

COUNCIL AGENDA

Council Meeting

Notice is hereby given pursuant to the provisions of the Local Government Act, 1999, that the next Meeting of Unley City Council will be held in the Council Chambers, 181 Unley Road Unley on

Monday 28 November 2016

for the purpose of considering the items included on the Agenda.

Peter Tsokas
Chief Executive Officer

OUR VISION 2033

Our City is recognised for its vibrant community spirit, quality lifestyle choices, diversity, business strength and innovative leadership.

COUNCIL IS COMMITTED TO

- Ethical, open honest behaviours
- Efficient and effective practices
- Building partnerships
- Fostering an empowered, productive culture – “A Culture of Delivery”
- Encouraging innovation – “A Willingness to Experiment and Learn”

ACKNOWLEDGEMENT

We would like to acknowledge this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country.

We also acknowledge the Kaurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.

PRAYER AND SERVICE ACKNOWLEDGEMENT

Almighty God, we humbly beseech Thee to bestow Thy blessing upon this Council. Direct and prosper our deliberations for the advancement of Thy Kingdom and true welfare of the people of this city.

Members will stand in silence in memory of those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

Lest We Forget.

WELCOME

ORDER OF BUSINESS

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November 2016

Minutes issued separately

DEFERRED / ADJOURNED ITEMS

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PRESENTATION**DEPUTATIONS****REPORTS OF COMMITTEES**

To receive and adopt or otherwise the reports and recommendations of the undermentioned Committees

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Minutes of the Audit and Governance Committee Meeting – 19 October 2016

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SUGGESTED ITEMS FOR NEXT AGENDA

Level of Service for Property, Bridge and Road Asset Classes	This report will be a decision report to allow Council to sign off on the agreed levels of service for the property, bridges and road asset classes following the recent Council briefing.
Draft Permits for Business Purposes Policy	Council recommendation in February 2016 – report will be brought back to Council before the end of 2016 outlining a draft policy
Existing Encroachment	This Report provides information on the number, type and location of existing encroachments and recommends a licensing system that passes risk from Council to the property owner.
16/17 Budget items for review	New Capital Projects
Nomination LGSA Grants Commission	LGA calling for nominations for LGSA Grants Commission
Design Development of Oxford Terrace Streetscape Concept and detail design of Stage 1A	
Committee membership – Audit & Governance and UBED	Appointment of councillors & Presiding Member of UBED for next term. Current terms expire 27/1/2017.
Centennial Park Cemetery Authority Board – Councillor appointments	Appointment of 2 councillors. Current terms expire 27/1/2017.
Revocation of Supported Residential Facilities Act delegations to Eastern Health Authority	End of EHA contract on 31/12/2016 for SRF admin & inspections so delegations not needed.

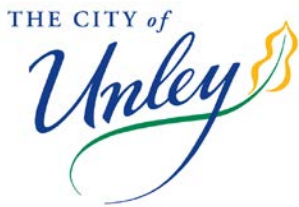
NEXT MEETING

Monday 12 December 2016 – 7.00pm.

CONFLICT OF INTEREST

TITLE:	CONFLICT OF INTEREST
ITEM NUMBER:	668
DATE OF MEETING:	28 NOVEMBER 2016
ATTACHMENT:	1. CONFLICT OF INTEREST DISCLOSURE FORM

Members to advise if they have any material, actual or perceived conflict of interest in any Items in this Agenda.



CONFLICT OF INTEREST DISCLOSURE FORM

I, _____ have received a
[insert name]

copy of the agenda for the (Ordinary / Special) **Council / Committee / Board**
[delete that which is not applicable]

meeting to be held on _____
[insert date]

I consider that I have a ***material** conflict of interest pursuant to section 73 / ***actual** or ***perceived** conflict of interest pursuant to section 74 *[*delete that which is not applicable]* of the *Local Government Act 1999* ("the LG Act") in relation to the following agenda item:

[insert details]

which is to be discussed by the ***Council / *Committee / *Board** at that meeting.
[delete that which is not applicable]

The nature of my **material** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act) stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the agenda item described above].*

OR

The nature of my **actual** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why the conflict between your interests and the public interest might lead to a decision that is contrary to the public interest in relation to the agenda item described above].*

I intend to deal with my **actual** conflict of interest in the follow transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the actual conflict of interest in a transparent and accountable way]*

OR

The nature of my **perceived** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you consider that an impartial fair-minded person could reasonably consider that you have a perceived conflict of interest in the matter]*

I intend to deal with the **perceived** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the perceived conflict of interest in a transparent and accountable way]*

Signature

Date

CONFIRMATION OF MINUTES

TITLE: CONFIRMATION OF MINUTES FOR COUNCIL
MEETING HELD ON 14 NOVEMBER 2016

ITEM NUMBER: 669

DATE OF MEETING: 28 NOVEMBER 2016

ATTACHMENTS: NIL

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Council Meeting held on Monday 14 November 2016, as printed and circulated, be taken as read and signed as a correct record.
-

RECEIPT OF PETITION

TITLE: PETITION RE TIMED PARKING IN ESSEX STREET SOUTH, GOODWOOD

ITEM NUMBER: 670

DATE OF MEETING: 28 NOVEMBER 2016

ATTACHMENTS: 1. PETITION

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The petition be received.
-

OFFICER'S COMMENTS ON PETITION RE TIMED PARKING IN ESSEX STREET SOUTH GOODWOOD

The 4 hour parking controls were installed along Essex Street South as part of the trial of pay for use parking in the area. This was to manage the 'push on' effect from parking restrictions in adjacent streets. Local residents were issued parking permits to park beyond the time limit.

The parking controls will be considered as part of the trial review which is currently underway. The review report is to be presented to Council in February 2017.

Administration will also remind the Principal Petitioner that resident parking is unrestricted. That is, the 4 hour time limit does not apply provided parked vehicles display the residential parking permits.

WE the under signed ask the council to alter the current timed parking in Essex Street South, Goodwood, 5034. Currently the trial includes timed parking on both sides of the street and we would prefer for there to be timed parking on one side of the street and no timed parking on the other side of the street. By doing this it allows the residents to be able to park in the street and for the length of time they require without the risk of incurring a parking fine.

Helena Reed	60 Essex St South	Reed	23/10/16
Kathy Teague	66 Essex St South	Teague	23/10/16
Volupe (K) 22	68 Essex St. Sh.	V. Squire	23/10/16
H. SCHENK	68 Essex St		23/10/16
Conny Smith	16a Victoria St		23/10/16
J MACLEOD	49 ESSEX ST SOUTH	MacLeod	23/10/16
M. Torkin-Smith	47 Essex St Sh		23.10.16
S. Van de Aar	11		11
Keith Nazzari	43 ESSEX ST	Nazzari	23/10/16
DANIEL CLUTTERBUCK	36 ESSEX ST SOUTH		23/10/16
Sally Stagg	38 Essex Street South		23/10/16
Clare Clutterbuck	36 Essex St South		23/10/16
Ron Galpin	40 ESSEX ST SOUTH		23/10/16
PAULINE MUIR	42 Essex St. South		23/10/16
Benjamin Downey	46 Essex St South		23/10/16
Andrew Bampton	4/52 Essex St. South		23/10/16
Maria Canale	2/51 ESSEX ST SOUTH	Maria Canale	23/10/16
WASCO MATTIS	2/56 ESSEX ST SOUTH		23/10/16
STACEY LIFNER	3/5A ESSEX ST SOUTH		23/10/16
N. CO. KICK	3/5A ESSEX ST SOUTH		23/10/16
D BAVERSTOCK	16/15		23.10.16

25th October 2016

Dear Sir/Madam,

I am writing in relation to the trial of timed parking in Essex Street South, Goodwood. I have put together a petition against the timed parking. I have limited it to my street as I do not have time to canvas the whole area although I do know of people in other streets who are not happy about the timed parking. I also only had an hour and a half to spend collecting signatures in my street as I am very busy. I collected the signatures on Sunday afternoon and a number of people were out unfortunately.

I want you to know that the residents in Essex Street South were overwhelmingly in favour of having NO timed parking at all in the street. As you will see in the Partition I have compromised and asked that the council only have timed parking on one side of our street and no timed parking on the other. However residents suggested I rewrite it to say that we wanted no timed parking in our street. Some of the comments from people included:

- "Thanks so much for having the time to put the petition together". (A number of residents said this to me.)
- "We have found it frustrating having the time limits".
- "I think the council have an agenda!"
- "There has been little consultation around the timed parking"
- "Why do we have to have timed parking in our area? It has never been a problem for us to find a park outside our houses"
- "You are right on the mark- we don't want any timed parking in our street!!!"
- "I am fed up with the council thinking that they can do as they please"
- "why have the council introduced timed parking I thought the Government was trying to encourage people not to drive into the city and to use public transport"

I few people had friends visiting who signed the petition as they said that when they visit it is now a problem for them.

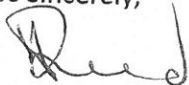
Only two households that I approached did not want to sign the petition. One was a family and I am not sure they understood what the petition was about.

I was a nervous going out initially to see what the residents had to say about timed parking in the street as a member of your staff (told me that residence were overwhelmingly in favour of timed parking!!! I don't know who she has been talking to but I can assure you that this is not the case in our street.

I hope the council will listen to what the residents have to say and either get rid of the timed parking completely in our and surrounding streets, or reduce the timed parking to only one side of the road in the whole area not only our street.

Thanks for your consideration. Can you please communicate with me only via email? MY email address is

Yours Sincerely,



Helen Reid

28 OCT 2016		Class.
For information		

REPORT OF COMMITTEE

TITLE: CONFIRMATION OF MINUTES FOR THE AUDIT
AND GOVERNANCE COMMITTEE 19 OCTOBER
2016

ITEM NUMBER: 671

DATE OF MEETING: 28 NOVEMBER 2016

ATTACHMENTS: 1. MINUTES OF MEETING

EXECUTIVE SUMMARY

Mr Geoff Edwards, Partner Audit BDO, was present to answer any queries from the Committee in relation to the 2015-16 General Purpose Financial Statements.

All other reports were discussed, with no specific comments to be forward to Council.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Audit and Governance Committee meeting held on Wednesday 19 October 2016 be received.
2. The recommendations listed under:

Item 40
2015-16 General Purpose Financial Statements

Item 41
Audit and Governance Committee Work Plan 2017

be adopted.

AUDIT & GOVERNANCE COMMITTEE

Minutes of the Audit and Governance Committee Meeting
held on Wednesday 19 October 2016, at 6:06pm
at the Unley Civic Centre - 181 Unley Road Unley

PRESENT:

Mr John Rawson (Presiding Member)
Mr Ed Parker (Independent Member)
Mr Sean Tu (Independent Member)
Councillor Michael Rabbitt
Councillor Rob Sangster

OFFICERS PRESENT

Mr Peter Tsokas, Chief Executive Officer
Ms Nicola Tinning, Acting General Manager Business Support & Improvement
Mr Mike Carey, Manager Finance & Procurement
Ms Ruth Box, Executive Assistant Business Support & Improvement

GUEST

Mr Geoff Edwards – Partner Audit, BDO

REPORT TO COUNCIL:

28 November 2016

COMMITTEE MEETING - ORDER OF BUSINESS

APOLOGIES

Nil

CONFIRMATION OF MINUTES

MOVED	Michael Rabbitt
SECONDED	Rob Sangster

That the minutes of the Audit and Governance Committee meeting, held on Tuesday 30 August 2016, as printed and circulated be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

BUSINESS ADJOURNED

Nil

DEPUTATIONS / PRESENTATIONS

Nil

ITEM 39 **COINFLICT OF INTEREST**

Nil

ITEM 40 **2015-16 GENERAL PURPOSE FINANCIAL STATEMENTS**

MOVED: Mr Sean Tu
SECONDED: Mr Ed Parker

SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised members that he thought the meeting would benefit from a suspension of meeting procedures for up to 20 minutes to discuss this item.

This was agreed with a two thirds majority.
Meeting procedures were suspended at 6:08pm.
Meeting procedures resumed at 6:26pm

FURTHER SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised members that he thought the meeting would benefit from a further suspension of meeting procedures for up to 10 minutes to discuss this item

This was agreed with a two thirds majority
Meeting procedures were suspended at 6:27pm

The Presiding Member asked staff to leave the meeting at 6:28pm to facilitate a discussion with the Committee Members and the Auditor

Staff were recalled to the meeting at 6:39pm
Meeting procedures resumed at 6:40pm

FURTHER SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised members that he thought the meeting would benefit from a suspension of meeting procedures for up to 10 minutes to discuss this item.

This was agreed with a two thirds majority.
Meeting procedures were suspended at 6:41pm.
Meeting procedures resumed at 6:51pm

That:

1. The report be received.
2. The Audit and Governance Committee:
 - a) Having reviewed the City of Unley's 2015-16 General Purpose Financial Statements, contained in Attachment 1 and External Auditor BDO's Audit Completion Report contained in Attachment 2, considers that the 2015-16 General Purpose Financial Statements present fairly the state of affairs of Council and can be presented to Council for noting on 28 November 2016.
 - b) Considers that the City of Unley's 2015-16 General Purpose Financial Statements, contained in Attachment 1, can be certified by the Chief Executive Officer and the Mayor.
 - c) Notes the draft Certification of Auditor Independence proposed by BDO as contained in Attachment 2 and considers that Council's Certification of Auditor Independence contained in Attachment 3 can be certified by the Chief Executive Officer and the Presiding Member of the Audit and Governance Committee.
 - d) Notes the Centennial Park General Purpose Financial Statements for 2015-16, signed by Centennial Park's External Auditor, contained in Attachment 4.

CARRIED UNANIMOUSLY

Mr Geoff Edwards left the meeting at 6:52pm

ITEM 41

AUDIT AND GOVERNANCE COMMITTEE WORK PLAN 2017

MOVED: Rob Sangster
SECONDED: Michael Rabbitt

That:

1. The report be received.
2. The Work Plan is noted by the Audit and Governance Committee.

CARRIED UNANIMOUSLY

OTHER BUSINESS

The CEO, Mr Peter Tsokas provided a verbal update on the following topics :

- The Strategic Efficiency and Economy Review Report
 - Council will consider the establishment of a Strategic Property Acquisition and Divestment Committee at its meeting on the 24th October 2016.
 - Administration has considered the recommendations within the report and will review the Community Plan in the next couple of months and develop a draft four year plan for Council consideration before the end of this year.
- Centennial Park Cemetery Authority
 - The development of a Strategic Plan and Asset Management Plan is progressing and it is expected that a report will be presented to Council in November.
- ICT Service Review
 - In August the Committee was provided a copy of the review and the recommendations contained within the report have been considered. The recruitment of a Manager is well underway.

CLOSURE

The Presiding Member closed the Meeting at 7:30pm.

PROPOSED AGENDA ITEMS FOR NEXT MEETING

Workplan as endorsed Item 41/16

MEETING DATES

2017 meeting dates to be confirmed

PRESIDING MEMBER **DATE**

INFORMATION REPORT

REPORT TITLE: LIBRARY SERVICE REVIEW UPDATE
ITEM NUMBER: 672
DATE OF MEETING: 28 NOVEMBER 2016
AUTHOR: HANLIE ERASMUS
JOB TITLE: MANAGER LIBRARIES, MUSEUM AND CUSTOMER EXPERIENCE

EXECUTIVE SUMMARY

The *Local Government Act 1999* places an obligation on both the Council and the Chief Executive Officer to continuously review the efficiency and effectiveness of service delivery and operations.

In August 2013, the Chief Executive Officer directed that a review of the Library Service be undertaken with the objective to examine the current service model and operations. The review proposed 16 recommendations, which have the potential to change the level of service and the way in which the service will be delivered. In March 2015, Council endorsed the review recommendations with amendments.

The purpose of this report is to update Council on two specific Library Service Review recommendations (Goodwood Library Floor Plan and Goodwood Toy Library) and to provide a summary of the community engagement undertaken with regard to the Library Hours review.

Regarding the Goodwood Library Floor Plan, a working group was formed in October 2015 to investigate and develop a draft proposal for consideration with regard to supplementary community services that might be hosted in the front portion of the Goodwood Library. Critical analysis by an independent business consultant found that the weaknesses outlined in the draft proposal outweighed the strengths. The findings also indicated there may be other potential complementary opportunities that could be explored in future, however this would require separate market testing and analysis.

In July 2016, the Goodwood Community Centre (GCS) came under new management, and is now managed and operated solely by Goodwood Community Services Inc. The Council recommendation was discussed at the September 2016 GCS Board meeting. A decision by the GCS Board indicated that while it is desirable to have the Goodwood Toy Library relocate to the Goodwood Community Centre, GCS has no capacity to facilitate this move. Therefore the preferred location for the Goodwood Toy Library is in its current location in the Goodwood Library.

The Library Hours Review commenced on 1 June 2016 and concluded on 31 August 2016. The engagement was widely promoted online, in the local media, as well as via information posters displayed in Council's library and community facilities. One hundred and forty-two people participated in the Library Hours Review and provided valuable

feedback and insight. There was an overwhelming 80% satisfaction rate with the existing opening hours.

RECOMMENDATION

That:

1. The update on the progress of the Library Service Review be noted.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

1.1 *Local Government Act 1999*, Section 130A

1.2 *Libraries Act 1982*, Part 2, Section 7

1.3 City of Unley Community Plan 2033

- *Emerging*: Emerging technology is embraced – Technology is utilised across the City to meet the needs of our business and residential communities
- *Living*: Cultural and artistic diversity - Arts and culture are a highly recognised and visible aspect of our City
- *Collaborative and engaged community*: Thriving community spirit and a strong sense of belonging and connection

1.4 City of Unley 4 Year Plan

- *Goal 1 – Emerging*: Technology is utilised across the City to meet the needs of our business and residential communities
- *Goal 1 – Emerging*: Implement Radio Frequency Identification in Library Centres to improve service delivery and access (Y2-3)
- *Goal 1 – Emerging*: Continue to undertake service reviews and implement identified improvements (Y1-4)
- *Goal 2 – Living*: Implement the Library Strategy (Y1-4)

1.5 Reading the Future Library Strategy

- 4.2.1: Review the opening hours of the Unley Libraries, including the Unley Toy Library
- 4.2.2: Investigate the sustainability of 3 libraries in Unley in consultation with the community with emphasis on access for each region of Unley, including depot/kiosk type services
- 4.3.1: Evaluate current services and establish benchmarks for future developments and improvements based on community needs.
- 4.3.2: Examine the library staffing structure to ensure the existing human resources can effectively meet the critical customer demographics and needs.

2. **DISCUSSION**

The *Local Government Act 1999* places an obligation on both the Council and the Chief Executive Officer to continuously review the efficiency and effectiveness of service delivery and operations.

2.1 Background

In August 2013, the Chief Executive Officer directed that a review of the Library Service be undertaken with the objective to examine the current service model and operations.

The review proposed 16 recommendations, which have the potential to change the level of service and the way in which the service will be delivered. In March 2015, Council endorsed the review recommendations with amendments.

This report provides an update on three of the Library Service Review recommendations:

- Review of the Goodwood Library Floor Plan
- Goodwood Toy Library
- Library Hours Review

2.2 Review of the Goodwood Library Floor Plan

Recommendation: *Investigate the necessary building works to separate out a portion at the front of the Goodwood Library to create a space for leasing by June 2015.*

In response to a deputation to Council in April 2015, Council endorsed a Motion on Notice in June 2015:

“Council commits to maintaining the library building at Goodwood as a community hub, including a library service. No further action be taken to separate and lease out any portion of the building to a third party for commercial purposes, that does not integrate or enhance the provision of community services.”

In October 2015, a workgroup consisting of five Elected Members, Administration staff, the President of the Friends of the Unley Libraries, and a representative from the Unley Business Economic Development Committee was formed to investigate a number of options with regards to supplementary community services that can be hosted in the front portion of the Goodwood Library.

A draft proposal was developed, exploring the option of supporting community digital literacy and local small business needs in the community. In March 2016, the workgroup engaged Dr Kristine Peters from KPPM to review and provide critical analysis of the proposal.

Dr Peters’ review found that the weaknesses outlined in the proposal outweighed the strengths, although noted there may be other potential complementary opportunities that could be explored in future. This would require separate market testing and analysis. Therefore, it is not recommended to progress with any further plans for the Goodwood Library in the short term.

2.3 Goodwood Toy Library

Recommendation: *An investigation be undertaken to determine the feasibility and benefits of one service point for a Toy Library Service within the City of Unley, and discussions occur with the Goodwood Community Centre Board to explore potential efficiency gains and cost savings by September 2015.*

Through the findings of the review, it was noted that the two toy libraries currently operating in the City of Unley are managed and maintained separately by different organisations: the Unley Toy Library is provided by the City of Unley and the Goodwood Toy Library by Goodwood Community Services (GCS). The recommended investigation was to explore opportunities to collaborate and consolidate these services to provide improved customer service, access and cost and process efficiencies.

In July 2016 Goodwood Community Centre (GCS) came under new management, and is now managed and operated by Goodwood Community Services Inc. The Review recommendation was discussed at the September 2016 GCS Board meeting, resulting in the following Board decision:

- As a result of a difference in service focus, integration between the two toy libraries may not be feasible:
 - **Unley Toy Library:** Integration of the toy collection into the Unley Library collection, resulting in a holistic approach to collection management and resource sharing.
 - **Goodwood Toy Library:** Community development focus – opportunity for the community to participate and work together in providing a toy library via a volunteer service, with a philosophy that the toy library is about learning, not lending.
- The Goodwood Toy Library is to remain as a key GCS service and GCS will be seeking City of Unley support to retain its role in the broader community.
- While it is desirable to have the Goodwood Toy Library relocate to the Goodwood Community Centre at some stage, GCS has no capacity to facilitate this move. GCS' preferred location for the Goodwood Toy Library is in its current location in the Goodwood Library.

As such, it is recommended the current arrangement continues, with consideration to relocate the Toy Library to Goodwood Community Centre if and when a future opportunity arises.

2.4 Library Hours Review

Recommendation: *The Library community be consulted on the proposed redistribution of library opening hours at the Unley Library and Goodwood Library service points by June 2015.*

As part of a consultation initiative undertaken in 2010 to develop the Library Strategy, it was noted there was some dissatisfaction in respect to opening times, with several participants preferring earlier opening, later closing and extended weekend hours. This was captured as part of the Service Review, with a recommendation to undertake further consultation to determine current preferences, without an increase in expenditure. This was subsequently endorsed by Council at the meeting of 26 April 2016.

In the first instance, feedback was sought into the redistribution of the current hours. This approach ensured the community was not limited by a predetermined outcome.

Community Engagement

Community engagement commenced on 1 June 2016 and concluded on 31 August 2016 and was extensively promoted via:

- Local print media

- Promotional posters in libraries, community centres and swim centre
- Feedback forms and further information included on the *Your Say Unley* online engagement hub
- Information placed on the front page of Council's website
- Social Media broadcast

Questions were targeted at determining library user visitation patterns and satisfaction levels. The engagement program was aimed at all residents of the City of Unley and users of the City of Unley Libraries.

Community Engagement Results & Findings

142 Surveys completed

70%	City of Unley residents
89%	Registered Unley Libraries members
80%	Satisfied or very satisfied with current opening hours
12%	Dissatisfied or very dissatisfied with current opening hours
8%	Unsure or unconcerned either way

Satisfaction with the current library hours:

Over 80% (120 participants) indicated they are satisfied or very satisfied with the current opening hours:

- Current opening hours seem to be very accessible - of the 142 participants, 40% visit the libraries once or twice per month, and 42% visit weekly or more than once a week.
- 41% indicated a preference for afternoon hours 1-6pm, whilst 26% preferred morning hours 10am-1pm. 35% indicated Thursday evenings are still the most popular time to visit the library after 6pm, although 41% indicated they have no need to visit the Unley Libraries after 6pm during the week.

Therefore it is recommended that the existing opening hours of both the Goodwood and Unley libraries remain as is.

A sample of feedback is included from those satisfied with the existing opening hours:

- *"I think the weekend hours at Unley are fantastic."*
- *"No, opening hours is fine with me. I love Unley library as it has a larger range of magazines which I love, also I love the friendly staff, these places are my second home, thank you."*
- *"I appreciate the consistent opening times for Goodwood Library now. No need to keep a reminder on the fridge for which day and what time. I love my library and will fit in with what everyone else wants."*

- *"I am extremely satisfied with the personal and professional service the library provides. It is a very valuable service."*

Dissatisfaction with the current library hours:

Twelve per cent (22 participants) indicated they are dissatisfied or very dissatisfied with current opening hours. Sixteen participants are City of Unley residents and six are residents from other Councils:

Unley Library opening hours:

Dissatisfied participants would like the Unley Library branch to increase the opening hours to:

- Before 10am on Mondays and Saturdays
- Until 6pm on Saturdays and Sundays
- After 6pm Mondays - Fridays

Goodwood Library opening hours:

Dissatisfied participants would like the Goodwood Library branch to increase the opening hours to:

- Before 10am on Fridays
- Wednesdays from 10-1
- After 6pm Monday – Friday
- 1- 6pm on Saturdays and Sundays
- Tuesday evening hours after 6pm

It is worth noting that many want these changes as an increase in hours over and above existing hours and therefore at a further cost to Council.

A sample of feedback is included from those dissatisfied with the existing opening hours:

- *"Would be good to have one evening opening option per week at Goodwood library for full time workers. Biggest barrier to me using the library is the limited after-hours opening time."*
- *"The need for longer opening hours on weekdays and sometimes earlier opening hours mid-week."*
- *"Public transport - access from Unley Civic to Goodwood inconvenient. Walking – 45 min - 1 hour; community bus 1 hour; quicker to travel to city and back (most often do this as choice) - influence not attending events."*
- *"Not open enough e.g. Goodwood should open on Sundays please and /or Goodwood to be open at least 1 night per week until 8pm please."*
- *"Unley Monday closure, Goodwood Wednesday closure."*

Increasing library opening hours is considered to be out of scope, and was clearly communicated and indicated on all survey forms (online and hard copy).

If Council wishes to extend existing opening hours, it will require additional funding from Council.

Based on the overwhelming user satisfaction levels with the current opening hours, it is proposed to maintain the current Library hours.

3. REPORT CONSULTATION

Nicola Tinning, General Manager Business Support & Improvement

4. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Megan Berghuis	General Manager City Services

DECISION REPORT

REPORT TITLE:	COMMUNITY BUS
ITEM NUMBER:	673
DATE OF MEETING:	28 NOVEMBER 2016
AUTHOR:	HEATHER FALCKH
JOB TITLE:	BUSINESS IMPROVEMENT PROJECT OFFICER

EXECUTIVE SUMMARY

The Chief Executive Officer initiated a review of the Community Bus Service in order to identify opportunities to enhance service delivery, understand the level of service and community expectations and recommend options for the number and type of vehicles to be used to deliver the service. The Community Bus Service is fully funded by the City of Unley.

Council's current Community Bus service includes a Fixed Route, Door to Door and Charter service. The purpose of this report is to present Council with the key findings of the review and recommend a level of service for the future provision of the Community Bus service.

Key findings indicate there is decreasing demand for the Fixed Route service and there is increasing demand for the Door to Door service. The recommended level of service has considered feedback from the community, partnering opportunities with local groups, providing users with access to community events, cost efficiency of the service and the capacity of assets required to deliver the service.

The implementation of the recommended level of service will result in improvements that will serve more residents, better meet community need for transport and deliver a more effective and responsive service within current allocated resources.

RECOMMENDATION

That:

1. The report be received.
 2. Council endorses the recommended level of service for the Community Bus described in Option One (outlined in the proposed level of service for the Community Bus – Option One and in Attachment 1 to Item 673/16) to be implemented before 1 April 2017, with a transition period of up to 12 months.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

1.1 Council's 4 year plan goals:

Goal 2 Living – Our Path to a Vibrant City

- 2.1 Highly desirable and diverse lifestyle
- 2.3 Cultural and artistic diversity
- 2.4 Healthy and Active Community
- 2.5 Collaborative and engaged community

Goal 5 Organisational Excellence – Our Path to a Robust and Sustainable Organisation.

- 5.4 An environment of continuous improvement and innovation
- 5.5 A financially sustainable approach to business and planning activity

1.2 Active Ageing Strategy

2. **DISCUSSION**

The *Local Government Act 1999* places an obligation on both the Council and the Chief Executive Officer to continuously review the efficiency and effectiveness of service delivery and operations.

The Chief Executive Officer initiated a review of the Community Bus Service which is a fully Council funded service. The objective of the review was to understand the current level of service, identify and recommend opportunities for service delivery improvement.

The City of Unley is recognised as an Age Friendly City and Council is committed to providing its older residents with better access to services, housing, mobility, community engagement and participation.

The Community Bus Service is guided by relevant legislation, Australian Standards and Council's endorsed Active Ageing Strategy.

The purpose of the Community Bus is to provide transport options to:

- all City of Unley residents but particularly for older residents and for people with a disability
- assist residents to live independently in their own home for as long as possible
- reduce social isolation and enable community involvement and participation, including intergenerational interaction
- improve and strengthen access to local community life and services.

The Community Bus service enhances the quality of life and wellbeing of residents and provides greater social equity. The service reduces risks to

declining health and social isolation for older residents and people with a disability.

Service Review Approach

The Community Bus service review was conducted with three distinct stages:

Stage one: an analysis of the current service profiles, benchmarking with other councils, budget analysis and information regarding the utilisation of assets (buses).

Stage two: consideration of passenger profiles, investigation of other transport options, community consultation, changes to the Commonwealth Home Support Program (CHSP) and reforms to aged care and disability services.

Stage three: identified opportunities for improvement and developed a draft report with recommendations.

Current Service Profile

Council currently provides annual net funding of \$145,000 for the provision of the Community Bus Service. The service is supported by a part time (0.8 FTE) coordinator, 38 volunteer bus drivers and three buses.

The current service offering includes:

Fixed Route Service

This service is available to all local residents. The community bus operates on a fixed circuit 3 times per day in two directions (Monday to Saturday). Passengers can hail the bus from any location. Bookings are not required and passengers can make a donation to use the service.

Door to Door Service

This service is provided to residents of the City that require assistance to visit a shopping centre and are generally over the age of 65. The service is offered at a small fee and pre-booking is required. The service collects and returns residents to their home. The shopping centres visited include the Unley Shopping Centre, Castle Plaza, Mitcham Shopping Centre and Burnside Shopping Village.

Charter Service

The community buses are available for hire to eligible not-for-profit and community groups. Fees for hire range from \$38 to \$200. The Charter Service is also available to Council run programs for the aged, in order to transport residents to community based activities.

Key Findings of the Benchmarking analysis

The Cities of Port Adelaide Enfield, Tea Tree Gully, West Torrens, Burnside, Campbelltown, Mitcham, Holdfast Bay and Norwood Payneham and St Peters

were selected as benchmark partners because of the similarities in service and the age demographic over 60 years to Unley.

Findings include:

- Only the larger Cities of Port Adelaide Enfield, Tea Tree Gully and West Torrens offer a Fixed Route service, whereas most offer a Door to Door type service and Charter arrangements.
- All councils indicated an increasing trend in the demand for Door to Door services and indicated this was a popular service.
- The majority of councils offer shopping destinations as well as other types of locations, such as libraries and community centres.
- Most other councils offer a service that extends to locations outside of their local area.
- All councils are moving to either ceasing or reducing the Fixed Route service in future to enable a shift of resources to the Door to Door type service.
- All councils are considering either ceasing or reducing the availability of this service.

Usage and Current Passenger Profile (customers)

The current profile is described as follows:

- It is estimated that there are only up to 270 residents regularly using all Community Bus services, representing a relatively small proportion of the community.
- The majority of Community Bus users are over 60 years of age.
- Demand for the Door to Door service is high and increasing (based on bookings and waiting lists) and the use of the Fixed Route has decreased (based on trip data and anecdotal feedback from drivers).
- Most non-users of the services have other means of transport. The service is perceived to be for “older” people that are no longer independent.
- Council’s Social Transport service utilises a bus for socially isolated residents and currently has 22 active customers.
- The Eastern Region Supported Residential Facilities (ERSRF) program also utilises a bus to transport between 18-25 customers on ten outings a year.

Assets

Council currently provides three large buses for the provision of this service. Two of the buses are under-utilised. Usage is estimated at 44%, 66% and 86% for the three buses respectively. In conclusion:

- There is capacity to improve and meet more service expectation by increasing the use of the assets.
- There is an opportunity to provide a more direct, responsive service to those with higher need by considering the replacement of one bus with a type of smaller vehicle.

- Currently the Charter Service is provided to a number of community groups (local and non-local). There is opportunity for the Charter Service to be directed to focus support on local groups, achieving a higher local presence.

Trends for Community Transport

The trends impacting the need for community transport are clear, these include:

- The Commonwealth Home Support Program (CHSP) has strict eligibility criteria and currently does not meet the demand for higher needs transport such as medical and health appointments, special interests, or physical activities.
- Commonwealth Government reforms in the disability sector through National Disability Insurance Scheme (NDIS) are creating a gap in provision of transport for people with a disability under 65 years of age.
- While shopping needs exist, other types of destination requests are also increasing. Currently, lifestyle needs are met only for eligible customers under CHSP funding. These needs include transport to the bank, visiting a spouse in a nursing home, visiting the cemetery/attending funerals, personal appointments, etc.
- Social interaction needs are growing as more residents prefer to remain in their homes as they grow older. They may seek transport to social programs not only from an individual perspective, but also in small groups. These needs are not currently being met.

In summary, there is a gap in transport provision which deters those who are transport disadvantaged and with limited financial means and social support to access essential services and participate in community life, creating higher risk of isolation and declining health. Other than shopping, there are gaps in meeting transport needs for individuals, smaller groups, and larger groups to alternative destinations. The gap in demand extends from high need, essential quality of life requirements to social needs such as attending programs to encourage participation and social connection. There is capacity with existing assets to increase the level of service, with no increase in the allocation of funding.

