planning and Local Government	\$100,000	\$100,000							\$0
Dover Square Tennis Club lighting	Office for Recreation Sport & Racing	\$55,000	\$55,000							\$0
Glenelg Oval Stage 3 & 4- received retrospectively on expenditure	Local Government Infrastructure Partnership Program and others	\$1,400,000	\$140,000	\$776,833				\$45,000		\$45,000
Access and Inclusion - Glenelg DDA Ramp	State Government	\$50,000	\$50,000							\$0
Pine Gully Stormwater contribution	Green Adelaide	\$150,000	\$100,000				\$50,000			\$50,000
Stormwater contribution - Tarlton Street	Federal Dept of Industry, Science, Energy and Resources	\$2,927,000	\$2,000,000							\$0
Seacliff Plaza	Amenities Open Space Grant	\$1,000,000	\$1,000,000							\$0
Pedestrian Safety Improvements at Paringa Park Primary	Way2Go	\$19,413	\$19,413							\$0
Helmsdale Tennis Court	Helmsdale Tennis Club	\$11,000		\$11,000	\$11,000					\$11,000
Cooler Greener Wilder Grant – Shannon Ave	Green Adelaide	\$48,339							\$48,339	\$48,339
Kingston House Reserve Tennis Court	Office for Recreation Sport & Racing	\$200,000	\$200,000	\$0						\$0
<b>Total</b>		<b>\$5,960,752</b>	<b>\$3,464,413</b>	<b>\$787,833</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$45,000</b>	<b>\$48,339</b>	<b>\$154,339</b>

2022-23 External Grant Funding

Grant - Operating Project and other										
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2022-23 Total Expected	Received 2022-23 Quarter 1	Received 2022-23 Quarter 2	Received 2022-23 Quarter 3	Received 2022-23 Quarter 4	Received for future financial years	Total Received during 2022-23
fogo council -wide	Green Industries SA	\$100,000	\$100,000						\$26,115	\$26,115
Museum and collection program	History Trust SA	\$15,000		\$15,000	\$11,352					\$11,352
Seacliff Trees Project	Department of Environment and Water	\$100,000	\$100,000							\$0
Glenelg North Seawall Design	Coast Protection Board	\$20,000							\$20,000	\$20,000
New Years Eve Celebration	Department of Premier and Cabinet	\$25,000		\$25,000	\$25,000					\$25,000
Revegetation Minda Dunes	Department Environment and Water	\$4,312		\$4,312	\$4,312					\$4,312
Total		\$264,312	\$200,000	\$44,312	\$40,664	\$0	\$0	\$0	\$46,115	\$86,779

## 2022-23 External Grant Funding

Grant - Recurring										
Bid Title	Funding Body / Program	Grant Total	Received in Previous Financial Year(s)	2022-23 Total Expected	Received 2022-23 Quarter 1	Received 2022-23 Quarter 2	Received 2022-23 Quarter 3	Received 2022-23 Quarter 4	Received for future financial years	Total Received during 2022-23
Community Bus	Commonwealth Home Support Programme (CHSP)	\$198,564	\$0	\$198,564	\$49,641	\$49,641	\$49,641	\$49,641		\$198,564
Financial Assistance Grant - General Purpose	Financial Assistance Grant	\$238,584	\$669,865	\$238,584	\$59,646	\$59,646	\$59,645	\$59,645	\$942,771	\$1,181,353
Financial Assistance Grant - Roads	Financial Assistance Grant	\$25,940	\$425,650	\$188,520	\$6,485	\$6,485	\$6,485	\$6,485	\$477,833	\$503,773
Supplementary Roads Grants Commission	Financial Assistance Grant	\$183,735	\$0	\$183,735	\$183,735					\$183,735
Roads to Recovery	Roads to Recovery	\$298,000	\$0	\$298,000				\$252,764		\$252,764
Covid Stimulus - Roads and Community Infrastructure - Phase One	Local Roads and Community Infrastructure	\$454,957	\$409,453	\$45,504				\$45,494		\$45,494
Covid Stimulus - Roads and Community Infrastructure - Phase Two	Local Roads and Community Infrastructure	\$1,287,346	\$643,673	\$643,673						\$0
Covid Stimulus - Roads and Community Infrastructure - Phase Three	Local Roads and Community Infrastructure	\$909,894	\$0	\$909,894	\$454,947					\$454,947
Brighton Library (Awaiting State Government budget)	Libraries Board Grant	\$75,008	\$0	\$75,008		\$75,008				\$75,008
Australia Day Grant	National Australia Day Council	\$16,000		\$16,000		\$16,000		\$4,000		\$20,000
Glenelg Library (Awaiting State Government budget)	Libraries Board Grant	\$75,008	\$0	\$75,008		\$75,008				\$75,008
<b>Total</b>		<b>\$3,763,036</b>	<b>\$2,148,641</b>	<b>\$2,872,490</b>	<b>\$754,454</b>	<b>\$281,788</b>	<b>\$115,771</b>	<b>\$418,029</b>	<b>\$1,420,604</b>	<b>\$2,990,646</b>

<b>Total of Grant Funding Confirmed (All Years including 2022-23)</b>	<b>\$ 9,988,100</b>
<b>Total received in previous years applicable to 2022-23 and future years</b>	<b>\$ 5,813,054</b>
<b>Total expected to receive in 2022-23</b>	<b>\$ 3,704,635</b>
<b>Total Received 2022-23 - Quarter 1</b>	<b>\$ 806,118</b>
<b>Total Received 2022-23 - Quarter 2</b>	<b>\$ 281,788</b>
<b>Total Received 2022-23 - Quarter 3</b>	<b>\$ 165,771</b>
<b>Total Received 2022-23 - Quarter 4</b>	<b>\$ 463,029</b>
<b>Total Grant Funding received to date in 2022-23</b>	<b>\$ 1,716,706</b>

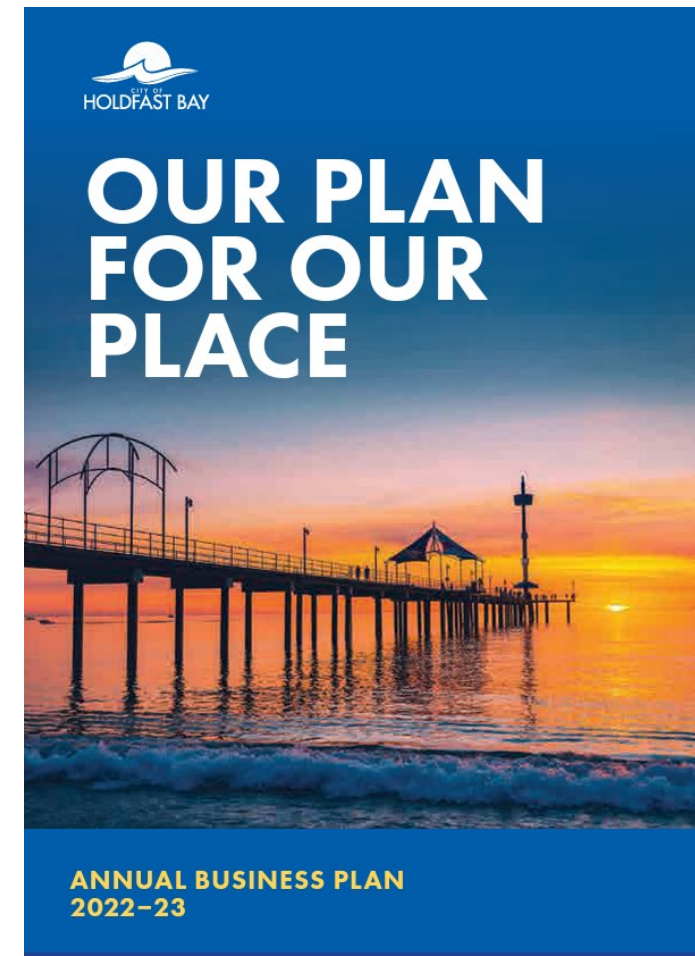
# Attachment 5



# **Annual Business Plan 2022 – 23**

## **End of Financial Year Status Report**

### **As at 30 June 2023**





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## OVERVIEW

The City of Holdfast Bay has begun to pursue the vision set out in the new Strategic Plan *Our Holdfast 2050+* and the three focus areas that support it:

*Our Holdfast 2050+ Vision*

***Protecting our heritage and beautiful coast, while creating  
a welcoming and healthy place for all in South Australia’s most sustainable city.***

To achieve this vision, we have identified three focus areas:

- **WELLBEING - Good health and economic success in an environment and a community that supports wellbeing.**
- **SUSTAINABILITY - A city, economy and community that is resilient and sustainable.**
- **INNOVATION - A thriving economy and community that values life-long education, research, creativity and entrepreneurialism.**

To deliver this Strategic Plan, the *Our Plan for Our Place Annual Business Plan 2022-23* (the Business Plan) outlines specific actions for the year. This report captures progress against the Business Plan.

