

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 23 October 2017 –
7.00pm***

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 Kurna people and that we respect their spiritual relationship with their country.

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

ITEM NO

PAGE NO

APOLOGIES

LEAVE OF ABSENCE

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Minutes of the Council meeting held on

Monday 25 September 2017

Minutes issued separately

ITEM NO

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MINUTES

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Minutes of the Special Council meeting held on

Monday 9 October 2017

Minutes issued separately

DEFERRED / ADJOURNED ITEMS

PETITION

DEPUTATIONS

PRESENTATION

REPORTS OF COMMITTEES

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

991

Audit & Governance Committee

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Minutes of the Audit & Governance Committee – 9 October 2017

Minutes Attached

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Strategic Property Committee

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Minutes of the Strategic Property Committee – 18 October 2017

Minutes Attached – Confidential Item – move to end of meeting

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SUGGESTED ITEMS FOR NEXT AGENDA

Brown Hill Keswick Creek	
Goodwood Oval Grandstand	
Community Impact Grant Program funding	Recommendations for 3 year grant funding for endorsement by Council
First Quarter Budget Review 2017-18	
Property Management – Acquisition and Divestment policy	Provide Council with new Property Management policy covering Acquisition and Divestment.
Parkside on Street Parking	Report due back to Council in mid 2017 – Item 522/16 – as per Council Action reports
Almond Street – Shared Use Zone	
GCS Agreement – Progress Report	

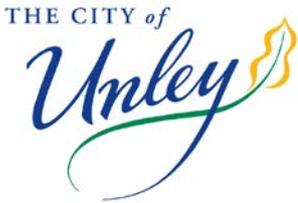
NEXT MEETING

Monday 27 November 2017 – 7.00pm

CONFLICT OF INTEREST

TITLE: CONFLICT OF INTEREST
ITEM NUMBER: 988
DATE OF MEETING: 23 OCTOBER 2017
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 25 SEPTEMBER 2017

ITEM NUMBER: 989

DATE OF MEETING: 23 OCTOBER 2017

ATTACHMENTS: NIL

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Council Meeting held on Monday 25 September 2017, as printed and circulated, be taken as read and signed as a correct record.
-

CONFIRMATION OF MINUTES

TITLE: CONFIRMATION OF MINUTES FOR SPECIAL
COUNCIL MEETING HELD ON 9 OCTOBER
2017

ITEM NUMBER: 990

DATE OF MEETING: 23 OCTOBER 2017

ATTACHMENTS: NIL

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Special Council Meeting held on Monday 9 October 2017, as printed and circulated, be taken as read and signed as a correct record.
-

REPORT OF COMMITTEE

TITLE:	MINUTES OF AUDIT AND GOVERNANCE COMMITTEE – 9 OCTOBER 2017
ITEM NUMBER:	991
DATE OF MEETING:	23 OCTOBER 2017
ATTACHMENTS:	1. MINUTES

EXECUTIVE SUMMARY

2016 – 2017 Financial Statements

The Committee was presented with the 2016 – 2017 Financial Statements for consideration, and Council's Auditors were also present.

WHS & RTW Plan 2017 – 2019

The WHS & RTW Plan for 2017 – 2019 was presented to the Committee for noting.

Procurement Savings Identified

The Committee was presented with the report showing procurement savings that have been identified for receiving.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Audit and Governance Committee meeting held on Monday 9 October 2017, be received.
2. The recommendations listed under:

Item 64
Conflict of Interest

Item 65
Confirmation of Minutes

Item 66
WHS & RTW Plan 2017

Item 67
2016 – 2017 Financial Statements

Item 68
Procurement Savings Identified

inclusive, be adopted.

MINUTES

**Minutes of the Audit & Governance Committee
Held Wednesday 9 August 2017 – 6.30pm
Council Chambers
181 Unley Road Unley**

MEMBERS PRESENT

Mr Ed Parker
Mr Sean Tu
Councillor Michael Rabbitt
Councillor Rob Sangster

OFFICERS PRESENT

Chief Executive Officer, Peter Tsokas
General Manager Business Support & Improvement, Ms N Tinning
General Manager City Development, Mr J Devine
Acting Group Manager Governance & Risk, Ms J Lister
Executive Assistant to CEO & Mayor, Ms C Gowland
Executive Assistant to Business Support & Improvement,
Mrs L Blyth
Manager Property Assets, Alan Johns
Manager Strategic Assets, Brenton Curtis

OBSERVERS

Nil

WELCOME

The General Manager Business, Support and Improvement advised that as the Presiding Member is an apology the Committee will need to elect an Acting Presiding Member for the August Meeting of the Audit and Governance Committee.

ELECTION OF ACTING PRESIDING MEMBER

Councillor Rabbitt was elected as Acting Presiding Member for the 9 August Audit and Governance Committee Meeting.

APOLOGIES

Mr J Rawson, Presiding Member

ITEM 58 **CONFLICT OF INTEREST**

Nil

ITEM 59 **CONFIRMATION OF MINUTES**

MOVED Councillor Sangster
SECONDED Mr Sean Tu

That:

1. The minutes of the Audit and Governance Committee Meeting held on Wednesday 10 May 2017, as printed and circulated, be taken as read and signed as a correct record.

CARRIED

PRESENTATION

Mr John Devine, General Manager City Development, gave a presentation to the Committee on the Strategic Asset Management Improvement Program, prior to discussion on the Item. A copy of the presentation is shown in Attachment 1.

ITEM 60 **STRATEGIC ASSET MANAGEMENT IMPROVEMENT PROGRAM**

MOVED Mr Sean Tu
SECONDED Councillor Sangster

That it be recommended to Council, that:

1. The report be received.

2. The Asset Management Annual Planning Cycle be endorsed.
3. The review of the business principles contained in this report be endorsed.

CARRIED UNANIMOUSLY

ITEM 61**

OPERATIONAL RISK PROFILE

MOVED Mr Ed Parker
SECONDED Mr Sean Tu

That it be recommended to Council, that:

1. The report and attachments be received.
2. The Operational Risk Profiles (Attachment to Item 61/17) be adopted.
3. A report be presented to the next Audit and Governance Committee outlining the treatment plan for identified high risks.

CARRIED UNANIMOUSLY

ITEM 62

RISK AND INTERNAL AUDIT PROGRAM 2017/18

MOVED Mr Sean Tu
SECONDED Councillor Sangster

That it be recommended to Council, that:

1. The report and attachments be received.
2. The Risk and Internal Audit Program 2017/18 be adopted

CARRIED UNANIMOUSLY

ITEM 63
CORRESPONDENCE

MOVED Mr Sean Tu
SECONDED Mr Ed Parker

That the:

1. Correspondence from BDO – Auditors

be noted.

CARRIED UNANIMOUSLY

NEXT MEETING

Wednesday 18 October 2017 – 6.30pm.

CLOSURE

The Acting Presiding Member closed the meeting at 7.57pm.

.....
ACTING PRESIDING MEMBER

.....

REPORT OF COMMITTEE

TITLE: MINUTES OF STRATEGIC PROPERTY COMMITTEE – 18 OCTOBER 2017
ITEM NUMBER: 992
DATE OF MEETING: 23 OCTOBER 2017
ATTACHMENTS: 1. MINUTES – MINUS CONFIDENTIAL ITEM

EXECUTIVE SUMMARY

Walter Street Property

As this Item was discussed in confidence it has been moved to the end of the meeting.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Strategic Property Committee meeting held on Wednesday 18 October 2017, be received.
2. The recommendations listed under:

Confirmation of Minutes

Item 38
Conflict of Interest

Item 39
Confidentiality Motion for Item 40 – Walter Street Property

Item 41
Confidentiality Motion to Remain in Confidence for Item 40 – Walter Street Property

inclusive, be adopted.

3. Item 40 – Confidential Item be moved to the end of the meeting.
-

STRATEGIC PROPERTY COMMITTEE

Minutes of Meeting

**Held Wednesday 18 October 2017 commencing at 6.00pm
Civic Centre Bar Area
181 Unley Road Unley**

MEMBERS PRESENT:

Councillor Don Palmer (Deputy Mayor)
Councillor Luke Smolucha
Councillor Peter Hughes

OFFICERS PRESENT:

Mr P Tsokas, Chief Executive Officer
Mr J Devine, General Manager City Development
Mr D Litchfield, Director of Strategic Projects
Ms N Tinning, General Manager Business Support & Improvement
Ms C Gowland, EA to CEO and Mayor

APPOINTMENT OF PRESIDING MEMBER

Councillor Hughes was appointed Presiding Member for the Strategic Property Committee meeting for 18 October 2017.

ACKNOWLEDGMENT:

The Presiding Member welcomed Members to the meeting and opened the meeting with the Acknowledgement.

APOLOGIES:

Councillor John Koumi – Presiding Member

OBSERVERS:

Councillor Salaman

CONFIRMATION OF MINUTES

MOVED Councillor Palmer
SECONDED Councillor Smolucha

That the Minutes of the Strategic Property Committee meeting held on Wednesday 11 July 2017, as printed and circulated be taken as read and signed as a correct record.

CARRIED

ITEM 38
CONFLICT OF INTEREST

Nil

ITEM 39

CONFIDENTIALITY MOTION FOR ITEM 40 – WALTER STREET PROPERTY

MOVED Councillor Palmer

SECONDED Councillor Smolucha

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

Mr J Devine, General Manager City Development

Mr D Litchfield, Director Strategic Projects

Ms N Tinning, General Manager Business Support & Improvement

Ms C Gowland, EA to the CEO and Mayor

Councillor Salaman

on the basis that it will receive and consider the report on Strategic Property Purchase and that the Committee is satisfied that the requirement that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because the report contains:

- (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 the Committee to consider this matter in confidence.

CARRIED

CONFIDENTIAL

ITEM 40
WALTER STREET PROPERTY

ITEM 41
CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE – ITEM 40 –
WALTER STREET PROPERTY

MOVED Councillor Palmer
SECONDED Councillor Smolucha

That:

1. The report be received.
2. Pursuant to Section 91(7) and (3)(a)(b) of the Local Government Act:

2.1 The

Minutes

Report

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 and report will be kept confidential until the item is revoked by the Chief Executive Officer.

2.3 Pursuant to Section 91(9)(c) of the Local Government Act 1999, the power to revoke the order under Section 91(7)(a) & (b) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

CARRIED

NEXT MEETING

To be advised

CLOSURE

The Presiding Member closed the meeting at 6.42 pm.

.....
PRESIDING MEMBER
.....

DECISION REPORT

REPORT TITLE: JOINT USE AGREEMENTS FOR BLACK FOREST, HIGHGATE AND PARKSIDE PRIMARY SCHOOLS

ITEM NUMBER: 993

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: JOHN WILKINSON

JOB TITLE: SPORT & RECREATION PLANNER

EXECUTIVE SUMMARY

Since 2003, Council has been involved in Joint Use Agreements (JUA) with the Minister for Education and Child Development, and currently has agreements with five schools. Under the agreements, Council contributes to the up keep of school facilities (typically playing fields, courts and playground areas) on the proviso that the community is able to access the school facilities.

Agreements with Black Forest, Highgate and Parkside Primary Schools have expired and the agreements have been reviewed to determine the cost and benefit to the community.

The review has revealed the total cost to Council of having five agreements (including Unley and Goodwood Primary Schools) is approximately \$80,000 per year, and whilst there is anecdotal evidence to show school facilities are well-used by the community, written evidence is currently not available.

The Administration has also investigated opportunities for City of Unley based sports clubs to use school facilities for activities such as training, however opportunities are currently limited.

Following consultation with Department for Education and Child Development (DECD) representatives, schools and Council staff, it is recommended that the agreements be renewed until 31 December 2020, with Council focusing its service provision to mowing and turf maintenance activities, delivering annual savings of approximately \$17,000.

During this time, further investigations into the use of school facilities by sports clubs should continue, and data regarding the community use of school facilities should be collected to inform future decisions regarding Joint Use Agreements.

This report provides an overview of the review of the Joint Use Agreements, and presents recommendations for Council's consideration for the renewal of the agreements.

RECOMMENDATION

That:

1. The report be received.
 2. A Joint Use Agreement between the City of Unley and the Minister for Education and Child Development for community access to Black Forest, Highgate and Parkside Primary Schools, based on the changes set out in Attachment 2 to this Report (Item 993/17) be endorsed.
 3. During the term of the Joint Use Agreement for community access to Black Forest, Highgate and Parkside Primary Schools, the Administration works with each school, and Unley and Goodwood Primary Schools, to collect data on the level of community use and benefit, in order to inform future decisions regarding Joint Use Agreements.
 4. The Administration continues investigations with Black Forest Primary School, to enable use of school facilities by City of Unley based sports clubs.
 5. Existing signs at Black Forest, Highgate and Parkside Primary Schools be updated to reflect access available under the Joint Use Agreements and opportunities for promotion of the agreements to the community be explored and implemented.
-

1. RELEVANT CORE STRATEGIES/POLICIES

Community Living

Goal 1: People value our City with its enviable lifestyle, activities, facilities and services.

1.1 Our community is active, healthy and feels safe.

- Open Space Strategy (2015)
- Sport and Recreation Plan 2015-2020.

2. DISCUSSION

Since 2003, Council has partnered with the Minister for Education and Child Development to enable community use of recreational spaces at five public primary schools in the City of Unley, after school hours on weekdays and typically after 12.00pm on weekends during the school term.

This partnership is managed through Joint Use Agreements (JUA) and the agreements for Black Forest, Highgate and Parkside Primary Schools have expired. This report aims to address the future of these agreements.

The Joint Use Agreements for Goodwood Primary School and Unley Primary School will expire in January 2018 and April 2019 respectively and will be reviewed at that time,

Summary of Joint Use Agreements

Each agreement is for a five-year period and outlines the approved areas of each school that are accessible by the community (typically defined as ovals, courts, playgrounds and community gardens). Also outlined are the permissible and excluded activities at each site and the roles and responsibilities of both parties.

Under each agreement, the school retains exclusive use of their land from 8.00am to 5.00pm on any school day (6.00pm at Parkside Primary School), and 9.00am to 12.00pm on weekends. Council is granted a non-exclusive licence for community use at all other times.

Council is charged a peppercorn licence fee and is responsible for some of the maintenance of the open space and recreation facilities that are accessible to the community (such as mowing), and the installation of facilities that provide benefit to the community (such as basketball backboards). The Administration regularly meets with representatives from each school during the year to discuss maintenance requirements.

Review of Joint Use Agreements

The expiry of the agreements with the three schools has provided an opportunity to review the cost to Council and the benefit provided to the

community. The review has involved consultation with each school, DECD representatives and City of Unley sports clubs.

A summary of the school facilities available and costs to Council for each school is provided in the table below.

	School facilities	Annual costs to Council (including labour)
Black Forest	<p><u>Available to community:</u></p> <ul style="list-style-type: none"> • 1 junior playing field, which has capacity for limited senior training • Playground <p><u>Other facilities:</u></p> <ul style="list-style-type: none"> • 2 cricket nets (currently not part of the agreement) • Basketball and netball courts (indoor and outdoor, currently not part of the agreement) 	<ul style="list-style-type: none"> • Mowing, turf renovations and line marking - \$20K • Playground softfall (woodchip) and miscellaneous items - \$5K • <u>Total - \$25K</u>
Highgate	<p><u>Available to community:</u></p> <ul style="list-style-type: none"> • 1 small turf playing field (very limited for junior training and not large enough for senior formal training) • 2 cricket nets • Playgrounds • Basketball and netball courts <p><u>Other facilities:</u></p> <ul style="list-style-type: none"> • Shelter shed and toilet located at Forest Avenue Reserve, but currently only available for school use. • Indoor court (currently not part of the agreement) 	<ul style="list-style-type: none"> • Mowing and turf renovations -\$13K • Playground softfall (woodchip), court maintenance and miscellaneous items - \$7K • <u>Total - \$20K</u>
Parkside	<p><u>Available to community:</u></p> <ul style="list-style-type: none"> • 1 small playing field (junior training possible, but space is very limited) 	<ul style="list-style-type: none"> • Mowing and turf renovations -\$7K • Playground softfall (woodchip), court

	<ul style="list-style-type: none"> • Playground • 1 cricket net • 1 tennis court • Basketball and netball courts <p><u>Other facilities:</u></p> <ul style="list-style-type: none"> • Indoor court (currently not part of the agreement) 	<p>maintenance and miscellaneous items - \$3K</p> <ul style="list-style-type: none"> • Tennis court – \$2K (replacement approximately every 10 years, costs shared with school) • <u>Total - \$12K</u>
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The table above shows the cost to Council to service the three agreements is approximately \$57,000 per year. The total cost including the agreements at Unley and Goodwood Primary Schools is approximately \$80,000 per year which is funded through Council’s operational budget.

The primary reasons for the differences to the included and excluded facilities within each agreement are:

- The variety of recreation opportunities to provide maximum community benefit;
- Facilities that are located in a central location, rather than multiple sites throughout the school, meaning community access is easier and Council maintenance is more efficient;
- The location of these facilities in order to encourage safe community access and passive surveillance by neighbouring properties; and
- The level of risk to Council (i.e. Council does not maintain trees on school land).

Community Use of School Facilities

Information regarding the use of school land for informal community recreation is not available; however, each school has indicated that their facilities are used on most evenings during the week by the community.

A range of groups use school indoor facilities predominantly in the evening, and typically, school out-of-hours care programs and school sports teams use outdoor spaces after school hours during the week and on weekends. Anecdotal evidence from schools also suggested that most outdoor facilities are well-used for non-organised recreation by the community after-hours.

Council’s Open Space Strategy and Sport & Recreation Plan 2015-2020 recognises the value of Joint Use Agreements and other partnerships in meeting the sport and recreation needs of the community. However, it is important to ensure the agreements continue to deliver maximum benefit to the community in an economically sustainable manner.

Club Use of School Facilities

The review of the agreements investigated opportunities for City of Unley based sports clubs to use school facilities. This is based on the understanding that Council sports facilities, particularly Goodwood Oval, are currently used to capacity by tenant clubs and opportunities to partner with other land owners should be explored.

Feedback was sought from all City of Unley based clubs and opportunities were identified where the need for additional space is a priority. Whilst some clubs expressed interest in using school facilities for training, it was clear that opportunities would be limited due to some key factors as follows:

- Limited availability – school facilities are used for school sports and activities after school and on weekends.
- Sport lighting – school facilities do not have lighting which limits training, particularly in winter. Neighbouring properties may also express concern if new lighting was to be installed.
- Limited size and surface quality – school ovals are designed and maintained for school based activities and informal recreation, and their size and surface quality is not suitable for senior sport.
- Limited access to change and toilet facilities.

Direction for Joint Use Agreements

In the absence of information showing current levels of community use and benefit, it is difficult to quantify the additional community benefit as a result of Council's investment into these facilities. On this basis, it is recommended that:

- The agreements for the three schools be renewed, commencing on 1 January 2018 and expiring on 31 December 2020;
- During the term of the new agreement, the Administration collects information on the community use and benefit of school facilities (via community surveys and other similar methods);
- Council limits its services to mowing, edging, weed control, fertilising, and coring of turfed areas only and ceases involvement with other services, such as provision of playground softfall and provision of basketball backgrounds;
- The Administration continues to investigate opportunities to enable use of schools facilities by City of Unley based sports clubs; and
- Signage at each school is updated to reflect the new agreements and to promote the facilities to the community.

Whilst information outlining the level of non-organised community use of school facilities is limited to anecdotal observations, opportunities for additional community use as a result of having a JUA will be further investigated during the term of renewed agreements.

A summary of the recommended changes to the agreements for each school is outlined in Attachment 1 to Item 993/17.

Attachment 1

The rationale for entering into the new agreements on 1 January 2018 until 31 December 2020 is as follows:

- To provide school's with adequate time to adjust their budgets for 2018, as the school budget is based on the calendar year rather than the financial year;
- To provide adequate time for the collection of information regarding community use and benefit; and
- The expiration date would be similar to the previous agreement, which, assuming this had been renewed for a further five years would result in a 31 March 2021 expiry date.

The rationale for limiting Council's contribution to mowing is as follows:

- Each school has an oval or area of turfed open space (of different sizes) that is accessible to the community;
- Council has the knowledge, skills and resources to maintain these areas;
- Opportunities may exist for City of Unley based sports clubs to use school turfed open space in the future (particularly at Black Forest Primary School);
- Given the heightened level of risk, it is appropriate that DECD and school's manage and maintain playground facilities on its land; and
- The provision of other facilities (such as basketball courts, cricket nets and playgrounds) differs at each school, which makes it difficult to provide an equitable approach to funding for each school.

The reduction in service for the three agreements will save Council approximately \$17,000 per year. Should opportunities for sports clubs to use school facilities arise, Council could consider additional one-off funding contributions to schools for separate projects (such as improvements to the quality of a playing field surface or upgrades to seating or shelters) as part of future budget preparations.

This recommendation also has implications for Joint Use Agreements with Goodwood Primary School (for the Goody Patch community garden and tennis court) and Unley Primary School, which are still current. A similar review could apply when they are due for renewal, in January 2018 and April 2019 respectively, and it is also suggested that these agreements be renewed to 31 December 2020 and an analysis of use be undertaken, to align with the other agreements.

School Feedback

Each school expressed a strong desire to retain the Joint Use Agreement with council, primarily due to:

- The funding contribution provided by Council to the school,
- The expertise from council staff in relation to turf and facility management and recreation planning,
- The use of school facilities by the community,
- The use of council facilities by the school at no charge, and
- The strengthening of relationships between schools and Council.

The Administration has received written feedback from each school which is included in Attachment 2 to Item 993/17. At the time of writing this report, Highgate Primary School had sent a brief email only stating that they were comfortable with the proposed amendments.

Attachment 2

Correspondence from Black Forest Primary School indicates that opportunities for club use of their facilities are possible, and it would be worthwhile continuing these investigations.

Additionally, Parkside Primary School has decided that dogs no longer be able to access the school, primarily due to owners not picking up after their dogs. This decision should not have an overly negative impact on the community as there are two parks within 400 metres of the school where dogs can be exercised.

No changes are proposed to the patrol of this school by Council's general inspection staff, and the provision of dog bags to the school will also no longer be required. This has been considered in the savings outlined in this report.

DECD Feedback

As part of the review, the Administration has consulted with representatives from the Department for Education and Child Development (DECD) in relation to the future of the agreements and the use of school facilities by clubs. Representatives from DECD advise Council are welcome to review its maintenance contributions to schools and should Council reduce or cease any services, a preference would be that the agreements continue. DECD advised that the availability for generally community use of schools will remain unchanged, irrespective of having a JUA.

In relation to City of Unley based sporting clubs accessing school facilities, advice from DECD was that schools are able to negotiate and enter into third party agreements up to 12 months, but longer-term agreements must be negotiated with DECD representatives. DECD supports the notion of Council investing in school facilities to benefit local sporting groups, provided that the school is part of the decision-making and consultation process.

DECD will maintain and renew assets to the existing level of service only (i.e. an asphalt surface or basic turf upgrade), but schools must fund improvements above this (i.e. synthetic turf or suitable turf for higher level sport with improved drainage). Additionally, DECD policy stipulates that no alcohol can be sold or

consumed at schools, which limits clubs who rely on bar sales as a revenue stream.

DECD has also provided written advice regarding after-hours access to schools by the community, should Council not wish to enter into the agreements, confirming that community access would still continue. This correspondence is provided in Attachment 3 to Item 993/17.

Attachment 3

Other Considerations

The schools with Joint Use Agreements can hire council-owned parks and reserves at no charge for activities such as sports training and sports carnivals. This use is estimated at 50 hours per year (total use for the five schools), which equates to approximately \$1,115 under the 2017/18 fees and charges schedule.

Whilst this use and cost is minimal, this arrangement could be considered in accordance with Council's decision, as a hire fee applies to schools without a Joint Use Agreement.

3. ANALYSIS OF OPTIONS

Option 1 – A Joint Use Agreement between the City of Unley and the Minister for Education and Child Development for community access to Black Forest, Highgate and Parkside Primary Schools, based on the changes set out in Attachment 2 to this Report (Item 993/17) be endorsed.

During the term of the Joint Use Agreement for community access to Black Forest, Highgate and Parkside Primary Schools, the Administration works with each school, and Unley and Goodwood Primary Schools, to collect data on the level of community use and benefit, in order to inform future decisions regarding Joint Use Agreements.

The Administration continues investigations with Black Forest Primary School, to enable use of school facilities by City of Unley based sports clubs.

Existing signs at Black Forest, Highgate and Parkside Primary Schools be updated to reflect access available under the Joint Use Agreements and opportunities for promotion of the agreements to the community be explored and implemented.

This option will continue the arrangements with the three schools, limiting Council's contribution to mowing, edging, weed control, fertilising, and coring of turfed areas, which will deliver approximately \$20,000 per year in savings to Council, whilst still maintaining a relationship with each school.

This option will also enable the collection of information regarding the use of school facilities by the community in order to inform future decisions of Council regarding Joint Use Agreements. It will also open up the possibility of City of

Unley based sports clubs to use school facilities, potentially alleviating the wear and tear on council-owned ovals.

This option is supported by all three schools.

Option 2 – Renew the Joint Use Agreements for Highgate, Black Forest, and Parkside Primary Schools based on previous arrangements.

This option will continue the arrangements with the three schools with no major changes to the way they are administered. There may be opportunities to achieve additional community use of school facilities through agreements with sporting clubs; however it should be noted that opportunities to achieve this are limited.

Under this option, Council will continue to fund maintenance and facility upgrades of school assets as per the previous agreement.

Option 3 – Cease the Joint Use Agreements for Highgate, Black Forest, and Parkside Primary Schools

This option will cease the Joint Use Agreements with the Minister for Education and Child Development for Black Forest, Highgate and Parkside Primary Schools and will deliver approximately \$60,000 in savings that can be potentially redirected to Council owned assets.

The impacted schools will need to budget for these additional costs and they have expressed a negative view in relation to ceasing the Joint Use Agreements.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

Funding considerations are outlined in the discussion section of this report. The current cost of servicing the three agreements is approximately \$60,000 per year, which includes labour costs. This cost is not expected to change significantly should Council continue the agreements in their current form.

Should Council endorse Option 1, this cost will be approximately \$40,000 per year.

5.2 Legislative/Risk Management

All risks associated with the partnership are managed through the Joint Use Agreements, as the roles and responsibilities of both parties are clearly defined (i.e. insurance requirements). Representatives from DECD will draft the new Joint Use Agreements for each school, in consultation with the Administration and State Government Crown Solicitor's office.

5.3 Stakeholder Engagement

The review of the Joint Use Agreements has involved consultation with DECD representatives, individual schools and City of Unley sports clubs. Should Council wish to amend or cease the agreements with the three schools, it is recommended that Goodwood and Unley Primary Schools be informed, with a view to discussing the future of these agreements at an appropriate time.

As the land to which the agreement applies is not community land, community consultation on the draft agreement is not required. There will be no change to the level of access as a result of these agreements and therefore, community engagement is not proposed.

6. REPORT CONSULTATION

Consultation has occurred with the General Manager City Development, Manager City Development, Manager Operational Services, Coordinator Open Space and Trades, and the Team Leader Open Space, Sports & Recreation Maintenance.

7. ATTACHMENTS

- 1 – Summary of amendments to the agreements for each school
- 2 – Correspondence from schools
- 3 – Letter from DECD

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer
John Devine	General Manager City Development

Proposed Amendments

Black Forest Primary School

Item 4.1

- Adjust the times on existing signage at Black Forest Primary School to reflect item 4.1 of the current Joint Use Agreement as follows:
 - Weekdays 5.00pm – 9.00pm
 - Weekends 1.00pm – 9.00pm

Schedule 1

- Remove reference to Council undertaking:
 - General maintenance of play equipment and pine chip softfall.
 - Top up of sand pit.
 - Maintenance of barbecue setting and seating.
 - Maintenance of drinking fountains.
- Delete items in the agreement that are not relevant to this school, including:
 - General maintenance of basketball facilities.
 - Maintenance of tennis court, posts, nets and line marking.
 - Supply of dog bags and dispensers.
- Continue mowing and turf maintenance as required (edging, weed control, fertilising and coring) at Forest Avenue Reserve.

Highgate Primary School

Item 4.1

- Adjust the times on existing signage at Highgate Primary School to reflect item 4.1 of the current Joint Use Agreement as follows:
 - Weekdays 5.00pm – 9.00pm
 - Weekends 1.00pm – 9.00pm

Schedule 1

- Remove reference to Council undertaking:
 - General maintenance of play equipment and pine chip softfall.
 - Top up of sand pit.
 - General maintenance of basketball facilities.
 - Maintenance of barbecue setting and seating.
 - Maintenance of cricket nets.
 - Maintenance of drinking fountains.

- Remove reference to Council undertaking general maintenance of play equipment and pine chip softfall.
- Delete items in the agreement that are not relevant to this school, including:
 - Maintenance of tennis court, posts, nets and line marking.
 - Supply of dog bags and dispensers.
- Continue mowing and turf maintenance as required (edging, weed control, fertilising and coring).

Parkside Primary School

Clause 4.1

Adjust the times of community use as outlined in item 4.1 of the current Joint Use Agreement to reflect existing signage at the school as follows:

- Weekdays 6.00pm – 9.00pm
- Weekends 12 noon – 9.00pm

Schedule 1

- Remove reference to Council undertaking:
 - General maintenance of play equipment and pine chip softfall.
 - Top up of sand pit.
 - General maintenance of basketball facilities.
 - Maintenance of barbecue setting and seating.
 - Maintenance of tennis court, posts, nets and line marking.
 - Maintenance of cricket nets.
 - Maintenance of drinking fountains
 - Supply of dog bags and dispensers
- Continue mowing and turf maintenance as required (edging, weed control, fertilising and coring).

Attachment 2

"BUILDING A LEARNING COMMUNITY"



September 28th 2017

Dear Unley Council Members,

The Parkside Primary school community has greatly appreciated the support provided Unley Council throughout the Joint User Agreement 2012 -2016.

This agreement has provided our school with excellent care of our green oval space through a regular mowing , fertilizing, coring and spraying programme. In 2014 the schools Governing Council funded the upgrade of the oval watering system in order to keep the oval well watered and green. The school is very happy with this current arrangement as we are only funded for 12 hours per week for grounds staff to maintain our school. The school is now paying an additional 6 hours per week already because as the school has had an increase in number of students by 100 over the last two years the demands are greater than the time the funding was provided.

If the school was to no longer receive this fabulous mowing service we would need to purchase our own lawn mowing equipment and use our limited ground staff time to mow the lawn. Alternately we would have to outsource this work at a cost to the school. We therefore request that this service remains as is because it is such an important provision to our school.

As part of the current agreement we have provided green space for dog owners after the hours of 6 pm and on weekends. The school however, is declared a Dog Free Zone from 8.30 am until 6 pm due to health and safety issues for our students.

The council provides dog bags and signage. Unfortunately not all dog owners are as caring as others and we have increasing numbers of children stepping in dog faeces left behind by dog owners using the grounds. The weekend sporting groups using our oval are always having to clean up dog faeces from the oval before weekend events and our PE teacher is needing to make inspections most mornings in warmer weather. There is an increasing number of parents concerned about the issue and Governing Council have made a decision to request that our oval is no longer available to dogs and that the current signage is removed and replaced with Dog Free signage. The members feel that there are several other spaces provided close by that can be used by dog owners. The council is providing new spaces in the parklands that are close by so this change should have minimal impact on dog owners.

We would rather see our Oval used for sporting use by the community. There are often community members using our cricket nets and the basketball court adjacent to the oval is always used by local residents. The school runs some after school sporting events on our oval but in summer months it is mostly free from 6 pm for any sporting group that would like to use it. The tennis court in the western yard is used by a local tennis coach after school some days but at other times community members are able and welcome to access it. Any local tennis club needing an extra court are also always welcome to use it on weekends.

PARKSIDE PRIMARY SCHOOL
12 ROBSART STREET
PARKSIDE SA 5063
P. 8271 2437
F. 8373 3075
E. dl.0328_admin@schools.sa.edu.au



Government of South Australia
Department for Education and
Child Development

As Principal of the school I am asking that the Unley Council continues to provide the much needed lawn service and agrees that our school becomes a dog free zone. In return we are happy for playgrounds community members to use our basketball courts, cricket nets, tennis courts and oval. We believe that regularly having members of the community on school grounds is important and a positive contribution to the safety and security of our school.

Kind Regards



Suzie Sangster
Principal



Attention: John Wilkinson
Sport and Recreation Planner
City of Unley

Tuesday 26 September 2017

Dear John,

Re: Proposed Amendments to Joint Use Agreement between the City of Unley and Black Forest Primary School for Forest Avenue Reserve

Thank you for the opportunity to respond to the proposal to amend the scope of Council's works at Forest Avenue Reserve to mowing, fertilising, weed-spraying and line-marking only. In this proposal, we understand that the responsibility for the management and maintenance of the playground, including soffall, the sandpit and other areas outside of the sport field would become the responsibility of the school from 1 January 2018.

Forest Avenue Reserve is a significant open space asset to both the school and the surrounding community, constituting the only substantial open space in the City of Unley between East Avenue and South Road. Our observations indicate that the Reserve, together with other assets such as the long-established school garden, are highly valued by the community. This is demonstrated by infrastructure such as the number of gates from private properties providing access to the reserve, together with the regular written and verbal correspondence received by the school from surrounding residents regarding suggestions and advice for the development and maintenance of the grounds.

Black Forest Primary School's strong preference is to retain a collaborative relationship with the City of Unley in regards to the maintenance of the Forest Avenue Reserve. The school currently employs two staff members to maintain and develop the grounds and these employees are at their capacity performing their duties. Any substantial reduction in the council's commitment would place significant additional demand on the school's ability to maintain the reserve. While every effort would be made to maintain Forest Avenue Reserve to a high standard, circumstances of limited time or financial resources may see the decline in the state of the reserve.

Considering current capacity, the school's preference is for council to continue to maintain the sports ground as described in the existing agreement, or for these activities to occur through a third party provider, funded by council.

We acknowledge the intention of Council to gather more comprehensive data regarding community usage of Forest Avenue Reserve and are keen to explore options for developing facilities in collaboration with Council that would enhance and increase both school and community usage. For example, the School has received expressions of interest from local cricket clubs that would be interested in utilising the reserve should the cricket nets be renovated to an acceptable standard. While this remains a priority for the school, it has thus far been beyond our financial capabilities to do so, but with council support may be achievable. We have attached recent quotes regarding these works for consideration.

Black Forest Primary School would welcome the opportunity to discuss this, as well as other one-off joint funding to develop elements of the Reserve for the mutual benefit of both School and community. Correspondence from our local Member of Parliament and community members have raised proposals such as publicly-accessible toilet facilities and BBQs.

We appreciate the long history of cooperation between Council and Black Forest Primary School in the maintenance and development of Forest Avenue Reserve. We look forward to discussing the Joint Use Agreement and other opportunities for collaboration in the future.

Yours sincerely,

Joy Milward
Principal
Black Forest Primary School

15/06/2015

Spotless
290 South Road
Hilton SA 5033

Attention: Debra Francis

RE: BLACKFOREST PRIMARY SCHOOL

Minor Works Quotation
Construction of 2No. new cricket nets - north/south orientated



Camco (SA) Pty Ltd

Engineering
Construction
Managers

PO Box 1078
File SA 5070

5/219 Glynburn Road
St Morris SA 5068

P 08 8332 1199
F 08 8332 1182
E admin@camco.com.au

ABN 87 095 248 936

Item	Description	Amount
1	Preliminaries, site clearing and preparation	
2	Concrete pitches - 125mm thick, S182 mesh	\$ 12,038.20
3	Supply and install new black chainwire fencing to match existing layout	\$ 5,948.06
4	Supply and install turf matting to batting surface	\$ 6,900.00
5	Demolish existing nets, clean and tidy site	\$ 2,760.00
		\$ 5,462.50
	Sub-Total	\$ 33,108.76
	CITB Levy (if applicable)	\$ 91.05
	Total GST	3319.98
	Total (including GST)	\$ 36,519.79



PO Box 4123
Seaton, SA 5023

Estimate

Date	Estimate #
10/11/2015	2677

ABN 59 293 503 310

Warehouse: 1 Pine Street, Royal Park SA 5014

Phone (08) 8244 2642 Fax (08) 82442643

email: info@pmsports.com.au

Name / Address

Location

Black Forest Primary School

Item	Description	Qty	Cost	TAX AMT	Total
Cricket Box.	Cricket Box 3m x 500 x 300 Black Powder coated complete with ratchet fitting, and locks	3	990.00	297.00	2,970.00
CN 25 x 3	40mm square Nylon net rigged on 5mm black rope with stainless steel rings on top & lead rope enclosed in black PVC on bottom 25m x 3m	2	1,760.00	352.00	3,520.00
CN 20 x 3	40mm square Nylon net rigged on 5mm black rope with stainless steel rings on top & lead rope enclosed in black PVC on bottom 20m x 3m	1	1,430.00	143.00	1,430.00
Net Fly.	Net Fly with 4mm galvanised wire allround with .800 mm skirt on 3 sides 8m x 6m	1	480.00	48.00	480.00
Steel manufa...	To supply and install the following 10 1m x 100mm square galvanised dleaves 4 only 3.3m x 90mm square black posts 6 only 3m x 90mm square black lane posts	1	7,920.00	792.00	7,920.00

<p>TERMS AND CONDITIONS: NETT 7 days ALL QUOTATIONS VALID FOR 30 DAYS</p> <p>CUSTOMER IS RESPONSIBLE FOR DIAL BEFORE YOU DIG TO LOCATE UNDERGROUND POWER,GAS OR WATER SERVICES</p> <p>HARD DIGGING CLAUSE APPLIES TO ALL QUOTATIONS</p> <p>ALL GOODS PLUS FREIGHT EX ADELAIDE</p>	Subtotal
	Tax
	Total



PO Box 4123
Seaton, SA 5023

Estimate

Date	Estimate #
10/11/2015	2677

ABN 59 293 503 310

Warehouse: 1 Pine Street, Royal Park SA 5014

Phone (08) 8244 2642 Fax (08) 82442643

email: info@pmsports.com.au

Name / Address

Location

Black Forest Primary School

Item	Description	Qty	Cost	TAX AMT	Total
Concrete	Concrete cricket pitches Supply and install 2 x parallel practice cricket pitches 22.0m in length x 1.83m in width and 2.17m apart as per on-site meeting •Smooth finish •32 MPA strength •Plain grey in colour •Compacted rubble base •Mesh / REO SL72 •Excavation & dumping of grass •Level & back fill with sand •Clean up and delivery	2	5,060.00	1,012.00	10,120.00

TERMS AND CONDITIONS: NETT 7 days ALL QUOTATIONS VALID FOR 30 DAYS CUSTOMER IS RESPONSIBLE FOR DIAL BEFORE YOU DIG TO LOCATE UNDERGROUND POWER,GAS OR WATER SERVICES HARD DIGGING CLAUSE APPLIES TO ALL QUOTATIONS ALL GOODS PLUS FREIGHT EX ADELAIDE	Subtotal	\$26,440.00
	Tax	\$2,644.00
	Total	\$29,084.00



Black Forest Primary School

Quote 1

12th November 2015

Dear Brett

Thank you for the opportunity to quote on the proposed Cricket practice system upgrade.

For examples of our work nearest you please look at the grass wickets at Sacred Hart Senior School North Glenelg, Prince Alfred College Jr and Senior school nets on Dequetteville Terrace Kent town, Cornerstone College Mt Barker and Southern Districts Cricket Club, Fulham Gardens.

Quote One

Your investment with us of \$ 36,900.00 plus GST will include the following:

Design Manufacture and installation of the two lane cricket with retractable netting system.

This comprises

Concrete slabs \$11,500.00

Synthetic grass \$3,400.00

Nets boxes and Posts \$22,000.00 **OR** Chain mesh galv wire including 2 gates \$28,000 plus gst.

* 2 x Concrete Pads. Size 1.9 x 24m. Excavation and preparation to a depth of 100mm. remove, transport and dump spoil.

Install and compact rubble base, All reinforcing to be SL82, Concrete strength to be 32 MPA throughout. 100mm thick, any cut and fill will be extra and will be treated as a variation and charged accordingly.

* Synthetic turf, Australian made, 100% cover, 6.0 wide x 24m long Club grade, 12m pile. Including outdoor grass adhesive.

* 3 x Lane Nets 23m x 3m, Made from 50mm square black nylon netting, 500 gram per mtr lead rope on the bottom of the net covered with a 60mm black polyester tape at the foot line of the net. The sides and top of the net is surrounded by 8mm black rope border and includes SS rings along the headline every 50cm.

* 3 X Security Cricket Boxes 3.0m high, full length x 4000mm x 5000mm, galvanized 2.0mm sheet steel powder coated black.



10 Kyle Place
PO Box 116
PORT ADELAIDE SA 5015
P: 08 8447 3577

F: 08 8447 4588
M: 0411 505 465
E: sales@quinsports.com.au
W: www.quinsports.com.au

* 1 x Fly net Roof 7.20m x 9.0m Made from 50mm square black nylon netting. We recommend that the top and bottom of the 11.4m length includes a 4mm wire with a hard eye at each end for extra strength.

* 1 x Back Nets 7.2m x 3m, Made from 50mm square black nylon netting, 500 gram per mtr lead rope on the bottom of the net covered with a 60mm black polyester tape at the foot line of the net. The sides and top of the net is surrounded by 8mm black rope border and includes SS rings along the headline every 50cm.

* 4 x Wires 23m Lengths of 7x19, galvanized. Swaged at one end including a hard eye and wire rope grips.

* 6 x Lane Posts, 3.0m high 78mm square 3.0mm wall, galvanized posts, powder coated black, including 900mm ground sleeves,

* 4 x Fly net roof Posts, 2 x 3.3m 2 x 3.8m 78mm square 3.0mm wall, galvanized posts, powder coated black, including 900mm ground sleeves.

The price excludes the demolition of the old site.

We guarantee Quin's netting products have the maximum ultra violet rating available (.3% for ropes and netting), giving Quin's the longest lasting and hardest wearing nets on the market.

Quote number 1566,

This quote is valid for 30 days.

Delivery is 45 working days from the date of order.

Payment Terms: 50% Progress payment on delivery of the goods with the balance to be paid after the goods are installed on a 14 day account.

We guarantee Quin's netting products have the maximum ultra violet rating available (.3% for ropes and netting), giving Quin's the longest lasting and hardest wearing nets on the market.

Quote number 1553,

This quote is valid for 30 days.

SPORTING
NET
SPECIALISTS



10 Kyle Place
PO Box 116
PORT ADELAIDE SA 5015
P: 08 8447 3577

F: 08 8447 4588
M: 0411 505 465
E: sales@quinsports.com.au
W: www.quinsports.com.au

Delivery; FOB Port Adelaide. Pick up in 40 working days from the date of order.

Payment Terms: 50% Progress payment on manufacture of the goods with the balance to be paid 7 days after the goods have been picked up.

Regards

Adam Quin
Manager CEO

SPORTS SAFETY NETTING, FALL PROTECTION NETTING, SPORTS GROUND EQUIPMENT, STEEL FABRICATION

A Division of Quin Sales Pty Ltd ABN 60 008 022 615



Office for Infrastructure
Asset and Business Services

Level 11
Education Centre
31 Flinders Street
Adelaide SA 5000
GPO Box 1152
Adelaide SA 5001
DX 541 or R11/20

Tel 08 8226 1379
Fax 08 8231 5351

Mr John Wilkinson
City of Unley
181 Unley Road
Unley SA 5061

Dear John

Joint Use Agreement for the Black Forest, Highgate and Parkside Primary Schools

Thank you for your recent email to Property Services in regards to the negotiation of new Joint Use Agreements for the afterhours community use of the Black Forest, Highgate and Parkside Primary Schools. The Department for Education and Child Development (DECD) would like to confirm that the department is supportive of renegotiating new 5 year agreements with each site subject to the relevant approvals from the Schools and the Minister for Education and Child Development. DECD also acknowledges that the council has advised that the maintenance services provided by Council to each site may reduce to allow the Council to focus on turf mowing and management.

The Department also confirms that in the event that a new agreement is not entered into, the afterhours community use of the school ovals will still be authorised. The general afterhours community use of school sites is generally only restricted in the event of ongoing vandalism. If ongoing vandalism and anti-social behaviour is experienced at a DECD site then access may be restricted around the buildings but generally the oval areas remain open for community use.

If you require any further information or wish to discuss further please do not hesitate to contact the relevant Property Officer, Adam Daly, via phone on 8226 2487 or via email adam.daly2@sa.gov.au.

Yours sincerely

Terry Fantis
**A/ASSISTANT DIRECTOR
ASSET SERVICES**

5/10/2017

INFORMATION REPORT

REPORT TITLE: FINANCE PERFORMANCE REPORT FOR THE
QUARTER ENDED 30 SEPTEMBER 2017

ITEM NUMBER: 994

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: LETA NORTHCOTT

JOB TITLE: SENIOR ACCOUNTANT

EXECUTIVE SUMMARY

The report highlights the year to date financial position as at 30 September 2017.

Council's overall result is favourable to budget by \$368k, with minor variances in Projects (Operating and Capital) relating to timing.

A positive cash flow of \$100k has been realised year to date. The borrowing liability has reduced by \$1.7m for the quarter, primarily due to the final repayment of a \$1.3m debenture relating to the swimming pool construction.

RECOMMENDATION

That:

1. The report be received.
-

1. RELEVANT CORE STRATEGIES/POLICIES

Civic Leadership

Goal 4: Council will listen to the community and make transparent decisions for the long term benefit of the City.

4.1 Support Elected Members to provide effective leadership to the City

2. DISCUSSION

The purpose of this report is to provide Council with the actual financial performance compared to budget for the quarter ending September 2017.

Funding Result compared to budget

The actual operating result compared to budget is \$585k favourable compared to budget. The net expenditure for capital projects is unfavourable, \$216k. Both of these combined have had a positive impact on cash flow and borrowings.

	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	YTD Variance %	Full Year Revised Budget \$'000
Operating income	41,517	41,392	125	0.3%	47,175
Operating expenditure	9,272	9,779	506	5.2%	42,795
Funding surplus before Projects	32,245	31,613	631		4,380
Net expenditure - Operating projects	89	41	(48)	-115.1%	1,452
Operating Surplus after Projects	32,156	31,572	584		2,928
Net expenditure - Capital projects	623	407	(216)	-53.1%	11,817
Net Lending / (Borrowing) for Financial Year	33,313	32,945	368		(1,767)

Operating income and expenditure are favourable to budget at the end of September 2017. Further information on these items is included in Attachment 1 to Item 994/17.