Service Level Options

During the Review, four service level options were considered. These were assessed under the principles of value for money and an optimised customer centric model. A summary of these options is provided as Attachment 1 to Item 673/16.

The proposed level of service for the Community Bus Service – Option One:

It is proposed to introduce a level of service that supports the growing demand for Door to Door type services. This can be achieved by transferring the current users of the Fixed Route service to the Door to Door service and ensuring that

users are not disadvantaged by maintaining the most popular routes to shopping centres.

Individual and small group requirements for other destinations and needs such as medical and health appointments, special interests, physical activities or lifestyle transport can be met by selling one older bus (due for replacement) and purchasing a smaller vehicle.

It is also proposed that the availability of the Charter Service be confined to support local community groups only.

The table below describes the recommended level of service (Option One) and has considered current customer needs, increasing demand by customers that rely on transport support, along with future service trends.

Service Type	Recommended level of service
Fixed Route	Transition all the existing customers to the Door to Door service, retaining the most popular shopping runs and introducing new destinations. The Fixed Route service will be replaced by a modified Door to Door service that caters for existing and new customers.
Door to Door	<ul style="list-style-type: none">• Significantly increase the Door to Door service, to shopping and a range of new destinations to meet the needs of residents.• The service will continue to provide additional volunteers on some routes for residents who require assistance.• Increase transport options for individuals and small groups to address gaps in current transport need such as medical, social and lifestyle needs.• Residents can book the service up to the day before travel. Regular bookings will be available, with passengers only needing to call if they wish to cancel the booking. This will provide efficiency in administration.• Develop new eligibility guidelines for the Community Bus – transport is to be provided to all residents in need, but focusing on residents who are 60 years and over, people with a disability of any age and carers; passengers do not require support at the destination.• Conduct additional consultation to determine new schedules and destinations for the Community Bus.
Charter Service (local groups)	This service will only be available to local community groups and approved Council run community programs and events.

If the level of service described is endorsed it will result in a capital budget saving of \$40,000. Noting the service will maintain three vehicles but replace one bus with a smaller vehicle.

The benefits of this option are:

- Increased alignment to the transport needs of residents within existing resources, increasing responsiveness and relevance of the service. It is estimated that the increase in service level would equate to a minimum of six additional trips per day. The demand for other types of Door to Door services, like appointments, would be better met. The overall service will be more tailored to current and future needs of customers.
- A net (one-off) financial gain on assets of \$40,000 as a result of replacing one bus with a smaller vehicle. The annual net operational budget for the Community Bus would remain the same, \$145,000.
- A predicated increase in the number of customers using the service. Customer feedback indicates that more residents may use the bus if transport is offered to other destinations, including destinations outside of the Council area.
- Transitioning an under-utilised bus (Fixed Route) and its customers to a Door to Door service will provide customers with a better, more relevant experience. They will not have to wait in all weather conditions on the street, the service will not be taking unnecessary travel along streets to arrive at the destination and customers can travel to a broader range of destinations.
- The three vehicles will be better utilised – there is capacity to offer more service for the funds currently allocated to the service.
- The Charter type service will be directed to support local community groups which can provide more opportunity to develop partnerships.

Changes to the service are recommended to be introduced over a transition period. This is to provide adequate communication to users and to ensure that no one is adversely disadvantaged.

3. ANALYSIS OF OPTIONS

A number of service level options were considered as part of the review for the future of the Community Bus.

Option 1- Council endorses the recommended level of service described in Option One of Attachment 1 to Item 673/16, to be implemented before April 2017 with a transition period of up to 12 months.

A number of service level options were considered as part of the review. This option supports the principles of value for money and will provide the current and future customers of this service a better experience by tailoring to individual needs.

This option will triple the number of Door to Door trips as well as catering for the transition of customers from the Fixed Routes. The transition will provide all existing customers of the Fixed Route with an alternative and improved service. New destinations will be introduced to meet the growing demand and provide greater opportunity for social interaction.

The financial outcomes of this option will be a one-off budget saving of \$40,000 (purchase of a smaller vehicle) and no change to the net annual operating budget of \$145,000.

A full engagement and engagement plan will be developed to assist customers and reduce concerns relating to the transition.

Option 2 – Council endorse an alternative option as provided in Attachment One.

The other two alternative options are:

- Option 2: Stop the fixed route, provide a small increase in the number of Door to Door services and remove the Charter service all together. This option also includes the sale of one bus.
- Option 3: Half the service currently of Fixed Route, provide a small increase in the number of Door to Door services and limit the Charter service. This option requires retaining all three existing buses.

Council can provide any level or combination of service. The options have a varying degree of impact on existing and future customers and an overall reduction in service or lack of flexibility to meet resident needs.

This option notes Council's receipt of the recommended level of service, and provides opportunity for Council to make amendments as determined.

The financial outcomes will depend on what amendments are made to the recommended level of service.

Option 3 - Council endorses retention of the current service with limited change

This option notes Council's receipt of the recommended level of service, and determines that there are to be no changes to the level of service currently offered.

This option will not meet the growing customer need for transport and does not support the principle of value for money.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

The implementation of Option One will provide Council with a one-off financial saving of \$40,000 (replacement of one bus with a smaller type vehicle “people mover”) and the net annual operating costs will remain the same, \$145,000.

The implementation of recommendations will enable Council to increase service levels and deliver better community value for current expenditure.

Implementation will be undertaken within existing resources.

5.2 *Legislative/Risk Management*

The Community Bus provision is not a statutory requirement, but does meet the intent of the Local Government Act 1999 to provide appropriate services and facilities, meeting the present and future needs of the local community.

Potential risks have been considered and these include:

- Ability of current Community Bus users to cope changes to the service and potential impacts to Council reputation.
- The level of interest from residents currently not using the Community Bus.
- Availability of volunteer drivers.
- Demand exceeding capacity of the service.
- Demand lower than capacity of the service.

A high level implementation plan has been developed which will mitigate identified risks.

5.3 *Staffing/Work Plans*

No additional staff will be required however, new volunteer bus drivers may need to be recruited, inducted and incorporated into new bus timetables.

5.4 *Environmental/Social/Economic*

The recommended option for the future of the Community Bus takes into account the needs of residents who are transport disadvantaged, particularly those over the age of 60 years, and people with a disability. Residents requiring assistance to enter and alight the Bus will continue to have routes available with an additional volunteer to help with shopping.

The intention of the Community Bus Service is to enhance the quality of life and wellbeing of residents and provides greater social equity. The service reduces risks to declining health and social isolation, particularly for those in the targeted demographic.

5.5 Stakeholder Engagement

Community consultation has been undertaken with over 175 residents (users and non-users of the Community Bus service). The feedback from this consultation process has informed the recommendations contained in this report and a summary is provided in Attachment 2 to Item 673/16.

Further engagement with both users and potential users is recommended as part of the implementation plan to assist with aligning bus schedules and destinations to the needs of individuals and small groups of residents.

6. REPORT CONSULTATION

Internal stakeholders consulted as part of the review included:

- Manager and staff of the Community Services area
- Volunteer bus drivers
- Workshop staff at the Depot
- Marketing and Communications Unit

7. ATTACHMENTS

1. Considered Service Level Options
2. Summary Customer Feedback

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Megan Berghuis	General Manager City Services
Celine Luya	Manager Community Services
Nicola Tinning	General Manager Business Support and Improvement

Attachment 1

Considered Service Level Options

	Option 1 (Recommended): 2 buses and 1 people mover	Option 2: 2 buses only	Option 3: Retain 3 buses	Option 4 (no change): Retain 3 buses
Fixed Route	Transition all customers to a Door to Door type service	Cease the service	Half the service currently offered each week to cover busy periods	Maintain current service (6 days per week)
Door to door	Triple the existing shopping trips per week, plus maintain at least four trips per day from the Fixed Route	Triple existing shopping trips per week	Triple existing shopping trips per week, plus the shift from fixed route	Small increase to improve utilisation of bus
Other destinations & purpose	New services and destinations additional 3 trips per day	New service 1 trip per day	New service 1 trip per day	Maintain current service
Charter	Limit to local groups	Remove Charter to all	Limit to local groups	Limit to local groups
Financial Impact	Replace the oldest bus with a smaller type vehicle and gain a budget saving of \$40k. The annual operating budget to remain the same \$145k	Sell one bus and realise budget saving of \$130k. Realise an annual operating saving of \$24k	Replace the oldest bus \$150k. The annual operating budget to remain the same \$145k	Replace the oldest bus \$150k. The annual operating budget to remain the same \$145k
Overall service impact	An improved level of service that is more aligned to the needs of the customers. Without an increase in annual funding.	A decreased level of service for those customers that currently use the Fixed Route service. This option does not cater for a shift of users to the Door to Door.	A slightly modified service that will only meet some of the increasing demand of customers. No change to funding requirements.	Does not currently meet the increasing demand for the Door to Door service.

Summary Customer Feedback

Feedback from the community was generally consistent and provided clear indication of community preferences.

Feedback from users:

- Users highly value the Community Bus.
- There is a high reliance by users for transport to shopping centres in order to maintain independence.
- Users generally do not support an increase to the fixed route, introduction of an east west route or fixed bus stops.
- Bus drivers (volunteers) supported the feedback from users of the service.

Non users provided feedback that:

- There is high awareness of the services and residents value its availability for those who need it.
- Many residents will not use the service while they have other means of transport and the perception is that the Community Bus is for people who are “older” and are no longer independent. Most non-users commented that they would only use the Community Bus if they were unable to get around by other means or if other destinations were offered for the purpose of social interaction.
- There is a strong interest in bus tours to other destinations for social purposes, including destinations outside of the City of Unley in the over 60's cohort.
- “Younger” residents (generally under 60 years of age) have other transport options and would not consider using the Community Bus.
- The bus does not go to preferred destinations and the Fixed Route takes too long to arrive at the shopping centre destinations.
- Very few residents were aware that the Fixed Route is available to all residents, regardless of age or ability.

DECISION REPORT

REPORT TITLE: ELECTION FOR METROPOLITAN REPRESENTATIVES TO THE LGA BOARD

ITEM NUMBER: 674

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: REBECCA WILSON

JOB TITLE: GROUP MANAGER GOVERNANCE & RISK

ATTACHMENTS: 1. LGA LETTER, VOTING INFORMATION AND CANDIDATE INFORMATION

1. **PURPOSE**

The purpose of this report is for Council to endorse its preferred candidates for election as the Metropolitan Local Government Group (MLGG) representatives on the Local Government Association of South Australia (LGA) Board.

The LGA Returning Officer has received 12 nominations from councils for the following positions available:

- Eight (8) Board Members
- Four (4) Deputy Board Members

Therefore in accordance with clause 59.5 of the LGA Constitution, an election is required to determine which nominees are elected to the eight (8) Board Member positions.

2. **RECOMMENDATION**

MOVED:

SECONDED:

That:

1. The report be received.
2. Council endorse the following persons as Metropolitan Local Government Group representatives to the Local Government Association of South Australia Board in the following order of preference:
 - (1)
 - (2)
 - (3)
 - (4)
 - (5)

- (6)
- (7)
- (8)
- (9)
- (10)
- (11)
- (12)



1. BACKGROUND

The term of office of the current Local Government Association (LGA) Board, will finish December 2017.

Correspondence dated 21 October 2016 from Mr Matt Pinnegar, LGA Chief Executive Officer, advises that 12 nominations for the MLGG representative positions were received for the 8 vacancies, and so an election will be necessary (Attachment 1 to Item 674/16). Mr Pinnegar is the Returning Officer for the election.

Attachment 1

Mayor Lorraine Rosenberg from Onkaparinga Council was elected unopposed to the LGA Presidency, and she will assume office Tuesday 13 December 2016.

2. DISCUSSION

Metropolitan Representatives

The election will be for eight MLGG Members and four Deputy Members. The eight candidates with the highest number of votes will be elected as Board Members and the next four will become the Deputy Members. The candidates are as follows (in Ballot Paper order):

Name	Council
Mayor Robert Bria	City of Norwood, Payneham & St Peters
Mayor Bill Spragg	Adelaide Hills Council
Mayor Karen Redman	Town of Gawler
Mayor David Parkin	City of Burnside
Mayor David O'Loughlin	City of Prospect
Mayor Gillian Aldridge	City of Salisbury
Cr Arthur Mangos	City of West Torrens
Cr Rosalina (Mikki) Bouchee	City of Holdfast Bay
Mayor Glenn Spear	City of Mitcham
Mayor Angela Evans	City of Charles Sturt
Cr Susan Clearihan	Adelaide City Council
Mayor Kevin Knight	City of Tea Tree Gully

Metropolitan Councils only are eligible to vote in this election.

Details have been supplied by each candidate to assist Council in determining for whom they wish to vote (Attachment 1 to Item 674/16).

Attachment 1

All votes must be received by the Returning Officer by 5.00pm on Friday 9 December 2016. A copy of the Council Minutes, certified by the Chief Executive Officer, must be provided to the LGA with the completed ballot paper. Counting of the vote will commence at 9.00am on Monday 12 December 2016 at Local Government House and candidates or their nominated scrutineer may attend the count.

Successful candidates will take office Tuesday 13 December 2016 for a term of two years.

3. COMMUNITY ENGAGEMENT

No community consultation is required on this matter.

4. ANALYSIS OF OPTIONS

Option 1- Council votes for the following persons in order of preference for the positions as Metropolitan Representatives to the LGA Board:

- (1)
- (2)
- (3)
- (4)
- (5)
- (6)
- (7)
- (8)
- (9)
- (10)
- (11)
- (12)

5. CONCLUSION

The LGA has notified Council that an election is required to select eight Members and four Deputy Members as Metropolitan Local Government Group (MLGG) representatives on the LGA Board. Council must determine, by resolution, its order of preference for the candidates and return the voting paper to the LGA by 5pm on Friday 9 December 2016.



In reply please quote our reference: ECM 644038 KJ/DB

21 October 2016

Mr Peter Tsokas
Chief Executive Officer
City of Unley
PO Box 1
UNLEY SA 5061

Dear Peter

Election of Metropolitan Representatives to the LGA Board

On 19 August 2016 I wrote to all metropolitan councils inviting nominations for metropolitan representatives to the LGA Board.

I received 12 nominations from councils for the following positions available:

- Eight (8) Board Members
- Four (4) Deputy Board Members

In accordance with clause 59.5 of the LGA Constitution, an election is therefore required to determine which nominees are elected to the eight (8) Board Member positions. The eight (8) nominees with the highest number of votes as counted using the proportional representation method will be elected as Board Members. The remaining four (4) nominees will be elected as Deputy Board Members.

Each metropolitan council is entitled to vote in this election by **5.00pm on Friday 9 December 2016**.

In order to comply with Part 9 of the LGA Constitution and to cast a valid vote, the council **must** give the LGA either:

- a. a copy of the minutes of the meeting held by the council in relation to the election, duly certified by the chief executive officer of the council or a person acting in the position of chief executive officer;
- or
- b. a certified copy of a decision of a delegate*.

* your council's delegate is the person appointed by your council to vote at LGA general meetings (or in his/her absence, a councillor authorised by the council).

To assist with the casting of your vote, the following documents are attached:

1. Notice of election and voting instructions.
2. Ballot paper including the Returning Officer's initials. This will assist you to clearly indicate the order of preference of the nominees for whom your council is voting. Note that nominees' names have been presented in the order in which they were drawn by the Returning Officer. You are requested to place the number 1 in the square opposite the name of the first nominee of the council's choice and continue (using consecutive numbers 2 through to 12) until a vote has been indicated for all 12 nominees in the order of the council's preference. Your council's ballot paper will be informal and not counted should a preference not be indicated for all nominees, or where there is a break in the sequence of the numbers, or where any number is repeated.

.../2



-2-

3. Nominee forms and profiles, in the same order as the nominees' names appear on the ballot paper.
4. Certification forms for the respective use of councils, pending the voting option chosen as per the above.
5. Envelope marked 'BALLOT PAPER'.
6. Second (larger) envelope addressed to the 'Returning Officer'.

Please note that **all validly cast votes must be received by the Returning Officer by 5:00pm on Friday 9 December 2016.**

Following this, under clause 66 of the LGA Constitution, the counting of votes shall be as per the method set out in section 48 of the *Local Government (Elections) Act 1999* i.e. the same as for council elections being proportional representation. The counting of votes will take place at Local Government House, 148 Frome Street, Adelaide on Monday 12 December 2016, commencing at 9:00am. The Electoral Commission SA will be assisting me in the conduct of the count. Each nominee and another person acting as the nominees' scrutineer may be present during the counting of the votes.

The provisional declaration of the election result will be made as soon as practicable after completion of counting and will be confirmed by the making of the final declaration by me or the Deputy Returning Officer after 24 hours of the provisional declaration (subject to any recount of the votes cast).

If you have any queries please contact the Deputy Returning Officer, Kathy Jarrett on 8224 2010 or me on 8224 2022.

Yours sincerely

Matt Pinnegar
Returning Officer
Chief Executive Officer

Telephone: (08) 8224 2022

Email: matt.pinnegar@lga.sa.gov.au

Attach:

- ECM 644112 -- Voting Instructions
- ECM 644040 -- Ballot Paper
- ECM 644119 -- CEO Certification form
- ECM 644120 -- Delegate Certification form
- Candidate Nomination Forms and Profiles (12)
- Ballot Paper Envelope
- Returning Officer Envelope



Certification Form – 2016 LGA Board Election

Voting option A¹ – Council resolution and copy of minutes

I,

(CEO name)

of

(Council)

hereby certify that the attached excerpt from the minutes of the Council Meeting held on

(Date of meeting)

are a true and accurate copy of the decision made in relation to the order of votes for the
2016 LGA Board Election.

Signed

Date

¹ Clause 64.1.3 of the LGA Constitution:

that to cast a valid vote, the elector must give the LGA either

- (a) a copy of the minutes of the meeting held by the elector (as a council) in relation to the election duly certified by the chief executive officer of the elector or a person acting in the position of chief executive officer or
- (b) a certified copy of a decision of a delegate.

In either case clearly indicating the order of preference of the candidates for whom the elector is voting.

**To be sent to the Returning Officer at the LGA by 5:00pm
9 December 2016**



Certification Form – 2016 LGA Board Election

Voting option B¹ – Council Delegate

I,

(Council Delegate Name)

of

(Council)

being such person nominated as council's delegate² in accordance with clause 39³ of the LGA Constitution on _____ (date appointed) do hereby certify the order of votes as given in the attached ballot paper.

Signed

Date

¹ Clause 64.1.3 of the LGA Constitution:

that to cast a valid vote, the elector must give the LGA either

- (a) a copy of the minutes of the meeting held by the elector (as a council) in relation to the election duly certified by the chief executive officer of the elector or a person acting in the position of chief executive officer or
- (b) a certified copy of a decision of a delegate.

In either case clearly indicating the order of preference of the candidates for whom the elector is voting.

² **Delegate** means that any time an individual appointed under this Constitution as the delegate to represent an Ordinary Member at one or more general meetings.

³ **Voting by Delegates and Deputy Delegates**

At a general meeting, the following individuals may vote on a resolution on behalf of the Ordinary Member who appointed them (in descending order of precedence):

- 39.1 the Delegate of that Ordinary Member; or failing them
- 39.2 the Deputy Delegate of that Ordinary Member; or failing them
- 39.3 an individual attending under clause 35.1.2 for that Ordinary Member



Local Government Association
of South Australia

L.G.A. Annual Report	
349208	
24 OCT 2016	
C. G. Knight	

LGA Board Member

Candidate Information

COPY

Position Sought (tick whichever position applicable):

- ☐ LGA President or
- ☒ **Board Member Representative of Metropolitan Local Government Group**

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Mayor Kevin Knight

Council: City of Tea Tree Gully

Current council position(s) Mayor

Local Government Experience / Knowledge

Mayor Knight's service to local government in the City of Tea Tree Gully has spanned over 19 years. He was first elected to position of Councillor in 1993. Served on Council continuously until 2006.

Re-elected as a councillor in 2010 after 4 years off. Elected as Mayor in 2014, Mayor Knight is the current full-time Mayor at the City of Tea Tree Gully. Mayor Knight has been a member of numerous boards and committees both locally (including Audit Committee and Traffic Management subcommittee) and at a State level. Importantly, he has shown clear leadership, knowledge and expertise in his previous roles as Deputy Mayor and chairman of the City of Tea Tree Gully, Council Development Assessment Panel.

Local Government Policy Views & Interests

Prudent financial management has been a priority, and planning has always been one of his major interests. Good governance policies have also been a strong interest as well as Traffic management and open space.

Mayor Knight has a strong vision to make local government more meaningful to the everyday person in the street. He is a keen supporter of reducing unnecessary red tape and making it simpler for businesses to engage in meaningful outcomes with local government. He is passionate about supporting appropriate development and local government's role in assisting development.

He is a strong believer in the word "Local", it is what separates us from the other tiers of government. If elected, Mayor Knight is committed to representing the interests of metropolitan and regional councils of South Australia in accordance with their needs and the LGA's vision and strategic directions. He came to his new role as Mayor with an enormous amount of energy and enthusiasm in representing his local community and the local government community more generally within this state.

Other Information

Prior to retirement Mayor Knight held the position of State Manager for Simplex International in Adelaide and State manager for Micropay. He has an IT background along with Sales and management responsibility. He took a package at a reasonably young age and is now a self funded retiree.

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016



Local Government Association
of South Australia

2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of Tea Tree Gully

(Name of council making the nomination)

hereby nominates Mayor Kevin John Knight

(Full Name)

Of City of Tea Tree Gully

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 6

day of October 2016

(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016

19 October 2016

Refer Enquiries: Ilona Cooper, Manager Governance & Policy
8397 7310 (Our Ref: D16/60231)



Dear CEO, Mayor, and Elected Members

Local Government Association Board Member – Nomination of Mayor Kevin Knight

I write seeking your support for the City of Tea Tree Gully's nomination of Mayor Kevin Knight for the position of Board Member on the Local Government Association of South Australia (LGA) representing the Metropolitan Local Government Group. Mayor Knight was unanimously voted by his fellow Elected Members as the City of Tea Tree Gully's nomination.

Mayor Knight's service to local government has spanned over 19 years and he now serves as a full-time Mayor at the City of Tea Tree Gully. Mayor Knight has been a member of numerous boards and committees both locally and at a State level. Importantly, he has shown clear leadership in his previous roles as Deputy Mayor and chairman of our Council's Development Assessment Panel.

If elected, Mayor Knight is committed to representing the interests of metropolitan and regional councils of South Australia in accordance with their needs and the LGA's vision and strategic directions. He came to his new role with an enormous amount of energy and enthusiasm in representing his local community and the local government community more generally within this state.

Mayor Knight has a strong vision in making local government more meaningful to the everyday person in the street. He is a keen supporter of reducing unnecessary red tape and making it simpler for businesses to engage in meaningful outcomes with local government. He is passionate about supporting appropriate development and local governments role in assisting development.

I commend Mayor Knight to you as an excellent candidate, having all the credentials required to serve on the LGA Board, and I would appreciate your council giving favourable consideration to his nomination.

Yours sincerely

John Moyle
Chief Executive Officer



Local Government Association
of South Australia

The voice of local government.

2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of West Torrens

(Name of council making the nomination)

hereby nominates Arthur Con Mangos

(Full Name)

of City of West Torrens

(Name of council of which the nominee is a member)

being a Member of such council to the position of Board Member or Deputy Board Member
representing the Metropolitan Local Government Group

Dated this 26th day of September 2016

Terry Buss

(Signature of Chief Executive Officer)

**Terry Buss
Chief Executive Officer
City of West Torrens**

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

Arthur Con Mangos

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



Local Government Association
of South Australia

The voice of local government.

LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Arthur Can Mangos
Council: City of West Torrens
Current council position(s) Councillor
Local Government Experience / Knowledge

AS attached

Local Government Policy Views & Interests

AS attached

Other Information

AS attached

**This information is to accompany a nomination form and must be received by the Returning Officer
of the Region by 5.00pm on 6 October 2016**

Candidate Information

Position Sought Board Member Representative of Metropolitan Local Government Group

Name: Arthur Con Mangos
Council: City of West Torrens
Current Council Position: Councillor

Local Government Experience / Knowledge

Board/Committee Experience:

- Chairperson of CWT Audit and Risk Committee (Current)
- St Martins Aged Care Facility Advisory Board Member and Chairperson (1997 - 2014) - Non Current
- Treasurer of Athletics SA board (2009 - 2013)
- Vice President of Region 7 Murray Darling Association (2000 - current)
- South Australian Australia Day Committee Member (2012 - 2016)
- Treasurer of South Australian Australia Day Committee - 2016
- Chairperson of Climate Change Adaptation Committee Western Region (3 councils)
- Technical Official Commonwealth Games (Melbourne) 2006
- Technical Official at National and Junior Athletics Meetings (Local and National) - Current (15 years' experience)
- Patrolling Member at West Beach Surf Lifesaving Club (Current)
- Honour Life Member at Camden Athletics Club

Key Expertise:

- Refer to linkedin
- Strategic Planning
- Liaise with relevant Council Health Officers regarding local public health issues such as immunisation and food quality

Local Government Policy View and Interests

As a Councillor for the City of West Torrens, Arthur has been a tireless worker for the Plympton Ward since his election in 1989. He has special interest in the infrastructure of our City particularly ensuring Adelaide Airport meets its safety obligations to the community and complies with Commonwealth Government regulations. He is also the vice president of the Murray Darling Association Region 7 Committee and takes a keen interest in ensuring this valuable waterway remains viable for the people of South Australia.

Other Information

- Justice of the Peace for 25 years



Local Government Association
of South Australia

The voice of local government.

2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of Holdfast Bay
(Name of council making the nomination)

hereby nominates Cr Rosalina (Mikki) Bouchee
(Full Name)


of City of Holdfast Bay
(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 16th day of September 2016


(Signature of Chief Executive Officer) - Acting

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected


(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☐ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name:

Rosalina (Mikki) Bouches

Council:

City of Holdfast Bay

Current council position(s)

Councillor and Deputy Mayor

Local Government Experience / Knowledge

Over 20 years experience as an Alderman and Councillor.

Various decision making roles re: policy and strategic planning in waste management/planning/community services/aged care/marketing/events/environment and finance.

Board Member - Western Region Waste Management Authority (2001 - present)

Audit Committee - Western Region Waste Management Authority (2012 - present)

Board Member - Southern Region Waste Management Authority (2008 - 2010)

Board Member - Meals on Wheels South Australia (2010 - 2012)

Board Member - NRM (2008 - 2010)

Member - DAP City of Holdfast Bay (2014 - 2015)

Member - Executive Committee City of Holdfast Bay (2015 - present)

Member - Mainstreet Committee (2015 - present)

Local Government Policy Views & Interests

Lobby for more control/input on planning issues as this has major impact on amenities/infrastructure and financial viability of Councils

Continue to facilitate discussions with State Government in relation to the ever changing swathe of regulations which inundate Councils creating staffing stressors and increased financial burdens.

Continue the pressure on Federal Government to formally recognise Local Government as the third tier of Government.

If State Government initiate more regulations....eg... Dog/Cat Management /Hoarding.....more control and power must be delegated to Local Government to manage compliance so as to ensure that it does not create an added impost financially.

I do not support Council collecting NRM Levy.

Totally support the LGA's position on the Waste Levy.....most monies collected (since the demise of Zero Waste) are not put into the EPA but into general revenue.

Other information

I believe my broad experience within the ever changing environment of Local Government and other Board/Committee positions could be of great value to the dynamic of the decision making process of this Board.

This information is to accompany a nomination form and must be received by the Returning Officer
of the Region by 5.00pm on 6 October 2016



2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of Mitcham
(Name of council making the nomination)
hereby nominates Mayor Glenn William Spear
(Full Name)
of City of Mitcham
(Name of council of which the nominee is a member)

being a Member of such council to the position of Board Member representing the Metropolitan Local Government Group

Dated this 29th day of September 2016


(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a Board Member or Deputy Board Member if so elected


(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



Local Government Association
of South Australia

The voice of local government.

LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Glenn William Spear
Council: City of Mitcham
Current council position(s) Mayor

Local Government Experience / Knowledge

- Elected Mayor of the City of Mitcham in November 2014
- Deputy Board Member representing the Metropolitan Local Government Group from November 2014 to April 2015
- Currently a serving Local Government Association Board Member
- Have had a long term interest in local government issues and community affairs especially in regards to education, sporting facilities and active participation and communication with the community
- Strong business background and strong financial skills
- Centennial Park Cemetery Authority Board Member

Local Government Policy Views & Interests

- Open lines of communication between all levels of government
- Effectiveness and efficiencies in local government
- Commercial common sense
- Effective, equitable and transparent planning system
- Economic and Environmental Sustainability

Other Information

- I am a current Justice of the Peace
- I serve as Patron to a Hills Choral Society, Mitcham Hawks Football Club and Unley Jets Football Club
- Extensive experience in the chairing of committees of both professional and voluntary organisations
- Chairman of Central Audio Visual employing 40 people with an annual turnover of \$5million
- A commercial pilot and qualified to act as a chief pilot for over 20 years
- A company director for 32 years

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016

14 November 2016

Dear Mayor and Elected Members



Re: Local Government Association Board Member Nomination – Mayor Glenn Spear

On behalf of the City of Mitcham we seek your support towards our recent nomination of Mayor Glenn Spear for the position of Board Member on the Local Government Association of SA (LGA).

On 27th September 2016 at the City of Mitcham's Council meeting, Council voted unanimously to support Mayor Glenn Spear's nomination.

Mayor Glenn Spear was elected as the Mayor for the City of Mitcham in November 2014 and since March 2015 has been a Board Member representing the Metropolitan Local Government Group.

Mayor Spear has had a long term interest in local government issues and community affairs especially in regards to education, sporting facilities and community engagement. He is passionate about the opportunities for greater regional collaboration amongst councils.

As a company founder and director for thirty four years, Glenn comes to local government with a strong business background and strong financial skills. If elected he would continue to offer an independent perspective to the LGA.

The LGA have circulated ballot papers and candidates profiles to all metropolitan councils seeking your Council's endorsed vote for Board Members to the Local Government Association. Voting will close on 9 December 2016.

I ask for your consideration of Mayor Spear's nomination to the LGA Board and I fully support his commitment to the role.

Yours sincerely

MATTHEW PEARS
CHIEF EXECUTIVE OFFICER

Street Address:
131 Belair Road
Torrens Park SA 5062

Postal Address:
PO Box 21
Mitcham Shopping Centre
Torrens Park SA 5062

Phone: (08) 8372 8888
Fax: (08) 8372 8101
mitcham@mitchamcouncil.sa.gov.au
www.mitchamcouncil.sa.gov.au



Local Government Association
of South Australia

2016 Nomination Form

Representative of Metropolitan Local Government Group

The CITY OF CHARLES STURT

(Name of council making the nomination)

hereby nominates MAYOR ANGELA EVANS

(Full Name)

of THE CITY OF CHARLES STURT

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this FOURTH day of OCTOBER 2016

(Signature of Chief Executive Officer) (Acting)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



**Local Government Association
of South Australia**

The voice of local government.

LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ **LGA President or**
☒ **Board Member Representative of Metropolitan Local Government Group**

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name:	<u>Mayor Angela Evans</u>
Council:	<u>City of Charles Sturt</u>
Current council position(s)	<u>Mayor</u>

Local Government Experience / Knowledge

Mayor of the City of Charles Sturt (from 2014 Elections)
 Deputy Mayor of the City of Charles Sturt (2010/11, 2013/14)
 8 years as Councillor for West Woodville Ward City of Charles Sturt (2006-2014)

Committees:

- City Services Committee (2006-2014) - Chair (2011-2013)
- Audit Committee
- Strategic Development Committee (2006-2014) - Deputy Chair (2010-2014)
- Policy & Delegation Committee - Deputy Chair (2010-2014)
- Gender Matters Panel/Committee (2010-2014) - Chair (2012-2014)
- SALGWA (2006-2013)

Local Government Policy Views & Interests

I believe the following represents my keys areas of interest and commitment to local Government. In my term as Mayor I plan to:

- Build strong relationships between Councillors
- Develop an effective Governance framework for Council
- Implement long term Financial sustainability for Council
- Facilitate Local Economic Development
- Focus Council more directly on Infrastructure Planning and Asset Management
- Contribute to Planning Reform so that Council still plays a primary role in developing planning policy and decision making.
- Give greater recognition to Community Engagement as an effective tool for assist good decision making
- Create partnerships with other levels of Government, the community and the private sector to better serve the local area.

In the current economic and political climate Councils need to work together and where possible hold a common voice on things that affect our sector. After 10 years on Council and LGA Board Member I believe I have the experience to contribute more broadly to advancing the Local Government agenda. The 'chance to again represent my peers on the Board of the LGA will allow me to provide new ideas, policy rigour and a collaborative approach all designed to ultimately improve the quality of life of communities we represent as Councillors.

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016

Other Information

Apart from Local Government interests I have experience as a small business operator and have extensive experience working within the Community Service sector.

I am well connected within the community including patron of various sporting clubs and community organisations.



2016 Nomination Form

Representative of Metropolitan Local Government Group

The ADELAIDE CITY COUNCIL
(Name of council making the nomination)
hereby nominates COUNCILLOR SUSAN MARGARET CLEARIHAN
(Full Name)
Of ADELAIDE CITY COUNCIL
(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this SIXTH day of OCTOBER 2016

(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016





LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

☐ LGA President or

☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Councillor Susan Clearihan

Council: Adelaide City Council

Current council position(s) City Councillor – North Ward

Local Government Experience / Knowledge

Susan has 19 years of Local Government experience and an extensive track record in community affairs. A former teacher and coordinator of the Local Crime Prevention and Community Safety Program, at the City of Charles Sturt (1995-2004) she was elected to Adelaide City Council in 2003.

Susan has served as the Deputy Lord Mayor (2007-2008) and the Presiding Member of various Council committees, including Council's Community Services, Events & Facilities Committee; the Finance and Business Services Committee; the Adelaide Park Lands Committee and the Main Street / Precinct Reference Group. She has been a member of Council's Development Assessment Committee, the Capital City Development Assessment Commission (CCDAC) and is a representative on Council's Community Emergency Risk Management Committee (CERM).