61 per cent of projects have been ‘completed’. There are 45 projects that have been carried forward to the 2023-24 year meaning that they have had some delay but are expected to be completed in the new year or that they were intended to run over multiple financial years. No projects are ‘off track’.

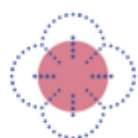
The following page provides an overview of progress in all focus areas.



## Annual Business Plan - Quarterly Status Report

As at end of financial year - 30 June 2023

Overall Summary		%
Complete	71	61%
On Track	0	0%
Off Track	0	0%
Carry Forward	45	39%
<b>Total</b>	<b>116</b>	<b>100%</b>



### WELLBEING

Wellbeing Summary	
Complete	24
On Track	0
Off Track	0
Carry Forward	13



### SUSTAINABILITY

Sustainability Summary	
Complete	35
On Track	0
Off Track	0
Carry Forward	24



### INNOVATION

Innovation Summary	
Complete	12
On Track	0
Off Track	0
Carry Forward	8

The following pages provide detail of the projects under each of the three focus areas of *Our Holdfast 2050+*.

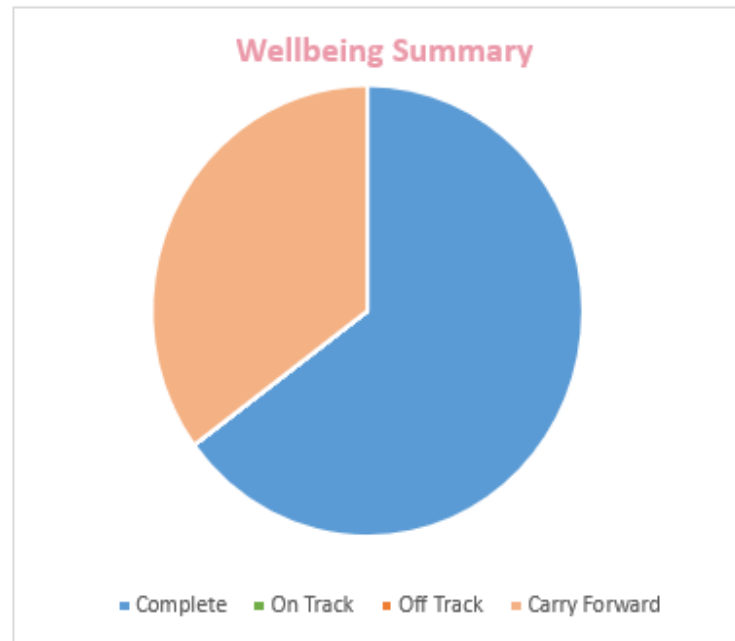
## WELLBEING



Good health and economic Success in an environment  
and a community that supports wellbeing

### Annual Business Plan - Wellbeing - Status Report

As at 30 June 2023



Wellbeing Summary		
Complete	24	65%
On Track	0	0%
Off Track	0	0%
Carry Forward	13	35%
Total	37	

## Wellbeing – Carry Forward Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Playspace - Bowker St Oval - Equipment/Softfall/Surfaces	Manager Field Services	4. Closure	Complete	●	
Stone Wall Improvements - Various Reserves	Buildings & Facilities Manager	4. Closure	Complete	●	
Kauri Parade Precinct Public Toilet	Buildings & Facilities Manager	4. Closure	Complete	●	
Brighton Oval - Rotary Club Shed	Buildings & Facilities Manager	4. Closure	Complete	●	
Buffalo Site - Amenity Improvements	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Detailed designs currently underway. Construction estimated for March 2024
Lookout Decking - Kingston Park Cliff Face	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Detailed designs nearing completion for the upper lookout redevelopment. Will tender for construction and aim to commence in early 2024.
Reserve Improvements Program - East of Brighton	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Jetty Rd Glenelg - M'plan - Stg 1 Construction	Manager Public Realm & Urban Design	3. Delivery	Carry Forward	●	Multi year project

## Wellbeing - Capital and Other Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Seating Replacement Program	Manager Field Services	4. Closure	Complete	●	
Sporting Structures - Bike Rails - various	Manager Field Services	4. Closure	Complete	●	
Coastal Shower Replacement Program	Manager Field Services	4. Closure	Complete	●	
Drink Fountain and Dog Bowl Replacement	Manager Field Services	4. Closure	Complete	●	
Somerton Park Yacht Club Refurbishment	Buildings & Facilities Manager	4. Closure	Complete	●	
Holdfast Bay Bowling Club - Toilets	Buildings & Facilities Manager	4. Closure	Complete	●	
Council Depot - Paint Lunchroom/Offices	Buildings & Facilities Manager	4. Closure	Complete	●	
Helmsdale Tennis Clubrooms - External paint	Buildings & Facilities Manager	4. Closure	Complete	●	

Brighton Oval - Dog Training Centre - Fence	Buildings & Facilities Manager	4. Closure	Complete	●	
Seacliff Youth Centre - Sthrn Hall Roofing	Buildings & Facilities Manager	4. Closure	Complete	●	
Brighton Table Tennis Clubrooms - Gutter	Buildings & Facilities Manager	4. Closure	Complete	●	
Somerton Bowling Club Roof Replacement	Buildings & Facilities Manager	4. Closure	Complete	●	
Fencing & Lighting - Somerton Tennis Club	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Project to be carried forward. Will be tendering works in September 2023.
Dovar Square - Playground Renewal	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Paringa Park - Playground Renewal	Manager Public Realm & Urban Design	Not Started	Carry Forward	●	Installation to be undertaken in September 2023.
Partridge House - Playground Renewal	Manager Public Realm & Urban Design	Not Started	Carry Forward	●	Awaiting broader Partridge House precinct masterplan to ensure playspace is optimally located.
Holdfast Bay Bowling and Croquet Club Lighting	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Will carry forward - awaiting match grant funding
Seacliff Hockey Club Netting (LRCI Phase 2)	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Dover Square Pathway, Tennis Court & Bike Rail	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Pathway Refurbishment Program	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Playspace - John Miller Reserve	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Helmsdale Tennis Court	Manager Public Realm & Urban Design	5. DLP	Complete	●	
Seacliff Toilets	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Scheduled to tender works in August and construction complete prior to end of calendar year.
Jetty Rd Glenelg - M'plan - Stg 1 Detailed Design	Manager Public Realm & Urban Design	2. Procurement	Carry Forward	●	Multi year project

### Wellbeing - New Initiatives

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Beach Showers & Taps Audit	Manager Engineering	4. Closure	Complete	●	

### Wellbeing – Carry Forward Plus 2022-23 Budget

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Fordham Reserve - Playground Renewal	Manager Public Realm & Urban Design	Not Started	Carry Forward	●	Carry forward to align with Sturt River Linear Park project construction
Glenelg Oval Stage 3 and 4	Manager Public Realm & Urban Design	2. Procurement	Carry Forward	●	Tenders being assessed for full scope of stages 3 and 4.
Seacliff Plaza Upgrade	Manager Public Realm & Urban Design	2. Procurement	Carry Forward	●	Scheduled to tender works in August and construction complete prior to end of calendar year.
Jetty Rd Glenelg - M'plan - Stg 2 Detailed Design	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Design team appointed and high level concepts being worked through for Council feedback.

