

# 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 22 June 2020 7.00pm***

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

**Chief Executive Officer**

## **OUR VISION 2033**

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

## **COUNCIL IS COMMITTED TO**

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

## **ACKNOWLEDGEMENT**

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

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

## **PRAYER AND SERVICE ACKNOWLEDGEMENT**

We pray for wisdom to provide good governance for the City of Unley in the service of our community.

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**

<b>ITEM</b>	<b>PAGE NO</b>
<b>1. ADMINISTRATIVE MATTERS</b>	
<b>1.1 APOLOGIES</b>	
Nil	
<b>1.2 LEAVE OF ABSENCE</b>	
Nil	
<b>1.3 CONFLICT OF INTEREST</b>	
<i>Members to advise if they have any material, actual or perceived conflict of interest in any Items in this Agenda and a Conflict of Interest Disclosure Form (attached) is to be submitted.</i>	
<b>1.4 MINUTES</b>	
1.4.1 Minutes of the Ordinary Council Meeting held Monday, 25 May 2020	
<b>1.5 DEFERRED / ADJOURNED ITEMS</b>	
Nil	
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Assessment of Chief Executive Officer's 2019/20 Key Performance Indicators	
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Review of Policies	
Request for funding - Goodwood Community Services Inc	

## NEXT MEETING

Monday 27 July 2020 - 7.00pm

Council Chambers, 181 Unley Road Unley

## **DEPUTATION**

**REPORT TITLE:** DEPUTATION RE: WELLER STREET BICYCLE ROUTE, PROPOSED SLOW POINTS

**ITEM NUMBER:** 2.1

**DATE OF MEETING:** 22 JUNE 2020

**ATTACHMENTS:** 1. DEPUTATION

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1. Andrew Papageorgiou, Goodwood  
Re. Item 2.3 Weller Street Bicycle Route, Proposed Slow Points







DEPUTATION REQUEST FORM

CITY OF UNLEY

26 JUN 2020

REF.

Please complete this request and return to the City of Unley at least three (3) clear days prior to the Council meeting at which you wish to be heard.

To: The Chief Executive Officer

I/We hereby request to be heard at a Council meeting of the City of Unley

Representor Name: Andrew Papageorgiou
Telephone Number: 0435 321 238
Email: andrewpapageorg@gmail.com
Address: 44 Weller St. Goodwood

I will be speaking:

On my behalf: [ ]

As a Spokesperson: [x] Group: concerned Weller St. Residents

If the group has a set of Rules by which the group is governed, please provide a copy of these.

Representor 2 Name:
Telephone Number:
Email:
Address:

Representor 3 Name:
Telephone Number:
Email:
Address:


**This Deputation relates to the following subject matter:**

*(Please give sufficient details of the matter to enable consideration of your request for a deputation)*

The strong opposition to the proposed slow points on Weller St.

**Please Note:** If you wish to distribute information as part of your deputation, this material must be provided to Administration prior to the meeting at which your deputation occurs. Please ensure you discuss any information you wish to be distributed or options for presenting your deputation with Administration when you receive confirmation that your Deputation Request has been approved.

I have read and understood the Deputations Information Sheet and acknowledge that I must comply with the requirements.

**Signed:**   
**Date:** 4/6/2020

Once completed, please return to the City of Unley, either in person, or by post, facsimile or email [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)

City of Unley Use Only	
Received (date and time):	___/___/___ at ___ am/pm
<b>Acknowledged by Presiding Member</b>	
Signed:	
Dated:	___/___/___
<b>Acknowledged by OCEO</b>	
Signed:	
Dated:	___/___/___
Approved:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Meeting Date:	___/___/___ at ___ am/pm
Representor Notified:	Yes <input type="checkbox"/> No <input type="checkbox"/>

## **DEPUTATION**

**REPORT TITLE:** DEPUTATION RE: WELLER STREET BICYCLE ROUTE, PROPOSED SLOW POINTS

**ITEM NUMBER:** 2.2

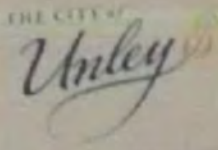
**DATE OF MEETING:** 22 JUNE 2020

**ATTACHMENTS:** 1. DEPUTATION

---

1. Jennifer Bonham, Goodwood  
Re. Item 2.3 Weller Street Bicycle Route, Proposed Slow Points





### DEPUTATION REQUEST FORM

Please complete this request and return to the City of Unley at least **three (3) clear days** prior to the Council meeting at which you wish to be heard

To: The Chief Executive Officer

I/We hereby request to be heard at a Council meeting of the City of Unley

Representor Name: Jennifer Benham  
Telephone Number: 0406 399 249  
Email: jbenham@internode.on.net  
Address: 1/110 Rose Tee  
Wayville SA 5034

I will be speaking:

On my behalf

As a Spokesperson:

Group:

Unley Bicycle User Group

*If the group has a set of Rules by which the group is governed, please provide a copy of these*

Representor 2 Name:

Telephone Number:

Email:

Address:

Representor 3 Name:

Telephone Number:

Email:

Address:

Day 18  
to presentation

**This Deputation relates to the following subject matter:**

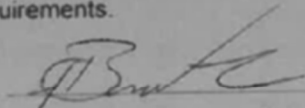
*(Please give sufficient details of the matter to enable consideration of your request for a deputation)*

We would like to speak on the Weller St upgrade noting:- the extensive consultation conducted on the upgrade and associated planning such as the LATTM & Walking & Cycling plan  
- significant expenditure on the consultation and designs to date  
- the significant safety benefits for pedestrians & cyclists  
- the significant benefits to reduce rat running for residents on Weller st, and surrounding roads.

**Please Note:** If you wish to distribute information as part of your deputation, this material must be provided to Administration prior to the meeting at which your deputation occurs. Please ensure you discuss any information you wish to be distributed or options for presenting your deputation with Administration when you receive confirmation that your Deputation Request has been approved.

I have read and understood the Deputations Information Sheet and acknowledge that I must comply with the requirements.

Signed:



Date:

16 / 06 / 20

Once completed, please return to the City of Unley, either in person, or by post, facsimile or email [pbox1@unley.sa.gov.au](mailto:pbox1@unley.sa.gov.au)

**City of Unley Use Only**

Received (date and time): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ at \_\_\_\_\_ am/pm

Knownledged by Presiding Member

Signed \_\_\_\_\_

Dated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Knownledged by OCEO

Signed \_\_\_\_\_

Dated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Approved: Yes  No

Meeting Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ at \_\_\_\_\_ am/pm

Representor Notified: Yes  No

## RECEIPT OF PETITION

**REPORT TITLE:** WELLER STREET BICYCLE ROUTE – PROPOSED SLOW POINTS

**ITEM NUMBER:**

**DATE OF MEETING:** 22 JUNE 2020

**ATTACHMENTS:**

1. PETITION AND NOTIFICATION LETTER - PROPOSED CONSTRUCTION OF SLOW POINTS ON WELLER STREET, GOODWOOD
2. MAP OF PETITIONERS OBJECTING TO CONSTRUCTION OF SLOW POINTS

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**PRINCIPAL PETITIONER:** ANDREW PAPAGEORGIU

**NUMBER OF SIGNATORIES:** 53

**NATURE OF PETITION:** OBJECTION TO COUNCIL'S PLANNED CONSTRUCTION OF TRAFFIC MANAGEMENT MEASURES IN WELLER STREET, GOODWOOD

### 1. **RECOMMENDATION**

That:

1. The petition be received.
  2. *The matter is for Council to determine – options are provided in section 3 of this report.*
  3. The principal petitioner be notified of Council's decision in relation to the planned construction of traffic management measures in Weller Street, Goodwood.
- 

### 2. **OFFICER'S COMMENTS**

#### **2.1 *Procedural Information***

The petition was acknowledged on receipt, with the lead petitioner advised that it would be presented to the ordinary Council Meeting scheduled for 22 June 2020.

The current requirements for a petition are that the name and address of each person who signed or endorsed the petition be included. Council is advised that the 53 signatories on the petition satisfy this requirement.

## **2.2 Petition Information**

The petitioners/residents have objected to the planned construction of traffic management measures along Weller Street, including slow points, as they will reduce the number of on-street parking spaces, are deemed unsightly and unnecessary, and will negatively impact the street amenity.

The Wood-Weller Street bicycle route is a key recommendation of Unley's Walking and Cycling Plan, which was endorsed in 2016 (Item 523, 25 July 2016). The Wood-Weller Street bicycle route is intended to encourage more people to bike ride through the City of Unley area by providing a safe and efficient north-south alternative route to the busy main roads without bike lanes, such as King William Road and Goodwood Road. In particular, the upgrade of the Wood-Weller Street bicycle route aims to encourage greater use by the amateur and less-confident bike riders, or families with young children who wish to bike ride more often.

Wood and Weller Streets also have a history of rat-running and high vehicle speeds. Rat-running, in particular, along Weller Street, was a key issue identified from the Local Area Traffic Management (LATM) study undertaken for the Goodwood, Wayville and Unley areas in 2016. As part of the LATM study, it originally proposed mid-block road closures along Weller Street to reduce the high volumes of through traffic and to create better bike riding conditions similar to the Rugby-Porter Street bicycle route. This proposal however, resulted in a petition in opposition to the mid-block road closure from the local residents and Council abandoned the option at its meeting on 12 September 2016 (Item 582).

In response to Weller Street forming part of an important strategic bicycle route, an alternate design solution was developed that kept Weller Street open and was more aligned with the (2017) upgraded slow points along Wood Street, with the design including a raised 'hump' and bicycle bypass.

A slow point treatment along Weller Street was identified as the preferred design solution, as it not only provided a safer environment for people to bike ride along, but it also addressed the local community concerns of rat-running and high vehicle speeds. Traffic data shows that the Wood Street 'slow point' upgrade resulted in a reduction in average daily traffic volumes of 31% between 2012 and 2017 (1,272 in 2017 compared to 1,672 in 2012) and a 22% reduction in 85th percentile speeds (37.6 km/hr in 2017 compared to 45.7 km/hr in 2012).

To better understand the level of community support to continue the slow point treatment along Weller Street, extensive community consultation was undertaken on the project in 2018 by an independent consultant. The consultation received 98 responses, with 64% in support of the proposal, 32% not in support and 4% not indicating a preference.



Whilst most respondents were in favour of the proposed bicycle route, residents in Weller Street were shown to be evenly divided on the proposed design. This was not unexpected due to the design resulting in the loss of car parks, and the introduction of slow points impacting on their ease of access.

Despite the local resident opposition to the proposed design along Weller Street, Council at its meeting on 27 August 2018 (Item 1266) endorsed the Weller Street bicycle route improvements and traffic calming works to be delivered, which included the installation of slow points and the Mitchell Street intersection to be upgraded. This option was supported as it was recognised that the project would:

- Reduce traffic speeds along Weller Street, through the placement of single lane slow points at about 100m spacing (typically).
- Continue to maintain local vehicle access, albeit reduce rat-running.
- Provide a sufficient level of on-street parking, appropriate to local needs, noting a loss of up to 25 car park spaces is required to safely install the required slow points (the final design has resulted in the loss of 24 car park spaces).
- Enhance the amenity of the local street.
- Improve pedestrian and cyclist safety and accessibility crossing Mitchell Street between Wood Street and Weller Street.

Whilst the bicycle route improvements and traffic calming works were endorsed at the August 2018 meeting, Council also resolved that the delivery of the project was to be placed on hold temporarily until the completion of the King William Road Upgrade project to alleviate further traffic management pressures on the local area during the various stages of construction.

Following completion of the King William Road Upgrade, on 14 May 2020, the Administration sent notification letters (see Attachment 1) to 349 residents and property owners about the planned installation of slow points along Weller Street between Mitchell Street and Albert Street, including the upgrade of Mitchell Street intersection.

#### *Attachment 1*

A petition was received on 1 June 2020 objecting to the planned works, primarily the installation of the slow points. The reasons for the objection include:

- The slow points are unsightly, unnecessary and will not make cycling safe in the street.
- The slow points (large white concrete buildouts) will destroy the beauty of the street and cause the loss of 24 parking spaces.

Prior to receipt of the petition, Council staff spoke with the principal petitioner and other residents along Weller Street, at their request, to discuss their concerns. The 53 signatories are mostly residents who live in and around Weller Street, and represent 41 properties (of which 40 property boundaries line Weller Street). There are 68 properties along the length of Weller Street (between Albert Street and Mitchell Street).

From the consultation feedback received on this project in 2018, there was an existing awareness by Administration that some residents may oppose the installation of the slow points along Weller Street.

The works have been tendered and a contract awarded to undertake the streetscape upgrade. Following receipt of the petition, the contractor was notified, and commencement of construction has been suspended.

### **3. OPTIONS**

Noting the background of the project and the various design and consultation phases already undertaken since 2016, Council has four options moving forward.

#### **Option 1 – Revised Scope (review signage and line-marking)**

1. The Petition be received.
2. The proposed construction of traffic management measures in Weller Street, Goodwood and intersection improvements at Mitchell Street not proceed as per Council's previous decision (1266/2018).
3. A review of signage and line marking on Weller Street, Goodwood be undertaken, with a view to increasing motorist awareness of cyclist presence.

This option provides little to no further bicycle improvements along the Wood-Weller Street bicycle route. It will also not address the historic concerns of residents regarding vehicle speed or rat-running.

With this option, no further physical changes would be made to Weller Street.

#### **Option 2 – Revised Scope (review signage and line-marking and undertake Mitchell Street intersection improvements)**

1. The Petition be received.
2. The intersection improvements at Mitchell Street be implemented as per Council's previous decision (1266/2018)
3. The proposed construction of traffic management measures in Weller Street, Goodwood not proceed as per Council's previous decision (1266/2018).
4. A review of signage and line marking on Weller Street, Goodwood be undertaken, with a view to increasing motorist awareness of cyclist presence.

This option is similar to Option 1; and involves a revised scope of works by not installing the slow points along Weller Street, enhancing the signage and line-marking along the street to increase motorist awareness of the potential presence of people riding bikes and implementing the intersection improvements at Mitchell Street. It should be noted, however, that by rescoping the design and removing the slow points, the ability to provide a safer cycling environment catering for people of all bike riding abilities will be diminished. In addition, the historic concerns of residents regarding vehicle speeds and rat-running along Weller Street will remain unresolved.

In essence, this option will not address the issues of rat-running and vehicles speeding, as identified in the LATM for the Goodwood, Wayville and Unley areas undertaken in 2016; and will also not support an increase in the number of people cycling in the area, so in essence the status quo will be maintained.

If it is decided that the slow points are not to be implemented at this time along Weller Street, it is still recommended that as a minimum, the Mitchell Street intersection improvements are implemented. These improvements have no impact to vehicle accessibility or parking, however, will improve conditions and safety for pedestrians and cyclists at the intersection. The changes proposed at the intersection are not referenced in the petition.

With the intersection changes made, there would be no further changes made to Weller Street.

### **Option 3 – Construct as designed**

1. The Petition be received.
2. The Weller Street bike route improvements and traffic calming works proceed as per Council's previous decision (1266/2018).

This option involves continuing the delivery of works along Weller Street between Mitchell Street and Albert Street as planned, including the upgrade of Mitchell Street intersection. This option will build on the works already undertaken along Wood Street and help realise the value of this investment by continuing the proposed north-south bicycle route to the same standard as Wood Street along Weller Street.

The section of Weller Street between Mitchell Street and Albert Street has an average daily volume of 2,704 vehicles and 85<sup>th</sup> percentile speed of 41.2 km/h, which is not considered conducive to safe cycling on a shared local street environment. Based on safe system principles, typically where people riding bikes are required to share the road environment with vehicles, vehicle speeds of around 30 km/h are desired (<https://thanksfor30.com.au/why-30kmh>).

The various options available to Council regarding this matter are set out in this report and Council can now make an informed decision on the most appropriate way forward.



# PETITION

To the Mayor and Councillors of the City of Unley

CITY OF UNLEY
16 JUN 2020
REF:

**Part 1:**

Petition Contact Person: ANDREW PAPAGEORGIOU

Telephone Number: 0435 321 238

Address: 44 Weller Street, Goodwood SA5034

**Part 2:**

The petition of (identify the individuals or group, e.g. Resident of the City of Unley)  
the residents of Weller Street Goodwood.

.....

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.....

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**Part 3:**

Draws the attention of the Council to (identify the circumstances of the case)  
the strong opposition (nearly 2/3 of the Weller Street residents) toward the implementation of the proposed "Slow Points" on Weller Street, Goodwood.

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12 -

## PETITION

**Part 4:**

The petitioners therefore request that the Council (*outline the action that the petitioners are requesting Council should or should not take*)

*abandon the plan to implement "Slow Points" on  
Weller Street.*

.....

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**Please note:** When this petition is presented to Council or a Council Committee, it will be a public document and names and addresses will appear in the Agenda on the Council website.

Name (print)	Address	Signature


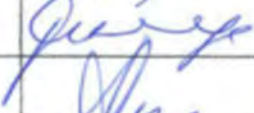



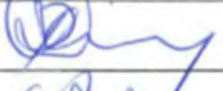


*Attach additional sheets if necessary and use the same format as this page*

# WELLER STREET BICYCLE ROUTE

## PROPOSED SLOW POINTS

We the undersigned object very strongly to Unley Council's plan to construct buildouts/slow points in Weller Street, Goodwood in June 2020.

- They are unsightly, unnecessary and do not make cycling any safer in the street.
- These large white concrete buildouts will destroy the beauty of our street and cause the loss of 24 parking spaces.
- We urge Unley Council to abandon this plan immediately.

NAME (print)	ADDRESS	SIGNATURE
Nick Spatharos	33 Weller St Goodwood <del>5 West Hobart Rd</del>	
Athena Mitsouts	33 Weller St Goodwood	A.M.
Aggelos Spatharos	33 WELLER ST Goodwood	AS
Johanna Krise	29 Weller Street	
DAVID ENTE	30 WELLER ST	
Alison Barker	10/12 Union St.	Alison Barker
Casey Treloar	22 Weller St	
JEFF CREAMY	32 WELLER ST	
ROSIE CREAMY	32 WELLER ST.	
G. Lambros	75 Weller St	G. Lambros
D. Sutton	1/2 Dollman ST	
S Leigh	9/19 Weller St.	S Leigh
K. KOTEK	5/19 WELLER ST	K. KOTEK
K. Robinson	11/34 Norman St.	K. Robinson
Gerda HENRICHIS	7/19 Weller Street	Gerda J. Henrichis
Julie SCHUSTER	2/19 Weller St Goodwood	Julie Schuster
CATE COLLIER	36 WELLER STREET	

# WELLER STREET BICYCLE ROUTE

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- We urge Unley Council to abandon this plan immediately.

NAME (print)	ADDRESS	SIGNATURE
ANNE EDWARDS	24 MITCHELL ST.	Anne Edwards
WESLEY NICOLSON	75A WELLER ST	Wesley Nicolson
TONY CAUCHI	73 WELLER ST	Tony Cauchi
ANTONIO FORGANE	69 WELLER ST	Antonio Forgone
Meena Singh	2 Lanark Ave	Meena Singh
Shekhar Mittal	70 Weller Street	Shekhar Mittal
Wisa Hewerdine	68 Weller St	Wisa Hewerdine
STEVEN KENNEDY	66 WELLER ST	Steven Kennedy
Kathy Rummel	66 Weller St	Kathy Rummel
Santhi Bell	64 Weller St	Santhi Bell
John McGovern	62 WELLER ST	John McGovern
JEVANS	57A Weller ST	Jevans
Dilber Uysal	58 Weller St	Dilber Uysal
JEFF ROSE	53 Weller St	Jeff Rose
ANGIE ANGELO	56 WELLER ST	Angie Angelo
Michelle Powell	51 Weller	Michelle Powell
Kris Nelson	49 Weller St	Kris Nelson
DIVA BERNARDI	47 WELLER ST	Diva Bernardi



# WELLER STREET BICYCLE ROUTE

## PROPOSED SLOW POINTS

We the undersigned object very strongly to Unley Council's plan to construct buildouts/slow points in Weller Street, Goodwood in June 2020.

- They are unsightly, unnecessary and do not make cycling any safer in the street.
- These large white concrete buildouts will destroy the beauty of our street and cause the loss of 24 parking spaces.
- We urge Unley Council to abandon this plan immediately.

NAME (print)	ADDRESS	SIGNATURE
THEO TERTIPI'S	52 WELLER ST	
DAVID BLACKWELL	50 WELLER ST	
Walter Didwa	45 Weller St	
JENNY GALLAS	48a Weller St	
Reg Terrell	48a Weller St	
D. Malavazos	48 Weller St.	D Malavazos
Gary Keitege	45 Weller St	
Joanna Verstegen	45 Weller Street	
CON MALAVAZOS	43 Weller St.	
EVE MALAVAZOS	43 Weller St.	
A. Petrakis	39 Weller St.	A PETRAKIS
Con Papageorgiou	44 Weller St.	
Athanasia Haniotis	42 Weller St.	A. Haniotis
KATHERINE LOUN	37 WELLER ST	
JACQUI BULLOCK	41 WELLER ST	
RENI HEKKER	40 WELLER ST/Unit 1	
ALEX FELICOTTO	3-40 WELLER ST	
HELEN BAIN	2/40 WELLER ST.	Helen Bain

# Slow Points & Intersection Treatment Wood-Weller Street Bicycle Route



Dear Resident/Property owner,

14 May 2020

Further to the consultation undertaken in early 2018, construction of the next stage of the Wood-Weller Street Bicycle Route is commencing in June 2020.

The Wood-Weller Street Bicycle Route forms part of our network of low traffic bicycle routes throughout the City and provides an important link to Charles Walk and Mike Turtur Bikeway. It also provides a low stress alternative to the much busier King William Road.

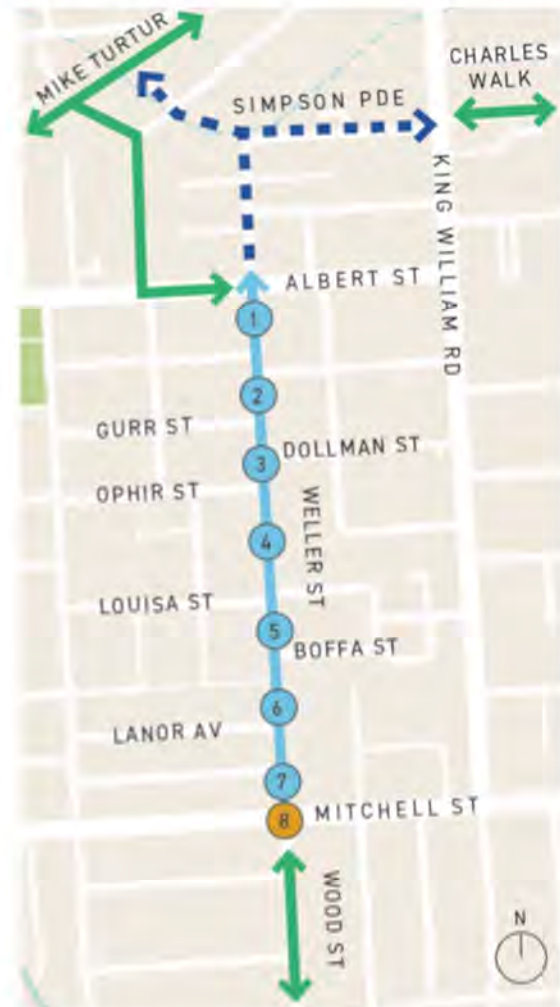
The goal of the project is to calm traffic and discourage unnecessary 'rat-run' traffic, which in turn will create a safer and more cycling friendly environment. This will be achieved through installing a series of landscaped slow points along Weller Street, with a raised 'hump' and bicycle bypass, similar to those already on Wood Street. Improvements will also be occurring at the Weller/ Mitchell Street intersection to make it easier for cyclists to cross and improve pedestrian accessibility.

In order to provide a safer environment for people who cycle, unfortunately there will be a loss of up to four parking spaces adjacent each slow point. This parking loss is required directly adjacent the slow point to provide safe space for cyclists to enter and exit the bypass area.