Susan also represents the Adelaide City Council on various external Boards and Committees, including the Adelaide Festival Centre Trust and Education / Study Adelaide. She is the Adelaide City Council's voting representative for both the LGA of SA's AGM and ALGA's National General Assembly in Canberra.

In 2015, Susan was elected to the Board of the LGA as a Representative of the Metropolitan Local Government Group. She is also the LGA's representative on the Adelaide Cemeteries Authority, which oversees the West Terrace, Cheltenham, Enfield and Smithfield Cemeteries and is the Chair of the Authority's Heritage and Monument Committee. Until last month, Susan was the LGA's representative on the State Mitigation Advisory Group in Emergency Management.

Local Government Policy Views & Interests

As a new member of the LGA Board, Susan has been working with the LGA President, fellow Board Members, the new CEO, Matt Pinnegar and our LGA Officers to develop and implement a new Strategic Plan, establish an Audit Committee, undertake a Governance Review and importantly, an external and thorough review of our LGA Mutual Schemes.

Many matters raised by members of late will be picked up in this Governance Review. Other matters being addressed include: How do we bring everyone together to develop clear policy while also acknowledging and representing the different communities of interest? What structure will serve our Association best? Who should represent our Members? How will the LGA engage with and respond to the needs of our diverse membership?

This extensive planning, review and restructure exercise is being undertaken in conjunction with the busy day to day business of the LGA. This year, there have been many wins for Local Government including the defeat of the Rate Capping Bill and the extensive Local Government's participation in the China/Shandong business mission. We can now look forward to a refreshed and more effective organisation, better able to provide the leadership and advocacy our LGA members deserve and expect.

Many issues are still on the table for our local government family, at the Local, State and National levels, and these will require our ongoing attention and timely response.

Some of these issues include:

What will be the impacts of the reduced participation of Local Government and local communities in local planning matters?

What are the unspecified cost impacts for Local Government on the implementation of the new Planning, Development and Infrastructure Act?

How can we improve State Government relations to bring about improved and earlier engagement with Local Government on proposed legislative matters? eg The Heritage Review Paper, as well as address the issue of State Government using Councils to raise and collect revenue eg the NRM levy, the increased waste levies and rubble royalties? ?

How do we progress the ALGWA agenda and encourage more women to participate in Local Government elections and senior administration?

How can we address the financial relationship between different levels of Government and the Vertical Fiscal Imbalance resulting in Local Government expected to pick up more with less, eg Climate Change and Emergency management?

What are the continuing impacts for Local Government on the loss of indexation on Financial Assistance Grants from the Federal Government's three year freeze?

When can we push forward on the recognition of Local Government in the Australian Constitution?

If re-elected to the LGA Board, I will continue to work collaboratively with fellow Board members, the LGA Administration and our LGA Members to create a 21st Century Association we can all be proud of and ultimately ensure our communities continue to be prosperous and resilient.

7 November 2016



OFFICE OF THE LORD MAYOR

Mayor L Clyne
City of Unley
PO Box 1
UNLEY SA 5061

Dear Mayor Clyne

**LOCAL GOVERNMENT ASSOCIATION BOARD MEMBER RE-NOMINATION –
COUNCILLOR SUSAN CLEARIHAN**

On behalf of the City of Adelaide I write to seek your support in the upcoming LGA (SA) Board election for the reappointment of our Council's nominee, Councillor Susan Clearihan.

A former educator, with an extensive track record in community affairs, Susan has a continuous 19 year association with local government, beginning in 1997 when she began working at the City of Charles Sturt and then in 2003, when she was elected to Adelaide City Council.

Susan has served the City of Adelaide as an Area Councillor (2003-07), a Ward Councillor (2007-) and as Deputy Lord Mayor (2007-2008).

She has chaired numerous Council Committees, has also served on Council's Development Assessment Panel (DAP) and more recently represented Council on the Capital City Development Assessment Commission (CCDAC).

Susan has extensive Board experience, and is Council's representative on the Study Adelaide Board and the Adelaide Festival Centre Trust.

She also represents the Local Government Association on the Adelaide Cemeteries Authority (Smithfield, Enfield, Cheltenham and West Terrace Cemeteries) and until last month was the LGA's representative on the State Mitigation Advisory Committee in Emergency Management. Susan has been and is currently Adelaide City Council's voting delegate for the Local Government Finance Authority (LGFA).

Susan has been a metropolitan representative on the LGA Board of SA since 2015. Susan's extensive and broad local government experience and involvement at the local, state and national level positions her well to represent the Capital City Council, metropolitan councils and SA councils generally on the LGA Board.

If re-elected to the LGA Board, Susan will continue to work collaboratively with fellow Board members, and LGA members to ensure our association is representative, responsive and resilient to our 21st century challenges.

Yours sincerely

Martin Haese
LORD MAYOR



Local Government Association
of South Australia

2016 Nomination Form Representative of Metropolitan Local Government Group

The City of Burnside
(Name of council making the nomination)

hereby nominates Mayor David Parkin
(Full Name)

of City of Burnside
(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 22nd day of September 2016

(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member If so elected

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



**Local Government Association
of South Australia**

LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- LGA President or**
☒ **Board Member Representative of Metropolitan Local Government Group**

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: David Parkin
Council: City of Burnside
Current council position(s) Mayor

Local Government Experience / Knowledge

Mayor 2010 to present

LGA Board 2013 to present

MLGG Executive 2013 to present

Eastern Regional Alliance 2010 to present

Local Government Policy Views & Interests

A corporate background at a senior level has given me a depth of experience and interest in matters of procedure, governance, finance and organisational management. I approach Local Government issues from a perspective which I believe has made an effective contribution to the LGA Board. I initiated the current governance review of the LGA and I am the board representative on the inaugural LGA Audit Committee. I have an interest in encouraging volunteering throughout the community and promoting a healthy lifestyle through the provision of facilities that encourage active community participation.

Other Information

My professional background includes Directorships of four public companies and Chairmanship of numerous private companies and community committees. I am honoured that the Elected Members of Burnside have again nominated me for the LGA Board. I offer Local Government in South Australia rigour, accountability and a valuable perspective on this important representative role.

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016



2016 Nomination Form

Representative of Metropolitan Local Government Group

The CITY OF PROSPECT

(Name of council making the nomination)

hereby nominates DAVID ANDREW O'LOUGHLIN

(Full Name)

of CITY OF PROSPECT

(Name of council of which the nominee is a member)

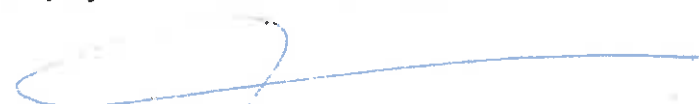
being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 4TH day of OCTOBER 2016



(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected



(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

✓ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: David O'Loughlin
 Council: City of Prospect
 Current council position(s) Mayor City of Prospect, 2006-current

City of Prospect CEO Performance Development Review Committee 2006-current
 City of Prospect Audit Committee, 2007-current
 City of Prospect Gallery Advisory Group, 2003-current

Local Government Experience / Knowledge

Extensive experience across many roles from local ward councillor through to LGA Board representative and LGA President. I have been happy to assist in many areas of need ranging from local issues to statewide reforms such as developing a better boundary reform process and now actively involved in developing and lobbying for a better planning process and a heritage listing process that is more locally driven, less onerous to operate, more accessible and transparent for all involved.

Previous roles include:

LGA SA: Immediate Past President, 2015-current; President, 2013-2015; State Executive Committee, 2006-current
 ALGA: Board Member, 2013-current
 Metropolitan Local Government Group Executive Committee, 2007-2014
 Chair LGA Development Plan Reform Committee, 2012-2014
 Chair of Metropolitan Local Government Group 2009, 2010, 2011
 Founding Member, Eastern Region Alliance
 Member, Capital City Committee 2011-2012
 Ward Councillor, 2003-2006, including membership of several Section 41 committees
 Presiding Member Development Assessment Panel 2005-2006
 Chair Local Government Procurement Board
 Commissioner Development Assessment Commission

Local Government Policy Views & Interests

Local communities are the very foundation of our nation and local government forms the heart of them. The LGA has a pivotal role in representing the concerns and aspirations of local government and advocating for improvements across the sector, state and nation.

By working collaboratively across council boundaries we present a stronger voice when negotiating with industry and other levels of Government. I am a strong advocate for us being the masters of our own destiny because we are the experts in our field - provided that we can see and grasp the opportunities in front of us.

I have always been motivated by the influential role Councils have in stimulating community growth, e.g. community arts and events, local economic development, changes in community behaviour such as waste recycling and energy sustainability measures. The LGA encourages Councils to look beyond their borders, share ideas and learn from each other for the benefit of our local communities - it is the primary reason I joined the Board and with to continue serving.

Other Information

30 years of community service in Adelaide and Whyalla including Kiwanis, Young Christian Workers movement (Branch President, Diocesan President, Youth Worker, Chaplain), Knights of the Southern Cross, Lions, parish council, Blackfriars Priory School Board Chair, university organisations Art Deco and Modernism Society (Convenor), Diocesan Finance Council, Reconciliation SA and the UniSA Architecture Museum.
Executive roles in the private and public construction industry for over 30 years.

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016



15 November 2016

City of Unley
PO Box 1
UNLEY SA 5061

Dear Mayor/Elected Members/CEO,

**LOCAL GOVERNMENT ASSOCIATION BOARD MEMBER
NOMINATION - MAYOR DAVID O'LOUGHLIN**

I write to you seeking your support for my candidacy in the upcoming Local Government Association (SA) Board Member election.

In considering my nomination, I appreciate that you may wish to gain some insight into my background, and my involvement in local government since 2003.

I have held executive positions in the private and public sectors of the construction industry for over 27 years, after studying Architecture and Project Management at university. Following some years of success and being recognised by peak industry awards I undertook the position as Director Major Projects at Housing SA and then Australia's largest program of urban renewal for over five years. Through this experience I cultivated strong relationships with successive ministers in order to achieve support for our programs in suburban, regional and remote locations.

My commitment to the community is also evident through the numerous boards and committees I sit on, including the the Advisory Board of the Uni SA Architecture Museum and convenor of the Adelaide Chapter of the Art Deco and Modernism Society.

In 2003 I was elected as a Councillor for City of Prospect and 2006 I was elected as Mayor, and have been re-elected twice.

On Council I initiated an economic development reform agenda that has led to a transformation of our city, reducing dependence on residential rates, developing an award winning 'Village Heart' with record low vacancies and implementing 'Australia's best' digital economy strategy. We are now fully fibered and have won ICF Smart 21 City status four years running and again in 2017. We have a burgeoning small business sector, doubled our heritage listings and have the largest number of new apartment developments outside the CBD.

In 2008 I ran for the LGA Board and have been an active participant since, serving with honour as President for the metropolitan cycle between 2013-15 and since as Immediate Past President. It was in this role that I first joined Australian Local Government Association Board and on the 10th November 2016 I was elected as the President of ALGA, our peak industry body, to represent the interests of local communities and Councils at the Federal level.

As President of the LGA SA I initiated our largest ever campaign, which we won, in defence of pensioner concessions. We provided template resolutions, campaign strategies and materials for local Councils, with all but one of them passing formal resolutions of protest and action. In turn they motivated thousands of pensioners to lobby their Federal and State members, to call radio, write letters, seek appointments with their local members, and win the hearts of our communities. It was a turning point in our relationship with other levels of government, when they realised how effective we could be at mobilising local communities.

Another significant achievement was elevating our relationship with State government from junior ministry status to one where we meet quarterly with the Premier in a joint forum. We have established a reputation as skilled partners in government and community leadership - a far cry from our reputation only four years ago.

Aside from successfully encouraging metropolitan Councils to focus more on economic development, I advocated for reforms to our dated and convoluted planning system, reforms which are now underway and are subject to our close scrutiny. Continuing the theme of self-determination wherever possible, I requested and we were granted the ability to rewrite our boundary reform legislation, driven by our sector and for our communities, and am delighted that our preferred model has been adopted by the government, with the draft bill receiving broad support.

These are just some of the commitments to reform and improvement that I seek to continue to offer to you in the role as a Board Member of the Local Government Association (SA).

With your support it would be an honour and a privilege to continue to serve on the LGA (SA) Board, where I can also provide a strong and direct link to ALGA and the work it does at the Federal level on our behalf

Yours sincerely,

A large, stylized handwritten signature in dark ink, consisting of a large loop followed by a long horizontal stroke.

David O'Loughlin
Mayor, City of Prospect
President, Australian Local Government Association
0408 598 863



Local Government Association
of South Australia

The voice of local government.

2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of Salisbury

(Name of council making the nomination)

hereby nominates Gillian Aldridge

(Full Name)

of the City of Salisbury

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 14th day of October 2016


(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected


(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Mayor Gillian Aldridge

Council: City of Salisbury

Current council position(s) Mayor

Local Government Experience / Knowledge

28 years at the City of Salisbury in the following roles:

October 1988 - March 2008	Councillor
1997-2007	Deputy Mayor
March 2008 - Current	Mayor

Local Government Policy Views & Interests

Local Government at its' best can make a real and positive difference to people's lives, and we have an obligation as a sphere of Government to develop a united and coherent approach in the interests of our communities.

South Australian and Northern Adelaide is positioned for change and together as Local Government we can influence and shape that change to ensure South Australia continues to prosper. To that end Councils of the north are committed to working together with other councils, governments, businesses and the entire community to make sure South Australia reaches its full potential.

First and foremost we must have a focus on jobs for all South Australians - jobs for people coming out of the automotive sector, jobs for school leavers, jobs for our unemployed and jobs for people seeking to re-enter the workforce.

We must invest and lobby for infrastructure. Infrastructure that links our businesses to interstate and global markets.

We must also support small business within our state, small business support our economy and we need to increase the range of programs to help them survive and grow.

We need to build a positive image for Local Government, one that gives our community confidence in the future and one that positions ourselves as an attractive industry for growth and opportunities.

At the last LGA Board elections there were no appointments to the Board from northern Adelaide metro councils. When voting I urge Councils to consider the impact not only for their council but the state as a whole ensuring that the north can be represented on the LGA.

The City of Salisbury and Northern Adelaide has long been a supporter of the LGA and we look forward to continuing to support and grow our State together

Other Information

- Voting Representative, Local Government Association
- Local Government Association Metropolitan Mayors' Group
- Northern Economic Leaders Champions Group
- Mawson Lakes Community Trust Fund Committee



Local Government Association
of South Australia

2016 Nomination Form

Representative of Metropolitan Local Government Group

The

Town of Gawler

(Name of council making the nomination)

hereby nominates

Mayor Karen Redman

(Full Name)

of

the Town of Gawler

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this

5th

day of

October 2016

(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

[Signature]

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



Local Government Association
of South Australia

LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Mayor Karen Redman
Council: Town of Gawler
Current council position(s): Mayor of the Town of Gawler.

Local Government Experience / Knowledge

As an Elected Member for the Town of Gawler since 2010 and subsequently in 2014 elected as Mayor, I believe I have the experience and knowledge needed to be an effective Board Member of the Local Government Association. Despite the economic climate and slower than anticipated growth in South Australia, Gawler continues to be one of the fastest growing areas in the State with the town earmarked for growth in the State Government's 30 year plan. Significant work has occurred during my time on Council and as such I have contributed to the development of important strategic policy relating to growth and been involved in key Council decisions including:

- Development plan amendments as it relates to growth
- Town character DPA
- Urban design centre studies
- Community Plan reviews
- CEO selection and interview panel process- selection panel
- Membership of committees (past and present) including:
 - CDAP, Audit, Infrastructure and Environmental, Corporate and Community, Youth, External funds.
- Current Member of the MLGG executive committee- champion for efficiency and effectiveness annual priority

Local Government Policy Views & Interests

It is most important to have a range of views on the Board and representation from different areas of Greater Adelaide as well as the regions. At present, there are no Board members representing Northern Adelaide Councils, and as Mayor of the most Northern Council in the metropolitan local government group I hope to address this imbalance.

My interests are broad although as the champion of the MLGG efficiency and effectiveness (an annual priority project) initiative I believe this represents a great opportunity for local government to demonstrate its commitment to excellence but also its willingness to improve and potentially make the big decisions when required.

Councils have a critical role in Economic development, with northern Adelaide under pressure in this regard. To this end I have advocated and led the discussion in my community, actively participated in the local government China strategy, with a key outcome being an exciting business relationship emerging with the city of Penglai. Local government has been a strong player in this space and demonstrated that an integrated, coordinated team approach delivers important outcomes to our respective communities. The LGA mission of providing leadership that benefits all of SA fits well with this program.

In closing, my strong communication skills and background in health have held me in good stead when working with Council Members, CEO and staff, different community groups and individuals and the wider community so I ask for your support in my nomination for the Board.

Other Information

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016



Ref: HI:kr
CC16/175

7 November 2016

Town of Gawler
89 Murray Street
PO Box 130
Gawler SA 5118
Phone: (08) 8522 9211
Fax: (08) 8522 9212
council@gawler.sa.gov.au
gawler.sa.gov.au

Dear Elected Members

**Re: Local Government Association Board Member – Nomination of Mayor
Karen Redman**

I write in energetic support of Mayor Karen Redman's nomination for membership of the board of the LGA.

As an Elected Member for the Town of Gawler since 2010 and as Mayor from 2014, I have no doubt that Karen Redman possesses the experience, skills and knowledge required of a very effective LGA Board Member.

An LGA Board Member must bring to the position the capacity to contribute intelligently and strategically to public policy. Karen has demonstrated this capacity by virtue of her contributions to:

- Community Plan Reviews
- CEO recruitment and appointment
- Town Character DPA
- Urban Design Centre Studies

Karen is an intelligent and focused contributor to the committees of which she is a member. These committees include but are not limited to:

- CDAP
- Audit
- Infrastructure
- Environment
- Corporate
- Community and Youth

Karen's commitment to efficient and effective Local Government is demonstrated by her membership of and contribution to the MLGG Executive Committee which has, as one of its foci, the continued efficiency and effectiveness of local government for all South Australians.

Despite the economic climate and sluggish growth in South Australia, Gawler continues to be one of the fastest growing areas in the State. Karen's contribution to this strategic growth has been, and continues to be, significant. Her understanding of and commitment to economic development is amply demonstrated by her capacity to lead community in the development of an exciting business relationship with the Chinese city of Penglai.

Equally, her outstanding work in obtaining Federal funding for the regional infrastructure development known as the 'Gawler-Connect Project' will significantly revitalise Gawler's civic and tourism facilities and reinforce Gawler's role as the economic hub of the region.

Councils have a critical role to play in the economic development of their own regions and the State as a whole. In this context, it is important to note that, currently there are no Board members representing Northern Adelaide Councils. I suggest that Karen's appointment would redress this imbalance and contribute to the LGA's mission providing leadership and benefits to all of South Australia.

Significantly, Karen's successful nomination to the LGA's Board would also make a statement about redressing the imbalance of gender representation on such boards.

Karen is, above all, a strong community leader with well-honed communication skills. Her Women's Leadership initiatives are well regarded in the community and her capacity to engage, lead and inspire her community in times of disaster was demonstrated during the Pinery bushfires and again during the recent floods.

Karen is a highly regarded, respected community leader. She is experienced, intelligent, strategic, measured and empathetic. I have no hesitation in asking for your support of her nomination for a position on the LGA Board and believe it is time the Northern Adelaide Councils were fairly represented

Yours faithfully



Henry Inat
Chief Executive Officer

Direct line: (08) 8522 9221
Email: Henry.Inat@gawler.sa.gov.au

LGA Board Member

Candidate Information

Position Sought

☐ LGA President

☒ Board Member Representation of Metropolitan Local Government Group

Word limit 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Bill Spragg

Council: Adelaide Hills Council

Current Council Positions:

- Mayor
- LGA Deputy Board member
- SHLGA Board member
- MLGG Executive

Local Government Experience/Knowledge

- Mayor, November 2010 to present
- Ward Councillor, March 2000 to November 2010
- Member of the Strategic Planning and Development Policy Committee, 2004 – (Presiding Member 2010 – 2014)
- Member Council's DAP, May 2000 – February 2007, February 2008 – 2010 (Presiding Member, July 2003 – December 2005)
- Member of Audit Committee, 2008 – 2010
- Member of CEO Performance Review Committee (Presiding member 2010 – 2014)
- Chair of the Townships committee, 2001 – 2002
- Member of Adelaide Watershed Water Quality Improvement Steering Committee
- Hills Face Zone review reference group, 2003 – 2005
- LGA Board member (2012 -) as both a Deputy and Full member

After 16 years on council I have an excellent understanding of the *Local Government Act 1999 & Regulations*, the *Development Act 1993* and regulations and a number of other pieces of legislation impacting on the operations of council. I am actively involved in local government activities at local, state and national levels and frequently engage with Mayors of metropolitan and regional councils.

Local Government Policy Views and interests

I have a keen interest in ensuring the voice of local government is heard in the preparation of any legislation which impacts on local government operations. I believe State Government should ensure that Councils are adequately funded to deliver services that the State Government mandates as local government responsibility through legislation. I strongly support the continued presence of Councillors on development assessment panels. I believe the State Government should take responsibility for collecting the NRM levy and start spending the hard waste levy on initiatives to reduce waste landfill.

Other information

I am a life-long learner and am continually looking to challenge and improve myself. I have a number of tertiary qualifications: Bachelor of Science; a Graduate Diploma in Education; a Graduate Diploma in Computer and Information Science and a Graduate Certificate in Business Administration.



2016 Nomination Form

Representative of Metropolitan Local Government Group

The Adelaide Hills Council

(Name of council making the nomination)

hereby nominates Mayor Bill Stragg

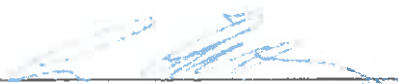
(Full Name)

of Adelaide Hills Council

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member or Deputy Board Member**
representing the Metropolitan Local Government Group

Dated this 28 day of SEPTEMBER 2016



(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected



(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



2016 Nomination Form

Representative of Metropolitan Local Government Group

The City of Norwood Payneham & St Peters

(Name of council making the nomination)

hereby nominates Mayor Robert Bria

(Full Name)

of City of Norwood Payneham & St Peters

(Name of council of which the nominee is a member)

being a Member of such council to the position of **Board Member** representing the Metropolitan
Local Government Group

Dated this 19th day of September 2016

(Signature of Chief Executive Officer)

and I, the person nominated, hereby accept such nomination and consent to act as a
Board Member or Deputy Board Member if so elected

(Signature of Candidate)

Close of Nominations: 5:00pm 6 October 2016



LGA Board Member

Candidate Information

Position Sought (tick whichever position applicable):

- ☐ LGA President or
☒ Board Member Representative of Metropolitan Local Government Group

Word limit is strictly 1,000 words (pursuant to clause 64.2 of the Constitution)

Name: Robert Bria
Council: City of Norwood Payneham & St Peters
Current council position(s) Mayor

Local Government Experience / Knowledge

I have 19 years experience as an Elected Member for the City of Norwood Payneham & St Peters, having been a Councillor representing Torrens Ward from 1997 – 2005, and serving as Mayor since 2005. During my time as Mayor, I have held a number of senior positions in Local Government, including:

- Chair of the Metropolitan Local Government Group (2008);
- Chair of the Eastern Region Alliance (ERA) of councils (2010); and
- Member of the Local Government Association of SA Board (2009-2010) and (2013-Present).

Current Committee membership includes:

- Business and Economic Development Committee (Chair) (2006 to present);
- St Peters Child Care Centre Committee (Chair) (2011 to present);
- Norwood Parade Precinct Committee (2012 to present); and
- Audit Committee (past Chair).

I also served as my Council's Board Member on the East Waste Management Authority (2006-2009).

Local Government Policy Views & Interests

As Chair of the Norwood Payneham & St Peters Business & Economic Development Committee and Norwood Parade Precinct Committee, I have a very strong interest and understanding of the role that Local Government can play in economic development at a regional and state level. I have a particular passion for mainstreets and the working relationship between Council, traders and property owners to create new opportunities and attract investment.

My work in this area has been recognised at the national level by Economic Development Australia (EDA), where I was a finalist for the 2015 EDA Excellence in Economic Development Award (Elected Member category).

I have long supported regional collaboration amongst Councils and believe this is an area where more work can be done to encourage Councils to undertake projects, share resources, skills and develop other opportunities to support and service communities.

I am also committed to ensuring that children and young people are meaningfully engaged in consultation processes on issues that affect them (eg Council strategic plans, playground design, etc), to build their capacity as active young citizens in our communities and Local Government leaders of tomorrow.



More recently I have championed reforms to Council rates. In September 2015, I presented before State Parliament's Economic and Finance Committee to argue against rate capping. I have won the support of my Council to urge the LGA to introduce a formal benchmarking framework for Councils and a standardised methodology for reporting information about rates. I believe the LGA should pursue an agenda of systematic reform with regard to Council rates.

I believe that with nearly two decades of experience as an Elected Member, of which the last 11 years have been as Mayor, I have the credibility, skills and knowledge to add value, strength and guidance to the Board in its deliberations on behalf of the Local Government sector in South Australia.

Other Information

- Graduate Certificate in Public Sector Management, Flinders University.
- Bachelor of Arts (Honours), Flinders University.
- Board Member - St Joseph's Memorial School, Norwood (2012 to present).
- Honorary Member of Norwood Rotary Club (since 2010).
- Number One Ticket Holder, Norwood Football Club (since 2012).
- Married to Pina with three children.

This information is to accompany a nomination form and must be received by the Returning Officer of the Region by 5.00pm on 6 October 2016

DECISION REPORT

REPORT TITLE: FIRST QUARTER BUDGET REVIEW 2016-17
ITEM NUMBER: 675
DATE OF MEETING: 28 NOVEMBER 2016
AUTHOR: MIKE CAREY
JOB TITLE: MANAGER FINANCE & PROCUREMENT

EXECUTIVE SUMMARY

Section 9 (1) of the *Local Government (Financial Management) Regulations 2011* requires Council to formally consider its Budget at least three times during the financial year.

This report presents the First Budget Review of the 2016-17 financial year for Council's consideration.

The proposed budget requests do not change the budgeted Operating Surplus of \$2.035m or the Net Borrowings result of \$5.804m for the year ended 30 June 2017.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report, including Attachments 1- 3 to Item 675/16 be received.
 2. The budget variations from the First Quarter 2016-17 Budget Review be approved.
 3. The revised budgeted Uniform Presentation of Finances reflecting a unchanged Budgeted Operating Surplus of \$2.035m and an unchanged Net Borrowing of \$5.804m be adopted.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

- Local Government Act 1999 Section 123
- Local Government (Financial Management) Regulations 2011 Regulation 7 and 9
- Organisational Strategy/Goal
 - 5.3 - Good Governance and Legislative Framework
 - 5.5 - Financially sustainable approach to business and planning activity.

2. **DISCUSSION**

The Regulations require Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require, or offer opportunities for changes to the budget during the year.

At the Council meeting held on the 22 August 2016, Council adopted changes to the 2016-17 Annual Budget after the Original Annual Business Plan and Budget was adopted on 27 June 2016. These changes related to accounting for 2015-16 carry forwards. This adoption reflected a revised Budget Operating Funding Surplus before Capital Revenue of \$2.035m and an estimated Net Borrowing of the financial year of \$5.804m as per the Uniform Presentation of Finances Statement.

First Quarter Budget Review **Operating Budget Variations**

The current 2016-17 adopted budget reflects a Net Operating Surplus before Capital Revenue of \$2.035m. The proposed adjustments, detailed below, do not change the Operating Surplus.

	\$'000
Current Adopted Budget Net Operating Surplus before Capital Revenue	2 035
Net Impact of First Quarter Budget Review Variations	
Increase in Income	3
Increase in Expenditure	<u>3</u> 0
First Quarter Budget Review Operating Surplus	2 035

Details of the proposed budget changes are as follows:

Identification of Increased Income of \$3k

- Reduction in the amount of Financial Assistance Grants received of \$16k per advice from the Minister of Local Government
- Reduction in Main Street Digital Strategy contributions of \$5k as a result of the Glen Osmond Road Association being wound up
- Pay for use Parking income of \$24k not budgeted for in 2016-17.

Increase in Operating Expenditure of \$3k

- Savings in workers compensation premium of \$17k as a result of an increased rebate
- Increase in expenditure of \$15k in regards to community engagement for Parkside – On Street Parking as per Council Report 552/16 from 25 July 2016
- Reduction in expected expenditure of \$2k for Main Street Digital Strategy as a result of the winding up of Glen Osmond Road Association. Partly offsets an income reduction.
- Increase in expenditure of \$7k in regards to Pay for Use Parking collection costs (unbudgeted) and is offset by income above.

Attachment 1

Zero Balance Budget Variations

During the first quarter there have been further changes proposed to the Adopted Budget which relate to movements between income and expenditure categories.

These generally relate to:

- The receipt of additional grant funding for projects that require a matched Council contribution
- An increase in expenditure required for a service but savings have been found to compensate for this elsewhere within Council, and
- Transfers between capital and operating to reflect accounting requirements in relation to expenditure definition.

In relation to zero balance budget variations, the proposed adjustments relate to:

- Contribution of \$89k received in regards to traffic work completed in regards to the Lutheran Homes Pedestrian Crossing and associated matching expenditure
- Grant funding of \$4k received to purchase electric bikes for Unley staff to utilise and associated matching expenditure
- Approved Grant funding in regards to Unley Community Centre HACC Centre Base Program of \$28k, the Community Visitors Scheme of \$2k and Adult Learners Week of \$1k. All have offsetting expenditure.

- Change of classification for the Community Grants CPI Catch Up Operating Project to Operating Expenditure - \$10k
- Additional user charges income received for the Food for Life Program based at Fullarton Park, and associated expenditure of \$2k
- Removal of separate rate income and matching associated expenditure as a result of the Glen Osmond Road Association being wound up - \$14k.

Budget Review Presentation

As a result of changes to the Local Government (Financial Management) Regulations, the Budget Review Presentation has been simplified for the First and Third Budget Review for the year whereby it is now required to produce under Section 9 (1) (a)

“a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*”

In accordance with the Regulations the Uniform Presentation of Finances showing the movements in the current and proposed budgets is shown as Attachment 1 to Item 675/16.

Attachment 1

Movements in Budgeted Borrowings

The 2016-17 Adopted Annual Business Plan and Budget in June 2016 showed forecast borrowings at 30 June 2017 of \$16.8m. After adjusting the opening balance to reflect the 2015-16 audited financial statements and taking into account the 2015-16 carry forwards approved from Council Report 551/16 on 22 August 2016, forecast borrowings have subsequently been revised downward to \$13.1m.

The borrowing movements are shown below.

Borrowings	Opening Balance	New Borrowings	Repayments	Forecast
	\$'000s	\$'000s	\$'000s	\$'000s
CAD (Short Term Drawdown)	2 167	-	-	2 167
Current Fixed Term Borrowings	1 018	-	-	1 018
Non-Current Fixed Term Borrowings	4 448	6 541	(1 029)	9 960
	7 633	6 541	(1 029)	13 145

3. ANALYSIS OF OPTIONS

Option 1 –

- The budget variations from the First Quarter 2016-17 Budget Review be approved; and
- The revised budgeted Uniform Presentation of Finances reflecting an unchanged Budgeted Operating Surplus of \$2.035m and an unchanged Net Borrowings of \$5.804m be adopted.

This option will ensure Council meets the requirements of section 7 and 9 of the Local Government (Financial Management) Regulations 2011.

The Council is required to undertake at least three budget reviews of its annual budget. This report is the first of these. This enables Council to address occasions where the adopted budget for a particular project or service has changed. It also enables the inclusion of new projects and initiatives as the opportunity or need arises during the year.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

These proposed adjustments do not impact on Council's Operating Surplus for the 2016-17 financial year.

6. REPORT CONSULTATION

All Budget Requests have been requested through the relevant Business Unit Managers and approved by the relevant General Manager of the division.

7. ATTACHMENTS

1. Proposed Budgeted Uniform Presentation of Finances for the Year Ended 30 June 2017.
2. Proposed Budget Requests.
3. Proposed Zero Budget Changes.

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Nicola Tinning	General Manager Business Support & Improvement
Peter Tsokas	Chief Executive Officer

**Proposed Budgeted Uniform Presentation of Finances
For the year ended 30 June 2017**

	Current Budget 2017 \$'000	Additional Requests & Savings Found Increase/ (decrease) \$'000	Zero Budget Changes \$'000	1st Quarter Budget Review \$'000
Income	45,699	3	19	45,721
Expenses	43,664	3	19	43,686
Operating Surplus / (Deficit)	2,035	-	-	2,035
Net Outlays on Existing Assets				
Capital Expenditure on Renewal and Replacement of Existing Assets	(9,164)	-	-	(9,164)
Depreciation, Amortisation and Impairment	6,912	-	-	6,912
Proceeds from Sale of Replaced Assets	248	-	-	248
	(2,004)	-	-	(2,004)
Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets	(6,020)	-	(93)	(6,114)
Amounts received specifically for New and Upgraded Assets	125	-	93	218
Proceeds from Sale of Surplus Assets	60	-	-	60
	(5,835)	-	-	(5,835)
Net Lending / (Borrowing) for Financial Year	(5,804)	-	-	(5,804)
Net Financial Liabilities at Beginning of Year				(13,041)
Decrease / (increase) in Other				246
Net Financial Liabilities at End of Year				(18,599)

The figures in this statement have been rounded and consequently individual sub-totals, whilst being correct, may differ slightly from the sum of the rounded amounts.