Attachment

There are no budget concerns for both Operating and Capital projects at this point. The minor variations relate to timing, this will be considered as part of the 1st Budget Review which is currently underway. Further information on these items is included in Attachments 2 and 3 to Item 994/17.

Attachments 2 and 3

Statement of Financial Position

	Budget Sept 2017 \$'000	Actual June 2017 \$'000	Movement \$'000
Assets	610.7	558.4	52.3
Liabilities - Borrowings	(5.1)	(6.3)	1.2
Other Liabilities	(5.8)	(11.5)	5.7
Net Assets (Liabilities)	599.8	540.6	59.2

The small movement in the Statement of Financial Position represents:

- An increase in Assets due to a higher Accounts Receivable balance;
- An overall reduction in borrowings of \$1.2m, largely as a result of rate receipts as well as principal repayments made; and
- The decrease in Other Liabilities, being the payment of creditors that were outstanding at the end of June.

Cash Flow

	Sept 2017 \$'000
Net Flows from Operating	2,455
Net Flows from Investing	(619)
Net Flows from Financing Activities	(1,736)
Net Change in Cash Position	100

A positive cash flow of \$100k has been realised year to date. As noted above, there have been \$1.7m principal payments made on borrowings.

Operating Result

Attachment 1

How well are we managing our Operating Income compared to Budget?	On track
How well are we managing our Operating Expenditure compared to Budget?	On track

Operating Projects

Attachment 2

How well are we managing our Operating Projects?	In Progress
--	--------------------

Capital Works

Attachment 3

Overall, how well are we managing our Capital Works?	On track
--	-----------------

Overall Funding Statement

Attachment 4

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

3. ATTACHMENTS

1. Operating Result (Excluding Projects)
2. Operating Projects and Capital Projects
3. Overall Funding Statement

4. REPORT AUTHORISERS

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

OPERATING RESULT (excluding Projects)

Attachment 1

How well are we managing our Operating Income compared to Budget?

On track

	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	YTD Variance %	Full Year Revised Budget \$'000
Operating income					
Rates	39,932	39,910	22	0.1%	39,952
Statutory income	500	439	61	13.9%	1,467
User charges	356	361	(5)	-1.2%	1,700
Grants, subsidies and contributions	499	505	(7)	-1.3%	3,346
Other income	230	177	53	30.2%	711
Total Operating Income	41,517	41,392	125	0.3%	47,175

Year to Date Result

Income is favourable by 0.3% compared to budget year to date. Key contributing factors are as follows:

Statutory income \$61k favourable to budget

- Animal and Development Fees are \$40k favourable due to the timing of dog registrations.
- Development Services are \$14k favourable due to timing of receipt of development authorisations and building fees.

Other Income – Other \$53k favourable to budget

- Invoices issued for private works and Infrastructure for Operating services \$24k favourable.
- Insurance claims received from Asset Mutual Funds \$18k favourable due to the unbudgeted nature of insurance events.
- Parking fine recovery \$15k favourable.

Forecast

Budget Review 1 will be presented to Council in November 2017.

OPERATING RESULT (excluding Projects)

Attachment 1

How well are we managing our Operating Expenditure compared to Budget?

On track

	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	YTD Variance %	Full Year Revised Budget \$'000
Operating expenditure					
Total Employment costs	3,863	4,038	175	4.3%	17,750
Materials, contracts and other expenses	3,458	3,789	331	8.7%	17,268
Depreciation and amortisation	1,780	1,780	-	0.0%	7,122
Finance costs	171	171		0.3%	656
Total Operating Expenditure	9,272	9,779	506	5.2%	42,795

Year to Date Result

A favourable expenditure variance (5.2%) compared to budget year to date.

Employment costs \$175k favourable variance relating to vacancies in a number of areas across Council including the Operational Services, Finance, Development and Compliance, Governance and Library Services.

The favourable variance for materials, contracts and other expenses relates to timing in a number of areas across Council including Finance, City Services Management, Community Services and Strategic Asset Management.

Forecast

Budget Review 1 is currently underway and will be presented to Council at the November Meeting.

Depreciation will be reviewed as part of the first budget review with the possibility of an increase as a result of the number of assets having been capitalised in 2016-2017, as a result of the Road, Kerb & Water table revaluation.

OPERATING PROJECTS

Attachment 2

How well are we managing our Operating Projects?

In Progress

City of Unley Operating Projects as at September 2017					
	Division	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	Annual Budget \$'000
Income					
201919 - Unley Gourmet Gala	City Services	-	-	-	70
202232 - Events - Double Shot Coffee Fiesta	City Services	31	-	31	-
202582 - Pay for Use Parking Trial	City Development	1	-	1	-
Income Total		32	-	32	70
Expenditure					
202666 - Review of services using a Target Operating Model	BSI	-	-	-	120
202233 - Healthy Community Program	City Development	2	-	(2)	20
202351 - Undergrounding of Goodwood Road - Stage 2	City Development	1	-	(1)	105
202365 - Review of Unley Integrated Transport Strategy (UITS)	City Development	16	-	(16)	-
202367 - Second Generation Street Tree Implementation (Year 1)	City Development	5	10	5	75
202371 - Community Fruit Trees in Parks	City Development	-	-	-	5
202619 - Royal Adelaide Show Traffic Mgmt	City Development	-	-	-	20
202620 - Street Tree Watering Well Program	City Development	29	10	(19)	50
202622 - Unley City Wide Greening	City Development	-	-	-	30
202659 - Investigate enhancement of Ridge Park & Orphanage Park for s	City Development	-	-	-	20
202660 - Implementation of City Wide Park Tree Risk Assessment Audits	City Development	-	-	-	30
202661 - Reactive Footway Maintenance - Increased Level of Service	City Development	8	10	2	150
202662 - LATM Study - Parkside & Fullarton Year 1	City Development	-	10	10	40
202677 - Water Sensitive Urban Design (WSUD) Initiatives	City Development	-	-	-	50
201919 - Unley Gourmet Gala	City Services	31	-	(31)	265
202232 - Events - Double Shot Coffee Fiesta	City Services	3	-	(3)	45
202234 - Tour Down Under	City Services	15	-	(15)	71
202358 - Age Friendly Strategies	City Services	-	-	()	-
202559 - Events - Ignite Unley	City Services	-	-	-	15
202561 - Events - Every Generation Festival	City Services	-	-	-	5
202563 - Events - Australia Day	City Services	-	-	-	14
202564 - Events - Event Attraction	City Services	-	-	-	10
202618 - Events - Fringe in Unley	City Services	-	-	-	10
202642 - Events - Promotion & Staffing	City Services	1	-	(1)	16
202658 - Active Aging	City Services	2	-	(1)	20
202663 - Parking Initiatives	City Services	-	-	-	130
202679 - Event Storage	City Services	3	1	(1)	5
202600 - Goodwood Groove	Office of CEO	-	-	-	5
202617 - Records Management Compliance Project	Office of CEO	2	-	(2)	-
202657 - 2017-18 Trader Event Sponsorship	Office of CEO	3	-	(3)	55
202664 - Closure of King William Road on Sundays	Office of CEO	-	-	-	41
202665 - Business Concierge	Office of CEO	-	-	-	50
202678 - Street Lighting Infrastructure Alternative Lighting Solution	Office of CEO	-	-	-	50
Expenditure Total		121	41	(79)	1,522
Net Operating Projects Expenditure		89	41	(48)	1,452

Income

Operating project income present no major variances. Double Shot Coffee Fiesta event has \$30k unbudgeted sponsorship contributions from the event coffee partners, which will be recognised in Budget review 1.

Expenditure

Operating project expenditure is slightly unfavourable to budget due to timing issues as projects continue to be scoped. There are no permanent budgetary issues at this point. A late invoice was received for the Integrated Transport Strategy that should have been accrued to the previous year and the Unley Gourmet Gala expenditure variance relates to timing of the first payments for the management of the event. Street Tree Watering Well program expenditure variance relates to timing only, with works 60% complete.

Forecast

The Budget Review 1 will consider any timing issues.

OVERALL FUNDING STATEMENTS

Attachment 4

How well are we managing our Capital Works?

On track

City of Unley Capital Works Summary as at September 2017

	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	Annual Budget \$'000
Income Total	696	666	31	1,324
Expenditure				
NEW - New Capital	368	235	(133)	4,667
REPLACE - Replacement Capital	742	628	(114)	7,634
PROJDEL - Project Delivery	210	210	-	840
Net Capital Projects Expenditure	623	407	(216)	11,817

City of Unley Other New Capital Projects as at September 2017

	Division	YTD Actuals \$'000	YTD Budget \$'000	YTD Variance fav / (unfav) \$'000	Annual Budget \$'000
Other New Assets					
202673 - Digital Services Program (technology for communication, syst	Business Support	-	-	-	55
202090 - Brownhill Keswick Creek	City Development	-	-	-	1,713
202352 - Implementation of Public Lighting & Energy Opportunities	City Development	2		(2)	25
202359 - LATM Implementation	City Development	141	121	(20)	121
202376 - Goodwood Road Streetscape & Way finding Strategy Delivery -	City Development	97	70	(27)	250
202609 - Unley Staff Bike Fleet	City Development	-	-	(0)	-
202623 - Unley Central Entrance Oxford Tce	City Development	-	-	(0)	-
202624 - KWR Masterplan	City Development	-	-	-	50
202626 - COU Cycling & Walking Plan	City Development	5	-	(5)	315
202629 - Safety Works - Goodwood Primary School	City Development	-	-	-	60
202648 - Rugby/Porter Bikeway Stage 1	City Development	69	-	(69)	29
202667 - Nairne Terrace, Goodwood	City Development	-	-	-	30
202668 - LATM Implementation (Unley, Goodwood & Wayvilee)	City Development	9	-	(9)	135
202670 - Goodwood Oval Facilities	City Development	-	-	-	700
202671 - Goodwood Oval & Millswood Sporting Complex Improvement Plan	City Development	-	-	-	200
202672 - King William Road Streetscape - Engagement & Design	City Development	5	-	(5)	300
202680 - Clarence Park Community Centre Building Works	City Development	-	3	3	15
202502 - Public Art Strategy Implementation	City Services	17	19	2	86
201983 - Main Street Allocation	Office of CEO	-	-	-	200
202503 - King William Road Trader Association	Office of CEO	-	2	2	8
202507 - Glen Osmond Road Association	Office of CEO	-	-	-	7
202649 - Goodwood Road Free Public WHFI Initiative	Office of CEO	-	-	-	69
202669 - Unley Oval Grandstand Upgrade Design	Office of CEO	23	20	(3)	300
Other New Capital Projects Expenditure Total		368	235	(133)	4,667

The New Capital Projects listing includes the 2016-17 Carry Forward Projects of \$1.4m approved by Council at the 28th of August Meeting.

The LATM implementation project was incorrectly allocated \$20k expenditure for the review of the Rugby Porter Bikeway Stage 1 design requested by Council in June. This has now been adjusted and will form part of a BR1 request in November.

The Rugby Porter Bikeway stage 1 project variance is a timing issue, the project was delayed

till 2017-18 and external funding will be received at completion in accordance with the agreement.

Capital Income

The majority of capital income relates to the sale of Maud Street.

New Capital Expenditure

Most projects are currently on target to budget with the current unfavourable variance relating to projects across the New Capital program.

Asset Replacement Expenditure

The unfavourable variance in Replacement Capital relates to timing variances across the program with steady progress being made in all asset categories.

Forecast

The Budget Review 1 will consider any timing issues.

OVERALL FUNDING STATEMENTS

Attachment 4

The City of Unley

Overall Funding Statement

for the year to date ended September 2017

	Actual YTD \$'000	Budget YTD \$'000	YTD Variance Fav/(Unfav) \$'000	YTD Variance %	Full Year Revised Budget \$'000
Operating income					
Rates	39,932	39,910	22	0.1%	39,952
Statutory income	500	439	61	13.9%	1,467
User charges	356	361	(5)	-1.2%	1,700
Grants, subsidies and contributions	499	505	(7)	-1.3%	3,346
Other income	230	177	53	30.2%	711
Total Operating Income	41,517	41,392	125	0.3%	47,175
Operating expenditure					
Total Employment costs	3,863	4,038	175	4.3%	17,750
Materials, contracts and other expenses	3,458	3,789	331	8.7%	17,268
Depreciation and amortisation	1,780	1,780	-	0.0%	7,122
Finance costs	171	171		0.3%	656
Total Operating Expenditure	9,272	9,779	506	5.2%	42,795
Funding surplus/(deficit) before Projects	32,245	31,613	631		4,380
Project Summary					
Operating projects					
Income	32	-	32	0.0%	70
Expenditure	121	41	(79)	-191.2%	1,522
Net expenditure - Operating projects	89	41	(48)		1,452
Capital projects					
Income	696	666	31	4.6%	1,324
Expenditure	1,319	1,072	(247)	-23.0%	13,141
Net expenditure - Capital projects	623	407	(216)		11,817
Total Operating projects and capital works program (net)	712	448	(264)	-58.8%	13,269
Depreciation and amortisation	1,780	1,780	-	0.0%	7,122
Net Lending / (Borrowing) for Financial Year	33,313	32,945	368	1.1%	(1,767)
Operating Surplus after Projects	32,156	31,572	584		2,928

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

DECISION REPORT

REPORT TITLE: 2016-17 FINANCIAL STATEMENTS
ITEM NUMBER: 995
DATE OF MEETING: 23 OCTOBER 2017
AUTHOR: NICOLA TINNING AND LETA NORTHCOTT
JOB TITLE: ACTING GENERAL MANAGER BUSINESS
SUPPORT & IMPROVEMENT, AND SENIOR
ACCOUNTANT

EXECUTIVE SUMMARY

The City of Unley's financial statements were presented to the Audit and Governance Committee at its meeting on 9 October 2017. They have been prepared in accordance with the model statements prescribed on the *Local Government (Financial Management) Regulations 2011*.

The Audit and Governance Committee resolved that the financial statements present fairly the state of affairs of Council and that they be signed and presented to Council.

The financial statements have subsequently been certified by the Deputy Mayor and the Chief Executive Officer, and the Audit Reports have been signed by the external auditor, Mr Geoff Edwards of BDO. In addition, Council's Certificate of Auditor Independence has been certified by the Chief Executive Officer and Mr John Rawson, the Presiding Member of the Audit and Governance Committee.

This report also includes the Audited 2016-17 Financial results compared to Budget Report which is required by legislation to be presented by Council by no later than 31 December of the relevant year.

RECOMMENDATION

That:

1. The report be received.
 2. Council notes the Audited 2016-17 Financial Results compared to Budget Report contained in Attachment 2 to Item 995/17.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

Civic Leadership

Goal 4: Council will listen to the community and make transparent decisions for the long term benefit of the City.

4.1 We have strong leadership and governance.

4.3 Our Business Systems and Solutions are effective and transparent

- *Local Government Act 1999 Sections 124-130*
- *Local Government (Financial Management) Regulations 2011 Regulations 10-16 and 19-22*

2. **DISCUSSION**

The purpose of this report is to provide Council with the audited Financial Statements that were presented to the Audit and Governance Committee at its meeting on 9 October 2017, and to inform Council of the of the 2016-17 Financial Result compared to Budget.

In accordance with the *Local Government (Financial Management) Regulations 2011*, the:

- Audit and Governance Committee resolved that the financial statements present fairly the state of affairs of Council;
- Council's Certificate of Auditor Independence has been certified by the Chief Executive Officer and Mr John Rawson, the Presiding Member of the Audit and Governance Committee;
- financial statements have subsequently been certified by the Deputy Mayor and the Chief Executive Officer; and
- Audit Reports have been signed by the external auditor, Mr Geoff Edwards of BDO

The City of Unley's financial statements for 2016-17 are attached for Members' information (Attachment 1 to Item 995/17).

Attachment 1

The following summary is made in relation to the General Purpose Financial Statements:

2.1 Statement of Comprehensive Income

The Statement of Comprehensive income shows an operating surplus (including Centennial Park) of \$4.5m for 2016-17 compared with \$2.7m in the previous year.

Statement of Comprehensive Income	2016-17	2015-16	Movement
	\$000s	\$000s	\$000s
Council operating surplus	4 432	2 661	1 771
Centennial Park Net gain	132	65	67
Operating Surplus	4 564	2 726	1 838
Net Surplus	4 965	4 391	574
Other Comprehensive Income	(22 811)	842	23 653
Total Comprehensive Income	(17 846)	5 233	23 079

As shown in the table above, Council's net operating result has increased from the previous year by \$574k. The increase in Council's net operating result is largely due to the advance payment of the Financial Assistance Grants by the Federal Government (two quarters of the 2017-18 grant for \$593k being received before 30 June 2017)

Council's operating revenue increased by \$2.6m (5.85%) and expenditure increased by \$789k (1.87%). Other than the change in timing of the Financial Assistance Grant, other key movements between 2016-17 and 2015-16 include:

- General rates increase of \$1.072m, reflecting the general rates increase of 2.4% and rates growth of 0.6%. (refer Note 2a in the Financial Statements).
- A contribution was received for the Eastern Region Alliance, Resilient East Project in advance, (\$100k). This project is scheduled for 2017-18.
- A number of statutory charges have increased due to the following items:
 - The changes to the clearway/bike lane hours on Greenhill Road
 - Changes to the service delivery model for Environmental Health
 - Larger dollar value of planning and building applications received
- Employee costs remained consistent between the two years, the Enterprise Bargaining Agreement increase was offset by a larger number of vacant positions that occurred throughout the year.
- Materials, contracts and other expenses have increased close to CPI.
- An increase in the level of depreciation, \$368k is spread across a number of asset categories including Drainage, Equipment, Furniture and Fittings, Other Assets (Open Space) and Pathways due to work completed during 2015-16 now being reflected in the asset register.
- A decrease in finance costs has occurred. This is a result of lower use of the cash advance facility during the year, and no requirement to access new borrowings.

2.2 Statement of Financial Position

The Statement of Financial Position shows the total assets and total liabilities held by Council. As at 30 June 2017, the overall net assets (total assets less total liabilities) held by Council was \$540m compared with \$558m for the previous year, representing a decrease in total equity of \$18m.

The \$18m decrease in equity is mainly attributable to:

- A decrease in the Asset Revaluation Reserve. Revaluations were undertaken on Roads, Lanes, Kerb & Water table, Bridges, Storm water Drainage & Other Assets during 2016-17. Most notably, the Roads, Lanes & Kerb & Water table assets were revalued downwards by \$27m. This is a result of a number of factors, including the removal of residual values previously being used, the road assets previously being split into two components, now being split into three and the construction unit rates have been updated.
- An increase to the equity accounted value of Centennial Park, \$4m due to a revaluation of land and infrastructure assets.

Overall, Council borrowings decreased by \$1.3m, which was significantly lower than expected due to the favourable operating result. Borrowings are \$6.3m at the end of June 2017.

Statement of Financial Position	2016-17	2015-16	Movement
	\$'000	\$'000	\$'000
Assets	558 443	575 970	(17 527)
Liabilities	17 789	17 471	318
Net Assets	540 654	558 499	(17 845)

2.3 Cash Flow Statement

Council generated nearly \$15m from its Operating Activities during the financial year compared to \$10m during 2015-16. Details of how this reconciles with the net surplus and changes in net assets are shown in Note 11 of the Financial Statements.

During the year, Council spent nearly \$14.7m on the construction and purchase of assets compared to \$9.1m in 2015-16. (refer Note 7 of the Financial Statements)

As a result, the Cash Flow Statement shows an increase in cash held of \$37k, reflecting the net cash flows generated from operating activities over and above net capital expenditure.

2.4 Financial Key Performance Indicators

The key financial indicators are summarised and discussed below and are also included as Note 15 Financial Indicators of the Financial Statements.

Financial Indicators	2016-17	2015-16	Adopted
	\$'000	\$'000	Target
Operating Surplus	4 565	2 726	
Adjusted Operating Surplus Ratio*	8%	7%	5%
Net Financial Liabilities Ratio	32%	29%	<80%
Asset Sustainability Ratio	116%	81%	100% over 10 years

*The Adjusted Operating Surplus Ratio removes the distortion of Federal Government advance payments in 2016-17.

The Financial Indicators have been calculated in accordance with Information Paper 9 – Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. The Financial Indicators were revised in May 2015 and the financial indicators for previous years have been re-calculated in accordance with the revised formulas.

Overall, given the 2016-17 result, Council is well positioned to continue to be financially sustainable. Council will continue to review and monitor future financial results and its financial position in conjunction with its Long Term Financial Plan (LTFP).

End of year result compared to Budget

Council is required, pursuant to *Regulation 10 of the Local Government (Financial Management) Regulations 2011* to consider a report showing the audited financial results of the Council for the Statement of Comprehensive Income, Statement of Financial Position and Financial Indicators compared with the estimated financial results set out in the budget presented in a manner consistent with the Model Financial Statements.

The Statement of Comprehensive Income, Statement of Financial Position and Financial Indicators and associated commentary for 2016-17, are shown as Attachment 2 to Item 995/17.

Attachment 2

Centennial Park Financial Statements

A copy of Centennial Park Cemetery Authority's (CPCA) financial statements for 2016-17 is attached for information (Attachment 3 to Item 995/17). The financial statements show a Net Surplus of \$264k compared to \$129k for the previous year.

A revaluation of land and infrastructure assets has resulted in an increase in net assets as at 30 June 2017 to \$30.8 compared to \$22.0m at 30 June 2016.

The equity accounted value of CPCA reflected in the City of Unley's Statement of Financial Position has increased by \$4.3m. (refer Note 6 and Note 19 of the Financial Statements)

Attachment 3

3. ANALYSIS OF OPTIONS

Option 1 – Council notes the Audited 2016-17 Financial Results compared to Budget Report contained in Attachment 2 to Item 993/17.

In accordance with Section 126(4) of the Local Government Act 1999, the Audit and Governance Committee has reviewed the General Purpose Statements 2016-17 and are satisfied that they present fairly the state of affairs of Council in accordance with Local Government Act 1999, the Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.

Council is required to receive the General Purpose Statements 2016- 17 and pursuant to *Regulation 10 of the Local Government (Financial Management) Regulations 2011*, consider a report showing the audited financial results of the Council for the previous financial year compared with the estimated financial results set out in the 2016-17 budget presented in a manner consistent with the Model Financial Statements by 31 December 2017.

In accordance with legislation a copy of the financial statements will be sent by Council to the Minister for Local Government and the SA Local Government Grants Commission by 30 November 2017.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

Council must, on or before 30 November, submit a signed copy of the audited financial statements of Council to the Minister for Local

Government and the Presiding Member of the South Australian Local Government Grants Commission.

Council must also consider a report showing the audited financial results of the Council compared with the estimated financial results set out in the budget, by no later than 31 December of each year

6. ATTACHMENTS

1. 2016-17 General Purpose Financial Statements.
2. Audited 2016-17 Financial Results Compared to Budget Report.
3. Centennial Park General Purpose Financial Statements 2016-17.

8. REPORT AUTHORISERS

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

The City of Unley

Statement of Comprehensive Income

as at 30 June 2017

\$ '000	Actuals	Budget	Variance	Note
Income				
Rates Revenues	38,585	38,594	(9)	
Statutory Charges	1,606	1,489	117	A
User Charges	1,691	1,613	78	
Grants, Subsidies and Contributions	4,212	3,464	748	B
Investment Income	20	12	8	
Reimbursements	466	141	325	C
Other Income	783	706	77	
Net Gain - Equity Accounted Council Businesses	132	66	66	D
Total Income	47,495	46,085	1,410	
Expenses				
Employee Costs	16,655	17,035	380	E
Materials, Contracts & Other Expenses	18,701	19,076	375	F
Depreciation, Amortisation & Impairment	7,265	6,912	(353)	G
Finance Costs	310	716	406	H
Total Expenses	42,931	43,740	808	
Operating Surplus / (Deficit)	4,564	2,345	2,218	
Asset Disposal & Fair Value Adjustments	34	(26)	60	
Amounts Received Specifically for New or Upgraded Assets	367	125	242	I
Net Surplus / (Deficit)	4,965	2,444	2,520	
Other Comprehensive Income				
<i>Amounts which will not be reclassified subsequently to operating result</i>				
Changes in Revaluation Surplus - I,PP&E	(27,056)	-	(27,056)	J
Share of Other Comprehensive Income - Equity Accounted Council Businesses	4,245	-	4,245	K
Total Other Comprehensive Income	(22,811)	-	(22,811)	
Total Comprehensive Income	(17,846)	2,444	(20,291)	

Note	Comment – Statement of Comprehensive Income
A	Parking enforcement, as a result of changes to clearway/ bike lane times on Greenhill Rd and Anzac Hwy by DPTI \$73k, and fees for development applications have been more than expected \$25k.
B	Half of the financial assistance grant for 2017-18 was received prior to 30 June 2016, \$593k. Funding for two projects scheduled for 2017-18 was received in advance, \$100k for the ERA Resilient East Coordinator and \$25k for Dementia Friendly Training.
C	Special distributions were received during the year from the Mutual Liability Scheme, LGA Workers Compensation, Asset Mutual Fund and LGA Income Protection of \$139k, contribution received for drainage work \$68k, Sale of recyclables \$52k, contribution received in regards to the Age Friendly Strategies project of \$28k.
D	The net gain from Centennial Park was more than anticipated
E	Employee costs were less than budgeted due to a high number of vacancies that occurred during the course of the financial year.
F	Carry forward for \$110k was approved by Council in August for the Goodwood Rd project and there was \$193k savings collectively across many of the other approved operating projects.
G	The level of depreciation on assets that were capitalised in 2015-16 was not updated during a budget review.
H	A favourable outcome has resulted as the cash advance facility was used less often and there were no new borrowings made during the year.
I	The income received for asset sales throughout the year was more than expected. These sales mainly relate to fleet trade-in's and unused equipment from the Depot.
J	Asset revaluation (decrease) impact of changes to Roads, Kerb & Water table, Drainage, Bridges & Other Assets (Open Space).
H	City of Unley's share of increased asset valuations (land and infrastructure) at Centennial Park.

The City of Unley

Statement of Financial Position

as at 30 June 2017

\$ '000	Actuals	Budget	Variance	Note
ASSETS				
Current Assets				
Cash and Cash Equivalents	29	217	(188)	
Trade & Other Receivables	2,383	3,903	(1,520)	
Other Financial Assets	12	11	1	
Total Current Assets	2,424	4,131	(1,707)	
Non-Current Assets				
Financial Assets	18	19	(1)	
Equity Accounted Investments in Council Businesses	15,414	11,037	4,377	A
Infrastructure, Property, Plant & Equipment	540,586	569,995	(29,409)	B
Total Non-Current Assets	556,018	581,051	(25,033)	
TOTAL ASSETS	558,442	585,182	(26,740)	
LIABILITIES				
Current Liabilities				
Trade & Other Payables	8,292	7,012	(1,280)	
Borrowings	4,153	3,185	(968)	C
Provisions	2,350	2,012	(338)	
Total Current Liabilities	14,795	12,209	(2,586)	
Non-Current Liabilities				
Borrowings	2,237	11,186	8,949	C
Provisions	538	606	68	
Other Non-Current Liabilities	219	208	(11)	
Total Non-Current Liabilities	2,994	12,000	9,006	
TOTAL LIABILITIES	17,789	24,209	6,420	
Net Assets	540,653	560,973	(20,320)	
EQUITY				
Accumulated Surplus	140,252	133,516	6,736	
Asset Revaluation Reserves	400,401	427,457	(27,056)	D
Total Council Equity	540,653	560,973	(20,320)	

Note	Comment – Statement of Financial Position
A	Centennial Park independently revalued its land and infrastructure assets upwards. This has resulted in the equity accounted value of Centennial Park increasing in value. This item also relates to the movement in item D
B	Council independently revalued the following asset categories; Roads, Lanes, Kerb and Water downwards. The Road value decreased due to residual rates being removed, the components being split from two into three and the unit rate was affected by a contamination assumption. This item also relates to the movement in item D
C	The total level of borrowings has decreased by \$7.9m. The level of borrowing as at the 30 June 2017 is \$6.3m

The City of Unley

Financial Indicators

as at 30 June 2017

\$ '000	Actuals	Budget	Variance	Note
<p>These Financial Indicators have been calculated in accordance with <i>Information paper 9 - Local Government Financial Indicators</i> prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</p>				
1. Operating Surplus Ratio	10%	4%	6%	A
<p>Operating Surplus</p> <hr/> <p>Total Operating Revenue</p> <p><i>This ratio expresses the operating surplus as a percentage of Total Operating Revenue.</i></p>				
1a. Adjusted Operating Surplus Ratio	8%	4%	3%	
<p>In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.</p>				
2. Net Financial Liabilities Ratio	32%	43%	(11%)	B
<p>Net Financial Liabilities</p> <hr/> <p>Total Operating Revenue</p> <p><i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i></p>				
3. Asset Sustainability Ratio	116%	115%	1%	
<p>Net Asset Renewals</p> <hr/> <p>Infrastructure & Asset Management Plan required expenditure</p> <p><i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.</i></p>				

Note	Comment – Financial Indicators
A	The operating surplus result was better than expected due more income being raised than expected and the actual expenditure being lower than budgeted
B	The reduction in the level of borrowings has resulted in a better than expected net financial liabilities ratio at 30 June 2017.

The City of Unley

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2017

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



The City of Unley

General Purpose Financial Statements for the year ended 30 June 2017

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The City of Unley

General Purpose Financial Statements

for the year ended 30 June 2017

Certification of Financial Statements

We have been authorised by the Council to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2017 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.

Peter Tsokas
CHIEF EXECUTIVE OFFICER

Don Palmer
DEPUTY MAYOR

Date:

The City of Unley

Statement of Comprehensive Income

for the year ended 30 June 2017

\$ '000	Notes	2017	2016
Income			
Rates Revenues	2a	38,585	37,510
Statutory Charges	2b	1,606	1,297
User Charges	2c	1,691	1,645
Grants, Subsidies and Contributions	2g	4,212	3,053
Investment Income	2d	20	10
Reimbursements	2e	466	448
Other Income	2f	783	840
Net Gain - Equity Accounted Council Businesses	19	132	65
Total Income		47,495	44,868
Expenses			
Employee Costs	3a	16,655	16,663
Materials, Contracts & Other Expenses	3b	18,701	18,149
Depreciation, Amortisation & Impairment	3c	7,265	6,897
Finance Costs	3d	310	433
Total Expenses		42,931	42,142
Operating Surplus / (Deficit)		4,564	2,726
Asset Disposal & Fair Value Adjustments	4	34	(51)
Amounts Received Specifically for New or Upgraded Assets	2g	367	1,716
Net Surplus / (Deficit) ¹		4,965	4,391
Other Comprehensive Income			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in Revaluation Surplus - I,PP&E	9	(27,056)	847
Share of Other Comprehensive Income - Equity Accounted Council Businesses	19	4,245	(5)
Total Other Comprehensive Income		(22,811)	842
Total Comprehensive Income		(17,846)	5,233

¹ Transferred to Equity Statement

The City of Unley

Statement of Financial Position

as at 30 June 2017

\$ '000	Notes	2017	2016
ASSETS			
Current Assets			
Cash and Cash Equivalents	5a	29	217
Trade & Other Receivables	5b	2,383	4,172
Other Financial Assets	5c	12	11
Total Current Assets		2,424	4,400
Non-Current Assets			
Financial Assets	6a	18	30
Equity Accounted Investments in Council Businesses	6b	15,414	11,037
Infrastructure, Property, Plant & Equipment	7a	540,586	560,503
Total Non-Current Assets		556,018	571,570
TOTAL ASSETS		558,442	575,970
LIABILITIES			
Current Liabilities			
Trade & Other Payables	8a	8,292	7,012
Borrowings	8b	4,153	3,185
Provisions	8c	2,350	2,012
Total Current Liabilities		14,795	12,209
Non-Current Liabilities			
Borrowings	8b	2,237	4,448
Provisions	8c	538	606
Other Non-Current Liabilities	8d	219	208
Total Non-Current Liabilities		2,994	5,262
TOTAL LIABILITIES		17,789	17,471
Net Assets		540,653	558,499
EQUITY			
Accumulated Surplus		140,252	131,042
Asset Revaluation Reserves	9	400,401	427,457
Total Council Equity		540,653	558,499

The City of Unley

Statement of Changes in Equity for the year ended 30 June 2017

\$ '000	Notes	Accumulated Surplus	Asset Revaluation Reserve	Total Equity
2017				
Balance at the end of previous reporting period		131,042	427,457	558,499
a. Net Surplus / (Deficit) for Year		4,965	-	4,965
b. Other Comprehensive Income				
- Gain (Loss) on Revaluation of I,PP&E	7a	-	(27,056)	(27,056)
- Share of OCI - Equity Accounted Council Businesses	19	4,245	-	4,245
Other Comprehensive Income		4,245	(27,056)	(22,811)
Total Comprehensive Income		9,210	(27,056)	(17,846)
Balance at the end of period		140,252	400,401	540,653
2016				
Balance at the end of previous reporting period		126,656	426,610	553,266
a. Net Surplus / (Deficit) for Year		4,391	-	4,391
b. Other Comprehensive Income				
- Gain (Loss) on Revaluation of I,PP&E	7a	-	847	847
- Share of OCI - Equity Accounted Council Businesses	19	(5)	-	(5)
Other Comprehensive Income		(5)	847	842
Total Comprehensive Income		4,386	847	5,233
Balance at the end of period		131,042	427,457	558,499

The City of Unley

Statement of Cash Flows

for the year ended 30 June 2017

\$ '000	Notes	2017	2016
Cash Flows from Operating Activities			
<u>Receipts</u>			
Operating Receipts		48,110	44,199
Investment Receipts		20	11
<u>Payments</u>			
Operating Payments to Suppliers and Employees		(32,755)	(33,788)
Finance Payments		(344)	(461)
Net Cash provided by (or used in) Operating Activities	11b	15,031	9,961
Cash Flows from Investing Activities			
<u>Receipts</u>			
Amounts Received Specifically for New/Upgraded Assets		367	1,716
Sale of Replaced Assets		390	367
Repayments of Loans by Community Groups		11	17
<u>Payments</u>			
Expenditure on Renewal/Replacement of Assets		(8,811)	(6,815)
Expenditure on New/Upgraded Assets		(5,933)	(2,356)
Net Cash provided by (or used in) Investing Activities		(13,976)	(7,071)
Cash Flows from Financing Activities			
<u>Payments</u>			
Repayments of Borrowings		(1,018)	(960)
Net Cash provided by (or used in) Financing Activities		(1,018)	(960)
Net Increase (Decrease) in Cash Held		37	1,930
plus: Cash & Cash Equivalents at beginning of period	11	(1,950)	(3,880)
Cash & Cash Equivalents at end of period	11	(1,913)	(1,950)

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

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Note 1. Summary of Significant Accounting Policies

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

1 Basis of Preparation

1.1 Compliance with Australian Accounting Standards

This general purpose financial report has been prepared on a going concern basis using the historical cost convention in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

AASB 2016-4 Recoverable Amount of Non Cash-Generating Specialised Assets of Not-for-Profit Entities has been adopted early in the preparation of these financial reports.

This Standard removes the requirement for impairment testing of non-cash generating specialised assets that are carried at fair value. The early adoption of this Standard has not resulted in any changes to any amounts disclosed in these reports.

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011*.

1.2 Historical Cost Convention

Except as stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies.

Particular areas involving a high degree of judgement or complexity include the estimation of future payments and timing in relation to tip restoration. Further information in relation to the estimation of these liabilities are given in the relevant sections of these Notes.

1.4 Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

2 The Local Government Reporting Entity

The City of Unley is incorporated under the South Australian *Local Government Act 1999* and has its principal place of business at 181 Unley Road, Unley. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

3 Income Recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Council obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Council's operations for the current reporting period.

In recent years the payment of untied financial assistance grants has varied from the annual allocation as shown in the table below:

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of Significant Accounting Policies (continued)

	Cash Payment Received	Annual Allocation	Difference
2014/15	\$1,779,866	\$1,168,741	+\$611,125
2015/16	\$548,459	\$1,159,584	- \$611,125
2016/17	\$1,745,941	\$1,152,315	+\$593,626

Because these grants are untied, the Australian Accounting Standards require that payments be recognised upon receipt. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The Operating Surplus Ratio disclosed in Note 15 has also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

4 Cash, Cash Equivalents and other Financial Instruments

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the Local Government Act 1999. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

5 Infrastructure, Property, Plant & Equipment

5.1 Initial Recognition

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

5.2 Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Examples of capitalisation thresholds applied during the year are given below. No capitalisation threshold is applied to the acquisition of land or interests in land.

Buildings	\$3,000
Drainage	\$3,000
Roads, Lanes, Kerb & Watertable	\$3,000
Pathways	\$3,000
Traffic & Lighting	\$3,000
Bridges	\$3,000
Other Assets	\$3,000
Recycled Water	\$3,000
Equipment, Furniture & Fittings - Other	\$3,000
Equipment, Furniture & Fittings - Computers	\$500

5.3 Subsequent Recognition

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

5.4 Depreciation of Non-Current Assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of Significant Accounting Policies (continued)

the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are listed below. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

Equipment, Furniture & Fittings	1 to 10 years
Buildings	50 years
Building Fit Outs	15 years
Infrastructure:	
Roads, Lanes, Kerb & Watertable	20 to 100 years
Pathways	20 to 50 years
Drainage	35 to 100 years
Traffic and Lighting	5 to 20 years
Bridges	50 to 75 years
Recycled Water	5 to 100 years
Other Assets	5 to 20 years

5.5 Impairment

Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, are not subject to impairment testing.

Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use).

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

5.6 Borrowing Costs

Borrowing costs in relation to qualifying assets (net of offsetting investment revenue) have been capitalised in accordance with AASB 123 "Borrowing Costs". The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in Note 3, and the amount (if any) of interest revenue offset against borrowing costs in Note 2.

6 Payables

6.1 Goods & Services

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

6.2 Payments Received in Advance & Deposits

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

7 Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables". Interest free loans are carried at their nominal amounts; interest revenues foregone by the lender effectively being a reduction of interest expense in the period to which it relates.

Note 1. Summary of Significant Accounting Policies (continued)

8 Employee Benefits

8.1 Salaries, Wages & Compensated Absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

Weighted avg. discount rate 2.14% (2016, 1.74%)

No accrual is made for sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does not make payment for untaken sick leave.

8.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Statewide Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

Contributions to Other superannuation Schemes

The council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme and no further liability attaches to Council.

9 Equity Accounted Council Businesses

Council has a 50% share in the regional subsidiary, Centennial Park Cemetery Authority. Council's share has been recognised in the Financial Statements by including its share of the net assets within the Statement of Financial Position. The Change in the Equity share, including any asset revaluation, is disclosed in the Statement of Comprehensive Income. Details are reported in Note 19.

As a result of changes made to the Charter of Centennial Park on August 2011, all distributions paid to Council are recorded as revenue in the Statement of Comprehensive Income. Distributions paid by Centennial Park to Council are regarded as payments for guaranteeing the liabilities of Centennial Park and accordingly are treated as an expense in the Statement of Comprehensive Income in the Financial Statements of Centennial Park.

Council is party to an agreement with the Cities of Burnside, Mitcham, West Torrens and the Corporation of the City of Adelaide in relation to the Brown Hill Keswick Creek Project which is accounted for under AASB 11 Joint Arrangements as a joint operation. As such, each Party is responsible for its own direct costs, and joint assets, revenue and expenses are shared on the basis set out in the agreement and Stormwater Management Plan documentation. Council's share has been recognised in the Financial Statements by including its share of joint revenue and expenditure in the Statement of Comprehensive Income and Council's share of joint assets within the Statement of Financial Position. Further details are provided in Note 19.

10 GST Implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 1. Summary of Significant Accounting Policies (continued)

- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

11 New accounting standards and UIG interpretations

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

The City of Unley has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective.

This year Council has applied AASB 124 Related Party Disclosures for the first time. As a result Council has disclosed more information about related parties and transactions with those related parties. This information is presented in Note 23.

Other amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

As at the date of authorisation of the financial statements, the standards and interpretations listed below were in issue but not yet effective.

Effective for annual reporting periods beginning on or after 1 January 2017

- AASB 2014-5 *Amendments to Australian Accounting Standards arising from AASB 15*
- AASB 2015-8 *Amendments to Australian Accounting Standards – Effective Date of AASB 15*
- AASB 2016-1 *Amendments to Australian Accounting Standards – Recognition of Deferred Tax Assets for Unrealised Losses [AASB 112]*
- AASB 2016-2 *Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107*

- AASB 2016-4 *Amendments to Australian Accounting Standards – Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities*
- AASB 2016-7 *Amendments to Australian Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities*

Effective for annual reporting periods beginning on or after 13 February 2017

- AASB 2017-2 *Amendments to Australian Accounting Standards - Further Annual Improvements 2014- 16 Cycle*

Effective for annual reporting periods beginning on or after 13 December 2017

- AASB 2017-1 *Amendments to Australian Accounting Standards - Transfers of Investment Property, Annual Improvements 2014-2016 Cycle and Other Amendments*

Effective for annual reporting periods beginning on or after 1 January 2018

- AASB 9 *Financial Instruments (December 2009)*
- AASB 15 *Revenue from Contracts with Customers*
- AASB 2010-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)*
- AASB 2014-1 *Amendments to Australian Accounting Standards (Part E)*
- AASB 2014-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)AASB 1057 Application of Australian Accounting Standards*
- AASB 2016-3 *Amendments to Australian Accounting Standards – Clarifications to AASB 15*
- AASB 2016-5 *Amendments to Australian Accounting Standards – Classification and*

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 1. Summary of Significant Accounting Policies (continued)

Measurement of Share-based Payment Transactions

- AASB 2016-6 *Amendments to Australian Accounting Standards - Applying AASB 9 Financial Instruments with AASB 4 Insurance Contracts*

Effective for annual reporting periods beginning on or after 1 January 2019

- AASB 16 *Leases*
- AASB 16 *Leases (Appendix D)*
- AASB 2016-8 *Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for-Profit Entities*
- AASB 1058 *Income of Not-for-Profit Entities*
- AASB 2016-8 *Amendments to Australian Accounting Standards - Australian Implementation Guidance for Not-for-Profit Entities*

12 Comparative Figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

13 Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 2. Income

\$ '000	Notes	2017	2016
(a). Rates Revenues			
General Rates			
General Rates		37,836	36,796
Less: Mandatory Rebates		(839)	(893)
Less: Discretionary Rebates, Remissions & Write Offs		(26)	(4)
Total General Rates		36,971	35,899
Other Rates (Including Service Charges)			
Natural Resource Management Levy		1,172	1,135
Separate & Special Rates		315	335
Total Other Rates		1,487	1,470
Other Charges			
Penalties for Late Payment		115	112
Legal & Other Costs Recovered		12	29
Total Other Charges		127	141
Total Rates Revenues		38,585	37,510
(b). Statutory Charges			
Other Licences, Fees & Fines		1,606	1,297
Total Statutory Charges		1,606	1,297
(c). User Charges			
Fees for services provided		1,691	1,645
Total User Charges		1,691	1,645
(d). Investment Income			
Interest on Investments			
- Local Government Finance Authority		20	10
Total Investment Income		20	10
(e). Reimbursements			
Other		466	448
Total Reimbursements		466	448

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 2. Income (continued)

\$ '000	Notes	2017	2016
(f). Other Income			
Contributions, Rebates and Sundry		783	840
Total Other Income		783	840
(g). Grants, Subsidies, Contributions			
Amounts Received Specifically for New or Upgraded Assets		367	1,716
Other Grants, Subsidies and Contributions		4,212	3,053
Total Grants, Subsidies, Contributions		4,579	4,769
The functions to which these grants relate are shown in Note 12.			
(i) Sources of grants			
Commonwealth Government		1,985	1,920
State Government		2,131	1,105
Other		463	1,744
Total		4,579	4,769
(ii) Individually Significant Items			
Grant Commission (FAG) Grant Recognised as Income		593	-
In June 2017 Council received payment of the first two installments of the 2017-18 Financial Assistance Grant (FAG)			
(h). Conditions over Grants & Contributions			
Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:			
Unexpended at the close of the previous reporting period		15	20
<i>Less:</i>			
<i>Expended during the current period from revenues recognised in previous reporting periods</i>			
City Services		(15)	(20)
Subtotal		(15)	(20)
<i>Plus:</i>			
<i>Amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions</i>			
City Services		30	-
City Development		103	15
Subtotal		133	15
Unexpended at the close of this reporting period		133	15
Net increase (decrease) in assets subject to conditions in the current reporting period		118	(5)

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 3. Expenses

\$ '000	Notes	2017	2016
(a). Employee Costs			
Salaries and Wages		13,831	13,834
Employee Leave Expense		2,243	2,216
Superannuation - Defined Contribution Plan Contributions	18	1,395	1,450
Workers' Compensation Insurance		419	439
Less: Capitalised and Distributed Costs		(1,233)	(1,276)
Total Operating Employee Costs		16,655	16,663
Total Number of Employees (full time equivalent at end of reporting period)		179	182
(b). Materials, Contracts and Other Expenses			
(i) Prescribed Expenses			
Auditor's Remuneration			
- Current Year Audit Fees		32	29
- Other Auditors		-	23
Elected Members' Expenses		271	276
Subtotal - Prescribed Expenses		303	328
(ii) Other Materials, Contracts and Expenses			
Contracts		4,585	4,295
Waste Contract		3,147	2,951
Maintenance Contracts		2,666	2,611
Legal Expenses		233	286
Levies Paid to Government - NRM levy		1,176	1,134
Parts, Accessories & Consumables		3,175	3,095
Valuation Fees (Property for Rating Purposes)		172	166
Insurance (Workers Compensation, Public Liability, Assets)		588	671
Work in Progress Written Off		-	102
Brownhill Keswick Creek Contributions		38	106
Levies & Taxes		252	265
Other Contributions & Donations		57	94
Printing		47	51
Sitting Fees		45	60
Trader Associations Contributions		313	336
Electricity		944	785
Advertising		190	217
Bank Fees & Charges		100	99
Community Program Expenses		215	179
Economic Development Program Expenses		22	23
Community Grants & Sponsorship		198	232
Sundry Materials, Contract & Expenses		235	63
Subtotal - Other Material, Contracts & Expenses		18,398	17,821
Total Materials, Contracts and Other Expenses		18,701	18,149

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 3. Expenses (continued)

\$ '000	Notes	2017	2016
(c). Depreciation, Amortisation and Impairment			
(i) Depreciation and Amortisation			
Infrastructure			
Stormwater Drainage		825	792
Roads, Lanes, Kerb & Watertable		1,192	1,170
Pathways		1,299	1,256
Traffic and Lighting		289	269
Bridges		131	129
Equipment, Furniture & Fittings		1,321	1,134
Buildings		1,305	1,281
Recycled Water		241	292
Other Assets		662	574
Total Depreciation, Amortisation and Impairment		7,265	6,897
(d). Finance Costs			
Interest on Loans		310	433
Total Finance Costs		310	433

Note 4. Asset Disposal & Fair Value Adjustments

Infrastructure, Property, Plant & Equipment

Assets Renewed or Directly Replaced			
Proceeds from Disposal		356	367
Less: Carrying Amount of Assets Sold		(322)	(418)
Gain (Loss) on Disposal		34	(51)
Net Gain (Loss) on Disposal or Revaluation of Assets		34	(51)

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 5. Current Assets

\$ '000	Notes	2017	2016
(a). Cash & Cash Equivalents			
Cash on Hand at Bank		4	(82)
Deposits at Call		25	299
Total Cash & Cash Equivalents		29	217
(b). Trade & Other Receivables			
Rates - General & Other		759	564
Accrued Revenues		9	-
Debtors - General		1,335	2,184
GST Recoupment		-	3
Prepayments		269	1,416
Sundry		11	5
Total Trade & Other Receivables		2,383	4,172
(c). Other Financial Assets (Investments)			
Loans to Community Organisations		12	11
Total Other Financial Assets (Investments)		12	11

Amounts included in other financial assets that are not expected to be received within 12 months of reporting date are disclosed in Note 13

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 6. Non-Current Assets

\$ '000	Notes	2017	2016
(a). Financial Assets			
Receivables			
Loans to Community Organisations		18	30
Total Receivables		18	30
Total Financial Assets		18	30
(b). Equity Accounted Investments in Council Businesses			
Centennial Park Cemetery Authority	19	15,414	11,037
Total Equity Accounted Investments in Council Businesses		15,414	11,037

Within the terminology of Section 43 of the Local Government Act 1999, the Centennial Park Cemetery Trust Incorporated is a joint controlling authority of the City of Unley and the City of Mitcham each having a 50% interest in the assets, liabilities and operations of the Authority. The Authority was established in the cemetery industry and no financial contributions have been made to the Authority in the financial year. The City of Unley's investment in the Authority has been accounted for under the equity method (Note 19).