Further details on any impact the construction work may have will be provided in the coming weeks. If you require any additional information, please contact us by email at [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au) or phone 8372 5111

Yours sincerely,

City Design Team  
City of Unley



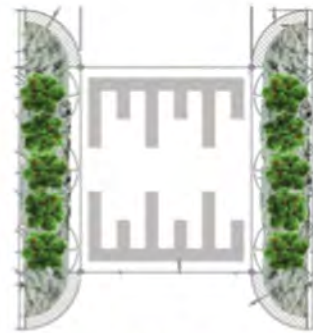
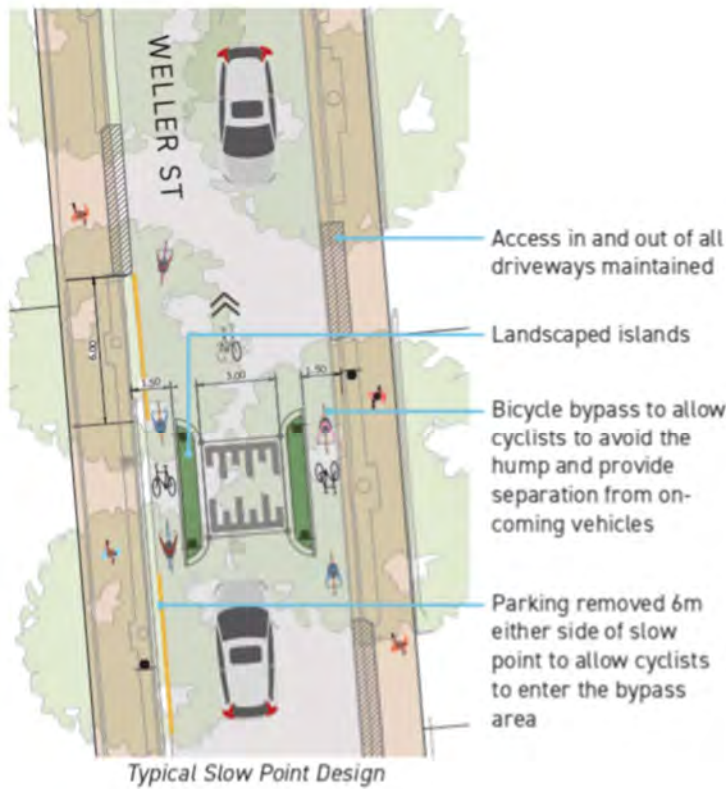
## Project Timeline

- 2016 Walking & Cycling Plan establishes the Wood-Weller Street Bicycle Route as part of a city-wide network
- 2017 Wood Street slow points upgraded to include cyclist bypass and further calm traffic
- 2018 Community survey to understand support for treatments  
Council endorses concept plans including slow point locations, however construction was postponed to avoid conflict with King William Road upgrade
- 2020 Community notification and construction (May/June 2020)

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1-7 Slow Points



Locations 1, 3, 5, 7

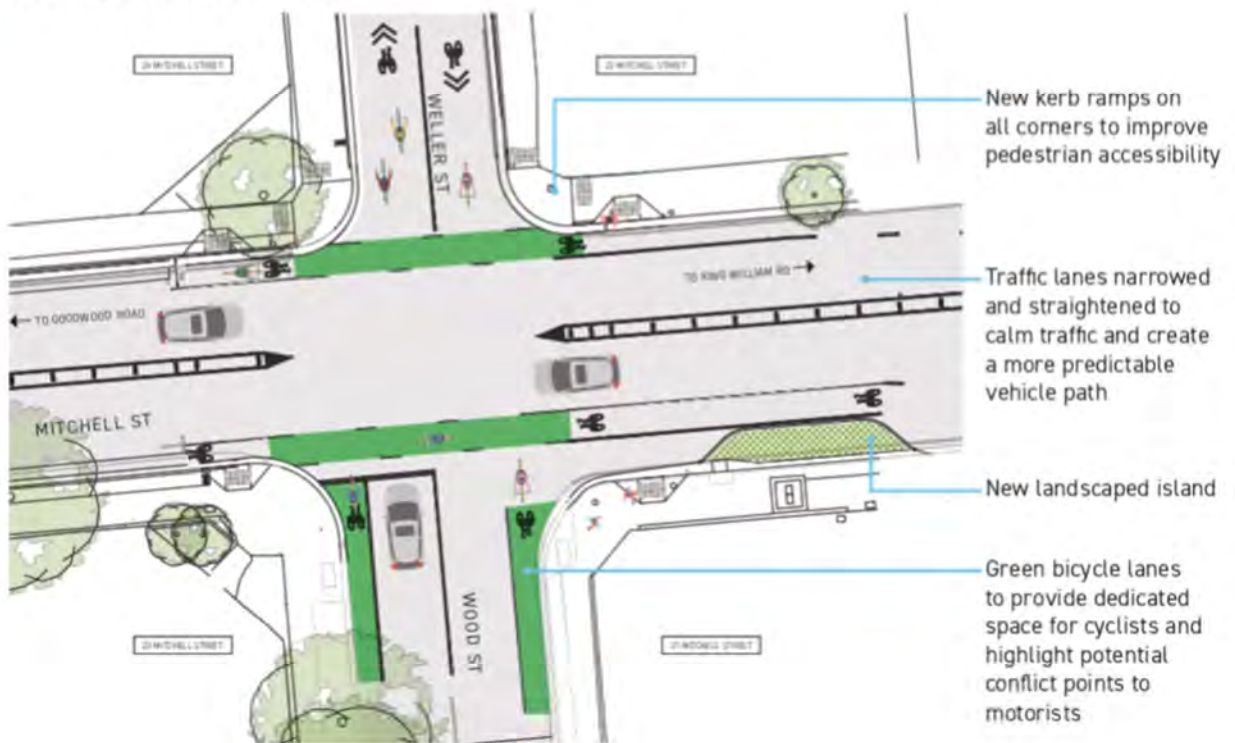


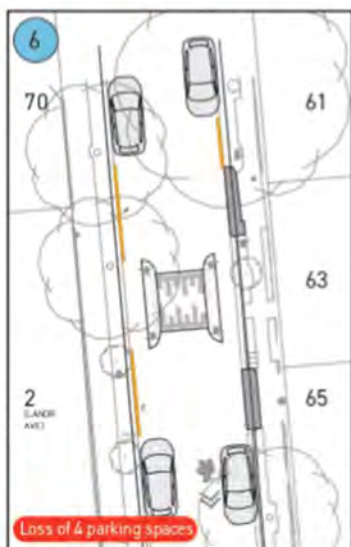
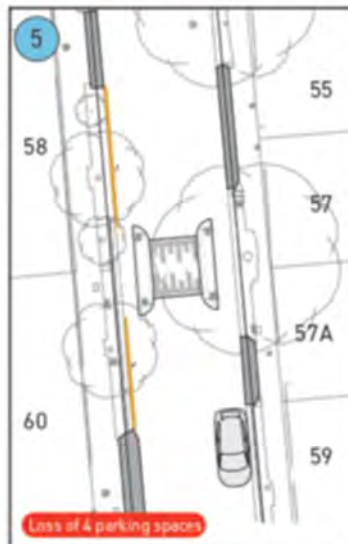
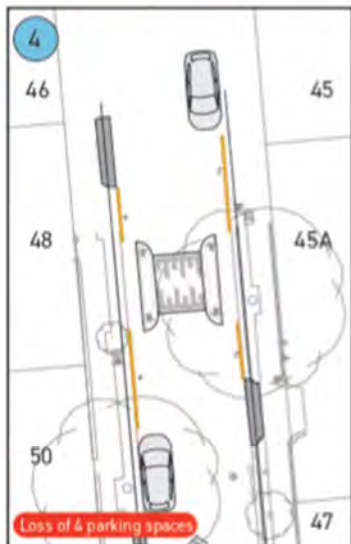
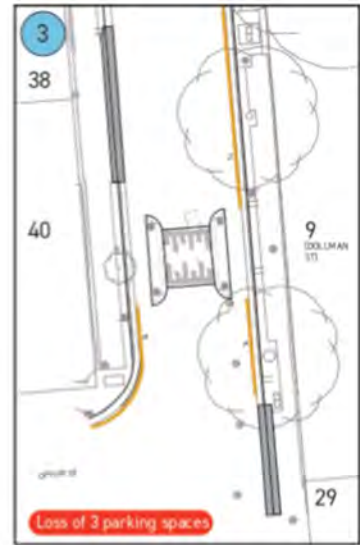
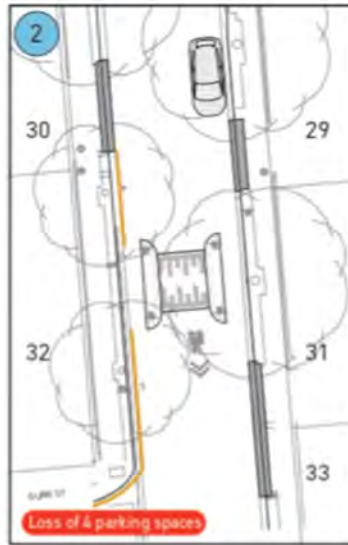
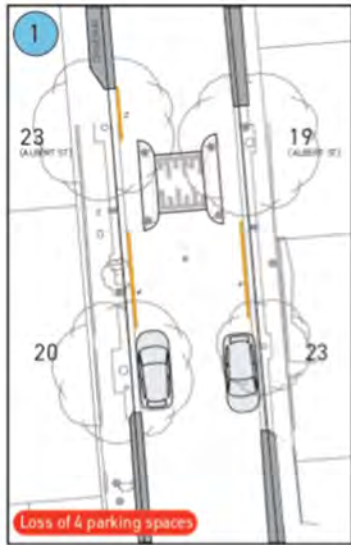
Locations 2, 4, 6, 8



Planting Palette

8 Intersection Upgrade





Item 2.3 - Attachment 2 - Map of Petitioners Objecting to Construction of Slow Points



Item 2.3 - Attachment 2 - Map of Petitioners Objecting to Construction of Slow Points



## INFORMATION REPORT

**REPORT TITLE:** RESIGNATION OF COUNCILLOR M. HUDSON  
**ITEM NUMBER:** 4.1  
**DATE OF MEETING:** 22 JUNE 2020  
**AUTHOR:** KATHRYN GOLDY  
**JOB TITLE:** PRINCIPAL GOVERNANCE OFFICER  
**ATTACHMENTS:** NIL

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### 1. **EXECUTIVE SUMMARY**

In accordance with section 54(6) of the *Local Government Act 1999*, this report formally advises Council of the resignation of Councillor M. Hudson as Councillor for Parkside Ward, effective from 1 June 2020.

### 2. **RECOMMENDATION**

That:

1. The report be received.
- 

### 3. **RELEVANT CORE STRATEGIES/POLICIES**

4. Civic Leadership  
4.1 We have strong leadership and governance.

### 4. **BACKGROUND**

On 1 June 2020 Councillor M. Hudson submitted his resignation as Councillor for Parkside Ward, with effect from that date.

Pursuant to Section 54 (6) of the *Local Government Act 1999* (the Act) the Chief Executive Officer is required to notify the members of the council at the next meeting of Council. Further to that, a notice is to be placed in the Government Gazette advising of the vacancy.

In accordance with Section 6 (1) (b) of the *Local Government (Elections) Act 1999*, a supplementary election is required to fill the position of Councillor in the Parkside Ward vacated by Councillor M. Hudson.

### 5. **DISCUSSION**

Councillor M. Hudson was first elected to Council in 1985 and served the Goodwood South Ward until 1993. Following that, in 1995 Councillor M. Hudson was elected to represent the community in the Parkside Ward until his recent resignation.

This is a significant contribution to our community and Council has conveyed its thanks and best wishes to Councillor M. Hudson for his future endeavours.

This report meets our legislative obligations and provides a formal record for our community following the resignation of one of our leaders.

In certain circumstances, following the occurrence of a casual vacancy a supplementary election must be conducted. The Electoral Commission SA (ECSA) will facilitate the conduct of the supplementary election and has advised the following timeline for the conduct of the election:

- Roll Close: 30 June 2020
- Opening of Nominations: 23 July 2020
- Close of Nominations: 6 August 2020
- Dispatch of ballot material to electors: 18 – 24 August 2020
- Close of voting (Polling Day): 7 September 2020

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.

Notifying Council of the occurrence of a casual vacancy via a report is a legislative requirement and, on this basis no other option has been provided for Council's consideration.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

### **8.1 Legislative/Risk Management**

- It is a statutory requirement to formally communicate the occurrence of a casual vacancy, both via report to Council and through publication of a notice in the Government Gazette.
- For a short period of time residents within the Parkside Ward will have one, rather than two, elected representatives.

### **8.2 Financial/Budget**

- Based on the timing of Councillor Hudson's resignation, the requirement to conduct a supplementary election has not been considered within the current budget, or the budget process for 2020/21. The estimated cost of a supplementary election in the Parkside Ward is \$30,000. This will need to be addressed either prior to finalisation of the 2020/21 budget or as part of a budget review.

## **9. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Tami Norman	Executive Manager, Office of the CEO





## DECISION REPORT

<b>REPORT TITLE:</b>	UNLEY CIVIC PRECINCT - EDMUND AVENUE COTTAGES REDEVELOPMENT - CONCEPT DESIGN
<b>ITEM NUMBER:</b>	4.2
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	BEN WILLSMORE
<b>JOB TITLE:</b>	MANAGER CITY DESIGN
<b>ATTACHMENTS:</b>	1. EDMUND AVENUE COTTAGES REDEVELOPMENT CONCEPT PLAN

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### 1. **EXECUTIVE SUMMARY**

The Edmund Avenue Cottages are a row of six Council-owned buildings which define the southern edge of the Village Green (72, 74, 76, 78, 80-82 and 84 Edmund Avenue). They are currently occupied by a range of business support, community and cultural services, but their form and/or current use provides limited contemporary functionality, appeal and activity to the Village Green and wider Unley Civic Precinct.

The Unley Civic Precinct (area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue) has been under consideration since 2018 with a Working Group formed to assist Council in developing a long-term vision for the Precinct. The Working Group members comprise of local residents, including representatives from FOCUS, SOS Village Green, St Augustine's and Council staff.

The Working Group has supported greater activation of the Edmund Avenue Cottages (the Cottages) and a new edge to the Village Green amongst a range of other initiatives.

Council allocated funds in its 2019/20 Budget to undertake a number of short-term initiatives to enhance the Precinct, including the development of a Concept Design for the improvement of the Cottages.

In recent months a Concept Design has been developed in liaison with the Working Group, tenants of the Cottages and Elected Members to design new, contemporary extensions to the Cottages and the interface with the Village Green.

The Concept Design provides a clear direction for the long-term redevelopment of each of the Cottages, supporting new activities / land uses in support of the Civic Precinct. Works are anticipated to be staged to meet short-term demands and longer-term financial objectives of the Council.

The designs reflect the feedback received to date from the Working Group, key tenants and Elected Members and have been prepared for Community feedback as the next step in the process.

This report seeks endorsement of the Edmund Avenue Cottages Concept Design for the purposes of community consultation.

## **2. RECOMMENDATION**

That:

1. The report be received.
  2. The Draft Edmund Avenue Cottages Concept Design information set out in Attachment 1 to this report (Item 4.2, Council Meeting 22/06/2020) be endorsed for the purpose of community consultation.
  3. Following the conclusion of community consultation on the Draft Edmund Avenue Cottages Concept Design, a further report summarising the community feedback and identification of any alterations to the design be presented to Council for endorsement.
  4. State and Commonwealth funding support programs for the relevant stages or total Edmund Avenue Cottages redesign project be pursued.
- 

## **3. RELEVANT CORE STRATEGIES/POLICIES**

1. Community Living
  - 1.2 Our Community participates in community activities, learning opportunities and volunteering.
3. Economic Prosperity
  - 3.1 Unley is recognised as an easy place to do business.
4. Civic Leadership
  - 4.2 Council provides best value services to the community.

## **4. BACKGROUND**

The Unley Civic Precinct is identified as the area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue. In 2018, a Working Group comprised of local residents, including representatives from FOCUS, SOS Village Green, St Augustine's and Council staff, was established to assist Council in developing a long-term vision for the Civic Precinct.

The Working Group identified the need for options to consider the current and potential use of the six Council-owned Cottages along Edmund Avenue to enhance the long-term vision for the Precinct, amongst a range of other initiatives.

The Cottages are a row of six properties owned by Council which define the southern edge of the Village Green along Edmund Avenue and currently comprise:

- 72 Edmund Avenue – St Johns Museum;
- 74 Edmund Avenue – D.A.S.H Inc – Metro Housing;
- 76 Edmund Avenue - Cancer Care Centre;
- 78 Edmund Avenue – Little City Co-working business hub;
- 80-82 Edmund Avenue – Unley Museum (Local Heritage Place - former Fire Station); and
- 84 Edmund Avenue – Adelaide Pottery Club.

The Working Group recognised the importance of the Cottages and their integration in the Edmund Avenue streetscape character, and supported opportunities to modify the rear of the Cottages, to improve their flexibility and suitability to contemporary and alternate uses, as well as to enhance the interface between the Cottages and the Village Green.

The changes to the Cottages should support local businesses and provide local and regional attractors to encourage more people to come and spend time within the Precinct and the Village Green.

At the Council meeting held on 28 January 2020, the Civic Precinct: Future Use / Concept Designs - Edmund Avenue Cottages report was considered and the following Resolution No. C0163/20 adopted:

*That:*

1. *The report be received.*
2. *The concept designs to be developed for the Edmund Avenue cottages focus on business activities in 72, 74 and 76 Edmund Avenue and Cultural / Arts activities in 78, 80-82 and 84 Edmund Avenue be endorsed.*
3. *A further report be presented to Council following completion of the concept designs for the Edmund Avenue cottages and indicative cost estimates.*
4. *Existing tenants of Edmund Avenue cottages be advised of Council's decision to develop concept plans for alternative use of the cottages, and that until clarification on longer term lease availability is provided as part of the 2020/21 budget process, any existing periodic arrangements or leases that expire prior to budget finalisation will continue on a month by month basis.*

Council allocated funds in its 2019/20 Budget to investigate concept designs incorporating alternative configuration of all the Cottages. In addition, the Draft Annual Business Plan 2020/21 includes an allocation of \$100,000 to undertake the planning, detailed design and documentation of the proposed Co-Working Service Centre at 74 and 76 Edmund Avenue.

## 5. **DISCUSSION**

In 2019/20, Council has funded the development of a Concept Design. The aim is to illustrate the importance of the Cottages within the Precinct, by supporting new opportunities to improve their flexibility and suitability to contemporary and alternate uses, as well as to enhance the interface and activation of the Village Green.

The Concept Design Brief aimed to:

- Provide an holistic design approach which consistently considers each of the six Cottages together;
- Retain and enhance the existing streetscape character of Edmund Avenue, whilst increasing the activation and amenity of the Village Green;
- Value the existing character of the main cottage buildings, particularly Museum Local Heritage Place (former Fire Station);
- Introduce new activity and programs to enliven the Precinct (Business Services and Arts and Culture);
- Replace existing rear lean-tos with contemporary similar additions, comparative to the original floor area (in total) and without extending the overall building line further into the Village Green;
- Provide contemporary additions that provide a 'front door' onto the Village Green, increasing direct access as well as passive surveillance;
- Rationalise and reposition the rear extensions to increase flexibility of use, and
- Adapt the planning and layout of the Cottages with new extensions to better support established or desired services.

The Concept Design reviewed individual designs and functional layouts with stakeholders, in alignment with the Development Plan (Unley) planning and building design requirements; including design, significant/regulated trees, traffic, parking, waste management and building code matters, as well as the potential staged redevelopment of individual Cottages.

Consideration was also given to improving the public realm surrounding the Cottages, into the Village Green and Edmund Avenue, including new expanded paved pathways, additional tree planting, furniture and lighting.

### ***Concept Design***

The Concept Design developed presents the Cottages holistically and their relationship to the Village Green and Edmund Avenue. The presentation is contained in Attachment 1.

*Attachment 1*

The Concept Design responds to the Council's expectations and the Working Group's Draft Directions Paper for the precinct. Meetings were also held with relevant stakeholders and tenants to understand their aspirations, including future use and expanded combined facilities. The key directions are outlined below:

- **72 Edmund Avenue** – Business Innovation Hub – existing areas rationalised to provide for flexible meeting / teaching areas for business and community hire, as well as additional office spaces. The existing public toilets are to be improved, with three unisex cubicles, including equal access facilities and baby change.
- **74 and 76 Edmund Avenue** – Co-working Incubator Hub – new open workspace and communal facilities, allowing for reconfiguration of existing Cottages to increase workspaces (small office, open plan and interactive 'hot-desk' spaces). The two adjacent Cottages are linked across the rear by the new addition to maintain integrity of Cottages and light to existing windows and increase shared space between the two. A second link between the rear of No. 72 and No. 74 is also proposed.
- If Cottages 72, 74 and 76 were linked, it would create a business, innovation and co-working hub in one location, increasing the appeal and efficiency of each cottage.
- **78 and 80-82 Edmund Avenue** – Unley Museum – to provide expanded gallery spaces adjacent to the Village Green, with additional administration facilities and expanded storage.

The toilets are reorganised to provide secure external public access to support events on the Village Green, when required. Public access would be controlled by access from the walkway between No. 76 and No. 78.

In addition, an undercover open-sided link with the Potters' Club to offer potential outdoor activities for school groups shared with the Potters' Club outdoor activities space has been included.

- **84 Edmund Avenue** – Adelaide Potters' Club – consolidation, increase and reconfiguration of kilns workshop, studio and teaching spaces, with enhanced communal gallery spaces.

The undercover open-sided link with the Museum to offer potential outdoor demonstration, teaching and event space, shared with the Museum similar activities / school activities.

The tables below provide a summary of the changes in floor area per Cottage as a result of the concept designs, as well as the increased opportunity for the identified tenants.

<b>CHANGES IN FLOOR AREA PER COTTAGE</b>			
	<b>Existing (m2)</b>	<b>Proposed(m2)</b>	<b>Change</b>
<b>72 Edmund Avenue</b>	164	176	+12
<b>74 and 76 Edmund Avenue – Combined</b>	131 (No. 74) + 150 (No. 76)	332	+51
<b>78 and 80-82 Edmund Avenue – Combined</b>	103 (No. 78) + 210 (No.'s 80-82)	415	+102
<b>84 Edmund Avenue</b>	196	214	+18
<b>TOTAL</b>			183

<b>CHANGES IN FLOOR AREA PER TENANT</b>			
	<b>Existing (m2)</b>	<b>Proposed(m2)</b>	<b>Change</b>
<b>Business Innovation</b>	0	176 (No. 72)	+176
<b>Little City</b>	103 (No. 78)	332 (No. 74 + No. 76)	+229
<b>Museum</b>	210 (No.'s 80-82)	415 (No.78 + No.'s 80-82)	+205
<b>Adelaide Potters Club</b>	196	221 (No. 84)	+25

The further refinement of the exact floor plans, fixtures and fittings will be addressed with the stakeholders as part of the process of a future detailed design and specification scope of works.

The site at 86 Edmund Avenue, Church Rectory, has not been a part of considerations, but through the Working Group there has been suggestion there may be some interest in coordinating with the overall aims and aesthetic. The building is the property of St Augustine's, and any potential adaptation would be at the discretion of the Church.

### **Key Development Implications**

The nature of community, cultural and office use, and height of single-storey development in the subject area, is envisaged within the District Centre Zone and Community Area.

The overall proposed building area of the Cottages is similar to the existing total building area. There is a limited increase from approximately 1,000m<sup>2</sup> to 1,180m<sup>2</sup>. This results in an additional area of 180m<sup>2</sup>, predominantly comprising the extent of rear additions for the new Museum facility. The extent of increase needs to be restrained to maintain Village Green open-space and contain overall project costs.

Within the zone, non-residential development has a deemed minimum car parking rate of three spaces per 100m<sup>2</sup> gross leasable floor area (total floor area of a building excluding public or common tenancy areas such as malls, verandahs or public toilets). On that basis, the existing requirement of 30 spaces would be increased to 35 spaces, providing an additional five spaces.

The overall impact of this limited increase (and given the Precinct's high alternative walking, cycling and public transport accessibility) may not warrant extra car parking provision being pursued. Additional parking could be achieved by the replication of an area of 45-degree angled parking on the northern side of Edmund Avenue along the frontage of the Cottages for minimal change to infrastructure.

These issues will be addressed as part of the process of detailed design and obtaining necessary planning approval, but it should be noted that no additional parking will be provided by encroaching into the village green area.

### ***Existing Trees***

The Village Green is currently a mix of native and exotic tree species, planted at different times, without a clear structure or sequence. A number of trees were memorial plantings, and include small plaques confirming their history.

The Working Group directions paper proposes a more active, structured and higher quality Village Green, including increased tree planting and the establishment of a pedestrian walk, connecting the cottages with the Village Green. The walk could include seating and planting beds as well as path lighting and other services to support the activation of the Village Green.

The design of the Village Green would follow the endorsement of the Concept Design of the Cottages and would be staged in conjunction to the building works. The landscape design will include a detailed assessment of all tree planting.

However, for the purpose of the development of the Concept Design, and with the support of the Working Group, Council staff have reviewed two medium eucalypts north of No. 76 Edmund Avenue, and recommend their removal. These trees are of reasonable condition but of poor form and are likely to cause increased maintenance concerns following the Cottage redevelopment. If removed, increased tree planting of species more appropriate and consistent across the Village Green would replace these lost trees. In addition, three smaller trees north of No. 72 and No. 74 are also proposed to be removed and replaced.

As part of the community notification and feedback process regarding the proposed concept design, the trees will be identified for removal before Council commits to proceeding to detailed design and documentation.



### ***Project Implications***

Council committed to preparation of the Concept Plan and has currently included within the Draft Annual Business Plan for 2020/21 an allocation of \$100,000 for the planning, detailed design and documentation of stage one (Cottage No. 74 and No. 76), with the expectation that construction works may commence at a later date, subject to Council approval and funding.

The Concept Design has anticipated a construction cost of \$500,000 per Cottage, noting that some involve two Cottages, and the Museum larger scale of extensions. This covers all works necessary for demolition, new contemporary extensions and existing building integration. In short, the anticipated cost would cover preparation of the 'shell' of each Cottage.

The prioritisation of the cottages at 74 and 76 Edmund Avenue was in response to the growing demand from the existing tenant of 78 Edmund Avenue, Little City, to increase its existing floor area. The retention of a successful tenant in an expanded setting would support the activation of the Precinct and provide for commercial rent which could help to offset further investment in future staging of the arts and cultural developments.

Subject to community feedback, a future report will consider options Council may wish to consider regarding the undertaking of an expanded scope of works, including:

- Undertake works as nominated in the 2020/21 Draft Annual Business Plan.
- Given the similarities in planning and design between the Business Innovation Hub and the Co-working facilities, and with expanded interest from Little City, it could be considered beneficial to undertake the planning design and documentation of the Cottages at 72, 74 and 76, including expanded east west connection between the three Cottages. This increased scope of works would require additional allowance above the amount allocated in the 2020/21 Business Plan.
- Alternatively, while at a greater initial cost, there would be further efficiencies to undertake the planning and design works associated with the entire precinct (six Cottages), noting that additional design specialities may be required for the Museum design.

The advanced preparation of documentation as 'shovel ready', either two or three 'business and innovation' cottages or the six cottages, could encourage attraction of State and Commonwealth funding towards construction costs.

## 6. **ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The Draft Edmund Avenue Cottages Concept Design information set out in Attachment 1 to this report (Item 4.2, Council Meeting 22/06/2020) be endorsed for the purpose of community consultation.
3. Following the conclusion of community consultation on the Draft Edmund Avenue Cottages Concept Design, a further report summarising the community feedback and identification of any alterations to the design be presented to Council for endorsement.
4. State and Commonwealth funding support programs for the relevant stages or total Edmund Avenue Cottages redesign project be pursued.

The Concept Design has addressed Council and Working Group aims for a modest, contemporary and interactive refresh of the rear of the Cottages and interface with the Village Green. Stakeholders and tenants have been involved in the process and provided review and comment. The Concept Design is a positive design with broad support and warrants endorsement.