**Budget Requests
Operating Income**

Cost Centre/ Project	Description	Category	Amount \$ Increase (decrease)	Comment
1181	Corporate Activities (Finance)	Grants, subsidies & contributions	(16 000)	Reduction in Financial Assistance Grants per Minister for Local Government advice
201995	Main Street Digital Economy Strategy	Operating Project	(4 734)	Reduction in expected income due to Glen Osmond Association winding up
202582	Pay for Use Parking Trial	Operating Project	24 000	Pay for use parking trial income not budgeted for
Total			\$3 166	

Operating Expenditure

Cost Centre/ Project	Description	Category	Amount \$ Increase (decrease)	Comment
1181	Corporate Activities (Finance)	Employee costs	(17 137)	Savings due to workers compensation rebate being higher than anticipated
1380	Transport & Traffic	Materials, Contracts & Other	15 000	As per Council Report 552/16 from 25 July 2016, budget request for community engagement for Parkside – On Street Parking
201995	Main Street Digital Economy Strategy	Operating Project	(1 897)	Reduction in expected expenditure as a result of Glen Osmond Association being wound up and reduction in income highlighted above
202582	Pay for Use Parking Trial	Operating Project	7 200	Expenditure for collection costs not budgeted for and offset by income above
Total			3 166	

Zero Budget Requests

Capital Expenditure on New & Upgraded Assets

Cost Centre/ Project	Description	Financial Statement Category	Amount \$ Increase (decrease)	Comment
202509	Frew Street, Fullarton	<ul style="list-style-type: none"> Capital Expenditure on New & Upgraded Assets Amounts received specifically for New and Upgraded Assets 	89 000 89 000	Contribution and expenditure on traffic work for the Lutheran Homes Pedestrian Crossing
202609	Unley Staff Bike Fleet	<ul style="list-style-type: none"> Capital Expenditure on New & Upgraded Assets Amounts received specifically for New and Upgraded Assets 	4 338 4 338	Grant funding and expenditure on electric bikes for staff to use
Total			0	

Zero Budget Requests

Cost Centre /Project	Description	Financial Category	Statement	Amount \$ Increase (decrease)	Comment
1204	Main Street – Glen Osmond Road	<ul style="list-style-type: none"> • Other Rates – Special Rates • Materials, Contracts & Other 		(14 000) (14 000)	The Association has wound up. This reflects the separate rates being returned to ratepayers and no funds to distribute to the trader association.
1160	Community Grants	<ul style="list-style-type: none"> • Materials, Contracts & Other 		10 000	Funds moved from Community Grants Operating Project to the operating expenditure cost centre where community grants are expended from.
202621	Community Grants CPI Catch Up	<ul style="list-style-type: none"> • Operating Project - Materials Contracts & Others 		(10 000)	
1570	Fullarton Park Centre	<ul style="list-style-type: none"> • User Charges • Materials, Contracts & Other 		2 100 2 100	Increase due to Food for Life fees and associated expenditure.
202218	UCC – HACC Centre Base Program	<ul style="list-style-type: none"> • Operating Grants & Subsidies • Materials, Contracts & Other 		28 000 28 000	Grant funding for Commonwealth Home Support Program relating to meal services (“Meet me Mondays”) at Unley Community Centre and associated expenditure
1523	Community Visitors Scheme	<ul style="list-style-type: none"> • Operating Grants & Subsidies • Materials, Contracts & Other 		2 100 2,100	Additional funding received for program and associated expenditure
202641	2016 Adult Learners’ Week	<ul style="list-style-type: none"> • Operating Grants & Subsidies • Materials, Contracts & Other 		1,000 1 000	Funding received from Department of State Development and associated expenditure
			Total	0	

DECISION REPORT

REPORT TITLE: COMMUNITY GRANTS PROGRAM –
SEPTEMBER 2016 FUNDING ROUND

ITEM NUMBER: 676

DATE OF MEETING: 28 NOVEMBER 2015

AUTHOR: MATTHEW IVES

JOB TITLE: CULTURAL DEVELOPMENT COORDINATOR

1. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement of the recommendations for grant funding under the Community Grants Program for Round 1 of the 2016/17 financial year.

The Community Grants Program is a distribution of Council funding that supports the provision of programs, projects and activities for the local community to participate in a wide range of recreational, cultural, community and environmental activities. There are two rounds each financial year.

This report reflects the recommendations made by the Administration from the applications received by 30 September 2016.

Previously grant applications were considered by the Council's Community and Culture Committee with a series of recommendations to Council. However, following the dissolution of this Committee by Council at its meeting in August 2016 (Item 554/16), the Administration's recommendations were presented for comment to a working party of four Elected Members established to assist in reviewing the grants and these are now presented directly to Council for endorsement.

2. RECOMMENDATION

That:

1. The report be received.
 2. The Community Grants be funded as detailed in Attachment 1 to Item 676/16.
 3. The applicants be notified of the outcome of their application.
-

1. RELEVANT CORE STRATEGIES/POLICIES

Living: Our Path to a Thriving City

The City of Unley Community Grant Policy is the relevant Policy.

2. DISCUSSION

The Community Grants Program has been in operation since 1979. Its purpose is to encourage active citizenship, community capacity building and to support community members to respond to local needs by providing assistance to individuals, community groups and organisations that provide projects and service programs for residents of the City.

There are two rounds each financial year.

A total of 19 applications were received with a total funding request for \$62,815.

Approximately \$36,500 is available for allocation to community grants for the September 2016 funding round (maximum of up to \$4,000 per application). This amount is an arbitrary figure based on a 50% split of the 2016/2017 annual budget allocation of \$73,125 for community grants.

An administrative working group comprising Council's Cultural Development Coordinator, Executive Assistant City Services, Sport and Recreation Planner and Coordinator Environmental Projects and Strategy met on 25 October 2016 to assess the applications and to propose funding of the projects and programs as outlined in Attachment 1 to Item 676/16.

Attachment 1

Applications were assessed and ranked using an evaluation matrix (Attachment 2 to Item 676/16) based on the mandatory criteria outlined in the Community Grant Guidelines. Applications that did not meet these requirements were deemed ineligible and excluded from further assessment. A scoring system, consistent with the weighting of the criteria, produced a ranking for all projects. Ranking is then used to determine levels of funding, i.e. full or partial.

Attachment 2

An Elected Member working party comprising Councillors Hughes, Rabbitt and Palmer met on 17 November 2016, to review and comment on the Administration's recommendations prior to the formalities of the November 2016 Council meeting.

A copy of the Community Grant applications, together with a summary of the Administration's recommendations for funding, is available in the Members Room.

3. ANALYSIS OF OPTIONS

Option 1 – Community Grants be funded as outlined in Attachment 1 to Item 676/16 and the applicants notified of the outcome of their application.

The advantage of this option is that valuable support will be provided to City of Unley residents by supporting the delivery of programs, projects and activities that make a positive impact in the community.

Option 2 – Council may wish to make changes to the recommendations for funding.

Council may wish to change the funding allocations to reflect alternate funding priorities. However, in making any changes, Council should consider the budget, the guidelines, existing policies and probity of decision making.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

There are no significant policy implications with this decision and the recommendations are consistent with the Community Grant Policy.

5.1 *Financial/budget*

There is an allocation in the 2016/17 annual budget and business plan to cover the allocation of the grant funding.

5.2 *Stakeholder Engagement*

The Community Grants Program was advertised during August and September 2016 in the *Eastern Courier Messenger*, on Council's website and at Council's community centres and libraries. Information was also circulated to a number of community organisations, individuals and community groups. Informal sessions were offered to prospective applicants to assist with the preparation of submissions. No community groups took up this offer.

The Administration's recommendations were presented for comment to a working party comprising Councillors Rabbitt, Hughes and Palmer to assist in reviewing the grants.

6. ATTACHMENTS

- 1 – Community Grant funding allocation
- 2 – Community Grant Policy

7. **REPORT AUTHORISERS**

<u>Name</u>	<u>Title</u>
Mandy Smith	Manager Community & Cultural Development
Megan Berghuis	General Manager City Services

COMMUNITY GRANTS PROGRAM FUNDING: ROUND 1 – 2016/2017

SEPTEMBER 2016

Project No.	ORGANISATION AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
1	Clarence Park Community Centre Board of Management <i>Installation of a bike repair station similar to those installed on King William Road and Unley Road</i>	\$4,500.00	0	NOT RECOMMENDED for funding. The criteria for funding have been met. In a very competitive round, it has not been possible to offer the applicant full funding. The applicant has indicated that they are not able to proceed with the project unless fully funded. The applicant is based in Unley.
2	Lynda Symons (auspice Dara Village School) <i>A six week community workshop to introduce and teach the art of macrame</i>	\$3,905.00	\$2,540.00	Recommended for PARTIAL funding. The criteria for funding have been met. The aims of the workshops are to revive an age old craft and to encourage “hands on” community participation. The program will bring people to the Clarence Park Community Centre. The applicant is not based in Unley however, the activity will be based in Unley.
3	3 rd Goodwood Scout Group <i>Purchase of camping equipment to assist youth members with a range of outdoor activities</i>	\$4,000.00	\$2,600.00	Recommended for PARTIAL funding. The criteria for funding have been partially met. Purchase of the equipment will provide the opportunity for young people to engage in a range of educational and outdoor activities. The applicant is based in Unley.

Project No.	ORGANISATION AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
4	The Caring Choir <i>Assistance towards the fees for and attendance by the choir's musical director at regular practice and concerts</i>	\$2,450.00	\$2,205.00	Recommended for PARTIAL funding. The criteria for funding have been met. This is considered a strong community project that benefits not only members of the Choir but also members of the Unley community. The Choir comprises people with special needs and provides monthly outings for institutionalised/semi-housebound people and their carers. The applicant is based in Unley.
5	Sturt Bowling Club <i>Purchase of a glass washer for the bar area in the clubrooms</i>	\$2,000.00	0	NOT RECOMMENDED FOR FUNDING. While the criteria for funding have been met, the project did not demonstrate sufficient benefits to the Unley community to justify funding in what is a very competitive round. The applicant is based in Unley.
6	Bicycle Institute of SA <i>Four free workshops to show the public how to use the bike repair stations on Unley Road, followed by a guided safe cycling tour around Unley</i>	\$3,850.00	\$2,890.00	Recommended for PARTIAL funding. The criteria for funding have been met. A strong community project with benefits to the Unley and wider cycling community by demonstrating correct road use and cycle safety. Previous Sunday afternoon sessions held on Unley Road on how to use the bike repair stations, bicycle maintenance and safety checks proved to be very successful with high attendances. The applicant is not based in Unley however, the activity will occur in Unley.

Project No.	ORGANISATION AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
7	<p>Student Robotics Club of SA</p> <p><i>Competition fee and purchase of new equipment to assist the Club with the cost of competing in the 2017 FRC (First Robotics Competition) Challenge</i></p> <p><i>(For Inspiration & Recognition of Science and Technology)</i></p>	\$4,000.00	\$3,600.00	<p>Recommended for PARTIAL funding.</p> <p>A strong community project enabling young local and other school aged children to participate and develop skills in the science and technological areas and to build on their communication, interpersonal and problem-solving skills.</p> <p>The applicant is based in Unley.</p>
8	<p>Effective Living Centre</p> <p><i>Workshops to provide parenting sessions on common issues parents experience in raising children</i></p> <p><i>(2016 brochure provided as an example of the sessions provided)</i></p>	\$4,000.00	\$3,600.00	<p>Recommended for PARTIAL funding.</p> <p>The criteria for funding have been met.</p> <p>The Centre provides a valuable local resource for parents and children through its parenting sessions delivered by trained counsellors and psychotherapists.</p> <p>The applicant is based in Unley.</p>
9	<p>Goodwood Primary School (auspice the Goodwood Primary School Governing Council)</p> <p><i>Ongoing One50 Dance workshops to provide years 5, 6 and 7 students with an opportunity to grow skills in team work, coordination, self confidence and self esteem.</i></p>	\$1,160.00	\$1,160.00	<p>Recommended for FULL funding.</p> <p>The criteria for funding have been met.</p> <p>The 8 week out of school hours program has the ability to encourage teamwork, instil self-confidence and self-esteem in young students through dance sessions and workshops, and culminating in a public performance.</p> <p>The applicant is Unley-based.</p>
10	<p>Sustainable Communities SA – Unley Branch</p> <p><i>Workshops to assist community members to grow and preserve more of their own food and the installation of verge garden beds. (Any proposal to develop verge gardens will need Council approval to proceed.)</i></p>	\$4,000.00	\$3,600.00	<p>Recommended for PARTIAL funding.</p> <p>A strong sustainability initiative working with members of the community, particularly those in rented accommodation or courtyard areas, to grow and preserve more of their own food.</p> <p>The applicant is based in Unley.</p>

Project No.	ORGANISATION AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
11	<p>Lebanese Community Advisory Centre of SA</p> <p><i>Day trips for elderly Unley-based and other Lebanese seniors and their carers</i></p>	\$4,500.00	0	<p>NOT RECOMMENDED for funding.</p> <p>While the criteria for funding have been met, the project did not demonstrate sufficient benefits to the Unley community to justify funding in what is a very competitive round.</p> <p>The applicant is not based in Unley but a number of their members are Unley-based.</p>
12	<p>Forestville Hockey Club</p> <p><i>Purchase of match balls and gear and assistance towards pitch hire for skill and squad sessions</i></p>	\$4,000.00	\$3,600.00	<p>Recommended for PARTIAL funding.</p> <p>Purchase of the equipment will enable more children to participate and develop their skills in hockey activities and provide opportunities for children to be physically active.</p> <p>The applicant is based in Unley.</p>
13	<p>Unley United Soccer Club</p> <p><i>Purchase of a range of equipment and gear and associated costs with the aim of encouraging people to be more active while developing soccer and personal skills and ties with the local community</i></p>	\$2,750.00	\$1,790.00	<p>Recommended for PARTIAL funding.</p> <p>Purchase of the equipment will assist with increased participation and development of skills in the sport by people of different cultures. Unley United is the only amateur soccer club within the Unley area that participates in the amateur league.</p> <p>The applicant is based in Unley.</p>
14	<p>Goodwood Saints Tennis Club</p> <p><i>Purchase of an automatic defibrillator</i></p>	\$2,250.00	\$1,690.00	<p>Recommended for PARTIAL funding.</p> <p>Defibrillators have been identified as a needed item of equipment at sporting venues. A precedent for funding such equipment has been established through the Unley Park Lawn Tennis Club, the Goodwood Saints Football Club and the Forestville Hockey Club.</p> <p>The applicant is based in Unley.</p>

Project No.	ORGANISATION AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
15	Parkinson's SA Inc <i>Workshops for people with Parkinson's aimed at decreasing social isolation and to learn new skills. The project will culminate in an exhibition of writing, art and photography and the launch of a publication.</i>	\$3,500.00	\$3,150.00	Recommended for PARTIAL funding. The criteria for funding have been met. A strong community project with positive benefits for people with special needs. The applicant is based in Unley.
16	Clarence Park Community Kindergarten <i>Enhancement of a unique and popular bicycle track at the Kindergarten to encourage children to develop bicycle safety skills</i>	\$1,450.00	\$1,310.00	Recommended for PARTIAL funding. The criteria for funding have been met. A strong community project which encourages children to develop bicycle safety skills in a safe environment. The applicant is based in Unley and the activity will be available to member of the public.
17	Confucius Institute at the University of Adelaide <i>Series of free Chinese cultural workshops for people wanting to learn and to improve their knowledge and appreciation of Chinese traditions and culture</i>	\$4,000.00	\$3,000.00	Recommended for PARTIAL funding. The criteria for funding have been met. A strong community project aimed at improving knowledge and appreciation for Chinese traditions. Although not based in Unley, the workshops are aimed at members of the Unley community.
18	Eastwood Community Centre Hands on interactive and organic food production, healthy cooking, horticulture and ladies DIY workshops hosted by "Mairi's Garden".	\$4,000.00	0	NOT RECOMMENDED for funding. While it is recognised the activities will be accessed by Unley residents, the project did not demonstrate sufficient benefits to the wider Unley community to justify funding in what is a very competitive round. The applicant is not Unley based.
19	Millswood Lawn Tennis Club <i>Purchase of an split system air conditioner for the clubhouse</i>	\$2,500.00	0	Ineligible due to funds being applied to purchase of capital item (split system air conditioner). The applicant is based in Unley.
		\$62,815.00	\$36,735.00	

Evaluation Matrix: Community Grants

Criteria	Max Assigned Points	Scoring Guide	Actual Points	Comment
Meets an identified recreation, cultural, community and /or environmental need which is clearly defined and researched	10	2 - Poorly defined 6 - Fairly defined 10 - Well defined		
Creates a direct benefit to residents of the City of Unley	10	2- Minimal benefit 6 - Considerable benefit 10 - Significant benefit		
Enhances the lifestyle and well being of participants through innovative, learning and/or sustainable opportunities	9	1 - Poorly defined 5 - fairly defined 9 - Well defined		
Provides opportunities to extend the skills of participants and provides access to a unique and diverse opportunity	6	2- Poorly defined 4 - Fairly defined 6 - Well defined		
Applications from groups that are based in the Unley Council area and/ or can demonstrate that a significant proportion of the project participants are Unley rate payers	5	1- Minimal involvement of rate payers 3 - Considerable involvement of rate payers 5 – Based in the Unley area or significant involvement of Unley rate payers		
Demonstrated a need for financial support in undertaking the initiative along with the ability to contribute their own resources be it financial or in kind	3	1- Minimal contribution 2 - Considerable contribution 3 - Significant contribution		
Volunteers are engaged in the initiative	3	2- Some volunteers/ voluntary hours 3 – Significant number volunteers/ voluntary hours		
Has a clearly defined evaluation process	3	1 - Poorly defined 2 - Fairly defined 3 - Well defined		
The ability to obtain additional resources if grant money forms only part of the funding needed.	1	1 - Additional resources identified		
	Total 50		Total	

DECISION REPORT

REPORT TITLE: CONSERVATION GRANTS
ITEM NUMBER: 677
DATE OF MEETING: 28 NOVEMBER 2016
AUTHOR: PAUL WEYMOUTH
JOB TITLE: MANAGER DEVELOPMENT

1. EXECUTIVE SUMMARY

The purpose of this report is to consider and determine applications to the City of Unley Conservation Fund.

A total of ten applications were received relating to works with a total value of \$133,738. Of the ten applications received, eight applications relate to conservation works to buildings and two applications are for the pruning of significant trees.

The annual budget for this fund is \$50,000 and the grant allocations recieved total \$32,585. It is recommended that the ten applications be funded in accordance with Council Policy.

2. RECOMMENDATION

That:

1. The report be received.
 2. The Conservation Grants be funded as detailed in Attachment 2 to Item 677/16.
-

1. RELEVANT CORE STRATEGIES/POLICIES

Goal 5.3 Good governance and decision making

The City of Unley Conservation Fund Policy is the relevant Policy.

2. DISCUSSION

At the Council meeting on 24 October 2016, Council adopted a revised Conservation Grants Policy. Minor amendments were made to the Policy to:

- ensure equitable funding assistance for the owners of State Heritage Places (the state Heritage Fund has been discontinued); and
- Improve the quality of information provided by applicants.

A copy of the updated Policy is attached (Attachment 1 to Item 677/16) for Member's information.

Attachment 1

The City of Unley Conservation Fund encourages and assists residents with the appropriate maintenance of the City's heritage places (and historic contributory items) and significant trees. The budget for the Fund is \$50,000 per financial year.

The Conservation Fund provides funding of up to 50% of the total cost of works with a maximum amount of \$1,000 for significant trees (advice, retention and maintenance pruning) and \$5,000 for state/local heritage places/contributory items restoration and maintenance.

The Conservation Fund was advertised on 31 August and 7 September 2016 in the *Eastern Courier Messenger* and on Council's website. A total of nine applications were received relating to works with a total value of \$133,783.

Council's heritage advisor has reviewed the applications made in relation to state/local heritage places and contributory items and Council's arborist has reviewed one application made in relation to the pruning of a significant tree.

The recommendations and a summary of details for all submissions are attached (Attachment 2 to Item 677/16) for Member's information.

Attachment 2

Nine applications received are in accordance with the Council Policy and recommended for support total. The tenth application is a late application that has been received from the owners of 35 Carlton Street for the pruning of three significant trees on the property. The applicant is currently arranging written quotes for the pruning works and so this application has yet to be reviewed by Council's arborist. A maximum grant allocation of \$3,000 has been recommended subject to the support of Council's arborist.

This will leave approximately \$17,000 remaining in the current budget which will be advertised later in the financial year.

3. ANALYSIS OF OPTIONS

Option 1 – The Conservation Grants be funded as detailed in Attachment 2 to Item 677/16.

There is \$50,000 in the 2016/17 budget for conservation grants. Council has received grants that total \$32,585. If Council endorses Option 1 the grants will be allocated in accordance with Council Policy. This will leave approximately \$17,000 remaining in the current budget which will be advertised later in the financial year.

Option 2 – That Council determines the allocation of conservation grants

There is \$50,000 in the 2016/17 budget for conservation grants. Council has received grants that total \$32,585. Council may determine that some applications warrant special merit for additional funding. For example the State Heritage listed St Augustine's Church as a landmark building and Council may determine that this application warrants special merit for additional funding.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

There is a \$50,000 allocation in the current budget to implement the recommendation.

6. REPORT CONSULTATION

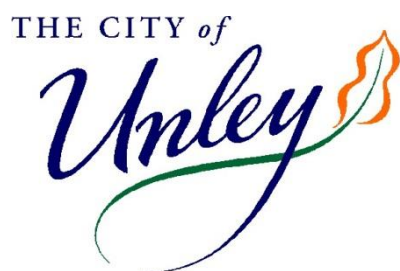
Consultation occurred with Council's Heritage Advisor and Council's Arborist.

7. ATTACHMENTS

- 1 - Conservation Funds Policy
- 2 – Conservation Grants funding allocation

8. REPORT AUTHORISERS

Name	Title
Megan Berghuis	General Manager City Services
Peter Tsokas	Chief Executive Officer



CONSERVATION GRANTS

Policy Type:	Council Policy
Responsible Department:	City Services
Responsible Officer:	Manager Development Services
Related Policies and Procedures	N/A
Date Adopted:	C397, 23 August 2004
Last Council review:	C633/16, 24 October 2016
Next review date:	October 2019
ECM Doc Set ID:	2830313

1. POLICY STATEMENT

The purpose of this policy is to provide a framework for the application and operation of two Conservation Funds established to encourage and assist with the appropriate maintenance of the City's private heritage places (and historic contributory items) and significant trees.

The Conservation Funds complement other initiatives operated by Unley Council for many years including the free Heritage Advisory service.

2. COMMUNITY GOAL

Goal 1.3; Develop a framework that maintains desired heritage and character areas and focuses required growth in transport corridors and other strategic locations.

3. POLICY OBJECTIVES

The policy aims to:

- support Council's vision, strategic plans and policies for preservation of the City's heritage places (and historic area contributory items) and significant trees;
- encourage and assist private owners to manage recognised valued buildings and trees by subsidising the conservation of the long term heritage value of the place and its contribution to historic streetscape character;
- encourage and assist private owners to manage significant trees by subsidising their management or maintenance in a safe sound and aesthetically pleasing condition;

- complement other support initiatives;
- provide a clear framework for the operation of the Conservation Funds in an equitable, transparent and accountable manner.

4. PRINCIPLES

Unley's vision is to become the 'City of Villages'; proud of its history, built character, landscaped environment and community well-being while ensuring sustainability into the future by responding to the need and expectations for change. The important valued features need to be retained and conserved to provide the context and foundation to build upon.

Unley's history, built and natural character are reflected in the extensive presence of early buildings and mature landscaping. The most notable examples have been specifically recognised by designation as heritage places, contributory items within historic areas and significant trees to ensure their protection.

Retention, care and pride are generally evident in these features by owners but they are also often appreciated by the wider community for their contribution to Unley's unique character. Appropriate maintenance can sometimes involve greater or ongoing costs. Council acknowledges their special recognition and value to the community by offering additional support, including the Conservation Funds to subsidise conservation advice and work, together with other initiatives.

The Council operates an annual budget and review of allocations for the Local Heritage Places (and Historic Contributory Items) and Significant Trees Conservation Funds. The provision of subsidies in accord with the procedures detailed in this policy are dependent upon the Council's budget at any given time, and the availability of funds.

A clear and comprehensive framework and set of procedures is required to manage the Conservation Funds, guide eligibility for assistance and manage associated resources fairly, responsibly and effectively.

5. POLICY

5.1 Eligibility

- (a) Conservation grants may be considered in relation to significant trees, state and local heritage places and contributory items as defined in this policy.
- (b) A significant tree, heritage place or contributory item which is the subject of an application for conservation funding must be privately owned and must be situated within the City of Unley.
- (c) Applications will be accepted only from the owner(s) of a significant tree/place/item.
- (d) Properties that have previously received the maximum available funding will not be eligible to apply for funds for a period of five (5) years from the date that the maximum amount of funds has been received.

- (e) Work that has already commenced will not be eligible for funding assistance unless the work has been undertaken for urgent structural reasons and advice has been sought from a Council officer prior to undertaking the work.

5.2 What types of projects will be considered?

The following types of projects will be considered, provided that as much of the original building fabric as possible is retained:

- external structural repairs;
- conservation works to the exterior of the building, including those that restore, conserve, enhance or reinstate heritage features to the front facade, walls, verandah, windows and/or roof of the building including:
 - ☐ re-pointing or repair of stonework;
 - ☐ removal of non-original paint and/or plaster;
 - ☐ painting external timber elements;
 - ☐ salt damp treatment; and
- repairs to or reinstatement of original front fencing based on historic or archival records (or side and/or rear fencing if such fencing is specifically listed as part of a Local Heritage Place).

Please note: Internal works will only be considered where deemed essential to the structural stability of the building.

5.3 What doesn't the Grant Scheme cover?

Applications for the following works will not be considered:

- buildings owned or leased by a Council or Government Agency;
- conservation work with a value of less than \$1,000;
- work already commenced or previously completed, except in instances where emergency repair work is required, at the discretion of Council;
- routine maintenance such as termite treatment, pest control;
- electrical or plumbing work (unless it relates directly to improving the building's structural soundness or public appearance);
- internal works (unless required for structural stability of the building);
- side or rear boundary fencing (unless such fencing is specifically listed as part of a State/Local Heritage Place);
- the purchase of a building or site;
- construction of additions or outbuildings;
- relocation of a heritage building.

5.4 Information to be provided

Heritage Place or Contributory Item

- Detailed description of the work
- Site plan identifying the location of the work
- Detailed drawings or photos as necessary to clearly define the scope of work
- Relevant plans and specifications prepared by suitable person or company
- Photos of relevant part of building
- Methodology or specification notes to detail the materials and techniques to undertake the works

- Two written quotes from suitable persons or companies based on the agreed scope of works

Significant Tree

- Expert or technical report from a qualified arborist on the maintenance pruning proposed
- Two quotes from tree pruners
- Recent photos of the proposed maintenance pruning required

Applications that are submitted and not accompanied by the appropriate level of documentation (as detailed above) will be considered ineligible and will be returned to the applicant.

5.5 Grant Conditions

- Grants are available only for the costs of expert advice, conservation and restoration of heritage places or contributory items to conserve original elements or reinstate the original appearance and the maintenance and management of eligible trees. All conservation work funded by a Council grant must be undertaken by suitably qualified and licensed contractors. Funding is not available for the removal of trees or for inappropriate lopping, pruning or “tree damaging activity” as defined by the Development Act 1993.
- When a conservation grant is made the applicant must accept the Council's right to photograph the subject trees, property and/or items, before and after conservation work. The applicant must also provide Council with photographic documentation of building work prior to and after completion.
- Any liabilities arising from conservation work that is financially supported by the Council shall attach to the grant recipient and not to the Council.
- All trees/places/items which are the subject of applications for conservation funds must be assessed by suitably qualified specialists in the relevant field, that is;
 - an arboriculturalist for a tree; or
 - an architect/contractor specialising in building conservation for a building.

The reports of such assessments must be made available to the Council and its delegates to assist in allocating grants.

- Conservation grants are available for up to 50% of the total cost of a single grant application:
 - of a significant tree up to a maximum amount of \$1,000 per application; and
 - of a heritage place and/or contributory item(s) up to a maximum of \$5,000.

Where the scope of the conservation work or the circumstances of the applicant warrant further consideration outside this framework, the request may be presented to the Council for determination of any special merit for additional funding.

- f) A successful applicant must sign an agreement setting out the terms of a conservation grant which must include a time limit (maximum of 12 months) for the completion of any works funded with Council's assistance.
- g) Grants will be provided only while conservation funds remain in the budget allocated by Council for the relevant financial year.
- h) Payment of grants is to be made only following inspection of the satisfactorily completed conservation work, by a Council officer. Grant recipients are to provide receipts and detailed invoices before payment is made. Where residents have particular cash flow difficulties, some provision may be made with the approval of the relevant senior manager. The Council preserves the right to withhold payment of allocated grants if conservation work does not meet appropriate standards and/or differs from the work that was proposed in the application.

5.6 Administration

- (a) The Council Administration will receive and assess applications in accordance with this Policy, and make recommendations for the Council's consideration on the allocation of grants. The Administration will oversee the inspection of conservation work which is assisted by the Council through this funding scheme.
- (b) The availability of conservation funds (when allocated in the Council's budget) is to be advertised to the community within three months of the declaration of the budget and again, later in the financial year, if funds remain unallocated.

6. DEFINITIONS

For the purposes of this policy the following definitions are to be applied:

“Significant Tree” has the same meaning and criteria as are currently applicable under the Development Act 1993 and associated Regulations, as amended.

As at February 2012, this means having a trunk circumference of three (3) metres or more – or, in the case of trees with multiple trunks, a total circumference of three (3) metres or more and an average circumference of 625mm or more – measured one metre above natural ground level.

Significant Trees as identified in Table Un9 of the Unley (City) Development Plan are eligible for priority consideration under this policy.

State Heritage Place means State Heritage Places as identified in Table Un/3 of the Unley (City) Development Plan.

“Local Heritage Place” means Local Heritage Places as identified in Table Un/4 of the Unley (City) Development Plan.

“Contributory Heritage Items” means Contributory Items as identified in Fig Un/(RHC)/1 to 7 in the Unley (City) Development Plan.

“Privately owned” means not in government ownership i.e. residents, businesses, incorporated bodies etc. are all considered to be “private owners” for the purposes of this policy.

7. LEGISLATION/REFERENCES

Development Act, 1993, and associated Regulations.

8. POLICY DELEGATIONS

Nil Applicable

9. ROLES/RESPONSIBILITIES

- General Manager City Services
- Manager Development Services

10. AVAILABILITY

The policy is available for public inspection during normal office hours from;

Civic Centre
181 Unley Road
Unley SA 5061

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

11. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
23 Aug 2004	Council, C397	
22 Nov 2004	Council, C476	
17 May 2010	CS&P Committee, CSP 319/10	
24 May 2010	Council, C665/10	
14 May 2012	CS&P Committee, CSP108/12	
28 May 2012	Council, C420/12	
24 Oct 2016	Council, C633/16	

DEVELOPMENT –
CONSERVATION GRANT FUNDING ALLOCATION:
DECEMBER 2016

Conservation Grants

PROPERTY	DESCRIPTION OF WORK	ESTIMATED COST (LOWEST QUOTE)	MAXIMUM ELIGIBLE AMOUNT	GRANT ALLOCATION	HERITAGE/ ARBORIST COMMENTS
(1) 182 Fisher Street, Malvern Local Heritage Building	Restore two Chimneys	\$9750	\$4875	\$4875	Recommendation – Support, the works are described in sufficient detail in Anne's description and the quotations provide limited but sufficient technical detail.
(2) 183 Unley Road, Unley State Heritage Building (St Augustine's)	Repair & Restoration of Bell Tower	\$50,925	\$5000	\$5000	Recommendation – Support, subject to State Heritage Unit support and development approval. The works for the proposed conservation of the bell tower of St Augustine's Anglican Church have been carefully documented by heritage specialists Flightpath Architects and their team that includes structural engineer John Woodside and concrete remediation experts Synergy. While the conservation work will not be readily visible from the ground, it is important that it is implemented in order to protect historic fabric including the stonework of the tower, the tower bells and their supporting structure and prevent more invasive and expensive work at a later time. The documentation provided is detailed and follows optimum conservation practice informed by Burra Charter principles.
(3) 89 Frederick Street, Unley Contributory dwelling	Restore & repoint front façade and chimney	\$5500	\$2750	\$2750	Recommendation – Support subject to confirmation of scope of work.
(4) 33 Eton Street, Malvern Contributory dwelling	Re-roof	\$20,620.00	\$5000	\$5000	Recommendation – Support subject to development approval. Will reconstruct historic dormer and re-roof in appropriate manner.

PROPERTY	DESCRIPTION OF WORK	ESTIMATED COST (LOWEST QUOTE)	MAXIMUM ELIGIBLE AMOUNT	GRANT ALLOCATION	HERITAGE/ ARBORIST COMMENTS
(5) 31 Marlborough Street, Malvern Contributory dwelling	Replace verandah and restore front facade	\$29,189	\$5000	\$5000	Recommendation – Support subject to development approval. Will reconstruct verandah and replace rotten timberwork with matching.
(6) 22A Ferguson Avenue, Myrtle Bank Significant tree	Prune significant tree	\$1650	\$825	\$825	Recommendation – Support, scope of works is for maintenance pruning only
(7) 56 Marion Street, Unley Contributory dwelling	Repoint front of house & front verandah	\$1012	\$506	\$506	Recommendation – Support subject to confirmation of scope of work.
(8) 19 Grove Street, Unley Park Contributory dwelling	Restore stone front verandah	\$5170	\$2585	\$2585	Recommendation – Support, conserves historic masonry using appropriate materials and techniques.
(9) 15 Wilkinson Road, Parkside Local Heritage Place	Mortar repairs to external bluestone walls & chimneys (Stage 2) Previous approval for Stage 1 in 2014/15 and part payment provided (\$1939.55)	\$9967	\$4983.5 less \$1939.55 (2014./15 payment) <u>\$3043.95</u>	\$3043.95	Recommendation – Support

(10) 35 Carlton Street Highgate Three significant trees Note : Late Application	Prune three significant trees	Written quotes yet to be provided	\$3000	Up to \$3000	Recommendation – Support subject to Council arborist support
Total		\$133,783	\$32,584.95	\$32,584.95	

INFORMATION REPORT

REPORT TITLE:	QUARTERLY PERFORMANCE REPORT
ITEM NUMBER:	678
DATE OF MEETING:	28 NOVEMBER 2016
AUTHOR:	RUTH BOX
JOB TITLE:	EXECUTIVE ASSISTANT BUSINESS IMPROVEMENT & SUPPORT

EXECUTIVE SUMMARY

The report provides Council with a quarterly performance report which provides data analysis and reports on strategic planning, service delivery activity and financial performance across the whole of the organisation. The report assists to keep Elected Members informed and support strategic decision making, continuous improvement and strategic governance.