## SUSTAINABILITY



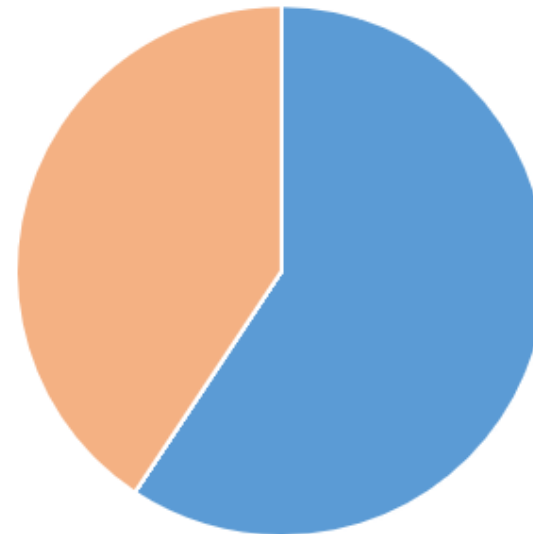
## SUSTAINABILITY

A city, economy and community that  
is resilient and sustainable

## Annual Business Plan - Sustainability - Status Report

As at 30 June 2023

### Sustainability Summary



■ Complete ■ On Track ■ Off Track ■ Carry Forward

Sustainability Summary		
Complete	35	59%
On Track	0	0%
Off Track	0	0%
Carry Forward	24	41%
Total	59	

### Sustainability - Carry Forward Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Carpark Construction / Renewal Program	Manager Engineering	3. Delivery	Carry Forward	●	To follow Kiosk construction
Pine Gully Stormwater	Manager Engineering	4. Closure	Complete	●	
CCTV Glenelg (LRCI Phase 2)	Buildings & Facilities Manager	4. Closure	Complete	●	
Public Reserve Lighting	Buildings & Facilities Manager	4. Closure	Complete	●	
FOGO Capital Implementation	Manager Engineering	4. Closure	Complete	●	
Street Light LED conversion	Buildings & Facilities Manager	4. Closure	Complete	●	
Renewable energy - Solar systems/energy monitoring	Buildings & Facilities Manager	4. Closure	Complete	●	
Kingston House - Shed	Buildings & Facilities Manager	4. Closure	Complete	●	
Jetty Rd, Brighton - Lighting Masterplan	Manager Engineering	4. Closure	Complete	●	
Broadway Toilets Replacement	Buildings & Facilities Manager	4. Closure	Complete	●	
Ringwood - Timber Replacements	Buildings & Facilities Manager	4. Closure	Complete	●	
Greening Seacliff	Manager Engineering	4. Closure	Complete	●	
Seacliff \$100k Project - Trees	Manager Engineering	4. Closure	Complete	●	
Art Deco Heritage Review	Manager Development Services	4. Closure	Complete	●	
Kingston Park - Kiosk	Manager Public Realm & Urban Design	3. Delivery	Carry Forward	●	Construction substantially commenced and scheduled for completion in late 2023

### Sustainability - Capital and Other Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Stormwater Pipes/Pits Renewal Program	Manager Engineering	Various Projects	Carry Forward	●	Majority of works are completed the remainder will be completed early in 2023-24
Electrical and Lighting Renewal	Buildings & Facilities Manager	5. DLP	Complete	●	



Fences Renewal Program	Manager Engineering	Various Projects	Carry Forward	●	Deferred works not completed in 2022-23, these are currently in scoping stage for delivery in early 2023-24
Pathways Renewal Program	Manager Engineering	Various Projects	Carry Forward	●	Deferred works not completed in 2022-23, these are currently in scoping stage for delivery in early 2023-24
Pathway - Edith Butler Pier	Manager Engineering	3. Delivery	Carry Forward	●	Design currently underway for delivery in 2023-24
Gate - Bowker St Oval	Manager Field Services	4. Closure	Complete	●	
Walls Renewal Program	Manager Engineering	Various Projects	Carry Forward	●	Deferred works not completed in 2022-23, these are currently in scoping stage for delivery in early 2023-24
Bin Replacement Program	Manager Field Services	4. Closure	Complete	●	
Bollards Renewal Program	Manager Field Services	4. Closure	Complete	●	
CCTV Installations - Various Locations	Buildings & Facilities Manager	1. Planning	Carry Forward	●	There have been delays in confirming the scope and preferred contractor within existing capacity
Street lighting replacements (SAPN and Reserves)	Buildings & Facilities Manager	4. Closure	Complete	●	
Patawalonga Lock Gate East	Buildings & Facilities Manager	2. Procurement	Carry Forward	●	To be re-scoped and re-tendered following previous unsuccessful tender
Patawalonga Lock Sea Gate West	Buildings & Facilities Manager	2. Procurement	Carry Forward	●	To be re-scoped and re-tendered following previous unsuccessful tender
Glenelg Jetty Structural Repairs	Manager Engineering	1. Planning	Carry Forward	●	Pending discussions with the Department of Infrastructure and Transport
Accelerated Footpath Program	Manager Field Services	4. Closure	Complete	●	
Footpaths Renewal Program	Manager Engineering	4. Closure	Complete	●	
Broadway Kiosk - Int/Ext - Finishes	Buildings & Facilities Manager	4. Closure	Complete	●	
Glenelg Town Hall - Refurbishment	Buildings & Facilities Manager	1. Planning	Carry Forward	●	The lift refurbishment required coordination of scope and timing to deliver in an active building with one lift.
Bay Discovery Centre - Drain Trays	Buildings & Facilities Manager	4. Closure	Complete	●	
Brighton Civic Centre -insulate 1st floor	Buildings & Facilities Manager	4. Closure	Complete	●	
Glenelg Town Hall - Gallery Doors	Buildings & Facilities Manager	4. Closure	Complete	●	

Glenelg Foreshore Toilets - Partition/Refurb	Buildings & Facilities Manager	4. Closure	Complete	●	
Broadway Toilets Exeloo	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Delayed to winter months to lesson impact on Broadway Kiosk and re-engineering of footings due to latent conditions.
Beachouse Toilets - refurbish	Buildings & Facilities Manager	4. Closure	Complete	●	
Glenelg Rotunda Roof replacement	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Additional resourcing may be required given current quotes
Beachouse - Exterior lighting	Buildings & Facilities Manager	4. Closure	Complete	●	
Depot Cleaning Compound	Manager Field Services	1. Planning	Carry Forward	●	Planning is underway with identification of an alternative place for storage of machinery and other heavy equipment to facilitate compound cleaning.
Bowker Oval - Kitchen fit out- EHO	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Issues coordinating the project delivery with clubs committed usage of the facility and agreeing on a scope that would fit our budget.
Glenelg Town Hall Boomers Fit Out	Buildings & Facilities Manager	4. Closure	Complete	●	
Brighton Caravan Park Retaining Wall (LRCI Phase 3)	Manager Public Realm & Urban Design	4. Closure	Complete	●	
Wigley Reserve lighting	Manager Public Realm & Urban Design	4. Closure	Complete	●	

## Sustainability - New Initiatives

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Urban Forest Maintenance	Manager Engineering	4. Closure	Complete	●	
Stormwater Data Collection	Manager Engineering	4. Closure	Complete	●	
Resilient Asset Management Project (RAMP)	Manager Engineering	3. Delivery	Carry Forward	●	Multi year project
Electric Vehicle Transition Plan	Manager Engineering	4. Closure	Complete	●	
Gordon St/Augusta St Roundabout Landscaping	Manager Field Services	4. Closure	Complete	●	Project procured for delivery early in new year

Greening Diagonal Rd Triangle	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	Council approved the \$20,000 currently in the 2022-23 operating budget be allocated to invest in targeted urban greening within this area to increase the tree canopy in line with Strategic Plan objectives and improve the street amenity.
Greening Brighton/Hove Railway Corridor	Manager Engineering	4. Closure	Complete	●	

### Sustainability - Carry Forward plus 2022-23 Budget Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Roads Reseal Program	Manager Engineering	3. Delivery	Carry Forward	●	The majority of the roads have been resealed with four still to be completed, awaiting developments on those roads to be completed. Note - details of the Roads Reseal Program are shown in a separate table.
Stormwater Management Plan Implementation (as per AMP)	Manager Engineering	Various Projects	Carry Forward	●	Multiple year project
Brighton Caravan Park - Stage 2 redevelopment	Manager Public Realm & Urban Design	2. Procurement	Carry Forward	●	On-going works including new maintenance shed, ensuite sites and cabin renewals.
Sturt Creek Linear Park Design	Manager Public Realm & Urban Design	3. Delivery	Carry Forward	●	Design underway and currently working through options for pathway in some sections with SA Water and residents.
Kerbing & Water Table Renewal Program	Manager Engineering	Various Projects	Carry Forward	●	Majority of works are completed the remainder will be completed early in 2023-24
Gully Masterplans Implementation	Manager Engineering	3. Delivery	Carry Forward	●	Multiple year project
Glenelg Town Hall - BDC - Structure	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Air conditioning replacement would have significantly impacted the BDC Gallery operations/ exhibitions. There is ongoing efforts to find a mutually convenient time to deliver works.

## Roads Reseal Program

The Roads Reseal Program for 2022-23 includes the sections of road in the table below.