In accord with the programmed budget for 2020/21, provision has been made for detailed design and documentation for two cottages as the first stage. Construction of the first stage could occur at a later date, and subject to grant funding.

The associated Village Green Public Realm and Edmund Avenue Streetscape adjacent to the Cottages would be incorporated into the design scope. However, this would be subject to a separate construction budget, once the cost estimates have been confirmed.

State and Commonwealth funding opportunities are anticipated as part of the post COVID-19 recovery period and will be pursued as a contribution to the available budget.

### Option 2 –

1. The Draft Edmund Avenue Cottages Concept Design information set out in Attachment 1 to this report (Item 4.2, Council Meeting 22/06/2020) be received.

The Concept Design has delivered Council's and the Working Group's aims for a modest, contemporary and interactive refresh of the rear of the Cottages and interface with the Village Green. Stakeholders and tenants have been involved in the process and provided review and comment, however Council may choose to not advance the project at this stage.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

The nature and scale of the project poses a range of issues, complexities and implications that require attention and management.

### **8.1 Financial/Budget**

- 8.1.1 The Concept Design per the previous Council resolution has an anticipated construction cost of \$500,000 per Cottage, noting these are preliminary costs only. Due to the composition of the cottages, some proposals involve two cottages, or in the case of the Museum, larger scale of extensions equivalent to two cottages. The construction costs are intended to cover all works necessary for the demolition of existing rear lean-to, new contemporary extensions and any adaptation to internal building structure. All additional fittings / fixtures within the Cottages would be at the cost of each tenant, noting that Council is the tenant of the Museum.
- 8.1.2 A proposal has been included in the Draft 2020/21 Annual Business Plan to undertake the detail design and documentation of the first stage of works associated with the combined adaptation of No. 74 and No. 76 Edmund Avenue. These works are valued at \$100,000.
- 8.1.3 Subject to use, it is anticipated that the 72, 74 and 76 Edmund Avenue Cottages could be leased at commercial rates (market tested).
- 8.1.4 The preliminary estimates for the upgrade of the six Cottages is estimated to be in the order of \$3. 5M as a total package. This does not include the streetscape or Village Green enhancements of the project which would be an additional cost.
- 8.1.5 Construction of the project in stages, or in total, could be considered at a later date.
- 8.1.6 The preparation of 'shovel-ready' documentation may proactively position the Council to take advantage of any State or Commonwealth funding opportunities to construct a priority stage, or stages, or the whole development.

### **8.2 Legislative/Risk Management**

- 8.2.1 The *Local Government Act 1999* promotes Council's role in improving and developing public assets and facilities for community benefit and/or effective budget management.

- 8.2.2 The proposed Cottage works would be subject to requisite Planning and Development Approvals, likely pursuant to the Planning, Development and Infrastructure Act with timing being after September 2020.
- 8.2.3 The proposed development, and/or development application, will need to be subject to public consultation and potential revision and compromise. However, the proposed development is modest, single-storey, similar in footprint and land uses, and generally consistent with the District Centre Zone and Community Area policy provisions.
- 8.2.4 The maintenance of similar existing total floor areas (and overall) will limit planning parking policy issues, albeit the intended activities may compound practical demand.

### **8.3 Staffing/Work Plans**

- 8.3.1 Staff work plans have been considered as part of planning for the 2020/21 draft budget for the detailed design and documentation phase of stage 1 (No. 74 and No. 76 Edmund Avenue).
- 8.3.2 Staff work plans will need revision and adjustment against other workloads if Council decides to pursue an expanded detailed design and documentation of all the cottages.

### **8.4 Environmental**

- 8.4.1 The adaptive reuse of the existing Cottages is an important approach to demonstrating a more sustainable approach to local built form. Building design and material selection would also demonstrate a sustainable approach.
- 8.4.2 The internal climate impact of a north-facing orientation has been anticipated in the Concept Design to passively manage the environmental performance requirements to cool the spaces in summer and manage sunlight glare.
- 8.4.3 The District Centre Zone planning policy seeks the enhancement of the 'Village Green' as a key ground-level public open space with wide openings and vistas to street frontages and key pedestrian connections.
- 8.4.4 The proposed long-term vision for the Village Green will integrate new built form with a cohesive public realm, which will improve the accessibility and amenity of the Village Green. Additional tree canopy and planting beds will improve the amenity of the open space and the environmental performance of the cottages.

## **8.5 Social**

- 8.5.1 The Concept Designs present a contemporary addition to the historic Cottages, referencing the traditional form of the cottages with the use of more contemporary materials and greater transparency onto the Village Green.
- 8.5.2 The transparent facades onto the Village Green provide increased passive surveillance, improving community perceptions of safety and inclusion.
- 8.5.3 Access to natural light and views out onto green spaces will improve the internal conditions for those within the buildings surrounding the Village Green.
- 8.5.4 The long-term vision for the Village Green will support the built-form with a more accessible public realm, which will include spaces for the community to enter, pause and gather, plus upgrade of the public toilets for full accessibility.
- 8.5.5 The District Centre Zone and designated community area that encompasses the subject precinct envisages land uses including community centre, library, educational establishment, places of worship, office, consulting room, complementary small retail/cafe and like land uses, but excludes residential uses.

## **8.6 Economic**

- 8.6.1 Council has traditionally had “economic prosperity” as one of its key strategic outcomes. The establishment of a Business Innovation and Co-working facility within the Precinct enhances the attraction and vitality of the Precinct and supports the Council’s Economic Development Strategy and provision of services to local businesses within the community.
- 8.6.2 Co-working has been demonstrated as a successful activation of the Civic Precinct, as well as responding to the need of local businesses in their transition away from home-based operations. However, the facility is now at capacity and seeking opportunities to expand and provide additional business services.
- 8.6.3 Subject to use, it is anticipated that the Business Innovation and Co-working Cottages would be leased at commercial rates (market tested), recognising a level of civic and community contribution.
- 8.6.4 The Cottages are intended to provide additional services that would support local businesses, including growth through provision of education and training, or access to administrative/ corporate services and/or facilities.

## **8.7 Stakeholder Engagement**

- 8.7.1 The Project Team have met with existing tenants, the Museum, Little City and the Adelaide Pottery Club to understand their aspirations for the Cottages and requirements of each of their activities.
- 8.7.2 The resolution of individual floorplans was developed with each of the potential stakeholder tenants with a view to seek feedback and ensure they aligned with their expectations.
- 8.7.3 The presentation of the Concept Design was made to the Civic Precinct Working Group to seek feedback and ensure alignment with their expectations.
- 8.7.4 Should the concept design be endorsed, and project progressed, the redevelopment of each cottage would be the subject of a Development Application process, that would include public notification as appropriate.

## **9. REPORT CONSULTATION**

The development of the Concept Design has involved pertinent areas of the Administration across the CEO's Office, City Development, City Design and Community Development, principally related to the Unley Museum.

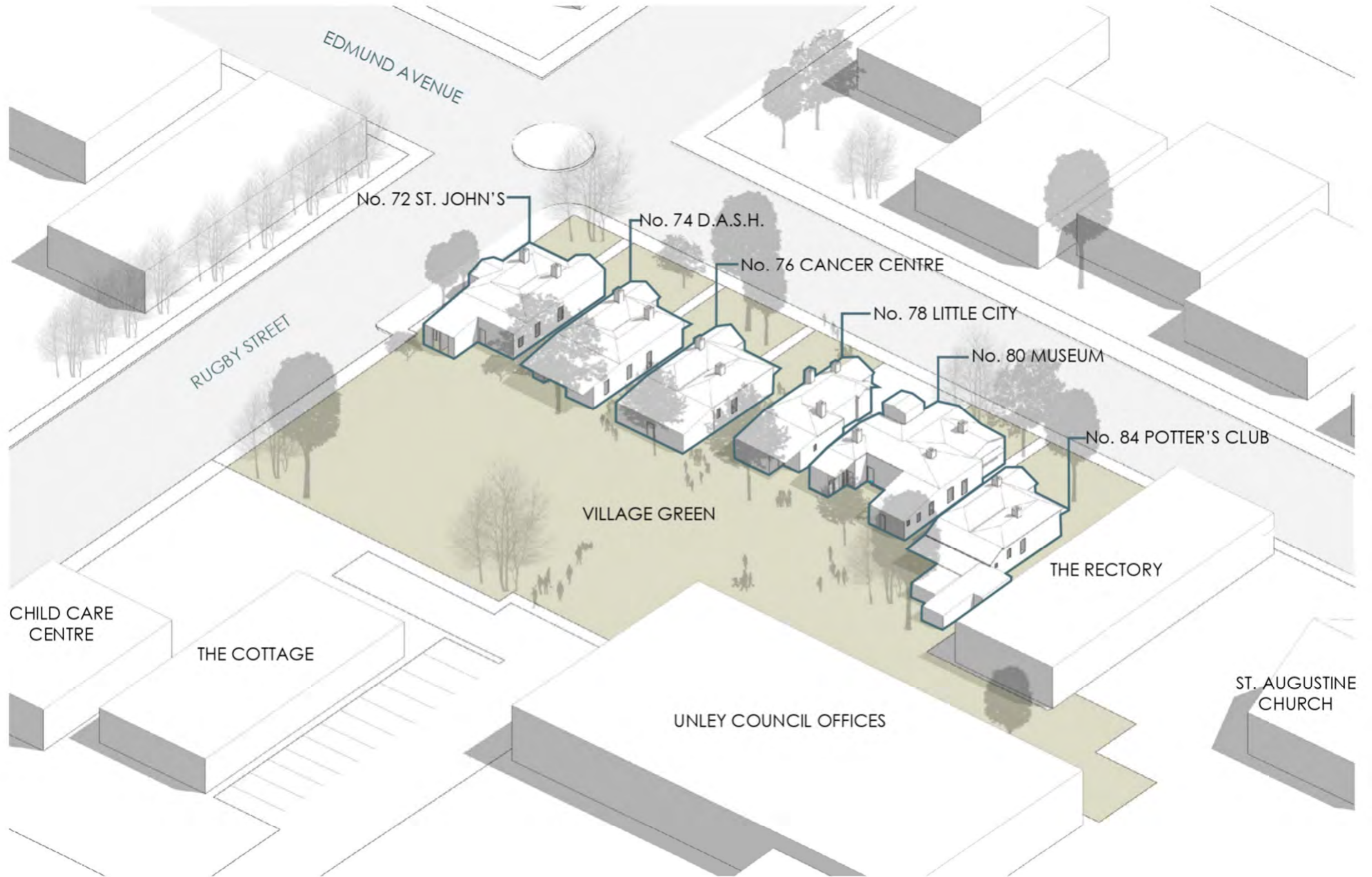
## **10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Claude Malak	General Manager City Development



# GREENWAY ARCHITECTS

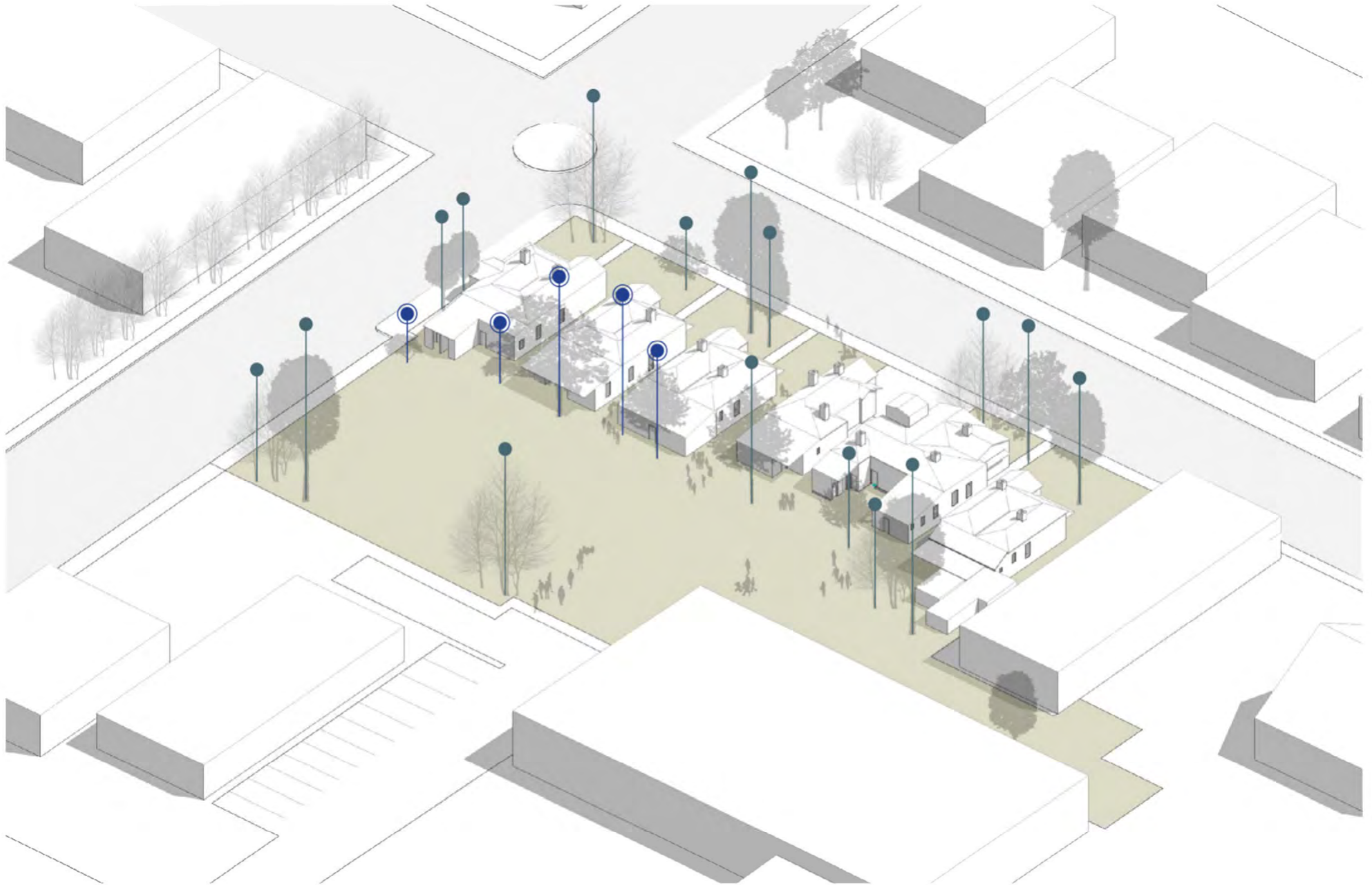
EDMUND AVENUE COTTAGES  
72-84 EDMUND AVENUE, UNLEY, SOUTH AUSTRALIA  
JUNE 2020



EXISTING CONDITIONS // The current usages of the six cottages and surroundings.

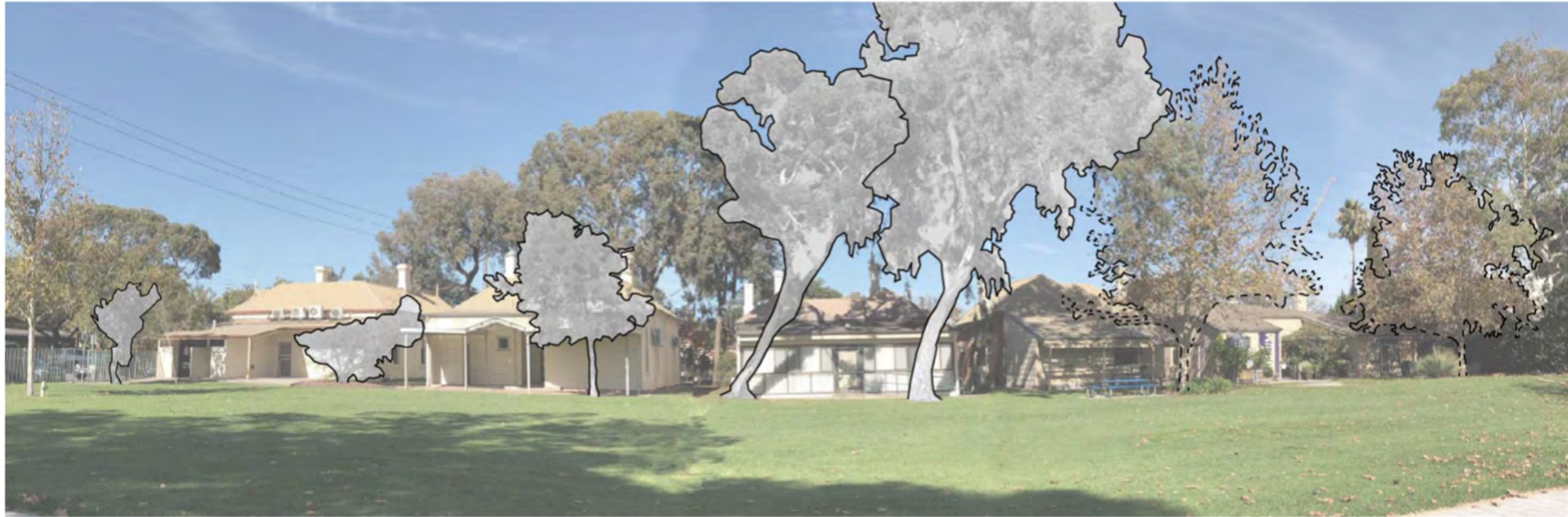
**GREENWAY**  
ARCHITECTS  
JUNE 2020





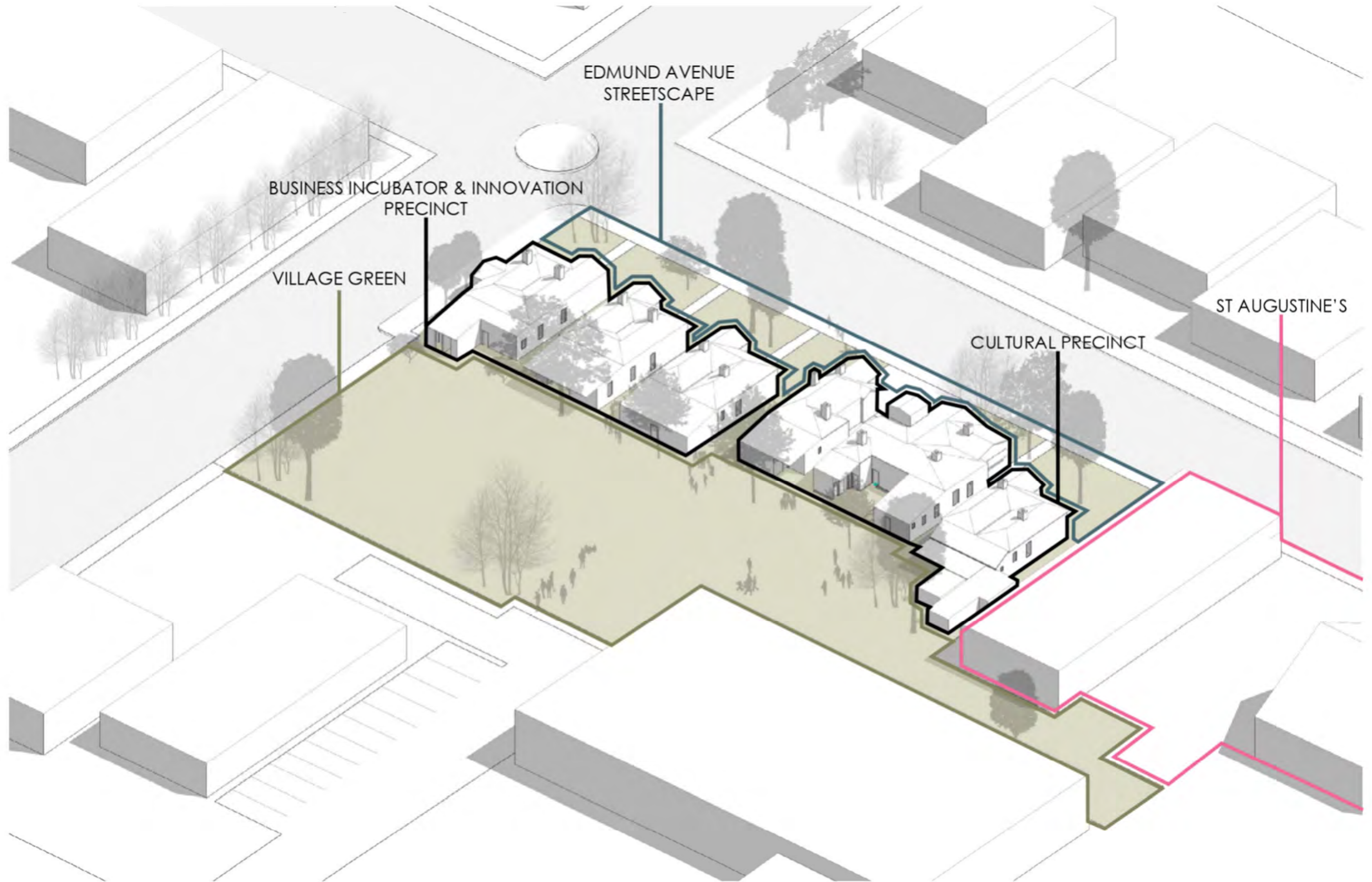
TREES TO BE REVIEWED // All trees on site and surroundings will be retained where possible (when healthy, etc) subject to arborist investigation (trees to be reviewed by arborist in purple).

**GREENWAY**  
ARCHITECTS  
JUNE 2020

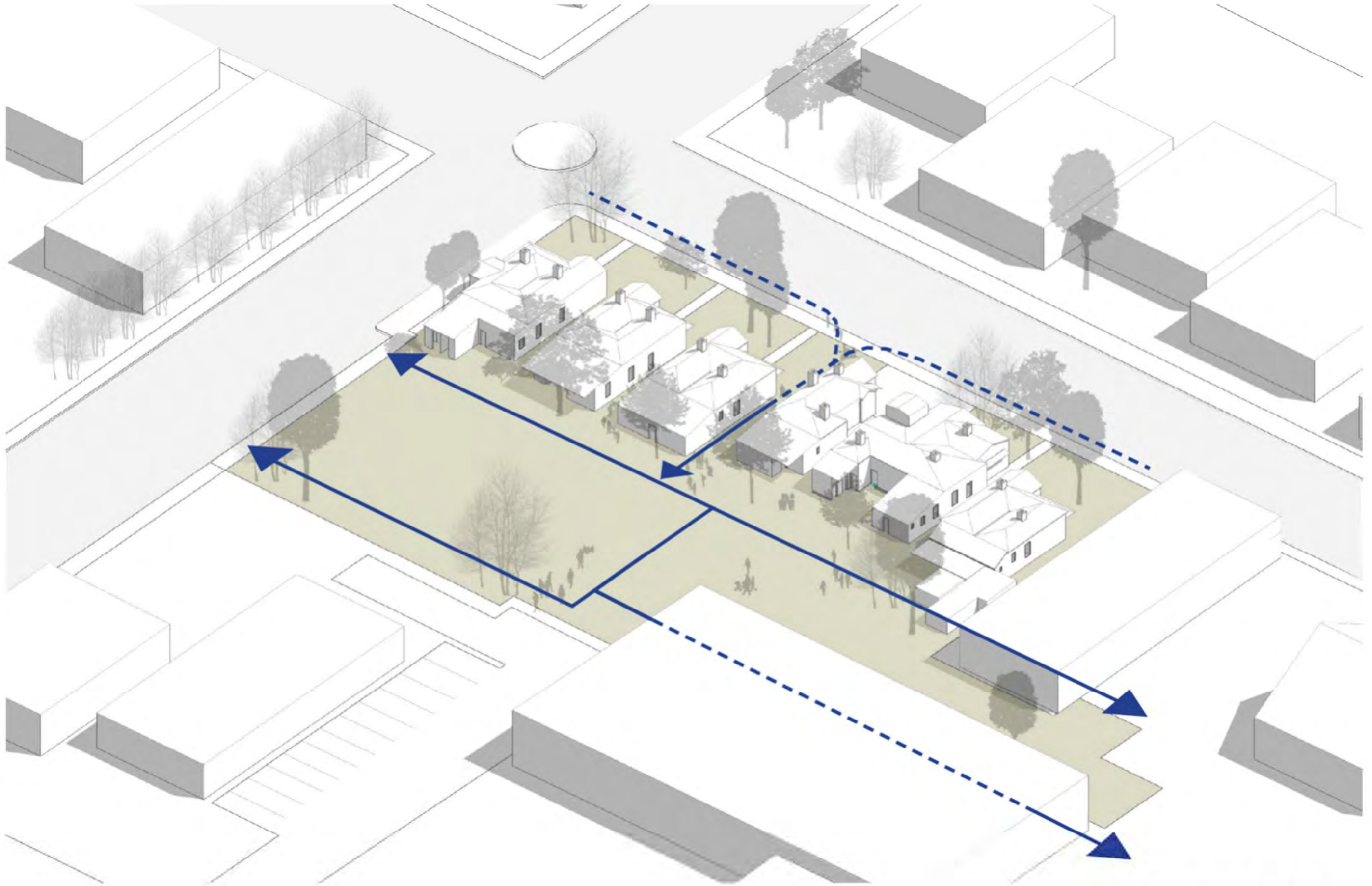


TREES TO BE REVIEWED // All trees on site and surroundings will be retained where possible (when healthy, etc) subject to arborist investigation (trees to be reviewed by arborist outlined in black).