The City of Unley

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 7a. Infrastructure, Property, Plant & Equipment

\$ '000	Fair Value Level	as at 30/6/2016					Asset Movements during the Reporting Period							as at 30/6/2017				
		At Fair Value	At Cost	Accumulated		Carrying Value	Asset Additions		WDV of Asset Disposals	Depreciation Expense (Note 3c)	Adjustments & Transfers	Revaluation Decrements to Equity (ARR) (Note 9)	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated		Carrying Value
				Dep'n	Impairment		New / Upgrade	Renewals								Dep'n	Impairment	
Capital Work in Progress		-	1,557	-	-	1,557	3,445	421	-	-	(1,206)	-	-	-	4,217	-	-	4,217
Stormwater Drainage	3	73,980	3,367	37,850	-	39,497	87	1,072	-	(825)	98	-	1,724	80,712	-	39,059	-	41,653
Roads, Lanes, Kerb & Watertable Pathways	3	258,531	3,393	40,751	-	221,173	-	2,325	-	(1,192)	15	(27,099)	-	240,791	-	45,568	-	195,223
Pathways	3	54,211	42	23,461	-	30,792	-	1,426	-	(1,299)	-	-	-	55,480	198	24,761	-	30,917
Traffic and Lighting	3	5,574	442	1,269	-	4,747	121	168	-	(289)	95	-	-	5,574	826	1,558	-	4,842
Bridges	3	8,960	255	5,552	-	3,663	-	124	-	(131)	-	(47)	-	9,388	-	5,779	-	3,609
Equipment, Furniture & Fittings	3	-	15,712	8,386	-	7,326	88	1,161	(243)	(1,321)	319	-	-	-	16,426	9,096	-	7,330
Land	2	43,394	2,590	-	-	45,984	6	-	(79)	-	-	-	-	43,316	2,597	-	-	45,913
Land	3	152,649	-	-	-	152,649	-	-	-	-	-	-	-	152,649	-	-	-	152,649
Buildings	2	50,081	3,124	25,992	-	27,213	1,520	1,876	-	(1,006)	-	-	-	50,779	5,849	27,026	-	29,602
Buildings	3	16,605	-	8,106	-	8,499	-	-	-	(299)	-	-	-	16,605	-	8,405	-	8,200
Recycled Water	3	11,858	-	296	-	11,562	-	-	-	(241)	-	-	-	11,858	-	537	-	11,321
Other Assets	3	8,700	3,690	6,549	-	5,841	665	238	-	(662)	663	(1,634)	-	10,751	-	5,640	-	5,111
Total Infrastructure, Property, Plant & Equipment		684,543	34,172	158,212	-	560,503	5,932	8,811	(322)	(7,265)	(16)	(28,780)	1,724	677,903	30,113	167,429	-	540,586
Comparatives		671,155	38,577	151,832	-	557,900	2,357	6,815	(418)	(6,897)	(101)	(10,715)	11,562	684,543	34,172	158,212	-	560,503

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property

\$ '000

Valuation of Assets

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

Refer to Note 7a for the disclosure of the Fair Value Levels of Infrastructure, Property, Plant and Equipment Assets.

Information on Valuations

Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

There is no known market for buildings, infrastructure and other assets. These assets are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Other Information

At 1 July 2004 upon the transition to AIFRS, Council elected pursuant to AASB 1.D5 to retain a previously established deemed cost under GAAP as its deemed cost. With subsequent addition at cost, this remains as the basis of recognition of non-material asset classes.

Upon revaluation, the current new replacement cost and accumulated depreciation are re stated such that the difference represents the fair value of the asset determined in accordance with AASB 13 Fair Value Measurement: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, current replacement cost is taken to be the fair value.

Highest and best use

All of Council's non financial assets are considered as being utilised for their highest and best use.

Transition to AASB 13 - Fair Value Measurement

The requirements of AASB 13 Fair Value Measurement have been applied to all valuations undertaken since 1 July 2013 as shown by the valuation dates by individual asset classes below.

Land, Buildings and Structures

- Date of valuation: 1 July 2013
- Valuer: Maloney Field Services
- All acquisitions made after the valuation date are recorded at cost.

The following provides a summary of the City of Unley's asset classes together with the Maloney Field Services' opinion of the Fair Value Hierarchy relevant to each asset group based on the quantum of observable inputs involved in the valuation relative to observable inputs.

Land : Excluded / Revoked from classification as community land - Level 2 inputs

Land : Community Land classification - Level 3 inputs

Buildings : Market Approach - Level 2 inputs

Buildings : Cost Approach (excluding highly specialised and/or heritage listed Buildings) - Level 2 inputs

Buildings : Cost Approach (inclusive of highly specialised and/or heritage listed Buildings) - Level 3 inputs

Valuations techniques used to measure fair value within Level 2, including a description of the significant input used

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &
Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Land : Excluded / Revoked from classification as community land

The valuation of all Excluded / Revoked Land has been undertaken using the Market Approach, more specifically the Direct Comparison method of valuation and by reference to comparable market data.

Buildings : Market Approach

The valuation of each Building under this scenario has been undertaken utilising the Direct Comparison Method of valuation by reference to market data and the subsequent apportionment of the Land and Structural components.

Buildings : Cost Approach (excluding highly specialised and/or heritage listed Buildings)

The calculated value is based on Replacement Costs data sourced from the Maloney Field Services Replacement Costs Database and/or Rawlinsons Australia Construction Handbook 2013.

Valuation techniques used to measure fair value within Level 3, including details of the significant unobservable inputs used and the relationships between unobservable inputs and fair value.

Asset Type	Valuation Technique
Land	Market Approach using the Direct Comparison Method of valuation by reference to comparable marked tata and subsequently adjusted to reflect the level of risk associated with alienating the Land to make it available for disposal.
Land - Structures	Market Approach using the Direct Comparison Method of valuation by reference to comparable marked tata and subsequently adjusted to reflect the level of risk associated with alienating the Land to make it available for disposal.
Buildings	Cost Approach using the Replacement Costs data sourced from Maloney Field Services Replacement Costs Database, recent constructions by local government and/or Rawlinson's Australia Construction Handbook 2013. The unique nature of such buildings and the lack of definitive valuation inputs results in some variance to rates adopted.

Council being of the opinion that it is not possible to attribute a value that is sufficient and reliable to qualify for recognition, land under roads has not been recognised in these reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

Estimated future costs of reinstatement of land, capitalised in accordance with AASB 116.16(c), are reviewed annually (see Note 1) and depreciated over the estimated remaining life of the relevant asset.

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Infrastructure

Roads, Lanes, Kerb and Water Table

- Date of valuation: 30 June 2017
- Valuer: Pavement Management Services & Assetic
- Basis of Valuation : Consumption based approach to the valuation of the pavement and surface assets was developed in order to more closely reflect the life cycle of the assets.
The decrease in the valuation of the network is a result of updating the calculations used to determine depth of the road and the unit rates used.
- All acquisitions made after the valuation date are recorded at cost.
- The result of the revaluation will be to increase depreciation by an estimated \$1.13m for the 2017-18 year. This is due to the update of the surface road assets having their useful lives reviewed (changed to be 25-30 years instead of 35-40 years). Also residual values previously used on formation and pavement have now been removed.

Pathways (Footpaths, Car Parks, Bike Paths)

- Date of valuation: 1 July 2014
- Valuer: IMG
- Basis of valuation: Level 3, please refer to summary table below
- All acquisitions made after the valuation date are recorded at cost.

Drainage (Stormwater Drains & Creeks)

- Date of valuation: 30 June 2017
- Valuer: Tonkin Consulting
- Basis of valuation: Level 3, please refer to summary table below
- The result of the revaluation will be to increase depreciation by an estimated \$57k for the 2017-18 year. This is as a result of an update of unit rates used across the drainage network and work done on Kenilworth Road during 2016-17.
- All acquisitions made after the valuation date are recorded at cost.

Traffic and Lighting (Traffic Control, Street Lighting, Bus Stops)

- Date of valuation: 30 June 2015
- Valuer: Internal Council valuation
- Basis of valuation: Written down current replacement cost discounted for age and condition
- All acquisitions made after the valuation date are recorded at cost.

Bridges

- Date of valuation: 30 June 2017
- Valuer: Tonkin Consulting
- Basis of valuation: Level 3, please refer to summary table below
- The result of the revaluation will be to increase depreciation by an estimated \$2k for the 2017-18 year.

Recycled Water

- Date of valuation: 30 June 2016
- Valuer: Internal Council valuation
- Basis of valuation: Cost

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Other Assets (Open Space and Reserve Equipment)

- Date of valuation: 30 June 2017
- Valuer: Calibre
- Basis of valuation: Level 3, please refer to summary table below
- All acquisitions made after the valuation date are recorded at cost.

Valuation Techniques used to measure fair value within Level 3, including details of the significant unobservable inputs used and the relationships between unobservable inputs and fair value.

Asset Type	Valuation Technique
Infrastructure - Pathways - Other Assets	Depreciated Replacement Cost (DRC) being the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such costs to reflect the already consumed or expired future economic benefits of the assets
Infrastructure - Bridges	Current Replacement Cost (CRC) of the infrastructure asset minus any accumulated depreciation and impairment losses. Field inspections provided certainty of the type and condition of the assets. However due to lack of information on bridge replacement costs at the time of valuation factored have been applied to industry rates to provide the replacement cost based on the professional judgement and experience of the Tonkin Consulting engineers.
Infrastructure - Drains	Current Replacement Cost (CRC) of the infrastructure asset minus any accumulated depreciation and impairment losses. The valuation of assets were based on rates provided by the 2014 Rawlinson's handbook and rates obtained from Humes.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 8. Liabilities

\$ '000	Notes	2017 Current	2017 Non Current	2016 Current	2016 Non Current
(a). Trade and Other Payables					
Goods & Services		4,909	-	4,716	-
Payments Received in Advance		46	-	112	-
Accrued Expenses - Employee Entitlements		1,454	-	1,396	-
Accrued Expenses - Finance Costs		111	-	144	-
Accrued Expenses - Other		1,760	-	633	-
Deposits, Retentions & Bonds		12	-	11	-
Total Trade and Other Payables		8,292	-	7,012	-
(b). Borrowings					
Bank Overdraft		54	-	-	-
Short Term Draw Down Facility		1,888	-	2,167	-
Loans		2,211	2,237	1,018	4,448
Total Borrowings		4,153	2,237	3,185	4,448
All interest bearing liabilities are secured over the future revenues of the Council					
(c). Provisions					
Employee Entitlements (including oncosts)		2,350	538	2,012	606
Total Provisions		2,350	538	2,012	606
(d). Other Liabilities					
Carpark Contribution Fund		-	154	-	151
Urban Tree Fund		-	65	-	57
Total Other Liabilities		-	219	-	208

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 9. Reserves

\$ '000	1/7/2016	Increments (Decrements)	Transfers	Impairments	30/6/2017
Asset Revaluation Reserve					
Infrastructure					
Stormwater Drainage	20,036	1,724	-	-	21,760
Roads, Lanes, Kerb & Watertable	153,691	(27,099)	-	-	126,592
Pathways	17,668	-	-	-	17,668
Traffic and Lighting	2,680	-	-	-	2,680
Bridges	2,500	(47)	-	-	2,453
Land	187,588	-	-	-	187,588
Buildings	33,066	-	-	-	33,066
Recycled Water	847	-	-	-	847
Other Assets	2,217	(1,634)	-	-	583
JV's / Associates - Other Comprehensive Income	7,164	-	-	-	7,164
Total Asset Revaluation Reserve	427,457	(27,056)	-	-	400,401
Comparatives	426,610	847	-	-	427,457

Note 10. Assets Subject to Restrictions

The nature of some of the City of Unley's assets, and in particular Centennial Park, is such that they have restricted use either because of legal restrictions, heritage or community expectation so that these assets would continue to be held for the benefit of the community.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2017	2016
(a). Reconciliation of Cash			
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:			
Total Cash & Equivalent Assets	5	29	217
Less: Short-Term Borrowings	8	(1,942)	(2,167)
Balances per Statement of Cash Flows		(1,913)	(1,950)

(b). Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus/(Deficit)		4,965	4,391
Non-Cash Items in Income Statements			
Depreciation, Amortisation & Impairment		7,265	6,897
Equity Movements in Equity Accounted Investments (Increase)/Decrease		(132)	(65)
Grants for Capital Acquisitions (Treated as Investing Activity Receipts)		(367)	(1,716)
Net (Gain) Loss on Disposals		(34)	51
Net Increase/(Decrease) in Unpaid Employee Benefits		270	237
Expense of Capital Items		(16)	101
		11,951	9,896
Add (Less): Changes in Net Current Assets			
Net (Increase)/Decrease in Receivables		1,789	(1,931)
Net Increase/(Decrease) in Trade & Other Payables		1,279	1,967
Net Increase/(Decrease) in Other Liabilities		11	29
Net Cash provided by (or used in) operations		15,031	9,961

(c). Financing Arrangements

Unrestricted access was available at balance date to the following lines of credit:

Bank Overdrafts	500	500
Corporate Purchase Cards	215	140
LGFA Cash Advance Debenture Facility	12,000	12,000

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 12a. Functions

Functions/Activities	Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 12(b).									
	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	Actual 2017	Actual 2016	Actual 2017	Actual 2016	Actual 2017	Actual 2016	Actual 2017	Actual 2016	Actual 2017	Actual 2016
\$ '000										
Office of the CEO	709	704	3,579	3,827	(2,870)	(3,123)	3	-	15,414	11,037
City Development	2,277	2,015	21,146	20,790	(18,869)	(18,775)	1,291	928	519,938	539,955
Business Support & Improvement	39,723	37,743	7,322	6,915	32,401	30,828	1,186	397	5,154	7,052
City Services	4,786	4,406	10,884	10,610	(6,098)	(6,204)	1,731	1,728	17,882	17,926
Total Functions/Activities	47,495	44,868	42,931	42,142	4,564	2,726	4,211	3,053	558,442	575,970

Revenues and expenses exclude net gain (loss) on disposal or revaluation of assets, net gain (loss) from joint ventures & associated entities, amounts received specifically for new or upgraded assets and physical resources received free of charge.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 12b. Components of Functions

\$ '000

The activities relating to Council functions are as follows:

OFFICE OF THE CEO

Business & Economic Development Program, Economic Development, Economic Development & Planning, Governance & Risk, Marketing & Communications, Office of the CEO, Strategic Projects

CITY SERVICES

Active Aging Program, Animal Management, Arts & Cultural Development, City Services Management, Community Bus Program, Community Centres, Community Development & Wellbeing Management, Community Events, Community Grants, Customer Experience, Development Services, Library Services, Parking Enforcement, Public & Environmental Health, Unley Museum, Unley Swimming Centre, Volunteer Development, Youth Development

BUSINESS SUPPORT & IMPROVEMENT

Business Support & Improvement Management, Business Systems & Solutions, Corporate Activities, Culture & Business Capability, Finance & Procurement, Human Resources

CITY DEVELOPMENT

City Development Management, Environmental Initiatives, Operational Services, Property Services, Recreation & Sport Planning, Strategic Asset Management, Transportation & Traffic, Urban Design, Urban Policy & Planning, Waste Management

Note 13. Financial Instruments

Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits

Accounting Policy:

Carried at lower of cost and net realisable value; Interest is recognised when earned.

Terms & Conditions:

Deposits are returning fixed interest rates between 1.5% and 2.25% (2016: 1.75% and 2.5%). Short term deposits have an average maturity of 30 days and an average interest rate of 2% (2016: 30 days and 2.42%).

Carrying Amount:

Approximates fair value due to the short term to maturity.

Note 13. Financial Instruments (continued)

\$ '000

Recognised Financial Instruments

Receivables

Rates & Associated Charges

(including legals & penalties for late payment)

Note: These receivables do not meet the definition of "financial instruments" and have been excluded from the following disclosures.

Accounting Policy:

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms & Conditions:

Secured over the subject land, arrears attract interest of 6.75% (2016: 7%). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Receivables

Fees & Other Charges

Accounting Policy:

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms & Conditions:

Unsecured, and do not bear interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Receivables

Other Levels of Government

Accounting Policy:

Carried at nominal value.

Terms & Conditions:

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.

Carrying Amount:

Approximates fair value.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 13. Financial Instruments (continued)

\$ '000

Recognised Financial Instruments

Liabilities

Creditors and Accruals

Accounting Policy:

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

Terms & Conditions:

Liabilities are normally settled on 30 day terms.

Carrying Amount:

Approximates fair value.

Liabilities

Interest Bearing Borrowings

Accounting Policy:

Carried at the principal amounts. Interest is charged as an expense as it accrues.

Terms & Conditions:

Secured over future revenues, borrowings are repayable (describe basis); interest is charged at fixed (or variable - describe) rates between 4% and 7.08% (2016: 4% and 7.08%).

Carrying Amount:

Approximates fair value.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 13. Financial Instruments (continued)

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
2017					
Financial Assets					
Cash & Equivalents	(25)	-	-	(25)	29
Receivables	1,373	-	-	1,373	1,373
Other Financial Assets	12	-	-	12	12
Total Financial Assets	1,360	-	-	1,360	1,414
Financial Liabilities					
Payables	8,246	-	-	8,246	8,246
Current Borrowings	4,099	-	-	4,099	4,153
Non-Current Borrowings	-	442	1,795	2,237	2,237
Total Financial Liabilities	12,345	442	1,795	14,582	14,636

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
2016					
Financial Assets					
Cash & Equivalents	217	-	-	217	217
Receivables	2,441	-	-	2,441	2,222
Other Financial Assets	11	-	-	11	11
Total Financial Assets	2,669	-	-	2,669	2,450
Financial Liabilities					
Payables	6,716	-	-	6,716	6,900
Current Borrowings	3,185	-	-	3,185	3,185
Non-Current Borrowings	-	2,434	2,014	4,448	4,448
Total Financial Liabilities	9,901	2,434	2,014	14,349	14,533

The following interest rates were applicable to Council's Borrowings at balance date:

	30 June 2017		30 June 2016	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Other Variable Rates	3.75%	-		-
Fixed Interest Rates	6.12%	6,390	5.10%	7,633
		6,444		7,633

Net Fair Value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 13. Financial Instruments (continued)

\$ '000

Risk Exposures

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Council is the carrying amount, net of any allowance for doubtful debts. All Council investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor **currency risk** apply.

Liquidity Risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of bank overdraft and standby borrowing facilities that it can access.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Note 14. Commitments for Expenditure

\$ '000

Notes

2017

2016

(a). Capital Commitments

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Infrastructure	806	1,435
Other	436	538
	<u>1,242</u>	<u>1,973</u>

These expenditures are payable:

Not later than one year	1,242	1,973
Later than one year and not later than 5 years	-	-
Later than 5 years	-	-
	<u>1,242</u>	<u>1,973</u>

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 14. Commitments for Expenditure (continued)

\$ '000	Notes	2017	2016
(b). Other Expenditure Commitments			
Other expenditure committed for (excluding inventories) at the reporting date but not recognised in the financial statements as liabilities:			
Audit Services		31	122
Waste Management Services		3,300	3,750
Other Maintenance Contracts		552	896
IT Maintenance Contracts		19	929
		3,902	5,697
These expenditures are payable:			
Not later than one year		2,422	4,103
Later than one year and not later than 5 years		1,480	1,594
Later than 5 years		-	-
		3,902	5,697

The City of Unley is party to a Memorandum of Agreement with the Cities of Adelaide, Burnside and West Torrens in which the councils together with the City of Mitcham, are collaborating to establish a regional subsidiary primarily for the planning and construction of flood mitigation infrastructure of a Stormwater Management Plan (SMP) for the Brown Hill and Keswick Creek catchment and providing for reuse of stormwater where feasible. Provision exists for the City of Mitcham to also execute the agreement if it chooses.

The Agreement also provides for a Steering Group with representatives of each council to progress investigations, designs and works identified in the SMP, prior to establishment of the regional subsidiary. The City of Mitcham is also represented on this Steering Group.

Since 2010, the five catchment councils have responded to direction from the Stormwater Management Authority (SMA) to produce an agreed SMP catering for the critical one in 100 year storm. In 2012 the Councils produced a SMP which was approved by the SMA and gazetted in March 2013. However the Plan required further investigations in relation to a flood mitigation design solution for upper Brown Hill Creek.

Subsequently, the 2016 SMP, updated from the 2012 version and incorporated a solution for the upper Brown Hill Creek (increasing the creek's flow capacity together with general rehabilitation of the creek) was submitted to the SMA in March 2016 and was approved. This was gazetted in February 2017. At the same time the State Government confirmed that it would contribute 50% of the cost, and this offer was accepted by the five catchment councils. The SMP proposes that the three spheres of government (federal, state and local) will each subscribe one third of the cost.

Project works under the 2016 SMP have an estimated cost of \$140 million and a planned 10 year construction period. Two works elements (Ridge Park Detention Dam and Brown Hill Creek diversion culvert at Goodwood) have been constructed to date at a total cost of \$7.8 million out of a total expenditure of \$9 million to 2017. Planning and design are underway for construction of further works to commence in 2018. Progress also is being made towards the establishment of the regional subsidiary by February 2018. The Councils and the State Government continue to seek Commonwealth assistance as proposed in the SMP. Unley's share of the local government component is set at 21%, which equates to approximately \$15 million based on a 50% local government apportionment.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 15. Financial Indicators

\$ '000	Amounts	Indicator	Prior Periods	
	2017	2017	2016	2015

These Financial Indicators have been calculated in accordance with *Information paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

1. Operating Surplus Ratio

Operating Surplus	4,564	10%	6%	8%
Total Operating Revenue	47,495			

This ratio expresses the operating surplus as a percentage of total operating revenue.

1a. Adjusted Operating Surplus Ratio

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.

3,971	8%	7%	6%
47,495			

2. Net Financial Liabilities Ratio

Net Financial Liabilities	15,347	32%	29%	35%
Total Operating Revenue	47,495			

Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.

3. Asset Sustainability Ratio

Net Asset Renewals	8,421	116%	81%	97%
Infrastructure & Asset Management Plan required expenditure	7,265			

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 16. Uniform Presentation of Finances

\$ '000	2017	2016
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	47,495	44,868
less Expenses	(42,931)	(42,142)
Operating Surplus / (Deficit)	4,564	2,726
less Net Outlays on Existing Assets		
Capital Expenditure on Renewal and Replacement of Existing Assets	8,811	6,815
less Depreciation, Amortisation and Impairment	(7,265)	(6,897)
less Proceeds from Sale of Replaced Assets	(390)	(367)
Subtotal	1,156	(449)
less Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	5,933	2,356
less Amounts Received Specifically for New and Upgraded Assets	(367)	(1,716)
Subtotal	5,566	640
Net Lending / (Borrowing) for Financial Year	(2,158)	2,535
Net Financial Liabilities at Beginning of Year	(13,042)	(15,611)
Net (gain) / loss Joint Ventures & Associates	-	(65)
Decrease / (increase) in Other	-	99
Net Financial Liabilities at End of Year	(15,200)	(13,042)

Note 17. Operating Leases

Council does not have any Operating Leases

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 18. Superannuation

\$ '000

The Council makes employer superannuation contributions in respect of its employees to Statewide Super (formerly Local Government Superannuation Scheme). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

Accumulation only Members

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2016/17; 9.50% in 2015/16). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit Fund) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2015/16) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their Accumulation account. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, A C Miller, FIAA, of Russell Employee Benefits Pty Ltd as at 30 June 2014. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

Contributions to Other Superannuation Schemes

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 19. Interests in Other Entities

\$ '000

Joint Operation - Brown Hill Keswick Creek Project

The City of Unley is party to a Memorandum of Agreement (MOA) with the Cities of Adelaide, Burnside and West Torrens which the councils together with the City of Mitcham are collaborating in a project to establish a regional subsidiary primarily for the planning and construction of flood mitigation infrastructure of a Storm Water Management Plan (SMP) for the Brown Hill and Keswick Creeks catchment and providing for reuse of stormwater where feasible. Provision exists for Mitcham Council to also execute the Agreement if it chooses.

The agreement also provides for a Steering Group with representatives of each Council to progress investigations, designs and works identified in the SMP, prior to establishment of the regional subsidiary. The City of Mitcham is also represented on this Steering Group.

The Project is jointly managed by the five Councils, with assets, revenue and expenses shared on the basis set out in the Agreement and SMP. Council's share of the Project's assets are included in Note 7 of the Financial Statements. The City of Unley's share of revenue and expenses of the Project are included in Note 2 and 3 of the financial Statements respectively. Each Party is responsible for its own internal costs of the Project.

Under the MOA, the City of Unley acts as "Host" to the Project, providing for the administration and coordination of the performance of the Agreement including:

- arranging the preparation of documents,
- entering into agreements with third parties as directed by the Steering Group,
- keeping records,
- employment of support staff as directed by the Steering Group,
- project management,
- holding moneys contributed by the Councils and other parties and
- disbursement of payments as directed by the Steering Group.

Under Australian Accounting Standards, the City of Unley should only recognise transactions from activities it controls. It is considered that the City of Unley does not control the Brown Hill Keswick Creek Project. Therefore City of Unley, in its role as host does not recognise payments made on behalf of the Project nor contributions received from other Councils in its Statement of Comprehensive Statement or Statement of Financial Position.

For the year ended 30 June 2017, the Brown Hill Keswick Creek Project made disbursements of \$225k and received contributions of \$450k.

Equity Accounted Council Business - Centennial Park

Within the terminology of Section 43 of the Local Government Act 1999, the Centennial Park Cemetery Trust Incorporated is a joint controlling authority of the City of Unley and the City of Mitcham each having a 50% interest in the assets, liabilities and operations of the Authority. The Authority was established in the cemetery industry and no financial contributions have been made to the Authority in the financial year. The City of Unley's investment in the Authority has been accounted for under the equity method.

All joint ventures and associates are required to prepare Annual Financial Statements that comply with the SA Local Government Model Financial Statements.

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 19. Interests in Other Entities

\$ '000

All joint ventures and associates are required to prepare Annual Financial Statements that comply with the SA Local Government Model Financial Statements.

	Council's Share of Net Income		Council's Share of Net Assets	
	2017	2016	2017	2016
Associates	132	65	15,414	11,037
Total	132	65	15,414	11,037

(i) JOINT VENTURES, ASSOCIATES AND JOINT OPERATIONS

(a) Carrying Amounts

Name of Entity	Principal Activity	2017	2016
Centennial Park Cemetery Authority	Cemetery Industry	15,414	11,037
Total Carrying Amounts - Joint Ventures & Associates		15,414	11,037

(b) Relevant Interests

Name of Entity	Interest in Operating Result		Ownership Share of Equity		Proportion of Voting Power	
	2017	2016	2017	2016	2017	2016
Centennial Park Cemetery Authority	50%	50%	50%	50%	50%	50%

(c) Movement in Investment in Joint Venture or Associate

	Centennial Park Cemetery Authority	
	2017	2016
Opening Balance	11,037	10,977
Share in Operating Result	132	65
Share in Other Comprehensive Income	4,245	(5)
Council's Equity Share in the Joint Venture or Associate	15,414	11,037

The City of Unley

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

Note 19. Interests in Other Entities

\$ '000

(d) Summarised Financial Information of the Equity Accounted Business

Statement of Financial Position	Centennial Park Cemetery Authority	
	2017	2016
Cash and Cash Equivalents	10,638	9,536
Other Current Assets	1,395	1,698
Non-Current Assets	35,436	27,040
Total Assets	47,469	38,274
Current Trade and Other Payables	1,827	1,391
Current Provisions	200	173
Non-Current Provisions	14,614	14,637
Total Liabilities	16,641	16,201
Net Assets	30,827	22,073

Statement of Comprehensive Income	2017	2016
	Other Income	9,924
Interest Income	259	292
Total Income	10,183	9,643
Employee Costs	4,131	3,830
Materials, Contracts & Other Expenses	4,196	4,004
Depreciation, Amortisation and Impairment	1,553	1,639
Total Expenses	9,880	9,473
Operating Result	303	170

Contingent Liabilities of the Associate

Each Member is Jointly and Severally Liable for the Debts of the Operation

- arising from Council's Share of Associate
- arising from Joint and Several Liability of all Members

The Authority has contingent liabilities with respect to the redemption of unused licences in the event that the Authority ceases to take any business. The Burial and Cremation Act 2013 mandates the refund of unexercised licences at current prices less a provision for administration, maintenance and establishment costs. The calculation is determined in the regulations. The contingent liability as at 30 June 2017 is \$11,823,040. An actual liability will only arise if a claim is made by existing licence holders in the future. Based on the Board's understanding of the experience of Cemetery operators interstate when similar legislation was introduced, it is considered that the likelihood of future claims arising which could have a significant impact on Centennial Park is remote.

Total unused interment rights account for approximately 7.10% of 47,508 burial interment rights currently issued. Total unused interment rights account for approximately 7.40% of 40,490 memorial interment rights currently issued. Once an interment or placement of a monument has occurred a licence cannot be redeemed.

Note 20. Non-Current Assets Held for Sale & Discontinued Operations

\$ '000

Council does not have any Non-Current Assets Held for Sale or any Discontinued Operations

Note 21. Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet

The following assets and liabilities do not qualify for recognition in the Balance Sheet, but knowledge & is considered relevant to the users of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. LAND UNDER ROADS

As reported in the Financial Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in the reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

At reporting date, Council controlled 167.2 km of road reserves of average width 12 metres.

2. POTENTIAL INSURANCE LOSSES

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to deductible "insurance excesses", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

3. LEGAL MATTERS

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 3 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2017

Note 22. Events after the Balance Sheet Date

Events that occur after the reporting date of 30 June 2017, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

Council has adopted the date of receipt of the Auditors' Report as the appropriate "authorised for issue" date relating to these General Purpose Financial Statements.

Accordingly, the "authorised for issue" date is 09/10/17.

Council is unaware of any material or significant "non adjusting events" that should be disclosed.

Note 23. Related Party Transactions

\$ '000

2017

Key Management Personnel

Transactions with Key Management Personnel

The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the *Local Government Act 1999*. In all, 18 persons were paid the following total compensation:

The compensation paid to Key Management Personnel comprises:

Short-Term Employee Benefits	939,182
Long-Term Benefits	155,466
Total	1,094,648

Amounts paid as direct reimbursement of expenses incurred on behalf of Council have not been included above.

Receipts from Key Management Personnel comprise:

Other than amounts paid as ratepayers or residents (e.g. rates, swimming pool entry fees, etc.), or for reimbursements, Council received the following amounts in total:

Total	-
--------------	----------

Other Related Party Transactions:

Other than amounts paid or received as ratepayers or residents, Council received or paid the following amounts in total:

Total	-
--------------	----------

The City of Unley

General Purpose Financial Statements for the year ended 30 June 2017

Auditor's Report - Financial Statements

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The City of Unley

General Purpose Financial Statements for the year ended 30 June 2017

Auditor's Report - Financial Statements

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The City of Unley

General Purpose Financial Statements for the year ended 30 June 2017

Auditor's Report - Internal Controls

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The City of Unley

General Purpose Financial Statements for the year ended 30 June 2017

Auditor's Report - Internal Controls

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The City of Unley

General Purpose Financial Statements

for the year ended 30 June 2017

Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of The City of Unley for the year ended 30 June 2017, the Council's Auditor, BDO has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.

Peter Tsokas
CHIEF EXECUTIVE OFFICER

John Rawson
PRESIDING MEMBER, AUDIT COMMITTEE

Date:



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INDEPENDENT AUDITOR'S REPORT TO THE PRINCIPAL MEMBER OF THE CITY OF UNLEY

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of the City of Unley ("the Council"), which comprises the statement of financial position as at 30 June 2017, the statement of profit and loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial report, including a summary of significant accounting policies, and the certification of the financial statements.

In our opinion the financial report of the City of Unley, presents fairly, in all material respects, the Council's financial position as at 30 June 2017 and its financial performance for the year ended on that date in accordance with Australian Accounting Standards, the *Local Government Act 1999*, and the *Local Government (Financial Council's officers) Regulations 2011*.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Council in accordance with the *Local Government Act 1999* and the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Local Government Act 1999*, which has been given to the Council, would be in the same terms if given to the Council as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

Management is responsible for the other information. The other information obtained at the date of this auditor's report is information included in the Annual Report, but does not include the financial report and our auditor's report thereon

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report of the City of Unley, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



Council's responsibility for the Financial Report

The Council's officers are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the *Local Government Act 1999* and the *Local Government (Financial Council's officers) Regulations 2011* and for such internal control as the Council's officers determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Council's officers are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council's officers either intend to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at: http://www.auasb.gov.au/auditors_files/ar3.pdf.

This description forms part of our auditor's report.

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

BDO Audit (SA) Pty Ltd

A handwritten signature in blue ink that reads 'G K Edwards'.

G K Edwards
Director

Adelaide, 18 October 2017



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AUSTRALIA

CERTIFICATION OF AUDITOR INDEPENDENCE

I confirm that, for the audit of the financial statements of the City of Unley for the year ended 30 June 2017, I have maintained my independence in accordance with the requirements of APES 110 - Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) Local Government (Financial Management) Regulations 2011.

BDO Audit (SA) Pty Ltd

G K Edwards
Director

Adelaide, 18 October 2017



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INDEPENDENT ASSURANCE REPORT ON THE INTERNAL CONTROLS OF THE CITY OF UNLEY

Scope

We have undertaken a reasonable assurance engagement on the design and the operating effectiveness of controls established by City of Unley ("the Council") in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, throughout the period 1 July 2016 to 30 June 2017 relevant to ensuring such transactions have been conducted properly and in accordance with law.

The Council's Responsibility for the Internal Controls

The Council is responsible for:

- a) the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities;
- b) identifying the control objectives;
- c) identifying the risks that threaten achievement of the control objectives;
- d) designing controls to mitigate those risks, so that those risks will not prevent achievement of the identified control objectives; and
- e) operating effectively the controls as designed throughout the period.

Our Independence and Quality Control

We have complied with the relevant ethical requirements relating to assurance engagements, which include independence and other requirements founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour. In accordance with Auditing Standard ASQC 1 Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements, BDO Audit Partnership (SA) maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Assurance Practitioner's Responsibility

Our responsibility is to express an opinion on the suitability of the design to achieve the control objectives and operating effectiveness of controls established by the Council in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures. We conducted our engagement in accordance with Standard on Assurance Engagements ASAE 3150 Assurance Engagements on Controls issued by the Auditing and Assurance Standards Board. That standard requires that we comply with relevant ethical requirements and plan and perform our procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the control objectives and the controls operated effectively throughout the period.



An assurance engagement to report on the design and operating effectiveness of controls involves performing procedures to obtain evidence about the suitability of the design of controls to achieve the control objectives and the operating effectiveness of controls throughout the period. The procedures selected depend on our judgement, including the assessment of the risks that the controls are not suitably designed or the controls did not operate effectively. Our procedures included testing the operating effectiveness of those controls that we consider necessary to achieve the control objectives identified. An assurance engagement of this type also includes evaluating the suitability of the control objectives.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved and so fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on operating effectiveness of controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

Opinion

Our opinion has been formed on the basis of the matters outlined in this report.

In our opinion, in all material respects:

- (a) the controls established by City of Unley in relation to financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities were suitably designed to ensure such transactions have been conducted properly and in accordance with law; and
- (b) the controls operated effectively as designed throughout the period from 1 July 2016 to 30 June 2017.

BDO Audit (SA) Pty Ltd

G K Edwards
Director

Adelaide, 18 October 2017



ANNUAL ACCOUNTS
FOR THE YEAR ENDED
30TH JUNE 2017

Centennial Park Cemetery Authority

760 Goodwood Road, Pasadena, South Australia 5042

Telephone: (08) 8276 6011 – Facsimile: (08) 8275 2266

Email: enquiry@centpark.org.au

Website: www.centennialpark.org.au

Centennial Park Cemetery Authority

General Purpose Financial Reports for the year ended 30 June 2017

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CENTENNIAL PARK CEMETERY AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

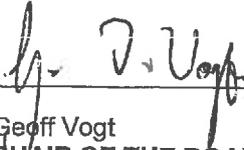
CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Centennial Park Cemetery Authority to certify the financial statements in their final form. In our opinion:

- The accompanying financial statements comply with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011* and the Australian Accounting Standards.
- The financial statements present a true and fair view of the Authority's financial position at 30 June 2017 and the results of its operations and cash flows for the financial year.
- Internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- The financial statements accurately reflect the Authority's accounting and other records.



Janet Miller
CHIEF EXECUTIVE OFFICER



Geoff Vogt
CHAIR OF THE BOARD

Dated this 31st day of August 2017

Centennial Park Cemetery Authority

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2017

	Notes	2017 \$	2016 \$
INCOME			
User charges - Sales	2	9,924,155	9,350,477
Investment income	2	<u>259,550</u>	<u>292,091</u>
Total Income		<u>10,183,705</u>	<u>9,642,568</u>
EXPENSES			
Employee costs	3	4,131,208	3,830,297
Materials, contracts & other expenses	3	4,196,181	4,003,615
Depreciation, amortisation & impairment	3	<u>1,553,349</u>	<u>1,639,020</u>
Total Expenses		<u>9,880,738</u>	<u>9,472,931</u>
OPERATING SURPLUS / (DEFICIT)		302,968	169,636
Net gain (loss) on disposal or revaluation of assets	4	<u>(38,738)</u>	<u>(40,287)</u>
NET SURPLUS / (DEFICIT)		<u>264,230</u>	<u>129,349</u>
Other Comprehensive Income			
Changes in revaluation surplus	7	<u>8,489,891</u>	<u> </u>
Total Other Comprehensive Income		<u>8,489,891</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME		<u>8,754,121</u>	<u>129,349</u>

This Statement is to be read in conjunction with the attached Notes.

Centennial Park Cemetery Authority

STATEMENT OF FINANCIAL POSITION
as at 30 June 2017

	Notes	2017 \$	2016 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5	10,637,562	9,536,493
Trade & other receivables	5	698,029	937,899
Inventories	5	697,444	759,941
Total Current Assets		<u>12,033,035</u>	<u>11,234,333</u>
Non-current Assets			
Infrastructure, Property, Plant & Equipment	7	34,678,586	26,307,719
Other Non-current Assets	6	757,447	731,684
Total Non-current Assets		<u>35,436,033</u>	<u>27,039,403</u>
Total Assets		<u>47,469,068</u>	<u>38,273,736</u>
LIABILITIES			
Current Liabilities			
Trade & Other Payables	8	1,827,313	1,391,415
Provisions	8	200,386	172,736
Total Current Liabilities		<u>2,027,699</u>	<u>1,564,151</u>
Non-current Liabilities			
Provisions	8	14,614,170	14,636,507
Total Non-current Liabilities		<u>14,614,170</u>	<u>14,636,507</u>
Total Liabilities		<u>16,641,869</u>	<u>16,200,658</u>
NET ASSETS		<u>30,827,199</u>	<u>22,073,078</u>
EQUITY			
Contributed Equity	16	48,702	48,702
Accumulated Surplus		7,520,631	7,633,085
Asset Revaluation Reserve	9	23,227,097	14,360,522
Other Reserves	9	30,769	30,769
TOTAL EQUITY		<u>30,827,199</u>	<u>22,073,078</u>

This Statement is to be read in conjunction with the attached Notes.

Centennial Park Cemetery Authority

STATEMENT OF CHANGES IN EQUITY for the year ended 30 June 2017

	Notes	Accumulated Surplus \$	Asset Revaluation Reserve \$	Other Reserves \$	Contributed Equity	TOTAL EQUITY \$
2017						
Balance at end of previous reporting period		7,633,085	14,360,522	30,769	48,702	22,073,078
Net Surplus / (Deficit) for Year		264,230				264,230
Other Comprehensive Income						
Gain on revaluation of infrastructure, property, plant & equipment		(376,684)	8,489,891			8,489,891
Impairment (expense) / recoupments offset to asset revaluation reserve			376,684			-
Balance at end of period		7,520,631	23,227,097	30,769	48,702	30,827,199
2016						
Balance at end of previous reporting period		7,489,072	14,375,186	41,943	48,702	21,954,903
Net Surplus / (Deficit) for Year		129,349				129,349
Other Comprehensive Income						
Impairment (expense) / recoupments offset to asset revaluation reserve		14,664	(14,664)	(11,174)		(11,174)
Balance at end of period		7,633,085	14,360,522	30,769	48,702	22,073,078

This Statement is to be read in conjunction with the attached Notes

Centennial Park Cemetery Authority

STATEMENT OF CASH FLOWS for the year ended 30 June 2017

	Notes	2017 \$	2016 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
<u>Receipts</u>			
Operating receipts		10,855,280	10,288,806
Investment receipts		259,550	292,091
<u>Payments</u>			
Operating payments to suppliers & employees		<u>(8,514,936)</u>	<u>(9,226,942)</u>
Net Cash provided by (or used in) Operating Activities		2,599,894	1,353,955
 CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Receipts</u>			
Sale of replaced assets		131,020	67,740
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(936,332)	(844,216)
Expenditure on new/upgraded assets	14	<u>(693,513)</u>	<u>(1,553,939)</u>
Net Cash provided by (or used in) Investing Activities		(1,498,825)	(2,330,415)
 CASH FLOWS FROM FINANCING ACTIVITIES			
Net Cash provided by (or used in) Financing Activities		-	-
Net Increase (Decrease) in cash held		1,101,069	(976,460)
Cash & cash equivalents at beginning of period		<u>9,536,493</u>	<u>10,512,953</u>
Cash & cash equivalents at end of period		<u>10,637,562</u>	<u>9,536,493</u>

This Statement is to be read in conjunction with the attached Notes

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2017

Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

The financial report covers Centennial Park Cemetery Authority ("the Authority") as an individual entity and regional subsidiary in South Australia under the Local Government Act.

The Authority is a regional subsidiary under the Local Government Act 1999 jointly controlled by the City of Mitcham and the City of Unley.

1 Basis of Preparation

1.1 Compliance with Australian Accounting Standards

This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised for issue by certificate under regulation 14 of the Local Government (Financial Management) Regulations 2011 dated 31st August 2017.

1.2 Historical Cost Convention

Except where stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying the Authority's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

The Board evaluates estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Authority.

Key Estimates – Future Upkeep Provision

In relation to the Future Upkeep Provision recognised in the financial statements the Board have calculated the balance on the following basis:

Current costs have been applied to an anticipated future level of service based on reduced activity at the Authority. This includes estimating reductions in administration, staffing, gardening and maintenance costs for burial and memorial maintenance.

These estimated unit costs for memorials and burials were then discounted according to the expiry year of the interment right as the basis for measurement of the provision.

The underlying basis for this calculation has been adopted by the Board and included in the Future Upkeep Provision Policy which is reviewed annually.

1.4 Rounding

All amounts in the financial statements have been rounded to the nearest dollar.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 1 - Significant Accounting Policies (cont)

2 The Reporting Entity

The Centennial Park Cemetery Authority is established under the SA Local Government Act 1999 and has its principal place of business at 760 Goodwood Road, Pasadena.

The principal activities relating to the Authority's functions are:

Provision of cremation, cemetery, chapel services and memorial garden facilities.

3 Income recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Authority obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

All revenue is recognised when the transaction is completed. Cremation, burial interment and monumental permit fees are recognised when the service is performed. Plaque and base sales are recognised when payment is received. Cemetery and memorial interment right fees are regarded as the sale of the right of interment to the purchaser. The transaction is considered complete once the right of interment is granted and does not constitute a rental agreement. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets. All revenue is stated net of the amount of goods and services tax (GST).

4 Cash, Cash Equivalents and other Financial Instruments

Cash Assets include all amounts readily convertible to cash on hand at the Authority's option with an insignificant risk of changes in value with a maturity of twelve months or less from the date of acquisition.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful. As at 30th June 2017 there were no doubtful debts (2016: \$0.00).

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 11.

5 Inventories

All inventories are valued at the lower of cost or net realisable value. Costs are assigned on a specific identification basis and include costs and appropriate overheads if any.

6 Infrastructure, Property, Plant & Equipment

6.1 Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. Fair value is based on the exit price for an identical item likely to be achieved in an active market by a willing but not anxious seller.

Capital works still in progress at balance date are recognised as other non-current assets and transferred to infrastructure, property, plant & equipment when completed and ready for use.

6.2 Materiality

The current policy is to expense all capital items less than \$1,000.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2017

Note 1 - Significant Accounting Policies (cont)

6.3 Subsequent Recognition

Certain asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value for a number of asset classes including land, buildings and other structures and infrastructure. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Further detail of these uncertainties and of existing valuations, methods and valuers are provided at Note 7.

6.4 Depreciation of Non-Current Assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of the Authority, best reflects the consumption of the service potential embodied in those assets.