Street - Reseal	From	To	Suburb	Program	Notes
Indra Terrace	Alfreda Street	Yester Avenue	Brighton	Complete	
Indra Terrace	Yester Avenue	Dunluce Avenue	Brighton	Complete	
Keelara Street	Brighton Road	Torr Avenue	Brighton	Complete	
Mortimer Terrace	Wahroonga Avenue	Bennett Street	Brighton	Complete	
Sexton Road	Rudford Street	Hastings Road	Brighton	Complete	
Tarcoola Street	Fulton Street	Ross Street	Brighton	Complete	
Tarcoola Street	Oraston Avenue	Fulton Street	Brighton	Complete	
Torr Avenue	Brighton Road	Alfreda Street	Brighton	Complete	
Volues Lane	Voules Street	End	Brighton	Complete	
Voules Sreet	Brighton Road	Slow point	Brighton	Complete	
Wenlock Street	Jetty Road	Hartley Road	Brighton	Complete	
Giles Avenue	Moseley Street	East End	Glenelg	Complete	
Lymington Street	Moseley Street	St Johns Row	Glenelg	Complete	
St John Street	College Street	30m North College Street	Glenelg	Carry Forward	Deferred due to major development on the street. Reseal scheduled in 2024/25.
Soal Street	Jetty Road	Augusta Street	Glenelg	Complete	
Maxwell Terrace	Fortrose Street	Malcolm Street	Glenelg East	Complete	
Maxwell Terrace	Buttrose Street	Council Boundary	Glenelg East	Complete	
Maxwell Terrace	Wyatt Street	Buttrose Street	Glenelg East	Complete	
Blackburn Avenue	Tapleys Hill Road	Leak Avenue	Glenelg North	Complete	
Blackburn Avenue	Leak Avenue	Davey Avenue	Glenelg North	Complete	
Gosse Avenue	Davey Avenue	Goldworthy Crescent	Glenelg North	Complete	
Newhaven Avenue	Adelphi Terrace	Tod Street	Glenelg North	Complete	
Downing Street	Esplanade	Cross Street	Hove	Complete	
Downing Street	Cross Street	King George Avenue	Hove	Complete	
Winchester Avenue	Stopford Road	Lascelles Avenue	Hove	Complete	

Street - Reseal	From	To	Suburb	Program	Notes
Winchester Avenue	Lascelles Avenue	Sunshine Avenue	Hove	Carry Forward	Deferred due to private development on the street. Reseal scheduled in 2023/24.
MacPherson Street	Caroona Avenue	Brighton Road	Hove	Complete	
Railway Terrace	Caroona Avenue	Illawara Avenue	Hove	Carry Forward	Deferred Railway Terrace, Hove due to Kerbing pending in 2022/23. Kerbing complete now. Reseal scheduled in 2023/24.
Railway Terrace	Illawara Avenue	Seventh Avenue	Hove	Complete	
Singleton Road	Kauri Parade	Bandon Terrace	Kingston Park	Complete	
Singleton Road	Bandon Terrace	Cygnat Terrace	Kingston Park	Complete	
Strickland Road	Burnham Road	Cameron Avenue	Kingston Park	Carry Forward	Deferred reseal due to Kingston Park Kiosk development. Reseal potentially in 2024/25.
Maitland Terrace	Brighton Road	Acacia Street	Seacliff	Complete	
Maitland Terrace	Acacia Street	Yacca Road	Seacliff	Complete	
Pine Avenue	Brighton Road	Acacia Street	Seacliff	Complete	
Pine Avenue	Yacca Road	Kauri Parade	Seacliff	Complete	
Pine Avenue	Acacia Street	Yacca Road	Seacliff	Complete	
Waratah Street	Maitland Terrace	Pine Avenue	Seacliff	Complete	
Yacca Road	Wheatland Street	Maitland Terrace	Seacliff	Complete	
Broadway	Brighton Road	Margate Street	South Brighton	Complete	
High Street	Stephenson Avenue	Mills Street	South Brighton	Complete	
High Street	Mills Street	Seacombe Road	South Brighton	Complete	
Mills Street	Brighton Road	Surf Street	South Brighton	Complete	
Mills Street	Surf Street	High Street	South Brighton	Complete	
Stewart Street	Stephenson Avenue	Rowe Street	South Brighton	Complete	

## INNOVATION

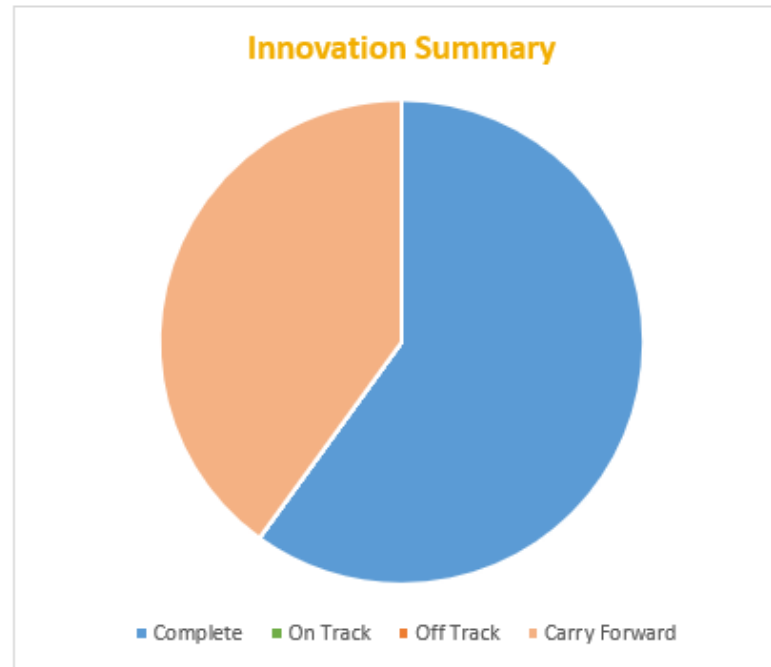


## INNOVATION

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

## Annual Business Plan - Innovation - Status Report

As at 30 June 2023





Innovation Summary		
Complete	12	60%
On Track	0	0%
Off Track	0	0%
Carry Forward	8	40%
Total	20	

### Innovation - Carry Forward Capital Projects




<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Traffic Safety Improvements	Manager Engineering	Various Projects	Carry Forward	●	Majority of works completed the remainder will be completed early in 2023-24
PLEC and Aerial Bundled Cable Investigations	Manager Engineering	4. Closure	Complete	●	

### Innovation - Capital and Other Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Sign Replacement Program	Manager Field Services	Various Projects	Complete	●	
Glenelg Town Hall - Café - Electrical/Mechanical	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Availability of contractors and materials are affecting timing and tender prices
Glenelg Library - Paint Ceiling	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Moved into large library changes project
Partridge House - Paving	Buildings & Facilities Manager	1. Planning	Carry Forward	●	Pending further decisions on timing in relation to other projects
Bowker Oval Clubrooms - Switchboard	Buildings & Facilities Manager	4. Closure	Complete	●	
Partridge House - internal toilets refurb	Buildings & Facilities Manager	4. Closure	Complete	●	
Bus Stops Renewal Program	Manager Engineering	4. Closure	Complete	●	
Plant & Equipment - Depot / Stores	Manager Engineering	4. Closure	Complete	●	
ICT Replacement Program	Manager Innovation & Technology	4. Closure	Complete	●	
Brighton Caravan Park - Renewal Program	Manager Public Realm & Urban Design	1. Planning	Carry Forward	●	On-going works including new maintenance shed, ensuite sites and cabin renewals.
Partridge House - Plant & Equipment	Manager City Activation	4. Closure	Complete	●	
Library Books Purchases	Manager Customer Experience and Library Services	4. Closure	Complete	●	
Library Books Purchases - Reading Group	Manager Customer Experience and Library Services	4. Closure	Complete	●	

Kingston Park Stages 4 & 6 - Detailed Design	Manager Public Realm & Urban Design	3. Delivery	Carry Forward		Detailed designs nearing completion for the upper lookout redevelopment. Other stages of masterplan in design phase.
Caravan Pk - Cabins	Manager City Activation	4. Closure	Complete		

### Innovation – Carry Forward Plus 2022-23 Budget Projects

<i>Title</i>	<i>Responsible Position</i>	<i>Project Stage</i>	<i>EOFY Status</i>	<i>EOFY Rating</i>	<i>EOFY Notes</i>
Major Plant & Equipment Purchases - Heavy Vehicles / Other	Manager Engineering	3. Delivery	Carry Forward		Vehicles have been ordered - there are global supply chain delays for vehicles
Executive / Regulatory / Passenger Vehicles (Plant & Equipment - Car Fleet)	Manager Engineering	3. Delivery	Carry Forward		Vehicles have been ordered - there are global supply chain delays for vehicles
Business Transformation Program	Manager Innovation & Technology	4. Closure	Complete		



Item No: 15.3

Subject: **DELEGATES REPORT – AUSTRALIAN LOCAL GOVERNMENT  
ASSOCIATION NATIONAL GENERAL ASSEMBLY 2023 – MAYOR  
WILSON AND COUNCILLOR KANE**

Date: 22 August 2023

Written By: Executive Support Officer

Chief Executive Officer: Mr R Bria

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## **SUMMARY**

The Delegate's Report is presented for the information of Members.