JUNE 2020 **GREENWAY**  
ARCHITECTS

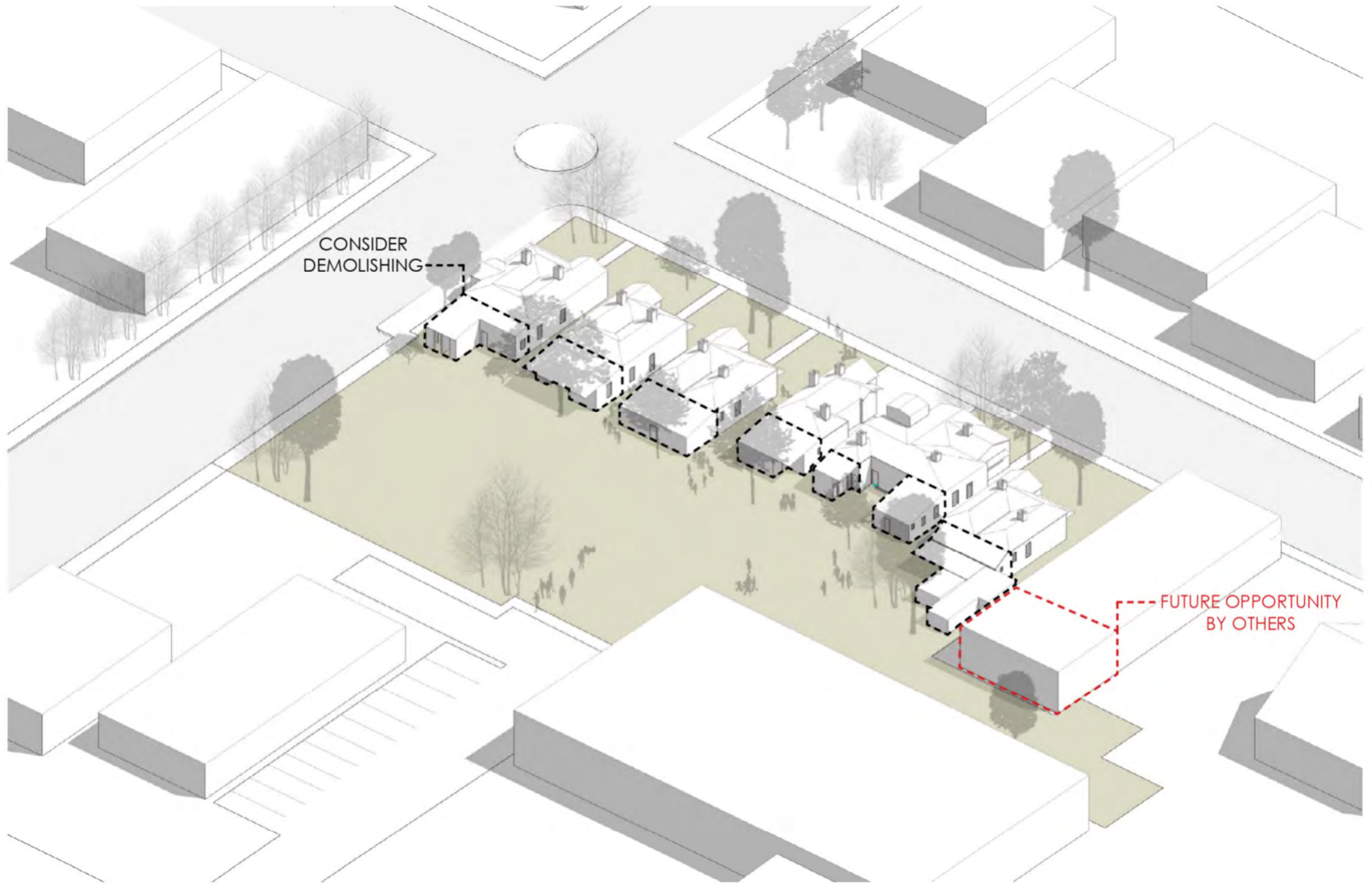


PRECINCTS // Dividing the cottages into two precincts, one for cultural based activities and one for commercial use.



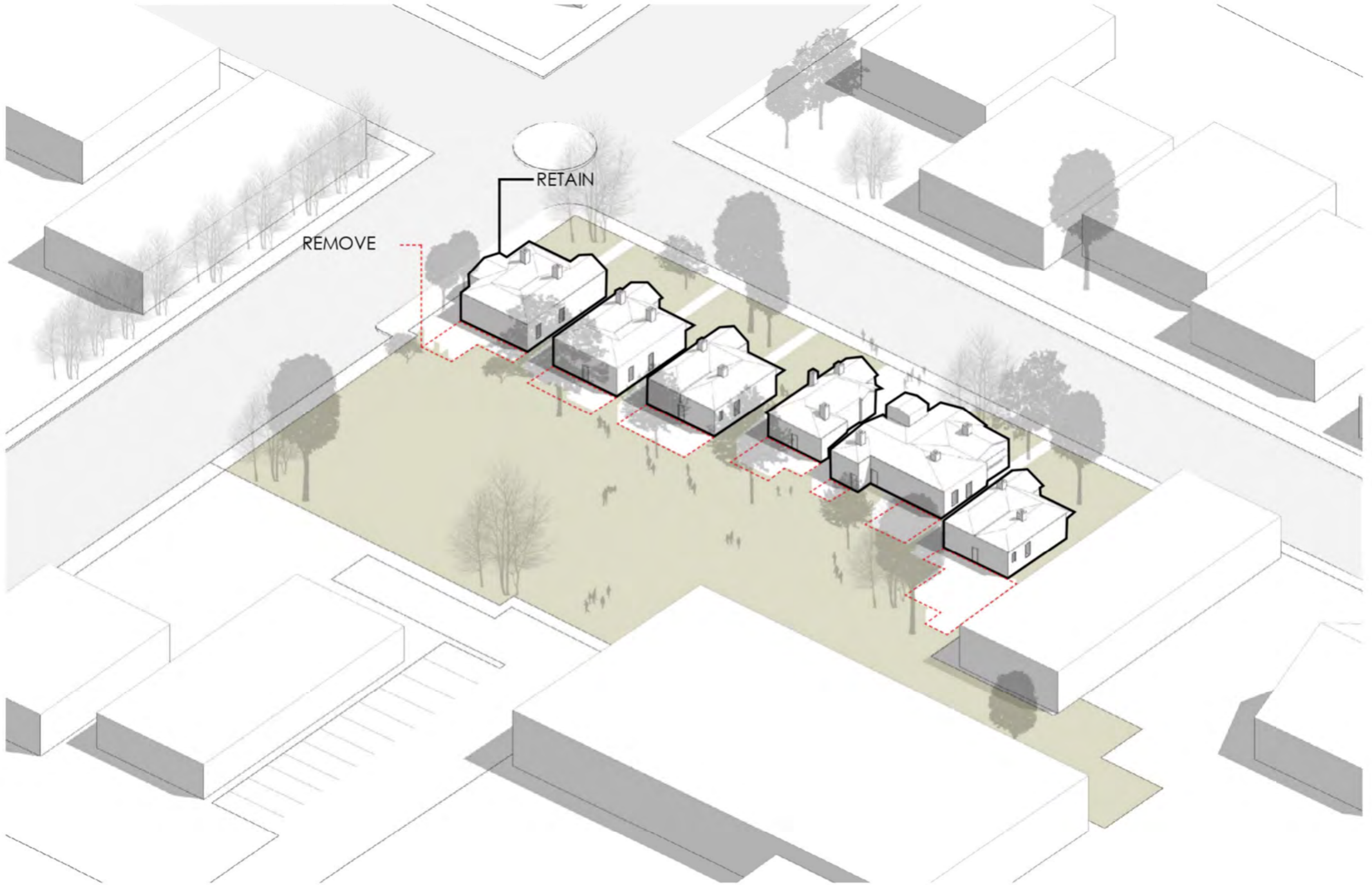
MAIN ACCESS // Creating a singular main pedestrian access way connecting Edmund Avenue to the Village  
Green while reworking/ repurposing the spaces between the rest.

JUNE 2020 **GREENWAY**  
ARCHITECTS



EXISTING LEAN TO'S // The lean to's of six cottages are in average condition and do not engage well with the Village Green. Consider demolishing to make way for new extensions.

JUNE 2020 **GREENWAY**  
ARCHITECTS



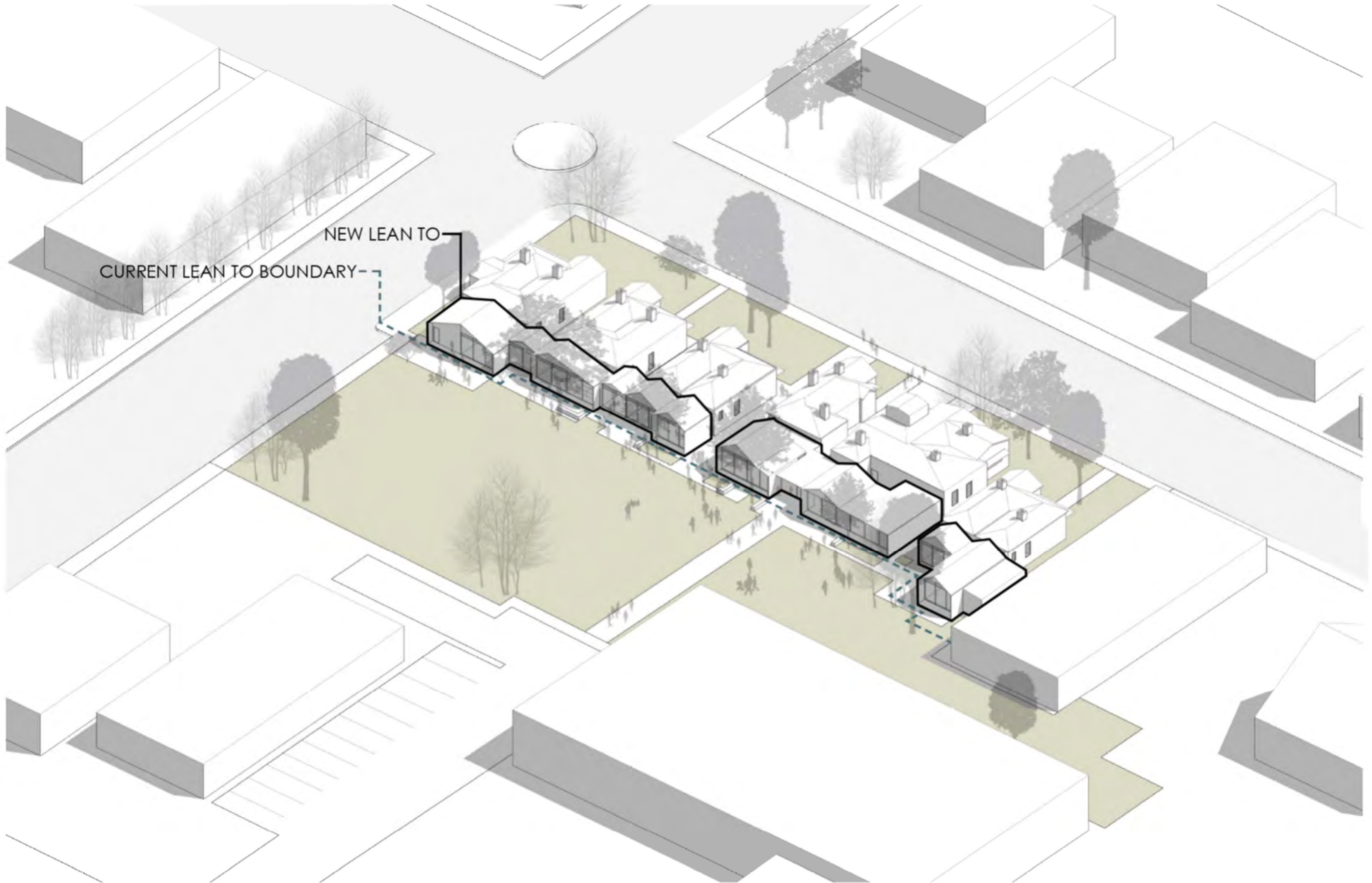
REMOVE & RETAIN // Removing the existing lean to's whilst retaining and repurposing the cottages.

**GREENWAY**  
ARCHITECTS  
JUNE 2020



REFERENCE // Referencing the shapes of the cottage' rears to form new extensions.

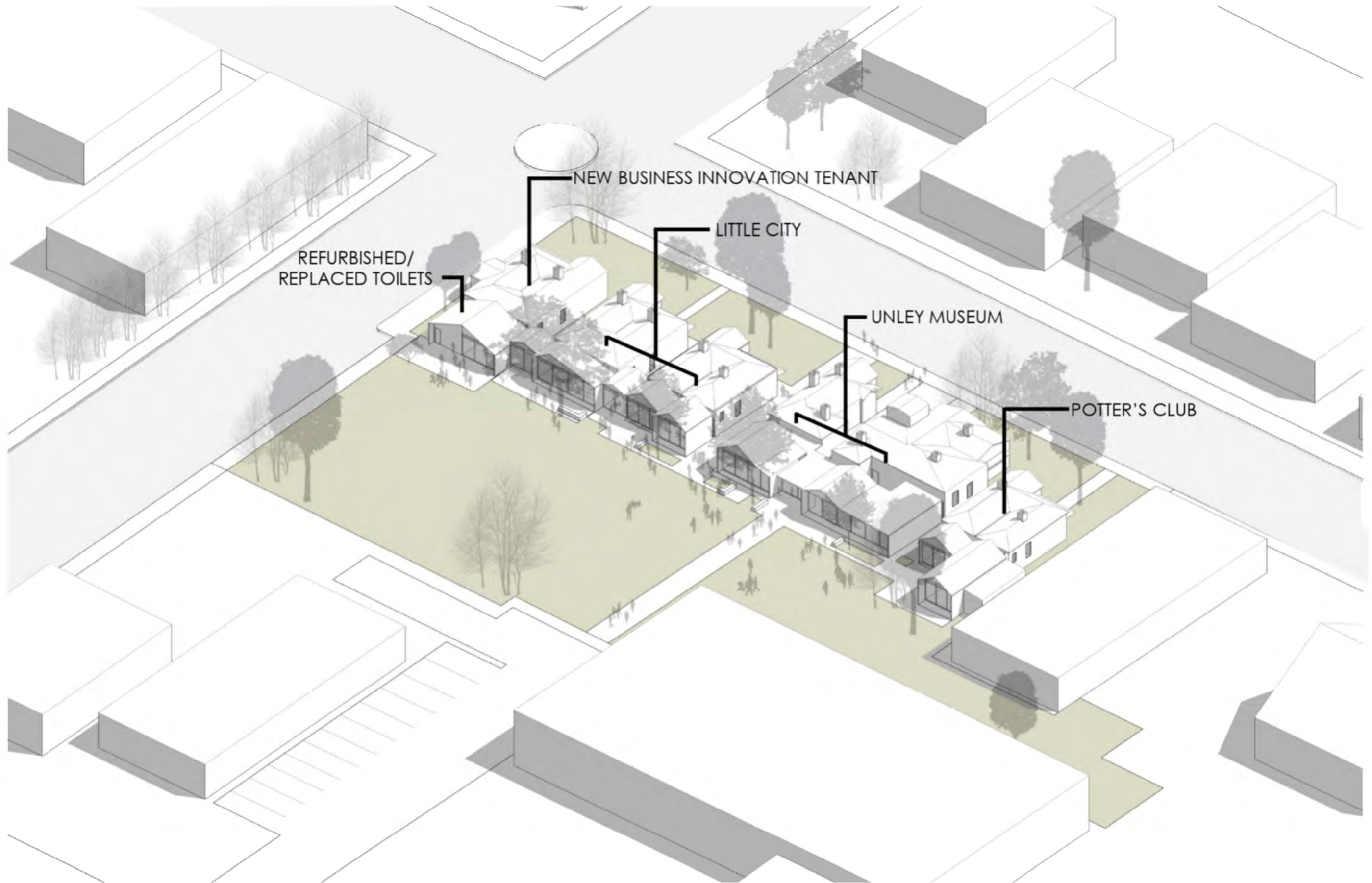
**GREENWAY**  
ARCHITECTS  
JUNE 2020



NEW FORMS // No loss of public space, the new forms will extend no further than where the current lean to's and in some cases less, to meet the Village Green, pitched roofs make for a minimal impact on the surroundings.

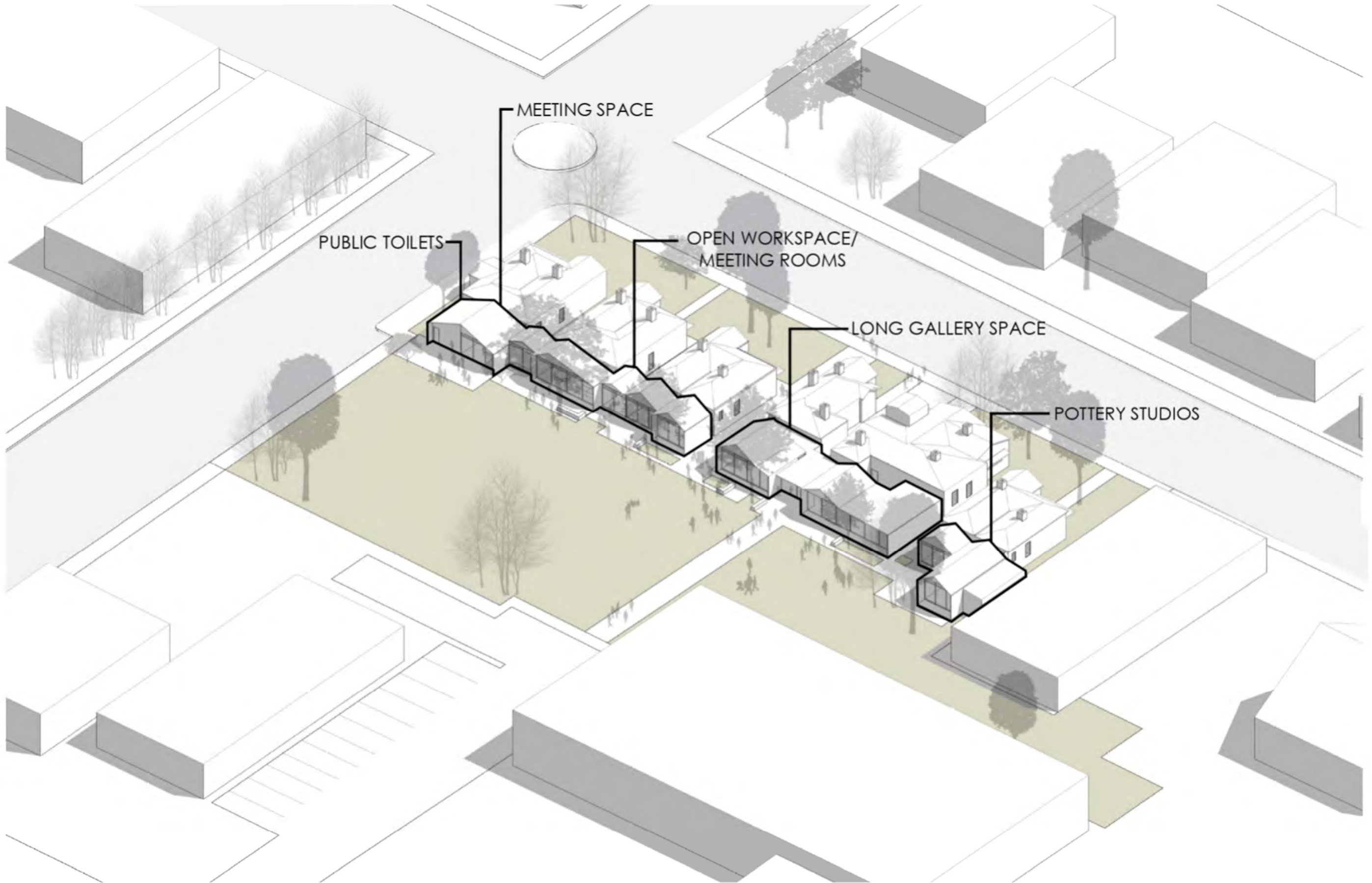
JUNE 2020  
**GREENWAY**  
ARCHITECTS





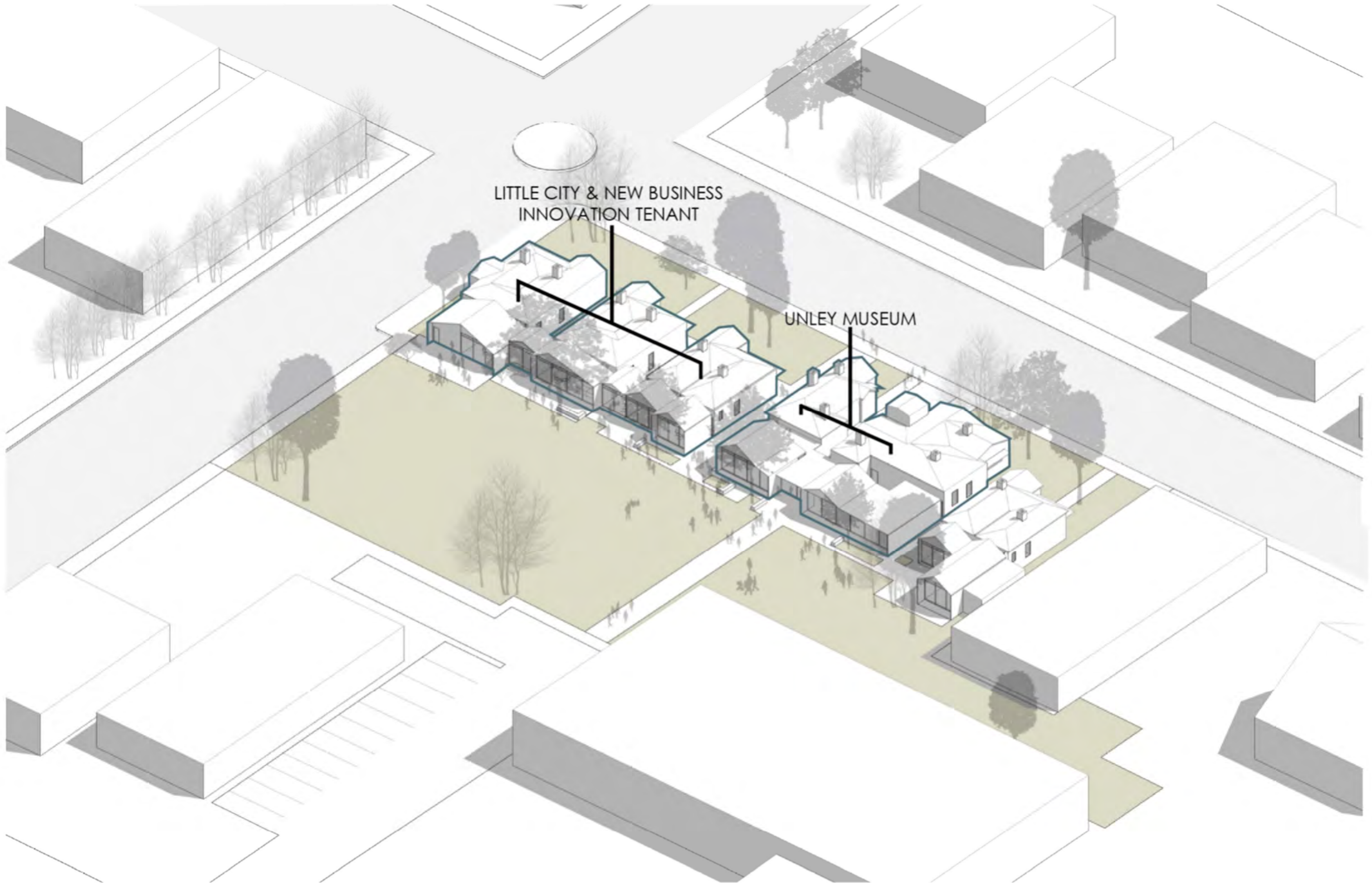
**NEW USAGES //** Three cottages will occupy space for commercial use, two will house the Unley Museum and the existing Potter's Club will remain.

**GREENWAY**  
ARCHITECTS  
JUNE 2020



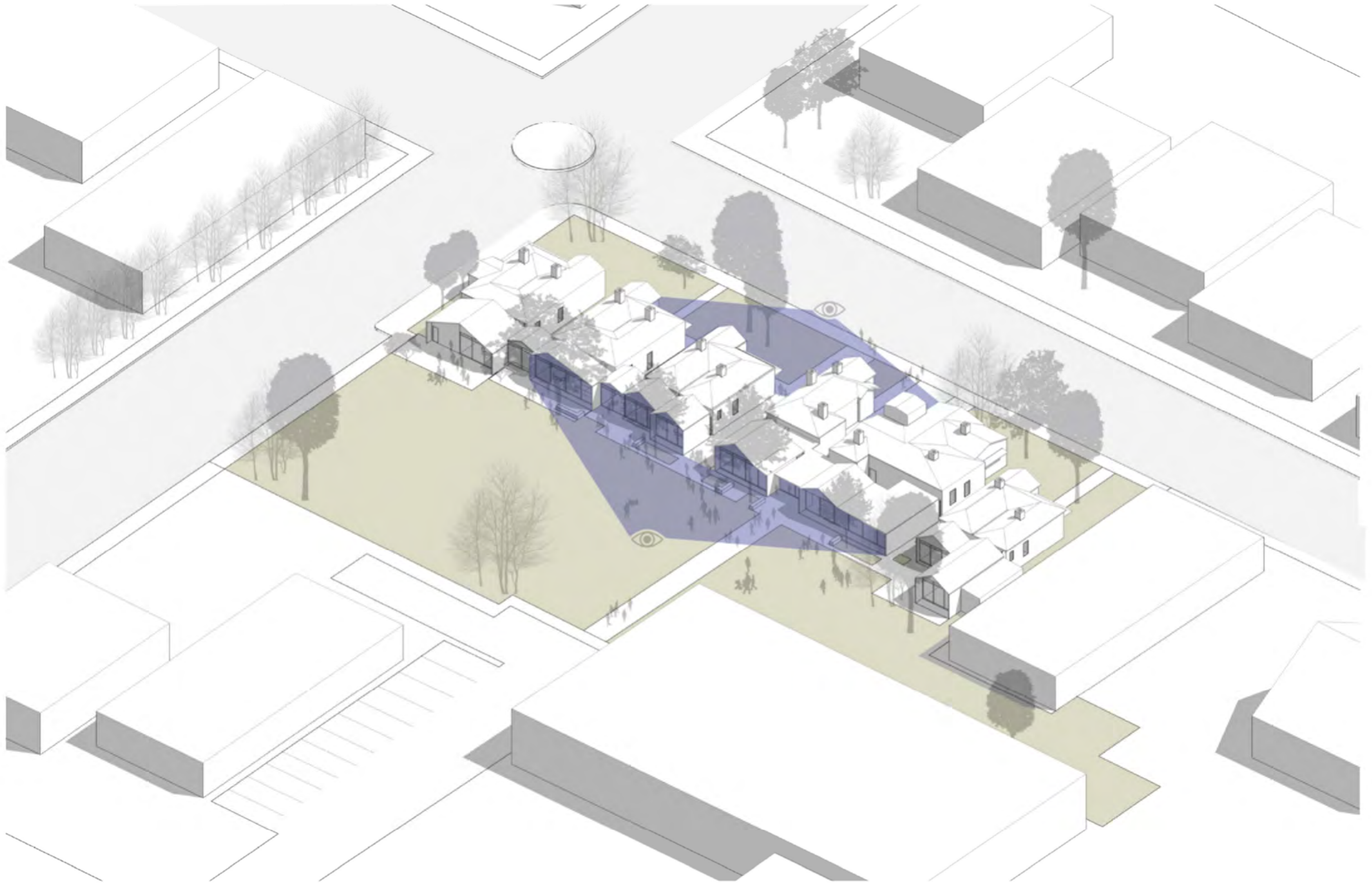
**NEW FUNCTIONS //** New extensions will create spatially and visually open environments for interaction within the cottages and to the Village Green. The existing cottages are very cellular in their configuration.