Major depreciation periods for each class of asset are shown below. Depreciation periods for infrastructure assets have been estimated based on the best information available to the Authority, but appropriate records covering the entire life cycle of some of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

Plant, Furniture & Equipment	
Plant & Equipment	2.5 to 10 years
Building & Other Structures	
Buildings	20 to 70 years
Other Structures	5 to 25 years
Infrastructure	
Infrastructure	12 to 100 years
Other Assets	
Motor Vehicles	4 to 10 years

6.5 Impairment

Assets that have an indefinite useful life are not subject to depreciation and are reviewed annually for impairment. Assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash outflows or value in use).

Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if the Authority were deprived thereof, are not subject to impairment testing.

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in the Asset Revaluation Reserve, any excess being recognised as an expense.

Land used for cemetery purpose is zoned Institutional and subject to legislative restrictions and considered to be impaired.

7 Payables

7.1 Goods & Services

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid within 30 days after the month of invoice. No interest is payable on these amounts.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2017

Note 1 - Significant Accounting Policies (cont)

7.2 Payments Received in Advance & Deposits

Amounts received from external parties in advance of service delivery are recognised as liabilities until the service is delivered, or the amount is refunded as the case may be.

8 Employee Benefits

8.1 Salaries, Wages & Compensated Absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based on costs) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based on costs) to be made in respect of services provided by employees up to the reporting date.

No accrual is made for sick leave as the Authority experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. The Authority does not make payment for untaken sick leave, except when a staff member leaves and within 13 weeks of having done so, is engaged by an entity covered by the Local Government Act (SA) 1999.

Present values are calculated using the 10 year government bond rate of 2.69% (2016: 1.95%)

8.2 Superannuation

The Authority makes employer superannuation contributions in respect of its employees to Statewide Superannuation Scheme (the Scheme), and other superannuation schemes selected by employees under the "choice of fund" legislation. The Scheme has two types of membership, each of which is funded differently. Details are included in Note 15.

9 Leases

Lease arrangements have been accounted for in accordance with Australian Accounting Standard AASB 117. Lease payments are charged to expense over the lease term.

10 GST Implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax" Receivables and Creditors include GST receivable and payable. Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable. Non-current assets and capital expenditures include GST net of any recoupment. Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of the item of expense.

11 Comparative Information

Comparative information has been reclassified to be consistent with the current year disclosure of equivalent information in accordance with AASB 101.

12 Future Upkeep Provision

Interment Rights are issued for varying terms from 25 years up to and including perpetuity. Interment Rights can be extended in five year increments. Interment Right holders have an expectation that the Park environs will be maintained to an appropriate standard for the interment right period. The Authority considers this to be a constructive obligation.

In accordance with AASB 137 "Provisions, Contingent Liabilities and Contingent Assets" a provision is recognised when there is a legal or constructive obligation as a result of a past event and it is probable that a future sacrifice of economic benefits will be required and that outflow can be reliably measured.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 1 - Significant Accounting Policies (cont)

If the effect is material, a provision is determined by discounting the expected future cash flows required to settle the obligation at a rate that reflects current market assessments of the time value of money. The amount of the obligation is based on an independent actuarial calculation of current constructive obligations, technology and price levels. The provision is recognised fully in the financial statements on the basis of this calculation.

Actual outflows can differ from estimates due to changes in laws, regulations, public expectations, technology, prices and conditions and can take place many years in the future. The carrying value of the provision is regularly reviewed and adjusted to take into account such change.

In general, the further into the future that a cash outflow for a liability is expected to occur, the greater the degree of uncertainty around the amount and timing of that cash outflow.

A change in the estimate of a recognised provision or liability would result in a charge or credit to the Statement of Comprehensive Income, in the period in which the change occurs.

13 Payments to Constituent Councils

A Liability Guarantee fee of \$400,016 was paid to the Constituent Councils (2016 Liability Guarantee Fee \$413,211).

14 Income Tax

Centennial Park is exempt from Income Tax by virtue of it satisfying the provisions of section 24AR of the Income Tax Assessment Act 1936 so as to constitute a State/Territory body (an STB).

15 New Accounting Standards

Certain new accounting standards and UIG interpretations have been published that are not mandatory, and have not been adopted, for the 30 June 2017 reporting period.

AASB	Title
9	Financial Instruments
15	Revenue from Contracts with Customers
16	Leases
2014-5	Amendments to Australian Accounting Standards arising from AASB 15
2014-7	Amendments to Australian Accounting Standards arising from AASB 9
2014-8	Amendments to Australian Accounting Standards arising from AASB 9 (December 2014) - Application of AASB 9 (December 2009) and AASB 9 (December 2010)
2015-2	Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101
2015-6	Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities
2015-8	Amendments to Australian Accounting Standards – Effective Date of AASB 15
2015-9	Amendments to Australian Accounting Standards – Scope and Application Paragraphs (AASB 8, AASB 133 & AASB 1057)
2015-10	Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128
2016-2	Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107
2016-3	Amendments to Australian Accounting Standards – Clarifications to AASB 15
2016-7	Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities

The Authority is currently reviewing the introduction of AASB 15 and AASB 16 which may to have a material impact on the financial reports for 2018/19.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 2 - INCOME

	Notes	2017 \$	2016 \$
USER CHARGES - SALES			
Cremation Fees		1,468,646	1,355,405
Burial Fees		1,542,021	1,523,858
Monument Permit Fees		177,638	184,203
Cemetery Interment Right Fees		2,671,465	2,281,613
Memorial Interment Right Fees		1,973,159	1,978,213
Memorial Fees - Other		259,592	283,528
Chapel Fees		1,207,922	1,096,913
Plaque & Base Sales		590,729	616,763
Sundry		32,983	29,982
		<u>9,924,155</u>	<u>9,350,477</u>
INVESTMENT INCOME			
Interest on investments			
Local Government Finance Authority		120,794	71,835
Banks & other		138,757	220,256
		<u>259,550</u>	<u>292,091</u>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 3 - EXPENSES

	Notes	2017 \$	2016 \$
EMPLOYEE COSTS			
Salaries and Wages		3,087,103	2,934,670
Employee leave expense		571,819	522,663
Superannuation - defined contribution plan contributions	15	369,766	345,924
Workers' Compensation Insurance		118,675	117,292
Other			
Less: Capitalised and distributed costs		(16,155)	(90,252)
Total Operating Employee Costs		4,131,208	3,830,297
 Total Number of Employees		 49	 49
<i>(Full time equivalent at end of reporting period)</i>			
 MATERIALS, CONTRACTS & OTHER EXPENSES			
<u>Prescribed Expenses</u>			
Auditor's Remuneration			
- Auditing the financial reports		16,000	15,000
Subtotal - Prescribed Expenses		16,000	15,000
 <u>Other Materials, Contracts & Expenses</u>			
Contractors		653,004	556,128
Energy		213,439	201,732
Insurance		94,164	105,497
Maintenance		589,801	517,275
Legal Expenses		47,008	34,940
Parts, accessories & consumables		1,457,765	1,531,288
Professional services		337,843	289,736
Sundry		387,139	338,807
Individually Significant Items			
- Liability Guarantee Fee		400,016	413,211
Subtotal - Other Materials, Contracts & Expenses		4,180,181	3,988,615
		4,196,181	4,003,615
 INDIVIDUALLY SIGNIFICANT ITEMS			
Liability Guarantee Fee		400,016	413,211

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 3 - EXPENSES (cont)

	Notes	2017 \$	2016 \$
DEPRECIATION, AMORTISATION & IMPAIRMENT			
Depreciation			
Buildings & Other Structures		306,843	273,999
Infrastructure		655,658	610,163
Plant & Equipment		428,975	593,102
Other Assets		161,873	161,756
		<u>1,553,349</u>	<u>1,639,020</u>

Note:

There is no Amortisation.

There is no Impairment that affects the Statement of Comprehensive Income.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 4 - ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

	2017	2016
Notes	\$	\$
INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT		
<i>Assets renewed or directly replaced</i>		
Proceeds from disposal	131,020	67,740
Less: Carrying amount of assets sold	<u>169,758</u>	<u>108,027</u>
Gain (Loss) on disposal	<u>(38,738)</u>	<u>(40,287)</u>
NET GAIN (LOSS) ON DISPOSAL OR REVALUATION OF ASSETS	<u>(38,738)</u>	<u>(40,287)</u>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 5 - CURRENT ASSETS

	Notes	2017	2016
CASH & EQUIVALENT ASSETS		\$	\$
Cash on Hand and at Bank		168,881	391,472
Deposits at Call		868,681	419,772
Short Term Deposits & Bills, etc		9,600,000	8,725,249
		<u>10,637,562</u>	<u>9,536,493</u>
 TRADE & OTHER RECEIVABLES			
Accrued Revenues		-	76,184
Debtors - general		506,258	472,237
Prepayments & Other Receivables		191,771	389,478
Total		<u>698,029</u>	<u>937,899</u>
 INVENTORIES			
Stores & Materials		78,926	67,043
Trading Stock		618,518	692,898
		<u>697,444</u>	<u>759,941</u>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 6 - NON-CURRENT ASSETS

	2017	2016
OTHER NON-CURRENT ASSETS		
Capital Works-in-Progress	<u>757,447</u>	<u>731,684</u>
	<u>757,447</u>	<u>731,684</u>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	FAIR VALUE LEVEL	2016 \$				2017 \$			
		AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT	AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT
Land	2	771,763			771,763	5,650,000		5,650,000	
Land	3	1,740,000			1,740,000				
Buildings & Other Structures	2	4,404,846		(255,228)	4,149,618	25,000	(258)	129,132	
Buildings & Other Structures	3	10,021,985		(1,279,097)	8,742,888	20,317,672	(7,438,084)	12,879,588	
Infrastructure	2				-	25,000	(689)	296,453	
Infrastructure	3	22,548,588		(13,114,794)	9,433,794	52,050,057	(37,584,747)	14,465,310	
Plant & Equipment			2,945,391	(2,158,558)	786,833		(2,288,784)	578,735	
Motor Vehicles			1,352,850	(670,027)	682,823		(671,915)	679,368	
TOTAL PROPERTY, PLANT & EQUIPMENT		39,487,182	4,298,241	(17,477,704)	26,307,719	78,067,729	(47,984,477)	34,678,586	

This Note continues on the following pages.

The Authority's policy is to recognise transfers into and out of the different fair value hierarchy levels at the date of the event or change in circumstances that cause the transfer occurred.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	Fair Value Level	CARRYING AMOUNT MOVEMENTS DURING YEAR										2017 \$				
		2016	Additions					Disposals		Transfers	Depreciation		Net Revaluation	CARRYING AMOUNT		
		CARRYING AMOUNT	New/Upgrade	Renewals	Carrying Amount											
Land	2	771,763														5,650,000
Land	3	1,740,000														-
Buildings & Other Structures	2	4,149,618	358,268	104,599			(41,940)		(112,149)							129,132
Buildings & Other Structures	3	8,742,888							(301,009)							12,879,588
Infrastructure	2		273,781	487,274					(15,192)							296,453
Infrastructure	3	9,433,794							(649,466)							14,485,310
Plant & Equipment		786,833	50,220	66,860					(2,518)							578,735
Motor Vehicles		682,823	11,244	251,837					(104,663)							679,368
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT		26,307,719	693,513	910,570			(189,756)		(1,353,349)					8,489,891		34,678,586
		25,638,844	1,553,939	861,983			(108,327)		(1,639,020)							26,307,719

Note: There were losses of \$62,577 in disposal of Level 3 assets during the financial year, comprising Buildings & Other Structures of \$41,940 and Infrastructure of \$20,637 (2015/16 \$47,063).

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 7 (cont) – INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

Valuation of Assets

Fair Value Measurement

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for recognition and measurement requirements for disclosure purposes.

AASB 13 *Fair Value Measurement* requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

- Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the Authority can access at measurement date.
- Level 2:** Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

Classifications are reviewed at each reporting date and transfers between levels are determined based on a reassessment of the lowest level of input that is significant to fair value measurement.

Valuation techniques used to derive Level 2 and Level 3 fair values recognised in the financial statements

The following table sets out the valuation techniques used to measure fair value within Level 2, including a description of the significant inputs used.

Description	Valuation approach and inputs used
Land	Sale price comparison approach. Sales prices of comparable land in a similar location are adjusted for differences in key attributes such as land size. The valuation model is based on price per square metre.
Buildings & Other Structures	Depreciated replacement cost being the current cost to construct the asset (or its modern engineering equivalent) less an allowance for depreciation that would have accumulated since original construction. Buildings and other structures have been allocated to Level 2 where unobservable inputs do not have a significant impact on the valuation.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 7 – Property, Plant & Equipment (cont)

The following table sets out the valuation techniques used to measure fair value within Level 3, including details of the significant unobservable inputs used and the relationship between unobservable inputs and fair value.

Description	Valuation approach
Buildings & Other Structures	Depreciated replacement cost being the current cost to construct the asset (or its modern engineering equivalent) less an allowance for depreciation that would have accumulated since original construction.
Infrastructure	Depreciated replacement cost being the current cost to construct the asset (or its modern engineering equivalent) less an allowance for depreciation that would have accumulated since original construction.
Land	Sales price comparison with discounts based on market evidence.

Building & Other Structures and Infrastructure shown in fair value hierarchy level 2 and 3 were revalued as at 30 April 2017 by Martin Burns, Senior Commercial Valuer – Certified Practicing Valuer of Liquid Pacific. Subsequent additions at cost have been disclosed in the respective fair value hierarchy on the basis that cost is a material representation of fair value.

Land for cemetery purposes is zoned Institutional is considered a restricted asset. The valuation of the Land was based on sales of similarly zoned land which prohibit development.

Increases in the carrying amount arising on revaluation of land, buildings, improvements, plant, machinery and contents are credited to a revaluation reserve in equity. Decreases that offset previous increases of the same asset class are charged against fair value reserves directly in equity; all other decreases are charged to the income statement.

Land & Land Improvements

Estimated future costs of reinstatement of land, capitalised in accordance with AASB 116.16(c), are reviewed annually (see Note 1) and depreciated over the estimated remaining life of the relevant asset.

Land available for burials and memorials is a restricted asset as the Authority has issued interment rights to third parties for perpetuity and the site must be maintained for the term of the interment right.

Buildings & Other Structures

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

The cost of assets constructed within the Authority includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 7 – Property, Plant & Equipment (cont)

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Authority and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Infrastructure

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset

The cost of assets constructed within the Authority includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Authority and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Plant, Furniture & Equipment

Plant and equipment is carried at cost, less any accumulated depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the Board to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the asset's employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts

All other assets

Motor vehicles are measured on the cost basis less depreciation.

Capitalisation Thresholds

All items where the purchase price is less than \$1,000 excluding GST are expensed.

Estimated Useful Lives

The range of useful lives for the classes of assets is shown below:

Class		Useful Life
Plant, Furniture & Equipment	Plant & Equipment	2.5 to 10 years
Building & Other Structures	Buildings	20 to 70 years
	Other Structures	5 to 25 years
Infrastructure	Infrastructure	12 to 100 years
Other Assets	Motor Vehicles	4 to 10 years

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 8 - LIABILITIES

	Notes	2017		2016	
		Current	Non-current	Current	Non-current
		\$	\$	\$	\$
TRADE & OTHER PAYABLES					
Goods & Services		334,621	-	241,091	-
Payments received in advance		532,327	-	246,536	-
Accrued expenses - employee entitlements		265,008	-	235,560	-
Accrued expenses - other		430,700	-	436,192	-
Other		264,657	-	232,036	-
		1,827,313	-	1,391,415	-
PROVISIONS					
Employee entitlements (including oncosts)		200,386	57,670	172,736	85,407
Heritage Monuments Restoration			30,500		25,100
Other - Future Upkeep Provision			14,526,000		14,526,000
		200,386	14,614,170	172,736	14,636,507
 <i>Movements in Provisions - 2016 year only</i>					
<i>(current & non-current)</i>					
<i>Opening Balance</i>				<i>Future Upkeep Provision</i>	
				14,526,000	
<i>Increase in amounts recognised</i>					
<i>Closing Balance</i>				14,526,000	

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 9 - RESERVES

ASSET REVALUATION RESERVE	1/07/2016	Net Increments (Decrements)	Transfers	30/06/2017	
	Notes	\$	\$	\$	
Land		605,000	3,138,237	-	
Buildings & Other Structures		7,431,516	108,445	367,567	
Infrastructure					
- Roads, bridges, footpaths		6,324,006	5,243,209	9,117	
Total Infrastructure, Property, Plant & Equipment		<u>14,360,522</u>	<u>8,489,891</u>	<u>376,684</u>	
TOTAL		<u>14,360,522</u>	<u>8,489,891</u>	<u>23,227,097</u>	
		1/07/2015	Net Increments (Decrements)	Transfers	30/06/2016
		14,375,186		(14,664)	14,360,522
	2016 Totals	<u>14,375,186</u>	-	<u>(14,664)</u>	<u>14,360,522</u>
		1/07/2016	Transfers to Reserve	Transfers from Reserve	30/06/2017
OTHER RESERVES					
E M M Kay		30,769	-	-	30,769
TOTAL OTHER RESERVES		<u>30,769</u>	-	-	<u>30,769</u>
	2016 Totals	<u>30,769</u>	-	-	<u>30,769</u>

PURPOSES OF RESERVES

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non-current assets and available-for-sale financial assets.

A reserve has been recognised for a bequest received from the estate of a deceased interred at the Park to maintain the site. The Board has resolved that the expenses incurred on an annual basis maintaining the site will be charged against the reserve. Interest accrued from the reserve will be absorbed in general operating revenue to offset the administration of the same. During Financial Year 2015 - 2016 the interment right for E M M Kay was converted to perpetuity and costs offset against the reserve.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 10 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash	Notes	2017 \$	2016 \$
Total cash & equivalent assets	5	<u>10,637,562</u>	<u>9,536,493</u>
Balances per Cash Flow Statement		<u>10,637,562</u>	<u>9,536,493</u>
(b) Reconciliation of Change in Net Assets to Cash from Operating Activities			
Net Surplus (Deficit)		264,230	129,349
Non-cash items in Income Statement			
Depreciation, amortisation & impairment	3	1,553,349	1,639,020
Net increase (decrease) in unpaid employee benefits		(29,362)	(26,125)
Net (Gain) Loss on Disposals	4	<u>38,738</u>	<u>40,287</u>
		1,826,955	1,782,531
Add (Less): Changes in Net Current Assets			
Net (increase) decrease in receivables		(34,021)	20,108
Net (increase) decrease in inventories		62,497	21,203
Net (increase) decrease in other current assets		73,890	31,777
Net increase (decrease) in trade & other payables		635,898	(520,860)
Net increase (decrease) in other provisions		<u>34,675</u>	<u>19,196</u>
Net Cash provided by (or used in) operations		<u>2,599,894</u>	<u>1,353,955</u>
(c) Financing Arrangements			
Unrestricted access was available at balance date to the following lines of credit:			
Bank Overdrafts		50,000	50,000
Corporate Credit Cards		30,000	30,000

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 11 - FINANCIAL INSTRUMENTS

Recognised Financial Instruments

<p>Bank, Deposits at Call, Short Term Deposits</p>	<p>Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned.</p> <p>Terms & conditions: Short term deposits are returning fixed interest rates between 1.84% and 2.96% (2016: 2.96% and 3.08%) with an average maturity of 125 days and an average interest rate of 2.80% (2016: 90 days, 3.01%). Bank, Petty Cash and Deposits at Call are returning interest rates between 0.0% and 2.00% (2016: 0.0% and 2.00%).</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
<p>Receivables - Fees & other charges</p>	<p>Accounting Policy: Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p>Terms & conditions: Unsecured, and do not bear interest.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
<p>Liabilities - Creditors and Accruals</p>	<p>Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Authority.</p> <p>Terms & conditions: Liabilities are normally settled on 30 day terms.</p> <p>Carrying amount: approximates fair value.</p>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 11 (cont) - FINANCIAL INSTRUMENTS

Liquidity Analysis

2017	Floating Interest Rate	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$	\$
Financial Assets						
Fair Value through P&L						
Cash Assets	1,037,562	9,600,000				10,637,562
Loans & Receivables						
Receivables						506,258
Total	1,037,562	9,600,000	-	-	-	11,143,820
<i>Weighted Average Interest Rate</i>	<i>1.31%</i>	<i>2.56%</i>				
Financial Liabilities						
Payables						1,131,605
Total	-	-	-	-	-	1,131,605
EXCESS OF FINANCIAL ASSETS OVER LIABILITIES	1,037,562	9,600,000	-	-	-	10,012,215

2016	Floating Interest Rate	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$	\$
Financial Assets						
Fair Value through P&L						
Cash Assets	811,244	8,725,249				9,536,493
Loans & Receivables						
Receivables						472,237
Total	811,244	8,725,249	-	-	-	10,008,730
<i>Weighted Average Interest Rate</i>	<i>1.00%</i>	<i>3.04%</i>				
Financial Liabilities						
Payables						719,663
Total	-	-	-	-	-	719,663
EXCESS OF FINANCIAL ASSETS OVER LIABILITIES	811,244	8,725,249	-	-	-	9,289,067

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 11 (cont) - FINANCIAL INSTRUMENTS

Net Fair Value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Authority.

Risk Exposures

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Authority is the carrying amount, net of any allowance for doubtful debts. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Authority's boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of the Authority's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor currency risk apply.

Liquidity Risk is the risk that the Authority will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Policy (LGA Information Paper 15), liabilities have a range of maturity dates based on cash inflows. The Authority also has available a bank overdraft that it can access.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Most of the Authority's financial instruments - both assets and liabilities - are at fixed rates. Any such variations in future cash flows will not be material in effect on either the Authority incomes or expenditures.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 12 - COMMITMENTS FOR EXPENDITURE

	<u>Notes</u>	2017	2016
		\$	\$
Capital Commitments			
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:			
Land			
Buildings & Other Structures		11,216	138,264
Infrastructure		77,013	-
Plant & Equipment		53,925	14,490
		142,154	152,754
These expenditures are payable:			
Not later than one year		128,154	152,754
Later than one year and not later than 5 years		14,000	-
Later than 5 years		-	-
		142,154	152,754

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 JUNE 2017

Note 13 - FINANCIAL INDICATORS

	2017	2016	2015
<p>The following indicators have been calculated in accordance with the procedures set out in Information Paper 9 - Local Government Financial Indicators prepared for the LGA Financial Sustainability Program. Further information and explanations, including the use of the indicators can be found in that document.</p>			
Operating Surplus Ratio			
Net Surplus / (Deficit)	264,230	129,349	404,957
Operating Surplus / (Deficit) Ratio			
Net Surplus / (Deficit)	2.59%	1.35%	4.19%
Net Financial Liabilities Ratio			
Net Financial Liabilities			
Total Operating Revenue	51.91%	59.39%	53.89%
<p>Total operating revenue excludes profit on disposal of non-current assets.</p>			
Asset Sustainability Ratio			
Net Asset Renewals			
Depreciation and amortisation	51.84%	47.37%	16.11%

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

The Board of Management has resolved to use Depreciation in the Asset Sustainability Ratio to provide more meaningful information for users of the financial reports.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 14 - UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Authority prepared on a uniform and consistent basis. The uniform presentation represents a simplified version of reporting under the Government Finance Statistics (GFS) framework of the Australian Bureau of Statistics.

All Councils in South Australia voluntarily have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.

The Authority has provided this information for the purpose of consolidation by the two constituent Councils.

	2017	2016
	\$	\$
Operating Revenues	10,183,705	9,642,568
<i>less</i> Operating Expenses	<u>(9,880,738)</u>	<u>(9,472,931)</u>
Operating Surplus / (Deficit)	302,968	169,637
<i>less</i> Net Outlays on Existing Assets		
Capital Expenditure on renewal and replacement of Existing Assets	936,332	844,216
<i>less</i> Depreciation, Amortisation and Impairment	(1,553,349)	(1,639,020)
<i>less</i> Proceeds from Sale of Replaced Assets	<u>(131,020)</u>	<u>(67,740)</u>
	(748,037)	(862,544)
<i>less</i> Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	693,513	1,553,939
	<u>693,513</u>	<u>1,553,939</u>
Net Lending / (Borrowing) for Financial Year	<u>357,492</u>	<u>(521,758)</u>

Borrowings are internally funded.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 15 – SUPERANNUATION

The Authority makes employer superannuation contributions in respect of its employees to Statewide Super (formerly Local Government Superannuation Scheme). The Scheme has two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to Marketlink and/or Salarylink. All other employees (including casuals) have all contributions allocated to Marketlink.

Marketlink (Accumulation Fund) Members

Marketlink receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation (9.50% in 2016/17; 9.50% in 2015/16). No further liability accrues to the Authority as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit Fund) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. The Authority makes employer contributions to Salarylink as determined by the Scheme's Trustee based on advice from the Scheme's Actuary. The rate is currently 6.3% (6.3% in 2015/16) of "superannuation" salary. Effective from 24 November 2009 the Defined Benefit Plan was closed to new members.

In addition, the Authority makes a separate contribution of 3% of salary of Salarylink members to their Marketlink account. Employees also make member contributions to the Fund. As such, assets accumulate in the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink Fund is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by each employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), the Authority does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, A C Miller, FIAA, of Russell Employee Benefits Pty Ltd as at 30 June 2014. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to the Authority's contribution rates at some future time.

Contributions to Other Superannuation Schemes

The Authority also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Authority.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 16 - CONTRIBUTED EQUITY

	2017	2016
Contributed Equity	\$	\$
City of Unley	9,333	9,333
City of Mitcham	9,333	9,333
Premium - City of Mitcham	30,036	30,036
Total Contributed Equity	<u>48,702</u>	<u>48,702</u>

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 17 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE BALANCE SHEET

The following assets and liabilities do not qualify for recognition in the Balance Sheet but knowledge of those items is considered relevant to users of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. CONTINGENT LIABILITY

The Authority has contingent liabilities with respect to the redemption of unused interment rights. The Burial and Cremation Act 2013 mandates the refund of unexercised interment rights at current prices less a provision for administration, maintenance and establishment costs; the calculation is determined in the regulations. The contingent liability as at the 30th June 2017 is \$11,823,040. An actual liability will only arise if a claim is made by existing interment right holders in the future. Based on the Board's understanding of the experience of Cemetery operators interstate when similar legislation was introduced, it is considered that the likelihood of future claims arising which could have a significant impact on Centennial Park is remote.

Total unused interment rights account for approximately 7.10% of 47,508 burial interment rights currently issued.

Total unused interment rights account for approximately 7.40% of 40,490 memorial interment rights currently issued.

Once an interment or placement of a monument has occurred an interment right cannot be redeemed.

2. BANK OVERDRAFT

The Authority has a bank overdraft facility of \$50,000.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 18 - FUTURE COMMITMENTS

An arrangement is available to the public whereby any service currently offered by the Authority is capable of being prepaid.

Some funds were paid to Funeral Plan Management Pty Ltd with income to the Authority being recorded only when the service has been provided. Funds under management by Funeral Plan Management Pty Ltd at 30 June 2017 total \$816,796 (2016 \$876,526). From 1st December 2014 pre-paid products were no longer paid to Funeral Plan Management Pty Ltd.

During the 2014 – 2015 financial year the Authority introduced pre-paid products and services which enables members of the public to pre-pay fees for products or services provided by Centennial Park at current prices which can be redeemed upon the death of the beneficiary. As at 30th June the value of the pre-paid certificates was \$432,232. Income will be recognised only when the service has been provided.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 19 – SEGMENT REPORTING

The Authority operates in one business and geographical segment being burials, cremations and memorials within South Australia.

Centennial Park Cemetery Authority

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

Note 20 – RELATED PARTY TRANSACTIONS

- a) The Authority's Constituent Councils are:
The City of Unley, and
The City of Mitcham

During the year Liability Guarantee payments were made to the two Constituent Councils to the total value of \$400,016 (2015/2016 Liability Guarantee \$413,211).

All other transactions with the Constituent Councils were in the ordinary course on normal commercial terms and conditions and no more favourable than those to other parties unless otherwise stated.

- b) The Board Members of the Authority during the year were:

Mr S Hains	Independent Chair appointed July 2013 to June 2015. Reappointed July 2015 for a period of two years until June 2017. Resigned June 2017.
Mr. A Lapidge	Representing Unley Council appointed November 2010 to November 2012. Reappointed November 2012 to the next Local Government elections November 2014. Reappointed January 2015 for a period of two years. Resigned January 2017.
Mr. P Hughes	Representing Unley Council appointed January 2017 to the next Local Government elections November 2018.
Mr. G Vogt	Independent appointed June 2011 to June 2013. Reappointed July 2013 to June 2016. Reappointed in July 2016 for a period of three years until June 2019.
Ms. L Bishop	Independent appointed July 2011 to June 2014. Reappointed July 2014 to June 2016. Reappointed in July 2016 for a period of two years until June 2018. Resigned February 2017.
Mr. A Kay	Independent appointed April 2017 to April 2019.
Mr. L. Smolucha	Representing Unley Council appointed January 2015 for a period of two years. Reappointed January 2017 to the next Local Government elections November 2018.
Ms. A. Christopoulos	Representing Mitcham Council appointed November 2014 for a period of two years. Reappointed November 2016 for a period of 2 years.
Mr. G Spear	Representing Mitcham Council appointed June 2016 to November 2016. Reappointed November 2016 for a period of 2 years.

All Board members receive payments for services rendered ranging from \$6,691 to \$20,072 per annum. A total of \$76,943 was paid during the 2016/2017 financial year (\$68,506 2015/2016).

No other transactions occurred with Board members.

Subsequent to 30 June 2017, Mr G Vogt, Independent, was appointed Chair and Ms Amanda Heyworth was appointed as an Independent for a period of two years.



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CENTENNIAL PARK CEMETERY AUTHORITY

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Centennial Park Cemetery Authority (the Authority), which comprises the statement of financial position as at 30 June 2017, the statement of profit and loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial report, including a summary of significant accounting policies, and the certification of the financial statements.

In our opinion the financial report of Centennial Park Cemetery Authority, presents fairly, in all material respects, the Authority's financial position as at 30 June 2017 and its financial performance for the year ended on that date in accordance with Australian Accounting Standards, the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 2011*.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Authority in accordance with the *Local Government Act 1999* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Local Government Act 1999*, which has been given to the Authority, would be in the same terms if given to the Authority as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Board of Management's responsibility for the Financial Report

The Board of Management are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* and for such internal control as the Board of Management determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board of Management are responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of Management either intend to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.



Auditor's responsibilities for the audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at: http://www.auasb.gov.au/auditors_files/ar3.pdf.

This description forms part of our auditor's report.

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

BDO Audit (SA) Pty Ltd

A handwritten signature in black ink that reads 'Andrew Tickle'.

Andrew Tickle
Director

Adelaide, 31 August 2017

Centennial Park Cemetery Authority

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2017**

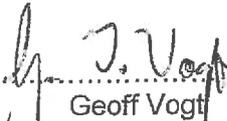
CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Centennial Park Cemetery Authority for the year ended 30 June 2017, the Authority's Auditor, BDO Chartered Accountants, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.



Janet Miller
CHIEF EXECUTIVE OFFICER



Geoff Vogt
PRESIDING MEMBER
AUDIT & RISK MANAGEMENT COMMITTEE

Date: 31st August 2017



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420 King William Street
Adelaide SA 5000
GPO Box 2018, Adelaide SA 5001
AUSTRALIA

CERTIFICATION OF AUDITOR INDEPENDENCE

I confirm that, for the audit of the financial statements of Centennial Park Cemetery Authority for the year ended 30 June 2017, I have maintained my independence in accordance with the requirements of APES 110 - Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) Local Government (Financial Management) Regulations 2011.

A handwritten signature in blue ink, appearing to read 'Andrew Tickle', is written over a light blue horizontal line.

Andrew Tickle
Director

BDO Audit (SA) Pty Ltd

Adelaide, 31 August 2017

DECISION REPORT

REPORT TITLE: COMMUNITY GRANTS AND SPONSORSHIP POLICY

ITEM NUMBER: 996

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: REBECCA COX

JOB TITLE: TEAM LEADER COMMUNITY AND CULTURAL DEVELOPMENT

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to revoke the existing Community Grants Program Policy, the Small Sponsorship and Donations Scheme Policy and the Youth Sponsorship Policy and to replace them with an updated and combined Community Grants and Sponsorship Policy.

The revised policy provides overarching guidelines for decision making on all community grants programs, including Community Events Sponsorship, Small Sponsorship and Donations, Youth Sponsorship, Community Grants, Community Grant Agreements and Healthy Communities/Active Unley.

The proposed policy does not apply to other funding streams offered by Council such as Trader Event Sponsorship, Main Street Improvements fund, Conservation Grants, or the Greening Verges Incentive Program, as these are incorporated within other existing policies.

Council policies are reviewed through an ongoing process which includes distributing the drafts to the Elected Member Policy Working Party and relevant staff for their comment. The feedback received has been incorporated into the draft policy presented to Council for consideration.

RECOMMENDATION

That:

1. The report be received.
 2. The Community Grants Program Policy, the Small Sponsorship and Donations Scheme Policy and the Youth Sponsorship Policy be revoked.
 3. The attached Community Grants and Sponsorship Policy (Attachment 1 to Item 996/17) be endorsed.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

Community Living

Goal 1 : People value our City with its enviable lifestyle, activities, facilities and services.

1.2 Our community participates in community activities, learning opportunities and volunteering.

Community Plan 2033 – “Living: Our Path to a Thriving City”

4 Year Delivery Plan 2017 – 2021

2. **DISCUSSION**

Council policy review is an ongoing process to ensure that policies reflect current practice and legislative requirements and to consider whether the policy is still needed.

The draft Community Grants and Sponsorship policy (Attachment 1 to item 996/17) has been circulated to the Elected Member Working Party and relevant staff and their comments and suggestions have been included.

Attachment 1

The review process included:

- Assessment of the need for the policies and their relevance to current Council goals and practises;
- Consultation with staff regarding definitions and inclusions;
- Conversion to the current policy format.

Background

The City of Unley is committed to providing community grants and sponsorship funding that provides financial assistance to individuals, community groups and organisations for the delivery of initiatives that benefit the local community.

In 2016/17, Council allocated over \$200k to 142 community grant and sponsorship recipients via the following grant programs:

NAME OF PROGRAM	NUMBER OF RECIPIENTS IN 2016/17	TOTAL BUDGET 2016/17
Community Events Sponsorship	17	\$72,041
Small Sponsorship and Donations	18	\$7,070
Youth Sponsorship	36	\$6,868
Community Grants	30	\$73,125

Grant Agreements (now Community Impact Grants)	3	\$41,612*
Healthy Communities/Active Unley	38	\$20,000*

**Noting not all budgeted funds fully expended.*

The Community Grants and Sponsorship Policy provides a framework for assessing applications for financial assistance from individuals, community groups and organisations in order to provide local community benefit via established community funding programs.

This Policy replaces three previous grant program policies: Community Grants Policy; Small Sponsorship and Donations Policy; and Youth Sponsorship Policy. While the existing Community Grants Program is not due for review until 2018, the other two policies are out of date.

A review of the policies revealed the need for a single Policy in order to clearly state the shared intent of related community funding programs. Since the most recent review undertaken in 2015, Council has established the Community Impact Grants (Item 881/2017) and the Healthy Communities/Active Unley program, neither of which are represented in an existing policy. To avoid duplication, the development of a new single policy addressing community grant and sponsorship programs was determined the most appropriate action.

This policy does not apply to other funding streams offered by Council such as Trader Event Sponsorship, Main Street Improvements fund, Conservation Grants, or the Greening Verges Incentive Program, as these are appropriately incorporated within other existing policies.

Rather than be prescriptive in procedural detail, the Policy instead refers to the guidelines in place for each grant program. However as principal themes, funding via grants programs should encourage active citizenship and community capacity building and provide support to respond to local needs.

Grant programs provide merit based financial assistance for individuals, community groups and organisations in line with the respective program guidelines. The intention of these could include:

- Create meaningful opportunities for social interaction and community connection
- Foster partnerships and enhance social inclusion
- Actively promote cultural diversity and understanding, including the expression of community identity
- Minimise environmental footprint and increase community awareness of environmental issues
- Encourage increased physical activity and to promote wellbeing and healthy living
- Activate public spaces and increase vibrancy through community festivals and events

- Build capacity to reduce financial or other dependence on Council
- Develop skills that improves learning and community wellbeing and/or
- Offer opportunities for intergenerational skill sharing or celebration.

Applications made for Community Grant funding in the September 2017 funding round will be assessed under the previous Community Grants Policy. Once endorsed, future funding rounds will be assessed utilising the updated policy.

3. ANALYSIS OF OPTIONS

Option 1 – The Community Grants Program Policy, the Small Sponsorship and Donations Scheme Policy and the Youth Sponsorship Policy be revoked and the Community Grant and Sponsorship Policy as attached in Attachment 1 to Item 996/17 be endorsed.

This option endorses the Community Grants and Sponsorship Policy as attached.

This Policy replaces and consolidates the Community Grants Policy, Small Sponsorship and Donations Policy, and the Youth Sponsorship Policy. The new policy provides overarching guidelines for decision making in relation to community grant funding.

There is no anticipated financial impact of the revised policy and community groups will see little or no affect.

Option 2 – The Community Grants Program Policy, the Small Sponsorship and Donations Scheme Policy and the Youth Sponsorship Policy be revoked and the Community Grant and Sponsorship Policy as attached in Attachment 1 to Item 996/17 be endorsed with amendments.

This option would enable the endorsement of the new Policy with any amendments Council choose to make. Consideration should be given to the financial and operational implications of any changes along with the potential community impact should amendments be made.

Option 3 – Council does not endorse the revised policy.

This option would leave Council with two outdated policies and two programs currently not encompassed by an existing Policy. From a governance perspective this is an unsatisfactory outcome.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

Each respective grant program funding allocation is endorsed by Council annually. Option 1 requires no change to this.

5.2 *Legislative/Risk Management*

Option 1 ensures greater consistency and probity in determining the administration of funds.

5.4 *Environmental/Social/Economic*

Option 1 has the potential to positively impact all of Council's key strategic directions.

5.5 *Stakeholder Engagement*

Consultation was conducted with Elected Members in September 2015 on the Community Grants Policy and feedback received was included at the time. This review ensures the same feedback is consolidated across all community grant programs.

The draft policy has been circulated to the Elected Member Working party and relevant staff and their comments and suggestions have been included.

6. REPORT CONSULTATION

Consultation on this report has been undertaken with the following staff:

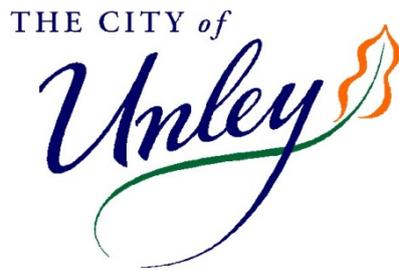
- Executive Manager Office of the Chief Executive Officer
- Manager Community Development and Wellbeing
- Acting Manager Finance
- Acting Group Manager Governance and Risk
- Cultural Development Coordinator
- Community Development Project Officer – Youth
- Event Coordinator
- Sport and Recreation Planner
- Executive Assistant City Services

7. ATTACHMENTS

- Community Grants and Sponsorship Policy

8. REPORT AUTHORISERS

Name	Title
Megan Berghuis	General Manager City Services
Mandy Smith	Manager Community Development and Wellbeing



COMMUNITY GRANTS AND SPONSORSHIP POLICY

Policy Type:	Council Policy
Responsible Department:	Community Development and Wellbeing
Responsible Officer:	Manager Community Development and Wellbeing
Related Policies and Procedures	
Date Adopted:	
Last Council review:	C255/15, 28 September 2015
Next review date:	[3 years from date endorsed]
ECM Doc Set ID:	Governance staff to add number assigned from ECM for future reference

1. POLICY STATEMENT

This policy provides a framework for assessing applications for financial assistance from individuals, community groups and organisations in order to provide local community benefit via established community funding programs.

The Policy provides an overarching guide to decision making in relation to the following grants programs:

- Community Grants;
- Community Impact Grants;
- Community Event Sponsorship;
- Small Sponsorships and Donations Scheme;
- Youth Sponsorship Program; and
- Healthy Communities/Active Unley.

Grant programs may change title or funding limit over time with Council endorsement. Rather than be exhaustive, this policy provides a foundation for decision making across existing and future grant programs.

2. COMMUNITY GOAL

Community Plan 2033 – “Living: Our Path to a Thriving City”

Council’s Four Year Delivery Plan 2017-2021

Goal 3 – Community Living

Goal 4 – Civic Leadership

3. POLICY OBJECTIVES

Each grant program has guidelines in place in relation to what applications are eligible for funding. However as principal themes, funding via grants programs should encourage active citizenship and community capacity building and provide support to respond to local needs.

Grant programs provide merit based financial assistance for individuals, community groups and organisations in line with the respective program guidelines. The intention of these includes:

- Create meaningful opportunities for social interaction and community connection;
- Foster partnerships and enhance social inclusion;
- Actively promote cultural diversity and understanding, including the expression of community identity;
- Minimise environmental footprint and increase community awareness of environmental issues;
- Encourage increased physical activity and to promote wellbeing and healthy living;
- Activate public spaces and increase vibrancy through community festivals and events;
- Build capacity to reduce financial or other dependence on Council;
- Skill development that improves learning and community wellbeing; and/or
- Offering opportunities for intergenerational skill sharing or celebration.

4. PRINCIPLES

This policy is based on the City of Unley's recognition that individuals, community groups and organisations should be supported to participate in all aspects of community life. The City of Unley is committed to support local initiatives that provide opportunities for the community to access and participate in a wide range of recreation, cultural, community and environmental activities and projects. Consideration is made based on merit and budget provisions.

This policy is based on the following principles of good governance:

- Timely, open and transparent decision making;
- Accessibility; and
- An equitable framework for assessing requests for financial assistance.

5. POLICY

Individuals, community groups and organisations will be considered for activities and projects that demonstrate they are of benefit to the Unley community.

All funding provided via a grant or sponsorship program is assessed according to the respective guidelines. Final endorsement is provided by Council, except where endorsement is undertaken under Delegation. Programs endorsed under delegation

include the Small Sponsorships and Donations Scheme, Youth Sponsorship Program and Healthy Communities/Active Unley. These programs do not have set funding rounds, rather operate on an ad-hoc application process throughout the year. Applications will be assessed against the pre-determined criteria and the capacity of the applicants to deliver stated program objectives.

Funding rounds are promoted by using broad-based, open processes that are not limited solely to invited sponsors.

Any funding agreement will be documented and expectations of the partnership agreed upon prior to funding being provided.

Funding (cash or in-kind) will only be provided for the activities described in the application, and must be in line with the funding guidelines of the respective program.

Recipients are required to provide background information prior to receiving funding which may include but is not limited to Public Liability Insurance, Financial Statements (audited where applicable), quotes for services, letters of support and other information to clarify the nature of the group or activity.

Fees for event related items such as road closures, hire of public spaces, waste management, etc. are set annually in conjunction with the Council's Annual Budget. Council implements an equitable pricing framework that supports access to Council facilities and resources.

Council's support via a grant program does not transfer responsibility to Council of actions taken or outcomes achieved by the applicant during the course of the funded activity.

Council must be acknowledged as appropriate on all advertising and promotion mediums in relation to the funded activity as per the respective program guidelines. Information on Council's style guide is available on Council's website.

Recipients are required to submit an acquittal following the conclusion of the project showing evidence of full expenditure of funds, except for the Small Sponsorship and Donations Scheme and Youth Sponsorship Program. Acquittals may also provide evidence of the impact of their activity according to the agreement in place.

Recipients must expend funds provided on the activity stated in their application unless otherwise negotiated with Council. If the funded activity does not proceed within the financial year it was allocated, Council can, without prior negotiation, reallocate funding.

A condition of all funding agreements is that unspent funds must be returned to Council. Organisations who have an outstanding financial acquittal will not be assessed until satisfactory documentation is provided.

Successful applicants are not excluded from applying for funding via other grants and sponsorship programs of Council, provided the application is for a different activity/event and meet the criteria required as per the respective program guidelines.

6. DEFINITIONS

Acquittal – a written evaluation and report on the outcomes and expenditure of grant funding provided by Council.

Agreement - a written contract describing expectations of both parties and key deliverables of the funded project.

Applicant – the person or organisation applying for funding support from Council.

Application – the request for funding made using the appropriate Council application form.

Council – refers to the City of Unley.

Donation – a payment not exceeding \$500 in total value made for a specific purpose or activity that does not require acquittal.

Funding – refers to cash and/or in-kind support provided by Council to the applicant.

Grant - a payment made for a specific purpose.

In-kind - the provision of Council services such as waste management, traffic services, road closures, waiving of facility hire fees, power access, bollards, bunting and line marking. These are costs incurred by various departments of Council as part of supporting the delivery of events and activities and may form part of the support offered.

Organisation – an organised group of people with a particular purpose, including a business or not for profit group.

Small sponsorship – a payment not exceeding \$500 in total value.

Sponsorship - an arrangement in which Council provides a contribution as money and/or in-kind to support an activity for a certain specified benefit.

Youth – young people aged 12-25 years inclusive.

7. LEGISLATION/REFERENCES

Local Government Act 1999.

8. POLICY DELEGATIONS

In accordance with Council's Delegations Register, acceptance of applications outside of this Policy may only be endorsed by the Chief Executive Officer or the General Manager City Services.

The officers listed below have sub-delegation under this policy:

- General Manager City Services; and
- Manager Community Development and Wellbeing.

Full information about the sub-delegated powers and duties is contained in the Council Delegations Register.

9. ROLES/RESPONSIBILITIES

The General Manager City Services, Manager Community Development and Wellbeing, Team Leader Community and Cultural Development, Cultural Development Coordinator, Event Coordinator/Event Management Specialist and Sport and Recreation Planner are responsible for the implementation and administration of this policy.

10. AVAILABILITY

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

Unley 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:
23/10/2017	CXXX	Policies previously called Community Grants Program Policy; Small Sponsorship & Donations Scheme Policy (COU100); and Youth Sponsorship Program Policy (COU108) revoked and replaced.

INFORMATION REPORT

REPORT TITLE: DEVELOPMENT ASSESSMENT PANEL
ANNUAL REPORT 2016/17

ITEM NUMBER: 997

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: PAUL WEYMOUTH

JOB TITLE: MANAGER DEVELOPMENT AND
REGULATORY SERVICES

EXECUTIVE SUMMARY

The purpose of this report is to provide to Council the 2016/17 Annual Report for the City of Unley Development Assessment Panel (DAP).