From the 14-15 June 2023 Mayor Wilson and Councillor Kane attended the Australian Local Government Association National General Assembly (NGA) at the National Convention Centre, Canberra.

The theme of the 2023 NGA was "Our Communities, Our Future", and the event was attended by more than 1,100 Local Government leaders from around Australia.

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## **RECOMMENDATION**

**That the Delegates Report for the Australian Local Government Association National General Assembly 2023 be noted.**

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## **STRATEGIC PLAN**

Not applicable

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

Not applicable

## **REPORT**

This year's forum 'Our Communities, Our Future' discussed how Australia's 537 councils can deliver a better future for their communities and included an impressive program of guest

speakers, debates on a range of council motions and opportunities to hear from ministers of the newly elected Federal Government.

The Delegates Report provides a summary of the key messages from the conference as provided by Mayor Wilson and Councillor Kane.

*Refer Attachment 1*

During Day 2 of the conference, Mayor Amanda Wilson attended Parliament House for discussions on community related issues with the Member for Boothby, Ms Louise Miller-Frost MP.

The City of Holdfast Bay submitted a motion that was grouped under Motion 95 as part of Community Wellbeing. Motion 95 was moved by Brimbank City Council (VIC) that read as follows:

**Motion**

This National General Assembly calls on the Australian Government to note the local government sector's respectful support for the wishes of Aboriginal and Torres Strait Islanders in relation to the voice to parliament;

1. Provide resources and support to councils to actively pursue and promote community dialogue with their Aboriginal and Torres Strait Islander communities;
2. Meet the requests of the Uluru Statement from the Heart;
3. Ensure the adoption of an anti-racism policy in every federal agency, in line with the work being done by the Australian Human Rights Commission; and
4. Encourage all state and territory governments to adopt anti-racism policies across all agencies.

As the City of Holdfast Bay's motion was an associated motion listed under strategic motion 95, it was not directly debated.

Motion 95 was moved, debated and passed, meaning that Motion 95.1 follows suit.

**BUDGET**

Not applicable

**LIFE CYCLE COSTS**

Not applicable

# Attachment 1

# **Australian Local Government Association — National General Assembly**

Wednesday 14 June and Thursday 15 June 2024  
Prepared by Councillor Allison Kane

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## **Day 1 — Wednesday 14 June**

Delegates received a Welcome to Country from Aunty Violet Sheridan, an Elder from the Nunawal People who are the traditional owners of the land we were meeting on.

The official opening also included an address from His Excellency General the Honourable David Hurley AC DSC (Retd), Governor General of the Commonwealth of Australia

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### **Minister Address**

The Hon. Catherine King MP  
Minister for Infrastructure, Transport, Regional Development and Local Government

In her address, Minister Catherine King emphasised the priority of bringing local government back into the Federal conversation and having strong local government representation in cabinet.

She acknowledges and advocates that good government has the capacity to change lives, and that good government engages with communities and listens to what they need. Given that local government is the closest tier of government to communities, local government must be in the room when decisions are made.

With widespread skills shortages, cost of living escalating, a national housing crisis and climate change impacting all communities through more severe and frequent weather events, local government is also facing difficult times.

To help local government deliver on priorities for their communities, Minister King says Federal Government intends to pay 75% of Financial Assistance Grants earlier than usual/in advance as stimulus.

In relation to roads, a significant area of investment and pressure for local government, the Minister acknowledges that there is a backlog of local road repairs and that the Federal Government is investing in this through various funding and infrastructure programs. Robust and reliable roads keep our nation moving and local roads make up the vast majority of the roads we drive every day.

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## **President's Address**

Cr Linda Scott  
ALGA President

ALGA President Linda Scott welcomed more than 1,100 delegates and opened by saying that councils were gathered at the National General Assembly to send a clear and united message to the Federal Government about what we need for our communities to thrive.

She iterated the many challenges facing communities across the country, escalating cost of living pressures, housing affordability and inflation pressures, and ongoing supply chain issues creating challenges across the board. Local government is not immune to these pressures, yet we are being asked to do more with less.

To combat rising costs, we must innovate by partnering with other levels of government to deliver solutions. And we must advocate for funding.

Linda assured delegates that the sector would continue advocacy for increase Financial Assistance Grants and to bring forward advance payments of these. She was also firm in saying that local government is ideally placed to help address skills shortages by training the future workforce; facilitate local employment; make stronger contributions to reduce national climate emissions reduction target; play a key role in disaster recovery; and reduce the economic disadvantage being experienced by indigenous Australians.

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## **Guest Speaker**

His Excellency Vasyl Myroshnychenko  
Ambassador of Ukraine

His Excellency Vasyl Myroshnychenko addressed delegates and thanked Australian communities for their support, noting any assistance is appreciated. The Ukraine is focused on fundraising to rebuild (hospitals, schools etc) and believe in the role and significance of local government to achieve this. He said, "It's up to the people to get mobilised and get things done".

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## **Address**

The Hon. Peter Dutton MP  
Leader of the Opposition

The Leader of the Opposition said the Coalition places an emphasis on trusting, consulting and listening to councils, noting Australia would not survive without local government.

Noting that funding certainty from Federal government is critical to build better communities, he believes they got many things right while in government, including:

- Partnering with local government
- Devising funding programs to provide financial support for solutions

- \$21 billion in funding delivered to local government through Financial Assistance Grants
- \$10 billion road funding
- Millions in funding for new community infrastructure eg parks, playgrounds, libraries.

While not proposing a change to the Constitution to see local government recognised, he acknowledges councils are important partners — trusted delivery partners of key investments and a way of Federal Government to get a “bigger bang for buck”.

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### **Panel — The Future of Local Government**

Dr Jonathon Carr-West — CEO, Local Government Information Unit, UK

Nick Moratis — CEO, Foundation for Young Australians

Dr Carr-West noted that current local government issues are being experienced worldwide and aren't unique to Australia. Common challenges include financial sustainability; response to climate; stretching of public services; trust and participation in local government; workforce challenges; and clarity of purpose.

With limited time, he focused on financial sustainability as a key challenge with funding to local government cut by 14% in the UK, leaving councils dipping into cash reserves to fund services and forced to diversify revenue sources, often without expertise or support.

He noted that several councils have “gone bust” citing Woking Borough Council as a real example after reaching a deficit of £1.2 billion pounds. This poses a problem for Federal Government as if they take on the debt, it is a problem shifted to the national balance sheet that everyone must pay for. And when these fiscal mistakes are made, even more power is withdrawn from local government, further impeding their ability to deliver for communities.

With a lack of Constitutional clarity around local government constraining their ability to act, councils are treated simply as delivery partners for other tiers of government.

He acknowledges that capacity building within local government is required, as is a need to push boundaries and learn from each other — both nationally and internationally.

Ultimately, everyone (constituents) wants the place they work in and live in to work well. So councils need to channel that better, for example through consultation and participation.

Nick Moratis further explored increasing the appetite for participation in local government, through the Foundation for Young Australians' [Young Mayors Program which was trialled in the Mackay region](#).

The program engaged students aged 11–17 years as advisors and decision makers in local government, noting that young people aren't disengaged, they are disempowered when it comes to influencing decision making and participation in democracy.

Students were encouraged to nominate as candidates, identify issues, run campaigns in their school/other schools and even participate in Town Hall meetings in Mackay.

Foundation for Young Australians partnered with the local electoral commission to run elections, with the entire program garnering media attention and good news stories about young people in their community.

It was identified that young people lack the structures to participate in local government and democracy more broadly, so the program and process was codesigned with young people to build their trust.