**GREENWAY**  
ARCHITECTS  
JUNE 2020



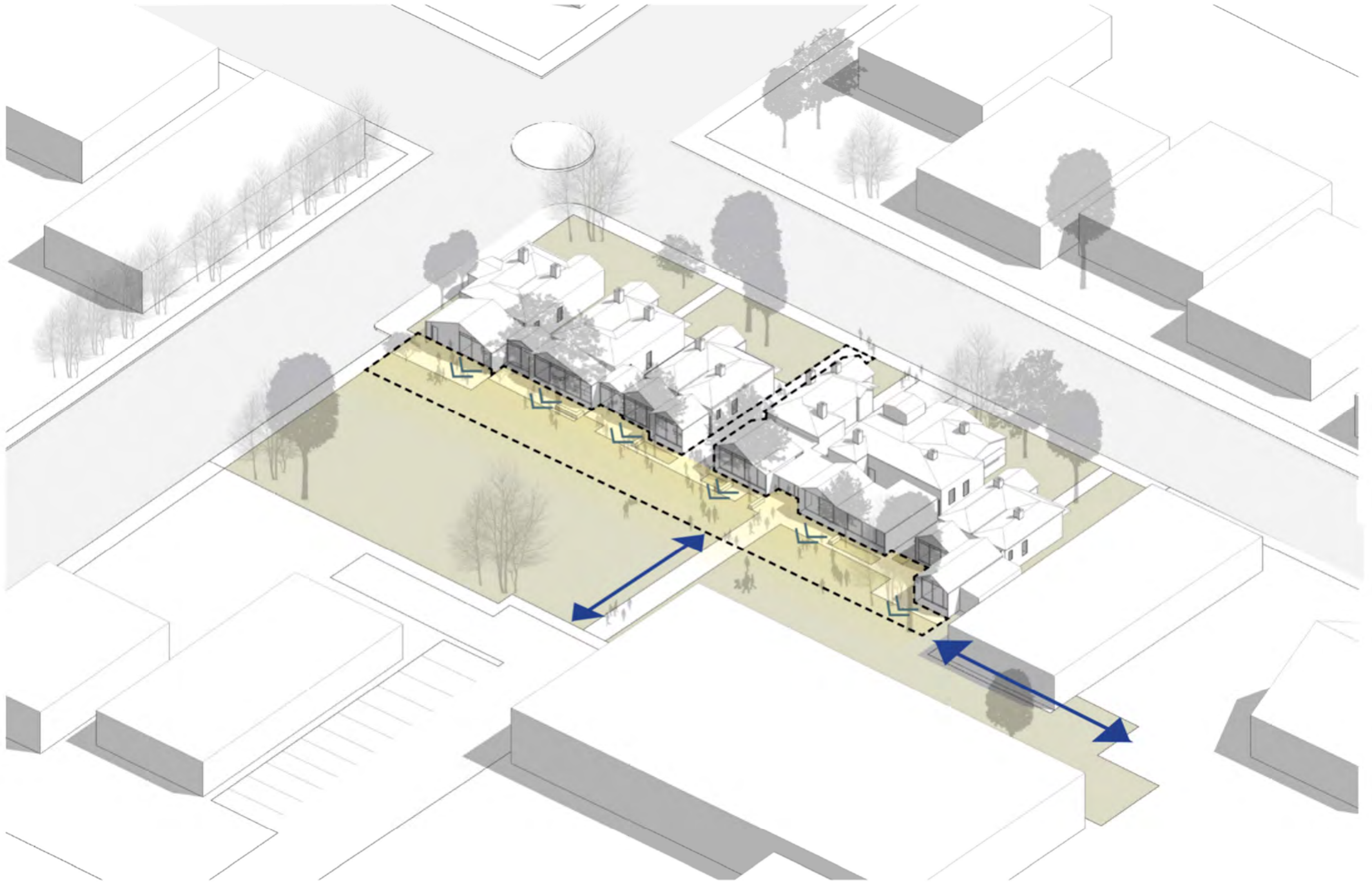
**LINKING //** Consider connecting the existing cottages 74 & 76 for Little City and cottages 78 & 80 for the Unley Museum to provide larger more adaptable spaces.

**GREENWAY**  
ARCHITECTS  
JUNE 2020



VISUAL CONNECTIONS // Increasing cottages engagement visually from the Village Green whilst having an unchanged frontage to Edmund Avenue.

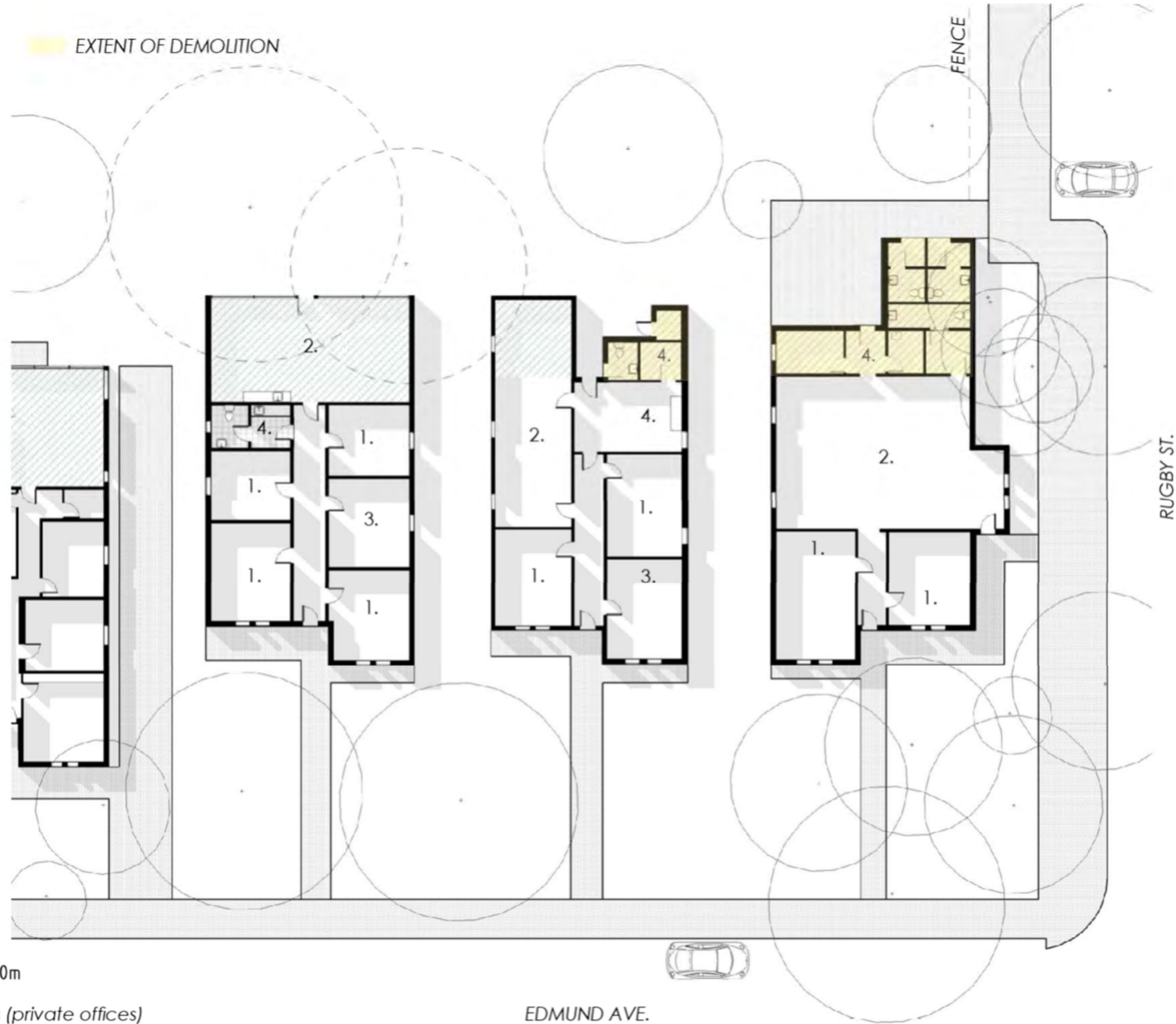
**GREENWAY**  
ARCHITECTS  
JUNE 2020



CONNECTION WITH VILLAGE GREEN //

The open design allows the cottages to engage and connect better with the Village Green, allowing for spill out spaces into the Green during community events.

JUNE 2020  
**GREENWAY**  
ARCHITECTS



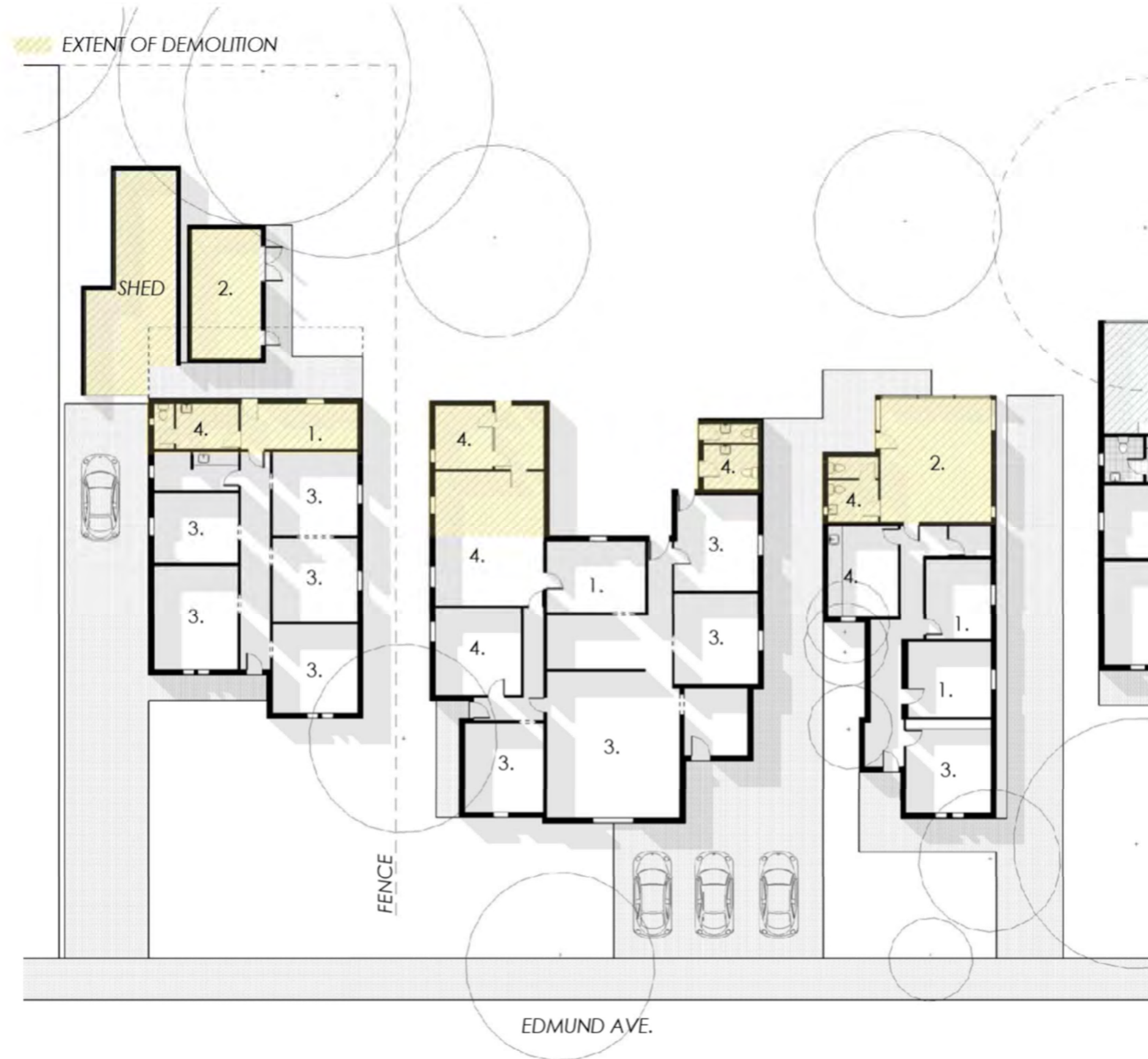
0 1 5 10m

- 1. enclosed workspaces (private offices)
- 2. open workspaces (workstations, communal areas)
- 3. interactive spaces (meeting rooms, gallery space)
- 4. support spaces (toilets, kitchenettes, staff rooms, utilities and services)

BUSINESS INCUBATOR & INNOVATION PRECINCT - EXISTING FLOORPLAN //

**GREENWAY**  
ARCHITECTS

JUNE 2020



0 1 5 10m

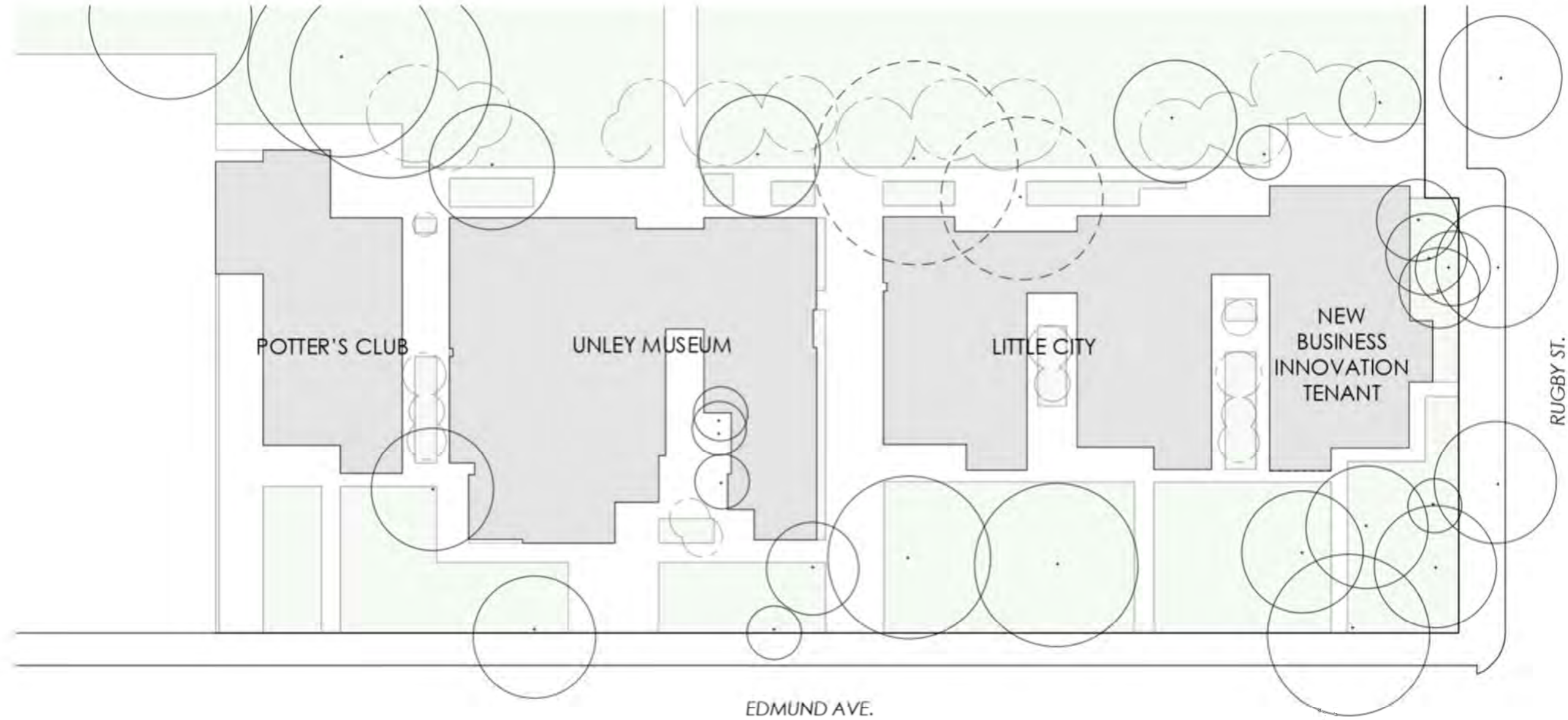
- 1. enclosed workspaces (private offices)
- 2. open workspaces (workstations, communal areas)
- 3. interactive spaces (meeting rooms, gallery space)
- 4. support spaces (toilets, kitchenettes, staff rooms, utilities and services)

CULTURAL PRECINCT - EXISTING FLOORPLAN //

**GREENWAY**  
ARCHITECTS

JUNE 2020

- Existing trees proposed to be removed
- Existing trees to be retained
- New trees to be added



0 1 5 10m

EXISTING & NEW TREE LOCATIONS - PROPOSED FLOORPLAN // Proposed paving is conceptual and subject to the location of existing trees and reviewed by arborist.

**GREENWAY**  
ARCHITECTS  
JUNE 2020





0 1 5 10m

- 1. enclosed workspaces (private offices)
- 2. open workspaces (workstations, communal areas)
- 3. interactive spaces (meeting rooms, gallery space)
- 4. support spaces (toilets, kitchenettes, staff rooms, utilities and services)

BUSINESS INCUBATOR & INNOVATION PRECINCT - PROPOSED FLOORPLAN //

**GREENWAY**  
ARCHITECTS  
JUNE 2020



0 1 5 10m

- 1. enclosed workspaces (private offices)
- 2. open workspaces (workstations, communal areas)
- 3. interactive spaces (meeting rooms, gallery space)
- 4. support spaces (toilets, kitchenettes, staff rooms, utilities and services)
- 5. potential future connection

CULTURAL PRECINCT - PROPOSED FLOORPLAN //

JUNE 2020  
**GREENWAY**  
 ARCHITECTS



UNLEY MUSEUM EXTENSION // View of possible replacement/ adaptation to the Unley Museum from the Village Green.

**GREENWAY**  
ARCHITECTS  
JUNE 2020



UNLEY MUSEUM EXTENSION // View of possible replacement/ adaptation to the Unley Museum interior.



LITTLE CITY EXTENSION // View of possible replacement/ adaptation to Little City and main access to Village Green from Edmund Avenue.

JUNE 2020 **GREENWAY**  
ARCHITECTS



## DECISION REPORT

<b>REPORT TITLE:</b>	BEE HIVES AND NATIVE BEE HOTELS
<b>ITEM NUMBER:</b>	4.3
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	KAT RYAN
<b>JOB TITLE:</b>	COORDINATOR ENVIRONMENTAL PROJECTS & STRATEGY
<b>ATTACHMENTS:</b>	NIL

---

### 1. **EXECUTIVE SUMMARY**

At its meeting held on 24 February 2020, Council resolved that Council staff investigate options and costs for installation of honey bee hives and native bee hotels at Council facilities, including the Civic Centre at 181 Unley Road (C0198/20).

The Motion seeks to identify an opportunity for Council to more actively and visibly contribute to supporting populations of pollinators such as native bees and honey bees.

The Administration has researched how other Councils have approached honey bee hive management at community centres; and staff have undertaken a risk assessment; and investigated possible locations, including the Civic Centre. Native bees are already supported in the City of Unley and no additional investigation was required to consider placements.

On the basis of the findings of the assessments, the Administration recommends supporting bee hives and native bee hotels at Council facilities, with two new locations to be installed in 2020/21.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. Two honey bee hives, managed through a third-party supplier, be installed at the Unley Community Centre in 2020/21.
  3. The volunteers of Soutar Park be assisted to install a native bee hotel within the fruit tree orchard at Soutar Park in 2020/21.
- 

### 3. **RELEVANT CORE STRATEGIES/POLICIES**

2. Environmental Stewardship
- 2.5 The City's resilience to climate change is increased.
- 3.1 Honey bees are considered livestock so must be registered with PIRSA (per hive) and must have access to water at all times.

#### 4. **BACKGROUND**

At its meeting held on 24 February 2020, Council resolved that Council staff investigate the options for supporting populations of pollinators including native bees and honey bees at Council-owned facilities.

#### 5. **DISCUSSION**

##### **Native Bee Habitat**

Native bees are solitary, typically don't sting, don't make honey and only need a 'hotel' room to lay eggs. There are over 2,000 species nationally, with around 300 in the local Adelaide region. For nesting they prefer a long narrow hole in wood, pithy sticks or mud clay depending on the species of native bee. They are excellent pollinators of food/flowers and could become crucial to our economy if a disease or conditions destroy honey bee populations. There are no specific rules or legislation around providing habitat for native bees.

Providing a range of this nesting material in a sheltered location can assist our native bees to breed, while establishing flowering plants nearby provides plenty of food. Over the page are some photos from the community build of the Fern Avenue Native BnB (Bee Hotel) in September 2019. The metal mesh is in place to deter people from removing the wood from the hotel structure. All materials including the roof tiles were recycled.

This event was very popular, and Fern Avenue (community) have reported that the hotel has 'occupied rooms' and the native blue-banded bees have been spotted by the gardeners since installation.

A large, custom-made hotel, suitable for safe placement in a public space is approximately \$5,000, including all materials, plants, educational signage and a community participation event. Once set up, they are relatively maintenance free, aside from an occasional clean and asset check. Small insect hotels that are fixed to trees or fences can be built or purchased for less than \$100.



*Native BnB Hotel*





*Community installation day of Native BnB Hotel at Fern Avenue Community Garden.*

### Native Bee Hotels – Possible Locations

Native bee hotels can be custom-made in size to suit a variety of locations across the City of Unley. Consideration for aesthetic fit to the surrounding area would be required. Further installation of native bee hotels in the future is supported where suitable opportunities and project budgets allow.

Recently, local volunteers at Soutar Park have expressed an interest in installing a medium-size native bee hotel at the north west corner of the park in the community fruit orchard area in collaboration with Council. They have requested assistance with installation and provision of some native seedlings.

### **Keeping Honey Bees**

Honey bees live in colonies with a queen in a hive and produce honey. They are an introduced species to Australia but still excellent pollinators of food/flowers and crucial to our economy. Honey bees can be kept in urban areas at either rooftop or ground level but need to be serviced regularly and registered with PIRSA as livestock.

Bees can be kept in Unley without Council consent. As such, Council does not have a policy relating to keeping bees. The City of Unley only intervenes in relation to domestic-scale hives if they are reported as a nuisance and Council's Regulatory Service staff will then investigate. Nuisance reports are rare, however, discussing a new hive with adjacent neighbours and being considerate with placement is encouraged.

There are a number of small companies that offer to install and take care of hives and harvest honey etc for an annual fee. The cost for this service varies depending on ease of access and if any honey is included but is typically \$600-\$1,200 per hive to install (once off) and less than \$200 per hive per year to maintain.

### Precedent at other Councils

Bee hives are successfully kept at ground-level in public community centres at the Cities of Charles Sturt, Burnside and Campbelltown. They are also kept on hotel rooftops in the city and the Royal Showgrounds.

The City of Charles Sturt in particular has played a leading role and has provided their risk assessment information and project learnings, including a strong recommendation that a third-party specialist service be used to maintain the hives. Their investigation found that while rooftops are suitable locations for hives, they can be more costly to establish, provide access to water and are difficult to access for service providers.

Hives take up little room and if well sign-posted and lightly-fenced greatly reduce risks to the public getting close enough to disturb the bees. Another option is to install a perspex surround to direct the flight path of the bees in a more 'up and out' trajectory from the hive. The City of Charles Sturt are also willing to share their education signage template with the Council.

Fern Avenue Community Garden has successfully kept bee hives for many years within the City of Unley without issue from garden users or visitors.



*Example of hive in City of Charles Sturt  
(photo taken from Adelaide Bee Sanctuary website).*

### Possible Location and Installation

The Unley Community Centre has been identified as a suitable location for installation, particularly with the adjacent vegetable garden for pollination. A small amount of honey from the hives could also be used in the Circuit Meal Service.

The Unley Community Centre staff are very supportive of the opportunity to host hives at the site.



*Proposed location for hosted bee hives at Unley Community Centre.*

### **Food Plants**

In addition to constructing hives, another way to better support bees of any type is by the design and diversity of plants used in gardens and garden beds. The design should have a variety of plants that, in combination, flower year-round. Favourite petal colours are white, yellow, blue and purple.

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. Two honey bee hives, managed through a third-party supplier, be installed at the Unley Community Centre in 2020/21.
3. The volunteers of Soutar Park be assisted to install a native bee hotel within the fruit tree orchard at Soutar Park in 2020/21.

This option recommends that Council support installation of honey bee hives and a native bee hotel at Council facilities as per the outlined approach. If approved, it also outlines what activities are planned for 2020/21 to support bee populations. Due to the relatively low value of individual installations (typically less than \$1,000), future projects would be coordinated by staff when suitable opportunities and budgets allow.

## Option 2 –

1. The report be received.
2. The volunteers of Soutar Park be assisted to install a native bee hotel within the fruit tree orchard at Soutar Park in 2020/21.

Council may not wish to proceed with installation of honey bee hives due to the ongoing costs associated with hive maintenance, however may wish to support the inclusion of native bee hotels. This option provides for a native bee hotel to be installed, noting that the volunteers at Soutar Park have independently requested assistance to do this.