RECOMMENDATION

That:

1. The report be received.
-

1. RELEVANCE TO CORE STRATEGIES/POLICY

5. Organisational Excellence

5.3 Good governance and legislative framework

5.4 An environment of continuous improvement and innovation

5.6 Enabling information systems and robust reporting

2. DISCUSSION

The City of Unley has developed a 4 Year Plan which informs its Annual Business Plan and budget processes, and guides Council and the community in relation to priorities and strategies, including the longer term vision outlined in the Community Plan 2033.

A quarterly corporate report mechanism has been developed to provide Council with prudent and strategic information that will support and inform its decision making.

The report ensures Council is demonstrating on going and improved public accountability and provides evidence and opportunities to drive and support continuous improvement.

The report provides Council with a performance report on a quarterly basis.

This report covers the period from 1 July 2016 to 30 September 2016. Council has previously collected data for the 2013/14 and 2014/15 financial years and can make comparisons with previous years.

Several changes have been made within the Q1 2016/17 Corporate Performance Report in order that it becomes more strategic and monitors the progress of Council's activities and projects against the four year plan, rather than focussing solely on operational activities.

The current Community Plan and 4 Year Plan will be reviewed later this calendar year and will provide an opportunity for Members to reassess and focus on priority areas for the next 4 years.

The report will be further developed following this activity.

City of Unley Quarterly Corporate Performance Report

1st Quarter (July - September 2016)



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CEO UPDATE

This section provides a summary of key actions undertaken by the CEO over the last three months and also provides a brief update on progress against specific projects.

2016/17 Key Performance Indicators

1. Undertake a review to identify opportunities to collaborate with the ERA Councils to implement shared services to improve efficiency, while maintaining agreed service levels.

- Discussions are progressing well with Town of Walkerville to explore shared service arrangements for the delivery of Inspectorial Services. Agreement has been reached to undertake a 3 month trial commencing 12 November for City of Unley to undertake these services on behalf of the Town of Walkerville
- Discussions have commenced with City of Prospect to explore shared service arrangements for the delivery of procurement services. City of Prospect has engaged an external resource to undertake an audit of their existing capability to assist with formulation of a scope for shared service delivery with City of Unley
- Existing shared service arrangements with City of Adelaide for the provision of IT support are the subject of ongoing monitoring to ensure current & future needs are provided for.

2. Continue to develop a customer service focused culture across the organisation, evidenced by lifting the customer satisfaction level and call resolution scores in the CBSA annual survey.

- The recently completed organisation structure review has provided an opportunity to reposition and strengthen our effort on improving customer experience through change of responsibility at the manager level from Manager Customer Experience & Brand to Manager Libraries.
- Libraries have a strong customer centric operating model providing a strong foundation for delivery of the customer experience program. A number of councils have applied a similar alignment of customer service with Libraries with good results.
- Monthly culture workshops for staff continue to be undertaken. These workshops include discussion in relation to the very strong researched correlation between good organisational culture and customer experience.

3. Deliver the annual budget for 2016/2017, and identify opportunities for \$400,000 of savings in recurrent expenditure. Continue to review and implement initiatives that deliver strong financial performance.

- The annual budget for 2016/17 included an operating savings of just over \$400,000 in: employee costs, utilities, legal fees, printing and insurance. These are on track to be realised.
- The potential of further savings is being investigated in the areas of waste management and finance costs.

4. **Develop a plan for the potential redevelopment of Council owned properties that is aligned with the City of Unley Community Plan, and review commercial options that can deliver future non rates based income for the City.**

Work has commenced on investigating the possible redevelopment of the Council Civic Centre to provide improved civic and community facilities, as well as residential development.

5. **Continue to develop a performance based culture across the organisation and build the capability and capacity of the people.**

- Monthly culture workshops for staff continue to be undertaken. These workshops provide all staff with the opportunity to gain a refreshed understanding of the Unley Values and the culture survey tools used to measure our culture.
- Through these workshops staff are provided with an interactive 'deep dive' into the importance of organisational culture to organisational performance.

6. **Deliver specific projects to continue alignment with the Strategic and Community Plan.**

6.1 Prepare a business case to analyse the opportunity to bring forward capital works expenditure to take advantage of low interest rates, while ensuring any actions and recommendations are aligned with the long term asset management plan

Work is being finalised on the future capital works program to identify if there are specific projects that can be brought forward. An economic benefit study for the upgrade of King William Road has been completed and this will be presented to Council for consideration. This project may qualify for the State Government's Infrastructure Funding Assistance Program.

6.2 Develop a strategic land acquisition policy with a list of targeted properties for purchase; instigate a program to purchase one property; recommend to Council one Council owned property that could be sold

A Strategic Property Committee has been established to identify properties for acquisition or divestment.

6.3 Identify and create 50 new vehicle parking spaces in main-streets (scooter, motorbike, gopher and car), from existing budgets to improve accessibility and city mobility

Stage 1 - Identification – the Administration is investigating opportunities to provide additional parking throughout the City. This includes potential locations at Greenhill Road in Parkside, Salisbury Street, Unley near business premises, additional bike/motorbike parking at main streets. The outcome of this investigation and locations will be finalised in January 2017.

Stage 2 - Creation – Subject to Council feedback on Stage 1, the new parking spaces will be implemented.

6.4 Develop strategies with sporting clubs, and other tenants of Council properties to increase usage and patronage of their facilities to align with the Vibrant City goals in the Community Plan

Actions to date:

The following actions have been undertaken:

- A partnership with Adelaide City Council has been established, to co-host a series of development workshops for sport and recreation groups, covering topics of interest. To date, two workshops have been held (sponsorship, and volunteer management). More workshops are planned for 2017.
- Students from the Health Promotion course at Uni SA have been engaged to complete a research project regarding sport and recreation club sustainability and recommend strategies for consideration by the City of Unley.
- A review of Council's Joint Use Agreements with schools has commenced, including opportunities for use of school facilities for sport.
- Work is underway to understand sustainability of our open spaces, particularly turf, in order to ensure that we are not going to be over using some facilities. This also applies to a club's capacity to manage increased patronage from a volunteer perspective.

Actions planned for 2017 (financial year):

- A survey has been sent to all sport and recreation clubs, and tenants of Council properties regarding their membership numbers, facility use and services. The survey also seeks feedback from groups regarding how council might better assist them. The results of this survey are aimed to be completed by late December 2016.

6.5 Develop and present an options paper to Council on the potential impact of the cessation of funding for the Commonwealth Home Support Program, in particular exploring the future directions of the service model and approach. To be measured through completion of the options paper, with a viable and customer focussed option presented to best meet the needs of our community.

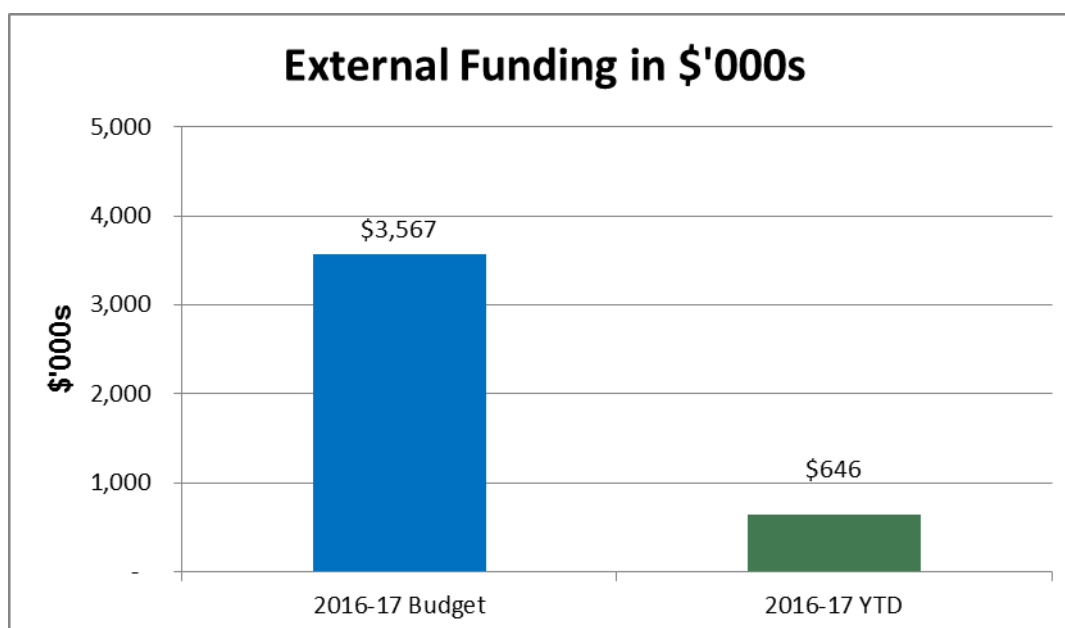
An options paper is being finalised and will be presented to Council in early 2017, even though we are unclear about the full impact of the changes proposed.

6.6 Complete the review and update of the Unley Integrated Transport Strategy

A review of the UITs is being undertaken. A consultant has been engaged to undertake the review. From July – September, consultations with stakeholders and review of existing data by the consultant.

DIVISIONAL REPORTS

External Funding Grants and Subsidies 2016/2017



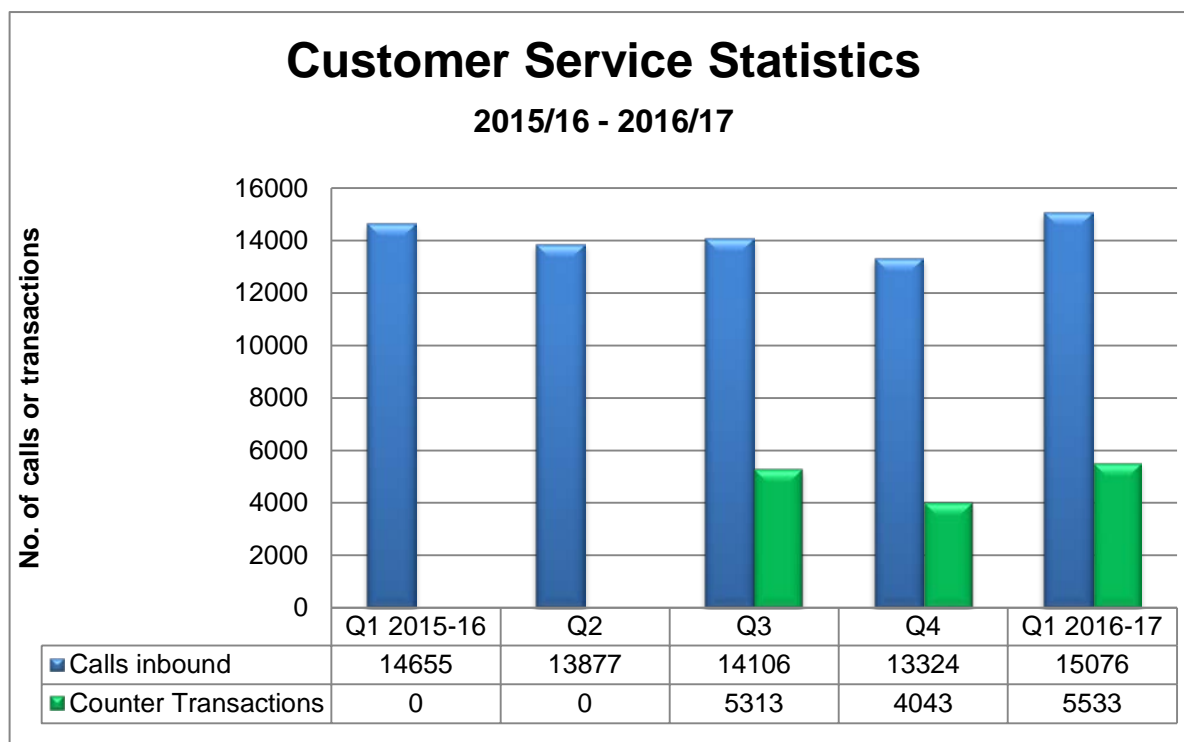
	2016-17 Actuals \$'000s	2016-17 YTD Budget \$'000s	Variance \$'000s	2016-17 Annual Budget \$'000s
Grants – Health and Ageing	351	350	1	1,364
Grants – Financial Assistance	191	200	(9)	800
Grants – Library Board	-	-	-	282
Grants – Local Roads	92	93	(1)	369
Grants – Roads to Recovery	-	-	-	627
Grants - Other	12	-	12	-
Operating Grants - Total	646	642	4	3,442
Capital Grants - Replacement	-	-	-	-
Capital Grants – New	-	-	-	125
Capital Grants - Total	-	-	-	125
Total Grants and Subsidies	646	642	4	3,567

Comments

As shown above, Council is favourable to budget by \$4k to the end of September 2016.

The unbudgeted grants relate to \$7k funding received for meal service at the Unley Community Centre and Grant funding of \$4k for 2 electric assist bikes which will form part of Budget Review 1.

The unfavourable variance in relation to Financial Assistance Grant reflects a reduction of \$16k from the \$799k budgeted to \$783k per advice from the Minister from Local Government. This is also proposed to be adjusted as part of Budget Review 1.



Comments

Calls Inbound:

This quarter call volumes increased significantly compared to Q4 (increase of 1752 calls) and compared to the same time last year (Q1 2015 received 14655 calls). The total number of calls this quarter actually exceeded that of any quarter for the 2015/2016 financial year.

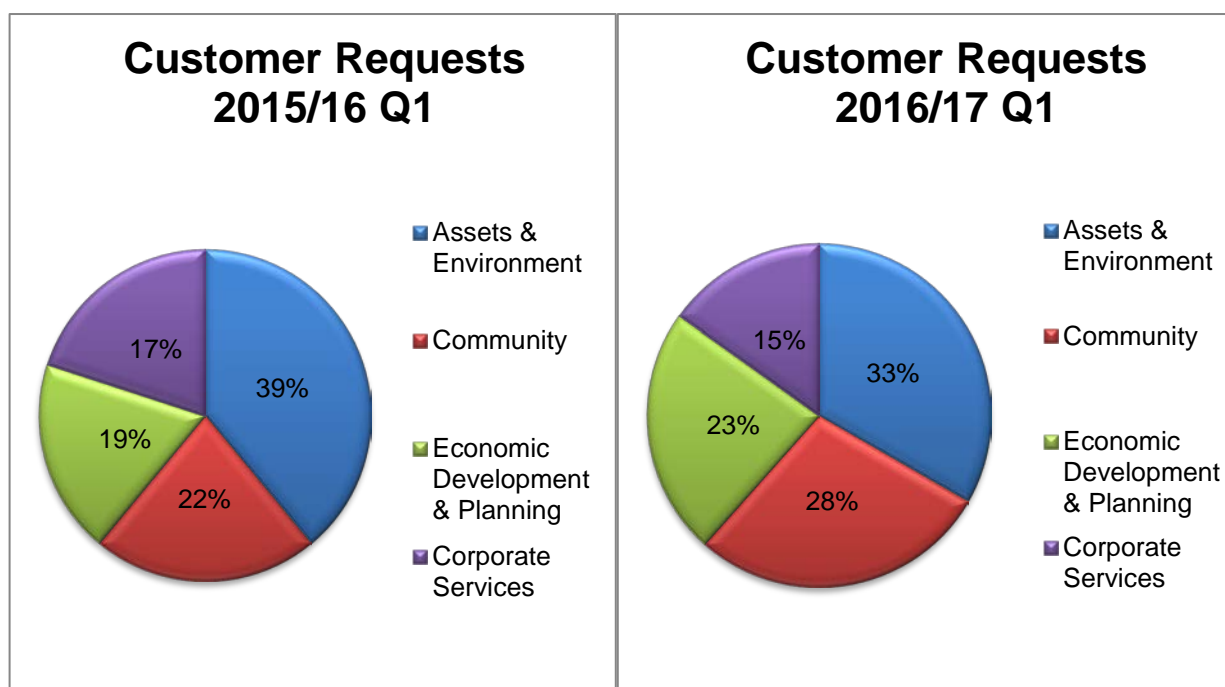
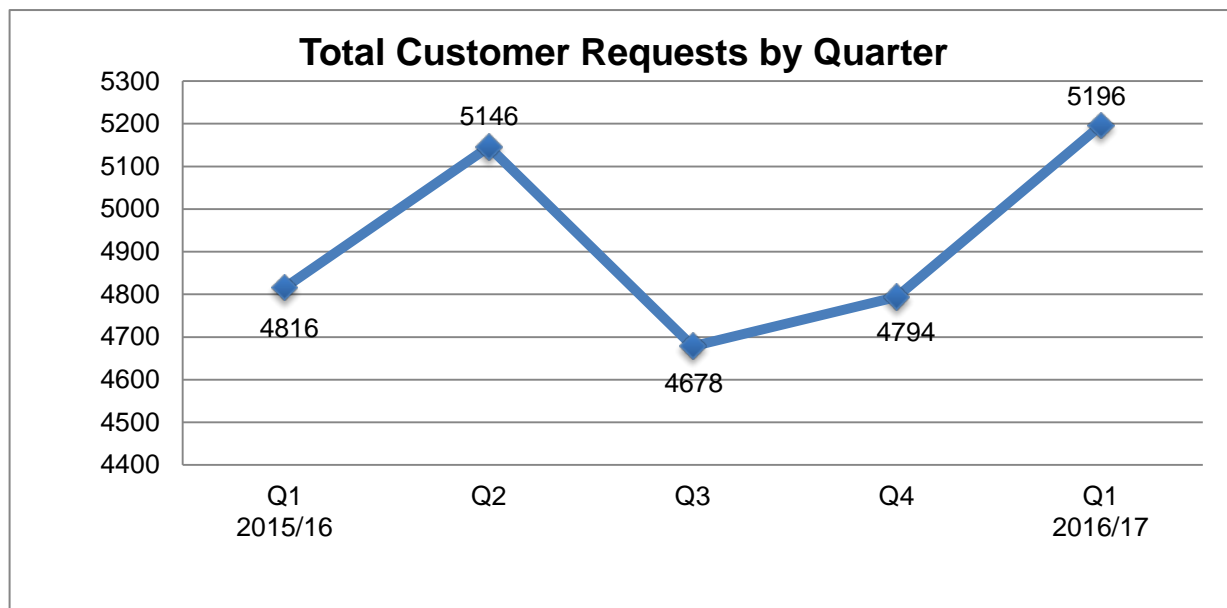
This increase is attributed a combination of expected trends and two severe weather event. Council rates, dog renewals, notification of deceased dogs and the commencement of The Royal Adelaide Show all fell due within this quarter. Further to this, severe flooding occurred mid-month and again at the end of the month in September. Flood related calls included requests for council assistance:

- sand bags
- post hard rubbish clean up
- trees down, and
- water related blockages.

Counter Transactions:

The volume of counter transactions also increased and exceeded previous quarters. The two highest receipt transaction types were; payment of “rates” (2164 rate transactions receipted in this quarter) and “animals” (1300 animal related transactions, such as renewals, and new dogs receipted in this quarter).

Customer Requests



Comments

Total Customer Requests for Service for the current quarter were 5,196.

- 89% (4,609) of customer requests for service were either closed out or not yet due for completion compared with 98% (4,741) in 2015/16 Quarter 1
- Each department monitors and manages its own service levels.

Comparison with Same Quarter Last Year

- 2015/16 Quarter 1 customer requests for service totaled 4,816 which is 380 less than the current quarter.

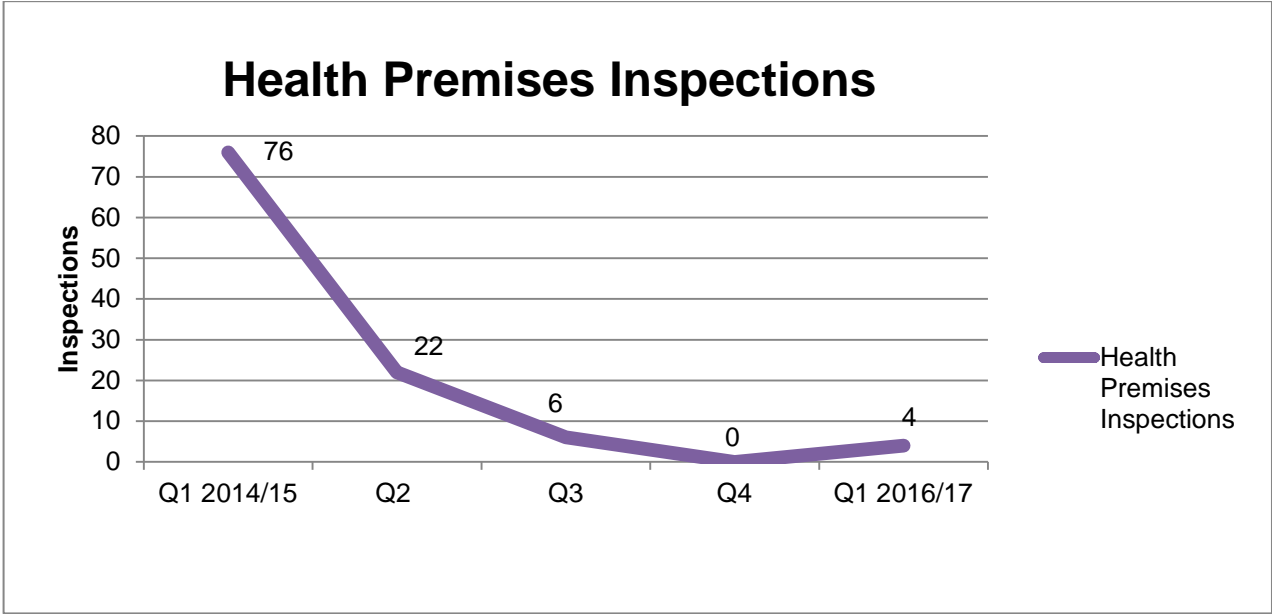
These are requests lodged in the CRS system via Customer Services, Dataworks and on-line for services by Council (topics include roads/footpaths, trees or waste collection).

2016/17 Quarter 1 – Top Five Received Customer Requests

Customer Request Type	Number
Expiation Notice Reviews	493
Animal Change of ownership/address details/deceased	339
Change of ownership	296
Consultation Feedback for Traffic	282
Change customer details and address	267

2015/16 Quarter 1 – Top Five Received Customer Requests

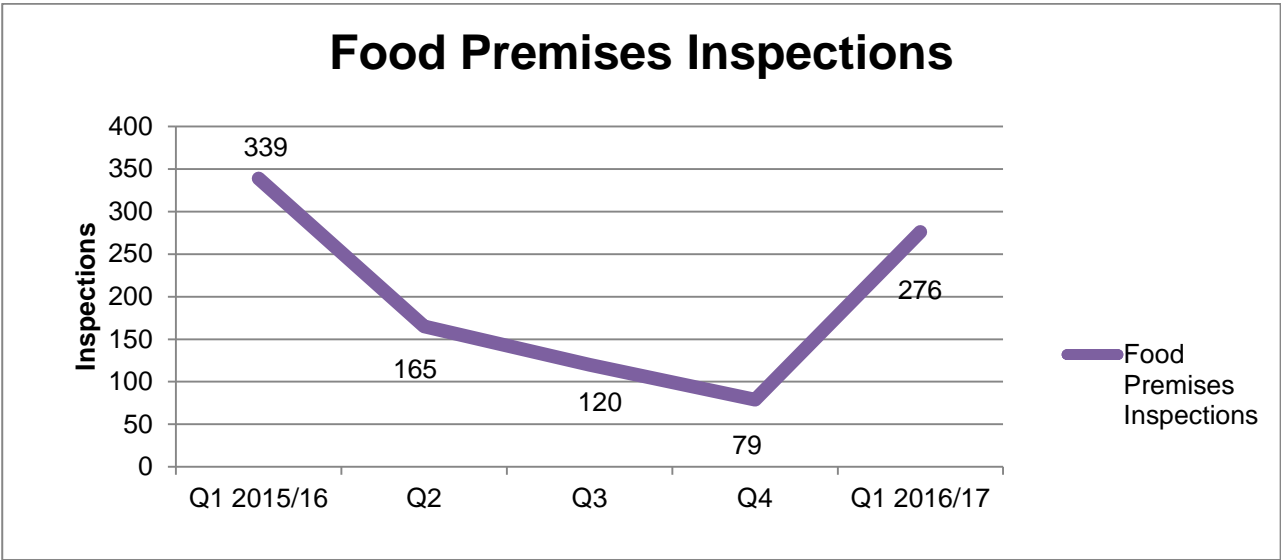
Customer Request Type	Number
Change of ownership	430
Query on existing DA	340
Expiation Notice Reviews	339
Nature strip maintenance	286
Change customer details and address	282



Comments

Health premises were down on previous year’s first quarters due to cooling tower inspections being shifted to the second quarter, as legionella is more prevalent in the warmer months. Also, hair and beauty was completed in the first quarter last year and is conducted every two years.

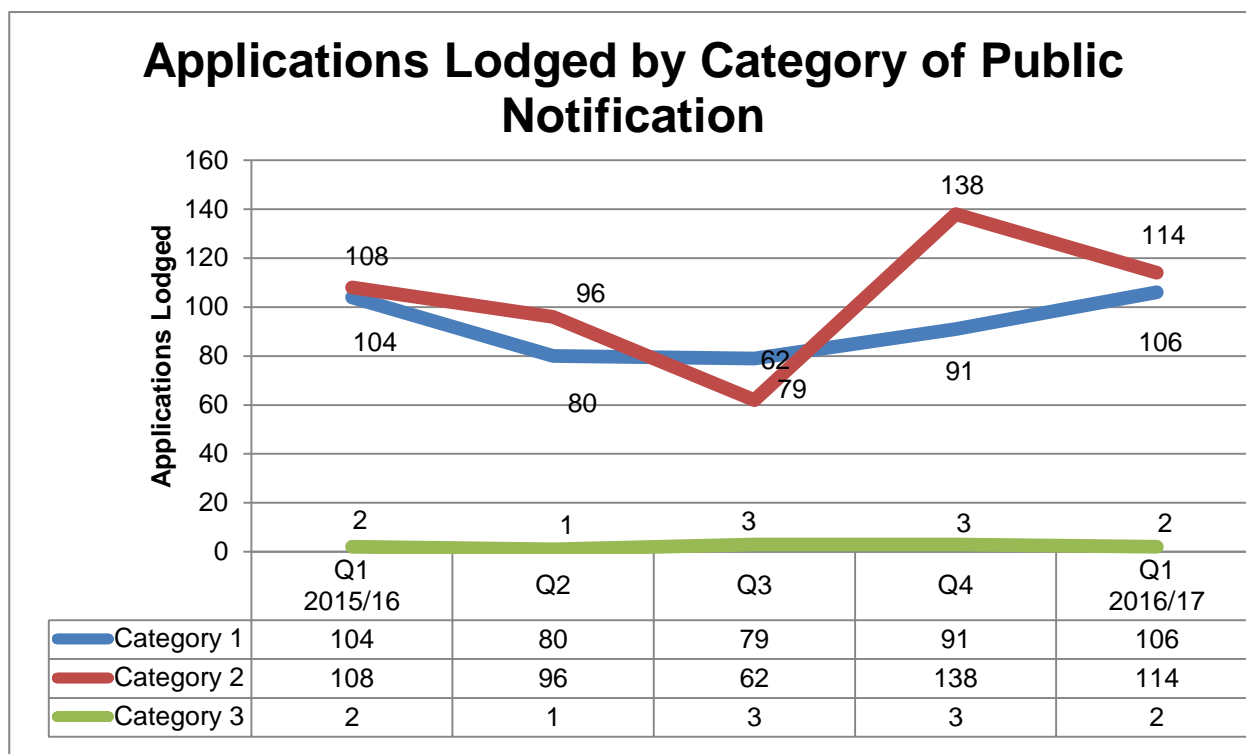
**Health premises consist of cooling towers, warm water systems, swimming pools, and hair and beauty, tattooists, skin penetration businesses.*



Comments

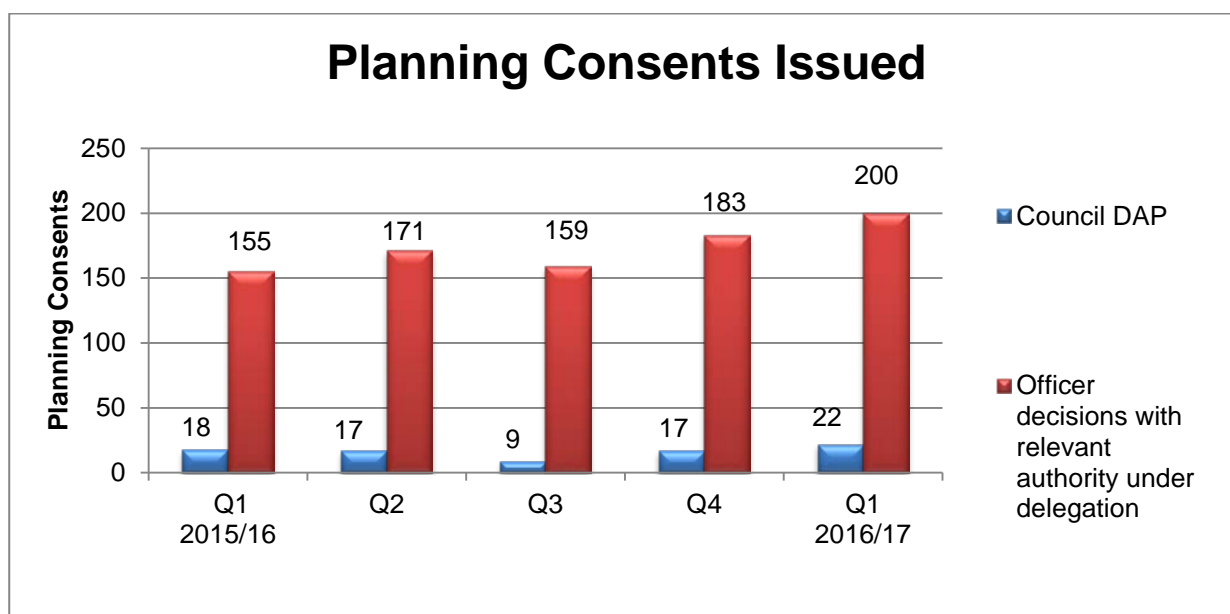
Food inspections were again higher in the first quarter than previous quarters due to the show.

Applications Lodged by Category

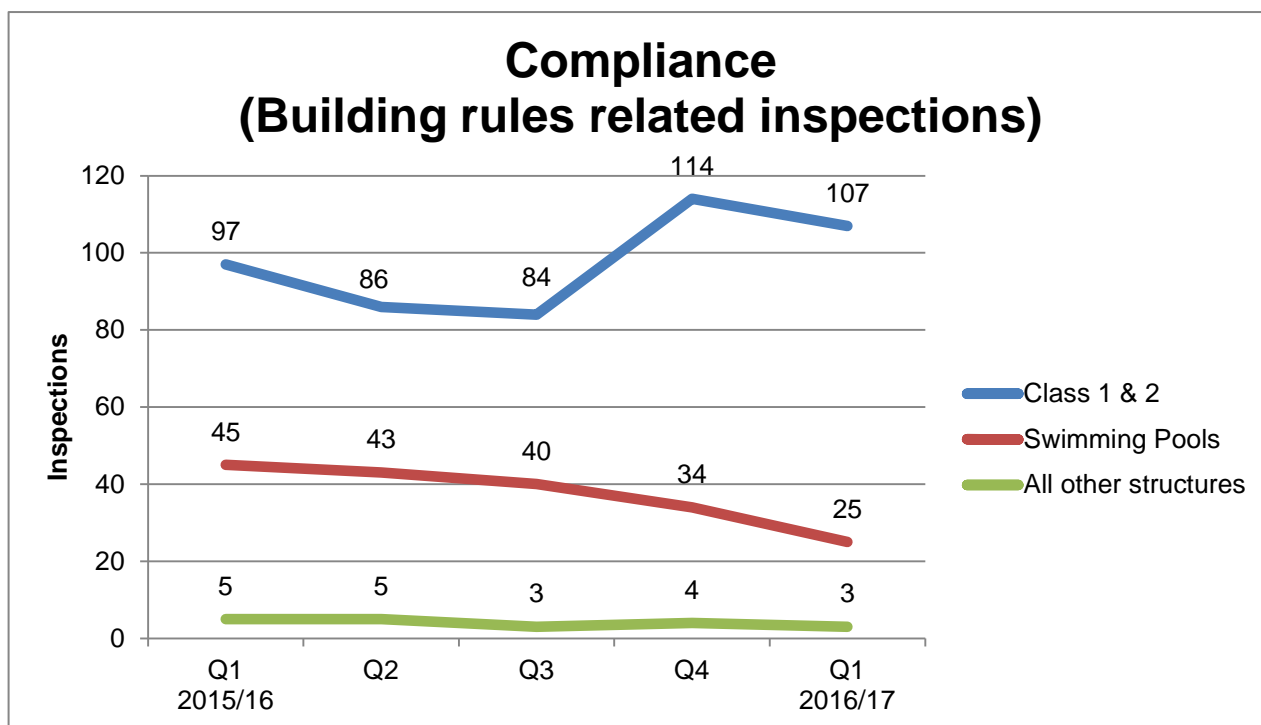


- **Category 1:** No public notice is given, no public consultation occurs and there is no right of appeal by “third parties” against the decision.
- **Category 2:** A notice, describing the development, identifying the land and stating such things as whether it is complying or non-complying development must be given; the relevant authority to the owner and occupiers of adjacent land. (i.e. the neighbours).
- **Category 3:** The same notice must be given to adjacent owners and occupiers. Notice must be given to those considered by the relevant authority to be “significantly affected” by the development and the general public must be notified by publication of a notice in a newspaper.