The DAP is required by its terms of reference to report annually in respect of the following matters:

1. the use of the provisions of Section 56A(12) of the *Development Act 1993* (exclude the public);
2. disclosure by Panel Members of interests pursuant to Section 56A(7) of the *Development Act 1993* (direct or indirect personal or pecuniary interest);
3. resignation of a Panel Member;
4. the incidence of items deferred by the Panel;
5. the adjournment of consideration of development applications;
6. any matter that would improve the effectiveness of, or expedite the decisions of the Panel; and
7. any other matters upon which the Panel is required to report to the Council or thinks fit to report.

The 2016/17 Annual Report was adopted by the DAP on 19 September 2017.

RECOMMENDATION

That:

1. The report be received.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

The DAP is established under Section 56A of the *Development Act 1993*.

Objective 4.1 – We have strong leadership and governance.

2. **DISCUSSION**

The functions of the City of Unley Development Assessment Panel (DAP) are:

- to act as a delegate of the Council in accordance with the requirements of the Act and any relevant instrument of delegation;
- to provide advice and reports to the Council as it thinks fit on trends, issues and other matters relating to planning or development that have become apparent or arisen through its assessment of applications under the Act; and
- to perform other functions (other than functions involving the formulation of policy) assigned to the DAP by the Council.

The DAP is required by its terms of reference to report annually in respect of the following matters:

1. the use of the provisions of Section 56A(12) of the *Development Act 1993* (exclude the public);
2. disclosure by Panel Members of interests pursuant to Section 56A(7) of the *Development Act 1993* (direct or indirect personal or pecuniary interest);
3. resignation of a Panel Member;
4. the incidence of items deferred by the Panel;
5. the adjournment of consideration of development applications;
6. any matter that would improve the effectiveness of, or expedite the decisions of the Panel; and
7. any other matters upon which the Panel is required to report to the Council or thinks fit to report.

The report indicates in summary:

- That 80 applications were considered by the Panel for the financial year. This compares to 89 the previous year.
- Of the 80 applications, the DAP concurred with officers recommendations on 71 occasions.
- There were two Environment, Resources and Development (ERD) Court appeals during the year of which one was withdrawn and one remains

ongoing at the end of financial year. This compares to five appeals the previous year.

- There was one Panel member resignation with Barbara Norman resigning in April 2017 and replaced by Nicole Dent in June 2017.

The attached DAP Annual Report 2016/17 (Attachment 1 to Item 997/17) reports on the above matters and was endorsed by the DAP on 19 September 2017.

Attachment 1

CITY OF UNLEY

DEVELOPMENT ASSESSMENT PANEL

ANNUAL REPORT 2016/2017

BACKGROUND

The functions of the City of Unley Development Assessment Panel (DAP) are:

- to act as a delegate of the Council in accordance with the requirements of the Act and any relevant instrument of delegation;
- to provide advice and reports to the Council as it thinks fit on trends, issues and other matters relating to planning or development that have become apparent or arisen through its assessment of applications under the Act; and
- to perform other functions (other than functions involving the formulation of policy) assigned to the DAP by the Council.

The DAP's meetings are held in public each month.

TERMS OF REFERENCE

The terms of reference for the DAP require that it reports annually to Council in respect of the following matters:

1. the use of the provisions of Section 56A(12) of the Act;
2. disclosure by DAP Members of interests pursuant to Section 56A(7) of the Act;
3. resignation of a DAP Member;
4. the incidence of items deferred by the DAP;
5. the adjournment of consideration of development applications;
6. any matter that would improve the effectiveness of, or expedite the decisions of the DAP; and
7. any other matters upon which the DAP is required to report to the Council or thinks fit to report.

This report is submitted in accordance with these requirements.

DISCUSSION

Membership

The current DAP was re-appointed for a one year term commencing on 18 March 2017.

The appointed members of the DAP are:

Brenton Burman (Presiding Member)
Roger Freeman (Deputy Presiding Member)
Ann Nelson
Barbara Norman
Cr Jennifer Boisvert
Cr Rufus Salaman
Cr Rob Sangster

Barbara Norman resigned in March and her last meeting was on the 18 April 2017.

Council appointed Nicole Dent as her replacement on the 26 June 2017.

Inner Metropolitan Development Assessment Committee – IMDAC

On 22 April 2016 Council resolved that Mr Brenton Burman be nominated as the Member and Mr Roger Freeman be nominated as the Deputy Member as the City of Unley nominee for the 2016 – 18 term of the IMDAC.

No decisions have been made by IMDAC in relation to the City of Unley in the past 12 months.

The following information is provided in response to Items 1 to 6 in the DAP Terms of Reference:

Items 1 to 6

A summary of matters 1 to 6 is provided in Table 1 (attached).

Appeals

Table 2 provides a summary of appeals for the previous financial year as well as a graph showing historical comparisons (refer attached). The number of appeals lodged in 2016/2017 was two compared with five in 2015/2016. Of the two, one was withdrawn and the other is ongoing.

Applications and meetings data

Table 3 provides a summary of the number of applications considered by the DAP, concurrence with officers' recommendations, meeting attendance, site meetings and special meetings as well as a summary for the previous financial year for comparison purposes.

Overall 80 applications were considered by the Panel for the financial year compared to 89 the previous year. Of the 80 applications, 53 decisions were carried unanimously.

TABLE 1

2016-2017	Use of the provisions of Section 56A(12) of the <i>Development Act 1993</i>	Disclosure by Panel Members of interests pursuant to Section 56A(7) of the <i>Development Act 1993</i>	Resignation of a Panel Member	Incidence of items deferred by the Panel	Adjournment of consideration of development applications	Other matters upon which the DAP is required to report to the Council or thinks fit to report
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
January	0	0	0	1	0	0
February	0	0	0	0	0	0
March	0	0	1	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
Total	0	0	1	1	0	0

TABLE 2

Summary of appeals

		APPEALS						
YEAR	LODGED	Upheld	Dismissed	Withdrawn	Compromise	Ongoing	Total	
2016/17	2			1		1	2	

(* Please note that the number of finalised appeals include appeals lodged in previous periods)

Comparison with previous financial years

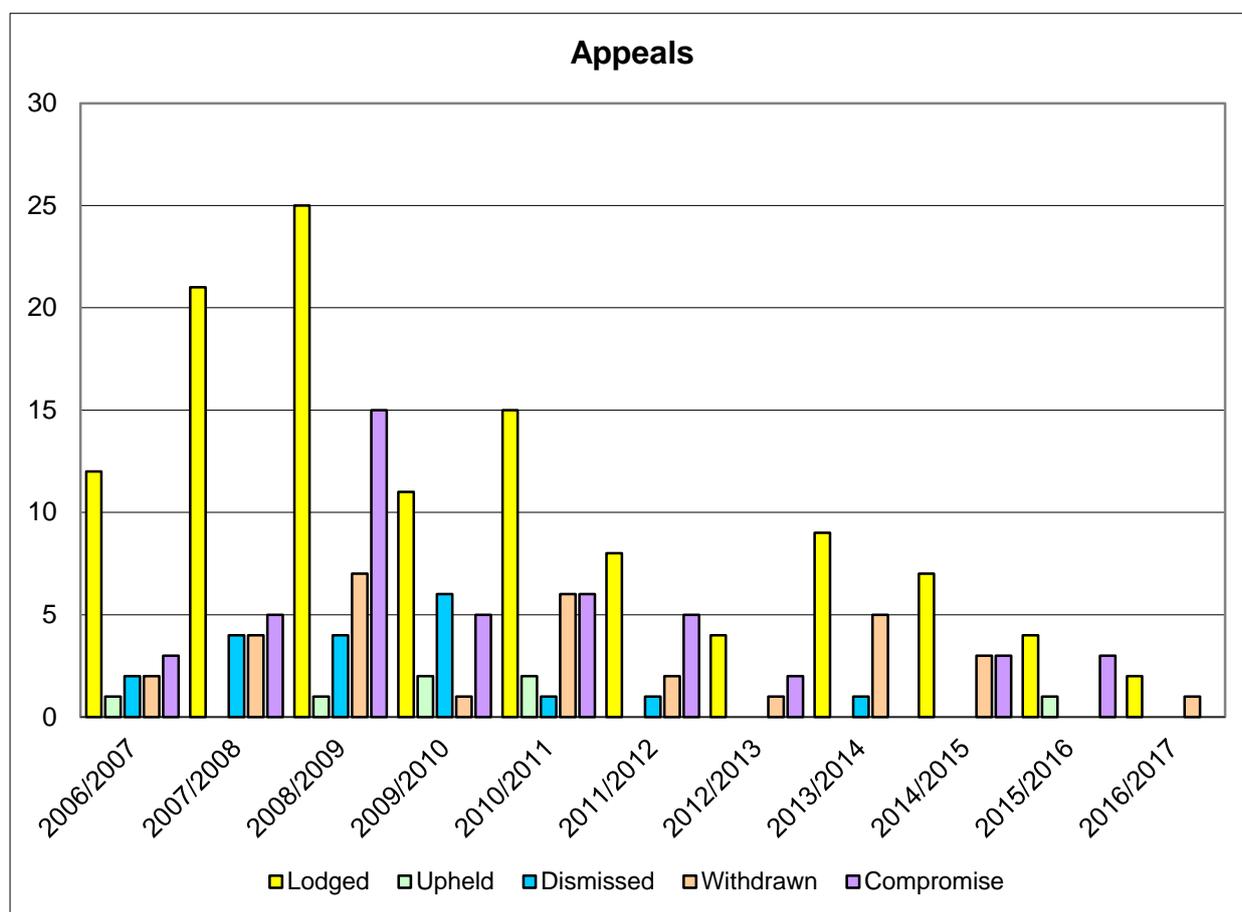


TABLE 3

Year	Month	No. of applications	No. where DAP concurred with Officer's Recommendation	Meeting Attendance	Site Meetings	Special Meetings
2015	Jul	14	14	7	2	0
	Aug	3	2	7	1	0
	Sep	8	6	7	1	0
	Oct	7	6	7	0	0
	Nov	12	9	6	0	1
	Dec	9	8	6	0	0
2016	Jan	5	4	5	0	0
	Feb	8	4	6	1	0
	Mar	4	3	7	0	0
	Apr	3	3	7	0	0
	May	5	5	7	0	0
	Jun	11	8	6	1	0
Total		89	72		6	1
Average		7.4	6 (80.9%)	6.5		

Year	Month	No. of applications	No. where DAP concurred with Officer's Recommendation	Meeting Attendance	Site Meetings	Special Meetings
2016	Jul	9	8	6	0	0
	Aug	13	9	6	0	0
	Sep	3	3	7	0	0
	Oct	6	6	7	0	0
	Nov	8	7	7	0	0
	Dec	5	5	7	0	0
2017	Jan	11	10	6	2	0
	Feb	6	6	7	0	0
	Mar	5	4	7	0	0
	Apr	5	5	6	0	0
	May	5	5	5	0	0
	Jun	4	3	5	0	0
Total		80	71		2	0
Average		6.7	5.9 (88.8%)	6.3		

DECISION REPORT

REPORT TITLE: ANNUAL REPORT 2016-17
ITEM NUMBER: 998
DATE OF MEETING: 23 OCTOBER 2017
AUTHOR: ERIN THOMPSON
JOB TITLE: COMMUNICATIONS OFFICER

1. EXECUTIVE SUMMARY

Each year the City of Unley produces an annual report for its community and key stakeholders, to comply with legislative requirements, and to record and communicate its services, performance and achievements during the financial year. To satisfy the requirements of the Local Government Act 1999 (the Act), it is necessary for Council to formally adopt the full document as the City of Unley's Annual Report (including Appendices) for 2016-17 (Attachment 1 to Item 998/17) prior to 30 November 2017.

A copy of the full adopted version of the Annual Report 2016-17 must be presented to each Presiding Member of both Houses of the South Australian Parliament by 31 December 2017.

This report seeks adoption of the City of Unley Annual Report 2016-17.

2. RECOMMENDATION

That:

1. The report be received.
 2. The City of Unley Annual Report 2016-17 (including Appendices) (Attachment 1 to Item 998/17) be adopted and a copy prepared for submission to both Houses of Parliament prior to 31 December 2017.
 3. Council provides delegation to the Chief Executive Officer, to correct errors of fact or make minor editorial amendments to the Annual Report 2016-17 if required.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

- Section 131 of the *Local Government Act 1999* requires Council to adopt an Annual Report by 30 November each year, covering information predominantly set out in Schedules 2 and 4 of the Act.
- **Civic Leadership**
Goal 4 : Council will listen to the community and make transparent decisions for the long term benefit of the City
 - 4.1 – We have strong leadership and governance
 - 4.2 – Council provides best value services to the community
 - 4.3 – Our business systems and solutions are effective and transparent.

2. **DISCUSSION**

While the Annual Report is a broad and informative publication, it essentially comprises three components:

- Annual achievements and organisational overview
- City of Unley Audited Financial Statements
- Centennial Park Cemetery Authority Annual Report.

The first component of the City of Unley Annual Report 2016-17 (Attachment 1 to Item 998/17) contains legislative requirements that have been collated using the 'Local Government Association Annual Report Guidelines'. These guidelines ensure accountability against the City's strategic directions in a format that is easy to read and meaningful to a wide audience, including our community and key government stakeholders.

Attachment 1

This first section is a culmination of information gathered from across the entire organisation and highlights the successes and achievements of Council during the year.

Financial information will be included in the Annual Report once the Auditor's statements have been received. The Financial Statements that will be attached to the Annual Report are included under Item 998/17.

The City of Unley produces a pdf version of the Annual Report which is made available in hard copy (at the Customer Service Centre) and in electronic version on the Council's website.

A copy of the full adopted Annual Report 2016-17 must be presented to each Presiding Member of both Houses of the South Australian Parliament by 31 December 2017.

3. ANALYSIS OF OPTIONS

Option 1 – The City of Unley Annual Report 2016-17 (including Appendices) (Attachment 1 to Item 998/17) be adopted and a copy prepared for submission to both Houses of Parliament prior to 31 December 2017.

Council provides delegation to the Chief Executive Officer, to correct errors of fact or make minor editorial amendments to the Annual Report 2016-17 if required.

The City of Unley Annual Report 2016-17 has been prepared to meet all legislative requirements by providing an overview of Council's performance and achievements for the financial year.

This option ensures that Council is compliant with the Act and ensures that a full version of the report is available and provided to relevant agencies as specified.

There may be some minor amendments required to the Annual Report 2016-17, and Council provides delegation to the CEO to undertake those amendments, at his discretion.

Option 2 – The City of Unley Annual Report 2016-17 (Attachment 1 to Item 998/17) be adopted, with amendments, and a final copy submitted to both Houses of Parliament prior to 31 December 2017.

This option allows Elected Members to make factual amendments to the Annual Report 2016-17 before endorsement.

Should this option be endorsed, an amended version will incorporate the changes identified. Under this option Council will still be compliant with the Act and a full version of the report will be available and provided to relevant agencies as specified.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

There are no policy implications in relation to this report.

6. REPORT CONSULTATION

There is no requirement to undertake community consultation on the endorsement of the Annual Report 2016-17.

All managers and members of the Executive Management Team were consulted throughout the drafting process.

7. ATTACHMENTS

1 – City of Unley Annual Report 2016-17

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Tami Norman	Executive Manager, Office of the CEO
Peter Tsokas	Chief Executive Officer



2016-2017

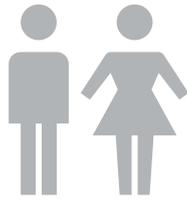
CITY OF UNLEY ANNUAL REPORT

THE CITY of
Unley



**Location**

4 kilometres south
east of Adelaide CBD

**Population**

38,916

**Rateable properties**

18,721

(as at 30 June 2017)

**Area**

14.4 km²

**Staff**

177.3

\$47.5m

Operating Income

\$42.9m

Operating Expenditure

We are pleased to present the City of Unley's Annual Report for 2016–17. This report describes the City of Unley's performance over the 2016–17 financial year against the objectives of the 2016–17 Business Plan and Budget, 4 Year Plan, and City of Unley Community Plan 2033.

This report is designed to meet our obligations under Section 131 of the *Local Government Act 1999*.

Our website at unley.sa.gov.au provides more information about City of Unley activities, policies and plans for the future.

If you would like more information about any item in this report, please visit unley.sa.gov.au or phone 8372 5111.

The City of Unley recognises that the Kurna people are the traditional owners and occupiers of the land that now comprises the City of Unley.

We apologise for the pain, the grief and suffering experienced by Australian Indigenous people as a result of past laws, government policies, actions and attitudes. The City of Unley expresses deep sorrow that these actions and attitudes have occurred and has determined that such occurrences will not be repeated.

The City of Unley commits itself to an ongoing process of reconciliation with Indigenous peoples and recognises the historical and environmental significance of Kurna sites within the City.

We recognise the significance and richness of the Kurna culture and language.

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Presented to Council separately -
endorsed financials to be included
in the final Annual Report 2016-17

Mayor's Message

As I look back over the past 12 months, I feel enormous pride in what your Council has achieved. This has been a year of considerable achievement despite the need for careful budget management. These are challenging times for all local government bodies, but your Council continues to work hard to maintain the lifestyle, activities, facilities and services you have come to expect, and to ensure we remain one of the most enviable cities in Adelaide.

One of Council's key goals is to foster and celebrate our culture, diversity and lifestyle, and one of the ways we do this is by delivering an impressive program of events. The Unley Gourmet Gala, combined with a stage start of the Santos Tour Down Under (STDU), is probably the most visible of these, and rightly so as it continues to grow in popularity. It is one of the most eagerly anticipated events on South Australia's event calendar, both in its own right and as part of the STDU schedule. And this year the Gala attracted more than 20,000 people, injecting in excess of \$1 million into the local community.

I continue to marvel at the extraordinary work performed by our four Community Centres. Their work along with our Libraries and Museum very much benefit from the time and enthusiasm provided by our loyal team of volunteers, all 357 of them, who not only contributed their time across 75 different roles, but endless good humour and understanding often in trying circumstances.

This year saw eight stunning new murals completed as part of the Emerging Art Walls project, an ongoing street art initiative that aims to enliven and enhance spaces around the City of Unley and create a strong feeling of identity, community pride and ownership. The themes for the murals range from our role in protecting nature, the relationship between the natural and built environment, and our local community.

Seeing through the Ministerial approval of the Unley Central Development Plan Amendment (DPA) - which I regard as the most radical redefining of Unley's heart in more than a century - has been a significant challenge for Council.

The Unley community has had great input into this DPA, notably in ensuring the retention of character buildings and spaces in the Unley Civic Centre site that might otherwise have been lost if the original plans had gone ahead. And although the plan has now set a height limit of up to 11 storeys in some areas, appropriate setbacks and stringent design features will mitigate the impact on adjoining properties and roads.

It was an extraordinary balancing exercise as we undertook a truly significant change to our development plan, trying to create new vitality whilst maintaining respect for key heritage features in our City's centre. I found it especially rewarding that our residents became so involved.

I would like to thank every member of the community who has written, called or emailed to contribute during structured consultation or simply because they have seen something or had an idea which could improve this city. We strive to place you at the centre of all we do.

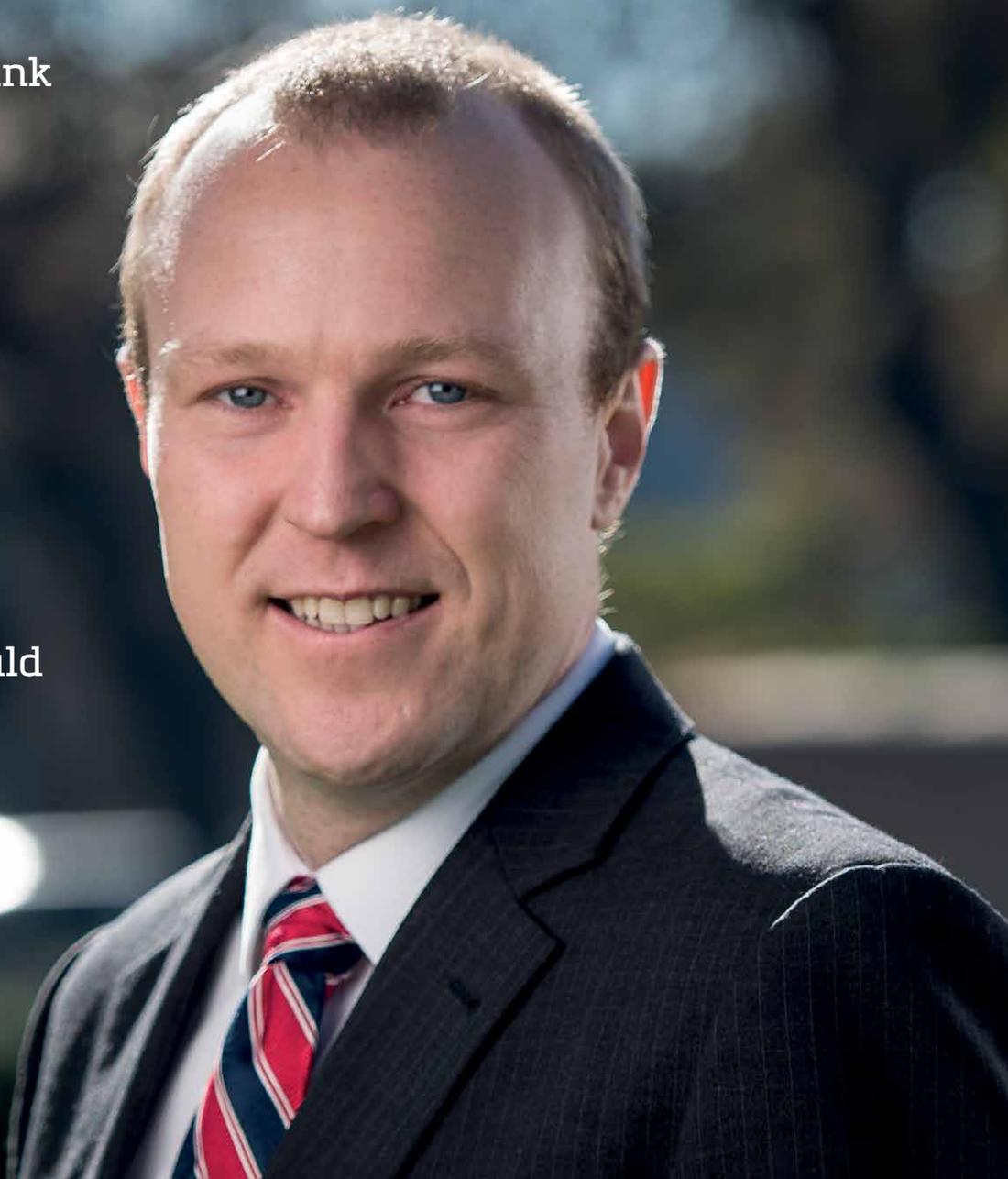
It's been a year of some very important positive outcomes and I congratulate the Council's CEO, Peter Tsokas, and his entire team for the way they have continued the process of change and innovation that is now characteristic of the way Unley Council does business.

I also wish to congratulate my fellow Elected Members for their hard work and commitment throughout the year. The very positive position in which the City of Unley now finds itself is very much due to their efforts.



Lachlan Clyne
Mayor
City of Unley - City of Villages

I would like to thank every member of the community who has written, called or emailed to contribute during structured consultation or simply because they have seen something or had an idea which could improve this city.



CEO's Message

This year's Annual Report demonstrates how your Council sets out to meet the many complex challenges facing local government today.

At the heart of all that we do is Council's Community Plan 2033, which defines in specific detail not just the goals we have collectively decided on for our City, but how we plan to achieve them.

Our Strategic Management Framework ensures we make the most effective use of our resources, have clear strategic directions and goals, effective governance and, above all, accountability and transparency in our dealing with the Unley community.

One of the areas of which I'm particularly proud, has been in our commitment to being an age-friendly city. The City of Unley is leading the way in this area, conscious that this is something of great relevance to our community.

Since the launch of our Active Ageing Strategy, a number of meaningful initiatives have been delivered or are underway. One of these has been the establishment of the City of Unley Active Ageing Alliance. This is a forum of active citizens who are working in partnership with us to oversee the implementation of our Strategy and advise on our development as an Age Friendly City. They are engaged in a range of topics including housing options, community services and specific infrastructure projects.

The commencement of the Goodwood Road Streetscape Renewal which included the removal of Stobie poles and undergrounding of power lines was deferred several times by factors external to the Council, but once the Council component was started it was completed on time, on budget, and to an outstanding level of quality. We recognise the benefits of making places more accessible, aesthetic and age friendly, and also realise the economic benefits that come with designing our commercial and retail-centred streets in ways that attract additional patrons to support local businesses.

In 2016 we celebrated 50 years of providing quality library services to the community. Our Unley Libraries are a major information resource and continue to grow and adapt to meet changing community needs. To celebrate this significant milestone, the Unley Libraries hosted a festival offering two days of educational workshops, engaging performances and family-friendly activities. More than 3,500 people participated in the event, demonstrating that libraries continue to play a significant role in the lives of our residents.

In the strategic projects area, we are often juggling a number of balls at one time. So we were pleased to see Council prioritise a number of projects in 2016/17 including the redevelopment of facilities at Unley and Goodwood Ovals to ensure they meet the community's and club's needs now and into the future.

We continue to focus on building a constructive culture to enhance organisational excellence, supported by improvements to systems, structure and processes. But we also know that, as a Council, we can't do everything on our own so we are committed to looking for opportunities to partner and work with others. We continue to concentrate on our areas of expertise and developing partnerships in the areas that can be better delivered by others as well as exploring shared services with other Councils. This year we entered into a shared service arrangement with the Town of Walkerville to provide regulatory services such as parking, animal management and other enforcement duties.

These are just a few of the milestone achievements of the past year but there are many more mentioned in this Annual Report. They are a tribute to the hard work and dedication of Council's staff and their ability to work closely and in harmony with the Elected Members of Council, delivering the best possible services to the community we serve.



Peter Tsokas
Chief Executive Officer

At the heart of all that we do is Council's Community Plan 2033, which defines in specific detail not just the goals we have collectively decided on for our City, but how we plan to achieve them.



Strategic Management Framework

The City of Unley is committed to an integrated approach to strategic planning.

Informed by South Australia's Strategic Plan "In a Great State", our *Community Plan 2033* provides the vision, strategies and framework for the future of the City of Unley.

Our Long Term Financial Plan is used to guide our financial decision-making to ensure we remain financially sustainable in the medium to long term while still achieving the objectives detailed in our *Community Plan 2033*.

Our 4 Year Plan outlines how we will deliver the vision, strategies and framework set out in our *Community Plan 2033*, and informs the Annual Business Plan and Budget process.

The Council's Strategic Management Framework ensures:

- > **Accountability to the community**
- > **Effective use of existing resources to maximise economic, social, and environmental outcomes**
- > **Accurate measuring and reporting processes**
- > **A strong knowledge base for decision-making**
- > **Clear strategic directions and corporate goals**
- > **Effective administrative and governance procedures.**



Our Vision

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

Our vision is encompassed in the *Community Plan 2033* under five key goals.



Goal 1

Emerging:
Our Path to a Future City

Embrace new activities and technologies that support our business and residential communities

STRATEGIC OBJECTIVES

- 1.1 A thriving and prosperous business community
- 1.2 Emerging technology is embraced
- 1.3 A dynamic mix of uses and activities in selected precincts



Goal 2

Living:
Our Path to a Vibrant City

Foster and celebrate our culture, diversity and lifestyle

STRATEGIC OBJECTIVES

- 2.1 Highly desirable and diverse lifestyle
- 2.2 Activated places
- 2.3 Cultural and artistic diversity
- 2.4 Healthy and active community
- 2.5 Collaborative and engaged community



Goal 3

Moving:
Our Path to an Accessible City

Strengthen accessibility and transport options across our city

STRATEGIC OBJECTIVES

- 3.1 Equitable parking throughout the City
- 3.2 An integrated, accessible and pedestrian-friendly City
- 3.3 Alternative travel options



Goal 4

Greening:
Our Path to a Sustainable City

Promote and adopt environmental initiatives that support a sustainable future

STRATEGIC OBJECTIVES

- 4.1 Renowned for its lifestyle and environmental balance.
- 4.2 Leaders in waste reduction.
- 4.3 Functional open green space throughout the City of Unley.



Goal 5

Organisational Excellence:
Our Path to a Robust and Sustainable Organisation

Foster strong leadership, a dynamic and supportive organisational culture and financial sustainability.

STRATEGIC OBJECTIVES

- 5.1 A constructive culture for all employees and volunteers
- 5.2 A customer-centric approach
- 5.3 Good governance and legislative framework
- 5.4 An environment of continuous improvement and innovation
- 5.5 A financially sustainable approach to business and planning activity
- 5.6 Enabling information systems and robust reporting
- 5.7 Uphold the reputation of the City of Unley

Key Outcomes



Goal 1

Emerging: Our Path to a Future City

Embrace new activities and technologies that support our business and residential communities





Goodwood Road Streetscape Renewal & Upgrade

Goodwood Road's streetscape renewal has been a major project, entailing the removal of stobie poles, undergrounding of power lines, and major upgrade and enhancement of the streetscape along the shopping precinct.

The popular shopping and dining strip now boasts more greening, new street lights, art installations, brick paving, improved pedestrian pathways and wider, more accessible footpaths accommodating additional outdoor dining opportunities.

As part of the works, the Goodwood Library and Community Centre carpark has also been resurfaced, with new trees planted in side streets intersecting with Goodwood Road. This whole precinct is now more pedestrian friendly and an activated area for business and the community.

Inspectors' Ticketing Device Upgrade

Our Regulatory Services and IT teams have collaborated to implement new hand-held devices, greatly enhancing Council inspectors' mobility, efficiency, accuracy and ability to collect evidence in the field.

The *PinForce* infringement system makes issuing expiations more streamlined and has a high quality camera and GPS function to intelligently track and report on expiations. The system is also "smart city" enabled allowing for future integration with smart-parking apps and in-ground sensor technology.

These technology upgrades assist Council to ensure the safe and fair use of the roads within the City of Unley for the benefit of everyone.

Residential Character & Growth Areas Development Plan Amendment

The Residential Character and Growth Areas Development Plan Amendment (DPA), affects about a third of the City. It aims to introduce more streetscape character zones to protect neighbourhoods and accommodate greater housing diversity.

Since 2011 when preparations for the DPA began, there has been much consultation and debate including the separation of the DPA into two parts so that changes in the central and eastern suburbs could proceed and be considered for approval. Successful negotiations with the Minister for Planning in 2016, saw the approval of an amended DPA in July 2017.

Key Outcomes

Unley Central Precinct Development Plan Amendment

For many years, the City of Unley has held a long-term vision of revitalising the heart of Unley by generating new activity, more retail, and increased residential living opportunities in the Unley Central precinct. The need to increase the area's population and provide opportunities for higher density living in Unley is also shared by the State Government as articulated in its 30-Year Plan for Greater Adelaide.

When undertaking work on the Unley Central Precinct Plan it was identified that the Council's Development Plan needed to be modified to ensure that the long-term vision for the area could be facilitated.

The key change to the District Centre Zone began in late 2015, with extensive consultation taking place during 2016. After much interest and debate, Council submitted a revised position to the Minister for Planning for approval in March 2017.

District Centre Zone policy parameters have been refined and the boundary slightly expanded. The change reinforces the centre as the main heart of Unley, providing a diverse range of retail, business, entertainment, food and community services and facilities, plus alternative residential living options.

Building heights will transition from neighbouring residential areas on the perimeter to three to five storeys on the east side of Unley Road, and from five to **nine** storeys on the west side. While development will be contemporary, it will respect and complement intrinsic heritage and character elements (open-space, houses, churches, halls, offices, shops). It will encourage 'green' outcomes for energy and water efficiency plus vegetated public spaces, courtyards, roofs and walls.

Unley Gourmet Gala & Santos Tour Down Under

The Unley Gourmet Gala is Council's annual signature event, historically held on the eve of the City of Unley's Santos Tour Down Under Stage Start. The 2017 event attracted a crowd of more than 20,000 people, injecting more than \$1 million into the local economy.

Foodies, fashionistas and cycling enthusiasts mingled in the twilight, enjoying some of South Australia's finest food and wine, and a jam-packed schedule of entertainment including fashion parades, live music, children's activities and cooking demonstrations. The introduction of a world music stage had the crowd up and dancing, with energetic performances from across the globe. The relocation of the fashion stage to the Park Street intersection shone a spotlight on the City's unique fashion houses as they showcased their summer trends.

The following day an estimated 5,000 people lined King William Road to witness the first stage start of the Santos Tour Down Under, bringing an influx of shoppers and cycling enthusiasts to the precinct.



11,856

Find Your Everything
facebook followers

422

Local businesses promoted on
findyoureverything.com.au



>19k

users of free mainstreet Wifi



298

Routine food Safety Inspections



780

Building inspections

799

Development Approvals

Unley Oval

Unley Oval has been a much loved part of the Unley fabric since the Oval was officially opened in 1892, but development and upgrades to the facilities at the Oval since that time have been relatively few and far between. Council has recently approved the upgrade of player and spectator facilities at the Oval, with new female friendly change rooms to be constructed in both the McKay and Oatey Stands.

At the same time, improved accessibility will be created for spectators, and a new accessible canteen constructed to replace the old and inadequate facilities that currently exist behind the Oatey Stand. Subject to securing the final piece of the funding puzzle (a State Government grant for around 15 per cent of the project cost), the project should be completed during the next financial year.



Key Outcomes



Goal 2

Living: Our Path to a Vibrant City

Foster and celebrate our culture, diversity and lifestyle





Adelaide Guitar Festival & Fringe in Unley

The City of Unley was proud to deliver two initiatives that brought a taste of some of Adelaide's most popular festivals to isolated members of our community.

During July 2016, Council sponsored two Adelaide Guitar Festival performances at Highgate House and Parkrose Village featuring acclaimed artists including Festival Director Slava Grigoryan.

As part of the 2017 Adelaide Fringe, *Down Glittering Memory Lane* was toured to a number of residential care facilities throughout the City. This hilarious cabaret performance took residents on a glittering trip down memory lane as two of Hollywood's finest female stars, Doris Day and Marilyn Monroe, reminisced over some of their favourite show tunes, putting their signature lipstick marks on a vibrant collage of songs, dance numbers and one-liners.

These programs support the City of Unley's Active Ageing Strategy and demonstrate our commitment to enhancing the lives and wellbeing of isolated members of our community. Research continues to support the role that music and the arts play in enhancing health, wellbeing and recovery.

Aged Care Support

Council provided a range of services to around 1,500 residents who are aged 65 years or over, or have a disability, to assist them to live independently and maintain their connection to the community. Some of these services include community visiting, transportation options, and home assist programs that provide support with activities like gardening, home maintenance and shopping.

Key Outcomes

Age-Friendly Retail Project

The *Age-Friendly Retail Project* is an action of Council's Active Ageing Strategy and has been delivered in collaboration with SA Health's Office for the Ageing (OFTA). Council received a grant of \$15,000 to undertake this initiative which was delivered between March 2016 and February 2017.

Recognising that older people represent the fastest growing consumer market, the *Age-Friendly Retail Project* aimed to engage with local shopping precincts to raise awareness and promote age-friendly retail principles. It also aimed to make City of Unley traders aware of OFTA initiatives, including the Seniors Card and the *Age-Friendly Retail - Resource Guide for Businesses*.

The project included a comprehensive engagement process, partnering with local businesses to develop a checklist and undertake a self-audit to assist them to meet the needs of older shoppers. Key recommendations include opportunities to: develop an Age-Friendly Recognition Program; increase the number of businesses offering Senior Card discounts; and the facilitation of training for businesses to improve the customer experience of older people. These initiatives will assist businesses in Unley to attract a greater share of this growing market segment.



Community In Kind Project

The Clarence Park Community Centre (CPCC) *Community In Kind* project has identified community members who have skills they can share via affordable learning experiences.

The project came to fruition when one member from the Centre was encouraged to run a cooking workshop with the assistance of a City of Unley staff member. Following its success, more classes have been run, with Council now offering 12 varied workshops and classes run by local community members. The topics for these workshops have ranged from health and wellbeing to cooking and craft.

Workshop facilitators are supported by CPCC through the process to become Centre hirers, and have joined the project with the intent of giving back to their community. The Centre is now able to offer a wide range of workshops to the community at a very affordable cost, an initiative that will continue, with more workshops booked in the coming year.

Festival of Mud

Building on the success of the 2016 event, Orphanage Park hosted more than 2,000 muddy children when it was transformed into a huge *Festival of Mud* during the 2017 April school holidays.

Held in association with Nature Play SA, the event encourages children to swap screen time for outdoor play. The festival featured exciting opportunities for children to play with natural materials and get involved in muddy activities, story-telling, cubby building, clay pottery and geocaching.

Fifty Years of Great Service

In 2016 the City of Unley celebrated 50 years of providing quality library services to the community. The Unley Public Library opened in the Unley Shopping Centre in 1966 before moving into the refurbished Council chambers in 1979 and becoming known as the Unley Civic Library. It was followed by the Fullarton Park Library, which opened in 1977, and the Goodwood Library in 1981. Fifty years later, the City of Unley Libraries is a major information resource and is successfully growing and adapting to meet changing community needs.

To celebrate this significant milestone, the Unley Libraries attracted more than 3,500 people to a festival offering two days of educational workshops, engaging performances and family-friendly activities. Among the highlights of the Unley Libraries Festival was a stroll down memory lane with Bob Byrne, author of the bestseller *Adelaide Remember When*, and the launch of Marianne Musgrove's new children's book, *Frieda*.



4,475

Dogs registered



357

Active volunteers

256k people

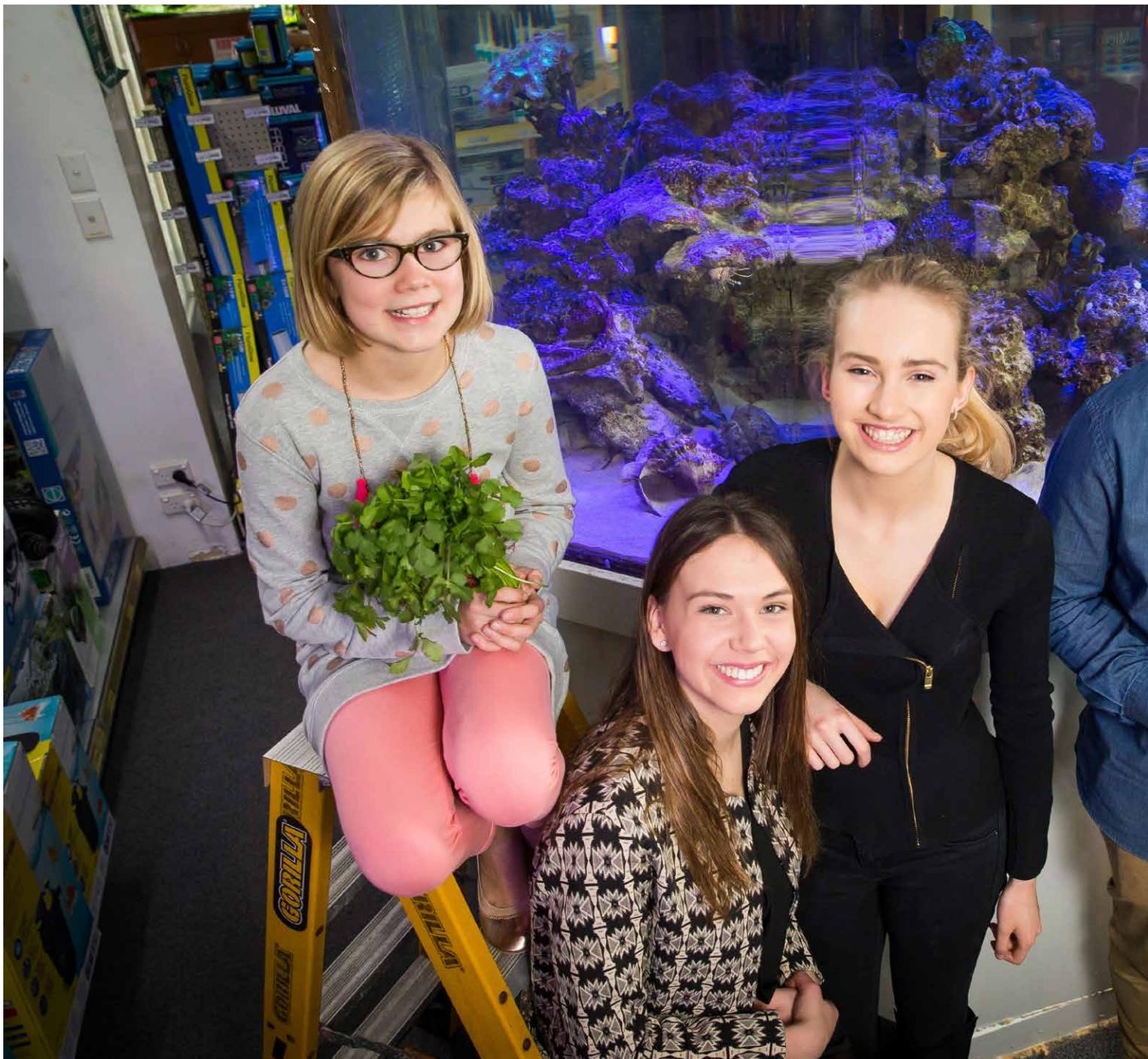
people visited Unley's
3 Community Centres

Key Outcomes

Fish Tank

Council's *Fish Tank* initiative, modelled on popular TV show *Shark Tank*, aimed to support our young entrepreneurs by giving local young people an opportunity to pitch their business ideas to a panel of judges in the hope of winning prize money to help get their ideas off the ground. Twelve projects were entered via a short video submission, with three winning entries sharing in the \$2,000 prize money.

First place was awarded to two local year 12 students for their start-up business *Taboo*, which distributes sanitary products around Australia, with all profits used to provide sustainable sanitary care to women living in third world countries.





Kids Eye View

The *Kids Eye View* project captured the hearts and imaginations of Unley's young people during the April school holidays. Children aged under 12 were encouraged to enter an Instagram competition which required them to submit their own photographs of things they had seen, experienced and enjoyed in the community.

The 60 entries received provided a unique insight into our local area through the lens of our local children. The three winners each received a Polaroid Instax Camera prize pack to continue developing their photography skills.

Neighbour Day

To celebrate Neighbour Day in March 2017, the City of Unley hosted three mini events at Clarence Park Community Centre, St Chad's Anglican Church at Highgate and Soutar Park in Goodwood. The events enabled Council to promote the value of living in connected and healthy neighbourhoods, and encouraged residents to connect with each other in a positive way.

The afternoon event at Soutar Park was a hive of activity. Children enjoyed building and decorating cardboard houses as they created their own neighbourhood with other local children. Parents also interacted over a coffee and a chat, discussing plans for how to create their ideal neighbourhood.

Key Outcomes

Public Art Projects

Four Elements

Originally created in 1980 by John Davis, *The Four Elements* artwork located on the Unley Village Green references and celebrates the four elements of earth, wind, water and fire. Enjoyed by many local residents, families and school children, it has become an iconic piece of public art in Unley.

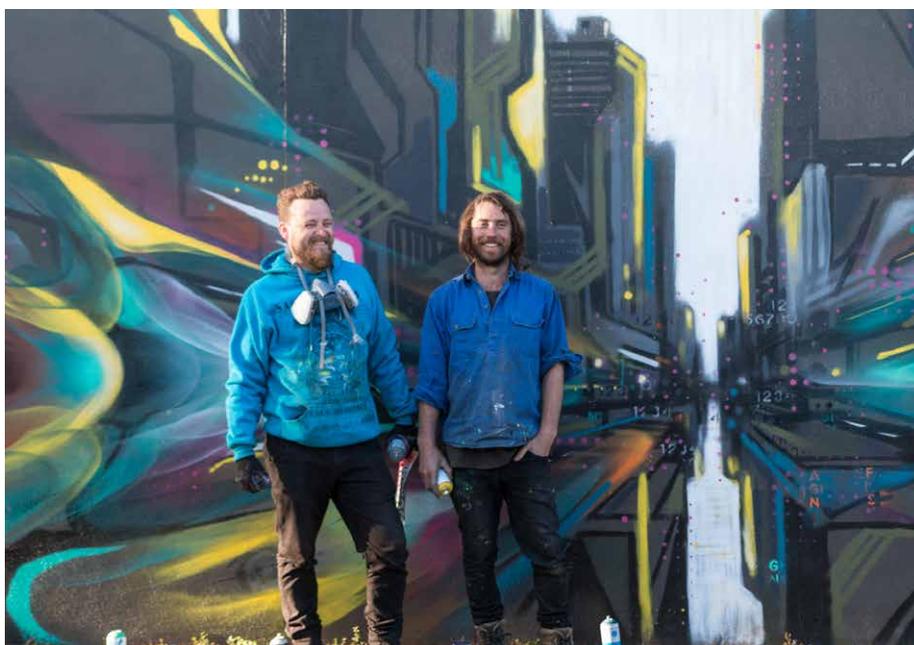
A rejuvenation project undertaken this year has seen the artwork restored to its former glory with new contemporary additions, including a soundscape of running water, a visual representation of flowing water made of steel and rock, and a 'leaky' pipe on the old windmill.

Emerging Art Walls

The *Emerging Art Walls* project is an ongoing street art initiative, which aims to enliven and enhance spaces around the City of Unley to create a strong feeling of identity, community pride and ownership.

Eight murals have been completed across the City by artists Seb Humphreys, Kab 101, Thom Buchannan, Vans the Omega, James Dodd, and Buff Dis. Canvases included Council facilities, residential houses, commercial properties and bus stops. The themes for the murals were selected by the local community and represent celebration, our role in guarding nature, the relationship between the natural and built worlds, and local community members.

Council's Public Arts Strategy will see additional murals embarked upon over the next two years.



Terrible Tales of Unley

Terrible Tales of Unley is a semi-permanent Museum exhibition that explores the City of Unley's dark secrets, mysteries and strange occurrences. The exhibition, curated in July 2016, looks at everything from floods, murder mysteries, accidents and robberies and has proved very popular with all ages.

Unley Museum won the Museums and Galleries National Award (MAGNA) for Best Permanent Exhibition for the *Terrible Tales of Unley* exhibition. The annual awards, run by Museum Australia, recognise achievements within the museum and arts sector throughout the country, and are highly competitive with judging panels made up of nationally recognised leaders in the sector.

Unley Legends - Young at Heart

In June 2017 the City of Unley, in partnership with Resthaven, launched a series of short films at the Capri Theatre attracting 150 people to the launch event.

The project explores and shares the perspectives of older people as they age, and the benefits of staying active mentally, physically and spiritually.