An in-depth induction into the program built participant knowledge and confidence through funding and financial literacy training, reporting and acquitting, transparency (particularly in relation to distribution of funds), and mentoring in various departments across council.

The Young Mayors Program was successful in building interest and understanding at an early age — and raises the question if it can “future proof” the elected member pipeline by creating a pathway to becoming council members as adults?

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### **Panel — Building a Stronger Workforce**

Lord Mayor Sally Capp, City of Melbourne (VIC)

Mayor Dr Heather Holmes-Ross, City of Mitcham (SA)

Mayor Karen Vernon, Town of Victoria Park (WA)

Three inspirational women leaders in the local government sector discussed the challenges and opportunities of building strong workforces across all council operations.

### **Lord Mayor Sally Capp, City of Melbourne (VIC)**

The City of Melbourne offers 1,600 roles across 50 different professions, currently maintaining 116 vacancies (with most being senior roles, IT, tech, construction, childcare, building surveyors, town planners) and taking some eight to ten weeks to fill a role.

The current landscape is very competitive across public and private sectors, particularly as the Victorian Government has its biggest infrastructure program underway — higher salaries are attracting people from local government sector.

Victoria’s rate capping legislation (currently set at 1.75%) is making inflation even more difficult to manage, particularly in being able to offer competitive salaries to attract and retain workforce.

Workplace diversity is a priority in order to reflect the community they serve but Sally acknowledges it isn’t always easy. Inclusive recruitment pathways are important, with a diversity lens on every single part of the recruitment process, including the job advertisement.

Though a strong public call for people to return to the office in Melbourne, Sally says that flexible work arrangements are here to stay — though increased demand for remote work creates challenges, particularly when half of the workforce are in place-based jobs so must present for a role, while the other half could work completely remotely. City of Melbourne has asked themselves, are we all in?

As the council is actively encouraging people back to city workplaces to support the local economy and businesses, they need to lead by example and appreciate the benefits of face-to-face time — for learning, innovation and advancement.

Though it is a continual conversation, the City of Melbourne has opted for an all-in approach, while taking advantage of flexible work practices.

### **Mayor Dr Heather Holmes-Ross, City of Mitcham (SA)**

On a more local note, the City of Mitcham is notably smaller than its capital city counterpart with 263 FTEs, 67,000 residents and an \$80-100 million annual budget.

Mayor Holmes-Ross says that the Chief Executive's top KPI is innovation — they must report back every quarter on what has been done to make the business more innovative. And this focus is permeating through the business to harness innovation. Key achievements so far include:

- Digitisation of Section 7 searches to transfer titles
- Created a biodiversity corridor across barren park by cutting stormwater drains and running water across top instead of below soil
- Virtual power plant — looking at selling rather than buying power in the future

An innovative solution to fill short term vacancies saw the council turn to nearby Flinders University. The council now employs graduates for 12 weeks through Flinders recruitment, helping to build the capacity of a future workforce by offering graduates opportunities to learn about the entirety of the business and apply for internal positions once contract completed. The program has an incredibly high success rate and attracts bright, young people who may never have considered a career in local government.

Gender diversity is also an important priority in the recruitment process. While the council has a recruitment interview quota to interview equal numbers of men and women, individuals are employed on merit. They are also committed to increasing leadership capacity of staff through a considered professional development program.

### **Mayor Karen Vernon, Town of Victoria Park (WA)**

As the South Eastern gateway to the City of Perth, the Town of Victoria Park has a unique makeup that boasts 6.3 kilometres of Swan River foreshore; the vast Crown Resort entertainment complex; Optus Stadium, Curtin University, an Urban Forest Program and a population of 39,000 in just 18 square kilometres.



The city supports 34,000 local jobs and, unsurprisingly, the majority of these are within the hospitality sector. Despite its reliance on the hospitality sector, the local economy was extraordinarily resilient throughout the impacts of the COVID-19 pandemic.

The Council itself employs 450 in full time, part time and casual roles, with a 21% staff turnover. The Workforce Plan ensures the council is structured to deliver on all strategic plans and projects, with an underlying philosophy that if you cannot hire experienced people, you should grow them.

They are focused on investing in building and enhancing workforce skills to incentivise people to stay with the council, while also increasing employment of people with disabilities as guided by the Access and Inclusion Plan.

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### **Debate on Motions**

The Debate on Motions was held over two afternoons. The motions were grouped under key themes:

- Motions consistent with existing ALGA Policy
- Transport and infrastructure
- Funding and finance
- Skills and workforce
- Emergency management
- Housing and homelessness
- Climate change and energy
- Community wellbeing
- Circular economy
- Environment and biodiversity
- Digital and cyber security
- Arts and culture

For the purpose of efficient and effective debate, motions submitted for debate by councils that are similar in subject matter were compiled into composite motions. The strategic motions were either drafted by ALGA or are based on a motion submitted by a council that best summarises the subject matter.

The first afternoon saw more than half of the motions debated. The City of Holdfast Bay's motion was considered on the afternoon of Day 2.

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## **Day 2 — Thursday 15 June**

### **Panel — A Conversation About the Voice**

Mayor Ross Andrews — Yarrabah Aboriginal Shire Council, QLD

Mayor Matthew Ryan — West Arnhem Regional Council, NT

Councillor Esma Livemore — Queanbeyan Regional Council, NSW

Mayor Phillemon Mosby — Torres Strait Island Regional Council

All four panellists are respected cultural leaders, fierce advocates for their communities and cultural heritage, and committed to engaging all Australians in conversation about how we as a country can work together for the benefit of all.

They are all in support of the Voice and encouraged delegates to vote in support. All shared personal stories that support why they are advocates of the Voice Referendum, with Councillor Esma Livemore representing ALGA on the Referendum Engagement Group.

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### **Keynote — Leading Communities Through Change**

Jennifer Michelmores — Chief Executive, Studio THI

This keynote was very interesting but with limited time and a lot of content to cover, Jennifer skipped through lots of detail and moved through the presentation very quickly which was a lost opportunity for delegates.

An accomplished urbanist and designer, Jennifer has a clear focus on achieving urban change by drawing on the principles of change management.

She notes that in order to engage communities and bring them along on the journey of urban change, they first need to know and understand why it is we need to change, why cities need to grow and why our urban landscape needs to continue its evolution and development.

When embarking on urban change we need to first understand what we should be doing in our cities and how we can use urban development to improve or drive, for example, competitive advantage and economic transformation.

To do this successfully we must ask communities to be individuals, to consider the needs of people not yet born and of others (who may have different needs), to imagine the possibilities of the future and to endorse the outcomes that will change how they live, work and play.

The community must be aware of the need for change and the proposition. The council must evoke a desire to participate and help shape the future. Communities also need to be empowered with the knowledge of how to change and how to manage that change process.

Overall, system trust in urban change is relatively low. To lead successful urban change, the drivers must bear urban transition leadership capabilities of:

- Self
- Politics
- Strategy
- Change
- Place
- System — how change ready is your system?

### **Keynote — Rewiring our Future**

Saul Griffith — Rewiring Australia

Saul Griffith is an engineer and entrepreneur specialising in clean and renewable energy technologies. Rewiring Australia is a non-partisan organisation dedicated to the electrification and decarbonisation and the associated policy and regulatory implications of meeting our climate goals.

With fast and early emission reductions, it is possible to meet our climate goals, and local government can instigate extensive change in this space.

42% of our domestic emissions emanate from decisions made around the kitchen table:

- What fuels our cars?
- What heats our home?
- Where does our electricity come from?
- How are our fuels made?

Saul advocates that the pathway to climate success is to replace the main origins of our emissions (gas and oil powered machines) with cleanly powered electric machines as they retire. This includes our water heaters, space heaters, gas cooking appliances, and petrol/diesel cars.

At a household level, Saul says households can effectively become net-zero by 2025:

- Get solar now, financed to reduce upfront burden
- Electrify the stove, water and heating in the next two years
- Get a battery in 2024 when the prices have dropped
- Get a car in 2025 when the choices are wider and there is more supply and more second hand
- After that, turn focus to banking, composting, eating well and consuming responsibly

If all households come along for the journey, even at different paces, a community can effectively meet climate targets.

Councils can help by investing in community solar. Saul says most Australian communities will be able to produce the majority of their energy but will benefit enormously with connections to the national grid. The cheapest electricity will likely be rooftop solar, then community solar, then grid.