Planning consents issued by relevant authority



Compliance



Notes

Numbers refer to the number of sites inspected, not the number of inspections.

Class 1

One or more buildings which in association constitute:

Class 1a

A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building

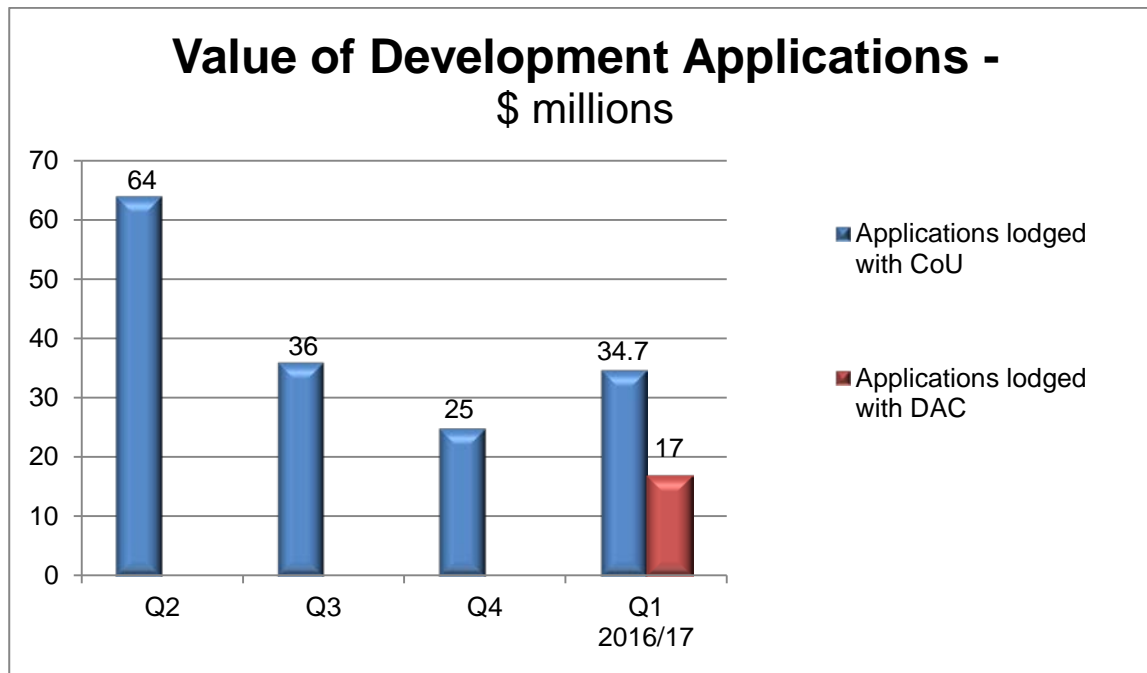
Class 1b

A boarding house or like in which not more than 12 persons would ordinarily be resident; or four or more single dwellings located on one allotment and used for short-term holiday accommodation, etc

Class 2

A building containing 2 or more sole-occupancy units, each being a separate dwelling.

Value of Development Applications



Comments

The amounts shown are those listed by the applicant as the development cost and does not include fit out costs.

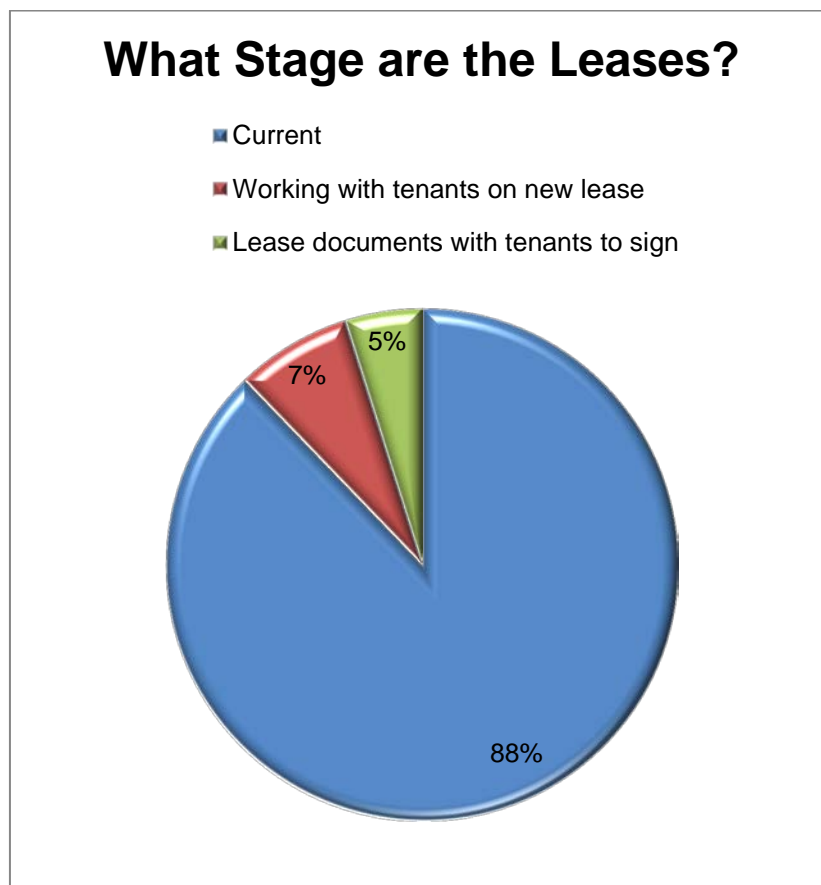
From Quarter 1 2016/17 the value of development applications lodged with The Development Assessment Commission (DAC) will be provided.

Capital Replacement Projects

Procurement for the road reseal and footpath renewal program contracts have been completed and new contracts prepared.

Schedules of work covering all streets are underway. Footpath renewal program to commence in Quarter 2 (on 17 October) in two different streets being Wattle Street Malvern and Wilkinson Street Parkside.

A final start date is yet to be determined for the road reseal but expect it to be the start of November.



Comments

Working with tenants on leases

- B&M Glass – right of way Charles Lane, Unley (New Licence – expired August 2015)
- Women's & Children's Health Network – 411a Fullarton Road, Fullarton (New Lease – Current lease expired 30 April 2016)
- Goodwood Community Childcare Centre – 31 Rosa Street, Goodwood (New Lease – current lease expires 23 September 2016).

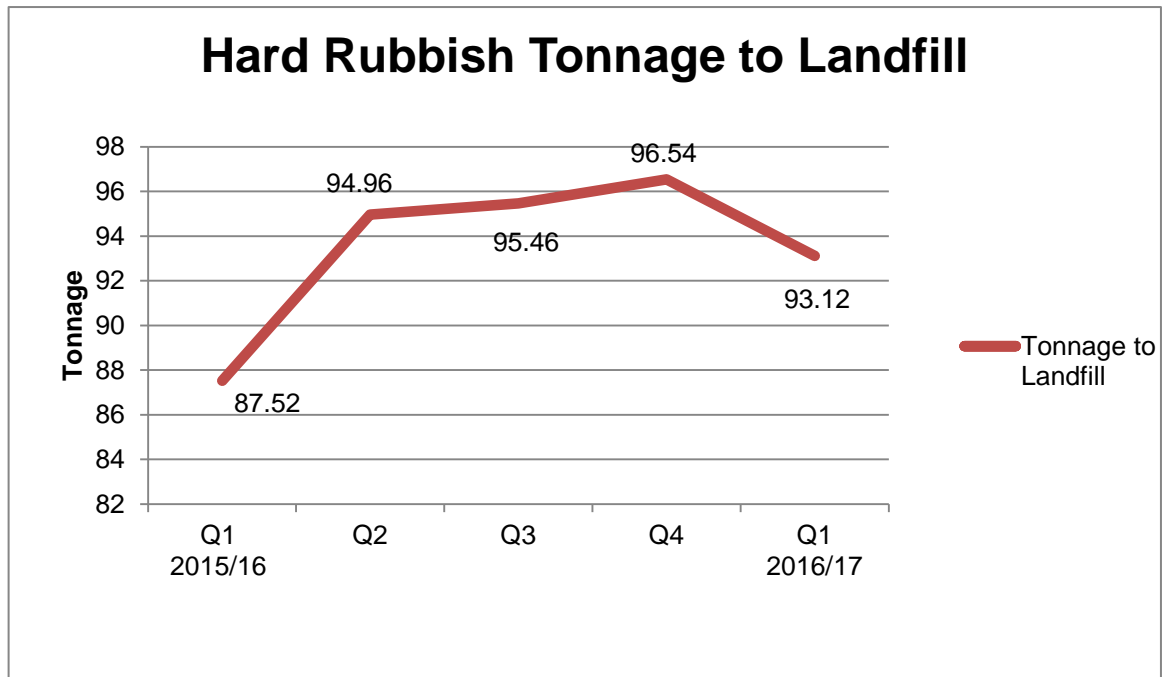
Leases with tenants to be signed

- Barzaar - 166 Unley Road, Unley (Extension of Current Lease for a further five years from 4 December 2016)
- Girl Guides (Extension of Current Lease for a further 3 years from 1 July 2016).

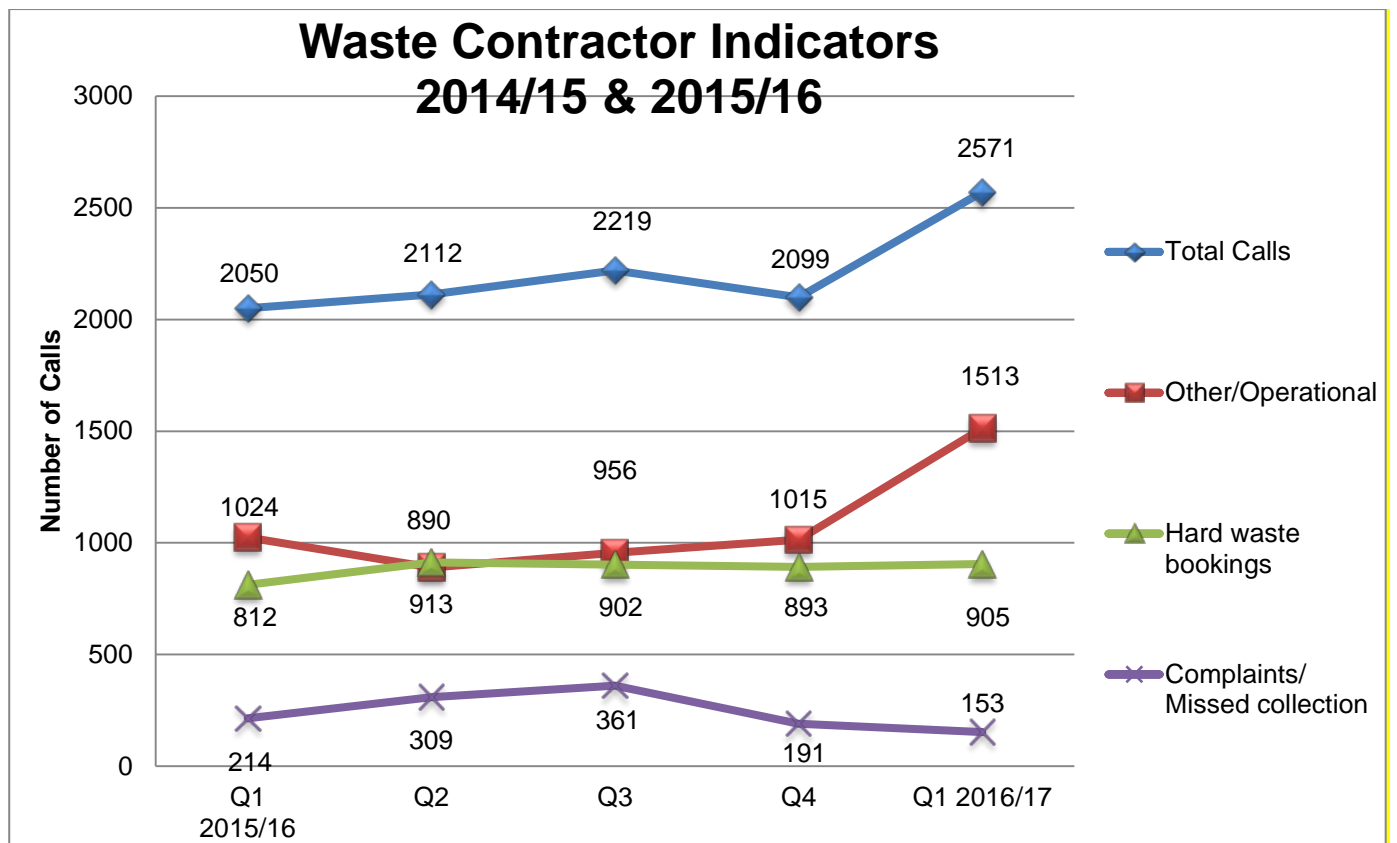
Leases coming up for renewal

- Hyde Park Laser & Skincare Clinic – Shop 2 / 73 King William Road, Unley (Extension of Current Lease for a further 2 years – 1 November 2016)
- Kiriniari Community School, 41 Oxford Terrace, Unley (New Lease from 16 December 2016).

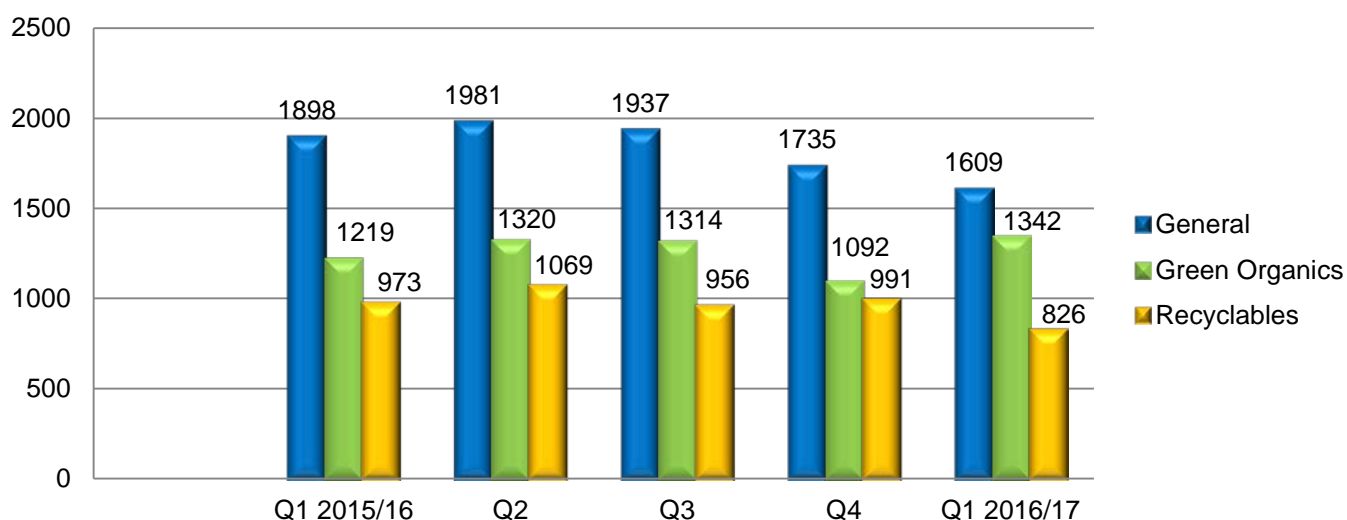
Hard Rubbish to Landfill



Waste Contractor Indicators



Total Tonnage each Waste Stream



There is a decrease in the residual waste, with an increase in organics for the 1st Quarter of 2016-17 compared to the 1st Quarter of 2015-16. This reduction could be attributed to the education of food waste not being placed into the BLUE general waste bin, but rather being placed into the Organics bin, which shows an increase in tonnage.

This Quarter was also the wettest, and could also have contributed to the increase in Organics.

Comments

We will continue with education awareness programs to aim for much less residual waste tonnage and more of recycling and organics

- Battery and mobile phone drop off at civic centre, libraries and community centres
- School and kindergarten waste audits and advice
- KESAB – Door Stepping – promote organics in GREEN bin
- Promotion of FREE E-Waste drop off at Adelaide Waste and Recycling Centre and Glen Osmond Recycling Centre
- Continual promotion of Kitchen Caddy and Compostable Liners – available from Council
- Hire of Community Event bins for Council and private events on Council's reserves
- Kerbside Waste Audit – recommendations to be implemented
 - KESAB – 'Take the Pledge' Campaign – encourage correct recycling by residents who pledge to do the right thing
- Business waste education – bin stickers and information on correct items for kerbside recycling.

Council and Committee Meetings, Workshops and Briefings Attended (by Councilors)

Council Meeting Attendances

ELECTED MEMBERS	Meeting Dates			
	25 July	22 Aug	12 Sep	26 Sep
Mayor Lachlan Clyne	L*	√	√	√
Mike Hudson	√	√	√	√
John Koumi	√	√	√	√
Anthony Lapidge	√	√	√	√
Peter Hughes	√	√	√	√
Michael Hewitson	√	√	√	√
Rufus Salaman	√	√	√	√
Rob Sangster	√	√	L*	√
Michael Rabbitt	L*	√	√	√
Bob Schnell	√	√	√	√
Luke Smolucha	√	√	√	√
Jennie Boisvert	√	√	√	√
Don Palmer	√	√	√	√

Workshops and Briefings Attendances

ELECTED MEMBERS	Meeting Dates					
	July		August		September	
	4	11	1	15	5	19
Lachlan Clyne	√	√	L*	L*	√	√
Mike Hudson	A	√	A	√	A	A
John Koumi	L*	√	√	√	√	√
Anthony Lapidge	√	√	√	√	√	√
Peter Hughes	√	√	√	√	√	√
Michael Hewitson	√	√	√	√	√	√
Rufus Salaman	√	√	√	√	√	√
Rob Sangster	A	√	A	√	√	√
Michael Rabbitt	√	L*	L*	√	√	√
Bob Schnell	A	√	√	√	√	√
Luke Smolucha	√	A	√	√	A	A
Jennie Boisvert	√	√	√	√	√	A
Don Palmer	√	√	√	√	√	√

A = Apology L* = Leave

Section 41 Committees and Development Assessment Panel Meetings Attendances

	<i>Audit & Governance (1 meeting)</i>	<i>Community & Culture (1 meeting)</i>	<i>DAP (3 meetings)</i>	<i>Development Strategy & Policy (2 meetings)</i>	<i>Infrastructure & Sustainability (1 meetings)</i>	<i>UBED (1 meeting)</i>
Mayor Clyne						
Mike Hudson		1				
John Koumi				1 (1A)		1
Anthony Lapidge				2		1
Peter Hughes		1			1	
Michael Hewitson					1	
Rufus Salaman			3	2		
Rob Sangster	1		3		1	
Michael Rabbitt	1	1				
Bob Schnell		1			1	
Luke Smolucha				2		0
Jennie Boisvert			3	2		
Don Palmer				2		0

A = Apology L* = Leave

Meeting dates

Audit and Governance – 30 August 2016.

Community and Culture – 10 August 2016.

Development Assessment Panel (DAP) – 19 July, 16 August and 13 September 2016.

Development Strategy and Policy – 18 September 2016.

Infrastructure and Sustainability – 8 September 2016.

Unley Business and Economic Development (UBED) – 1 July 2016.

INFORMATION REPORT

REPORT TITLE:	QUARTERLY REPORT – CENTENNIAL PARK CEMETERY AUTHORITY
ITEM NUMBER:	679
DATE OF MEETING:	28 NOVEMBER 2016
AUTHOR:	CAROL GOWLAND
JOB TITLE:	EXECUTIVE ASSISTANT TO CEO & MAYOR

EXECUTIVE SUMMARY

To provide Council with an update on the performance of Centennial Park Cemetery Authority, for the quarter ending September 2016.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

BACKGROUND

Centennial Park Cemetery Authority is jointly owned by the Cities of Mitcham and Unley and the Authority has provided a progress report on the activities and performance of the Authority to September 2016 (Attachment 1 to Item 679/16).

Attachment 1

DISCUSSION

The attached Progress Report September 2016, provides Council with information regarding operational matters, an update on Strategic Planning and the financial performance.

PROGRESS REPORT - SEPTEMBER QUARTER 2016

The following report provides an update to the Cities of Mitcham and Unley on activities at Centennial Park in the September quarter, as well as the financial performance for the year-to-date ended 30 September 2016.

Operational Matters

Marketing & Communications

Targeted marketing – premium burial areas

Final landscaping of our premium burial areas is contingent on approval of the business case or the strategic and asset management plans, whichever occurs first.

Despite this delay, we continue to undertake activities aimed at generating sales in these areas. Such activities include the referral of interested families in the Italian community to our Italian Community Liaison for assistance, advertising in the Italian newspaper, *Il Globo*, advertising on Radio Italiana and Radio Una, and our community tours.

We continue our search for an ambassador in the Chinese community. In the meantime, ads have been placed in the Chinese newspaper, *Epoch Times*, and we have secured an opportunity to survey a significant group of elderly Chinese with a view to ascertaining their views on Centennial Park and, in particular, the premium areas.

Mid-year rose sale

Public response to our mid-year rose sale was extremely positive, surpassing last year's results in both sales and e-newsletter subscriptions.

Over 100 roses were sold, four times more than last year; an extra 57 email addresses were collected; and the social media reach extended to 10,954 people.

Fathers' Day

To enhance the visitor experience to our park, we engaged a number of local musicians to provide a mix of live music styles in the high traffic areas.

We also provided a unique gift of remembrance to families in the form of a "magic bean", a potted bean that revealed a caring message as it grew. Orders were placed online, allowing us to collect email addresses and add them to our mailing list.

We received an overwhelming positive response on social media to both the music and the gift, with videos of the Fathers' Day musicians achieving over 5,000 views on Facebook.

Electronic newsletter – ParkLife

In August we distributed our third e-newsletter to over 7,300 individuals. Topics included upcoming events, information on park upgrades and maintenance, and the new premium burial options.

Of the 7,300 e-newsletters distributed, 314 e-mails bounced which is a vast improvement on the first e-newsletter distributed. ParkLife is a key way of staying in touch with our families. It keeps us connected with our greatest ambassadors, as well as ensuring details are up-to-date for renewal correspondence

Upcoming events

All Souls Day

We will be hosting an All Souls Day Service on Sunday 6 November. This year will be the first year we will coordinate and present this event, rather than simply provide the venue. This is an excellent opportunity to engage with the Catholic community in a very personal way. Key people within the Catholic and Italian communities have been contacted to participate in the event. Following the service, guests will have the opportunity to talk to the Centennial Park team over light refreshments. Olive Terrace will be promoted during this time.

We are promoting this event through a number of ways including direct mailout to recent burials in our Catholic Section and ads on Radio Italiana.

Remembrance Day

We will be hosting our annual Remembrance Day Service on Friday 11 November to commemorate the courage and sacrifice of our fallen soldiers.

We have been working closely with a number of organisations and as a result our service will include a catafalque party consisting of cadets from the three armed forces followed by the Scotch College pipes and drums band. Walford Anglican Girls choir will also provide a moving rendition of Flanders in the Field and the National Anthem prior to the Last Post at 11am.

More than 3500 Australian flags will adorn the memorial headstones within Derrick Gardens, providing a moving backdrop for our service.

Christmas Carols in the Park

Following the success of last year's Christmas Carols, we will be replicating the event this year. We have held initial discussions with the Adelaide Symphony Orchestra who are keen to work with us on a Christmas Tribute event as well as community events in the coming year. Details will be released in due course.

Community Engagement

In September we appointed our first Community Engagement Coordinator. The aim of the role is to build relationships with the various cultural, religious, and other relevant groups in our community. This will enable us to tap into community attitudes, understand specific needs, disseminate information and source feedback, and further strengthen connections with Centennial Park.

The appointment has already seen us connect, through meetings and events, with the Hindu, Catholic, Chinese and Muslim communities.

Grounds

Storm damage

Considering the intensity of the recent stormy weather, Centennial Park fared well and suffered minimal damage. We did, however, lose a large significant red gum in the Memorial gardens which was blown over by the strong winds and wet and soggy soil. The fallen tree has now been removed with only minor damage to some adjacent small memorial trees which have been replaced in consultation with Interment Right holders.

The recent wet weather has also made grave digging operations very difficult. Additional precautions were required in a number of cases to prevent grave collapse and to allow burial services to proceed as scheduled.

Cemetery Path Levelling Program

In line with our operational budget, we have commenced our cemetery pathway levelling program. This involves the top dressing of pathways with sandy loam to fill the low spots in order to reduce the visible undulation along the grave sites, and to eliminate any trip hazards associated with sinking of graves as soil compaction occurs.

With soil moisture levels high and the approach of warmer weather conditions, the existing grass (kikuyu grass) will respond quickly by re-establishing through the sandy loam in a few weeks. It is aimed to top dress up to 180 pathways before weather conditions become too dry in late spring/early summer to continue further.

Pedestrian Access to the park

In response to a number of incidents over the course of this year, including the theft of a bronze fountain and the burial of a cat at the site of Con Polites' grave, pedestrian access to the park is now restricted to the same hours as vehicles, being 7.00am to 7.00pm in winter, and 7.00am to 9.00pm during daylight savings months.

Strategic Planning Update

The board approved the strategic plan at its September meeting. The asset management plan will be tabled for approval by the board in October and both plans will then be sent to the owner councils for approval.

Capital Projects Update

Café and Florist

A builder has been selected and we will enter into a contract once the lease and catering agreements have been executed. We are in negotiations with the proposed operator in relation to these contracts and expect to reach agreement within the next few months.

In the meantime, fencing and promotional signage has been erected around the site.

Kerb Replacement

The kerb replacement program has recommenced following considerable delays due to poor weather conditions. Approximately 1,300 lineal metres of kerb has now been replaced with roll over kerb in various sections across the cemetery. A further 800 lineal metres is scheduled for replacement in the current financial year and expected to be completed by mid-November 2016, weather permitting.

Public Tender – Replacement Cemetery Beams

While investigations continue into potential options for headstone foundations, a public tender process is currently under way to obtain a market price for replacing existing concrete beams based on the engineered specifications recently developed. While an estimated cost of construction was obtained from an estimator at the time of developing the engineered specifications, it was noted that such estimates are generally conservative and not necessarily a true reflection of the market. By testing the market via public tender, a true price of replacement will be identified that can be used to evaluate the program more accurately.

Financial performance

Total sales revenue for the month of September was approximately 6% below budget and 10% below this time last year. Individual income lines returned varying results, with burial and memorial income being under budget, while cremation and chapel income ended the month ahead of budget. Other income, including Interest Received was 74% above budget. Total Operating Expenses were below budget by 5% with some of the planned grounds maintenance deferred due to wet weather, as well as the impact of timing of marketing and promotions activities. Year-to-date Operating Expenses were \$169k below budget.

Our overall result was approx. \$20k better than anticipated, due primarily to favourable expenditure results.

Cash and Cash Equivalents is \$1.1m above budget due to the delay in undertaking capital projects.

Statistics

We have conducted more cremations and chapel services in the year-to-date than during the same period last year, however there have been fewer burials and we have issued fewer memorial interment rights.

	YTD 16/17	YTD 15/16	Variance
Burials	191	235	-44
Cremations	963	907	56
Chapel Services	413	381	32
New Memorial Interment Rights	104	134	-30

Use of the chapels is significantly higher than the two prior years and is the highest since July 2013

State deaths were 8 higher to the end of September than for the same period last year, however state deaths were 118 (10%) fewer in the month of September 2016 compared to September 2015.

Market Share

Our share of:

- Metropolitan burials is lower than at the same time last year, but only marginally lower than in 2014,
- State cremations is higher than at this time last year, but lower than September 2014, and
- Metropolitan advertised funerals follows the same trend with this year's result being higher than as at September 2015, but marginally lower than September 2014.

Placements were lower than in the previous two years and the conversion rate is similarly trending, however of the 320 cremations in September, 103 sets of ashes were placed in contemplation court with a view to increasing the conversion rate.

Key Statistics	YTD 16/17	YTD 15/16	YTD 14/15
% of Metro Burials	36.24%	40.52%	36.84%
% State Cremations	37.40%	33.16%	38.78%
% of Metro Advertised Funerals	50.44%	46.71%	51.49%
Placements	221	252	252
Memorial Conversion Rate	26.36%	28.40%	27.85%
% of Services requiring Chapels	37.00%	33.10%	33.20%

INFORMATION REPORT

REPORT TITLE: COUNCIL ACTION RECORDS
ITEM NUMBER: 680
DATE OF MEETING: 28 NOVEMBER 2016
AUTHOR: CAROL GOWLAND
JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

EXECUTIVE SUMMARY

To provide an update to Members on information and actions arising from resolutions of Council.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be noted.
-

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
DSP	3	Draft General Development Plan - 2. Do not endorse the draft General DPA in its current form. 3. An opportunity be provided for the scope, nature and timetable of the DPA to be revised to address the issues of concern of the Committee. 4. A further report be provided to the Committee in June 2015.	General Manager	Progress delayed due to priorities with other Council DPA's and responding to Minister's DPA's. Activity Centres Ministerial DPA approved in April 2016 whereby scope and nature of policy in General DPA required major review, in addition to DSPC revisions. Currently revised draft DPA with DPTI seeking feedback before reporting to Council.
COUNCIL	316	Notice of Motion from Councillor Boisvert re Pedestrian Safety on Shared Pathways - 1. Investigate the risks associated with cyclists and pedestrians travelling along shared pathways in the same direction on the same side of the path; 2. Consider whether there is a need to change the laws to make it common practice to have contra flow lanes operating on shared pathways, with cyclists travelling on the left hand side and pedestrians the right hand side.	General Manager City Development	DTPI response is awaited, Administration has followed up the matter with Office of Walking and Cycling, DPTI.
	373	Notice of Motion from Councillor Hewitson re amendments to endorsed plans for Rugby/Porter Cycleway -	General Manager City Development	Community consultation completed. Community consultation was undertaken in August – September 2016, designs are updated following the community input. A report outlining outcome of the community consultation and DPTI funding application will be presented to Council in early 2017.
	443	Update on Library Service Review - 2. The update on the progress of the Library Service Review recommendations be noted. 3. Council endorse the Administration to proceed with a community engagement program on the redistribution of existing opening hours for Unley and Goodwood libraries. 4. A report with the outcomes of community engagement will be presented to Council in October 2016 for further consideration.	General Manager City Services	Report in this Agenda. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	467	Resilient East Climate Change Adaptation Plan - 2. Council gives in principle endorsement of the Resilient East Regional Climate Change Adaptation Plan (Attachment 1). 3. Council endorses Adelaide City Council's continued involvement in the Resilient East Regional Climate Change Adaptation project partnership. 4. Council notes that the Resilient East Project Steering Group will continue to oversee the project and develop recommendations for the ongoing governance and implementation framework for project partners, including councils and State Government. 5. A subsequent report be presented to Council outlining the priority projects, partners, and funding expectations included in the Resilient East Regional Climate Change Adaptation Plan.	General Manager City Development	It is anticipated that a report would be submitted to Council for consideration late 2016 or early 2017.
COUNCIL	490	Rugby/Porter Streets Bikeway - Design and Community Engagement - 1. The report be received. 2. Concept designs outlined in Attachment 1 to Item 490/16 be endorsed. 3. Community engagement be undertaken on the matter and a funding application be made to DPTI for co-contribution towards the project. 4. If there is significant opposition to any proposed changes, further guidance be sought from Council.	General Manager City Development	Community consultation completed. Community consultation was undertaken in August – September 2016, designs are updated following the community input. A report outlining outcome of the community consultation and DPTI funding application will be presented to Council in early 2017.
	493	Greening Opportunities - Leader Street Streetscape Project - The Leader Street Streetscape design includes the removal of 10 car parking spaces to incorporate the installation of raingardens.	General Manager City Development	The tenders closed 31/10/16. Currently evaluating the tenders and should have someone engaged in December. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	522	<p>Parkside on Street Parking - 2. Subject to approval from DPTI of the concept, community engagement on (pay for use) parking bay indention along Greenhill Road be supported.</p> <p>3. Further investigation into the introduction of Smart Parking technology occur, and if the proposal looks to have promise, a report be provided to a future meeting regarding a trial in the Parkside area.</p> <p>4. A report outlining the outcome of the above community engagement be presented to Council as soon as the results are available.</p>	General Manager City Development	Community engagement and design works are scheduled for commencement in late 2016 with a view to provide a further report to Council in mid-2017 on this matter.
	523	<p>Walking and Cycling Plan Review - 2. The draft Walking and Cycling Plan 2016-2021 be adopted to provide a plan to guide future works, and the implementation of projects not completed in the 2016/17 year be considered in future budgets to allow further information regarding those projects to be provided.</p> <p>3. The projects identified from the Walking and Cycling Plan that are proposed for implementation in 2016/17 be approved, noting the issues relating to extending Mike Turtur bikeway to Greenhill Road, and Administration be authorised to change the scope of works if necessary, when detailed costs are known, to keep the works within the approved budget.</p> <p>4. A future report be presented to Council discussing the impacts of projects completed in the first year, and funding options for the remaining projects.</p>	General Manager Economic Development & Planning	<p>The works to be undertaken in FY 16/17 as per Council endorsement with an update report to be provided in mid-2017.</p> <p>COMPLETED</p>