The *Unley Legends* initiative has been a key project aligning with a major principle of Council's Active Ageing Strategy, that age is a celebration and is just a number that should not restrict people from being active and doing the things they love.

The short films can be viewed on YouTube and the City of Unley website.



Key Outcomes



Goal 3

Moving: Our Path to an Accessible City

Strengthen accessibility and transport options across our city





Accessibility Projects

As part of the City of Unley's Ageing Strategy, and to ensure all Council sites are accessible to our ageing population, Council has undertaken a continuity audit of all sites to determine accessibility and ease of access.

This year a service elevator has been installed at the Unley Depot to ensure access is available to all areas of the building and the installation of an automatic roller door for the bus compound will ensure ease of access for our volunteer drivers.

Community Transport

A new Community Bus has been purchased and is now in use. Some additional fixtures such as seat belt extensions and grab rails will be fitted to ensure safe and easy access for older bus users.

Work is continuing to phase out the fixed route bus service, with additional services being offered to better meet the needs of the City's residents. New information and timetables are being developed, with the new bus service to be launched in 2018.

Key Outcomes

East Avenue, Canterbury Terrace & Cromer Parade Intersection Upgrades

This intersection, which is a key node on the Marino Rocks Bike way, is accessed by many people including commuters using Clarence Park train station, Clarence Park Community Centre users, local residents and cyclists.

Safety at this junction has been improved for cars, bikes and pedestrians. An age friendly environment has been created, through a safety upgrade to the pedestrian refuge and improved cyclists' access, while installation of a raised platform treatment at the intersection has lowered the speed of vehicles. A clear path network for all users has been established through the installation of raised plateaux, islands and line marking.



Leader Street Streetscape Renewal

The streetscape renewal project for Leader Street has been undertaken with an integrated approach to the management of all users of this important transport link.

It has provided an improved age friendly footpath with increased width seating, a bus stop and pedestrian crossing points with handrails. The project has also provided a dedicated bike path on both sides of the road.

The landscape has been upgraded with the planting of trees and shrubs plus the creation of a number of rain gardens along the length of the road to improve water quality from the stormwater leaving this site.

Wayfinding Signage

Wayfinding signage has been adopted by Council as a high priority within its Walking and Cycling Plan. The signage improvements help users to navigate bikeways and pedestrian paths as well as promoting key community locations such as main streets and community centres.

Wood Street Slow Points

Wood Street forms part of Council's Wood/Weller Streets bikeway, which offers a safer alternative to busy main roads such as Goodwood and King William. The existing slow points at Wood Street have been modified to allow safe access for cyclists, and the installation of speed humps has helped with slowing traffic in these areas.



1.5 kms

Roads repaired



9.2 kms

Footpaths repaved



1798

traffic requests completed

Key Outcomes



Goal 4

Greening: Our Path to a Sustainable City

Promote and adopt environmental initiatives that support a sustainable future





Greening our Streetscapes

With less than three per cent open space in the City of Unley, Council constantly seeks new ways to increase its green spaces. This year new garden and tree beds were created in streetscapes such as Lonsdale, Enterprise and Halman for both local amenity and environmental benefits.

Community Orchard

In 2016 a new community fruit tree orchard was established in Princess Margaret Playground in Black Forest. The orchard is maintained by Council and volunteers, with the produce available for all park users to share.

Eighteen fruit trees, including red cherry, guava, kaffir lime, orange, lemon, mandarin, lemonade and limes, were planted by the Year 4/5 class from Black Forest Primary School.

Council also has orchards in Soutar Park, Morrie Harrell, Henry Codd and Fullarton Reserves. As well as enabling park users to enjoy a seasonal mandarin at the playground, the orchards are a great way for children to learn more about where food comes from and perhaps inspire them to grow some at home.



>75%

of our wildlife boxes
used for breeding



10

Conservation
grants approved

Key Outcomes

Edmund Avenue Display Verges

Council encourages residents to take ownership of their verge areas as this enhances the City's streetscapes, environment and the kerb appeal of residences. Council's new display verges at Edmund Avenue showcase a variety of plants and treatments that residents could use to transform their verges into attractive garden features.

A stroll down Edmund Avenue, Unley, can provide inspiration from contemporary, cottage, natural and formal layout examples, including different path ideas. All displays meet the guidelines of safe plant choices and low plant heights to ensure good sight lines for road users. A matching planting guide with suggested plant species is available online or from the Unley Civic Centre.

Feral Olive Tree Removal at Ridge Park

Removal of feral olive trees and other inappropriate vegetation from Ridge Park along Glen Osmond Creek was completed in April 2017. A handful of heritage olive trees have been left as they were part of the original market garden grove planted more than 100 years ago.

This weed removal work was followed up in June with the planting of 200 native trees and more than 6,000 shrubs, ground cover and riverine plants. As these new plants mature they will provide much improved habitat for local birds and wildlife in the Ridge Park creek line.

New Solar & Battery Storage

This renewable energy project trials and supports the new battery storage technology. In May 2017, 15kw of solar panels and a 9.8kwh battery were installed at Fullarton Park Community Centre, selected as it is a large community site with regular night time usage.

Sixty per cent of the battery's capacity is stored to provide reserve power backup in the event of lost power, allowing the fridge, emergency, kitchenette, main hall and toilet lights to remain running for at least one day. The other 40 per cent of the battery is being discharged daily to offset some of the evening power usage at the site, saving grid power usage and reducing the electricity bill.



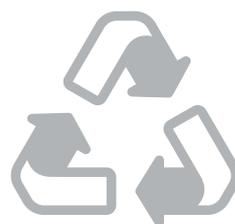
805

Trees
planted



>5k

tonnes of
green organics collected



>4k

tonnes of
recyclables collected



357

tonnes of
Hard waste collected

Second Generation Street Tree Implementation

The City of Unley's Tree Strategy provides a framework and targets for street tree renewal within the City, which has an ageing street tree population. Many of the street trees within the Unley Council area were planted more than 50 years ago with a significant number reaching the end of their Useful Life Expectancy (ULE).

A recent independent audit of the City's trees found that about 7 per cent have a remaining ULE of less than five years. The Second Generation Street Tree Implementation program targets the replacement of ageing and poorly performing trees as well as filling vacant spaces where trees have been missing but not previously replaced.

Tree Well Program

TreeNet inlet wells appear as small cuts along the kerb line in some of our streets, providing water to street trees. Through the inlet wells, stormwater flowing into the gutters passes into a 100L storage tank buried in the soil, with the water then slowly being released to the adjacent street trees.

This year we installed 150 wells across the City, focusing on newly planted street trees. Aside from using recycled water to help our trees, the tree wells also help reduce the amount of stormwater that flows out to the ocean during storm events.

Vertical Garden

Visitors to the Unley Civic Centre this year may have noticed a new vertical garden entry statement. The garden, which is 3.2m high and 6.8m wide, is comprised of 480 plants. It has a rain sensor at the top of the wall so that the irrigation switches off on rainy days.

The vertical garden provides a welcoming entry statement to the Unley Civic Centre and is a demonstration of how green space can be implemented in non-traditional places.



Key Outcomes



Goal 5 Organisational Excellence

Foster strong leadership, a dynamic and supportive organisational culture and financial sustainability





Communication & Community Information

Each year, four seasonal issues of the *Unley Life* magazine are produced and distributed to residents and businesses within the Council area. This dynamic publication communicates community news and provides information to residents about Council's plans, programs and activities, and the benefits these have within the community.

The City of Unley website continues to be a key communication tool with an average of 35,000 visits to the site each month. Updates and enhancements were made throughout the year to continue to improve the online experience for our users.

Council's social platforms have all experienced steady growth indicating that they will continue to be an important means of delivering information on events and key services, and another way for residents to communicate with us. During the year, the Unley Council Facebook page grew from 1,750 likes to 3,145 likes while the Unley Council Twitter account grew from 3,030 followers to 3,590 followers.

The *Your Say Unley* community engagement website continues to be a valuable tool for gaining feedback from stakeholders and ensures the community has input in Council's decision-making processes. Sixteen consultations have been published on *Your Say Unley* during the past 12 months, with 2,921 people visiting the site and 759 of those visitors completing surveys and providing feedback.

Council is committed to ensuring the community is informed about Council decisions, programs, special events and services. Media releases promoting Council projects and decisions are distributed regularly to a range of media outlets. The City of Unley has developed effective relationships with local and state-wide media and endeavour to respond to media inquiries in an open and timely manner.



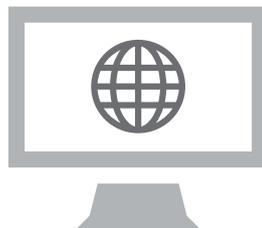
3,145

Council facebook followers



3,590

Council twitter followers



35,000

website visits per month

Key Outcomes

Continuous Improvement

The City of Unley is committed to continuous improvement and in 2016-17 undertook five service reviews.

The Community Bus review recommended to at least double the number of customers and provide more trips to preferred customer destinations, at no additional cost.

The customer service review prompted changes to our service delivery model and initiation of a customer experience program.

The traffic and transportation review recommended improvements to assist staff in managing the high workload and delivering timely customer service.

Recommendations from a review of our Depot Administration operations resulted in cost savings and improved service levels.

Our civil services review affirmed strategic directions and introduction of technology and provided recommendations for further improvement.

IT System Monitoring & Alerts

Council's Information Technology (IT) team has recently developed and deployed an intelligent monitoring and alert notification system that monitors business critical technology services, ensuring optimal performance, and minimal business interruption when faults occur.

IT staff are notified immediately via a smart phone app if technology systems become unstable or unavailable, and can quickly diagnose and resolve faults onsite or whilst working remotely.

This valuable tool ensures ongoing availability and reliability of Council technology platforms as we continue to offer more digital and online services for the community.

Long Term Financial Plan (LTFP) Software Tool

The City of Unley is now using specialist Long Term Financial Plan (LTFP) Software that enables Council to have a fully customisable long-term financial plan. This easy to use software takes into consideration a number of important components including Council's previous year's actuals, current budgets, capital works program, major projects, loan planner and chart of accounts.

The benefits include being able to devise scenarios in relation to capital and major projects, with a variable level of detail provided according to need. All of the main financial statements can also be produced including the income statement, balance sheet, cash flow and equity statement.

My Unley Online

In June 2017, the City of Unley launched *My Unley*, a user friendly online service allowing customer request lodgement and payments from a web browser and mobile device.

My Unley allows customers to easily and efficiently interact with Council at any time, day or night, using an iPhone, iPad, Android device or web browser. The service allows customers to track the progress of their request as it is completed. Further enhancements to *My Unley* are proposed for 2017-18.

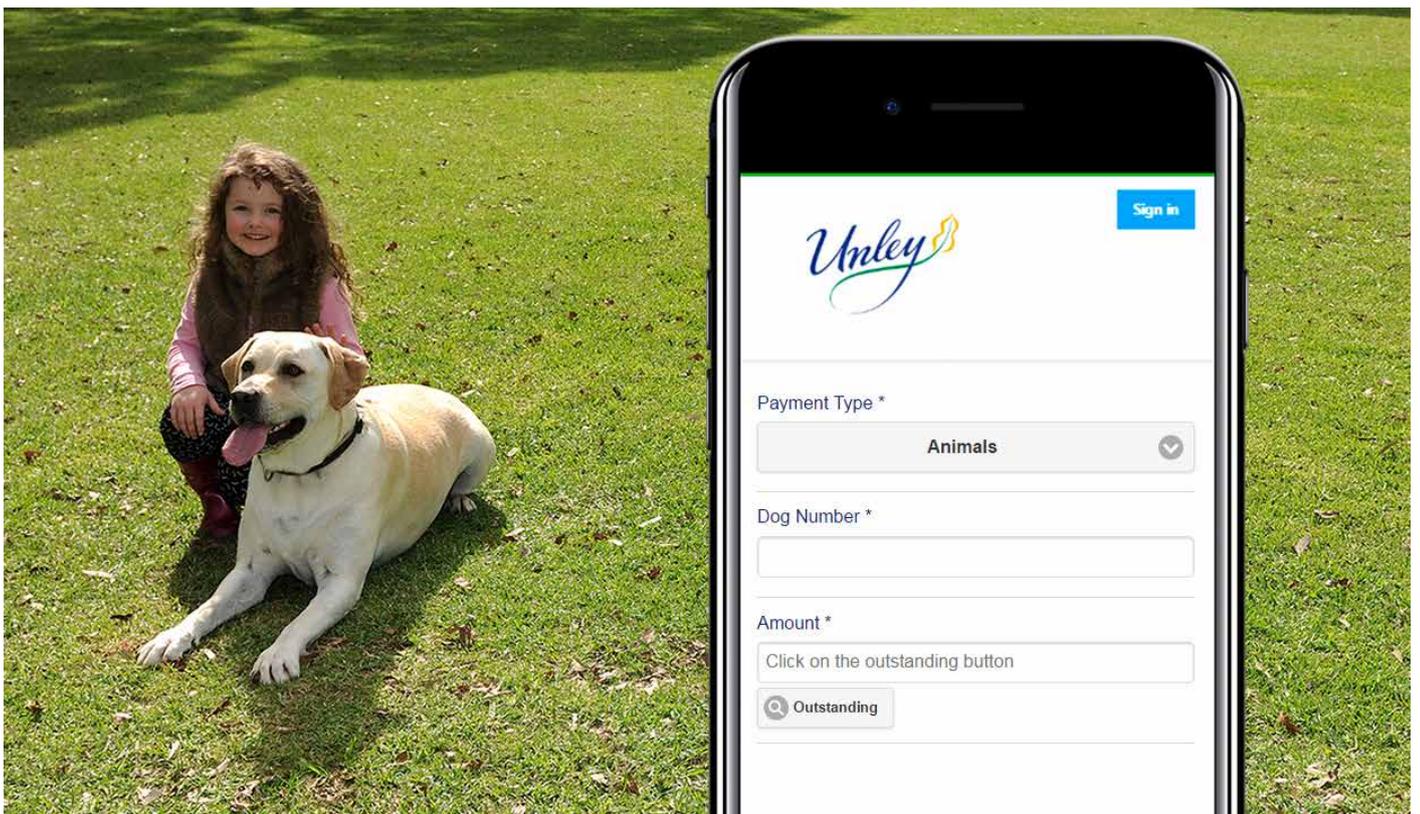
Organisation Culture

Organisation culture can be defined as the shared values, norms and expectations that govern the way people approach their work and interact with each other. The City of Unley has established a clear vision of its preferred constructive culture being performance based and customer focused. This vision is supported by a new set of organisation values, *A Workplace of Possibilities*, representing the way all employees and volunteers should behave.

A culture survey is undertaken every three years to measure how effectively our values are articulated throughout the organisation, to understand how real, visible, and meaningful they are. The survey results provide leaders and other employees with information to understand the thinking and behavioural styles that are expected of them in the way they work, interact, manage problems and adapt to change.

A central culture group has been established to support the executive management team by applying their knowledge and experiences to analyse cultural data and identifying opportunities for overall organisational cultural improvement.

As part of our cultural change program, an organisation culture survey will be undertaken in early 2018.



Key Outcomes

Performance Partnering

The Performance Partnering (PP) framework was formally implemented in May 2017. PP guides leaders to have an effective conversation with staff around performance and development, including their contribution to overall Council objectives. The PP framework currently consists of a guide for leaders, and templates for capturing individual development plans and key performance outcomes at team and individual levels. In future, the PP framework will also include an assessment against the refreshed Unley Values.

As well as improving capabilities and practices around performance conversations, the PP framework seeks to improve employee engagement and performance, resulting in a better line of sight between the work staff are doing and how it contributes to the success of the Council and community.

Shared Services

The Eastern Region Alliance (ERA) is a collaboration of the Cities of Unley, Burnside, Campbelltown, Norwood Payneham and St Peters, Prospect and the Town of Walkerville. The ERA CEOs and Mayors meet regularly throughout the year to work together for the benefit of their local communities and the eastern region community as a whole.

Existing shared service arrangements with the City of Adelaide for the provision of IT infrastructure management continues to provide Unley with access to very highly specified infrastructure at a lower cost and with support from specialised technical experts leading industry in South Australia. This arrangement will provide opportunities when Council further develops its own Digital Transformation Program later this calendar year.

During the year the City of Unley and Town of Walkerville completed a successful three month trial to explore shared service arrangements for the delivery of regulatory services. Following the conclusion of the trial, agreement has been reached for the City of Unley to undertake these services on behalf of the Town of Walkerville for the next two years.

Additional shared services are being explored with Walkerville, particularly in the area of building surveying / inspectorial and traffic / parking investigations.



Vendor Panel

Vendor Panel is a purchasing application that simplifies the way Council manages and accesses preferred suppliers and contractors. It is a secure web based service being used by organisations across the country to reduce risk and increase value in procurement.

Unley has been implementing *Vendor Panel* during the last two years, allowing access to various panels of suppliers that have been set up locally by Unley as well as access to higher level panels managed by the Local Government Association of SA.

Vendor Panel provides a simple quotation process as its functionality makes it easy for staff to create clear and targeted quotations using a structured, consistent and transparent procurement process.

This is an on-going efficiency project as panels will be created where the opportunity exists to aggregate purchasing processes, thus supporting collaborative procurement and better management of the way ratepayers' money is spent.



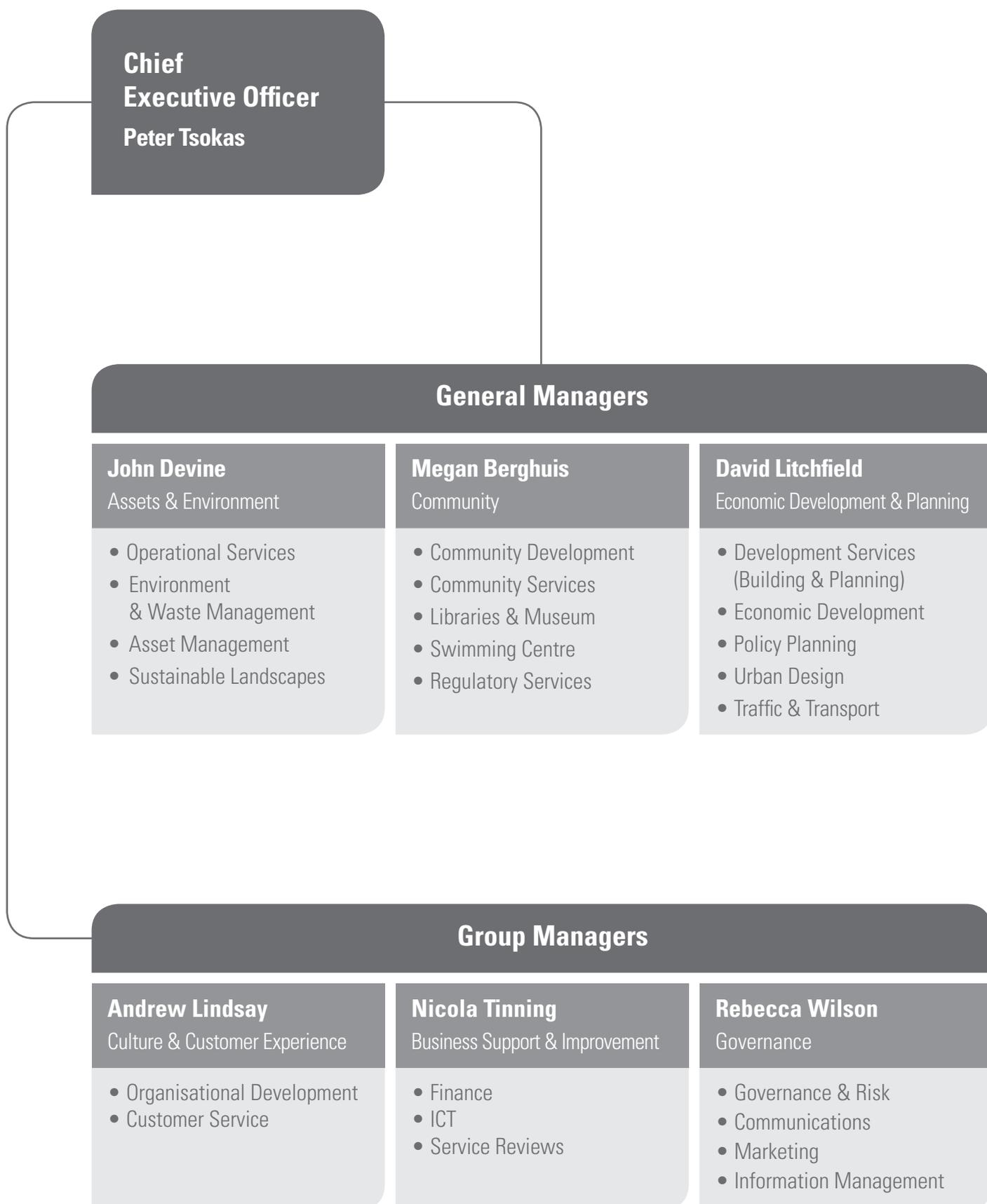
24,626
Customer
Requests



58,321
calls received by
customer service team

Our Organisation

Organisational Structure (1 July 2016 - August 31 2016)



Organisational Structure (1 September 2016 - 30 June 2017)



**Chief
Executive Officer**
Peter Tsokas



John Devine
General Manager **City Development**

- Operational Services
- Property Assets
- Asset Management
- City Development



Megan Berghuis
General Manager **City Services**

- Community Development & Wellbeing
- Development & Regulatory Services
- Libraries, Museum & Customer Experience



Nicola Tinning
A/General Manager **Business Support & Improvement**

- Finance & Procurement
- Business Systems & Solutions
- Human Resources & Work Health Safety
- Culture & Business Capability

Julie Lister
A/Manager
Governance & Risk

- Governance & Risk
- Communications
- Records Management

David Litchfield
Director
Strategic Projects

- Economic Development
- Unley Oval Development
- Civic Precinct Upgrade

Our Organisation

Our Executive Team

The City of Unley's Executive Team consists of the Chief Executive Officer and three General Managers. The team is responsible for leading and developing the administration, as well as building the organisational capability and culture required to deliver the vision, strategies and framework set out in Council's *Community Plan 2033*.

The members of the executive team are paid a salary package, which varies for each individual. These packages include 9.5 per cent compulsory superannuation and the provision of a motor vehicle for unrestricted private use on a salary sacrifice basis.

Organisational Development

The 2016-17 year provided the opportunity to adopt a more robust vacancy management approach to terminations, ensuring opportunities arising from turnover were explored. These vacancy opportunities enabled the review of organisation structure, resulting in the reduction of one director and four manager positions.

This allowed the realignment of functions such as:

- Establishment of a new Business Support and Improvement division
- Consolidation of Community Services and Community and Cultural Development departments into a single Community Development and Wellbeing department
- Realignment of Regulatory Services from the Community Services department to the new Development and Regulatory Services department
- Realignment of the Customer Service Centre and customer experience framework to a new Libraries, Museum and Customer Experience department.

Our Values

The City of Unley has a clear vision for a constructive culture that is performance based and customer focused. This vision is supported by a set of organisation values that represent the way we want all employees and volunteers to behave.

- ✓ We believe that everyone should be treated with dignity and respect
- ✓ We listen to our colleagues and our community and we're interested in what they have to say
- ✓ We value honesty, integrity and difference
- ✓ We are positive and take responsibility for what we do
- ✓ We aim high, challenge ourselves and take risks
- ✓ We support each other and together we grow, learn and improve
- ✓ We are proud of each other and our community and we celebrate our achievements

Staff Overview

Staff numbers as at 30 June 2017 are shown as Full-Time Equivalent (FTE) while the gender ratio is reflective of headcount. The difference in these figures reflects the number of part time staff employed by the City of Unley, and highlights the flexible working conditions that are offered to employees.

Division	Male	Female	*Total	Staffing Numbers (FTE)
Chief Executive's Office	2	3	5	4
Governance & Risk	1	6	7	7
Business Support & Improvement	11	12	23	20.6
City Services	25	71	96	77.9
City Development	56	13	69	67.8
Total	95	105	200	177.3

*On a head count basis.

Workplace Health & Safety (WHS)

Commencement of the WHS Business Partner in September 2016 marked the introduction of a new partnering model and structure within the WHS Team. This has resulted in stronger emphasis on engagement and safety culture across Council, along with improved capabilities around reporting and preventative and corrective actions.

The WHS Business Partner and the WHS Advisor have refocused effort on the foundational elements of the Council's WHS system which is proving to be valuable as policies and procedures continue to be updated in line with legislative changes and business needs.

A 12-month training program has now been implemented and the WHS system redesigned to include risk assessments, building in-house skills and capabilities as well as partnering with business areas on major projects to address shortfalls in their systems. The WHS team have examined cost saving opportunities across a range of areas and have achieved significant savings in areas such as discontinuing redundant practices and delivering training in house.

From a safety outcome perspective, the City of Unley's consistently low Return to Work claim level has continued with claim rates well below the average of other comparable South Australian councils. This is a result of our continued focus on increasing the profile of WHS across the organisation through partnering, training and internal promotion, active management of organisational risk, and overall WHS diligence that targets zero injuries.

Progress against Self-insurance Standards KPI action plans has been strong and Injury Management cases have been proactively addressed throughout this period. This positions Council well for optimising financial rebates.

Volunteers

During 2016-17, more than 370 volunteers gave almost 40,000 hours of their time to the City of Unley, delivering more than 30 programs.

Popular programs included:

- Community Visitors Scheme
- Eastern Region SRF Program
- Unley Community Centre – Circuit Café
- Unley Museum
- Digital Literacy Program
- Unley and Goodwood Library Programs
- Community Bus Service
- Community Connect Program
- Justice of the Peace Services
- Social Transport Program
- Reader Advisory Services
- Graffiti Removal Team

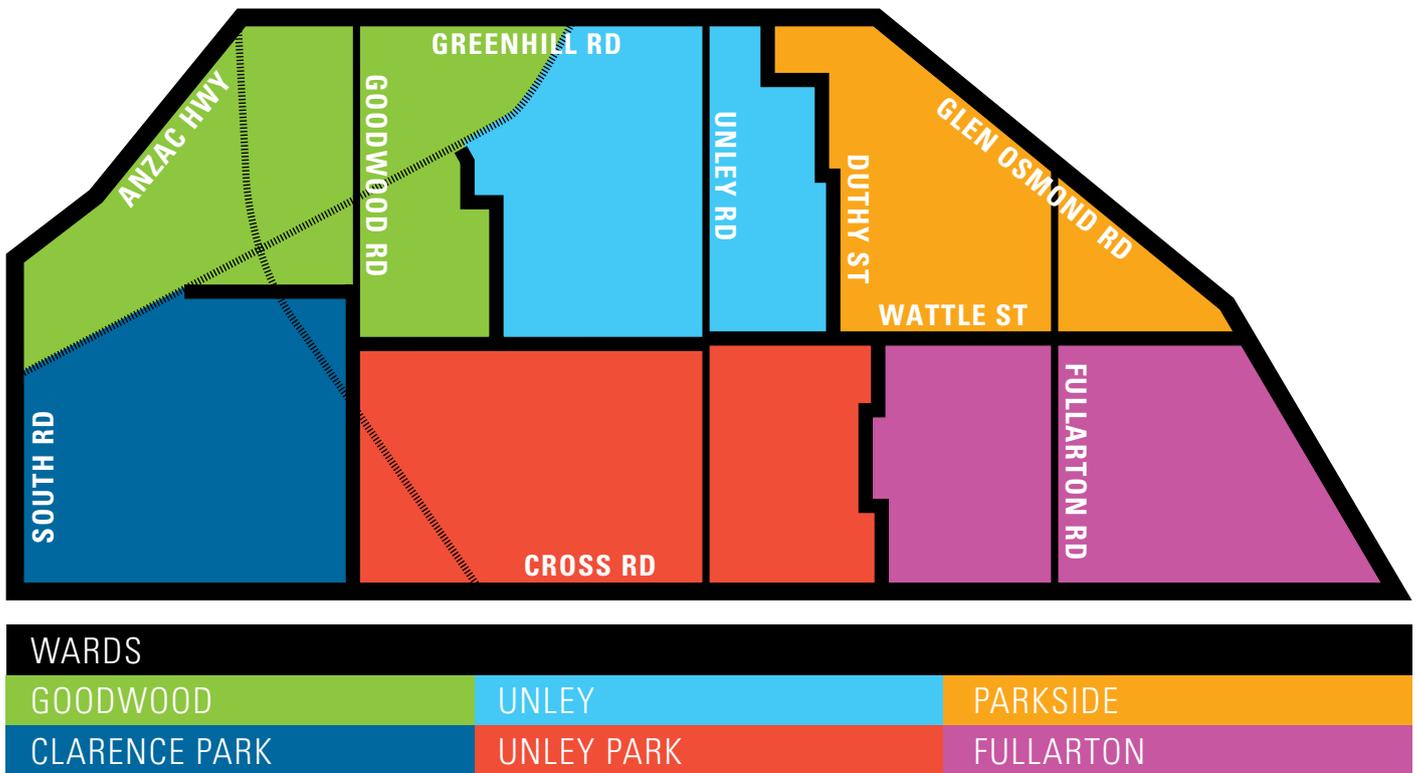
Our Council

City of Unley Ward Overview

The City of Unley is located immediately south of the City of Adelaide, and is bounded by Greenhill Road in the north, Glen Osmond Road in the east, Cross Road in the south and South Road and Anzac Highway in the west. The City is bounded by the local government areas of the City of Adelaide in the north, City of Burnside in the east, City of Mitcham in the south and the Cities of Marion and West Torrens in the west.

With a total land area of 14 square kilometres, our City is predominantly residential, with some commercial and industrial areas and includes the suburbs of Black Forest, Clarence Park, Everard Park, Forestville, Fullarton, Goodwood, Highgate, Hyde Park, Keswick (part), Kings Park, Malvern, Millswood, Myrtle Bank, Parkside, Unley, Unley Park and Wayville.

The six Council wards are Clarence Park, Fullarton, Goodwood, Parkside, Unley, and Unley Park.



City of Unley Ward Boundary Map

Elector Representation

The representation quota is the number of electors for the Council area divided by the number of Elected Members (including the Mayor). The City of Unley's representation quota is 1:2,114 with 27,664 electors and compares with other similar councils (as obtained by the Electoral Commission of South Australia¹).

Council	Electors	Representation
City of Burnside (13)	31,841	1:2,449
City of Campbelltown (11)	34,929	1:3,175
City of Holdfast Bay (13)	27,610	1:2,123
City of Norwood, Payneham & St Peters (14)	25,264	1:1,804

Source: 2016-17 Representation Quotas - Local Government Association of SA.

The legislation specifies that if a council is divided into wards, then the number of electors in each ward must fall within a ward quota so that there is fair representation on Council.

The next Elector Representation Review will be undertaken when directed by the Electoral Commissioner. At that time, notices will be placed in a newspaper circulating in the area and on the Council website to invite public submissions.

Elected Members

Councils are part of the democratic framework of Australia and the community gets the chance to elect its Council Members every four years. The most recent Council Elections were held in November 2014.

More information about Council elections is available on the Council website.

Mayor



Mayor Lachlan Clyne

P 0427 132 494

E mayor.clyne@unley.sa.gov.au

July 2016 - June 2017

CEO Performance Review Panel – Presiding Member

Unley Business and Economic Development Committee –
Ex officio

July 2016 - September 2016

Community and Culture Committee – Ex officio

Development Strategy and Policy Committee – Ex officio

Infrastructure and Sustainability Committee – Ex officio

October 2016 - June 2017

Strategic Property Committee – Ex-officio

November 2016 - June 2017

City Strategy and Development Policy Committee

Our Council

Elected Members

Fullarton Ward Councillors



Anthony Lapidge

P 0416 141 817

E alapidge@unley.sa.gov.au

July 2016 - September 2016

Development Strategy and Policy Committee

July 2016 - January 2017

Centennial Park Cemetery Authority Board

July 2016 - June 2017

Unley Business and Economic Development Committee - Presiding Member (1/2/17 - 30/6/17)

Goodwood Ward Councillors



Luke Smolucha

P 0422 669 253

E lsmolucha@unley.sa.gov.au

July 2016 - June 2017

Centennial Park Cemetery Authority Board

Unley Business and Economic Development Committee

July 2016 - September 2016

Development Strategy and Policy Committee

October 2016 - June 2017

Strategic Property Committee

Clarence Park Ward Councillors



Don Palmer

P 0414 820 773

E dpalmer@unley.sa.gov.au

July 2016 - June 2017

Unley Business and Economic Development Committee

July 2016 - September 2016

Development Strategy and Policy Committee - Presiding Member

October 2016 - June 2017

Strategic Property Committee

November 2016 - June 2017

City Strategy and Development Policy Committee

January 2017 - June 2017 Deputy Mayor



Peter Hughes

P 0439 837 335

E phughes@unley.sa.gov.au

July 2016 - June 2017

CEO Performance Review Panel

July 2016 - September 2016

Community and Culture Committee - Presiding Member Infrastructure and Sustainability Committee

October 2016 - June 2017

Strategic Property Committee

February 2017 - June 2017

Centennial Park Cemetery Authority Board



Bob Schnell

P 8293 5680

E bschnell@unley.sa.gov.au

July 2016 - September 2016

Community and Culture Committee Infrastructure and Sustainability Committee



Jennie Boisvert

P 8232 0345

E jboisvert@unley.sa.gov.au

July 2016 - June 2017

CEO Performance Review Panel Development Assessment Panel

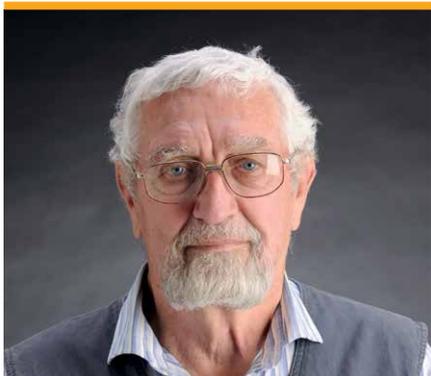
July 2016 - September 2016

Development Strategy and Policy Committee

November 2016 - July 2017

City Strategy and Development Policy Committee

Parkside Ward Councillors



Mike Hudson

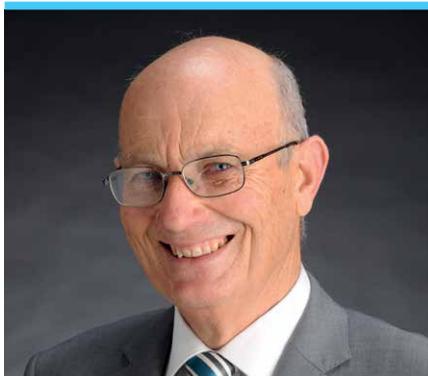
P 8357 7496

E mhudson@unley.sa.gov.au

July 2016 - September 2016

Community and Culture Committee

Unley Ward Councillors



Michael Hewitson AM

P 8271 9731

E mhewitson@unley.sa.gov.au

July 2016 - September 2016

Infrastructure and Sustainability
Committee - Presiding Member

November 2016 - June 2017

City Strategy and Development
Policy Committee

Unley Park Ward Councillors



Michael Rabbitt

P 0415 714 567

E mrabbitt@unley.sa.gov.au

July 2016 - January 2017

Deputy Mayor

July 2016 - June 2017

Audit and Governance Committee
CEO Performance Review Panel

July 2016 - September 2016

Community and Culture Committee

November 2016 - June 2017

City Strategy and Development Policy
Committee - Presiding Member



John Koumi

P 0409 692 034

E jkoumi@unley.sa.gov.au

July 2016 - June 2017

CEO Performance Review Panel
Unley Business and Economic
Development Committee - Presiding
Member (1/7/16 - 31/1/17)

July 2016 - September 2016

Development Strategy and Policy Committee

October 2016 - July 2017

Strategic Property Committee -
Presiding Member



Rufus Salaman

P 0409 390 980

E rsalaman@unley.sa.gov.au

July 2016 - June 2017

Development Assessment Panel

July 2016 - September 2016

Development Strategy and Policy Committee



Rob Sangster

P 0408 032 648

E rsangster@unley.sa.gov.au

July 2016 - June 2017

Audit and Governance Committee
Development Assessment Panel

July 2016 - September 2016

Infrastructure and
Sustainability Committee

Our Council

Elected Member Allowances & Benefits

Elected Members receive an allowance under the *Local Government Act 1999* for satisfying their formal duties. The allowance is set by the (State) Remuneration Tribunal and adjusted annually by formula prescribed by the Local Government (Members Allowances and Benefits) Regulations 2010.

Elected Member Allowances & Benefits 1 July 2016 - 30 June 2017

Mayoral Allowance	\$64,822 Plus a fully maintained vehicle for Council related business
Total amount paid to other Elected Members including Presiding Member Allowances and allowances for the members of the DAP Committee	\$220,032
Elected Member Annual Allowance	\$16,276
Deputy Mayor and Presiding Member Annual Allowance (includes Elected Member allowance)	\$20,345

Elected Member Training Seminars & Conferences

In accordance with the City of Unley's Elected Member Training and Development Policy, Council members were provided with the opportunity to undertake training and development activities during 2016-17 as per the table below.

Elected Member Training Seminars & Conferences 2016-17

Name	Date	Details
Mayor Clyne	20 - 21 October 2016 21 April 2017	LGA – AGM LGA Ordinary General Meeting
Cr Rabbitt	20 October 2016 20 June 2017	LGA – AGM French Australian Chamber of Commerce National Business Forum
Cr Sangster	9 - 11 November 2016	16th International Cities, Town Centres and Communities Conference
Cr Hughes	9 - 11 November 2016	16th International Cities, Town Centres and Communities Conference
Cr Koumi	27 July 2016 9 - 11 November 2016	SA Small Bar Licence Debate – Property Council 16th International Cities, Town Centres and Communities Conference
Cr Hudson	21 - 24 March 2017	Cities 4.0 Summit
Cr Schnell	9 - 11 November 2016	16th International Cities, Town Centres and Communities Conference
Cr Palmer	20 - 21 October 2016 20 - 21 April 2017 25 - 26 May 2017 20 June 2017	LGA – AGM LGA – Ordinary General Meeting Future of Local Government National Summit French Australian Chamber of Commerce National Business Forum

Decision Making Structure

The Local Government system is integral to the democratic system of government in Australia and provides vital infrastructure, social and environmental support for communities.

The City of Unley is responsible for providing strategic direction for the local area, planning and development control, setting policy, providing and maintaining infrastructure and services, and regulating activities whilst complying with and enforcing many diverse pieces of legislation.

The City of Unley operates autonomously within the framework of the *Local Government Act 1999*, and the elected body may delegate authority to the Chief Executive Officer in accordance with legislative requirements, budgets, strategic planning policy and corporate structure.

Unley Council has a number of committees that assist in the decision making process.

Council Meetings

Council Meetings are an important part of the Council's operations. The decisions made by the Elected Members at formal Council Meetings provide the direction and authority for the ongoing operation of the Council.

During the 2016-17 financial year, Council meetings were held on the fourth Monday of every month at 7pm at the Civic Centre, 181 Unley Road, Unley (entrance from Oxford Terrace), with appropriate adjustments to accommodate public holidays. When required, additional Council meetings were scheduled for the second Monday of each month to assist the decision-making process.

All Council Meetings were open to the public and were conducted in accordance with the *Local Government Act 1999* and the *Local Government (Procedures at Meetings) Regulations 2013*.

Council Committees

Under Section 41 of the *Local Government Act 1999*, the Council has the power to establish committees that will assist Council in the performance of its functions. These committees make recommendations to the Council.

From July 2016 until August 2017 the City of Unley had the following five Section 41 Committees:

- Audit and Governance Committee
- Community and Culture Committee
- Development Strategy and Policy Committee
- Infrastructure and Sustainability Committee
- Unley Business and Economic Development Committee

On 22 August 2016, the following Section 41 Committees were disbanded:

- Community and Culture Committee
- Development Strategy and Policy Committee
- Infrastructure and Sustainability Committee

In October 2016 the Committee structure was changed to include two new Section 41 Committees:

- City Strategy and Development Policy Committee
- Strategic Property Committee

These Committees, along with the:

- Audit and Governance Committee
- Unley Business and Economic Development Committee

remained active to June 2017.

A brief summary of the functions, membership and meeting arrangements for each committee follows. The complete Terms of Reference for the Committees can be found on the Council's website.

Our Council

Council Committees

Audit & Governance Committee

The City of Unley Audit and Governance Committee is appointed by Council and is tasked with reviewing the annual financial statements and Business Plan, monitoring financial indicators and targets in the Long Term Financial Plan, obtaining independent professional advice, and liaising with the Council's auditor. The Committee also has oversight of the City's risk management and audit initiatives, and is a source of advice to the Council and Chief Executive Officer.

Members

From July 2016 until June 2017

- Mr John Rawson (Presiding Member)
- Cr Rob Sangster
- Cr Michael Rabbitt
- Mr Ed Parker
- Mr Sean Tu

The Committee meets at least four times per year at appropriate times in the financial reporting cycle, and when the Committee may otherwise deem necessary. The committee met five times during 2016-17.

- Sitting fees for independent members are as follows:
- Presiding Member \$450 per meeting attended
- Independent Members \$300 per meeting attended
- If Independent Members are required to attend a workshop, \$150 per workshop

Community & Culture Committee

The Community and Culture Committee assisted Council to develop a strong and inclusive community that encouraged active citizenship and participation. It aimed to enhance and develop a vibrant community that celebrated its cultural heritage, creativity and artistic endeavour. It also considered initiatives for recreation and sport for all age groups.

Members

From July 2016 until August 2016

- Cr Peter Hughes (Presiding Member)
- Mayor Lachlan Clyne (Ex Officio member)
- Cr Michael Hudson
- Cr Michael Rabbitt
- Cr Bob Schnell
- Rev Dr Lynn Arnold
- Mrs Elizabeth Bleby
- Mr John Hill

The Committee met once during this financial year before being disbanded.

- The sitting fees were as follows:
- Presiding Member \$20,102 per annum (inclusive of the annual Elected Members allowance for the presiding member of a prescribed committee)
- Independent Members \$300 per meeting attended.

Development Strategy & Policy Committee

The Development Strategy and Policy Committee provided advice to the Council in relation to the extent to which the Council's Development Plan and policies accorded with the State Planning Strategy. It also assisted the Council in undertaking strategic reviews of the City of Unley Development Plan and monitored progress of orderly and efficient development. The Committee was established pursuant to *Section 101A* of the *Development Act 1993*.

Members

From July 2016 until August 2016

- Cr Don Palmer – Presiding Member
- Mayor Lachlan Clyne – (Ex Officio member)
- Cr Jennie Boisvert
- Cr John Koumi
- Cr Anthony Lapidge
- Cr Rufus Salaman
- Cr Luke Smolucha
- Mr Grant Pember
- Mr Lloyd Roberts
- Mr Doug Wallace
- Mr Stephen Yarwood

The Committee met twice during this financial year before being disbanded.

The sitting fees were as follows:

- Presiding Member \$20102 per annum (inclusive of the annual Elected Members allowance for a prescribed member of a prescribed committee)
- Independent Members \$300 per meeting attended

Infrastructure & Sustainability Committee

The Infrastructure and Sustainability Committee offered advice and recommendations to Council regarding projects, infrastructure and assets strategy, management of Council assets, capital programs and new Council initiatives. The Committee also provided advice on the potential implications of activities being undertaken by State Government and other key stakeholders.

The Committee made recommendations to Council on environmental strategies and projects as well as traffic management.

Members

From July 2016 until August 2016

- Cr Michael Hewitson (Presiding Member)
- Mayor Lachlan Clyne (Ex Officio member)
- Cr Peter Hughes
- Cr Bob Schnell
- Cr Rob Sangster
- Mr Rod Hook
- Mr Peter Croft
- Mr Gavin Brennan

The sitting fees were as follows:

- Presiding Member \$20,102 per annum (inclusive of the annual Elected Members allowance for a prescribed member of a prescribed committee)
- Independent members \$300 per meeting attended
- Mr Croft elected not to receive the sitting fee allowance.

The Committee met once during this financial year before being disbanded.

Our Council

Council Committees

Strategic Property Committee

The Committee is established to assist Council to investigate and make recommendations to Council on strategic opportunities for property acquisition or divestment to support Council's Community Plan.

Members

From September 2016 to June 2017

- Cr John Koumi (Presiding Member)
- Cr Peter Hughes
- Cr Don Palmer
- Cr Luke Smolucha
- The Mayor (Ex officio)

The Presiding Member receives a sitting fee of \$154.00 per meeting attended, limited to an aggregate allowance of \$922.00 per annum.

City Strategy & Development Policy Committee

The Committee is established to;

- Provide advice to the Council in relation to proposals of, and the extent to which, the Council's strategic planning and development policies accord with the State Planning Strategy 30 Year Plan for Greater Adelaide;
- Assist the Council in strategic reviews of the City of Unley Development Plan and consider specific changes initiated by the State Government;
- Provide advice to the Council (or act as its delegate under Section 101A of the Development Act 1993) when preparing a Strategic Directions Report or Development Plan Amendment proposal;
- Review relevant State legislative, strategy and policy changes;
- Receive reports from the Development Assessment Panel;
- Provide advice to the Council regarding strategies and policies re major changes to urban form and changing demographics.

Members

From November 2016 to June 2017

- Cr Michael Rabbitt (Presiding Member)
- Cr Jennie Boisvert
- Cr Michael Hewitson
- Cr Don Palmer
- Mayor Lachlan Clyne (ex officio)
- Mr Doug Wallace
- Mr Grant Pember (until March 2017)
- Mr Lloyd Roberts

The sitting fees are as follows:

- Presiding Member \$20,345 per annum (inclusive of the annual Elected Members allowance for a prescribed member of a prescribed committee)
- Independent members \$300 per meeting attended

Unley Business & Economic Development Committee

The Unley Business and Economic Development (UBED) Committee has been established to provide advice and recommendations to the Council in relation to enhancing and sustaining the economic viability of the commercial and retail precincts and the City of Unley generally.

Members

From July 2016 until June 2017

Council Representatives

- Cr Anthony Lapidge
(Presiding Member from 1/2/2017 to 30 June 2017)
- Cr John Koumi
(Presiding Member from July 2016 to 30/1/2017)
- Mayor Lachlan Clyne (Ex Officio member)
- Cr Don Palmer
- Cr Luke Smolucha

Independent Representatives

- Ms Anne Young (25/3/2017 to June 2017)
- Mr Houssam Abiad (25/3/2017 to June 2017)
- Ms Alison Snel
- Mr Doug Strain
- Ms Jodie Gaffney (July 2016 to 24/3/2017)
- Mr Orren Prance (July 2016 to December 2016)

Trader Representatives

- Ms Paula Stacey-Thomas
- Mr James Morris
- Mr Matthew Hassan
- Ms Susan Straschko

The Committee met four times during the financial year.