### **Panel — Australia's Affordable Housing Crisis**

Wendy Hayhurst — CEO, Community Housing Industry Association

Nathan Dal Bon — CEO, NHFIC

Nathan said that NHFIC (National Housing Finance and Investment Corporation) is a bridge between the community housing sector and government (though they do form part of government).

They have a good understanding of key stakeholders when it comes to community housing and know that local government can greatly assist the process of bringing more supply online by first identifying land suitable for development within their communities and then assisting with engagement activities with the wider community.

Councils should not only be looking to potential greenfield and brownfield development sites but also creative solutions, perhaps within existing council infrastructure. For example, affordable housing above council owned car parks.

He says that the expectation around social and affordable housing must be carefully managed, and care must be taken to secure community buy in and bring them along on the journey.

Planning processes for community housing will be critical in bigger cities where streamlined and efficient processes will be required to underpin success.

Both panellists acknowledged that women over 55 are currently the segment of the community most at risk of homelessness. Suggested that some targets are required and there needs to be exclusive commitment to this issue through the Housing Australia Future Fund (HAFF).

North west of Canberra in the ACT, there has been a success story offering women experiencing domestic violence, with a pathway to home ownership through affordable housing. This type of program could be scaled into other parts of the country.

They also agreed that co-housing/intergenerational housing is a valid housing model that used elsewhere across the globe that is worthy of further consideration for the Australian market.

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### **Panel — Cyber Security and Local Government**

Clive Reeves — Deputy Chief Information Officer, Telstra

Stephanie Crowe — First Assistant Director-General Cyber Security Resilience, Australian Cyber Security Centre

Gary Okely — Head of JLT Public Sector, Pacific

Clive Reeves says that Telstra has one of Australia's biggest cyber teams. The highly trained and talented teams are usually the people in the business who know where the problems are before they happen.

He says that when reported quickly, any harm caused by phishing links can be minimal but that all organisations would have an Incident Response Plan that covers compromises to system security. It is vital to have prepared responses, a communications strategy that support the response and a clear legal position.

Stephanie Crowe is largely responsible for national cyber services and ultimately uses knowledge from adversaries to advise Australians on how to protect themselves from cyber-attacks.

Threats to Australia's and Australian's cyber security are very much with more than 76,000 cyber-crimes reported in the last financial year.

The nature of cyber-crime is fast becoming more prevalent with significantly more people being impacted by cyber-crime across Australia. One quarter of the cyber-crimes are against critical national infrastructure (e.g., water, transport, electricity) and concerning, adversaries can exploit and compromise systems within 24–48 hours of identifying a vulnerability within a system.

The vast increase in unknown attacks have surfaced due in part to the COVID-19 pandemic where the demand for online services and systems grew exponentially.

Stephanie says that there are real risks to Elected Members, particularly around social media security and personal device security. She suggests visiting the Australian Cyber Security Centre website for tips on how to protect yourself in this space.

Gary Okely confirms the awareness of cyber exposure and cyber-crime is apparent within the local government sector, particularly on HR and business continuity impacts. As such, he recommends that councils take a traditional risk-based approach to everything.

Where issues can be identified, develop safe working practices and determine how to manage exposures (e.g., Incident Response Plan). It is vital to be clear about how the organisation will respond if or when an event occurs.

He mentioned that the Mutual Liability Scheme offers a development program in this space free of charge.

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## **Debate of Motions**

The City of Holdfast Bay's motion was grouped under Motion 95 as part of Community Wellbeing. Motion 95 was moved by Brimbank City Council (VIC) that read as follows:

This National General Assembly acknowledges the Australian Government's support of constitutional recognition for Aboriginal and Torres Strait Islanders through a Voice to Parliament and recognises what the Uluru Statement and the Voice to Parliament will mean for Australia's First Nations peoples and the broader Australian community.

Motion Number 95.1 City of Holdfast Bay SA:

This National General Assembly calls on the Australian Government to note the Local Government sector's respectful support for the wishes of Aboriginal and Torres Strait Islanders in relation to the Voice to Parliament:

1. Provide resources and support to councils to actively pursue and promote community dialogue with their Aboriginal and Torres Strait Islander communities;
2. Meet the requests of the Uluru Statement from the Heart;
3. Ensure the adoption of an anti-racism policy in every federal agency, in line with the work being done by the Australian Human Rights Commission; and
4. Encourage all state and territory governments to adopt anti-racism policies across all agencies.

As the City of Holdfast Bay's motion was an associated motion listed under strategic motion 95, it was not directly debated.

Motion 95 was moved, debated and passed, meaning that Motion 95.1 follows suit.

Item No: 15.4

Subject: **LEGISLATIVE COUNCIL INQUIRY INTO RECYCLING OF SOFT PLASTICS  
AND OTHER RECYCLING MATERIAL SUBMISSION**

Date: 22 August 2023

Written By: Environment Officer

General Manager: Assets and Delivery, Ms P Jackson

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### **SUMMARY**

A Select Committee of the Legislative Council has been established to inquire into and report on the recycling of soft plastics and other recyclable material in South Australia.

The Committee has invited any persons or organisations wanting to make a written submission to the inquiry or register an interest in presenting oral evidence to the Committee to do so by Friday 8 September 2023.

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### **RECOMMENDATION**

**That Council endorses the submission as presented in Attachment 1.**

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### **STRATEGIC PLAN**

OUR HOLDFAST 2050+

Sustainability 2030s

The amount of waste sent to landfill has reduced by 75 per cent on 2020 levels

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Not applicable

### **REPORT**

With Australians generating four times the global average of single-use plastics per year (60kg) numerous strategies to both reduce generation and increase recycling rates need to be investigated that involve all levels of government and business.

A Select Committee of the Legislative Council has been established to inquire into and report on the recycling of soft plastics and other recyclable material in South Australia.

Administration has prepared an inquiry submission providing details on how the cease of REDcycle has affected fortnightly landfill collections and increased soft plastics collections at Brighton Civic Centre and Glenelg North Community Centre by over 300%.

The submission also lists recommendations for actions that both reduce generation and increase resource recovery of soft plastics.

*Refer Attachment 1*

Given the City of Holdfast Bay's role in demonstrating best practice in waste management through the implementation of weekly Food Organics, Garden Organics (FOGO) and delivery of the state-funded 'compostable bags in supermarkets' trial, the submission requests the opportunity for Administration to present oral evidence to the Committee, which Administration believes will be beneficial in setting future strategies.

**BUDGET**

Not applicable

**LIFE CYCLE COSTS**

Not applicable



# Attachment 1



[holdfast.sa.gov.au](http://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 8298 4561

Glenelg Customer Service Centre and Library

2 Colley Terrace, Glenelg SA 5045

22 August 2023

Legislative Council of South Australia  
Secretary to the Committee  
GPO Box 572  
Adelaide 5001

Dear Secretary to the Committee,

**Submission to inquiry on soft plastics and other recyclable material**

Thank you for allowing Local Government to provide a written submission to the inquiry into the recycling of soft plastics and other recyclables in South Australia.

The City of Holdfast Bay is committed to continuing to be a national leader in kerbside waste management demonstrated by the Council's recent introduction of a default weekly FOGO (Food Organics Garden Organics) and fortnightly landfill collection service. This state-first collection model has supported a significant increase in kerbside diversion rates from 58% in 2021-22 to 69% achieved in our May 2023 kerbside waste audit.

The following submission has been endorsed at the 22 August Council Meeting.

The end of the REDcycle collection program has put pressure on Council's fortnightly collected landfill bin. Audits reporting the weight of soft plastics, show that soft plastics have increased from 2.3% of materials placed in a weekly collected landfill bin in 2021 to 10% of all materials placed in fortnightly collected landfill bins in 2023. This has put significant volume pressure on landfill bins given how bulky soft plastics are.

The news of the collapse of REDcycle was met with disappointment and frustration by the South Australian community trying to follow best practice waste management. With 25% of REDcycle's soft plastics being collected in South Australia, it is clear that the community both supports recycling and has expectations that solutions for hard to recycle waste items are made available.

The City of Holdfast Bay has offered residents and businesses a soft plastic bin collection service at the Brighton Civic Centre since 2013. Soft plastics collected are take to SUEZ-ResourceCo's South Australian waste to energy plant in Wingfield, SA. In order to assist the Holdfast Bay community cope with the temporary cease of REDCycle, the Council recently introduced another soft plastics bin collection point at the Glenelg North Community



Garden. Furthermore, Administration is currently investigating the possibility of introducing another soft plastics bin near Jetty Road, Glenelg for local business use. The amount of soft plastics Council now collects through this service has increased significantly from 3,960 L in early 2022 to currently 13,200 L per week, an increase of more than 300% in just over a year. Providing this service costs Council over \$20,000 per year and is viewed as essential in supporting the new weekly FGO model.