## Option 3 –

1. The report be received.

Council may not wish to proceed with any further action in relation to honey bee hives or native bee hotels at this time. This option simply receives the report.

## 7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

## 8. **POLICY IMPLICATIONS**

### 8.1 **Financial/Budget**

- Individual costs are relatively low (typically less than \$1,000). If the concept of honey bee hives and/or native bee hotels at Council facilities is supported, suitable projects could be delivered through the annual environmental initiatives budget.

### 8.2 **Legislative/Risk Management**

- A site-specific risk assessment would be maintained for each site location.
- Any honey bee hives would be registered through PIRSA as required.

### 8.3 **Staffing/Work Plans**

- Installation can be undertaken within existing staff work plans.

### 8.4 **Environmental/Social/Economic**

Benefits of hosting a hive include:

- Improving the health and wellbeing of bee populations.
- Access to pure honey.
- Recognising the value of bees as pollinators and boosting local gardens' production.
- Interest and education in observing bees in our urban environment.

### **8.5 Stakeholder Engagement**

- Any installation would involve discussion with both staff at the Council building and the immediate neighbours.
- For the proposed projects at Unley Community Centre and Soutar Park, both groups have already had initial discussions and are enthusiastic about hosting.
- Prior to the installation, information signage will be provided within the park and to neighbours within 30 meters of the hive or hotel to inform them of the purpose, and to address any concerns around risk.

## **9. REPORT CONSULTATION**

Key input has been provided by Coordinator Property & Facilities and Principal Risk Management Officer.

Discussions have also been held with the Team Leader Regulatory Services, Manager Community & Cultural Centres and Manager Assets & Operations.

## **10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Ben Willsmore	Manager City Design
Claude Malak	General Manager City Development

## DECISION REPORT

<b>REPORT TITLE:</b>	PROPOSED 2020-21 FEES AND CHARGES
<b>ITEM NUMBER:</b>	4.4
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	MICK WETHERALL
<b>JOB TITLE:</b>	ACTING MANAGER FINANCE & PROCUREMENT
<b>ATTACHMENTS:</b>	1. FEES AND CHARGES FY20/21

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### 1. **EXECUTIVE SUMMARY**

An annual review of Council's fees and charges has been undertaken as part of the 2020-21 Annual Business Plan and Budget process focusing on the following areas:

- Reviewing and updating costs (where applicable) associated with the delivery of Council services.
- Charges currently imposed by Council but not formally recorded in the current schedule.
- Current and new policies of Council that may have an impact on fees and charges.
- An independent review of the application of the Goods and Services Tax to fees and charges.

Generally, this has resulted in proposed fee increases that are in line with CPI, however in applying an increase, fees in some instances have been rounded to an appropriate amount for ease of application which may have resulted in a change greater than CPI.

In addition, 62% of the activities (quantitative fees only), including some community programs, have a proposed fee that is the same or lesser than the current year (2019-20). This has occurred when it is considered that the current fee is comparable to other providers or where it already adequately provides for cost recovery.

### 2. **RECOMMENDATION**

That:

1. The report be received.
2. The Fees and Charges Schedule for the 2020-21 financial year, as set out in Attachment 1 to this report (Item 4.4, Council Meeting 22/06/2020) be approved to take effect from 1 July 2020.

3. Staff be authorised to include statutory fees and charges in the Fees and Charges Schedule available for public inspection, subsequent to those being published in the SA Government Gazette.
- 

### **3. RELEVANT CORE STRATEGIES/POLICIES**

#### 4. Civic Leadership

4.2 Council provides best value services to the community.

### **4. BACKGROUND**

In accordance with Section 188 of the *Local Government Act 1999*, (the Act) the Council may impose fees and charges for the following:

- For the use of any property or facility owned, controlled or managed by the council;
- For services supplied to a person at their request;
- For carrying out work at a person's request;
- For providing information, or materials, or copies of, or extracts from Council's records;
- In respect of any application to the Council;
- In respect of any authorisation, license or permit granted by the Council;
- In respect of any other matter for which another Act provides that a fee fixed under this Act is to be payable; and
- In respect to any other prescribed matter.

Furthermore, the Act provides the legal context for setting fees and charges as follows:

- Fees and charges are determined by resolution of Council;
- A council is unable to fix or vary fees or charges prescribed under other Acts;
- Fees for the use of facilities, services or works requests by council are not required to be set in reference to the cost of the service to council;
- Council is required to keep the list of fees and charges on public display and provide updates where fees and charges are varied during the year.

Generally, Council is unable to fix or vary fees or charges prescribed under other Acts, however, these fees and charges are included on Council's Fees and Charges Schedule for completeness.

## 5. **DISCUSSION**

As a matter of expediency, Council reviews its fees and charges each year in conjunction with the development of the annual budget. As in previous years, a comprehensive review of Council's Fees and Charges has now been undertaken to ensure that the fees proposed:

- Reflect (or move progressively toward) the cost of the services given;
- Are comparable with market rates, where appropriate;
- Take into account the benefit derived by users;
- Are consistent with Council directions;
- Are consistent with Council's Long Term Financial Plan assumptions; and
- Achieve consistency across functional areas of Council.

In relation to the fees and charges review this year, the following matters are notable:

There are 247 quantitative fees where no increase is proposed for the 2020-21 financial year including printing and copying charges, recreational programs, bonds for room rentals, and compostable bags and liners to name a few. This has occurred where it is considered that:

- The current fee is comparable to other similar service providers;
- Where the existing fee adequately provides for cost recovery; or
- As a result of rounding, it makes sense to increase fees less often than annually.

It is proposed that the new fees take effect from 1 July 2020.

A number of the statutory Fees and Charges determined by an Act of Parliament or by Local Government Regulations will not be gazetted until after adoption of the Council set fees and charges.

It is proposed that these statutory fees be added to the Fees and Charges Schedule available for public inspection once they have been gazetted. It is anticipated that this will occur in early July 2020. These fees include but are not limited to: development lodgement; application and referral fees; Freedom of Information applications; and private parking infringement fees.

A copy of Councils Proposed Fees and Charges Schedule for 2020-21 is provided as Attachment 1.

*Attachment 1*



## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The Fees and Charges Schedule for the 2020-21 financial year, as set out in Attachment 1 to this report (Item 4.4, Council Meeting 22/06/2020) be approved to take effect from 1 July 2020.
3. Staff be authorised to include statutory fees and charges in the Fees and Charges Schedule available for public inspection, subsequent to those being published in the SA Government Gazette.

This option will result in the proposed fees and charges schedule being adopted.

### Option 2 –

1. The report be received.
2. The Fees and Charges Schedule referred to in Attachment 1 for 2020-21 financial year be approved, subject to the incorporation of the following amendments:

- [insert details of amendment]

to take effect from July 1 2020

This option allows for further amendments to the proposed fees and charges schedule.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

- As part of the Council review of fees and charges, consideration is given to ensuring that fees proposed are consistent with Council's direction, policy and plans.


## **9. REPORT CONSULTATION**

All fees and charges have been proposed through the relevant functional area, reviewed by the appropriate Business Unit Manager and approved by the relevant General Manager.

In addition, the proposed 2020-21 Fees and Charges Schedule has been provided separately to Members' for their review, resulting in minor formatting corrections.

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Nicola Tinning	General Manager, Business Support & Improvement
Tami Norman	Executive Manager, Office of the CEO



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Fees & Charges  
City of Unley

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## CITY OF UNLEY

### TOWN HALL – including Kitchen

Council's Hire of Civic and Town Hall policy outlines discounts are available to: not for profit, schools, charities, local residents and local businesses.

#### Full Day and Night

Monday – Thursday (8am – Midnight)	\$670.00	\$609.09	\$60.91	\$670.00	\$0.00
Friday, Saturday(8am– midnight) Sunday (8am-10pm)	\$835.00	\$759.09	\$75.91	\$835.00	\$0.00
Hourly Rate – Monday to Thursday	\$45.00	\$40.91	\$4.09	\$45.00	\$0.00
Hourly Rate – Friday – Sunday	\$65.00	\$59.09	\$5.91	\$65.00	\$0.00
Cleaning Fee					\$140 total
					Last YR Fee \$70 per hour (2 hour minimum)

## UNLEY COMMUNITY CENTRE

Council's Hire of Community Centres policy outlines discounts are available to not for profit groups, schools, charities, local residents and local businesses.

### CONFERENCE ROOM

Conference Room – hire fee per hr	\$25.00	\$22.73	\$2.27	\$25.00	\$0.00
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### MAIN HALL

Weekend (Up to 8 Hours)	\$285.00	\$259.09	\$25.91	\$285.00	\$0.00
Weekend Rate – Per Hour	\$50.00	\$45.45	\$4.55	\$50.00	\$0.00
Weekday (Up to 8 Hours)	\$225.00	\$204.55	\$20.45	\$225.00	\$0.00
Weekday Rate – Per Hour	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
Bond Standard Function < 80 people	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
Bond Large Function > 80 people	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00

### Main HALL & KITCHEN

Weekend (Up to 8 Hours)	\$315.00	\$286.36	\$28.64	\$315.00	\$0.00
Weekend Rate per hour	\$60.00	\$54.55	\$5.45	\$60.00	\$0.00
Weekday (up to 8 hours)	\$250.00	\$227.27	\$22.73	\$250.00	\$0.00
Weekday Rate – per hour	\$40.00	\$36.36	\$3.64	\$40.00	\$0.00

### KITCHEN/ DINING ROOM

Weekend (up to 8 hours)	\$200.00	\$181.82	\$18.18	\$200.00	\$0.00
Weekday (Up to 8 Hours)	\$170.00	\$154.55	\$15.45	\$170.00	\$0.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## KITCHEN/ DINING ROOM [continued]

Any Day Rate – per hour	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
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## NORTHERN MEETING ROOM

Per Hour	\$15.00	\$13.64	\$1.36	\$15.00	\$0.00
Half Day	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
Full day	\$70.00	\$63.64	\$6.36	\$70.00	\$0.00

## COMPLETE FACILITY

Weekend (Up to 8 Hours)	\$485.00	\$440.91	\$44.09	\$485.00	\$0.00
Weekend Rate – Per Hour	\$110.00	\$100.00	\$10.00	\$110.00	\$0.00
Weekday (Up to 8 Hours)	\$385.00	\$350.00	\$35.00	\$385.00	\$0.00
Weekday Rate – Per Hour	\$95.00	\$86.36	\$8.64	\$95.00	\$0.00
Stage – per 8 hrs	\$80.00	\$72.73	\$7.27	\$80.00	\$0.00
Stage – per hour	\$12.00	\$10.91	\$1.09	\$12.00	\$0.00
Meal Service – from \$3.00 – \$12.00				\$3.00- \$12.00	
				Min. Fee excl. GST: \$2.73	
				Last YR Fee \$3.50- \$12.00	
				Min. Fee excl. GST: \$3.18	
Photocopying – B&W A4 page	\$0.30	\$0.27	\$0.03	\$0.30	\$0.00
Photocopying – B&W A3 page	\$0.40	\$0.36	\$0.04	\$0.40	\$0.00
Photocopying – Colour A4 page	\$1.40	\$1.27	\$0.13	\$1.40	\$0.00
Photocopying – Colour A3 page	\$1.50	\$1.36	\$0.14	\$1.50	\$0.00

## PROGRAMS

Craft Corner	\$5.00	\$5.45	\$0.55	\$6.00	\$1.00
Drawing and Sketching	\$8.00	\$7.27	\$0.73	\$8.00	\$0.00
Painting with Acrylics	\$8.00	\$7.27	\$0.73	\$8.00	\$0.00
Watercolour painting	\$8.00	\$7.27	\$0.73	\$8.00	\$0.00
Let's Dance	\$5.00	\$4.55	\$0.45	\$5.00	\$0.00
Tai Chi	\$8.00	\$7.27	\$0.73	\$8.00	\$0.00
Strength for Life	\$7.00	\$7.27	\$0.73	\$8.00	\$1.00

## FULLARTON PARK COMMUNITY CENTRE

Council's Hire of Community Centres policy outlines discounts are available to not for profit groups, schools, charities, local residents and local businesses.

### General Hire Charges as below:

**Hourly rate** – Minimum 1hr charge - for bookings of 3hrs or fewer, bookings over 3hrs will be charged at the applicable session or day rate.

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## FULLARTON PARK COMMUNITY CENTRE [continued]

**Single Session** – a 4hr time period between 8.30am-6pm.

**Evening Session** – begins from 6pm.

**Extra hours** – add up to 2hrs to single or evening sessions, more than 6hrs, the hire fee reverts to a full day rate.

**Full Day rate** – This rate is for any hire of more than 6hrs.

Reusable Coffee cups – (Keep Cups)	\$8.00	\$7.27	\$0.73	\$8.00	\$0.00
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## RED ROOM

Full Day Weekday	\$50.00	\$68.18	\$6.82	\$75.00	\$25.00
Full Day Weekend	\$125.00	\$113.64	\$11.36	\$125.00	\$0.00
Hourly rate	\$15.00	\$13.64	\$1.36	\$15.00	\$0.00
Session Weekday	\$50.00	\$45.45	\$4.55	\$50.00	\$0.00
Session Weekend	\$70.00	\$63.64	\$6.36	\$70.00	\$0.00

## HOWARD AND BOARD ROOMS – 30 sq m

Weekday – Single session	\$85.00	\$77.27	\$7.73	\$85.00	\$0.00
Weekday – Double session	\$130.00	\$118.18	\$11.82	\$130.00	\$0.00
Weekday – Evening session	\$85.00	\$77.27	\$7.73	\$85.00	\$0.00
Weekend – Single session	\$95.00	\$86.36	\$8.64	\$95.00	\$0.00
Weekend – Full day session	\$150.00	\$136.36	\$13.64	\$150.00	\$0.00
Weekend – Evening session	\$115.00	\$104.55	\$10.45	\$115.00	\$0.00
Hourly Rate	\$20.00	\$18.18	\$1.82	\$20.00	\$0.00

## COMMUNITY ROOM – 40 sq m

Weekday – Single session	\$100.00	\$90.91	\$9.09	\$100.00	\$0.00
Weekday – Double session	\$165.00	\$150.00	\$15.00	\$165.00	\$0.00
Weekday – Evening session	\$100.00	\$90.91	\$9.09	\$100.00	\$0.00
Weekend – Single session	\$115.00	\$104.55	\$10.45	\$115.00	\$0.00
Weekend – Full day session	\$195.00	\$177.27	\$17.73	\$195.00	\$0.00
Weekend – Evening session	\$125.00	\$113.64	\$11.36	\$125.00	\$0.00
Hourly Rate	\$25.00	\$22.73	\$2.27	\$25.00	\$0.00

## PARKVIEW ROOM – 85 sq m

Weekday – Single session	\$155.00	\$140.91	\$14.09	\$155.00	\$0.00
Weekday – Double session	\$280.00	\$254.55	\$25.45	\$280.00	\$0.00
Weekday – Evening session	\$155.00	\$140.91	\$14.09	\$155.00	\$0.00
Weekend – Single session	\$210.00	\$190.91	\$19.09	\$210.00	\$0.00
Weekend – Full day session	\$350.00	\$318.18	\$31.82	\$350.00	\$0.00
Weekend – Evening session	\$280.00	\$254.55	\$25.45	\$280.00	\$0.00
Hourly Rate	\$42.00	\$38.18	\$3.82	\$42.00	\$0.00

Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## LOUNGE, KITCHEN

Weekday-Single session	\$360.00	\$327.27	\$32.73	\$360.00	\$0.00
Weekday-Double session	\$565.00	\$513.64	\$51.36	\$565.00	\$0.00
Weekday – Evening session	\$360.00	\$327.27	\$32.73	\$360.00	\$0.00
Weekend-Single session	\$445.00	\$404.55	\$40.45	\$445.00	\$0.00
Weekend-Full day session	\$755.00	\$686.36	\$68.64	\$755.00	\$0.00
Weekend-Evening session	\$600.00	\$545.45	\$54.55	\$600.00	\$0.00
Hourly Rate	\$65.00	\$59.09	\$5.91	\$65.00	\$0.00

## BANQUET ROOM – 195 sq m

Weekday – Single session	\$340.00	\$309.09	\$30.91	\$340.00	\$0.00
Weekday – Double session	\$535.00	\$486.36	\$48.64	\$535.00	\$0.00
Weekday – Evening session	\$340.00	\$309.09	\$30.91	\$340.00	\$0.00
Weekend – Single session	\$455.00	\$413.64	\$41.36	\$455.00	\$0.00
Weekend – Full day session	\$705.00	\$640.91	\$64.09	\$705.00	\$0.00
Weekend – Evening session	\$560.00	\$509.09	\$50.91	\$560.00	\$0.00
Hourly Rate	\$60.00	\$54.55	\$5.45	\$60.00	\$0.00

## BANQUET ROOM & KITCHEN – 195 sq m

Weekday-Single session	\$380.00	\$345.45	\$34.55	\$380.00	\$0.00
Weekday-Double session	\$610.00	\$554.55	\$55.45	\$610.00	\$0.00
Weekday-Evening session	\$380.00	\$345.45	\$34.55	\$380.00	\$0.00
Weekend-Single session	\$530.00	\$481.82	\$48.18	\$530.00	\$0.00
Weekend-Full day session	\$815.00	\$740.91	\$74.09	\$815.00	\$0.00
Weekend-Evening session	\$649.00	\$590.00	\$59.00	\$649.00	\$0.00
Hourly Rate	\$67.00	\$60.91	\$6.09	\$67.00	\$0.00

## ENTIRE MAIN FUNCTION AREA – 390 sq m

Weekday-Single session	\$560.00	\$509.09	\$50.91	\$560.00	\$0.00
Weekday-Double session	\$880.00	\$800.00	\$80.00	\$880.00	\$0.00
Weekday-Evening session	\$550.00	\$500.00	\$50.00	\$550.00	\$0.00
Weekend-Single session	\$730.00	\$663.64	\$66.36	\$730.00	\$0.00
Weekend-Full day session	\$1,160.00	\$1,054.55	\$105.45	\$1,160.00	\$0.00
Weekend – Evening session	\$925.00	\$840.91	\$84.09	\$925.00	\$0.00
Hourly Rate	\$100.00	\$90.91	\$9.09	\$100.00	\$0.00

## WHOLE BUILDING (Hirable space) 575 sq m

Full Day Session – weekend	\$1,740.00	\$1,581.82	\$158.18	\$1,740.00	\$0.00
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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## CRAFT STUDIO

Weekday – per hour	\$13.00	\$11.82	\$1.18	\$13.00	\$0.00
Weekday – over 7 hours	\$105.00	\$95.45	\$9.55	\$105.00	\$0.00
Weekend – per hour	\$13.00	\$11.82	\$1.18	\$13.00	\$0.00
Weekend – over 7 hours	\$105.00	\$95.45	\$9.55	\$105.00	\$0.00

## STUDY

Per day = 8 hours	\$65.00	\$59.09	\$5.91	\$65.00	\$0.00
Per half day = 4 hours	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
Per hour	\$10.00	\$9.09	\$0.91	\$10.00	\$0.00

## RETREAT

Wellbeing Suite – half day	\$0.00	\$31.82	\$3.18	\$35.00	\$35.00
Retreat – Per day	\$13.00	\$11.82	\$1.18	\$13.00	\$0.00
Wellbeing Suite – per day	\$15.00	\$59.09	\$5.91	\$65.00	\$50.00

## GALLERY

Per Week	\$70.00	\$63.64	\$6.36	\$70.00	\$0.00
22% Commission on all sales				22% commission on all sales	

## CAR PARK

Hire of front car park	\$160.00	\$149.82	\$14.98	\$164.80	\$4.80
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## BONDS

Bond All rear	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
Bond All Rear High Risk Hirer	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00
Bond Lounge /Dining High Risk Hirer	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
Bonds – Red, Study, Howard, Board, Community Rooms	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00
Bond – Banquet Room	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00
Bond – Lounge	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00
Bond – Parkview	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00

## Additional Set up Time – Relevant Hourly Rate

Quilting Group and Tuesday Stitchers per person	\$3.00	\$2.73	\$0.27	\$3.00	\$0.00
Friday Social Group	\$3.00	\$2.73	\$0.27	\$3.00	\$0.00
Mah Jong Group per person	\$3.00	\$2.73	\$0.27	\$3.00	\$0.00
English Language Program – Casual	\$4.00	\$3.64	\$0.36	\$4.00	\$0.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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### Additional Set up Time – Relevant Hourly Rate [continued]

English Language Program – Term	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
Photocopying – A4 page	\$0.30	\$0.27	\$0.03	\$0.30	\$0.00
Photocopying – A3 page	\$0.40	\$0.36	\$0.04	\$0.40	\$0.00
Photocopying – Colour A4 page	\$1.40	\$1.27	\$0.13	\$1.40	\$0.00
Photocopying – Colour A3 page	\$1.50	\$1.36	\$0.14	\$1.50	\$0.00

## GOODWOOD COMMUNITY CENTRE

Room Hire fees set by Goodwood Community Services as per Lease and Management Agreement

### Other

Car Park – hire of front Car Park	\$155.00	\$149.77	\$14.98	\$164.75	\$9.75
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## ANIMAL MANAGEMENT ACT – Statutory based fees – to be updated when gazetted

### DOG REGISTRATIONS

Non-Standard Dog	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
Accredited Assistance Dog					NO FEE
Racing Greyhound and Working Livestock Dog	\$18.00	\$18.00	\$0.00	\$18.00	\$0.00
Standard Dog	\$45.00	\$45.00	\$0.00	\$45.00	\$0.00
Standard Dog – Trained	\$36.00	\$36.00	\$0.00	\$36.00	\$0.00
Standard Dog – Concession	\$22.50	\$22.50	\$0.00	\$22.50	\$0.00
Standard Dog – Trained – Concession	\$18.00	\$18.00	\$0.00	\$18.00	\$0.00
Standard Dog – Temp Concession	\$22.50	\$22.50	\$0.00	\$22.50	\$0.00
Standard Dog – Trained – Temp Concession	\$18.00	\$18.00	\$0.00	\$18.00	\$0.00
Non-Standard Dog – Trained	\$72.00	\$72.00	\$0.00	\$72.00	\$0.00
Non-Standard Dog – Concession	\$45.00	\$45.00	\$0.00	\$45.00	\$0.00
Non-Standard Dog – Trained – Concession	\$36.00	\$36.00	\$0.00	\$36.00	\$0.00
Non-Standard Dog – Temp Concession	\$45.00	\$45.00	\$0.00	\$45.00	\$0.00
Non-Standard Dog – Trained – Temp Concession	\$36.00	\$36.00	\$0.00	\$36.00	\$0.00

## ANIMAL MANAGEMENT ACT – Non Statutory

Fees for seizure and detention	\$60.00	\$62.00	\$0.00	\$62.00	\$2.00
Impounding Fee	\$155.00	\$160.00	\$0.00	\$160.00	\$5.00
Daily Holding Fee	\$55.00	\$57.00	\$0.00	\$57.00	\$2.00
Multi Dog Permit Application Fee	\$57.00	\$58.80	\$0.00	\$58.80	\$1.80

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## ANIMAL MANAGEMENT ACT – Non Statutory [continued]

Multi Dog Permit Variation Application Fee	\$29.00	\$29.65	\$0.00	\$29.65	\$0.65
Hire Aboistop Collar	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## REGISTRATIONS

Business Registration (per dog)(not entitled to rebates)	\$90.00	\$92.00	\$0.00	\$92.00	\$2.00
Replacement Dog Registration Disc	\$10.00	\$10.00	\$0.00	\$10.00	\$0.00
Penalty for late Registration	\$10.00	\$10.00	\$0.00	\$10.00	\$0.00
Percentage rebate for partial year registration					50%

## MISCELLANEOUS

Cat Cage Deposit	\$24.00	\$22.75	\$0.00	\$22.75	-\$1.25
Cat Cage Deposit (Concession)	\$12.00	\$12.00	\$0.00	\$12.00	\$0.00
Late Return fee per day	\$5.10	\$5.45	\$0.55	\$6.00	\$0.90
Replacement (lost or damaged)	\$150.00	\$140.00	\$14.00	\$154.00	\$4.00

## FOOD ACT – Non Statutory

### EVENTS/ INSPECTIONS

#### Food Premises – 1 day event at the Showgrounds (per day)

Mon – Fri 3Hrs	\$180.00	\$167.32	\$16.73	\$184.05	\$4.05
Mon – Fri 4Hrs	\$235.00	\$218.45	\$21.85	\$240.30	\$5.30
Mon – Fri 5Hrs	\$295.00	\$274.23	\$27.42	\$301.65	\$6.65
Mon – Fri 6Hrs	\$350.00	\$325.32	\$32.53	\$357.85	\$7.85
Sat/ Sun 3Hrs	\$265.00	\$246.32	\$24.63	\$270.95	\$5.95
Sat/ Sun 4Hrs	\$350.00	\$325.32	\$32.53	\$357.85	\$7.85
Sat/ Sun 5Hrs	\$450.00	\$418.27	\$41.83	\$460.10	\$10.10
Sat/ Sun 6Hrs	\$515.00	\$478.73	\$47.87	\$526.60	\$11.60

#### Food Premises – large events at the Showgrounds (per day)

Mon – Fri	\$530.00	\$492.68	\$49.27	\$541.95	\$11.95
Sat/ Sun	\$745.00	\$692.50	\$69.25	\$761.75	\$16.75

### Other

Food Premises – Adelaide Show at the Showgrounds (up to 8 days)	\$3,925.00	\$3,648.45	\$364.85	\$4,013.30	\$88.30
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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## Other [continued]

Food Premises – charitable/not for profit (ineligible for GST )					No Charge
Food Premises – Stalls at fetes, trading tables etc.					No Charge
Food Premises – nominal risk (newsagents, chemists)	\$60.00	\$55.77	\$5.58	\$61.35	\$1.35
Food Premises – Food transport vehicle with Notification from another Council					No Charge

## FOOD SAFETY AUDITS

On-Site Audit (including re-audits) per hr	\$167.00	\$155.25	\$0.00	\$155.25	-\$11.75
Desktop Audit (at Auditors Office) per hr	\$84.00	\$78.10	\$0.00	\$78.10	-\$5.90
Desktop Audit (on-site) per hr	\$167.00	\$155.25	\$0.00	\$155.25	-\$11.75
Travel (more than 50km away from Council Offices) per hr	\$84.00	\$78.10	\$0.00	\$78.10	-\$5.90