The sitting fees are as follows:

- Presiding Member \$20,345 per annum (inclusive of the annual Elected Members allowance for a prescribed member of a prescribed committee)
- Independent Members \$300 per meeting attended

Development Assessment Panel

The Development Assessment Panel considers development applications and makes planning decisions.

It is an autonomous planning authority established in accordance with Section 56A of the *Development Act 1993 (the Act)*.

The Act requires the City of Unley to act as the authority in relation to applications for development consent and all matters rising under Part 4 of the *Act* and associated *Development Regulations (2008)*.

The Panel is convened under the Act and operates under the Terms of Reference derived from the legislation.

Members

From July 2016 until June 2017

- Mr Brenton Burman (Presiding Member)
- Cr Jennie Boisvert
- Cr Rufus Salaman
- Cr Rob Sangster
- Mr Roger Freeman
- Mrs Ann Nelson
- Ms Barbara Norman (until April 2017)
- Ms Nicole Dent (from June 2017)

Meetings are normally held on the third Tuesday evening of each month.

The sitting fees are as follows:

- Presiding Member \$520 per meeting attended
- Independent Member \$416 per meeting attended
- Elected Members \$400 per meeting attended
- If independent Members are required to attend formal Council training or workshops \$150 per workshop.

Meeting Times, Dates, Agendas & Minutes

Agendas and minutes for the Unley Council and Council Committee meetings and information regarding Elected Members Briefings are available on the City of Unley website.

Our Council

Confidentiality

In accordance with Section 90(1) of the *Local Government Act 1999* all Council and Committee meetings were conducted in a place open to the public.

On every occasion that the provision to exclude the public within Section 90(2) of the *Local Government Act 1999* was utilised, the minutes included the proceedings for making a confidentiality order and the grounds on which the order was made.

The table below shows the confidentiality orders made during the financial year, the grounds for those orders, and on what date, if any, the order expired or was lifted.

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Council	July 2016 Brown Hill Keswick Creek Stormwater Management Project	Information provided in confidence	
Council	August 2016 Centennial Park Cemetery Authority Progress Report	Commercial Advantage	
Council	August 2016 Unley Central – Civic Redevelopment	Commercial Advantage	Revoked
Council	August 2016 Possible Property Acquisition Opportunity	Commercial Advantage	Revoked
Council	August 2016 Unley Central Property Development Project	Commercial Advantage	
Council	September 2016 Property Development Project	Commercial Advantage	
Council	September 2016 Property Acquisition	Commercial Advantage	Revoked
Council	September 2016 Centennial Park Cemetery Authority Business Case	Commercial Advantage	
Council	September 2016 Brown Hill Keswick Creek Update	Information Provided in Confidence	

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Council	October 2016 Brown Hill Keswick Creek Funding	Information Provided in Confidence	
Council	November 2016 Strategic Property Development	Commercial Advantage	
Council	November 2016 Tree Prosecution	Legal Advice	
Council	November 2016 Appointment of Independent Members to Section 41 Committee	Personal Affairs	Revoked
Council	January 2017 King William Road Traders Association	Section 90(2) (3)(g)	
Council / Audit and Governance Committee	January 2017 Centennial Park Cemetery Authority Strategic Plan and Asset Management Plan	Commercial Information	
Council / Strategic Property Committee	January 2017 Investigation of Potential Future Property Purchase	Commercial Advantage	
Council	February 2017 Appointment of Independent Members to UBED	Personal Affairs	Revoked
Council / Strategic Property Committee	March 2017 Property Details	Commercial Advantage	
Council / Strategic Property Committee	March 2017 Property Details Unley	Commercial Advantage	Revoked
Council / Strategic Property Committee	March 2017 Possible Strategic Land Acquisition and Potential Properties for Further Investigation	Commercial Advantage	
Council	April 2017 Discretionary Rate Rebate Applications	Personal Affairs	Not kept in confidence
Council / Strategic Property Committee	May 2017 Unley Road Property and Goodwood Road Property	Commercial Information	
Council	June 2017 Discretionary Rate Rebate Applications	Personal Affairs	Not kept in confidence
Council	June 2017 Discretionary Rate Rebate Applications	Personal Affairs	Revoked

Our Council

Confidentiality

The table below shows all items remaining in confidence from November 2010 up to and including June 2017, the grounds for those orders and on what date, if any, the order expired or was lifted.

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Item 9 CEO Recruitment Committee	5 September 2011 Presentation by Stillwell Management Consultants re Applicants	Section 90(2) and (3)(a)	Reviewed by CEO 1 February 2017 – Maintain.
Item 12 CEO Recruitment Committee	15 September 2011 Applicants for the position of Chief Executive Officer	Section 90(2) and (3)(a)	Reviewed by CEO 1 February 2017 – Maintain.
Adjourned item 132 CSP Item 556 Council	27 August 2012 Street Tree Removal, 26 Porter Street Parkside – Attachments 6 and 7 only remain confidential	Pursuant to Section 90(2) and (3)(h)(i) of the LGA. Legal advice and litigation	Reviewed by CEO 1 February 2017 – Maintain on Attachments 6 & 7.
Item 615 Council	26 November 2012 CPCA Provision of Services to Other Local Government Councils	Section 90(2) and (3)(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 715 Council	March 2013 CPCA Strategic Plan 2012-2033	Section 90(2) and (3)(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain on attachments.
Item 780 Council	May 2013 CPCA Operating Budget	Section 90(2) and (3)(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain on Attachment 2 only.
Item 808 Council	24 June 2013 Council Owned Property 166 – 168 Unley Road Unley	Section 90(2) and 3(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain on report and attachments.
Item 842 Council	22 July 2013 CPCA Operating Budget 2013-2014	Section 90(2) and 3(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain on Attachment 1 only
Item 845 Council	22 July 2013 CPCA Operating Budget 2013-2014	Section 90(2) and 3(d) of the LGA. Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain on Attachment 1 only
Item 1161 Council	26 May 2014 CPCA Draft Operating Budget 2014-15	Section 90(2) and (3)(d) of the LGA. Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain on Attachment 2 only
Item 1209 Council	28 July 2014 Domestic Health Issue	Section 90(3)(a). Personal Affairs	Reviewed by CEO 1 February 2017 – Maintain.
Item 1226 Council	11 August 2014 Unley Central Precinct Property Development Options	Section 90(2) and (3)(b)(i) and (ii) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Item 151 Council	25 May 2015 CEO Employment Contract	Section 90(2) and (3)(a) Personal affairs	Reviewed by CEO 1 February 2017 – Maintain.
Item 173 Council	27 June 2015 Centennial Park Cemetery Authority Proposal	Section 90(2) and (3)(b)(i) and (ii) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 207 Council	27 July 2015 CEO Performance Review	Section 90(2) and (3)(a). Personal affairs.	Reviewed by CEO 1 February 2017 – Maintain.
Item 238 Council	24 August 2015 Strategic Land Acquisition Report and Attachments Recommendations 2 and 3 in Minutes.	Section 90(2) and (3)(b)(i) and (ii) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 241 Council	24 August 2015 CEO Contract Report and Attachments in confidence	Section 90(2) and (3)(a). Personal affairs.	Reviewed by CEO 1 February 2017 – Maintain.
Item 10 Council	DSP – 21 Sept 2015 28 September 2015 Draft Inner and Middle Metropolitan Corridor Infill Minister Development Plan Amendment	Section 90(2) and (3)(j) Information provided on a confidential basis	Reviewed by CEO 1 February 2017 – Maintain.
Item 275 Council	28 September 2015 Unley Central	Section 90(2) and (3)(b)(i) and (ii) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 321 Council	23 November 2015 Centennial Park Cemetery Authority Quarterly Progress Report Attachment only in confidence	Section 90(2) and (3)(b)(i) and (ii) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 356 Council	December 2015 Unley Central Property Development Opportunities	Section 90 (2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 375 Council	January 2016 Property Development Opportunities Unley Central	Section 90 (2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 398 Council	February 2016 Revocation Community Land Classification and Proposed Disposal of Land Malvern Report and Attachments in confidence	Section 90 (2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 425 Council	March 2016 Revocation of Community Land Status Attachment 2 only confidential	Section 90 (2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 459 Council	April 2016 Goodwood Community Centre Lease Attachment 3 only in confidence	Section 90(2) and 3(d) Commercial Information	Reviewed by CEO 1 February 2017 – Maintain.

Our Council

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Item 480 Council	May 2016 Unley Central Property Development Report only in confidence	Section 90(2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 6 Special Council	June 2016 CEO Remuneration Review	Section 90(2) and 3(a) Personal Affairs	Reviewed by CEO 1 February 2017 – Maintain.
Item 516 Council			
Item 33 Audit & Governance	June 2016 Centennial Park Cemetery Authority – Upkeep Fund	Section 90(2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 510 Council			
Item 513 Council	27 June 2016 Centennial Park Cemetery Authority – Operating Budget	Section 90(2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 540 Council	25 July 2016 Brown Hill Keswick Creek – Stormwater Management Project	Section 90(2) and 3(j) Information provided in confidence	Reviewed by CEO 1 February 2017 – Maintain.
Item 569 Council	22 August 2016 Centennial Park Cemetery Authority Progress Report	Section 90(2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 578 Council	22 August 2016 Unley Central Property Development Project	Section 90(2) and 3(b) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 592 Council	12 September 2016 Property Development Project Report and Attachment confidential	Section 90(2) and 3(b) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 619 Council	26 September 2016 Centennial Park Cemetery Authority Business Case	Section 90(2) and 3(b) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 622 Council	26 September 2016 Brown Hill Keswick Creek Update Report only confidential	Section 90(2) and 3(j) Information provided in confidence	Reviewed by CEO 1 February 2017 – Maintain.
Item 650 Council	24 October 2016 Brown Hill Keswick Creek Funding	Section 90(2) and 3(j) information provided in confidence	Reviewed by CEO 1 February 2017 – Maintain.
Item 691 Council	28 November 2016 Strategic Property Development	Section 90(2) and 3(b) Commercial Advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 688 Council	28 November 2016 Tree Prosecution	Section 90(2)3(f)(h)	Reviewed by CEO 1 February 2017 – Maintain.

Council/Committee	Date & Subject	Grounds	Revoked/Expired
Item 748 Council	23 January 2017 King William Road Traders Association	Section 90(2)(3)(g)	Reviewed by CEO 1 February 2017 – Maintain on report and minutes
Item 44 A&G Council	23 January 2017 Centennial Park Cemetery Authority Strategic Plan and Asset Management Plan	Section 90(2)(3)(d) Commercial Information	Reviewed by CEO 1 February 2017 – Maintain.
Item 4 Strategic Property Committee. Council	23 January 2017 Investigation of Potential Future Property Purchases	Section 90(2)(3)(b) Commercial advantage	Reviewed by CEO 1 February 2017 – Maintain.
Item 9 Strategic Property Committee Item 12 Strategic Property Committee Item 796 Council	27 March 2017 Item 9 – Property Details Item 12 – Other Business	Section 90(2) and (3)(b) Commercial advantage	
Item 16 Strategic Property Committee Item 798 Council	27 March 2017 Item 16 – Property Details Unley	Section 90(2) and (3)(b) Commercial advantage	
Item 19 Strategic Property Committee Item 22 Strategic Property Committee Item 798 Council	27 March 2017 Item 19 – Possible Strategic Land Acquisition – Multiple Properties Item 22 – Motion Without Notice – Potential Properties for Further Investigation	Section 90(2) and (3)(b) Commercial advantage	
Council / Strategic Property Committee	May 2017 Unley Road Property and Goodwood Road Property	Commercial Information	

Council Reporting

Section 56A(12)(a)(viii) & (ix) of the Development Act 1993	Number
Development Assessment [on the grounds of S.56A(12)(a)(vi) - litigation]	2

The table below shows the number of confidentiality orders issued during the 2016/17 financial year.

Section 91(7) & (9) of the Local Government Act 1999	Number
Council	24
Audit & Governance	1
Unley Business & Economic Development	0
Infrastructure and Sustainability – Meeting disbanded August 2016	0
Development Strategy and Policy – Meeting disbanded August 2016	1
Community and Culture – Meeting disbanded August 2016	0
City Strategy and Development Policy Committee – formed November 2016	0
Strategic Property Committee – formed October 2016	8

A cumulative total of 34 confidentiality orders made by Council or its Committees under section 91(7) remained operative from the date the new reporting requirements under Local Government (General) Regulation 22A commenced.

Council By-laws

Council has by-laws for permits and penalties, the regulation of activities on roads, local government land, moveable signs and the keeping of dogs.

Freedom of Information

During the 2016-17 financial year the City of Unley received 48 applications for information under the Freedom of Information legislation. The fee charged per application was \$33.50.

- 40 Development Applications
- 8 General Applications

Internal Review Applications

During the 2016-17 financial year there was 1 request for a section 270(l) internal review. This is summarised in the table below.

Subject	Outcome
Footpath redevelopment and street trees	Council Decision upheld

Application of Competition Principles

The City of Unley has determined that the Centennial Park Cemetery Authority is the only activity assessed as a Significant Business Activity under the National Competition Policy.

To separate this activity from ordinary operations, the City of Unley has created a regional subsidiary in partnership with the City of Mitcham.

Community Land Management Plans

Community Land Management Plans identify the purpose and objectives for each parcel of land contained within the City of Unley's Community Land Register.

These plans reflect existing policies and strategies, and operate under Section 196 of the *Local Government Act 1999*, grouping parcels of land that have similar purposes, objectives, management policies, and performance targets.

They are measured by four categories:

- Major parks
- Minor parks and streetscape areas
- Sports clubs and recreational facilities
- Other community land.

Community Land Management Plans and a register of Community Land Management Agreements can be viewed on the City of Unley website.

Competitive Tendering Arrangements

The City of Unley's Procurement Policy guides the practices and procedures for the acquiring of goods and services. It provides clear direction for procurement within the organisation to ensure consistency and control over procurement activities and to encourage best practice.

It also ensures that all procurement activities are conducted in accordance with five key principles, which are:

- Open and effective competition
- Value for money
- Ethical behaviour and fair dealing
- Social, economic and environmental sustainability, and
- Risk management.

The Policy and Framework guides the competitive tendering processes to ensure the Council obtains value for money when approaching the marketplace.

Procurements greater than \$10,000 are generally subject to a competitive process, which resulted in a total of 152 tenders and quotations being sought in 2016-17.

Council is committed to maximising the positive impact of its activities to benefit the local economy and its community and will endeavour to, at its discretion and to the full extent permitted by law, support local businesses. Where all other considerations are equal, Council may give preference to local contractors and suppliers by:

- Actively promoting to local businesses opportunities to supply to Council
- Structuring the purchasing processes to be accessible to all businesses
- Giving preference to local business when all other commercial considerations are equal
- Ensuring, where possible, that specifications and purchasing descriptions are not structured so as to potentially exclude local suppliers and contractors.

Council Reporting

Rating Policy

Individual property rates are calculated by multiplying the property's capital valuation (as determined by the Valuer General) by a rate in the dollar that will be sufficient to achieve the amount of income required.

The total amount of income required to deliver the broad range of services provided by Council and achieve the outcomes in the 4 Year Plan, is derived from a number of sources. Rates provide the primary source of income, but other income sources include: statutory fees, user charges, grants and subsidies.

When the City of Unley establishes the level of income required from rates it considers the:

- 4 Year Plan
- Current economic climate
- Funding needs to deliver the agreed service levels
- Savings identified through the service review program and
- Specific issues and the impact of rates on the community

Subsidiary - Centennial Park Cemetery Authority

Centennial Park Cemetery was established on 8 June 1936 and is located on Goodwood Road, Pasadena.

With more than 50 themed gardens and award winning chapels, the Centennial Park Cemetery Authority (CPCA) is South Australia's largest provider of cremation, burial and memorial services.

With \$22.1m of net assets the Cemetery is jointly owned by the City of Unley and the City of Mitcham, and is managed by the CPCA.

The CPCA operates as a regional subsidiary under the *Local Government Act 1999* and is jointly administered by a Board comprising of three independent members and two councillors from each constituent Council. Councillor Lapidge represented the City of Unley from June 2016 to January 2017, Councillor Hughes from February to June 2017, and Councillor Smolucha for the 2016-17 financial year.

In accordance with the Charter, the CPCA allocates a financial contribution to the City of Unley and City of Mitcham in accordance with responsible business management practices each financial year. A payment of \$200k was made to each Council during 2016-17.

The CPCA's Annual Report can be found at centennialpark.org.au/our-publications.html

Income

During the 2016-17 financial year the City of Unley received income from:

Rates	\$38.6m
Statutory Charges	\$1.6m
User Charges	\$1.7m
Operating Grants and Contributions	\$4.2m
Investments	\$20k
Reimbursements	\$466k
Other	\$783k

List of Registers & Codes

The following table provides a list of registers, policies, codes and other documents that legislation requires Council to make available for inspection without charge. The documents listed below are available at the Civic Centre and most are on the Council's website. When a hard copy is requested a fee may apply, or the item may be downloaded free of charge from the website.

Document	Section of Local Government Act 1999	Mandatory for public view	Website	Customer service	Hard copy
Annual Business Plan, Budget & Audited Financial Statements	123	✓	✓	✓	✓
Annual Report	131	✓	✓	✓	✓
Codes					
Code of Conduct for Council Employees	110	✓	✓	✓	✓
Code of Conduct for Council Members	63	✓	✓	✓	✓
Code of Practice for Access to Council Meetings and Documents	92	✓	✓	✓	✓
Code of Practice Meeting Procedures	Reg 6	✓	✓	✓	✓
Complaint handling procedure under Council Members Code of Conduct	S63	✓	✓	✓	✓
Council and Committee Agendas and Minutes	84 & 91(4)	✓	✓	✓	✓
Development Act					
Code of Conduct for Development Assessment Panel	S21A	✓	✓	✓	✓
Register of Interests for DAP members	56A(6) & Schedule 2	on request			
Building and Swimming Pool Inspection Policy	71A(1)		✓	✓	✓
Policies					
Caretaker <i>[Local Government (Elections) Act 1999]</i>	91A		✓	✓	✓
Procurement (ie. Contracts & Tenders)	49	✓	✓	✓	✓
Elected Member Allowances and Benefits policy	76(2), 76(9) & 77	✓	✓	✓	✓
Elected Member Training and Development	80A	✓	✓	✓	✓
Internal Financial Control (Various)	125				
Internal Review of Council Decisions Procedure	270	✓	✓	✓	✓
Order making	259	✓	✓	✓	✓

Council Reporting

Document	Section of Local Government Act 1999	Mandatory for public view	Website	Customer service	Hard copy
Policies					
Prudential Project Management	48(aa1)		✓	✓	✓
Public Consultation	50	✓	✓	✓	✓
Requests for services, compliments and complaints	270(a1)	✓	✓	✓	✓
Risk and Opportunity Management	134(4)(b)		✓		
Naming of Roads & Council assets	219		✓	✓	✓
Registers					
By-Laws	252	✓	✓	✓	✓
Campaign donations returns <i>Local Government (Elections) Act 1999</i>	80 & 87	on request	N/a	N/a	N/a
Community Land	207	✓	✓	✓	✓
Delegations	44	✓	✓		
Dogs (<i>Dog Cat Management Act 1995</i>)	26	✓	N/a	✓	✓
Gifts and Benefits - Council Employees	Code of Conduct 2.21	✓	✓	✓	✓
Gifts and Benefits – Elected Members	Code of Conduct 3.10	✓	✓	✓	✓
List of Fees and Charges	188(6)	✓	✓	✓	✓
Land Management Agreements	196	✓	✓	N/a	✓
Members Allowances and Benefits	79	✓	✓	✓	✓
Members' Interests	65+68	on request	N/a	N/a	N/a
Members' Interests – short form	70(a1)	✓	✓	✓	N/a
Independent Members of Section 41 Committees Interests	65 & 66 & 72	on request	N/a	N/a	N/a
Officers' Interests	116	N/a	N/a	N/a	N/a
Officer Salaries	105	✓	N/a	✓	✓
Public Roads	231	✓	✓	✓	✓
Rate Assessment	172 & 174	✓	N/a	✓	✓
Other Legislation					
Freedom of Information Act 1991 – Annual Statement	9		✓		

Appendix

Presented to Council separately -
endorsed financials to be included
in the final Annual Report 2016-17

INFORMATION REPORT

REPORT TITLE: VARIATION TO FESTIVE SEASON
OPERATING HOURS 2017/18

ITEM NUMBER: 999

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

EXECUTIVE SUMMARY

To advise Council of the proposed change to normal operating hours at the Civic Centre, Library, Community Centres, Museum and Depot to enable early closure during the Festive Season.

Normal hours of business for the Civic Centre are 8.30am to 5.00pm Monday to Friday.

This report advises of the closures to all Council facilities during the Festive Season 2017/18.

RECOMMENDATION

That:

1. The report be received.
-

1. RELEVANT CORE STRATEGIES/POLICIES

Civic Leadership

Goal 4 : Council will listen to the community and make transparent decisions for the long term benefit of the City.

4.1 We have strong leadership and governance.

Section 45(2) of the Local Government Act 1999 requires Council to nominate its principle office and determine hours of operation.

The Chief Executive Officer has delegation to make minor changes to the hours of operation.

2. DISCUSSION

Each year the Administration has a Christmas lunch for staff and Elected Members to celebrate the festive season.

Early closure of the organisation provides an opportunity to enable all staff to attend the Christmas function and celebrate the festive season with friends and colleagues.

Additionally, our community centres, museum and library also traditionally close during the Festive Season.

Normal hours of business for the Civic Centre are 8.30am to 5.00pm Monday to Friday.

This year it is proposed to vary the operating hours as follows:

- Closure of the Civic Centre, Depot, Community Centres, Museum and Libraries at 12 noon on Friday 15 December 2017, to enable all staff to attend the City of Unley Staff Christmas function.
- **Unley Civic Library to close at 5pm on 27, 28, and 29 December 2017**
The Unley Civic Library will remain open on both weekends prior to Christmas and New Year (23 & 24 December and 30 & 31 December 2017).
- **Goodwood Library and Unley Toy Library will be closed from Wednesday 27 December 2017 until Monday 1 January 2018 inclusive**
Goodwood customers will be able to borrow and return items at the Unley Civic Branch and also use the computer facilities at this branch.

- **Museum will be closed from 21 December 2017 until 15 January 2018 inclusive**
- **Community bus** fixed route service will not be running from 23 December 2017 until 1 January 2018 inclusive

The Community Centre's operating hours during the Festive Season are shown below:

- **Clarence Park Community Centre**, closes noon Friday 22 December 2017, re-opening Monday 29 January 2018.
- **Fullarton Park Community Centre**, closes noon Friday 22 December 2017, re-opening Monday 22 January 2018.
- **Unley Community Centre** will close on Tuesday 19 December 2017 at 4.30pm. Re-open Monday 15 January 2018 at 8.30am.
- **Unley Community Centre Meal Service**, last service Tuesday 14 December 2017, first service Thursday 18 January 2018.

The community will be advised of the closures through notification at all offices, Council's website and the Unley Life column. All telephone calls will be directed to Council's after hours service.

DECISION REPORT

REPORT TITLE: FLYING OF LATVIAN FLAG FOR NATIONAL DAY
ITEM NUMBER: 1000
DATE OF MEETING: 24 OCTOBER 2017
AUTHOR: TAMI NORMAN
JOB TITLE: EXECUTIVE MANAGER, OFFICE OF THE CEO

EXECUTIVE SUMMARY

Council has received a request from the Chairman of the Latvian Co-operative to fly the Latvian National flag at the Unley Civic Centre on Latvia's Proclamation Day which is 18 November.

Under the conditions of Council's Flag Policy, a resolution of Council is needed to fly the flag of other nations on any Council flag pole. The Flag Policy also requires that the protocols from the Department of Prime Minister and Cabinet are to be followed.

The request from the Latvian community meets the above requirements.

RECOMMENDATION

That:

1. The report be received.
 2. The request to fly the National flag of Latvia at the Unley Civic Centre in recognition of Latvia's Proclamation Day (18 November) be approved, with the flag to be raised on Friday 17 November 2017 and lowered on Monday 20 November 2017.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

Community Living

1.4 – Our community is proud to be part of our City

Civic Leadership

4.1 – We have strong leadership and governance

2. **DISCUSSION**

A request has been received from Mr Andis Berzins, Chairman of the Latvian Co-operative to fly the Latvian National flag at the Unley Civic Centre on Latvia's Proclamation Day. The day celebrates the foundation of the Republic of Latvia on the 18 November 1918.

A similar request was received in 2016, with Council resolving to fly the Latvian National flag in accordance with the request.

Council's Flag Policy specifies that a resolution of Council is needed to fly the flag of other nations on any Council flag pole. The policy also specifies that the protocols from the Department of Prime Minister and Cabinet (DPMC) are to be followed. Advice has previously been sought from the Commonwealth Flag Officer at the DPMC to confirm that Latvia is a country officially recognised by the Australian Government. Diplomatic protocols therefore allow for the Latvian National flag to be flown from Government buildings (which includes local government premises).

The Latvian community have been active in Unley since 1955 when a house at the corner of Clark Street and Rose Terrace, Wayville was purchased through donations and converted into a cultural and social support centre. The Latvian Hall was established in 1966 on adjacent land and continues to be a much enjoyed venue.

3. **ANALYSIS OF OPTIONS**

Option 1 – The request to fly the National flag of Latvia at the Unley Civic Centre in recognition of Latvia's Proclamation Day (18 November) be approved, with the flag to be raised on Friday 17 November 2017 and lowered on Monday 20 November 2017.

The request to fly the Latvian National flag on Latvian Proclamation Day falls within the allowed protocols of DPMC and the Council's Flag policy. The Latvian community has a long established presence in the Unley community, and approval of this request supports cultural diversity and recognition.

The flag will be provided by the Latvian community. It will be displayed in the protocol order from the DPMC "Australian Flags" booklet, that is, between the Australian National flag and the State flag.

Given the anniversary date of Latvia's Proclamation Day falls on a Saturday, the flag would be raised on Friday 17 November 2017 and lowered on Monday 20 November 2017.

Option 2 – That Council does not approve the flying of the Latvian National flag

Not approving the request to fly the Latvian National flag is inconsistent with Council's strategic objective of "Our Community is proud to be part of our City", which seeks to preserve and celebrate our City's history, heritage and local character.

Given that Council supported the same request last year, not approving the request this year could also be considered inconsistent decision making.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. ATTACHMENTS

Nil.

6. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer

INFORMATION REPORT

REPORT TITLE: COUNCIL ACTION RECORDS
ITEM NUMBER: 1001
DATE OF MEETING: 23 OCTOBER 2017
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 AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
COUNCIL	876	<p>Notice of Motion - Cr Salaman re Unley Road - 1. Council supports, in principle, the 2002 Unley Road Upgrade as initially approved by the Government of the day, but updated as necessary.</p> <p>2. The administration seek support from the Minister for Transport to give the project official endorsement.</p> <p>3. The administration request that the Department re-convene the former project team, which included the then Transport SA, their consultants and Unley Council.</p> <p>4. The assistance of the local member, David Pisoni be sought. 5. Early enquiries be made into the availability of Federal funding for the project. 6. A report be brought to Council as soon as is practical with recommendations on fine tuning the approved 2002 plans, a review of the 2002 consultation results and the desirability of re-consulting on Stage 2 of the Upgrade Plan, prior to proceeding to the Stage 3 consultation round.</p> <p>7. The Unley Road Association be informed of the decision.</p>	General Manager City Development	PLACED ON HOLD NO FURTHER ACTION AT THIS TIME.
	467	<p>Resilient East Climate Change Adaptation Plan - 2. Council gives in principle endorsement of the Resilient East Regional Climate Change Adaptation Plan (Attachment 1).</p> <p>3. Council endorses Adelaide City Council's continued involvement in the Resilient East Regional Climate Change Adaptation project partnership.</p> <p>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.</p> <p>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.</p>	General Manager City Development	ERA has engaged an additional resource to assist with the project and once he has met with the ERA CEO's, a report will then be submitted to all ERA Councils.

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

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	DPTI supports the Greenhill Road parking option in-principle and community engagement to occur with affected stakeholders in September 2017. Currently options are being worked out for smart parking solutions. A further report to Council in November 2017.
	744	<p>Notice of Motion Councillor Rabbitt re Vacant Land at 251 Goodwood Road - 1. Administration investigates ownership of the vacant land at 251 Goodwood Road, Kings Park (believed to be owned by the Department of Planning Transport and Infrastructure).</p> <p>2. On the basis of 1. above being confirmed, Administration requests the transfer of ownership of this land to the City of Unley 'gratis', on the basis that council will maintain the land in a tidy state.</p> <p>3. Administration prepares a concept plan and costing for a low maintenance, dry garden area that would provide an additional 'green space', enhance the western approach to the Millswood Train Station and hopefully discourage the regular dumping of rubbish at the site.</p> <p>4. Administration identifies funding sources as part of the 2017/18 budget process.</p>	GM City Development	Due to the slow response from DPTI, this matter has now been escalated to the General Manager to follow up.
	772	<p>Proposed Road Opening Western Corner of Blyth and Nelly Streets Parkside - 2. Council accept the gift of the small piece of land on the western corner of Blyth and Nelly Street, Parkside, and undertake the process under the Roads Opening and Closing Act 1991, to transfer this piece of land to public road, at Council's expense. 3. Subject to the response to the Community Consultation process, the Chief Executive Officer and Mayor be approved to sign and Seal where necessary, any documents to complete the roads opening process.</p>	GM City Development	Undertake full Road Opening process - this may take up to 12 months to complete. Process initiated and progressing as planned.

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	773	Proposed Road Closure of Pieces of Rugby Street (Haslop Reserve) and Cremorne Street Malvern - 1. The report be received. 2. In accordance with the process under the Roads Opening and Closing Act 1991 that sections of the public roads known as Rugby Street (currently known as Haslop Reserve) and Cremorne Street, Malvern be closed as a public road and a Certificate of Title be issued in the ownership of Council. 3. Subject to the response to the Community Consultation process to close portions of Rugby Street and Cremorne Street, Malvern (currently known as Haslop Reserve), the CEO and Mayor be approved to sign and Seal where necessary, any documents to complete the roads closing process. 4. The sections of the public road proposed to be closed be excluded from the classification of community land. 5. Notice of this resolution, be published in the Government Gazette in accordance with S193 (6) (a) of the Local Government Act. 6. Administration discuss with the Department of Education and Child Development their interest in purchasing this portion land or contributing towards the cost of the land transfer.	GM City Development	Undertake full Road Opening process - this may take up to 12 months to complete. Discussions continuing with Department Education and Child Development (DECD) regarding their interest in acquiring or leasing the land. . Awaiting further response from DECD.
	799	42 Ferguson Avenue and Ferguson Avenue Reserve Myrtle Bank - Proposed Land Swap and Road Closure	GM City Development	Surveyor and Conveyancer engaged by property owner and task underway. Works process commenced and progressing to plan.

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	840	<p>Street Lighting Project - 2. Council, in partnership with Campbelltown Council, and any other interested councils, endorses the Administration to commence a Street Lighting Infrastructure Project, including a tender process, to find an alternative lighting solution for their councils that will lead to the realisation of a combination of benefits covering reduced lighting costs, improved service levels and improved environmental outcomes.</p> <p>3. The scope of the project will not only include a change-over to LED for most/ all street lights, but also the use of smart technology opportunities in selected precincts/ strips.</p> <p>4. The Local Government Association (LGA) be informed that both the Cities of Unley and Campbelltown have considered the LGA's business case regarding LED lighting, and support, in principle, the establishment of a local government subsidiary for public lighting services, but do not at this point commit to using the subsidiary to manage both Councils' lighting infrastructure.</p>	GM City Development	<p>A Technical Advisor has been appointed and work will commence soon on identifying smart city solutions, as well as development of specifications.</p> <p>This work will proceed over the coming 6 months.</p> <p>COMPLETED</p>
	864	<p>MOTION ON NOTICE – COUNCILLOR SCHNELL RE PARKING PERMITS Council review its policy on paid residential parking permits across the whole city.</p>	GM City Development	<p>The Parking Policy review has commenced and is expected to be completed in November 2017.</p>

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	863	<p>MOTION ON NOTICE – COUNCILLOR SALAMAN RE FUTURE USE OF VACANT LAND AT 41 OXFORD TERRACE UNLEY That:</p> <ol style="list-style-type: none"> 1. Administration investigates options (including planning considerations) for ongoing use of the land, including as a car park area for City of Unley staff. 2. Administration prepares a concept plan and costing for low maintenance car park area that identifies the number of parks available and considers drainage, pavement type and lighting and accessibility. 3. Administration identify existing car parks that will likely be freed up as a result of relocating a number of staff parks to 41 Oxford Terrace (ie current onstreet parking or reallocation of spaces within the Civic precinct rear car park area. 4. Administration identifies funding sources. 	GM City Development	This has been placed on hold until the land at 41 Oxford Terrace becomes available.
	883	<p>UNLEY OVAL IMPROVEMENT PLAN</p> <ol style="list-style-type: none"> 2. The revised proposal to develop only the player facilities component and new canteen becomes the new preferred Grandstand Upgrade option. 3. \$300 000 be included in the 2017/18 budget as the initial Council contribution to the project. 4. At the time of receiving confirmation that grant funding from the AFL and SA Government has been secured, Administration be authorised to immediately commit a further \$1.5 million to the project, brought forward from future years of the four year financial plan. 5. Administration seek opportunities for additional grant funding in the lead up to the State election in 2018. 6. Following appropriate community engagement, a forty year (non-exclusive) lease be offered to Sturt Football Club over the new facilities in accordance with Councils Property Management Policy. 7. Administration be delegated the authority to enter into necessary contracts to deliver the project. 	Director Strategic Projects	<p>Further to Council's recommendation of 25 September, the project is expected to be on the SA Tenders website on 7 November calling for tenders from buildings. It is hope to award the contract in December 2017.</p> <p>A grant application has been lodged with the State Government, but no confirmation regarding funding has been received as yet.</p>

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	908	<p>BROWNHILL KESWICK CREEK REGIONAL SUBSIDIARY - 2 Council endorses the recommendations submitted from the Brown Hill Keswick Creek - Project Steering Group relating to the role (Operational Model) and membership of BHKC Regional Subsidiary that:</p> <ul style="list-style-type: none"> • The preferred operational model for the BHKC Regional Subsidiary be Option 2- Construct and maintain SMP assets only. • The Regional Subsidiary Board be comprised of independent and skills based members to deliver the outcomes of the BHKC Stormwater Management Plan, for the duration of the project, with a membership of five - four independent members plus the Chair. • A nominations Committee be established, with a representative from each council, to select the board members and the nominations be presented to the five catchment councils. <p>3. Council notes that:</p> <ul style="list-style-type: none"> • The recommendations, as presented by the BHKC Project Steering Group, will be considered by the other four partner catchment councils (Cities of Adelaide, Burnside, Mitcham, and West Torrens). • The BHKC Project Steering Group will present a draft charter for consideration and review to each Council, seeking to advance the charter to the Minister for approval and gazettal. • The timeline of 28 February 2018 has been set by the Stormwater Management Authority for the formation of a Regional Subsidiary. • Works associated with the detention basin within the South-East Park Land (Park 16 – Victoria Park), are 	GM City Development	All Catchment Councils passed the recommended motion. Work is now proceeding on the preparation of a Draft Charter for each Council's consideration. This work is expected to be completed by October/ November 2017.
	935	<p>Appointment of City Strategy and Development Policy Committee Member - A report be presented to the September 2017 Council meeting recommending the appointment of a suitable independent member to the CSDP committee until the end of the current Council term, and subject to any pertinent legislative change. Mr Grant Pember be thanked for his contribution as an independent member of the CSDP committee.</p>	GM City Development	Report in Council Agenda with recommendation. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	973	Leicester Street Park - Dogs Off Leash - 2. There be no change to the current dog restrictions for Leicester Street Park. 3. The petitioners be advised of Council's decision.	GM City Services	Petitioners advised. COMPLETED
	974	Environmental Health Food Safety Audits - Council continue to offer a regulatory food safety audit service for high risk businesses on a fee for service basis.	GM City Services	COMPLETED
	976	Nairne Terrace Forestville - Council endorse the amended option shown as Attachment 2 to Item 976/17. 3. The residents be advised of Council's decision.	GM City Development	In process of advising residents. COMPLETED
	977	Unley Oval Ancillary Matters - 1. The report be received. 2. Construction of the canteen commence prior to the outcome of the State Government grant funding application for the Upgrade Project being known. 3. The use of 41 Oxford Terrace for a contractor's yard for the duration of the Upgrade Project is approved subject to obtaining a Development Approval, with the proviso that the yard not be accessed on any day prior to 6.30 am, and not used on any day after 7pm. 4. The expansion of the works shed at the Oval by adding approximately 3 metres to each of the western and eastern ends of the shed is approved subject to obtaining a Development Approval.	Director Strategic Projects	A RFT will be issued in early November to engage a construction contractor to build the canteen. Development applications will be lodged for the builder's yard and works shed. COMPLETED
	978	Representative Creative France South Australia Committee - 2. Council nominates Councillor Rabbitt as a non-voting member of the committee of Creative France in South Australia (CFSA), to act as an intermediary between the City of Unley and CFSA.	Exec Advisor office of CEO	Letter sent to Professor Jean Fornasiero, President, to confirm Councillor Rabbitt's nomination as a non-voting delegate. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO AUGUST 2017

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	981	Motion on Notice Councillor Boisvert re Opportunities of Existing Facilities and Assets - That the Administration prepare a report on opportunities that would enhance the existing facilities and assets that currently exist in the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue.	CEO	Report in this month's Council Agenda. COMPLETED
	982	Motion on Notice - Councillor Salaman re Significant or Regulated Tree Removal - That Unley Council proposes to the Local Government Association (LGA), at the Annual General Meeting, that: the Regulations which govern Significant and Regulated Trees be amended to require that whenever an applicant is required to provide an arborist report, that: <ul style="list-style-type: none"> • the applicant must use an arborist from a panel of accredited arborists established by the LGA. • the arborist making the assessment must not be involved in subsequent work recommended in the assessment report. 	Exec Manager Office of CEO	Motion of Notice to be submitted to LGA AGM. Email sent 5/10/17. COMPLETED
	983	Question on Notice Cr Hewitson re Membership of Community Groups - Does a Councillor, who is a member of community group such as FOCUS, have a conflict of interest in handling Council business noting I was Chair of the Strategy and Planning Committee of Council and valued hearing a range of submissions and discussions including those of FOCUS, with whom I was not committed to agree with?	Exec Manager Office of CEO	Answer has been provided in Council Agenda for October 2017. COMPLETED
	988	Motion Without Notice - Cr Schnell re Consultation by DPTI - The City of Unley writes to the Minister for Planning and expresses its concern about the lack of consultation by DPTI with the local community about the proposed Inner & Middle Metropolitan Corridors (Sites) Ministerial DPA, and particularly for the site comprising 12 to 30 Anzac Highway and 6 to 14 Third Avenue, Everard Park between KFC and Solver Paints on Anzac Highway and extending through to the local minor residential street at the rear in Third Avenue, Forestville.	GM City Development	Letter prepared encompassing the resolution and sent to Minister for Planning. COMPLETED

DECISION REPORT

REPORT TITLE: UNLEY PRECINCT OPPORTUNITIES
ITEM NUMBER: 1014
DATE OF MEETING: 23 OCTOBER 2017
AUTHOR: PETER TSOKAS
JOB TITLE: CHIEF EXECUTIVE OFFICER

1. EXECUTIVE SUMMARY

The Council at its meeting on 25 September 2017 resolved that “Administration prepare a report on opportunities that would enhance the existing facilities and assets that currently exists in the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue.”

Following completion of the Unley Central DPA, there have not been any investigations on future uses or upgrading of existing facilities located within the precinct area. The Council recently leased 78 Edmund Avenue to Little City Studio for the purposes of creating a co-working space and this has proven to be a success with most (if not all), of the space being taken up by local Unley residents/ businesses.

The existing leases for most of the cottages owned by Council are due to expire in 2018 or 2019. If Council wanted to be pro-active and strategic with regards to the use of these buildings, it is important that an overall plan be developed that not only identifies potential uses of each facility, but also how they could complement each other.

Representatives of St Augustine’s have recently met with the Mayor and CEO to advise that they are considering a range of options for their facilities that would enhance the precinct. At that meeting, they expressed the view that it would be beneficial for the St Augustine’s and Council to work together to identify and implement opportunities that would complement each other and would benefit the community.

If Council decided to prepare a precinct plan that would guide the future uses, upgrades and redevelopment of the existing facilities, then it is important that the process be transparent and include key stakeholders in the development of any plan. One approach would be to establish a working group that could comprise a number of representatives from the City of Unley, St Augustine Parish and the community.

RECOMMENDATION

That:

1. The report be received.
 2. The Civic Precinct Development Working Group be established to develop a precinct plan for the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue, with the Working Group to commence activity from January 2018.
 3. Membership of the Civic Precinct Development Working Group consist of:
 4.
 - a. relevant City of Unley staff,
 - b. 2 elected members,
 - c. 2 representatives from St Augustine parish and
 - d. 4 community members
 5. An expression of interest process be used to seek nominations for the four (4) Community members to be appointed to the Civic Precinct Development Working Group.
 6. Cr _____ and Cr _____ be appointed as the Elected Members on the Civic Precinct Development Working Group.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

Civic Leadership

4.1 We have strong leadership and governance

4.2 Council provides the best value services to the community.

Community Living

1.1 Our City meets the needs of generations

1.5 Our City is connected and accessible

2. **DISCUSSION**

The Council at its meeting on 25 September 2017 resolved that “Administration prepare a report on opportunities that would enhance the existing facilities and assets that currently exists in the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue.” (Item 981/17)

The current situation

Following Ministerial approval of the Unley Central DPA earlier this year, the planning “District Centre Zone” for the “precinct” (ie the area described above) created a framework is as follows:

- Community Key Area for Civic/Community/Commercial/Residential (except south of Oxford Terrace/Village Green) land uses
- Landmark State/Local Heritage Places Churches/Halls and Town Hall/Library, Significant Trees, and Village Green open space (to be retained and enhanced, potentially enlarged, while maintaining wide openings and vistas to street frontages and connections via key pedestrian links)
- Varied Building Heights of storeys to Unley Road and Oxford Terrace Frontages and 1 storey to Rugby Street and Edmund Avenue
- Generally minimum 5 metre building setbacks to street frontages and public open space
- Development to be water sensitive and green, including roof gardens, green walls.

In terms of precinct facilities, all assets are owned by the City of Unley or by the Anglican Church Diocese and are as follows:

- The City of Unley Town Hall/ Library
- 181 Unley Road The City of Unley Civic Centre
- 49 Oxford Terrace (City of Unley)- City of Unley Community Services
- 45-47 Oxford Terrace, Unley Kindergarten (City of Unley)- leased to DECD
- The “Village Green” open space area
- 72 Edmund Ave (City of Unley) leased to St John’s (museum).
- 74 Edmund Ave (City of Unley) leased to Developing Alternate Solutions to Housing Inc.

- 76 Edmund Ave (City of Unley) leased to Cancer Care Centre Inc. and Safety House Association of SA.
- 78 Edmund Ave (City of Unley) leased to Little City Studio (co-working space)
- 80-82 Edmund Ave (City of Unley) Unley museum
- 84 Edmund Ave (City of Unley) leased to the Potters Club
- 86 Edmund Ave (Diocese) –Church Manse
- Edmund Ave/ Unley Road- St Augustine Church and associated buildings.

During the Unley Central DPA community consultation process, there were concerns expressed by some nearby residents that the “village green” was going to be built on and that the city would lose a valuable piece of open space. There were also comments made that the “village green” should be developed or upgraded in order to increase its utilisation and hence activate the area. Similar views were expressed about the cottages on Edmund Avenue which are generally leased to community groups.

Following completion of the Unley Central DPA, the Administration has not actively undertaken any investigations on future uses or upgrading of existing facilities. Preliminary investigations have, however, commenced on the potential refurbishment (i.e. not re-development) of the existing civic centre building to make it more modern, energy efficient and accessible to the community. For example, one option being investigated is for the main public access to be directly from Oxford Terrace. A significant amount of work is required to assess whether this is a viable option for the future.

The Council has also recently leased 78 Edmund Avenue to Little City Studio for the purposes of creating a co-working space. This has proven to be a success with most (if not all), of the space being taken up by local Unley residents/ businesses. Having said this, the lease to Little City Studio was largely reactive once the opportunity had been identified.

The case for a strategic approach.

The existing leases for most of the cottages in Edmund Avenue (as well as the Kindergarten) are due to expire in 2018 or 2019. If Council wanted to be proactive and strategic with regards to the use of these buildings, it is important that an overall plan be developed that not only identifies potential uses of each facility, but also how they could complement each other. There is a real opportunity to activate the precinct beyond weekday business hours depending on what Council wishes to achieve. For example, in the short term, Council may wish to:

- Create an arts/ museum/ cultural hub
- Create more opportunities for community programs to be run from the precinct.
- Upgrade the village green so that it is activated via community events and recreation/ leisure opportunities.
- Investigate better linkages from Rugby Terrace through to Unley Road.

- Investigate stronger Integration of its facilities with St Augustine's facilities.

In the mid/ longer term, Council may wish to explore including a community centre as part of any civic centre re-development as well as providing improved off street car parking.

In the last few months, representatives of St Augustine's have met with the Mayor and CEO to advise that they are considering a range of options for their facilities that would enhance the precinct. At that meeting, they expressed the view that it would be beneficial for the two parties (i.e. St Augustine's and Council) to work together to identify and implement opportunities that would complement each other and would benefit the community. An example of successful past co-operation between the two parties is the open "plaza" area created between the Civic Centre and the Church Manse.

A strategic approach will therefore provide clarity to Council in terms of future decisions and opportunities that may arise. It will also enable any improvements to be incorporated in the long term financial plan.

The Process

If Council are in favour of preparing a precinct plan that would guide the future uses, upgrades and redevelopment of facilities, then it is important that the process be transparent and include key stakeholders in the development of any plan. One approach could be to establish a working group that could comprise a number of representatives from the City of Unley, St Augustine Parish and the community. The group could be tasked with developing strategies for the Council to consider in terms of activating the precinct through better utilisation and upgrades to existing facilities.

In terms of the group size, it is suggested that it be kept to a manageable level and as such could comprise 2 elected members, 2 representatives from St Augustine Parish, 4 community members and relevant City of Unley staff as required. It may also be necessary to engage consultants at various stages of the project.