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	564	<p>Motion of Notice from Councillor Salaman re Rescission Motion. 2. Council determines not to sell the land at the rear of 75 King William Road.</p> <p>3. A fence be erected on the actual boundary at Council's cost.</p> <p>4. Council advise the owners of 2, 4, 4a, 6 and 8 Cleland Avenue of Council's decision.</p> <p>Cleland Avenue</p> <p>2. Council determines not to sell the land at the rear of 75 King William Road at this point in time.</p> <p>3. Residents be offered continuing use of the land at a peppercorn rental (of \$10.00 per annum, per property) for a period of 5 years, or less if required by Council.</p> <p>4. A legally binding agreement between the residents and the Council, which includes acknowledgement of Council's ownership, the liability issues, be prepared and signed by Council and the owners of 2, 4, 4a and 8 Cleland Avenue.</p> <p>5. The cost of the legal agreement be borne by the owners of 2, 4, 4a and 8 Cleland Avenue.</p> <p>6. The existence of the encroachments and Lease be noted on the Property Files of Nos 2, 4, 4a & 8 and (Section 7 Statements).</p> <p>7. Council advise the owners of 2, 4, 4a, 6 and 8 Cleland Avenue of Council's decision.</p> <p>8 Council authorise administration to undertake any necessary action to protect Council's interest in the land abutting No. 6 Cleland Avenue.</p>	Group Manager Governance and General Manager City Development	<p>Draft License Agreement drafted by Norman Waterhouse and distributed to Cleland Ave residents on 18 September. The Agreement has been accepted by the Residents and final formal copies have now been distributed.</p> <p>Administration has received 2 signed property Agreements and expects the final two during December.</p>
	549	<p>Unley Central Precinct Development Plan Amendment - Release for Public Consultation - 2.</p> <p>The draft Unley Central Precinct Development Plan Amendment be endorsed as suitable for release for public consultation.</p> <p>3. The agency and public consultation of the draft Unley Central Precinct Development Plan Amendment be conducted in accord with statutory requirements, the endorsed Community Engagement Plan and outlined in this report.</p>	GM Economic Development & Planning	<p>DPA released for public and agency consultation from 21 September 2016 until 18 November 2016.</p> <p>Public meeting to hear personal presentations on 6 December 2016 before City Strategy and Development Committee.</p> <p>Summary of Consultation and Proposed Amendments Report to be prepared for Council consideration in early 2017. Thereafter finalised DPA to be submitted for approval by the Minister for Planning by mid 2017.</p>

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	554	<p>Review of Council Committee Structure - 2. Council disband the Community & Culture, Infrastructure & Sustainability and Development Strategy & Policy Committees and replace these with a City Strategy and Development Committee effective from 30 September 2016.</p> <p>3. The City Strategy and Development Committees will also meet as the Development Strategy and Policy Committee to satisfy the requirements of Section 101A of the Development Act, 1993.</p> <p>4. The Chief Executive Officer write to the Independent Members of Council's Community & Culture, Infrastructure & Sustainability and Development Strategy & Policy Section 41 Committees thanking them for their contribution and advising of the dissolving of the Committees effective as of 30 September 2016.</p> <p>5. A further report be submitted to Council in October 2016, outlining the membership and terms of reference for the City Strategy and Development Committee.</p>	Group Manager Governance	<p>All independent members of the Section 41 Committees listed have been written to advising them of Council's decision and thanking them for their contribution.</p> <p>A further report will be submitted in November regarding the proposed City Strategy and Development Committee.</p> <p>COMPLETED</p>
	567	Motion on Notice re Section 41 Committee - Council establishes a Section 41 Committee to investigate and make recommendations to Council on Strategic Property acquisition and divestment.	Group Manager Governance	COMPLETED
	584	Millswood Sporting Complex Detailed Design		This matter has been 'laid on the table'.
	586	<p>Unley, Goodwood and Wayville Local Area Traffic Management - LATM 1 - The final LATM Plan for Unley, Goodwood and Wayville be noted and the High priority actions outlined in Attachment 2 to Item 586/16, be endorsed for implementation.</p> <p>3. The Medium and Low priority actions outlined in Attachment 2 to Item 586/16 be considered as part of the budget process for the 2017/18 financial year.</p> <p>4. The community be notified of the Council's decision by direct mail-out to those originally consulted in the community, publicity in the Eastern Courier Messenger and on the Council Website.</p>	GM City Development	<p>Community has been notified of the LATM plan endorsement by Council. Administration undertaking the detailed design work. The implementation of works to be undertaken between January to June 2017.</p> <p>COMPLETED</p>

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	587	Issue of New Licence to B&M Glass - Portion of Charles Walk - 2. Council Administration undertake public consultation in accordance with Council's Community Engagement and Public Consultation Policy, regarding issuing a new licence to B & M Glass. If no objections are received during the public consultation process regarding the issuing of the licence to B&M Glass, Administration proceed to issue a new licence to B&M Glass for a period of 5 years with the terms of the licence to be substantially the same as the licence issued in 2006. The Licence Fee however, be adjusted to the rental fee of \$75 per annum (plus GST).	GM City Development	The consultation has been completed. No objections were received. Waiting for B&M Glass to sign licence agreement.
	604	Proposed Renaming of Portion of Public Lane Located on the corner of Park Lane and Irwin Place Unley - 2. In accordance with the City of Unley's Naming of Roads and Council Assets Policy, the laneway that is located on the corner of Park Lane and Irwin Place Unley, be renamed to 'Chances Lane' and any key stakeholders be informed of this decision.	GM City Development	All public notification has been undertake. COMPLETED.
	615	Notice of Motion from Councillor Schnell re Buying Local - 1. A report be prepared to provide options on formulating a 'Buy Local in Unley' campaign, targeting residents. 2. The report considers applicability of such a campaign to purchases made by Council. 3. The report be presented to Council within two months.	Economic Development	Economic Development and Communications to investigate and provide a report to Council regarding options. Report will be provided to Council in December 2016.

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	629	NOTICE OF MOTION FROM COUNCILLOR HUGHES RE EQUITABLE DISTRIBUTION OF UNLEY LIFE MAGAZINE - 1. That prior to the distribution of the next edition of Unley Life, staff make contact with all Retirement Homes, Aged Care facilities etc within the City to ensure that reliable distribution systems are in place to ensure that: <ul style="list-style-type: none"> • All ratepayers in such facilities receive their own individual copy, • Other residents either receive their own individual copy, or at the least, have freely available access through multiple copies being provided to the facility. 	Group Manager Governance	Communications section have ensure that Unley Life has been distributed accordingly. COMPLETED
	630	NOTICE OF MOTION FROM COUNCILLOR KOUMI RE ROAD CLOSURE OF KING WILLIAM ROAD ON SUNDAYS - That: The Administration prepare a report on the cost and requirements of closing King William Road as a thoroughfare to vehicles between Mitchell and Bloomsbury Streets, or similar, on Sundays during the warmer months of the year for the purpose of on street outdoor dining, trade and entertainment. This report be prepared in time for consideration in the 2017/18 budget.	GM City Development	Administration to prepare a report for March 2017 Council meeting.
	631	MOTION ON NOTICE FROM COUNCILLOR PALMER RE LANE COVE STYLE DELIBERATIVE POLLING - That: 1 The Administration prepare a report advising Council on how the Lane Cove style Deliberative Polling could assist Council in achieving the Goals of our Community Plan. 2 The report be presented to Council no later than the March Council meeting of 2017.	Group Manager Governance	Report will be presented to Council in the new year.
	633	CONSERVATION GRANTS POLICY REVIEW - That: 1. The report be received. 2. Council endorse the revised Conservation Grants Policy Attachment 2 to Item 633/16.	General Manager City Services	COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	652	MEMBERSHIP OF STRATEGIC PROPERTY COMMITTEE - 1. Membership of the Committee comprises 4 Elected Members with the Mayor ex officio.	Group Manager Governance	This committee will hold its first meeting in November. COMPLETED
	635	ESTABLISHMENT OF STRATEGIC PROPERTY COMMITTEE - 1. The report be received. 2. Council establish the Strategic Property Committee in accordance with Section 41 of the Local Government Act 1999. 3. Council adopt the Terms of Reference at Attachment 1 to report 635. 4. Councillor Koumi be appointed Presiding Member of the Committee for a period commencing 24 October 2016 until the end of the current term of Council unless revoked earlier by Council. 5. Councillors Hughes, Koumi, Smolucha and Palmer be appointed to the Committee for a period commencing 24 October 2016 until the end of the current term of Council unless revoked earlier by Council.	Group Manager Governance	This committee will hold its first meeting in November. COMPLETED
	636	FLYING OF LATVIAN FLAG FOR NATIONAL DAY - That: 1. The report be received. 2. Council approve the request to fly the National flag of Latvia at the Unley Civic Centre on Latvia's Proclamation Day which is 18 November.	Group Manager Governance	Completed. Letter sent advising them of approval.
	638	REVIEW OF DRAFT 30-YEAR PLAN FOR GREATER ADELAIDE 2016 UPDATE - That: 1. The report be received. 2. The response contained in Attachment 1 to this report be submitted to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the draft '30-Year Plan for Greater Adelaide 2016 Update'. 3. A copy of the response to the draft '30-Year Plan for Greater Adelaide 2016 Update' be forwarded to the Local Government Association (SA).	General Manager City Development	Response sent 26/10/16. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO October 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	653	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - RESTORMAL STREET, FULLARTON - 1. Council endorses the recommended treatment as follows: Restormal Street, Fullarton – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	654	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - HIGH STREET, UNLEY PARK - 1. Council endorses the recommended treatment as follows: High Street, Unley Park – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	655	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - ENTERPRISE STREET, HYDE PARK - 1. Council endorses the recommended treatment as follows: Enterprise Street, Hyde Park – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	656	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - DOLLMAN STREET, GOODWOOD - 1. Council endorses the recommended treatment as follows: Dollman Street, Goodwood – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	657	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - BEACONSFIELD STREET, FULLARTON - 1. Council endorses the recommended treatment as follows: Beaconsfield Street, Fullarton – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	658	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - BARROW STREET, UNLEY - 1. Council endorses the recommended treatment as follows: Barrow Street, Unley – Option 2 amended to 'Remove three trees and plant six new matching trees to achieve a 1.5m footpath on both sides'.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED
	659	AGE FRIENDLY FOOTPATH REPLACEMENT IMPLEMENTATION ISSUES - BLACKET STREET, GOODWOOD - 1. Council endorses the recommended treatment as follows: Blacket Street, Goodwood – Option 1.	General Manager City Development	Council resolution will now allow these works to be programed into Council's footpath renewal program. COMPLETED

ITEM 681

QUESTIONS ON NOTICE FROM COUNCILLOR KOUMI RE FLOODING

The following Questions on Notice have been received from Councillor Koumi and the answers are provided:

Questions

1. Were houses along the streets listed or adjacent to Brownhill Creek flooded?

If so, was the flooding over or under floor, and to what depth?

What other property damage occurred?

- Brown Hill Creek between Cross Road and the High Flow Weir near Victoria Street Goodwood?
- Arundel Avenue,
- Goodwood Road,
- Vardon Terrace,
- Malcolm Street,
- Wood Street,
- Northgate Street,
- Grove Street,
- Nanthea Terrace North and,
- Nanthea Terrace South.

Answers

The event on 14 September 2016, was the only storm event that caused flooding of properties in Unley from Brownhill Creek.

The request for information relating to the depth of inundation at the locations listed in item 641 is something that Council is not privy to as most of the inundation was on private property and possibly resulted in insurance claims by residents.

Council is not aware of any such information being recorded by the responding organisations (e.g. SES) so it would very difficult to obtain the information requested.

The only way this information could be obtained is by contacting every resident affected by the flooding. Which would be time consuming and maybe stressful for the residents who are only just recovering from the event.

CORRESPONDENCE

TITLE: CORRESPONDENCE
ITEM NUMBER: 682
DATE OF MEETING: 28 NOVEMBER 2016
ATTACHMENTS: 1. CORRESPONDENCE

The correspondence from

- Hon Zoe Bettison MP
- Sturt Football Club
- Hon Zoe Bettison MP
- Ian Hunter MLC
- Graham Sanders – Unley RSL

be noted.

Various correspondence was received from candidates for positions to the Metropolitan Local Government Board and these have been included as attachments to the report in this Agenda.



**Government
of South Australia**

Minister for Communities and
Social Inclusion
Minister for Social Housing
Minister for the Status of Women
Minister for Ageing
Minister for Multicultural Affairs
Minister for Youth
Minister for Volunteers

Level 12 South
1 King William Street
Adelaide SA 5000
GPO Box 2832
Adelaide SA 5001
DX 115
Tel 08 8463 6560
Fax 08 8463 4480
dcsi.ministerbettison@sa.gov.au

16TDCSI/3315

Mr Lachlan Clyne
Mayor
City of Unley
PO Box 1
UNLEY SA 5061

Dear Mayor

I am pleased to announce that the 2016 Community Voices Program will open for applications on 10 October 2016.

The Community Voices Program is an exciting initiative that provides a unique opportunity for up to 10 community organisations to develop either a short documentary or online video advertisement to be used for promotion, training, education and recruitment of volunteers.

Further information and examples of videos produced through the Community Voices Program can be found at www.youtube.com/user/CommunityVoicesSA.

Community Voices Program guidelines and online application form are available from the Office for Volunteers website at www.ofv.sa.gov.au/programs. I encourage you to ensure that as many volunteer-involving organisations as possible are made aware of the program.

The closing date for applications is Friday 11 November 2016.

Further information on the Community Voices Program can be obtained from the Office for Volunteers by telephoning 1300 014 712.

Yours sincerely

Hon Zoe Bettison MP
MINISTER FOR VOLUNTEERS

09 / 10 / 2016	9
Department of Communities and Social Inclusion	
13 OCT 2016	
ALL IN	
C. Bettison	



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Corresp

October 12, 2016

City of Unley
Attn: Mr. Peter Tsokas
PO Box 1
Unley SA 5061

Dear Peter,

On behalf of the Board and Management of Sturt Football Club we would like to thank City of Unley for the support the club has received pre and post this season's SANFL IGA Grand Final series.

All activations highlighted the great relationship the Club shares with the Council and community. These activities included but were not limited to:

- Lighting of Town Hall in the Club's colours
- Raising of Sturt flag outside the Town Hall
- Supply and distribution of double blue balloons to schools, kindergartens and businesses in the Unley area
- Reception for players hosted by City of Unley

We truly appreciate the unique relationship and look forward to working with City of Unley in Season 2017.

Kind regards,

Sue Dewing
General Manager Business
Sturt Football Club

Subject - <i>Appreciation 6</i>		
Property/Street		
Application No.		
Doc. No.		Class.
For Info/Action		<i>21 OCT 2016 ALLIAN</i>
<i>K. Bensch</i>		



**Government
of South Australia**
Minister for Communities and
Social Inclusion
Minister for Social Housing
Minister for the Status of Women
Minister for Ageing
Minister for Multicultural Affairs
Minister for Youth
Minister for Volunteers

16MAGE/0211

Mayor Lachlan Clyne
City of Unley
PO Box 1
UNLEY SA 5061

Level 12 South
1 King William Street
Adelaide SA 5000
GPO Box 2832
Adelaide SA 5001
DX 115
Tel 08 8463 6560
Fax 08 8463 4480
dcsi.ministerbettison@sa.gov.au

Dear Mayor Clyne

The Seniors Card Discount Directory, *Your Lifestyle Guide* is produced annually and provides the state's 360,000+ Seniors Card members with hundreds of discounts and benefits provided by South Australian businesses in metropolitan and regional areas, along with useful information to assist over 60's to get out and about and remain connected to their communities.

I believe last year, City of Unley agreed to be a collection point and I understand many Seniors Card members visited to pick up their copy of the Seniors Card Discount Directory. I would like to take this opportunity to thank you for providing this service to older South Australians.

The State Government conducted an evaluation of the new distribution strategy and feedback from Seniors Card members and collection points was resoundingly positive.

As a result of this success, the 2017 edition of the Seniors Card Discount Directory will be made available throughout the community for collection by Seniors Card members who wish to have a hard copy.

Like last year, the Seniors Card Unit will post a copy to members who are unable to collect one from a collection point upon request. *Your Lifestyle Guide* is also available in an interactive and user-friendly format online at www.sa.gov.au/seniorcard and is accessed by thousands of Seniors Card members.

To ensure all Seniors Card members have access to the wide variety of discounts and information provided in the directory, a range of metropolitan and regional organisations have been engaged to be a *Your Lifestyle Guide* collection point. Organisations will initially receive one box of stock along with posters to promote availability of the directory. More stock can be requested at any time throughout 2017.



Given the wide spread of council offices around the state, stock will be sent to the City of Unley early December 2016. If you would like to opt-out of receiving stock, please advise the Seniors Card Unit by 31 October 2016

- by emailing seniorcard@sa.gov.au or,
- phoning the Seniors Card Manager, Evlynn Hayes on (08) 8204 2404.

I appreciate your support of the state's senior population and local South Australian businesses.

Yours sincerely



Hon Zoe Bettison MP
MINISTER FOR AGEING

18 / 10 / 2016

Subject - <i>NAISON STATE GOVERNMENT</i>		
Property/Street		
Application No.		
Doc. No.	<i>20 OCT 2016</i>	Class.
		<i>ALLIAN</i>
For Info/Action		
<i>C. Gowan</i>		

16SEC803641

7-4-1-1

Subject - STATE FUNDING	
Property/Street	
Application No.	
Doc. No.	19 OCT 2016
Class	
For Info/Action	
Government of South Australia	

Mayor Lachlan Clyne
City of Unley
PO Box 1
UNLEY SA 5061

The Hon Ian Hunter MLC

Dear Mayor Clyne

I write to draw your Council's attention to the release of State Government funding for waste and resource recovery infrastructure projects, as well as the release of the state-wide Waste and Resource Recovery Infrastructure Plan for public consultation.

Infrastructure Grants

Since 2004, the State Government has invested more than \$14 million from the Waste to Resources Fund in waste and resource recovery infrastructure projects that have assisted the State to establish itself as a national and global leader in recycling. We currently divert around 80 per cent of waste from landfill.

Building on the success of these programmes, I am pleased to advise I recently announced grant funding for industry and Local Government to improve waste recycling and local reprocessing. The funding will assist sorting and reprocessing facilities to boost their efficiency and effectiveness, and increase the volume and range of material reprocessed.

Individual councils can apply for up to \$150,000 towards innovative projects that divert recyclable material from landfill, and up to \$300,000 will be available for large-scale regional projects where three or more councils are contributing.

I am advised that the Office of Green Industries SA will be consulting councils in the coming months in relation to another funding opportunity – the reintroduction of kerbside performance incentives for food waste recycling.

In 2016-17 and 2017-18, the State Government has committed a total of \$5.4 million of solid waste levy funds to these programmes. This investment will build on our achievements in waste and recycling to date, as well as help

Minister for Sustainability, Environment and Conservation
Minister for Water and the River Murray
Minister for Climate Change

Level 9, Chesser House, 91-97 Grenfell Street Adelaide SA 5000 | GPO Box 1047 Adelaide SA 5001 DX 148
Tel 08 8462 5680 | Fax 08 8462 5631 | Email ian.hunter@sa.gov.au | www.premiersa.gov.au



recycle waste into more valuable commodities, develop business opportunities in the sector and create jobs.

Further information on the infrastructure grants is available on the Zero Waste SA website at <http://www.zerowaste.sa.gov.au/grants>. Applications close on Friday, 4 November 2016.

South Australia Waste and Resource Recovery Infrastructure Plan

At the WasteSA Conference on 22 September 2016, I had the pleasure of releasing a consultation draft of the State's first Waste and Resource Recovery Infrastructure Plan (the Plan) for public consultation.

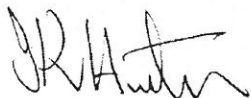
The Plan brings together the best available information to project waste flows under different scenarios, maps existing waste and resource recovery infrastructure, and identifies future infrastructure needs and land use planning considerations for each Government Region. It will expand on the work of *South Australia's Waste Strategy 2015-2020* and guide future decisions in infrastructure planning and investment in South Australia over the next 30 years, building on our achievements in the sector.

Recognising the contribution of Local Government in waste management and resource recovery, the Office of Green Industries SA invites feedback on the Plan from councils and has prepared a number of questions to assist with its preparation. Ideas and information contributed by delegates at the WasteSA Conference workshop will also help inform the development of this important document.

Submissions are invited from all stakeholders by Friday, 25 November 2016. The draft Plan and further information is available on the Zero Waste SA website at <http://www.zerowaste.sa.gov.au/About-Us/waste-resource-recovery-infrastructure-plan-consultation-draft>.

I encourage your Council to make the most of these funding opportunities and to contribute to waste and resource recovery infrastructure planning in the State.

Yours sincerely



IAN HUNTER MLC

Minister for Sustainability, Environment and Conservation

11 / 10 / 2016

Encl: Questions to be considered by Local Government

Questions to be considered by Local Government in considering the draft South Australia Waste and Resource Recovery Infrastructure Plan

The Office of Green Industries SA is keen to obtain your observations and views on the information and analysis presented in the consultation draft South Australia Waste and Resource Recovery Infrastructure Plan.

Without a particular order of importance, a list of questions is provided below which aims to prompt thoughts when preparing your submission. The list is not exhaustive and is not intended to restrict your response.

Written submissions are to be provided by **5pm, Friday 25 November 2016** and feedback received will be considered in developing the final plan.

Written submissions may be forwarded by mail or email (preferred) to:

Office of Green Industries SA

GPO Box 1047

Adelaide SA 5001

Attention: Serena Yang Manager Policy and Projects

Email: serena.yang@sa.gov.au

- | No | Questions |
|-----|--|
| 1. | How might the Plan help you achieve your strategic objectives, regional waste management strategies or regional economic development planning? |
| 2. | What benefits does the Plan offer to you? |
| 3. | Do the waste volume projections in your region seem reasonable over the 10 and 30 year timeframes? |
| 4. | Are there any key waste and resource recovery infrastructure facilities that are not identified on the map in your region? If so, please provide details. |
| 5. | Are there any key drivers of future infrastructure needs not identified in the consultation draft? If so, please describe. |
| 6. | Are there any infrastructure needs and/or opportunities (10 and 30 year timeframes) in your region not identified in the consultation draft? If so, please describe. |
| 7. | Are there any land use planning considerations in your region that have not been identified in the consultation draft? If so, please describe. |
| 8. | Are there any Specialised and Problematic waste streams in your region that have not been identified in the consultation draft? |
| 9. | What challenges, barriers, issues and concerns do you have in relation to the Plan? If so, please describe. |
| 10. | What kinds of soft infrastructure (e.g. skills, education and training, data management, digital platforms etc.) are necessary to support the Plan and the waste and resource recovery industry development? |
| 11. | What aspects of the Plan require further clarification? |

Carol Gowland

From: Graham Sanders
Sent: Wednesday, 16 November 2016 11:19 AM
To: Lachlan Clyne; Mike Hudson; Kelley Jaensch; Carol Gowland
Cc: Michael Hewitson; Peter Tsokas; Rufus Salaman; Don Palmer
Subject: (DWS Doc No 3514857) Unley RSL thanks - to City of Unley Council

Hi Members and Employees of the City of Unley Council.

Unley RSL thanks you all for \$ \$263 raised from the Front Office , City of Unley Council, for Poppy Day.

Unley RSL also thanks City of Unley Council for the support that was given for the conduct Remembrance Day event at the Unley Soldiers Memorial Gardens, with the supply 4 of Shade Covers Canopies, the seats, the mobile Coffee Van, and the mobile PA system, etc.

City of Unley Council Garden Staff obviously take great pride in the presentation of the Unley Soldiers Memorial Gardens, leading up to and on the day. Including to the detail of spending time to train one of our Members in how to correctly raise and lower the flag, supplying a new sewn flag, and cutting the pieces rosemary that the students placed on the cenotaph so they would not be hacked or roughly cut off.

The attendance of Mayor Lachlan Clyne, Unley Councillors, and Managers in an official capacity at the function, to place wreaths.

This location, and event is an important part of the history of Unley, and this was shown. As well as the attendance significant numbers of members of the public from Unley, this involved the attendance of over 500 school children, with teachers and parents. For the second year running commemorating the 100 years of the Great War, this becoming the standard for this event at Unley.

Could this message be passed onto all not covered by the email addresses.

Also can you please have a look at the Unley RSL Facebook page, mainly at the images there, if there are any that Unley Council want to use in higher resolution than can be taken from Facebook, please advise and I will have them forwarded.

Thanks again.

Kind regards

Graham J Sanders
Secretary/Vice President - Unley RSL
M.Ph. 0407271850

For reply Email, please 'click here' and include 'RSL' in Subject.
Unley RSL Facebook Page



MAYOR'S REPORT

TITLE: MAYOR'S REPORT FOR MONTH OF
NOVEMBER 2016

ITEM NUMBER: 683

DATE OF MEETING: 28 NOVEMBER 2016

ATTACHMENTS: 1. FUNCTIONS ATTENDED

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

MAYOR'S FUNCTIONS ATTENDED – 24 OCTOBER – 22 NOVEMBER 2016

MONTH	DATE	FUNCTION
October		
	24	<ul style="list-style-type: none"> Intergenerational Sculpture Launch – Resthaven
		<ul style="list-style-type: none"> Changing of the Guard at Southern Cross Care
	26	<ul style="list-style-type: none"> Terrible Tales of Unley Exhibition
		<ul style="list-style-type: none"> Unley Road AGM
	27	<ul style="list-style-type: none"> PLEC meeting
		<ul style="list-style-type: none"> City of West Torrens
	31	<ul style="list-style-type: none"> Library Home Service Afternoon Tea
		<ul style="list-style-type: none"> EM Briefing
November		
	2	<ul style="list-style-type: none"> Quarterly meeting of Mayors, CEOs and Centennial Park UBED Workshop
	4	<ul style="list-style-type: none"> Broughton Art 48 Annual Exhibition
	5	<ul style="list-style-type: none"> Library Festival
	7	<ul style="list-style-type: none"> Concordia College Students
	8	<ul style="list-style-type: none"> Ascot Park Primary School – Award judging Carbon Neutral Adelaide Action Plan UNESCO Clubs Cocktail Function
	9	<ul style="list-style-type: none"> Remembrance Business Breakfast Concordia College Year 8 Students Metro Mayor's MLGG Luncheon MLGG Meeting Glen Osmond Scout Group – Council Chambers
	10	<ul style="list-style-type: none"> ACDT – Adelaide Team
	11	<ul style="list-style-type: none"> Remembrance Day Service RDA Adelaide Committee meeting
	12	<ul style="list-style-type: none"> Christmas Pageant – Lord Mayor's guest Glen Woodward Treasured Story Presentation
	13	<ul style="list-style-type: none"> United nations Day Dinner
	15	<ul style="list-style-type: none"> Greek Cafes & Milk Bars of Australia
	16 – 17	<ul style="list-style-type: none"> LGA Board Meeting – Mannum Katherine Street Park Launch
	18	<ul style="list-style-type: none"> Opening of 2016 Bonjour Adelaide French Market
<p>In addition to the above I also met with Elected Members, staff and various representatives from outside bodies.</p>		

DEPUTY MAYOR'S REPORT

TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF
NOVEMBER 2016

ITEM NUMBER: 684

DATE OF MEETING: 28 NOVEMBER 2016

ATTACHMENTS: 1. DEPUTY MAYOR'S REPORT

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

DEPUTY MAYOR'S REPORT

In addition to trees, the major issues discussed with residents this month have been in relation to the Unley Central Development Plan Update and clarifying the misconceptions and misinformation about the proposed Civic Centre Development.

Functions Attended:

20 October

Local Government Association Conference – Day 1

I attended this event with the Mayor and Cr Palmer. Obviously the conference dealt with various issues affecting Local Government, but I found the Keynote Address by Andrew Horobin particularly interesting. The focus of his presentation was about straight talk at work – speaking honestly, listening to the other party(ies) and not having preconceived ideas.

21 October

Variety on King William

With three other Elected Members, I attended this event. As well as having the opportunity to meet business owners from King William Road and discuss issues and opportunities for the precinct, I was also able to appreciate how well suited this area is to holding such events here.

26 October

Terrible Tales of Unley

A good number of people attended the opening of this exhibition. My maternal grandfather was a bootmaker at D & W Murray on Greenhill Road and at this exhibition, I learnt that a murder occurred there in December 1926.

28 October

Mainstreets SA Award

With Cr Palmer and Admin Personnel, I attended the Award Presentations. The City of Unley was a finalist in three categories – Events [Unley Gourmet Gala], Streetscape [King William Road] and the People's Choice [Goodwood Road]. While we did not bring home an award, we were at least finalists, which is a 'feather in our cap'. We do congratulate Stephen Finos (Finos Fine Foods) who received the Outstanding Contribution Award for his many years of work with the Unley Road Association.

29 October

Halloween Party – King William Road

Again, King William Road was abuzz with children (adults and traders) joining in the fun of this event.

30 October

Medieval Jousting Display

Walking my dog through the park, I found a group of jousters preparing to display their art. Not long after they commenced, the wind and rain come in and brought the fun to a premature end.

4 November

SA Tourism Awards

Again with Cr Palmer and Admin Personnel, I attended this function where the Unley Gourmet Gala was among the finalists.

We were very pleased to bring home the Silver Award for this event.

5 November

Unley Libraries Festival and 50th Birthday Celebrations

This was a great day of fun and celebration. Children and adults enjoyed a piece of the birthday cake and the wide range of activities organised by our Library Staff and Volunteers.

9 November

Concordia College Year 8 Students

I accompanied the Mayor who was invited to speak to Year 8 students of Concordia College as part of their Connected Unley community investigations.

Year 8 students spend 2 days in the Unley community learning about the community, its history and how some organisations function and support the community. This is a chance for the students to be exposed to some of the elements of the Civics and Citizenship Australian Curriculum including the role of elected representatives.

Farewell to Ruth Box

Ruth has left the CoU to take on an Executive Assistant role to a CEO in the Aged Care Industry. Friends and colleagues met for morning tea to say 'Farewell' and wish her well.

Glen Osmond Scout Group

About 20 Cubs and Scouts came to the Council Chambers and were hosted by the Mayor to learn about the history of the City of Unley, how Council operates and meetings are conducted.

We held a variation of a Council Meeting and there were a number of interesting suggestions of projects that we might undertake – some to do with footpaths and roads, but many were more community focused in caring for our residents.

11 November

Remembrance Day Ceremony – Centennial Park Cemetery

I 'stood in' for the CEO on this occasion and laid a wreath at the Remembrance Day Service on behalf of the City of Unley.

16 November

Citizenship Day Ceremony

With the Mayor away attending a regional meeting of the Local Government Association, I was very pleased to welcome our new citizens and present their certificates at this event.

17 November

Opening of Katherine Street Reserve

A good number of residents and Elected Members attended this event. The children certainly seemed to enjoy the play equipment and I expect the reserve will be well patronised.

18 November

Bonjour Adelaide – Opening

We were honoured with the presence of the Governor and his wife at the official opening this year. The weather was perfect and a good number of people were in attendance.

Speaking to Mrs Le after the formalities were concluded, she commented on the significant number of events that we present for our community and that she particularly enjoys coming to events at the Soldiers' Memorial Gardens.

19 November

Bonjour Adelaide and ETSY Market

These events were very well supported with many people attending on Saturday afternoon.

REPORTS OF MEMBERS

TITLE: REPORTS OF MEMBERS
ITEM NUMBER: 685
DATE OF MEETING: 28 NOVEMBER 2016
ATTACHMENTS: 1. MEMBER'S REPORTS

Council to note the attached reports from Members

1. Councillor Hudson
2. Councillor Schnell
3. Councillor Hughes
4. Councillor Palmer

.

I attended the official opening of the newly constructed park at Katherine Street, Fullarton. An excellent variety of attractions for the younger generations Refused invitation (dare?) to test the bouncing discs. I noted the absence of a toilet, which I hope will be rectified.

Meanwhile, while walking through Parkside's Henry Codd Reserve on the way to sample the excellent food at a revamped "Earl of Leicester", I was pleased to see that the foundations have been laid for a long-awaited toilet.

Together with Councillors Hewitson and Palmer attended a sometimes fiery meeting of FOCUS. A somewhat larger than usual gathering, thanks to the controversial subject of the proposed revamp of Unley Central. Mayor Clyne was kept busy answering a wide variety of questions.

A warm but very pleasant afternoon visit to the French festival in the Memorial Gardens, with an overflow arcade of art works, etc along Oxford Terrace...

Together with Councillor Schnell met with staff members to discuss the upgrading of the windmill on the Village Green. I had hoped that my prolonged plea for the restoration of the nearby stone portion of the artwork would bear fruit, as it diminishes the artist's original intention.

Councillor Bob Schnell
Monthly Report: October - November 2016

The list below mostly excludes events and activities that I would normally attend as an Elected Member eg. Council/Committee meetings, Workshops, Ward and Briefing sessions, discussions with staff and community events.

At all events attended, any expense incurred was funded by myself.

Wednesday 19 October

Lunch with Councillor Mike Hudson and a Goodwood identity.

Dined in Goodwood.

Discussed the under-grounding of electricity cables along Goodwood Road and the associated road and footpath upgrade. There is a keen local interest in these works. Councillor Hudson also discussed his retirement plans.

Friday 21 October

Met with Goodwood residents to discuss footpaths and street trees.

Monday 24 October

Attended the opening of the Intergenerational Sculpture Launch 'Active Ageing – Every Generation' at the Resthaven Head Office, Wayville.

A magnificent sculptural creation by artist Gerry McMahon.



The Mayor and I sat and contemplated the past, the present and the future.


Wednesday 26 October

Attended the International Youth Silent Film Festival held at the Capri Theatre.
Represented the Mayor who was unavailable.
It was a pleasure presenting the first prize; \$1,000.



INTERNATIONAL
— YOUTH —
SILENT
— FILM —
FESTIVAL

CAPRI THEATRE
141 Goodwood Road, Goodwood
ENTRIES CLOSE: SEPT 8, 2016
FILMS SCREENED 7pm
Monday Oct 24 Tuesday Oct 25
AWARDS NIGHT : Wednesday Oct 26
Tickets \$10 Children/Students Free



Live theatre organ accompaniment by
NATHAN AVAKIAN



A fantastic night of silent films; accompanied by the acclaimed organist Nathan Avakian.
The average age of the young film makers was 15-16 years.
There were 12 films selected for the final night of judging.