Administration investigated engaging RecycleSmart to collect soft plastics, which are recycled interstate in Victoria, and found that collection, transport, and processing costs made this option not feasible.

The Southern Region Waste Resource Authority (SRWRA) councils (the Cities of Holdfast Bay, Marion and Onkaparinga) were reluctant to participate in the current Curby soft plastics kerbside trial due to the additional resourcing at the Material Resource Facility required and without a local recycling processing solution in place, there is the potential of this leading to another stockpiling event.

With Australians generating four times the global average of single-use plastics per year (60kg) numerous strategies to both reduce generation and increase recycling rates need to be investigated that involve all levels of government and business.

Council would like to put forward the following recommendations to address questions raised by the Select Committee.

### ***Continued phase-out of soft plastics through State and Federal legislation***

Council commends the State Governments' previous and proposed efforts in reducing soft plastic waste generation through the introduction of legislation banning various types of single-use plastic items. Unfortunately, the amount of plastic food and goods packaging is still substantial and needs to be addressed if any significant reduction in waste generation is achieved. Legislating the ban of more food and goods soft plastics packaging with particular reference to soft non-food safe and hard-to-recycle plastics containing PVC is the most effective approach in reducing waste generation.

The ban of more single-use plastic bags and packaging will support the growing compostable packaging market and allow for more types of compostable bags to be used for collection of food scraps for FOGO processing.

### ***Product stewardship***

Other first-world countries, including the United Kingdom, have recently introduced product stewardship laws around plastic packaging. The UK Plastic Packaging Tax introduced in April 2022 sees a tax of £200 per tonne on plastic packaging manufactured in, or imported into the UK, that does not contain at least 30% recycled plastic. The Australian Government

introducing a similar model will reduce plastic waste generation, increase resource recovery rates and support growth of the circular economy.

Taxes raised should be utilised to fund various soft plastic collection sites (including drop off points at supermarkets and through kerbside programs), support new recycling infrastructure required, end use markets and education campaigns. Local Government ratepayers should not be responsible for funding recycling programs for materials from which the industry profits by selling.

### ***More State funding to support more recycling opportunities***

Council recommends that State funding for investment in soft plastics collection, soft plastics recycling facilities, community education and for the development of end markets be prioritised.

Whilst Council acknowledges that the use of soft plastics for energy generation is not best practice, council believes that waste-to-energy for soft plastics is a viable short-term solution until national solutions such as Viva Energy and future local recycling solutions are in place. The provision of soft plastic collections for waste-to-energy also meets community expectations and motivations to provide a solution that diverts soft plastics from landfill.

### ***Continued State funding to support the implementation of weekly FOGO and fortnightly landfill collections across more Local Government Areas in South Australia.***

The provision of weekly collected FOGO bins and fortnightly collected landfill bins to households halves the volumes of waste that are sent to landfill. This model not only encourages residents to separate waste more sustainability but also encourages avoiding purchasing non-recyclable, non-compostable waste such as soft plastics.

Continued funding of weekly FOGO rollouts across South Australia will therefore assist in reducing community soft plastic waste generation and will support the use of compostable packaging alternatives for FOGO processing.

With identified national solutions for soft plastics all currently being located in the eastern states, it is important that South Australia does not wait for the Federal Government and other states to act and provide a solution. Whilst the REDcycle collapse was unexpected and disappointing, it has provided South Australia with a unique opportunity to grow the local circular economy and in turn create more local job opportunities. Failure to act may damage South Australia's reputation as the national leader in waste management.

Given the City of Holdfast Bay's role in demonstrating best practice in waste management through the implementation of Weekly FOGO and delivery of the state-funded 'compostable bags in supermarkets' trial, Council requests the opportunity to present oral evidence to the Committee, which we believe will be beneficial in setting future strategies.

If the Committee is interested in organising a presentation they are encouraged to contact Environmental Officer Shani Wood on 8229 9837 or via email at [swood@holdfast.sa.gov.au](mailto:swood@holdfast.sa.gov.au).

Yours sincerely

Amanda Wilson  
**MAYOR**

Item No: 15.5

Subject: **CIRCULAR HUB CONCEPT AND ACTION PLAN**

Date: 22 August 2023

Written By: Environment Officer

General Manager: Assets and Delivery, Ms P Jackson

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### **SUMMARY**

Administration recently engaged local consultant Rawtec to provide a quote to develop a Circular Hub Concept and Action Plan.

Creating infrastructure to support a Circular Hub out of a Council owned Community Centre will provide the community with a convenient location for the community to access circular products and services.

Project deliverables for the Concept and Action Plan will be due late 2023 which would support proposed potential works in 2024/25.

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### **RECOMMENDATION**

**That Council endorses the development of a Circular Hub Concept and Action Plan.**

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### **STRATEGIC PLAN**

Our Place 2050+

Wellbeing 2020-2030 objectives

- Increase participation rates in community engagements across all age groups, particularly under-represented demographics such as children and young people by using methods that are appealing and appropriate
- Support businesses to operate in mixed use neighbourhoods to improve local access to goods and services and reduce supply transport distances
- 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 Islander people and people from culturally and linguistically diverse backgrounds

### Sustainability 2020-2030 objectives

- Encourage more community gardening, including biodiversity sensitive urban design, in public spaces, applying the long-held knowledge of Kaurna people as well as innovation

### COUNCIL POLICY

Not applicable

### STATUTORY PROVISIONS

Not applicable

### BACKGROUND

The City of Holdfast Bay has a reputation as a leader in best-practice sustainable waste management. The recent roll out of default weekly green FOGO collections to all single unit dwellings has assisted supporting a strong community culture where waste is valued and diverted away from landfill.

Local consultants Rawtec recently approached Administration with a proposal to develop a Circular Hub Action and Concept Plan. A workshop on the proposal was delivered at a Council workshop on 15 August 2023.

### REPORT

The creation of a Circular Hub will assist the community in undertaking best-practice waste initiatives such as repairing clothing and sharing tools.

Administration recently engaged consultant Rawtec to provide a quote to develop a Circular Hub Concept and Action Plan at a Council owned facility.

This Hub will provide the community with convenient access to a range of circular goods and services, such as:

- Makerspace: to design, mend and repair products
- Shop: to sell second-hand and circular products (e.g. co-locate a thrift shop)
- Community garden: grow vegetables and natives using compost; teaching people circular gardening principles to support biodiversity and local food production; tree giveaways
- Circular education centre: bringing community groups, schools, etc. in to teach circular principles and practices, green living workshop location and Kaurna cultural learning
- Circular library: to loan out tools and equipment
- Resource drop off: to provide convenient drop-off point for small items (e.g. old laptop, textiles), which would then be sent offsite for recycling

- Other: café / community events

A Circular Hub offers many environmental, social and local economic benefits. With many residents living alone and subject to social isolation, a Circular Hub offers the community a consistent location to gather and learn new skills.

Whilst aspects of a Circular Hub (such as a repair café) have been implemented by Local Government, the proposed Council run Circular Hub model would be the first of its known kind in Australia.

The project will provide Council with a Circular Hub Concept and Action Plan. The Circular Hub Concept will:

- provide Council with an understanding of the benefits, risks, and high-level costs of establishing a Circular Hub in the City of Holdfast Bay;
- identify and recommend a potential location for the Circular Hub, activities to be undertaken at the site, and related infrastructure/equipment needs;
- identify potential operational models for the site and stakeholders to engage; and
- be provided to Elected Members for review and potential endorsement

The Circular Hub Action Plan will:

- help Administration understand what steps may be involved should Council chose to endorse the Concept;
- list next steps and timeframes for setting up a Circular Hub, from concept through to commissioning; and
- cover aspects such as detailed design, construction, stakeholder engagement, and promotion.

The project deliverables for the Concept and Action Plan will be due late 2023, which would support any potential proposed works through the 2024/25 Annual Business Plan.

## **BUDGET**

The project cost of \$28,945 will be absorbed in the current 2023/24 Waste Education operational budget.

Administration will also approach Green Industries SA for funding support of the plan.

## **LIFE CYCLE COSTS**

Lifecycle costs to build, open and maintain a Circular Hub out of a Council owned Community Centre will be determined in the Concept and Action Plan.