## WASTE MANAGEMENT SERVICES

The following grouped fees are applicable from 1/7/19 to 30/6/20 and are payable to Waste Contractor

Additional Garbage 140L MGB – domestic/Council/groups	\$160.00	\$180.05	\$0.00	\$180.05	\$20.05
Additional Recycling 240L MGB – domestic/Council/groups	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Additional Green Organics 240L MGB – domestic/Council/ groups	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Additional Garbage 140L MGB – Kindy/school/childcare	\$160.00	\$180.05	\$0.00	\$180.05	\$20.05
Additional Recycling 240L MGB – Kindy/school/childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	\$75.00	\$74.70	\$0.00	\$74.70	-\$0.30
Additional Recycling 240L MGB – Kindy/school/childcare (in excess of 500 – fee per bin)	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Additional Green Organics 240L MGB – Kindy/school/childcare	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Garbage 140L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$160.00	\$180.05	\$0.00	\$180.05	\$20.05
Recycling 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Green Organics 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy) subject to demonstrated need.	\$90.00	\$89.65	\$0.00	\$89.65	-\$0.35
Kitchen Caddy (inc roll of 52 liners & sticker)	\$11.00	\$10.00	\$1.00	\$11.00	\$0.00
Roll of 100 Compostable liners	\$8.50	\$7.73	\$0.77	\$8.50	\$0.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## WASTE MANAGEMENT SERVICES [continued]

Roll of 52 Compostable liners	\$4.50	\$4.09	\$0.41	\$4.50	\$0.00
Roll of 75 Compostable Biobag liners	\$6.50	\$5.91	\$0.59	\$6.50	\$0.00

## Special Events (240L MGB hire costs)

Event bins \$195 + \$10.00 per bin				\$200 + \$10.00 per bin	
				Last YR Fee \$195 + \$10.00 per bin	
Event bins – missing/ not recovered	\$85.00	\$77.27	\$7.73	\$85.00	\$0.00

## Compost / Other

Compost Bin (two)	\$75.00	\$0.00	\$0.00	\$0.00	-\$75.00
Compost Bin (each)	\$46.00	\$0.00	\$0.00	\$0.00	-\$46.00
Collection of Illegal Dumped Rubbish (per hr per staff member)	\$85.00	\$90.50	\$9.05	\$99.55	\$14.55
Disposal of Illegally Dumped Rubbish (per cubic metre)	\$110.00	\$163.50	\$16.35	\$179.85	\$69.85
Immediate collection of hard refuse(within 5 days) not including mattresses	\$70.00	\$74.55	\$0.00	\$74.55	\$4.55

## Waste Services

Pack of Compostable Dog bags	\$4.50	\$4.09	\$0.41	\$4.50	\$0.00
Dog Bags Compostable Biobag	\$4.50	\$4.09	\$0.41	\$4.50	\$0.00
Dog bone holder (1) Blue	\$6.50	\$5.91	\$0.59	\$6.50	\$0.00
Dog pouch holder (1) Green	\$4.50	\$4.09	\$0.41	\$4.50	\$0.00

## TRAFFIC SERVICES

### PAID PARKING

Boffa Lane Car Park (per 3 hr period)					Last YR Fee \$1.00
					Min. Fee excl. GST: \$1.00
Paid Parking – Business Permits (per hr/per day)				\$1.00 / \$4.00 (Per hour / Per Day)	Min. Fee excl. GST: \$1.00
					Last YR Fee \$1.00/ \$4.00
Paid Parking(per hr/per day)					\$1.00/\$4.00
					Min. Fee excl. GST: \$1.00

Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## VEHICLE IMPOUNDING FEE

Vehicle Impounding Fee	\$168.00	\$171.80	\$0.00	\$171.80	\$3.80
Storage fee per day	\$10.00	\$10.00	\$0.00	\$10.00	\$0.00

## TEMPORARY ROAD CLOSURES

Street Parties i.e. non-commercial (M-F)					Subject to quote
Street Parties i.e. non-commercial (Sat-Sun)					Subject to quote
Temporary hoarding on Council Roads		Application Fee: \$61.50, Standard Fee: \$6.10 per m2 per week (or part thereof)			
Street Party/ on Street Event – with commercial benefit	\$2,045.00	\$2,045.00	\$0.00	\$2,045.00	\$0.00

## Temporary Parking Controls

Building work, filming, wide loads & works by public authorities – 1st Day	\$63.50	\$63.50	\$0.00	\$63.50	\$0.00
Rolling Closures at request of Police					FREE
Community Facility name signs	\$64.50	\$58.64	\$5.86	\$64.50	\$0.00
Bin on Street / Skip/ Shipping Container approval (maximum of 7 days)	\$38.00	\$38.85	\$0.00	\$38.85	\$0.85
Street Parties i.e. non-commercial (Sat)					Subject to quote

## Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc

Within Business Hours	\$68.00	\$69.55	\$0.00	\$69.55	\$1.55
Within Business hrs – Non Commercial					As per quote
After Hours/ Saturday per hr Minimum 3 Hours	\$151.00	\$154.40	\$0.00	\$154.40	\$3.40
After Hrs / Sunday per hr Minimum 3 hrs	\$128.00	\$206.50	\$0.00	\$206.50	\$78.50

## RESIDENTIAL PARKING EXEMPTIONS/PERMITS

Resident Parking Permit for 2 years	\$33.00	\$33.00	\$0.00	\$33.00	\$0.00
Work Zone /Tradesperson permit	\$16.00	\$16.00	\$0.00	\$16.00	\$0.00
Joint Venture On-Street Car Park Annual Permit	\$568.00	\$580.80	\$0.00	\$580.80	\$12.80
Replacement Parking Permit / Exemption Label	\$7.50	\$7.50	\$0.00	\$7.50	\$0.00
Business Parking Permit – per permit per annum	\$60.50	\$0.00	\$0.00	\$0.00	-\$60.50
Residential Parking Permit in Excess of Policy Entitlements Annual	\$64.00	\$64.00	\$0.00	\$64.00	\$0.00



Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## STREET TRADERS

Street Traders – Mobile Street Traders – per month	\$46.00	\$46.00	\$0.00	\$46.00	\$0.00
Street Trading Table Licence/day	\$7.50	\$7.65	\$0.00	\$7.65	\$0.15
Street Traders on footway-roadway/yr	\$63.00	\$64.40	\$0.00	\$64.40	\$1.40
Street Traders-Mobile Street Trader/ Yearly fee	\$459.00	\$459.00	\$0.00	\$459.00	\$0.00
Street Traders – on-street public events (per day)	\$16.00	\$16.00	\$0.00	\$16.00	\$0.00

## STREET CAFE and OUTDOOR DINING

Application fee for Administration (excl Development Application – \$78.75)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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## Renewed Outdoor Dining Permit – Rental per square metre of public land per week

Defined retail precincts – with liquor	\$0.95	\$0.95	\$0.00	\$0.95	\$0.00
Defined retail precincts – without liquor	\$0.55	\$0.55	\$0.00	\$0.55	\$0.00
Other commercial areas – with liquor	\$0.90	\$0.90	\$0.00	\$0.90	\$0.00
Other commercial areas – without liquor	\$0.45	\$0.45	\$0.00	\$0.45	\$0.00
Residential areas – with liquor	\$0.70	\$0.70	\$0.00	\$0.70	\$0.00
Residential areas – without liquor	\$0.40	\$0.40	\$0.00	\$0.40	\$0.00

## BUSKING

BUSKING – fee per day (Permits for Business Purposes Policy S222 LGA)	\$7.00	\$7.15	\$0.00	\$7.15	\$0.15
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## COMMONWEALTH HOME SUPPORT PROGRAM

Fees are set as per Commonwealth Fund Agreement

all services delivered are required to collect a 10-15% client contribution (minimum) and self funded retirees to pay more than those on a pension

Dumping of Waste – Full Pensioner (per service)	\$0.00	\$23.00	\$0.00	\$23.00	\$23.00
Dumping of Waste – Self Funded Retiree (per service)	\$0.00	\$28.00	\$0.00	\$28.00	\$28.00
Gardening Volunteer based – Full Pensioner (per service)	\$0.00	\$18.00	\$0.00	\$18.00	\$18.00
Gardening Volunteer based – Self Funded Retiree (per service)	\$0.00	\$23.00	\$0.00	\$23.00	\$23.00
Domestic Assistance – Full Pensioner per hr	\$15.00	\$18.00	\$0.00	\$18.00	\$3.00
Domestic Assistance Self Funded Retiree per hr	\$20.00	\$23.00	\$0.00	\$23.00	\$3.00
Shopping Support – Full Pensioner per hr	\$12.00	\$15.00	\$0.00	\$15.00	\$3.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## COMMONWEALTH HOME SUPPORT PROGRAM [continued]

Shopping Support – Self Funded Retiree per hr	\$17.00	\$20.00	\$0.00	\$20.00	\$3.00
Respite – Full Pensioner per hr	\$12.00	\$7.00	\$0.00	\$7.00	-\$5.00
Respite – Self Funded Retiree per hr	\$17.00	\$10.00	\$0.00	\$10.00	-\$7.00
Spring Clean – Full Pensioner per hr	\$20.00	\$23.00	\$0.00	\$23.00	\$3.00
Spring Clean Self Funded Retiree per hr	\$25.00	\$28.00	\$0.00	\$28.00	\$3.00
Handyman Services Full Pensioner per hr + materials	\$15.00	\$18.00	\$0.00	\$18.00	\$3.00
Handyman Services Self Funded Retiree per hr + materials	\$20.00	\$23.00	\$0.00	\$23.00	\$3.00
Gutter Clean – Full Pensioner per hr	\$30.00	\$33.00	\$0.00	\$33.00	\$3.00
Gutter Clean – Self Funded Retiree per hr	\$35.00	\$38.00	\$0.00	\$38.00	\$3.00
Gardening – Full Pensioner per hr	\$20.00	\$23.00	\$0.00	\$23.00	\$3.00
Gardening – Self Funded Retiree per hr	\$25.00	\$28.00	\$0.00	\$28.00	\$3.00
Window Cleaning Full Pensioner per hr	\$20.00	\$23.00	\$0.00	\$23.00	\$3.00
Window Cleaning Self Funded Retiree per hr	\$25.00	\$28.00	\$0.00	\$28.00	\$3.00
Social Activities and Trips – Full Pensioner per trip (Refreshments and activity costs at own expense)	\$5.00	\$8.00	\$0.00	\$8.00	\$3.00
Social Activities and Trips – Self Funded Retirees per trip (Refreshments and activity costs at own expense)	\$7.00	\$11.00	\$0.00	\$11.00	\$4.00
Social Support One on One Full Pensioner per hr	\$5.00	\$7.00	\$0.00	\$7.00	\$2.00
Social Support One on One Self Funded Retiree per hr	\$8.00	\$10.00	\$0.00	\$10.00	\$2.00
Centre Based Group Activities – Full Pensioner per session	\$10.00	\$12.00	\$0.00	\$12.00	\$2.00
Centre Based Group Activities – Self Funded Retiree per session	\$15.00	\$18.00	\$0.00	\$18.00	\$3.00
Volunteer based car service – Full Pensioner per trip (each way)	\$2.00	\$3.00	\$0.00	\$3.00	\$1.00
Volunteer based car service – Self Funded Retiree per trip (each way)	\$4.00	\$5.00	\$0.00	\$5.00	\$1.00

## COMMUNITY BUS

\* Note that Council's Community Transport Policy outlines special conditions under which discounts may apply.

### Special Purpose & Non-Profit Community Group (Charter)

Per Kilometre	\$1.75	\$1.59	\$0.16	\$1.75	\$0.00
Minimum Charge	\$45.00	\$40.91	\$4.09	\$45.00	\$0.00
Late Cancellation fee	\$50.00	\$45.45	\$4.55	\$50.00	\$0.00

### Other

Shopping Bus Service (one way fee)	\$1.50	\$1.50	\$0.00	\$1.50	\$0.00
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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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**Other** [continued]

Community Bus Service – out and about Tours (refreshments & activity costs at own expense)	\$5.00	\$4.55	\$0.45	\$5.00	\$0.00
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**COMMUNITY FACILITIES – COMMUNITY EVENT COSTS****COMMUNITY EVENT COSTS**

Installation or removal of temporary parking controls and road closures – After hours (M-F) & Saturday (2 staff members / 3 hour call out)	\$410.00	\$372.73	\$37.27	\$410.00	\$0.00
Installation or removal of temporary parking controls and road closures – Sundays and Public Holidays (2 Staff members / 3 hour call out)	\$545.00	\$495.45	\$49.55	\$545.00	\$0.00
Large Scale Event Refundable Bond – Payable for events expecting 1000 or more attendees and/or involves road closures or speed restrictions and/or involves activity that council deems as high risk	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
Development of Traffic Management Plan					Subject to Quote
Mandatory advertisement – notification of road closure (Messenger newspaper – standard size)					Subject to Quote
Response Crew Assistance eg. delivery of bollards, bunting, line marking, assistance with installation of event infrastructure – After Hours (M-F) & Saturday (one staff member / three hour call out)	\$205.00	\$190.91	\$19.09	\$210.00	\$5.00
Response Crew Assistance eg. delivery of bollards, bunting, line marking, assistance with installation of event infrastructure – Sundays & Public Holidays – (one staff member / three hour call out)	\$255.00	\$240.91	\$24.09	\$265.00	\$10.00
Powerbox access fee (per powerbox / per day)	\$42.00	\$39.05	\$3.90	\$42.95	\$0.95
Additional Toilet Cleaning, hourly rate	\$47.00	\$45.09	\$4.51	\$49.60	\$2.60

**TENNIS COURT (HARD COURTS)**

**Bookings and fees apply to ongoing bookings. One-off casual users do not need to book.**

\* Note that the front(4) hard court tennis courts at Millswood Tennis Centre are available to Community free of charge. Please book with the manager at the clubhouse.

\* Please contact relevant clubs for access to lawn tennis courts at Sturt, Millswood and Hyde Park lawn tennis clubs

Seasonal use – max 20 hours or 2 terms	\$205.00	\$186.36	\$18.64	\$205.00	\$0.00
Casual Hire during daylight hours (per hr/ per court)	\$10.50	\$10.00	\$1.00	\$11.00	\$0.50
Casual Hire including lights (per hr/ per court)	\$16.00	\$14.55	\$1.45	\$16.00	\$0.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## TENNIS COURT (HARD COURTS) [continued]

Casual hire during daylight hours (per hr/ per court) Regular hirer / Clubs/ Schools	\$7.50	\$6.95	\$0.70	\$7.65	\$0.15
Casual hire including lights (per hr/ per court) Regular hirer/ Clubs/Schools	\$12.50	\$11.36	\$1.14	\$12.50	\$0.00
Bond for key to access tennis court lights	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00

## COMMERCIAL FITNESS GROUPS

Fitness training on community land.

\* Annual fee according to group size. Application needs to be made and approval given before payment of any fees.

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1-4 people (not including fitness trainer)	\$130.00	\$120.82	\$12.08	\$132.90	\$2.90
5-10 people (not including fitness trainer)	\$305.00	\$283.68	\$28.37	\$312.05	\$7.05
11-20 people (not including fitness trainer)	\$615.05	\$530.91	\$53.09	\$584.00	-\$31.05

## COMMERCIAL DOG TRAINING IN PARKS

Standard annual fee regardless of group size	\$570.00	\$529.82	\$52.98	\$582.80	\$12.80
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## EVENTS IN OPEN SPACES

Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – External event organiser / per day charge	\$108.00	\$100.41	\$10.04	\$110.45	\$2.45
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Ratepayer discount / per day charge	\$54.00	\$50.91	\$5.09	\$56.00	\$2.00
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools and Sporting Groups / per hour charge	\$23.00	\$21.36	\$2.14	\$23.50	\$0.50
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools with Community use agreements					No fee
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – External event organiser / per day charge	\$165.01	\$153.18	\$15.32	\$168.50	\$3.49

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Ratepayer discount / per day charge	\$84.99	\$79.00	\$7.90	\$86.90	\$1.91
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools and Sporting Groups / per hour charge	\$37.00	\$33.64	\$3.36	\$37.00	\$0.00
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools with Community use agreements					No fee
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – External event organiser / per day charge	\$270.00	\$250.91	\$25.09	\$276.00	\$6.00
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – Ratepayer discount / per day charge	\$135.00	\$125.45	\$12.55	\$138.00	\$3.00
One-off Sports booking – sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. (Schools & Sporting Groups) per hr	\$56.00	\$52.00	\$5.20	\$57.20	\$1.20
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – City of Unley based clubs	\$158.00	\$146.82	\$14.68	\$161.50	\$3.50
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – user groups based outside of Council area	\$521.00	\$484.55	\$48.45	\$533.00	\$12.00
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldier's Memorial Gardens, Unley Oval – Schools with Community use agreements					No fee

Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	
<b>LIBRARIES – GENERAL</b>					
Book Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Book sale items (Range from \$0.50 to \$10.00)					
Library Bag				New fee - range from \$2.50 - \$5.00 Min. Fee excl. GST: \$2.50	
Lost Toy packaging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Toy – deleted item (Range from \$0.50-\$10)					
B & W Photocopying A4 page	\$0.30	\$0.27	\$0.03	\$0.30	\$0.00
B & W Photocopying A3 page	\$0.40	\$0.36	\$0.04	\$0.40	\$0.00
Colour Photocopying A4 page	\$1.40	\$1.27	\$0.13	\$1.40	\$0.00
Colour Photocopying A3 page	\$1.50	\$1.36	\$0.14	\$1.50	\$0.00
Notice Fee	\$5.00	\$5.00	\$0.00	\$5.00	\$0.00
Processing fee for lost library material – One Card System	\$5.00	\$5.00	\$0.00	\$5.00	\$0.00
Replacement library card	\$2.50	\$2.50	\$0.00	\$2.50	\$0.00
Payment for lost library materials – One Card System					As per cost
					Last YR Fee As per Cost
Inter Library loans – (eg Interstate libraries)					\$18.50 - \$70.50 Last YR Fee \$16.50 - \$19.80
Library programs and events					\$2.00 - \$40.00 Last YR Fee Gold coin donation per child

**GOODWOOD LIBRARY****MEETING ROOM**

Per full day (8 hrs)	\$0.00	\$27.27	\$2.73	\$30.00	\$30.00
Per half day (4 hrs)	\$0.00	\$18.18	\$1.82	\$20.00	\$20.00
Per hour	\$0.00	\$9.09	\$0.91	\$10.00	\$10.00

**Digital Literacy Classes**

Tech Help (45 minute support sessions on own device)					Gold Coin
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**LIBRARIES – UNLEY (CIVIC CENTRE)**

Ear Bud Headphones	\$3.00	\$2.73	\$0.27	\$3.00	\$0.00
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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## LIBRARIES – TOY

Lost item tags – Toy Library	\$3.00	\$5.00	\$0.00	\$5.00	\$2.00
Family per year – together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
Group per year – together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	\$70.00	\$70.00	\$0.00	\$70.00	\$0.00
Concessions -together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
Damaged/Lost Toy					Replacement value
					Last YR Fee DVOT
Temporary Member – Borrowing Fee per loan	\$5.00	\$10.00	\$0.00	\$10.00	\$5.00
Missing Pieces					\$3.00 - \$10.00
Processing fee for lost toy library material – One Card System	\$5.00	\$5.00	\$0.00	\$5.00	\$0.00
Replacement Toy Library card	\$2.50	\$2.50	\$0.00	\$2.50	\$0.00

## MUSEUM

General Research Request	\$11.00	\$10.00	\$1.00	\$11.00	\$0.00
Photograph of Unley Oval – SA v England 1903 (unframed)	\$40.00	\$36.36	\$3.64	\$40.00	\$0.00
Photographic reproduction – Commercial use	\$110.00	\$100.00	\$10.00	\$110.00	\$0.00
Special Events including school holiday program events	\$5.50	\$5.00	\$0.50	\$5.50	\$0.00
Unley Museum – Promotional items					Unley Museum promotional items including bags, magnets etc. Min. Fee excl. GST: \$3.64
Whistler's Unley : Then and Now	\$20.00	\$18.18	\$1.82	\$20.00	\$0.00
From Cottage to Community Centre	\$6.00	\$5.45	\$0.55	\$6.00	\$0.00
A History of Unley and Goodwood	\$6.00	\$5.45	\$0.55	\$6.00	\$0.00
Mornington – A Gentleman's Residence	\$6.00	\$5.45	\$0.55	\$6.00	\$0.00
Walford's Houses	\$6.00	\$5.45	\$0.55	\$6.00	\$0.00
Braested – An English House	\$6.00	\$5.45	\$0.55	\$6.00	\$0.00
House History Searches	\$35.00	\$31.82	\$3.18	\$35.00	\$0.00
Photographic Scanning and Reproduction (minimum charge)	\$25.00	\$22.73	\$2.27	\$25.00	\$0.00
Set of 4 historic images on cards with envelopes – \$1 per card – Set of 4 = \$4					

Name	Year 19/20 Fee	Year 20/21		Increase \$
		Fee (excl. GST)	Fee (incl. GST)	

## DAMAGE TO FOOTWAY

### Bitumen

1 – 5 square metres		Subject to Quote
6 – 10 square metres		Subject to Quote
11 – 15 square metres		Subject to Quote
Greater than 15 square metres		Subject to Quote

### Pavers

1 – 5 square metres		Subject to Quote
6 – 10 square metres		Subject to Quote
11 – 15 square metres		Subject to Quote
Greater than 15 square metres		Subject to Quote

## DRIVEWAY

TOP DRESS BITUMEN-Per square metre	No Longer Provide this service (No longer have bitumen driveways in the city)	Last YR Fee Subject to Quote
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## KERB

KERB AND WATER TABLE-Per lineal metre		Subject to Quote
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## REINSTATEMENT

UNDERGROUND ELECTRICAL REINSTATEMENT		Subject to Quote
Across footpath +		Subject to Quote
Per lineal metre parallel to kerb		Subject to Quote
NATURE STRIPS Per square metre		Subject to Quote

## DISPOSAL OF STORMWATER

Stormwater Pipe (80mm) per lineal metre		Subject to Quote
Box Gutter per lineal metre		Subject to Quote

## WOODCHIPS/MULCH

1 Truck Load (3 tonne/4cubic metres)	\$330.00	\$306.77	\$30.68	\$337.45	\$7.45
0.5 Truck Load	\$165.00	\$153.36	\$15.34	\$168.70	\$3.70



Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## BOLLARDS & SIGNS

To hire – a sign or bollard per week or part thereof					Subject to quote
To hire – a section of "fencing" per week or part thereof					Subject to quote
					Last YR Fee Subject to Quote

## KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS

1-5 square metres					Subject to Quote
6 – 10 square metres					Subject to Quote
11 – 15 square metres					Subject to Quote
Greater than 15 square metres					Subject to Quote

## APPLICATIONS TO ALTER PUBLIC ROAD

Authorisation to alter public road	\$55.00	\$56.25	\$0.00	\$56.25	\$1.25
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## TREE WATER WELLS

Installation of tree wells in verge					Subject to quote
					Last YR Fee Subject to Quote

## BANNERS

Installation Cost/Banner	\$475.00	\$441.55	\$44.15	\$485.70	\$10.70
Hire Cost /site/week – commercial organisation	\$380.00	\$353.23	\$35.32	\$388.55	\$8.55

## UNLEY SWIMMING CENTRE

### Admission Costs

"Friday for a cause" Gold Coin Entry	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Adult (70-80 years) photo id required	\$2.40	\$2.27	\$0.23	\$2.50	\$0.10
Adult (80-90 years) photo ID required	\$1.55	\$1.45	\$0.15	\$1.60	\$0.05
Adult (90 – 100 years) photo ID required	\$0.80	\$0.73	\$0.07	\$0.80	\$0.00
Adult 100+ ( Free )	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Adults	\$7.70	\$7.18	\$0.72	\$7.90	\$0.20
Children Under 12 months					Free of Charge
Children 1 – 4 years	\$4.00	\$3.64	\$0.36	\$4.00	\$0.00
Children (5 – 15)	\$6.20	\$5.82	\$0.58	\$6.40	\$0.20
Carers for mobility impaired					Free of Charge

continued on next page ...