There were numerous mentions of the City of Unley as a sponsor via a community grant. This is the fourth year of the event at the Capri and the second year that it was funded by Unley. I look forward to Unley's ongoing support.

More information about this event from the promotional material ...

The Capri Theatre will again host The International Youth Silent Film Festival (IYSFF) featuring silent films by young budding filmmakers aged 20 years and under.

Hosted by the Theatre Organ Society, (TOSA (SA) Inc. this South Australian competition, an Adelaide first, has become an annual event since 2013, attracting entries from secondary and primary schools.

The judges include, Disney musician and film buff Rob Richards, President and founder of the International Youth Silent Film Festival Jon (JP) Palanuk, Vice-president of the IYSFF board and President of Thanhouse Film Preservation Company Ned Thanhouse, Melbourne theatre organist and silent movie accompanist David Johnston, Film actress Anna Sargeant, Jim Stewart of The Voice and new to the panel this year, Dr Nick Prescott, ABC891 film reviewer and Flinders University lecturer.

This line-up of celebrities ensures that entries from the young filmmakers are being seen and adjudicated by judges of the utmost experience and knowledge in film. The judges all agreed that the standard of silent movies is rising every year and stated how much they enjoyed watching the films which are three minutes in length.

IYSF challenges young people to make a silent movie, to suit one of the especially composed pieces of music by Nathan Avakian, from Portland, Oregon, the 2009 overall winner of the American Theatre Organist Society (ATOS). Nathan will accompany the films on the mighty Wurlitzer Theatre Organ.

Each musical score is composed for the theatre organ and has a distinctly different mood and feeling. The entrants listen to the music and choose a piece, making a film to suit the music. This requires story-boards, listening to the music to work out where the mood changes, where it is slow, fast, sad, happy, romantic or creates a sense of excitement. This will serve to guide their visual storytelling and inspire tempo and mood.

For more details, follow this

link <http://www.weekendnotes.com/im/008/07/international-youth-silent-film-festival9.jpg>

Thursday 27 October

I spent the morning walking the streets of Parkside with Councillor Mike Hudson. We observed the narrow footpaths and the severely reduced accessibility due to the street trees proximity to the boundary fences. Overgrown foliage adds to the problem. Castle Street is a classic example of a problem that Council must address.

Thursday 27 October

Enjoyed morning tea and a lengthy chat with Unley resident Robert Freak. He has a keen interest in Council's activities and plans. In particular, he is delighted by the promotion of expanding verge gardens across Unley.

Saturday 05 November

Attended the opening of 'Wish you were here!' @ Adelaide Central Gallery, Fullarton.

A fabulous assortment of postcard size paintings, all for sale @ \$80 each. There were works of art by over 100 Australian and international artists. The identity of the artist was unknown at the time of the purchase. Quick sales as bargains were snapped up.

A good crowd. Excellent wines by Hentley Farm.



I missed out on purchasing this art work featuring a gnome.



This was my pick of the best. Simple, yet superb!



... and this was my pick of second best. Quirky and captivating.

An excellent concept to fund-raise to help struggling artists. **Perhaps we could try it in Unley.**

09-11 November

Attended the International Cities, Town Centres and Communities Conference (ICTC) Society Conference.

My attendance was funded by Unley Council.

Absolutely fantastic. Mostly excellent presentations.

The talks on place activation were highly relevant to Unley.

More details in the December report.

Friday 18 November

Attended the Bonjour Adelaide French Market in Soldiers Memorial Garden.

A good crowd.

An enjoyable night.

Several Unley Councillors in attendance.

Stayed on in Unley for late night festivities.

Saturday 19 November

Returned to Bonjour Adelaide French Market and then visited the etsy market.

A warm day with a big crowd (at both events).

Enjoyed a French lunch. Purchased numerous goods to take home.

For more detailed information about my monthly activities, visit my website <http://bobschnell.blogspot.com.au/>

REPORTS OF MEMBERS

**TITLE: NOVEMBER 2016 REPORT FROM COUNCILLOR
PETER HUGHES**

(a) Items of particular interest, concern or urgency

(b) Functions Attended

Oct 21st - Attended the 'Variety on King William Road' Fashion event. It is an extremely popular event. I now have a valuable insight into the planning, infrastructure, management and coordination of this very significant event.

Nov 4th – Attended 'Free Range', the Broughton Art Society's 48th Annual Exhibition, at the Fullarton Park Community Centre. Again, a very colourful, well presented exhibition and well supported exhibition. The City of Unley was acknowledged several times for our ongoing support.

Nov 5th – Attended St Chad's Anglican Church annual fair at Highgate. This fair is always a well attended, bustling event with live entertainment and a great example of the community getting together under the auspices of the Rev Tracey Gracey.

Nov 9th – 11th Attended the International Cities, Town Centres and Communities Conference. There were many 'Global' messages:

- Provide for safer walking and cycling
- Engage with new technologies asap
- Disruptive technologies are here, understand and use them
- Automation of jobs
- Autonomous vehicles are here!!!
- Drones are on our doorstep
- Knowing about available data and accessing what is relevant to your community
- Community led place making
- Red tape reduction
- Etc, etc
- Also, The City of Unley is a relatively small council.

Nov 16th – Attended Council's Citizenship Ceremony where 45 new citizens from approximately 20 countries were welcomed to Australia and Unley.

Nov 17th – Attended the opening of the Katherine Street Park in Fullarton. It is already popular with the intended age group (under 10's) and there have also been sightings of young mums trampolining.

Nov 18th - Attended the opening night of the 4th French Market that was very well attended once again. We also returned the following evening and noticed that many visitors were from out of Unley. This event has become a unique Unley event that we should maintain.

REPORTS OF MEMBERS

TITLE

REPORT FROM COUNCILLOR PALMER

(a) **Items of particular interest, concern or urgency**

LGA Annual Conference

The conference was held just prior to our last meeting but after the cut off for reports to Council.

A number of speakers spoke of our current challenges. Lord Mayor Martin Haese probably summed it up best in reminding us united we stand and divided we fall. He and others spoke of our need to speak as one on such issues as rate capping, amalgamations etc. Likewise we were reminded that we need to promote and encourage the successes of our SME's (SA being the SME state).

Of interest Jessica Leo-Kelton of the Messenger advised she saw Councils as they are now as good. She then suggested we need to promote that the status quo is correct and that we are relevant. We need to become clever to change the perception by developing our relationship with them and talking to our ratepayers in their language, not council speak.

This a similar message by Dan at the recent FOCUS meeting.

Unley Central DPA

I encourage all members to attend the upcoming Public Forum to be held in the Civic Centre on 6th December. While the committee will deliberate on the results and recommend to council the draft DPA to go to the Minister it is imperative that we all be as truly acquainted with the information at our disposal.

Unley Civic Centre Redevelopment

I repeat in this public forum what I have indicated to members privately.

As I see the redevelopment project this is Council exercising its reasonability to rate payers to examine any opportunity we become aware of, for the benefit of the community of Unley and its ratepayers.

To do otherwise, to thumb our nose as it were to the opportunity, would be a dereliction of our duty of care to the community.

An opportunity has presented itself because of the Unley Central DPA.

The opportunity is to revalue what services we provide our community, given we now have the ability to create facilities other than at ground and 1st floor level, and determine if they can be better housed in a development on this site. It is an opportunity to consider if there are new services our community may be looking for.

There may well be members of our community who feel nothing needs to change. Whilst we must respect this and take on board their views we must also listen to the whole community and be forever aware that we have a responsibility not only to the current generation but subsequent generations who will want to live, work and play in our City. Generations who, whilst they might not be able to vote for us, will be eternally grateful for taking the leadership to ensure their future.

(b) Functions Attended

These functions/events are in excess of those I would normally attend.

26 th October	Unley Museum Launch of Terrible Tales of Unley
	CPCC Board of Management Meeting
29 th October	Halloween on King William
	Goody Patch Open day
30 th October	Black Forest PS Annual Fete.
3 rd November	Met with President Goodwood Cricket Club re upgrades to Goodwood Oval Grandstand.
4 th November	SA Tourism Awards
5 th November	Unley Libraries 50 Year Celebration
6 th November	Salvation Army Super Sunday Celebrations
11 th November	Remembrance Day Service. Soldiers Memorial Gardens
	Ignite Unley Outdoor Cinema. Page Park.
	(Assisted with clean up after storm.)
15 th November	FOCUS Unley Central DPA & Civic Centre Forum
16 th November	Discuss Footpath Reactive Maintenance with John Devine, Brenton Curtis, Deputy Mayor Rabbitt and Cr Koumi
	Citizenship Ceremony
17 th November	Laura's farewell
	Opening of Catherine Street
	Integrated Traffic Public Forum
	Community Grants Working Party
18 th November	Opening of Bonjour Adelaide French Market
19 th November	ETSY made Local
	Brownhill Creek Announcement
	Bonjour Adelaide French Market
23 rd November	rescheduled CPCC AGM
	CPCC BOM meeting
25 th November	Volunteers Christmas Celebration

ITEM 686
UNRESOLVED ITEMS

Meeting Date	Item	Status
Council 12 September 2016	Item 584 Millswood Sporting Complex Detailed Design	The Item remains laid on the table.

DECISION REPORT

REPORT TITLE:	MILLSWOOD SPORTING COMPLEX – DETAILED DESIGN OF BOWLS & CROQUET
ITEM NUMBER:	584
DATE OF MEETING:	22 AUGUST 2016
AUTHOR:	JOHN WILKINSON
JOB TITLE:	SPORT AND RECREATION PLANNER

1. EXECUTIVE SUMMARY

Following the development of the Goodwood Oval and Millswood Sporting Complex Improvement Plan in August 2014, Council endorsed an allocation of \$50,000 in the 2015/16 budget for the detailed design of a revised layout of the bowls and croquet areas, as endorsed in the Improvement Plan.

During the development of the detailed designs, the Millswood Bowling Club withdrew its initial support for the endorsed Improvement Plan, advising that due to recent increased growth at the club, the endorsed plan no longer meets their needs. The position of the Millswood Croquet Club has not changed and they continue to support Council's original layout plan.

Following consultation with the two clubs and a review of possible layout options, a revised layout plan has been developed that complies with the standard playing area dimensions for both sports, as well as providing benefits for the community. However, Millswood Bowling Club still has concerns with this revised plan.

This report presents the revised layout plan to Council; however, through further consultation with both clubs, it has become clear that full agreement on this cannot be achieved. Consequently, it is suggested that the project now focus on building upgrades and leave the existing layout as it is.

2. RECOMMENDATION

That:

1. The report be received.
2. No further action be undertaken at this time regarding changes to the layout of the sports playing areas and recreation areas at Millswood Sporting Complex.
3. Commence design work for upgrades to the existing bowls and croquet buildings (including opportunities for shared facilities) and surrounding areas, based on the current layout of playing areas.

4. Discussions commence with user groups on funding contributions towards any upgrades.
 5. The community and Clubs be advised of the Council's decision.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

Undertaking master planning of Goodwood Oval and Millswood Sporting Complex is a specific action within Council's 4 Year Plan and directly aligns to the strategic outcomes of our Community Plan 2033, primarily to support the objectives of the *Living: Our Path to a Thriving City* theme.

The improvement of Council's sport and recreation infrastructure, including Millswood Sporting Complex, is also identified in a number of key Council strategies and plans, including (but not limited to):

- *Living Well* – The Regional Health Plan for the Cities of Unley and Mitcham
- *Living Active*, Sport and Recreation Plan 2015-2020, City of Unley
- Open Space Strategy, City of Unley
- Disability Action Plan, City of Unley
- Asset Management Plans.

2. **DISCUSSION**

Background

The goal of this project is to enable Council to strategically plan for future improvements at the Millswood Sporting Complex, as well as to seek external funding as opportunities arise. This project is focussed on the bowling and croquet facilities at the complex, and an overview of these groups is as follows:

Millswood Bowling Club

- Established in 1921
- 112 social bowlers (at capacity on Thursday nights during summer season)
- 48 pennant bowlers (Wednesday and Saturday during summer season)
- Approximately 100 people attend social nights every Friday during summer season
- Current lease for the bowling greens and building until August 2019.

Millswood Croquet Club

- Established in 1922
- 76 playing members
- Croquet activities held six days per week during summer and five days per week during winter
- Current lease for the croquet lawns and building until November 2018.

Planning for future improvements at Goodwood Oval and Millswood Sporting Complex has been guided by an Improvement Plan, endorsed by Council in August

2014, along with a Staged Implementation Plan, endorsed in April 2015. As a result of the Staged Implementation Plan, Council recommended the following:

- “3. Detailed designs to support the future facility upgrade requirements for Millswood Bowling Club and Millswood Croquet Club proceed.”*

An amount of \$50,000 was allocated in the 2015/16 budget for undertaking a detailed design, which was based on the layout plan recommended in the Improvement Plan (Attachment 1 to Item 584/16). The original layout plan is included on page 69 of the Goodwood Oval and Millswood Sporting Complex Improvement Plan.

Attachment 1

The existing layout of the croquet and bowls facilities is shown as an aerial image in Attachment 2 to Item 584/16.

Attachment 2

The original layout plan involved the inclusion of a new fourth full-size croquet lawn, responding to the growth in this sport and increasing membership of the Millswood Croquet Club, as well as the installation of a new synthetic lawn bowling green, with a reduction from 14 rinks (currently) to 10 rinks.

The original layout plan was developed in consultation with the sporting clubs located at Millswood Sporting Complex and the local community during early 2014, with both the bowling and croquet clubs providing letters of support for the proposed layout plan. The rationale for the original concept is outlined in further detail in the Improvement Plan on pages 43 to 71.

Subsequently, as the detailed design project progressed, it has become apparent that the Millswood Bowling Club no longer supports the recommendation for a reduction to their existing greens. This is primarily due to a growth in participation and patronage at the club over the past two years.

During these discussions, the Administration reiterated the position of Council and the level of research and consultation that occurred to develop the informed, evidence-based recommendation. However, the club feels that they were consulted when they were experiencing a difficult financial period (March 2014), and have since improved their financial position through increasing patronage in their social bowls and meals programs.

While they were previously supportive of the original layout plan, the bowling club now advise that they require two square greens to be able to sustain their recent growth. They also no longer support a synthetic green, but rather request two natural turf greens.

The position of Millswood Croquet Club has not changed as they are seeking a new fourth full-size lawn as identified in the original layout plan. This position is also supported by the Improvement Plan (2014) and Croquet SA, as the club is growing, and the nearest croquet club's catering for competition play are at Holdfast Bay, Marion and in the CBD (on Hutt Road).

Revised Layout Plan

In order to strengthen future funding opportunities, it is important that the proposal developed is supported by all users and demonstrates maximum community benefit. Therefore, given the bowling club's changed situation, further investigation has been conducted to determine if a compromise could be achieved that would enable the retention of two bowling greens and provision of a new fourth full-size croquet lawn, as well as improvements for public access and recreation.

Following consultation with both clubs and a review of options with the aim of achieving a compromise, a revised layout plan has been developed (Attachment 3 to Item 584/16).

Attachment 3

Bowling Greens

The revised layout plan shows the relocation of the bowling greens to the east, with one green located directly north of the existing building ('A Green') and one to the east of the building ('B Green'). The plan also identifies a fourth full-size croquet lawn located next to the existing lawns, as well as changes to public open space and vehicle and pedestrian access.

Under the revised layout plan, the size of the 'A Green' is not significantly reduced (a small reduction of 150mm to the north-south length and a reduction of 400mm to the east-west length).

The size of the 'B Green' has been reduced by 1.65 metres along the north-south length. There is no change to the east-west length, however this is based on the 'chamfering' of the north-east and south-east corners of this green, which is similar to the existing design of this green. It should be noted that the dimensions shown in the revised layout plan are the maximum permissible within the site if vehicle and pedestrian access to the Belair train line and Millswood Lawn Tennis Club are to be retained, and also to meet disability access guidelines for the bowling and croquet clubs.

Through consultation with the bowling club, both greens have been designed to be square (rather than rectangular), to enable play in both directions (north-south and east-west) with a 200mm width 'ditch' around the perimeter of both greens. At the request of the bowling club, it is proposed that the greens have a natural turf playing surface, rather than synthetic turf.

It is intended that the design of the buildings, recreation areas and vehicle and pedestrian access will be undertaken once a layout plan has been finalised. This will include considerations such as the interaction between buildings and playing areas, disability access, internal building layouts and interactions between vehicles, pedestrians and bowls participants. Consideration will also be given to landscaping to ensure the design addresses principles relating to Crime Prevention through Environmental Design.

Considerations of Revised Layout Plan

The inclusion of a fourth croquet lawn will result in the unavoidable loss of a large Norfolk Island pine tree, as well as approximately five other Jacaranda trees. As part of the upgrades, new vegetation and trees would be planted, in keeping with the site and local streetscape.

The revised layout plan also proposes the relocation of the 'B Green', as well as the shared road and car parking into 1/18A Millswood Crescent, known as 'Millswood Park'. While improved access and public recreation facilities are provided in other areas, this will result in a slight reduction of overall public recreation space at Millswood Sporting Complex. Whilst a detailed study on the use of Millswood Park has not been undertaken, anecdotal evidence suggests it is highly valued by the local community.

The existing shared vehicle and pedestrian access has also been relocated to the south-eastern boundary of the complex, and up to 21 off-street car parks (an increase of 13 car parks) have been provided for. The existing road and pathway also enables public access across the Belair train line and the Administration will liaise with relevant authorities on the further detailed design of these areas.

The Administration is also aware that the resident at 18 Millswood Crescent is concerned with the proposed impact on Millswood Park. It is recommended that consultation with this resident, as well as the broader community, be undertaken as part of any further detailed design.

Club Feedback

Millswood Bowling Club

While the reduction in size of the greens complies with the *Bowls Australia Construction Guidelines (2011)*, feedback from Bowls SA acknowledges that the site is limited in its development potential and that efforts have been made to accommodate user groups. Bowls SA also observes that ideally, the facilities at Millswood Sporting Complex would be co-located together, however the Improvement Plan (2014) indicated that this would be a difficult proposition.

A key observation of both Bowls SA and the Millswood Bowling Club is the impact the revised layout plan would have on current and future participation, as well as the club's ability to attract and host tournaments (at the State, national or international level). A written submission from Millswood Bowling Club is included as Attachment 4 (to Item 584/16).

Attachment 4

The *Bowls SA State-wide Facilities Audit & Master Plan (2014)* identifies a number of facilities as 'metro regional facilities', where investment should be focused to hold regional tournaments. One such facility is the Clarence Gardens Bowling Club, which is located approximately 2km from Millswood Bowling Club. Millswood Bowling Club is identified as a 'district facility' and it could be viewed as unlikely to be a priority venue for future higher level tournaments.

The relocation of 'B Green' is also a matter of concern for the Bowling Club, who have indicated that it would impact the social interaction of participants. While this is a matter for consideration, a review of other facilities in metropolitan Adelaide indicates that this layout is not uncommon.

Millswood Croquet Club

As previously stated, the position of Millswood Croquet Club has not changed and they have also provided feedback on the revised layout plan (Attachment 5 to Item 584/16).

Attachment 5

Feedback from other Clubs and Adjacent Residents

To inform further decisions on the next steps of this project, feedback on the revised layout was requested from other clubs at Millswood Sporting Complex and residents living directly adjacent to the site. A summary of this consultation is provided in Attachment 6 (to Item 584/16).

Attachment 6

At the time this report was written, responses from the other clubs at Millswood Sporting Complex have not been received. Should this project continue, engagement with these clubs and the wider community will continue.

Project Cost

The total estimated cost provided by a Quantity Surveyor (QS) for the original layout plan developed in 2014 was \$3.177m, which does not include improvements to the Millswood Lawn Tennis Club or the South Australian Society for Model and Experimental Engineers facilities.

Whilst project staging opportunities are limited, building and lighting improvements could be undertaken at a later stage, which would further reduce the cost of changes to the playing areas, car parking and pedestrian areas.

A summary of the cost estimates provided by the Quantity Surveyor in 2014 for the original layout plan is as follows:

- Synthetic (10 rink) bowling green - \$540,000
- New (fourth) croquet lawn - \$60,000
- Bowls building upgrade - \$771,000
- Croquet building upgrade (likely to be a new building) - \$126,000
- Community plaza - \$390,000
- Car parking - \$144,000

The Croquet Club has indicated they would be in a position to contribute financially, however formal discussions and agreement on funding contributions have not yet occurred with either club. It is suggested that these discussions now commence.

It should be noted that the proposed upgrade to the building currently leased by the bowling club is one of the more expensive items. The upgrade does however, create opportunities for shared-use (by the croquet club and other groups).

If a shared-use approach cannot be achieved and the main building continues to primarily be used and managed by the lawn bowls club, it is suggested that limited upgrades occur to the building for the short to medium term, such as improvements to kitchen, heating and cooling, and toilet facilities. This will need to be a key consideration if detailed design is to progress on this building.

Construction of turf greens may be more expensive than a new synthetic green, as industry advice has recommended new bowling greens be constructed 'from scratch', to ensure correct levels are obtained and the quality of turf is consistent. Further information from a cost consultant will need to be obtained once further detailed design is undertaken.

Summary

The revised layout meets the requirements for standard playing area dimensions for bowls and croquet. Consequently, an option that meets a range of users needs may attract external funding.

However, after considering the feedback on the revised layout plan from both clubs, it is clear that full agreement on all aspects of the plan has not been achievable, primarily due to the bowling club's desire to grow their social patronage and not impact their capacity to host tournaments in the future. Whilst the club is unlikely to host higher level tournaments, consideration should be given to the overall project cost and benefits for all stakeholders. Nevertheless, it is clear at this stage that a layout cannot be achieved that will satisfy both club's wishes.

Council may therefore choose to retain the current layout of the bowls and croquet playing areas, and focus on other improvements at the complex to benefit the user groups and the wider community, including the buildings, car parking and surrounding areas. There may be an opportunity to revisit the layout of playing fields as part of future lease negotiations. The current budget for the design project can be used to complete this design work, and there are opportunities to investigate shared facilities (such as toilets) in any future building upgrades.

3. ANALYSIS OF OPTIONS

Option 1 – No further action be undertaken at this time regarding changes to the layout of the sports playing areas and recreation areas at Millswood Sporting Complex. Commence design work for upgrades to the existing bowls and croquet buildings and surrounding areas, based on the current layout of playing areas. Discussions commence with user groups on funding contributions towards any upgrades. The community and the clubs be advised of the Council's decision.

This option will result in no further work being undertaken to reconfigure the bowls and croquet playing areas, and will not enable the inclusion of a fourth new croquet

lawn at this time. It should be noted that the revised layout design could be revisited at a future time as opportunities arise.

The project will now focus on design work to improve the existing bowls and croquet buildings, which will include opportunities to increase community usage and improve surrounding areas, access around the buildings as well as car parking. The current budget allocation for the overall detailed design project will be used to focus on the design work. Following the completion of this design work, it would then be brought back to Council for consideration, before further community consultation and detailed design is undertaken.

One of the goals of undertaking this work was to have 'shovel ready' plans if a grant funding opportunity arose. As full agreement from the user groups and residents has not been achieved on the playing area layout, a focus on building upgrades and surrounding areas is a suitable compromise that will benefit both users and position Council to apply for external funding.

A disadvantage is that this option will not enable construction of a fourth croquet lawn at Millswood Sporting Complex.

Option 2 – The original layout plan endorsed in 2014 (recommendation 2 of Item 1217/14) be revoked and the revised layout for the bowling greens and croquet lawns (Attachment 1 to Item 584/26) be endorsed. Discussions commence with user groups on funding contributions towards any upgrades. The community and the clubs be advised of the Council's decision.

Advantages of this option:

This option complies with the playing area guidelines for both bowls and croquet and creates the opportunity for a holistic upgrade of the Millswood Sporting Complex, including:

- Two new bowling greens
- A fourth full-size croquet lawn
- Improvements to the existing bowling club building layout, including improvements to bar, kitchen, dining, storage and toilet areas
- Improved access through the site for both vehicles and pedestrians, as well as improved access for people with a disability
- Increased off-street car parking
- Improvements to public recreation areas (although the details are yet to be determined)

Detailed design will provide further information regarding costs, and will enable applications for external funding. While the Bowling club do not fully support this option, this option provides two greens that comply with standard playing area dimensions, albeit with one green being a slightly reduced area.

The concerns from the Bowling Club regarding their capacity to host future tournaments are noted, but need to be balanced with the fact that other facilities in the area may be better placed to do this.

Disadvantages of this option:

Millswood Bowling Club has expressed that they do not fully support this option. Given the opposition to this plan from the bowling club, Council's ability to attract external funding would be significantly reduced.

While it is minimal, the length of both greens is reduced, with the greatest reduction being 1.65 metres along the north-south length of the 'B Green'. The greens are also not adjacent to one another, which may impact social interaction between participants.

The revised layout plan also has an impact on the vacant land known as Millswood Park, resulting in significant changes to the current configuration of this park. It also results in the loss of five trees.

Option 3 – Do not endorse the revised layout option and continue with the original layout plan identified in the 2014 Improvement Plan.

The original layout plan was developed through community engagement and received support from all user groups, with the exception of the bowling club. This option does not meet the needs of the Bowling club, nor allow for their anticipated growth. Given the opposition to this plan from the bowling club, Council's ability to attract external funding would be significantly reduced.

Option 4 – No further action on this project be undertaken.

As noted in previous reports, this project is envisaged to be progressed at a future time when funding becomes available. It is noted that there may well be a degree of scepticism that funding will ever become available given the current condition of the Federal and State budgets. However, not undertaking any further action is likely to diminish the case for external funding if it becomes available.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

Undertaking master planning for the Goodwood Oval and Millswood Sporting Complex Improvement Plan is a specific action within Council's 4 Year Plan. In its Long Term Financial Plan, Council has notionally allocated \$500K in 2019/20 and \$500K in 2020/21 for implementation of the Goodwood Oval and Millswood Sporting Complex Improvement Plan.

To date, approximately \$20,000 has been spent on detailed design in 2015/16, with \$45,000 spent on developing the Improvement Plan in 2013/14. While the development of the revised layout option has added an additional \$5,000 to the budget, the consultant has advised they are confident that the remainder of the detailed design project can be completed within the current budget (depending on Council's preferred direction and the scope of the project). Further community engagement in relation to building upgrades can be undertaken within existing budgets.

It is important to note that some actions may be implemented using planned capital replacement funding, such as playground replacement, and other projects may be completed with combined Club and grant funding, such as internal building improvements. Implementation of the Improvement Plans for both complexes will need to be considered against other Council priorities and as external funding opportunities become available.

As outlined in previous reports to Council regarding sport facility upgrades, there are several precedents and various financial models that have been used for major upgrades at other Council owned facilities (e.g. Unley Oval). These models can vary, but typically clubs contribute up to a third of the total cost.

It is therefore suggested that discussions commence with user groups and other external funding bodies regarding the potential improvements at Millswood Sporting Complex.

Additionally, since the Improvement Plan was endorsed in August 2014, it should be noted that Millswood Croquet Club has invested in various improvements, including new fencing along the western boundary, enabling the provision of a third full-size lawn.

5.2 *Legislative/Risk Management*

Any legislation and risk implications will be considered as part of the development application and construction process. Should Council invest in any building improvements at Millswood Sporting Complex, consideration should be given to planning controls relating to the site.

The site is located within the Residential Historic Conservation Zone where the primary purpose is the retention and conservation of existing contributory dwellings. This zone also recognises the existence of community facilities and there is potential for a reasonable expansion of existing community facilities. Planning considerations will be worked through during further detailed design.

Under the *Local Government Act 1999*, Council may revoke a previous endorsed recommendation (the original layout plan for Millswood Sporting Complex) and endorse an alternative recommendation.

5.3 Stakeholder Engagement

Extensive stakeholder and community engagement was undertaken as part of the development of the Improvement Plan (in 2014) and both clubs have been consulted as part of the development of the revised layout plan.

Consultation with directly affected stakeholders, including other clubs at Millswood Sporting Complex and residents living adjacent to the site, was undertaken during August 2016. It is proposed that community engagement be undertaken as part of any further detailed design; however, consideration must be given to any future changes the project may experience.

6. REPORT CONSULTATION

This report has been developed in consultation with the General Manager Community and General Manager Economic Development and Planning, Group Manager Governance, Manager Finance and traffic staff.

7. ATTACHMENTS

1. Layout plan as shown in the Goodwood Oval and Millswood Sporting Complex Improvement Plan (August 2014).
2. Existing layout of croquet and bowls facilities.
3. Revised layout plan (September 2016).
4. Feedback from Millswood Bowling Club.
5. Feedback from Millswood Croquet Club.

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Megan Berghuis	General Manager Community
David Litchfield	General Manager Economic Development & Planning
Peter Tsokas	Chief Executive Officer

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 688 -
TREE PROSECUTION

ITEM NUMBER: 687

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: PAM HOCKING

JOB TITLE: EXECUTIVE ASSISTANT CITY SERVICES

PURPOSE

To recommend that Item 688 be considered in confidence at the 28 November 2016 Council meeting and that the minutes, report and attachments remain confidential until the confidentiality order is revoked by the Chief Executive Officer at a future date.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. Pursuant to Section 90(2) and 90(3)(f) and (h) of the *Local Government Act 1999* the Council orders the public be excluded, with the exception of the following:

Mr P Tsokas, Chief Executive Officer
Ms M Berghuis, General Manager City Services
Mr J Devine, General Manager City Development
Ms N Tinning, General Manager Business Support & Improvement
Mr D Litchfield, Director, Strategic Projects
Ms R Wilson, Group Manager Governance and Risk
Ms C Gowland, Executive Assistant to CEO and Mayor
Mr P Weymouth, Manager Development & Building

on the basis that it will receive and consider the report and attachments (under separate cover) in relation to a tree damaging activity prosecution and that the Council is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter on the grounds that they contain:

- (f) information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial; and
- (h) legal advice.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 688 – TREE
PROSECUTION

ITEM NUMBER: 689

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: PAM HOCKING

JOB TITLE: EXECUTIVE ASSISTANT TO THE GENERAL
MANAGER CITY SERVICES

PURPOSE

To recommend that the minutes, report and attachments to Item 689/16 remain in confidence at the 28 November 2016 Council meeting until the order is revoked by the Chief Executive Officer.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
2. Pursuant to Section 91(7) and (9) of the *Local Government Act 1999*:

2.1 The

- ☒ Minutes
- ☒ Report
- ☒ Attachments – forwarded under separate cover

remain confidential on the basis that the information contained in this report contains information which could reasonably be expected to prejudice the maintenance of law.

- 2.2 The minutes, report and attachments (under separate cover) be kept confidential until the item is revoked by the Chief Executive Officer.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 691 –
STRATEGIC PROPERTY DEVELOPMENT

ITEM NUMBER: 690

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 691 be considered in confidence at the 28 November 2016 Council meeting and that the Minutes, Report and Attachments referring to this report remain confidential until the item is revoked by the Chief Executive Officer at a future date.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. Pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999 the Council orders the public be excluded, with the exception of the following:

Mr P Tsokas, Chief Executive Officer
Ms M Berghuis, General Manager City Services
Mr J Devine, General Manager City Development
Ms N Tinning, General Manager Business Support & Improvement
Mr D Litchfield, Director, Strategic Projects
Ms R Wilson, Group Manager Governance and Risk
Ms C Gowland, Executive Assistant to CEO and Mayor

on the basis that it will receive and consider the report on Strategic Property Development and that the Council is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:

(b) information the disclosure of which

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest.

It would be in the best interest of Council to consider this matter in confidence.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 691 – STRATEGIC
PROPERTY DEVELOPMENT

ITEM NUMBER: 692

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO AND MAYOR

PURPOSE

To recommend that Item 691 remain in confidence at the 28 November 2016 Council meeting until the order is revoked by the Chief Executive Officer.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
2. Pursuant to Section 91(7) and (3)(b) of the Local Government Act:

2.1 The

- ☒ Minutes
- ☒ Report
- ☒ Attachments

remain confidential on the basis that the information contained in this report could confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, and

- 2.2 the minutes, report and attachments will be kept confidential until the item is revoked by the Chief Executive Officer.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 694 –
APPOINTMENT OF INDEPENDENT MEMBERS
FOR THE SECTION 41 – CITY STRATEGY AND
DEVELOPMENT POLICY COMMITTEE

ITEM NUMBER: 693

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 693 be considered in confidence at the 28 November 2016 Council meeting and that the Minutes, Report and Attachments referring to this report remain confidential until the item is revoked by the Chief Executive Officer at a future date.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Council orders the public be excluded, with the exception of the following:

Mr P Tsokas, Chief Executive Officer
Ms M Berghuis, General Manager City Services
Mr J Devine, General Manager City Development
Ms N Tinning, General Manager Business Support & Improvement
Ms R Wilson, Group Manager Governance and Risk
Ms C Gowland, Executive Assistant to CEO and Mayor

on the basis that it will receive and consider the report on the appointment of independent members to the City Strategy and Development Policy Committee, and that the Council is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:

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

It would be in the best interest of Council to consider this matter in confidence.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 694 – APPOINTMENT OF
INDEPENDENT MEMBERS TO SECTION 41
COMMITTEE – CITY STRATEGY AND
DEVELOPMENT POLICY

ITEM NUMBER: 695

DATE OF MEETING: 28 NOVEMBER 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO AND MAYOR

PURPOSE

To recommend that Item 694 remain in confidence at the 28 November 2016 Council meeting until the order is revoked by the Chief Executive Officer.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
2. Pursuant to Section 91(7) and (3)(b) of the Local Government Act:
 - 2.1 The
 - ☒ Minutes
 - ☒ Report
 - 2.2 remain confidential on the basis that the information contained in this report could involve the unreasonable disclosure of information concerning the personal affairs of any person, and
 - 2.2 the minutes and report will be kept confidential until the item is revoked by the Chief Executive Officer.