The project itself should be for a finite period of time (i.e. until options are developed and presented to Council) and the group disbanded after the task has been completed. While there is no urgency surrounding this project, the opportunities provided by leases expiring in the next two years and St Augustine wishing to undertake some future planning of their facilities, it is suggested that a working group be established early 2018 to commence the project of developing a precinct plan.

3. ANALYSIS OF OPTIONS

Option 1 - The Civic Precinct Development Working Group be established to develop a precinct plan for the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue, with the Working Group to commence activity from January 2018.

Membership of the Civic Precinct Development Working Group consist of:

relevant City of Unley staff,

2 elected members,

2 representatives from St Augustine parish and

4 community members

An expression of interest process be used to seek nominations for the four (4) Community members to be appointed to the Civic Precinct Development Working Group.

Cr _____ and Cr _____ be appointed as the Elected Members on the Civic Precinct Development Working Group

This option will allow a strategic approach to be undertaken with regards to planning and usage for the precinct. The establishment of a working group will allow engagement with key stakeholders and the community at the early stages of any plan being developed.

The advantage of this option is that it will provide a transparent process in the development of any plan for the precinct as well as providing a framework for Council to make future decisions.

Option 2 – Council develop a precinct plan for the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Ave.

Under this option, Council would prepare a precinct plan but would do it by itself rather than seek input from key stakeholders. This may result in the plan being prepared earlier but it may not have the support of the broader community.

Option 3 – Council note the report.

Under this option, Council would note the report and not proceed with developing a plan for the precinct. The risk with this approach is that St Augustine's future plans may not align with those of the Council's and any opportunities arising from future leases may not be strategic.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

- Engaging consultants to assist with the development of a precinct plan is likely to cost in the order of \$30 000 to \$40 000. The study area is a compact and well defined site, with only two landowners, so from a technical perspective is not particularly difficult.
- There is no allocation in the current budget, although the project can commence early in 2018 if funds are identified.
- To be funded as a new operating project in the 2018/19 budget, but also seek grant funds from external sources.
- If development work is the outcome of the plan, there will be future costs, but the timing is unclear.

5.2 *Legislative/Risk Management*

- No legislative implications.

5.3 *Staffing/Work Plans*

- Staff support to the working group will come from existing staff resources.

5.4 *Environmental/Social/Economic*

- Anticipated outcome is improved or increased areas of public space.
- Recommendation contributes to community identity.
- Specials needs groups can be addressed as part of the planning process.
- An upgraded Civic precinct is likely to be beneficial to the local economy as it is more likely to attract people to the area.

5.5 *Stakeholder Engagement*

- An engagement plan will need to be developed as part of the precinct planning process. The plan is likely to seek input from the community initially; then seek feedback on any draft plan that is developed before it is finally adopted or otherwise by Council.

6. REPORT CONSULTATION

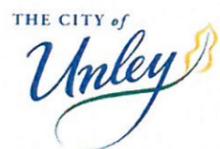
Discussions have only be undertaken with St Augustine's representatives at this time.

7. **ATTACHMENTS**

Nil

8. **REPORT AUTHORISERS**

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer



Administration Offices
 General and Business
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Aerial Photography © Aerometrex Pty. Ltd.
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Map Title:
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 Map Scale: 1:1041



City of Unley
 ABN: 63 714 797 082
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ITEM 1002

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

QUESTIONS ON NOTICE FROM COUNCILLOR HEWITSON RE MEMBERSHIP OF COMMUNITY GROUPS

At the Council meeting on 25 September 2017, Councillor Hewitson asked the following Question on Notice (Item 983). The answer is now provided below.

Questions

1. Does a Councillor, who is a member of community group such as FOCUS, have a conflict of interest in handling Council business noting I was Chair of the Strategy and Planning Committee of Council and valued hearing a range of submissions and discussions including those of FOCUS, with whom I was not committed to agree with?

Answer

Division 3 (Conflicts of Interest) of the *Local Government Act 1999* sets out provisions relating to material conflicts, and actual and perceived conflicts.

Section 75 provides:

- (3) *a member of a council will not be regarded as having a conflict of interest in a matter to be discussed at a meeting of the council—*
 - (a) *by reason only of—*
 - (i) *an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or*
 - (ii) *membership of a political party; or*
 - (iii) *membership of a community group, sporting club or similar organisation (if the member is not an office holder for the group, club or organisation); or*
 - (iv) *the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school; or*
 - (v) *a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a council; or*
 - (b) *in prescribed circumstances.*
- (4) *A member of a council will not be taken, for the purposes of the Subdivision, to have a conflict of interest in a matter to be discussed at a meeting of the council if the relevant member's interest in the matter is held in common with all or a substantial proportion of the ratepayers, electors or residents of the council area.*

Based on the above provisions, so long as a member is not an office holder for any community group, sporting club or similar organisation,

they are not regarded as having a conflict of interest in a matter by reason only of:

- membership of the community group, sporting club or similar organisation; or
- engagement with the community group, sporting club or similar organisation undertaken in their capacity as a member of council.

However, Elected Members will still be required to give careful consideration to the nature of their association with the above bodies as, depending on the nature of their involvement, they may still have an actual or perceived conflict of interest.

An actual conflict of interest arises where there is a conflict between a member's interests (whether direct or indirect, personal or pecuniary) and the public interest, that might lead to a decision that is contrary to the public interest.

A perceived conflict of interest in relation to a matter to be discussed at a meeting may arise if an impartial, fair-minded person could form the opinion that an Elected Member has a conflict of interest in the matter.

Where an Elected Member determines they have an actual or perceived conflict of interest they are required to inform the meeting of their interest, and how they intend to deal with the interest in a "*transparent and accountable way*". The Act doesn't provide specific guidance regarding how an Elected Member might deal with their interest, however, options may include:

- leaving the meeting and not participating in the debate or vote in relation to the item;
- remaining in the meeting, participating in the debate and voting in the best interests of the community;
- remaining in the meeting, participating in the debate and not voting in relation to the item.

Whilst membership of, or engagement undertaken in the capacity of an Elected Member with, a community group, sporting club or similar organisation, does not constitute a conflict of interest in its own right, there are other factors that must be considered when Elected Members are determining whether they have a conflict of interest in relation to an item to be discussed at a meeting and the obligation rests with each Elected Member to identify and manage any conflict in a transparent and accountable way.

ITEM 1003

QUESTIONS ON NOTICE FROM COUNCILLOR RABBITT RE BROWN HILL KESWICK CREEK STORMWATER PROJECT

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

Background

Under the 'Latest News' tab on the Brown Hill Keswick Creek Stormwater Project website, the most recent item is dated 27 February 2017 and relates to the State Government, five local councils and the Stormwater Management Authority reaching agreement on the project.

On 24 July 2017, Unley Council endorsed the recommendations submitted by the Brown Hill Keswick Creek - Project Steering Group relating to the role (Operational Model) and membership of BHKC Regional Subsidiary - Item Number 908.

In the relevant management report, it was stated that the "BHKC Project Steering group is continuing with the detailed design works associated with the detention basin within the South-East Park Land (Park 16 – Victoria Park). These works are currently scheduled to commence within the 2018 period."

There was no reference to any other work scheduled.

On 27 September 2017, the Eastern Courier Messenger reported "**Creek works within year**".

According to the article, the first major upgrade of a local section of the creek will start within a year. About \$2 million of the project's funding will be spent to upgrade sections of the creek in Hawthorn, behind the Mitcham Library and Mitcham Pre-School.

The Project Director is reported to have said that the work on the Hawthorn section had been brought forward to coincide with Mitcham Council's plans for the adjoining land, and acknowledged that the normal sequence of upgrade works along a watercourse is from the downstream end.

Questions

On 27 September 2017, the Eastern Courier Messenger reported (Pg 12) "**Creek works within year**".

This article has caused concern among a number of residents in the City of Unley. Such a situation has the potential to increase the potential for a flood event downstream by increasing the volume and rate of water flow during and immediately after a storm event in the upper catchment area.

We have previously been advised that:

1. Detailed design work on creek works has not yet been undertaken, awaiting the establishment of the BHKC Regional Subsidiary;
2. Any work undertaken to widen and deepen the creek would commence at the lower end of the creek to ensure that there is capacity in the lower reaches to reduce the likelihood of flooding from upstream water flows.

On the basis of this report, can we be advised:

- (a) how will residents and businesses in the lower reaches be protected from the increased risk of flooding that may arise from this change of sequence;
- (b) what is the expected timing of this work – commencement and duration;
- (c) if there is an update on other design/construction work for this project.

ANSWERS:

- (a) *how will residents and businesses in the lower reaches be protected from the increased risk of flooding that may arise from this change of sequence;*

Upgrading a small section of the creek in the Hawthorn area will not increase the flow rates into sections in the Unley area downstream as there are various hydraulic “choke points” that will constrict flows to basically ensure the same flow downstream in times of flooding/peak flows.

- (b) *what is the expected timing of this work – commencement and duration;*

Based on current plans, the work in Hawthorn is expected to start in December 2017 and take around 6 months to complete. However progress and completion date will partly depend on other works being undertaken adjacent to Brown Hill Creek by the City of Mitcham.

- (c) *if there is an update on other design/construction work for this project.*

Current work on the BHKC project entails:

- preparation of the draft Charter for the Regional Subsidiary
- preliminary design on the South Parklands wetland
- design for upgrading a small section of Brown Hill Creek from Angus Road to George St Hawthorn.

CORRESPONDENCE

TITLE: CORRESPONDENCE
ITEM NUMBER: 1004
DATE OF MEETING: 23 OCTOBER 2017
ATTACHMENTS: 1. CORRESPONDENCE

The correspondence from

- Glen Osmond Scout Group
- Director State Records
- Minister for Communities and Social Inclusion
- Hon John Rau MP Minister for Planning

be noted.

The Hon John Rau MP



**Government
of South Australia**

**Deputy Premier
Attorney-General
Minister for Justice Reform
Minister for Planning
Minister for Industrial Relations
Minister for Child Protection
Reform
Minister for the Public Sector
Minister for Consumer and
Business Services
Minister for the City of
Adelaide**

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17PLN0906

5 October 2017

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

Dear Mr Tsokas

On behalf of the Minister for Planning, the Hon John Rau MP, I acknowledge receipt of your letter dated 27 September 2017, regarding the Inner and Middle Corridor (Sites) Ministerial Development Plan Amendment.

Your correspondence will be brought to the attention of the Minister.

Yours sincerely

A handwritten signature in black ink, appearing to be 'M' or 'N'.

Office Manager to the
Hon John Rau MP
Deputy Premier
Minister for Planning

DPA MINISTERIAL INVESTIGATION

10 OCT 2017

C. GARDNER

Volunteer Community Notice

05 OCT 2017 All Inc (5)

C. Goussard



**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**

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dcsi.ministerbettison@sa.gov.au

17TDCSI/2958

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

Dear Mayor

I am pleased to announce that the 2018 Community Voices Program is now open for applications.

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.

The Community Voices Program guidelines and online application form are available 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 20 October 2017.

Further information on the Community Voices Program can be obtained by contacting the Department for Communities and Social Inclusion on 1300 650 985.

Yours sincerely

Hon Zoe Bettison MP
MINISTER FOR COMMUNITIES AND SOCIAL INCLUSION

28 / 9 / 2017





Government of South Australia

Attorney-General's Department

File Reference: SRO17/00015
Physical ID: D17/02056

29 September 2017

State Records of SA
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Tel (08) 8204 8786
foi@sa.gov.au
www.archives.sa.gov.au

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

Dear Mr Tsokas

RE: GOVERNMENT DISCLOSURE LOG POLICY

I am writing to advise you of a new government policy that will come into operation for certain State Government agencies from 1 October 2017.

The Policy, issued as *Premier and Cabinet Circular PC045 - Disclosure Logs for Non-Personal Information Released through Freedom of Information*, fulfils a commitment of Government from the 2014 election and will provide the community with greater access to Government information.

In-scope State Government agencies will be required to publish to a disclosure log on their website; details of non-personal FOI applications, and in many instances the documents made available, after access has been given to the FOI applicant.

A copy of PC045 can be accessed on the Department for the Premier and Cabinet website at <http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars>

I am advising you of this Policy for information only as it does not apply to local government authorities or universities. If you are considering implementing a similar policy within your organisation, I urge you to ensure that you have the necessary civil liability protections in place.

Should you require further information, please contact State Records on phone 8204 8786.

Yours sincerely

Simon Froude
DIRECTOR, STATE RECORDS

Confidential Circulation

06 OCT 2017

C. Goodman PH. J. Fisher



30 August 2017

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

Dear Mayor Clyne

GLEN OSMOND SCOUT GROUP - RIDGE PARK

I refer to our meeting on July 3, 2017 with Council elected members and staff together with representatives from the Glen Osmond Scout Group. (GOSG)

On behalf of the GOSG Scouts SA wish to formally apply to Council to extend the current lease agreement for a term of 42 years.

Attached is Scouts SA submission to Council regarding the request for a long term lease and also outlines the strength of the GOSG and Scouting in general.

The GOSG representatives and I would be happy to discuss this further with members of Councils Strategic Property Committee.

Please contact me on 8130 6070 if you require any further information regarding this matter.

Yours Sincerely

Grant Fergusson
PROPERTY MANAGER

grant@sahq.scouts.com.au

Chief Scout

*His Excellency the Honourable Hieu Van Le AC
Governor of South Australia*

Scouts Australia (SA) is Honoured by the Special Patronage
of the following Prominent South Australians

*Mr Robert Champion de Crespigny AC
Major General Neil Wilson AM, RFD
Rear Admiral the Honourable Kevin Scarce AC CSC RAN (Rtd)*



Scouts Australia (SA Branch)

**SUBMISSION TO THE UNLEY COUNCIL
TO EXTEND LEASE PORTION RIDGE PARK (SCOUTS SA)**



Executive Summary

This submission describes 'The Scout Movement' for the Unley City Council and importantly, details the benefits that both directly and indirectly accrue to Council, the community of the Unley Council area, its citizens and importantly, the youth of the area through the existence of a vibrant, healthy Scout presence in the district.

Scouting is a worldwide, national and local community organisation, which has as its primary function, the positive development and well-being of young people. It aims to provide young people with the life-experiences and skills that will contribute to positive and healthy decision making. We aim to ensure that young people have confidence, are resilient, and have a positive outlook on life. We strive to imbue a sense of respect in young people - a respect for self, and through this, a respect for others, their community and their country.

We achieve these aims through the delivery of the "Scout Program" originally developed by Lord Baden Powell and largely unaltered for a century. The 'program' remains as valid (and successful) today as it ever has been, with the delivery of it keeping pace with contemporary activity and challenge.

It is in the interest of the Unley City Council to help create a modern and healthy youth development network which is well-supported by the community and a raft of its own very active and selfless volunteers. Fostering Scouting in your District, fosters respect, community-well-being, volunteering and pride.



This submission aims to fully demonstrate these assertions and provide Council with the motivation to support the extension of the existing lease to enable Scouting in its quest to continue delivering world-best-practice youth programs from its existing site on Ridge Park in the interests of young people, the volunteers involved and the local community.

An opportunity exists for Council and Scouts Australia (SA Branch) to help develop a model for the remainder of the State by upgrading the existing hall which will serve the needs of the youth of the area for years to come. This opportunity arrives at a time when youth generally would take great benefit in the very positive programs that Scouting has to offer.

We ask for the Council's consideration of our request to continue to use Ridge Park with the confidence to invest funds raised by the Group and Association to upgrade and refurbish the hall knowing that a long term lease of 42 years after the completion of the current lease (which expires in 9 years) that will not only serve Scouting for years to come but other Community Groups from the Unley Council area who will be encouraged to use this refurbished facility.

Grant Fergusson
STATE PROPERTY MANAGER

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Glen Osmond Scout Group

Glen Osmond is one of the oldest Scout Groups in the world. Scouting began in England in 1907. By 6 November 1909 a Scout Troop was being formed at Glen Osmond. Scouts originally met in sheds and the hall at St Saviour's Church at Glen Osmond.

On 12th April 1924 the first Scout hall, a 12x6 metre tin hut with earth floor was opened on Ridge Park.

Ridge Park was originally owned by Captain Henry Simpson in 1843 who threw open part of the property for the pleasure of the people. After his death residents under Mr FG Schammel fundraised and purchased a 10 acre section to be called the Ridge Park Recreational Ground.

Whilst the council contributed to the park it was managed by the trustees for 20 years. In 1927 the two surviving trustees organized to hand over the park for Council management with strict instruction for the preservation of the trees and for the Scouts to occupy the land for as long as scouting survived. On 25 January 1928 this was converted to a 99 year lease between the Scout Association and Unley Council



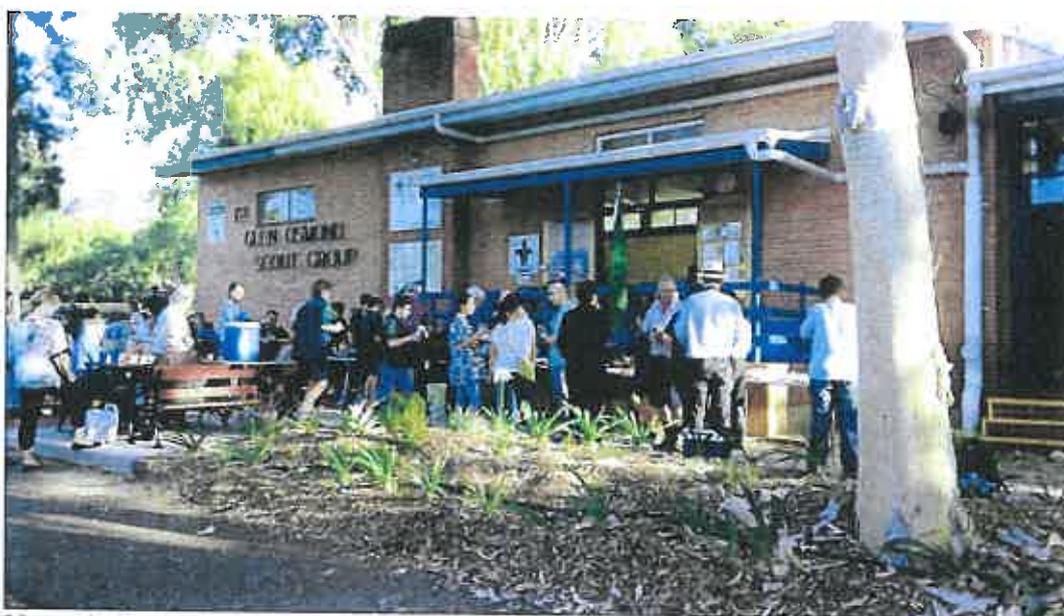
The old tin Scout Hall survived 43 years until termites and possums got the better of it and it was demolished in 1967 and replaced with the current brick hall.



Glen Osmond Scout Group is continuing its service to the local community today by providing a wide variety of youth activities for ages 5-17 years with support of its many dedicated volunteers. The building provides an important meeting point for activities, meetings, gatherings and is now part of the rich history of the Glen Osmond Scout Group.

The Glen Osmond Scout group in 2016-2017 extensively refurbished the hall with complete new roofing (removal of the old asbestos roof), guttering, external and internal painting, new rear windows and reverse cycle air conditioning to make the hall more useable all year round.

The group will install a wide verandah on the Western side in Sept 2017 and has plans for a new main entry including disabled access and appropriate disabled facilities in by 2019.



Upgraded hall opening 2016



Enjoying a break adjacent the hall

Scouting

A Modern, Dynamic, Worldwide Movement

In 2007, Scouting in Australia marked its Centenary. In recognition of the ongoing relevance of 'Scouting' in the Australian community, the Federal Government designated 2008 as the **Year of the Scout**. A diverse range of activities is occurring through the year at the national, State and local levels in celebration.

Scouting is the largest youth- development organisation in Australia and the world and is a leader in the Australian non-formal education sector.

The Scouting Program, delivered by thousands of volunteers across the nation, prepares young people aged between 6 to 26 years for business and community leadership. Australian Scouting fosters around 60,000 male and female members through the good auspices of approximately 13,000 volunteer Leaders and many more helpers and supporters.



Former 'Scouts' occupy some of the most senior business and community leadership positions in Australia, and those that do not, know very well the importance of following constructively and being part of the team. Scouting encourages resourcefulness, self-reliance, leadership, decision making, and concern for community and country (including the environment in which we live).

Our programs for young people are regularly reviewed and our delivery is constantly changing to meet the needs and expectations of the youth of today. We continuously and professionally test the youth market to ensure that our presentation and our programs are relevant and contemporary.

An estimated two million Australians have been Scouts since the Movement was established in Australia in 1908. Scouting is growing nationally, and in South Australia, we are currently growing by approximately 5% pa (above the national average).

Scouts SA's aim is to help children and young people achieve their full potential in life. This is done through individualised, fun, adventurous, challenging, leadership and teamwork-oriented programs. The term "*Be Prepared*" is a well known slogan for Scouts, and is indicative of the life-lessons we imbue.

International Level

World Scouting is governed by the World Organisation of the Scout Movement (WOSM) based in Geneva, Switzerland. Around the world, there are 155 independent national Scout organisations operating with a membership of more than 28 million.

Accordingly, with its emphasis on peace, education and understanding, Scouting transcends all cultures, religions, races, politics, age and gender barriers. The Aim of Scouting worldwide is: *Educating young people to play a constructive role in society and to create a better world.*

International Scouting is a dynamic aspect of the Movement experienced by many of its members. Such diverse opportunities range from attendance at international Jamborees to international conferences and visits. As part of this, Scouts Australia provides many scholarships to overseas events for youth and adult members and operates an exchange program for youth members to live in the United Kingdom, Japan and Denmark.

Australia's knowledge and expertise has become increasingly recognised around the world and South Australia (through the national organisation) plays a leading role in the development of Scouting in the Asia-Pacific region in areas such as Youth Program, Adult Training, Risk Management, Finance and Marketing.

Scouting in Australia

There are approximately 60,000 members in Australia (males and females) organised into the following sections:

- **Joey Scouts** - 6 to 7½ years of age.
- **Cub Scouts** - 7½ to 10½ years of age.
- **Scouts** - 10½ to 14½ years of age.
- **Venturer Scouts** - 14½ to 17½ years of age.
- **Rovers** - 17½ to 26 years of age.
- **Adult Leaders and Support Members.**



The South Australian Branch consists of 125 Scout Groups in every 'catchment' area of South Australia. Scout Groups range from very small in size (15 members) through to the largest (210 members).

The Scouting Program - General

The Scout Program incorporates a flexible range of activities to satisfy the expectations of our youth members as well as those that contribute to our goals for them.

Many Scout activities take place in outdoor settings with a spirit of adventure and challenge. The SA Branch Program makes full use of physically demanding activity that contributes to healthy lifestyles, and a real sense of achievement by the participants through the complete age-range.

Indigenous and heritage-based programs are also very much enjoyed by our youth members and these provide a strong sense of pride in their heritage and community. Many Groups conduct tours (visits) to places of historic interest within their own neighbourhood. Again, these programs instill respect, awareness and an appreciation of their surroundings that is not always possible through the formal educational system.

Within a safe framework, youth members can undertake a variety of adventurous activities. Where facilities exist, these include abseiling, canoeing, sailing, white water rafting, scuba diving, rock climbing, caving, bush walking, and air-activities.

Most Scout Groups consult directly with the youth members themselves in setting the activity program each year. Accordingly, the members engage in programs and activities they nominate, as well as those that are designed to achieve our aims.



Some of these activities are based at various locations around SA and Groups and youth sections are able to book these activities for weekend excursions above the Scout activity they participate in at their local Scout Hall. The local Scout Hall is the hub of the Group's activity on a weekly and nightly basis. It is the base from which each Scout Group plans and conducts its own activities through the course of any year.

The Typical Nightly Scout Hall Program (2 hour session)

- 7.30 pm Opening Parade (Parent drop-off with cars in the vicinity no longer than 10 minutes), Salute-The-Australian-Flag, formal welcome.
- 7.40 pm Team Games (Examples: running relay, tunnel ball, cricket, crab soccer etc).
- 8.00 pm Life Skill Development (Examples: outdoor skills, cooking, cleanliness, environmental-care, water-saving, indigenous, heritage).
- 8.15 pm Game/Activity run by a young leader (each member will be given an opportunity to lead at some point during the year, and regularly when ready).
- 8.30 pm Design and build a chariot (bringing together the individual skills gained together with teamwork and leadership).
- 9.00 pm Conduct Chariot races (reinforcing the work and effort above and now using the end-product for fun).
- 9.20 pm Clean-up (all participate and develop a sense of responsibility in doing so).
- 9.25-30 pm Closing Parade (Presentation of awards and badges for achievement, recognition of skills gained and leadership performance by individuals, Salute-the-Australian-Flag, Parent pick up, vehicle traffic for no longer than 10 mins).

Car parking. Most Scouts are driven to and collected from Scout Halls before and after each Scouting meeting. There is only a 10-minute window at either end of the meeting when a number of cars (normally up to 10) are in the vicinity of the Hall. This occurs after hours at non-peak times of the day when it is least likely to cause inconvenience to local residents.

All Leaders are aware of the importance of maintaining good relations with neighbouring properties and act promptly to deal with any concerns residents might raise about car parking or noise.



Leaders and Volunteers – Educational Benefit

All volunteers and professional staff in Scouting work within strict guidelines in regards to their duty of care, and all volunteers and most professional staff are required to personally commit to a formal code of conduct.

The Scouts Australia Institute of Training (SAIT) focuses on providing support in the adult training and development areas. SAIT provides support to all training programmes including the accreditation processes for each of the State branches. Each year Scouts Australia delivers more than 1,200 programmes to 10,000 leaders and members throughout Australia.



In 2004, Scouts Australia was registered as a training organisation to deliver nationally recognised 'leadership of youth' and 'leadership of Adult' training with several of its courses formally recognised among educational and professional bodies.

As such, Leaders and volunteers may have their Scout qualifications (Certificates II and III in Leadership Support, Certificate IV in Leadership, Diploma of Leadership, Certificate II, III & IV Business (Frontline Management), and, the Diploma in Business). Additionally, youth members in South Australia may have some Scout qualifications recorded on their final school certificates.

Wider Opportunities for SA Youth Members

National youth events are held on a rotating basis every three years for the Scout, Venturer Scout and Rover Sections. National Jamborees of 10,000 or more participants are held for the Scout Section. Australian 'National Ventures', the equivalent of a Jamboree for teenagers, are held for Venturer Scouts and Australian National 'Moots' are held for the older Rover Section.

Youth consultation is a major factor in the operation of Scouting and Australia is a world leader in this area. Young people are included on Scouts Australia management teams at the highest level. As an organisation largely run by adult volunteers, the need to ensure decisions take a youth perspective into account means youth members are included on most decision-making committees such as the National Council, National Executive Committee as well as on the Board of Scouts Australia (SA Branch). Currently, two 'Rovers' serve on the Board in SA and contribute strongly.

Youth forums are conducted annually - one at each National Jamboree, Venture and Moot. These forums bring together youth members from the same Section with a wide variety of backgrounds, experience and localities, to discuss issues relevant to their age group. These groups also represent 'the youth sector' strongly at the various State and Federal government sponsored youth forums across Australia.

Caring for the Environment

From its earliest beginnings, Scouting has been involved in the care and exploration of nature as a fundamental aspect of its Program. This is reflected in one of the basic tenets of the Scout Law which states: A Scout Cares for the Environment.

Scouts SA provides opportunities to explore and learn about the natural environment and instil in its members a sense of being a 'guardian of the woods', as founder Lord Baden-Powell described it. This is done with a sense of fun and hands-on activities. Making crafts that re-create Australian animals; going on bush treasure-hunts for natural wonders; photographing or sketching wildlife on a camp; engaging with other groups in major tree planting projects; discovering completely white invertebrates in the darkness of caves; or even participating in environmental workshops or events overseas; the Scouting Program provides a progressive learning opportunity to develop an awareness and respect for nature.



All this is emphasised in the 'award scheme' for each Section through the opportunity to achieve badges and awards relating to the environment. In recognition of Scouts' efforts in this area, the Australian Government announced in 2007 a grant of \$17.7 million for the installation of water-tanks at Scout halls across the country as a major national water saving initiative

The *Murray Darling Rescue* was a major environmental initiative between Scouts and Greenfleet, and was run across Victoria, New South Wales, South Australia, the Australian Capital Territory. It was supported by Holden, the national sponsor of the Murray Darling Rescue. More than 1,000,000 trees were planted between 2001 and 2006 in carefully selected and approved locations through this important program. Many local Scout Group are involved in local environmental projects supporting their local communities.

The significant 'SA Water' sponsored Wetland project at the Scouts SA Woodhouse Activity Centre is yet another example of the 'environmental credentials' of Scouting. This Wetland effectively 'filters' an important portion of the Cox Creek system which feeds into Adelaide's Mount Bold and Happy Valley Reservoirs.

Some 13,000 native trees, shrubs and reeds were planted to create this natural filtration system at Woodhouse, with the added benefit that Scout Groups from across Australia can visit and study an active example of a natural filtration system. The site features interpretive boards, viewing platforms and walkways, fish ladders and a water quality monitoring station developed by project partners SA Water.

Our Scout Groups in the Onkaparinga area have for many years participated in Group-initiated 'clean-ups' of sensitive environments such as parts of the Sturt Gorge and through local tree planting and clean-up days elsewhere within the Council boundary.

Community Benefit

Scout participants learn life skills such as independent thinking, leadership and problem solving skills, social interaction and responsibility.

They experience weekly physically and intellectually challenging activities in the Scout hall, outdoor activities such as bushwalking and water sports. The essence of Scouting is having fun, outdoor adventure and a strong sense of community.

Parents are encouraged to join in with activities and become helpers, supporters or Leaders. They assist with outdoor activities, family camps and outings - and learn new skills like abseiling and canoeing. In this sense, Scouting can help draw families together.

Over the 100 years since the Movement was established in Australia more than two million Australians have been involved. We enjoy a strong reputation throughout the Australian community for 'producing' a very high percentage of members who have risen to become 'captains of industry', senior managers and successful career persons. Many more have become community leaders in all the social fields of endeavour.

We believe our stated (and practised) ethic (respect for self and others) contributes strongly to this community success. Additionally, our 'activity based' programs allow for an active and energetic program. This directly contributes to the health of youth members and provides them (and their Leaders) the perfect outlet for physical activity and exercise.

Our programs, together with our core values (which also promote 'a sense of duty to god and country'), have physical, mental and spiritual components that we believe contribute strongly to the development of resilient and community-spirited young people.

Above all, membership of Scouts SA provides the community with young people who have a greater range of skills, community understanding, values and leadership than that normally gained through regular formal education systems.



Local community involvement/networking. Scouting helps people gain a strong sense of belonging to their local community, and through their active involvement, they make a direct and worthwhile contribution back to their own communities. Scout members enjoy a wider range of social contacts through the peer and mentor system. An 'extended family' evolves and this creates a sense of well-being for all members.

This extended network often contributes to an extension of "Life Chances" for our members. Members (adults and youth) are often likely to know a potential employer, helper or 'champion' through Scouting. Moreover, a very high percentage of senior business persons and community Leaders recognise Scout qualifications (or service) in light of their own Scout experiences without necessarily knowing the individual concerned.

Helping Others. Scouting has a long and proud tradition of community involvement through its assistance with community fundraising programs including participation in local ANZAC Day ceremonies, sausage sizzles, community fetes, Local Government forum contributions, Scout Group recycling projects, local environmental clean-up days and helping other not-for-profit community-organisations with event management and infrastructure.

Scout Halls. Scouts SA takes great pride in maintaining its properties which are often located on Local Government land. Our Scout Halls are our window to the local community and we are keen to ensure they are maintained to high standards. Halls owned by Scouts SA are used on designated nights for Scouting purposes and they are not sub-let for any other purpose without the express permission of Scouts SA, or the local Council (where this is required). Hall hire, when authorised, is subject to strict conditions to ensure nearby residents are not unduly disturbed. We are very sensitive to this requirement.

The local Scout Group is very often a focus for other community groups when they require 'helping hands', or the use of Scout Hall and group equipment. The local Scout Group is often regarded as an excellent resource and can be shared with its local community.

Child Protection. All parents are concerned about the safety of their children. Scouts SA Leaders are mandated reporters under the State Act and receive formal training in this important area. Any Scout Hall may be identified as a 'safe house' for neighbourhood watch purposes, and given the nightly activity in the hall, such an arrangement would certainly add to the security and safety for young people in the local community.

The Scouts SA Child Protection System is considered by authorities to be among the best in South Australia. All Leaders in South Australia undergo SA police checks and are actively screened by Scouts Australia (SA Branch).

Adult Leaders. Additionally, most Scout Groups will have a Leader or helper trained at some level in First Aid. Local communities can often benefit from a nearby Scout Hall through the good-offices of our community spirited volunteers.

Leaders attending nightly Scout meetings at any Scout Hall location also provide a measure of security for the local area, reserve, etc. There is less likelihood for vandalism or illegal use of an area where a Scout Hall is present.

Changing image

In recent years, Scouts Australia has focused its efforts on changing what was seen as its 'traditional' image. That image, and the general trend of busier lives and less community involvement, has demanded that 'Scouting' be aggressive in presenting itself as the dynamic, values-based organisation that is, and, that it is in the very best position to have real and positive affect on young South Australian lives.

Our national body, and our State Branch have worked very hard on this image.

We have 'modernised' our uniforms, and updated our advertising both at the national and State levels. Although the values already mentioned are very much still unaltered, we have ensured that our delivery of them has kept pace with the fast-changing expectations of today's young people.



Scout Hall appearance, facilities and location are all considered very integral to the positive presentation of our organisation.

Nationally and at the State level, we rely on our local sponsoring communities (the general community as well as local City Councils) to assist us in our accommodation requirements.

We are currently entering into a period of growth in South Australia, largely due to the combined efforts of our volunteers and staff and the aggressive nature of our marketing and subsequent advertising efforts. This is good news for South Australia, and for the Unley & Gilbert Valleys Council. We expect this growth to continue into the foreseeable future.

Youth programs are vital to Unley City Council (and its surrounding area) and these need to be established (encouraged and fostered) at locations where volunteering is 'willing' and the members are willing to join. With so many more families having both parents working, time is also of increasing importance to the decision-making

Conclusion

We can confidently state that all other Councils across South Australia readily recognise the community benefit and the importance of fostering community groups like Scouts and Guides in their areas. We have, for over 100 years, enjoyed excellent relationships with all SA Metropolitan and rural Councils and especially given our current growth, our very professional relationships are perhaps stronger than ever before.

We hope you are in a position to consider our request to extend the lease at Ridge Park for a period of 42 years to enable Scouts SA and the Glen Osmond Scout Group the confidence to continue to refurbish and upgrade the hall in the future.

MAYOR'S REPORT

TITLE: MAYOR'S REPORT FOR MONTH OF OCTOBER 2017
ITEM NUMBER: 1005
DATE OF MEETING: 23 OCTOBER 2017
ATTACHMENTS: 1. FUNCTIONS ATTENDED

SUMMARY

The Mayor was granted a Leave of Absence from attending Council meetings for the period September, October and November 2017.

Although the Mayor is not attending Council meetings, he is still attending community events and accepting invitations to areas outside of the Badcoe Electorate.

A list of the events the Mayor has attended during the past month is attached.

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

**MAYOR'S FUNCTIONS ATTENDED – 19 SEPTEMBER 2017 –
22 OCTOBER 2017**

MONTH	DATE	FUNCTION
September		
	22	<ul style="list-style-type: none"> • RDA Board Meeting
	28	<ul style="list-style-type: none"> • Shark Tank – Parkside Primary School • Sturt Football Club Celebratory Function
October		
	11	<ul style="list-style-type: none"> • Guest Speaker – VIEW Club
	18	<ul style="list-style-type: none"> • Mayor for a Day – Annesley Junior School Student
	22	<ul style="list-style-type: none"> • Launch of Goodwood Road Streetscape
<p>In addition to attending the above functions, I also met with various members of the community. I would like to thank the Elected Members who have represented me at various functions during the month, where I have been unable to attend.</p>		

DEPUTY MAYOR'S REPORT

TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF OCTOBER 2017
ITEM NUMBER: 1006
DATE OF MEETING: 23 OCTOBER 2017
ATTACHMENTS: 1. DEPUTY MAYOR'S REPORT

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

REPORT OF DEPUTY MAYOR

(a) **Items of particular interest, concern or urgency**

SANFL Premiers

Well done to the Sturt Footy Club on the recent premierships successes. On the brink of disaster when I first joined Council they have made a marvellous recovery, both financially and on the field.

Winning back to back premierships is an awesome feat but to win the premiership in all three grades is enormous. I am unaware if this is a feat any club has achieved in the history of the SANFL.

Aged Friendly Cities Forum in Hobart

Council was represented by Cr Rabbitt, Manager Mandy Smith and myself.

The Forum confirmed to me that Unley is clearly a leader in this field. It also provided some insight into how we can improve what we offer.

Manager Smith, Cr Rabbitt and myself will soon have a debrief with the alliance to assimilate what we have learnt.

Deepavali 2017

The 2017 Diwali at the Showgrounds presented as a huge success. The Duncan pavilion appeared a suitable venue for the function.

The Hindu Council of Australia were extremely grateful to me for our assistance. So much so that they provided me with a Plaque which I will present to members at the Council meeting.

Goodwood Road

Goodwood Road is looking a treat. The project to participate in undergrounding the power has led to a complete refit of the road.

The results are uniquely Goodwood. All the improvements enhance the eclectic nature of Goodwood. They are look, including the road art, like they belong and have been part of Goodwood historically. You know you have it right when you achieve that.

The project received good media coverage on Channel 7 last weekend in the lead up to next weekend's Goodwood Alive opening by the Mayor. I am looking forward to that.

If you missed the video here is the link.

<http://saweekender.com.au/foodandwine/goodwood-road>

(b) **Functions Attended** (up to the time of writing this report)

These functions/events are in excess of those I would normally attend.

19 Sept	DAP meeting Focus Annual General Meeting
20 Sept	Met with Andrew Marshall from St Augustine's re Precinct Planning.
21 Sept	Grants presentation meeting
22 Sept	AdeLINK working lunch with Lord Mayor and inner metro Mayors Order of Australia presentations
24 Sept	SANFL Grand Final Luncheon
25 Sept	Met with representatives of Dara School
26 Sept	Goodwood Community Services AGM Clarence Park Neighbourhood Watch
27 Sept	Launch of Book Nooks at Leicester Park Clarence Park Community Centre AGM
28 Sept	Reception for Sturt Football Club premiership players
30 Sept	Bangladesh Puja & Cultural Society of South Australia event at Goodwood Community Centre
2 Oct	Opened Fairmont Tennis Club Summer Season
3-4 Oct	Age Friendly Cities Forum in Hobart
7 Oct	Attended Goodwood Kangaroos Cricket match
9 Oct	Audit & Governance Committee
10 Oct	Unley Business Breakfast Goodwood Road Traders Association AGM
11 Oct	Interviews for Independent member of CSP
12 Oct	MyGov workshop at Unley Library
13 Oct	Pink Ribbon morning tea at Town Hall Mercedes Benz Long Lunch
14 Oct	Opened Millswood Lawn Tennis summer season Deepavali 2017 at the Showgrounds

I also had one on one conversations with all elected members, and a number with the CEO and Administration. I also assisted a higher number of ratepayers with concerns.

REPORTS OF MEMBERS

TITLE: REPORTS OF MEMBERS
ITEM NUMBER: 1007
DATE OF MEETING: 23 OCTOBER 2017
ATTACHMENTS: 1. MEMBERS' REPORTS

Council to note the attached reports from Members

1. Councillor Rabbitt
 2. Councillor Hughes
- .
-

REPORTS OF MEMBERS

TITLE: REPORT FROM COUNCILLOR RABBITT

Discussions with residents have continued to focus on the Inner & Middle Metropolitan Corridor DPAs, the proposed development at 244-246 Unley Road and the recent announcement for Kaufland to develop part of the Le Cornu site.

In addition to these development issues, the report that creek works would be undertaken in Hawthorn within the next 12 months has also caused some concern.

I have also had meetings with residents and business owners about a number of matters that I am following up with our administration.

Functions Attended

20 September

Cancer Care Centre AGM

I attended the AGM on behalf of Council.

From all reports, the organisation provides excellent assistance to those affected by cancer. Council was thanked for our ongoing support of their work and also the assistance of our staff in Property Assets.

24 September

Orphanage Park Pooches

I attended the commemoration of two new park benches in memory of Syd Moyle who was a friend to dogs and dog owners at Orphanage Park.

This was a wonderful celebration of Syd's contribution to the community His dad and other family members were present with over 30 people and their dogs from the Orphanage Park Pooches group.

26 September

My Time in Space – hosted by the State Library of SA

Former NASA astronauts Tony Antonelli (Chief Technologist, Lockheed Martin) and Dr Sandra Magnus (Executive Director, The American Institute Aeronautics and Astronautics) gave a fascinating talk about their time in space.

27 September

Unley Libraries Book Nook Launch

The first of our mini libraries was launched at Leicester Street Playground with storytelling and primary school children bringing a selection of books to swap.

3 – 4 October

2nd National Forum Age Friendly Cities Australia

Together with Deputy Mayor, Don Palmer and Manager Community Development and Wellbeing, Mandy Smith, I attended the forum in Hobart.

In addition to an excellent presentation by Mandy, 7 other Councils gave presentations on their programmes. Some Councils have experienced more success than others, and it was helpful to learn about other programmes, some elements of which may be appropriate for the City of Unley.

Not surprising, was the fact that those Councils undertaking effective Community Consultation achieved better outcomes and support from their community.

It was very clear that we are held in high regard among our peers in regard to our Active Ageing Strategy.

6 October

Don't forget me, Cobber

Cr Jennie Boisvert and I attended a fundraising luncheon to support the RSL Virtual War Memorial. It is the only memorial of its kind nationally and internationally and has the ability to capture the stories of every Australian who has served our nation in times of conflict. Visit the site at <https://rslvirtualwarmemorial.org.au/>

10 October

Unley Business Breakfast

The guest speaker was Richard Pascoe and his subject was Online Security.

Richard provided a number of simple tips for protecting your personal and business data – a very worthwhile presentation.

13 October

Mercedes-Benz Unley Long Lunch

Fortunately the rain stopped and the event proceeded with only a small delay.

This was an excellent opportunity to

- meet and talk to residents and business owners
- promote the City of Unley and one of our major shopping precincts, and
- support an organisation like Variety SA.

17 October

ICAC Awareness for Public Officers

Together with Deputy Mayor, Don Palmer, I attended another of Commissioner Lander's presentations on the role of ICAC and the responsibilities of Public Officers – most worthwhile.

REPORTS OF MEMBERS

TITLE: OCTOBER 2017

REPORT FROM COUNCILLOR

PETER HUGHES

Functions Attended

24th Sept. Attended the official SANFL Grand Final and pre game luncheon as a guest of the SANFL. Attended the Sturt Football Club Premiership celebrations at my own expense.

17th Oct. Attended the SALA thank you event for 2017 that included the final Awards announcements.

18th Oct. Attended our Gourmet Gala and Tour Down Under Working Party meeting.

18th Oct. Attended the Strategic Property Committee meeting

20th Oct. Attended the Fern Avenue Community Garden's Pizza thank you event for Councillors.

During the month I also received resident concerns about traffic and pedestrian safety adjacent to Living Choice and about an On The Run application at the corner of Fisher Street and Glen Osmond Road. The current status of this application includes:

- Crown Solicitor agrees with Council that the application (as submitted) is non-complying due to the gross leasable floor area exceeding 250m².
- 73 representations were received against the application.
- Council included as a representor.

Residents have successfully expressed their valid concerns but are quite concerned that the applicant appears to be very determined to proceed.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 1009 – APPOINTMENT OF ONE INDEPENDENT MEMBER TO SECTION 41 COMMITTEE – CITY STRATEGY & DEVELOPMENT POLICY

ITEM NUMBER: 1008

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 1009 be considered in confidence at the 23 October 2017 Council meeting and that the Minutes and Report referring to this report remain confidential until the applicants have been notified and 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
Mr D Litchfield, Director Strategic Projects
Ms T Norman, Executive Manager, Office of the CEO
Ms C Gowland, Executive Assistant to CEO and Mayor

on the basis that it will receive and consider the report on the appointment of an independent member to the City Strategy and Development Policy Committee, and that the Council is satisfied that the requirement that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because the report contains:

- (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 1009 – APPOINTMENT OF ONE INDEPENDENT MEMBER TO SECTION 41 COMMITTEE – CITY STRATEGY AND DEVELOPMENT POLICY

ITEM NUMBER: 1010

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO AND MAYOR

PURPOSE

To recommend that Item 1009 remain in confidence at the 23 October 2017 Council meeting until the applicants have been notified and 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)(a) & (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
 - 2.3 the minutes and report will be kept confidential until the appointment process for the independent member of the City Strategy and Development Policy Committee has been finalised.
 - 2.4 Pursuant to Section 91(9)(c) of the Local Government Act 1999, the power to revoke the order under Section 91(7)(a) & (b) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 1012 –
RECOMMENDATION FOR ITEM 40 STRATEGIC
PROPERTY COMMITTEE - WALTER STREET
PROPERTY

ITEM NUMBER: 1011

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: CAROL GOWLAND

JOB TITLE: EA TO CEO AND MAYOR

PURPOSE

To recommend that Item 40 (Council Item 1012/17) be considered in confidence at the 23 October 2017 Council meeting and that the Minutes and Report 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
Mr J Devine, General Manager City Development
Ms N Tinning, General Manager Business & Service Improvement
Ms M Berghuis, General Manager City Services
Mr D Litchfield, Director Strategic Projects
Ms T Norman, Executive Manager Office of the CEO
Ms C Gowland, EA to the CEO and Mayor

on the basis that it will receive and consider a report on Strategic Property Purchase and that the Council is satisfied that the requirement that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because the report contains:

- (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 the Council to consider this matter in confidence.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 1012 –
RECOMMENDATION FOR ITEM 40 –
STRATEGIC PROPERTY COMMITTEE -
WALTER STREET PROPERTY

ITEM NUMBER: 1013

DATE OF MEETING: 23 OCTOBER 2017

AUTHOR: CAROL GOWLAND

JOB TITLE: EA TO CEO AND MAYOR

PURPOSE

To recommend that Item 1012 remain in confidence at the 23 October 2017 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)(a)(b) of the Local Government Act:
 - 2.1 The
 - Minutes
 - Reportremain 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 and report will be kept confidential until the item is revoked by the Chief Executive Officer.
 - 2.3 Pursuant to Section 91(9)© of the Local Government Act 1999, the power to revoke the order under Section 91(7)(a) & (b) prior to any review or as a result of any review is delegated to the Chief Executive Officer.