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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### Admission Costs [continued]

Family (2 adults + 3 children)	\$25.00	\$23.64	\$2.36	\$26.00	\$1.00
Pensions/Unemployed/Health Card Holder	\$6.20	\$5.82	\$0.58	\$6.40	\$0.20
Book (10 tickets)	\$62.00	\$59.09	\$5.91	\$65.00	\$3.00
Concession Book (10 tickets)	\$52.00	\$49.09	\$4.91	\$54.00	\$2.00
Book (30 tickets)	\$160.00	\$150.00	\$15.00	\$165.00	\$5.00
Concession Book (30 tickets)	\$135.00	\$127.27	\$12.73	\$140.00	\$5.00
Spectators/ Supervising Adults	\$4.00	\$3.64	\$0.36	\$4.00	\$0.00
Adult 5 visit pass (available month of May only)	\$31.00	\$29.55	\$2.95	\$32.50	\$1.50
Concession 5 visit pass (available month of May only)	\$26.00	\$24.55	\$2.45	\$27.00	\$1.00
Concession 5 visit Programs pass (available month of May only)	\$40.00	\$37.27	\$3.73	\$41.00	\$1.00
School Groups (per person) invoice rate structured activity	\$4.20	\$3.82	\$0.38	\$4.20	\$0.00
School Groups (per person) invoice rate unstructured activity	\$4.70	\$4.27	\$0.43	\$4.70	\$0.00
Adult Groups (per person) invoice rate structured activity	\$5.20	\$4.73	\$0.47	\$5.20	\$0.00
Adult Groups (per person) invoice rate un-structured activity	\$5.80	\$5.27	\$0.53	\$5.80	\$0.00
Adult 5 visit Programs pass (available month of May only)	\$57.50	\$53.18	\$5.32	\$58.50	\$1.00

### Learn to Swim

Block of 10 babies and toddlers	\$165.00	\$165.00	\$0.00	\$165.00	\$0.00
Casual babies and toddlers	\$19.00	\$19.00	\$0.00	\$19.00	\$0.00
Block of 10 (L1-L7)	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00
One on One 1/2 hr	\$45.00	\$43.64	\$4.36	\$48.00	\$3.00
One on One 1/2 hr (per lesson) – Multiple Lessons	\$35.00	\$33.64	\$3.36	\$37.00	\$2.00
Two on one 1/2 hr – multiple lessons	\$50.00	\$56.36	\$5.64	\$62.00	\$12.00
Adult (Block of ten Lessons)	\$180.00	\$163.64	\$16.36	\$180.00	\$0.00

### Children Parties – 10 children

extra child	\$18.00	\$18.18	\$1.82	\$20.00	\$2.00
1					
Childrens Parties – 10 children	\$180.00	\$181.82	\$18.18	\$200.00	\$20.00

### Group Fitness Classes

Casual visit	\$13.00	\$12.00	\$1.20	\$13.20	\$0.20
Concession casual visit	\$10.00	\$9.27	\$0.93	\$10.20	\$0.20

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

### Group Fitness Classes [continued]

Season pass holder only	\$7.00	\$6.55	\$0.65	\$7.20	\$0.20
10 visit adult	\$115.00	\$106.36	\$10.64	\$117.00	\$2.00
10 visit concession	\$80.00	\$74.55	\$7.45	\$82.00	\$2.00
10 visit season pass holder	\$70.00	\$65.45	\$6.55	\$72.00	\$2.00

### Season Pass

Pre- Season discount of 10% off season passes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Adult Season Pass	\$520.00	\$481.82	\$48.18	\$530.00	\$10.00
Concession/ Childrens season Pass	\$395.00	\$363.64	\$36.36	\$400.00	\$5.00
Family Season Pass (2+3)	\$1,040.00	\$969.09	\$96.91	\$1,066.00	\$26.00

### Hire Charges

Department for Education & Child development & VACSWIM Lane hire exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lane Hire (casual user per hour)	\$30.00	\$27.27	\$2.73	\$30.00	\$0.00
Lane Hire (regular user per hour)	\$20.00	\$18.18	\$1.82	\$20.00	\$0.00

### Carnival Hire

10 books of 10 tickets to be provided for promotional Purposes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Entire Centre (including Junior pools, Centre closed to public) per hr (does not include participant entry fee)	\$250.00	\$231.82	\$23.18	\$255.00	\$5.00
Main Pool (8 lanes of main pool, Junior pools open to public) per hour (does not include participant entry fee)	\$220.00	\$204.55	\$20.45	\$225.00	\$5.00
Unley Amateur Swimming Club					By negotiation
Water Polo (1/2 the main pool + set up fee)	\$150.00	\$140.91	\$14.09	\$155.00	\$5.00
Other Groups					By negotiation

### DEVELOPMENT SERVICES

Category 3 Advertising Charge	\$500.00	\$454.55	\$45.45	\$500.00	\$0.00
Local Nuisance Exemption Application fee	\$105.00	\$97.60	\$0.00	\$97.60	-\$7.40

The Nuisance and Litter regulations 6,1(b) prescribe that Council is to set the fee under the powers of 188 (1)(g) of th

### COPIES DEVELOPMENT APPLICATION Documents

Photocopying B&W A4 (per page)	\$0.30	\$0.30	\$0.00	\$0.30	\$0.00
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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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## COPIES DEVELOPMENT APPLICATION Documents [continued]

Photocopying B&W A3 (per page)	\$0.40	\$0.40	\$0.00	\$0.40	\$0.00
Photocopying Colour A4 (per page)	\$1.40	\$1.40	\$0.00	\$1.40	\$0.00
Photocopying Colour A3 (per page)	\$1.50	\$1.50	\$0.00	\$1.50	\$0.00
Fee per A1 black & white copy	\$4.00	\$4.00	\$0.00	\$4.00	\$0.00
Fee per A2 black and white copy	\$3.50	\$3.50	\$0.00	\$3.50	\$0.00
Fee per A0 black and white copy	\$6.00	\$6.00	\$0.00	\$6.00	\$0.00

## COPIES DEVELOPMENT PLAN

Request Copies of documents on notice	\$25.00	\$25.00	\$0.00	\$25.00	\$0.00
Request to view plans not on notice*					No charge
Request to view plans when archived off site*					No charge
Certificate of Title (required for planning assessment)*	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00

Land Services Group advise increase annually

## Development Act 31(3)

Hard Copy	\$41.00	\$41.00	\$0.00	\$41.00	\$0.00
Electronic Copy	\$11.00	\$11.00	\$0.00	\$11.00	\$0.00

## ASSETS AND INFRASTRUCTURE

### ENCROACHMENT PERMIT

#### Application fee

Application fee	\$55.50	\$57.00	\$0.00	\$57.00	\$1.50
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#### Permit Renewal and Cancellation

An Encroachment Permit is valid for 12 months upon approval unless a longer term is approved by an appropriate delegate, and may be cancelled or amended if:

The owner/occupier fails to comply

(If the encroachment is approved, the following fees apply in relation to the issue of a Permit for the first year)

A fee at 50% of the standard rate described in Parts 1 to 6 to encroachments applies as follows:

- Where a property is State or or local heritage listed (or on an interim/provisional list) as contained in the Unley (City) Development Plan or on the State Heritage Register, or contained as a proposed heritage place within a draft Development Plan Amendment; or
- Where the property owner demonstrates that the encroachment was constructed prior to 1945, and/or contributes to the historic character of the building (as determined by Council's Heritage Advisory Service provider).

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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### Permit Renewal and Cancellation [continued]

Renewal Fee	\$113.50	\$116.00	\$0.00	\$116.00	\$2.50
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### Type of Encroachment – 1

Verandah, cornice, awning, hood, sign (non freestanding), pergola, or covered way projecting from non-residential premises and being used directly for any commercial purpose or activity.

15% of the Gross Rental Value of one square metre of the Relevant Adjacent Property multiplied by the area of the pediment, cornice, awning, hood, sign, pergola, or covered way, expressed in square metres.

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 2

Any balcony projecting from non-residential premises and being used directly for any commercial purpose or activity.

20% of the Gross Rental Value of one square metre of the Relevant Adjacent Property multiplied by the area of the balcony expressed in square metres.\* \*

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 3

Verandah, pediment, cornice, awning, hood, sign, pergola, or covered way projecting from residential premises and being used directly for any commercial purpose or activity

3% of the Gross Rental Value of one square metre of the Relevant Adjacent Property multiplied by the area of the pediment, cornice, awning, hood, sign, pergola, or covered way, expressed in square metres.\* \*

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 4

Any balcony projecting from residential premises (except as in paragraph 5)

A one-off fee to be paid by the developer. The fee will be determined by independent valuation based on the value added to the site by the encroachment – Minimum fee : \$100 (adjusted with Adelaide Consumer Price index)	\$108.50	\$111.00	\$0.00	\$111.00	\$2.50
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### Type of Encroachment – 5

Any balcony projecting from premises and being used directly for any commercial purpose or activity

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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### Type of Encroachment – 5 [continued]

3% of the Gross Rental Value of one square metre of the Relevant Adjacent Property multiplied by the area of the balcony, expressed in square metres.\* +

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 6

Any overpass, sky bridge, or other structure, not being a balcony, verandah, pediment, cornice, awning, hood, sign, pergola, or covered way

20% of the Gross Rental Value of one square metre of the Relevant Adjacent Property multiplied by the area of the bridge or other structure expressed in square metres.\* +

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 7

Any footing or other structure including any tunnel, duct, underpass, lift or escalator pit, lift or escalator footing or lift overrun.

1% above the annualised last published Consumer Price Index for Adelaide of the value of the area on or under the public place occupied by the encroachment.

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$170.00	\$174.00	\$0.00	\$174.00	\$4.00
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### Type of Encroachment – 8

Signs and/or advertisements which are not in the form of an applied finish to the encroachment (i.e. painted or stencilled)

\$200.00 per square metre of total surface area.\*

Minimum fee: \$200.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$227.00	\$232.00	\$0.00	\$232.00	\$5.00
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## MISCELLANEOUS ITEMS

### Council Documents

By Laws (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
By-Laws (full set)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Code of Practice for Access to Meetings and Associated Documents	\$0.00	\$3.00	\$0.00	\$3.00	\$3.00
Code of Practice for Meeting Procedures	\$0.00	\$3.00	\$0.00	\$3.00	\$3.00
Fees and Charges (Full Document)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21		Increase \$
			GST	Fee (incl. GST)	

## Council Documents [continued]

Fees and Charges (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Minutes of Council, Committee or Sub-Committee Meeting	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Notice of Agenda for Meetings of Council and Committees (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Representation Options Papers and Reports on Reviews	\$0.00	\$10.00	\$0.00	\$10.00	\$10.00
Strategic Management Plans (full set)	\$0.00	\$10.00	\$0.00	\$10.00	\$10.00

## Meeting Papers, Minutes and Reports to Council

### Notices, Agendas and Reports and Minutes for meetings of Council, Committees etc (per page)

Photocopying B&W A4 (per page)	\$0.30	\$0.30	\$0.00	\$0.30	\$0.00
Photocopying B&W A3 (per page)	\$0.40	\$0.40	\$0.00	\$0.40	\$0.00

## Register

Allowances and Benefits – Elected Members (full set)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Allowances and Benefits – Elected Members (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Campaign Donation Returns (full set)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Campaign Donation Returns (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Community Land Register (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Delegations Register (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Financial Interests – CAP (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Financial Interests – Elected Members (full set)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Financial Interests – Elected Members (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Public Roads Register (full register)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Public Roads Register (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Remuneration, Salaries and Benefits Register (full register)	\$0.00	\$5.00	\$0.00	\$5.00	\$5.00
Remuneration, Salaries and Benefits Register (per page)	\$0.00	\$0.50	\$0.00	\$0.50	\$0.50
Copy Register of Members' Interests (individual return)	\$6.30	\$6.30	\$0.00	\$6.30	\$0.00
Copy Register of Members' Interests (complete register)	\$36.00	\$36.00	\$0.00	\$36.00	\$0.00

## Customer Service

Photocopying B&W A4 (per page)	\$0.30	\$0.27	\$0.03	\$0.30	\$0.00
Photocopying B&W A3 (per page)	\$0.40	\$0.36	\$0.04	\$0.40	\$0.00
Photocopying Colour A4 (per page)	\$1.40	\$1.27	\$0.13	\$1.40	\$0.00

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Name	Year 19/20 Fee	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Increase \$
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### Customer Service [continued]

Photocopying Colour A3 (per page)	\$1.50	\$1.36	\$0.14	\$1.50	\$0.00
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### Voters Roll

The Voters Roll is available for inspection free of charge by any member of the public (refer S15ss14 of the LGEA 1999), however, a member of the public may not purchase the roll. The costs listed below apply to standing candidates during an election period only

Voters Roll for the Area (Candidates) (after first copy)	\$0.00	\$3.00	\$0.00	\$3.00	\$3.00
House of Assembly and Council Roll (Paper Copy)	\$85.00	\$85.00	\$0.00	\$85.00	\$0.00
House of Assembly and Council Roll per ward (Paper Copy) (First paper copy is free – see exception below)	\$19.00	\$19.00	\$0.00	\$19.00	\$0.00

## PHOTOCOPYING OF COUNCIL DOCUMENTS

### Council Documents

Photocopying & copies of Council documents otherwise not listed (including Legislation, By-laws, Code of Practice Procedures at Meetings, Representation Reviews, Policies, Delegations, etc.)

Rate Notice reprints – 1st reprint of current year					Free
Further copies of prior year rate notice reprints \$10 each	\$10.00	\$10.00	\$0.00	\$10.00	\$0.00
Photocopying B&W A4 (per page)	\$0.30	\$0.30	\$0.00	\$0.30	\$0.00
Photocopying B&W A3 (per page)	\$0.40	\$0.40	\$0.00	\$0.40	\$0.00
Photocopying Colour A4 (per page)	\$1.40	\$1.40	\$0.00	\$1.40	\$0.00
Photocopying Colour A3 (per page)	\$1.50	\$1.50	\$0.00	\$1.50	\$0.00
Investigation and Archival Retrieval where information not readily available from current data (per 30 minutes)	\$42.50	\$42.50	\$0.00	\$42.50	\$0.00
List Property Addresses & Names (Assessment Records) – cost per entry. As per S 174 (2) LG Act 1999	\$3.60	\$3.60	\$0.00	\$3.60	\$0.00



Fee Name	Parent	Page
<b>Index of all fees</b>		
<b>Other</b>		
"Friday for a cause" Gold Coin Entry	[Admission Costs]	23
<b>0</b>		
0.5 Truck Load	[WOODCHIPS/MULCH]	22
<b>1</b>		
1 – 5 square metres	[Bitumen]	22
1 – 5 square metres	[Pavers]	22
1 Truck Load (3 tonne/4cubic metres)	[WOODCHIPS/MULCH]	22
10 books of 10 tickets to be provided for promotional Purposes	[Carnival Hire]	25
10 visit adult	[Group Fitness Classes]	25
10 visit concession	[Group Fitness Classes]	25
10 visit season pass holder	[Group Fitness Classes]	25
11 – 15 square metres	[Bitumen]	22
11 – 15 square metres	[Pavers]	22
11 – 15 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	23
11-20 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	18
1-4 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	18
1-5 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	23
<b>2</b>		
22% Commission on all sales	[GALLERY]	9
<b>5</b>		
5-10 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	18
<b>6</b>		
6 – 10 square metres	[Bitumen]	22
6 – 10 square metres	[Pavers]	22
6 – 10 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	23
<b>A</b>		
A History of Unley and Goodwood	[MUSEUM]	21
A one-off fee to be paid by the developer. The fee will be determined by independent valuation based on the value added to the site by the encroachment – Minimum fee : \$100 (adjusted with Adelaide Consumer Price index	[Type of Encroachment – 4]	27
Accredited Assistance Dog	[DOG REGISTRATIONS]	10
Across footpath +	[REINSTATEMENT]	22
Additional Garbage 140L MGB – domestic/Council/groups	[WASTE MANAGEMENT SERVICES]	12
Additional Garbage 140L MGB – Kindy/school/childcare	[WASTE MANAGEMENT SERVICES]	12
Additional Green Organics 240L MGB – domestic/Council/ groups	[WASTE MANAGEMENT SERVICES]	12
Additional Green Organics 240L MGB – Kindy/school/childcare	[WASTE MANAGEMENT SERVICES]	12
Additional Recycling 240L MGB – domestic/Council/groups	[WASTE MANAGEMENT SERVICES]	12
Additional Recycling 240L MGB – Kindy/school/childcare (in excess of 500 – fee per bin)	[WASTE MANAGEMENT SERVICES]	12

continued on next page —

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Fee Name	Parent	Page
<b>A [continued]</b>		
Additional Recycling 240L MGB – Kindy/school/childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	[WASTE MANAGEMENT SERVICES]	12
Additional Toilet Cleaning, hourly rate	[COMMUNITY EVENT COSTS]	17
Adult (70-80 years) photo id required	[Admission Costs]	23
Adult (80-90 years) photo ID required	[Admission Costs]	23
Adult (90 – 100 years) photo ID required	[Admission Costs]	23
Adult (Block of ten Lessons)	[Learn to Swim]	24
Adult 100+ ( Free )	[Admission Costs]	23
Adult 5 visit pass (available month of May only)	[Admission Costs]	24
Adult 5 visit Programs pass (available month of May only)	[Admission Costs]	24
Adult Groups (per person) invoice rate structured activity	[Admission Costs]	24
Adult Groups (per person) invoice rate un-structured activity	[Admission Costs]	24
Adult Season Pass	[Season Pass]	25
Adults	[Admission Costs]	23
After Hours/ Saturday per hr Minimum 3 Hours	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	14
After Hrs / Sunday per hr Minimum 3 hrs	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	14
Allowances and Benefits – Elected Members (full set)	[Register]	29
Allowances and Benefits – Elected Members (per page)	[Register]	29
Any Day Rate – per hour	[KITCHEN/ DINING ROOM]	6
Application fee	[Application fee]	26
Application fee for Administration (excl Development Application – \$78.75)	[STREET CAFE and OUTDOOR DINING]	15
Authorisation to alter public road	[APPLICATIONS TO ALTER PUBLIC ROAD]	23
<b>B</b>		
B & W Photocopying A3 page	[LIBRARIES – GENERAL]	20
B & W Photocopying A4 page	[LIBRARIES – GENERAL]	20
Bin on Street / Skip/ Shipping Container approval (maximum of 7 days)	[Temporary Parking Controls]	14
Block of 10 (L1-L7)	[Learn to Swim]	24
Block of 10 babies and toddlers	[Learn to Swim]	24
Boffa Lane Car Park (per 3 hr period)	[PAID PARKING]	13
Bond – Banquet Room	[BONDS]	9
Bond – Lounge	[BONDS]	9
Bond – Parkview	[BONDS]	9
Bond All rear	[BONDS]	9
Bond All Rear High Risk Hirer	[BONDS]	9
Bond for key to access tennis court lights	[TENNIS COURT (HARD COURTS)]	18
Bond Large Function > 80 people	[MAIN HALL]	5
Bond Lounge /Dining High Risk Hirer	[BONDS]	9
Bond Standard Function < 80 people	[MAIN HALL]	5
Bonds – Red, Study, Howard, Board, Community Rooms	[BONDS]	9
Book (10 tickets)	[Admission Costs]	24
Book (30 tickets)	[Admission Costs]	24
Book Club	[LIBRARIES – GENERAL]	20
Book sale items (Range from \$0.50 to \$10.00)	[LIBRARIES – GENERAL]	20
Box Gutter per lineal metre	[DISPOSAL OF STORMWATER]	22
Braested – An English House	[MUSEUM]	21
Building work, filming, wide loads & works by public authorities – 1st Day	[Temporary Parking Controls]	14
Business Parking Permit – per permit per annum	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14

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Fee Name	Parent	Page
<b>B [continued]</b>		
Business Registration (per dog)(not entitled to rebates)	[REGISTRATIONS]	11
BUSKING – fee per day (Permits for Business Purposes Policy S222 LGA)	[BUSKING]	15
By Laws (per page)	[Council Documents]	28
By-Laws (full set)	[Council Documents]	28
<b>C</b>		
Campaign Donation Returns (full set)	[Register]	29
Campaign Donation Returns (per page)	[Register]	29
Car Park – hire of front Car Park	[Other]	10
Carers for mobility impaired	[Admission Costs]	23
Casual babies and toddlers	[Learn to Swim]	24
Casual Hire during daylight hours (per hr/ per court)	[TENNIS COURT (HARD COURTS)]	17
Casual hire during daylight hours (per hr/ per court) Regular hirer / Clubs/ Schools	[TENNIS COURT (HARD COURTS)]	18
Casual Hire including lights (per hr/ per court)	[TENNIS COURT (HARD COURTS)]	17
Casual hire including lights (per hr/ per court) Regular hirer/ Clubs/Schools	[TENNIS COURT (HARD COURTS)]	18
Casual visit	[Group Fitness Classes]	24
Cat Cage Deposit	[MISCELLANEOUS]	11
Cat Cage Deposit (Concession)	[MISCELLANEOUS]	11
Category 3 Advertising Charge	[DEVELOPMENT SERVICES]	25
Centre Based Group Activities – Full Pensioner per session	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Centre Based Group Activities – Self Funded Retiree per session	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Certificate of Title (required for planning assessment)*	[COPIES DEVELOPMENT PLAN]	26
Children (5 – 15)	[Admission Costs]	23
Children 1 – 4 years	[Admission Costs]	23
Children Under 12 months	[Admission Costs]	23
Childrens Parties – 10 children	[Children Parties – 10 children]	24
Cleaning Fee	[Full Day and Night]	5
Code of Practice for Access to Meetings and Associated Documents	[Council Documents]	28
Code of Practice for Meeting Procedures	[Council Documents]	28
Collection of Illegal Dumped Rubbish (per hr per staff member)	[Compost / Other]	13
Colour Photocopying A3 page	[LIBRARIES – GENERAL]	20
Colour Photocopying A4 page	[LIBRARIES – GENERAL]	20
Community Bus Service – out and about Tours (refreshments & activity costs at own expense)	[Other]	17
Community Facility name signs	[Temporary Parking Controls]	14
Community Land Register (per page)	[Register]	29
Compost Bin (each)	[Compost / Other]	13
Compost Bin (two)	[Compost / Other]	13
Concession 5 visit pass (available month of May only)	[Admission Costs]	24
Concession 5 visit Programs pass (available month of May only)	[Admission Costs]	24
Concession Book (10 tickets)	[Admission Costs]	24
Concession Book (30 tickets)	[Admission Costs]	24
Concession casual visit	[Group Fitness Classes]	24
Concession/ Childrens season Pass	[Season Pass]	25
Concessions -together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	[LIBRARIES – TOY]	21
Conference Room – hire fee per hr	[CONFERENCE ROOM]	5
Copy Register of Members' Interests (complete register)	[Register]	29

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Fee Name	Parent	Page
<b>C [continued]</b>		
Copy Register of Members' Interests (individual return)	[Register]	29
Craft Corner	[PROGRAMS]	6
<b>D</b>		
Daily Holding Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Damaged/Lost Toy	[LIBRARIES – TOY]	21
Defined retail precincts – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Defined retail precincts – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Delegations Register (per page)	[Register]	29
Department for Education & Child development & VACSWIM Lane hire exemption	[Hire Charges]	25
Desktop Audit (at Auditors Office) per hr	[FOOD SAFETY AUDITS]	12
Desktop Audit (on-site) per hr	[FOOD SAFETY AUDITS]	12
Development of Traffic Management Plan	[COMMUNITY EVENT COSTS]	17
Disposal of Illegally Dumped Rubbish (per cubic metre)	[Compost / Other]	13
Dog Bags Compostable Biobag	[Waste Services]	13
Dog bone holder (1) Blue	[Waste Services]	13
Dog pouch holder (1) Green	[Waste Services]	13
Domestic Assistance – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Domestic Assistance Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Drawing and Sketching	[PROGRAMS]	6
Dumping of Waste – Full Pensioner (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Dumping of Waste – Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
<b>E</b>		
Ear Bud Headphones	[LIBRARIES – UNLEY (CIVIC CENTRE)]	20
Electronic Copy	[Development Act 31(3)]	26
English Language Program – Casual	[Additional Set up Time – Relevant Hourly Rate]	9
English Language Program – Term	[Additional Set up Time – Relevant Hourly Rate]	10
Entire Centre (including Junior pools, Centre closed to public) per hr (does not include participant entry fee)	[Carnival Hire]	25
Event bins – missing/ not recovered	[Special Events (240L MGB hire costs)]	13
Event bins \$195 + \$10.00 per bin extra child	[Special Events (240L MGB hire costs)] [Children Parties – 10 children]	13 24
<b>F</b>		
Family (2 adults + 3 children)	[Admission Costs]	24
Family per year – together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	[LIBRARIES – TOY]	21
Family Season Pass (2+3)	[Season Pass]	25
Fee per A0 black and white copy	[COPIES DEVELOPMENT APPLICATION Documents]	26
Fee per A1 black & white copy	[COPIES DEVELOPMENT APPLICATION Documents]	26
Fee per A2 black and white copy	[COPIES DEVELOPMENT APPLICATION Documents]	26
Fees and Charges (Full Document)	[Council Documents]	28
Fees and Charges (per page)	[Council Documents]	29
Fees for seizure and detention	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Financial Interests – CAP (per page)	[Register]	29
Financial Interests – Elected Members (full set)	[Register]	29
Financial Interests – Elected Members (per page)	[Register]	29

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Fee Name	Parent	Page
<b>F [continued]</b>		
Food Premises – Adelaide Show at the Showgrounds (up to 8 days)	[Other]	11
Food Premises – charitable/not for profit (ineligible for GST )	[Other]	12
Food Premises – Food transport vehicle with Notification from another Council	[Other]	12
Food Premises – nominal risk (newsagents, chemists)	[Other]	12
Food Premises – Stalls at fetes, trading tables etc.	[Other]	12
Friday Social Group	[Additional Set up Time – Relevant Hourly Rate]	9
Friday, Saturday(8am– midnight) Sunday (8am-10pm)	[Full Day and Night]	5
From Cottage to Community Centre	[MUSEUM]	21
Full day	[NORTHERN MEETING ROOM]	6
Full Day Session – weekend	[WHOLE BUILDING (Hirable space) 575 sq m]	8
Full Day Weekday	[RED ROOM]	7
Full Day Weekend	[RED ROOM]	7
Further copies of prior year rate notice reprints \$10 each	[Council Documents]	30
<b>G</b>		
Garbage 140L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	[WASTE MANAGEMENT SERVICES]	12
Gardening – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Gardening – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Gardening Volunteer based – Full Pensioner (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Gardening Volunteer based – Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
General Research Request	[MUSEUM]	21
Greater than 15 square metres	[Bitumen]	22
Greater than 15 square metres	[Pavers]	22
Greater than 15 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	23
Green Organics 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy) subject to demonstrated need.	[WASTE MANAGEMENT SERVICES]	12
Group per year – together with \$5 discount membership voucher/promotion applied as determined by the Toy Library co-ordinator.	[LIBRARIES – TOY]	21
Gutter Clean – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Gutter Clean – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
<b>H</b>		
Half Day	[NORTHERN MEETING ROOM]	6
Handyman Services Full Pensioner per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Handyman Services Self Funded Retiree per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Hard Copy	[Development Act 31(3)]	26
Hire Aboistop Collar	[ANIMAL MANAGEMENT ACT – Non Statutory]	11
Hire Cost /site/week – commercial organisation	[BANNERS]	23
Hire of front car park	[CAR PARK]	9
Hourly rate	[RED ROOM]	7
Hourly Rate	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Hourly Rate	[COMMUNITY ROOM – 40 sq m]	7
Hourly Rate	[PARKVIEW ROOM – 85 sq m]	7
Hourly Rate	[LOUNGE, KITCHEN]	8
Hourly Rate	[BANQUET ROOM – 195 sq m]	8

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Fee Name	Parent	Page
<b>H [continued]</b>		
Hourly Rate	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Hourly Rate	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Hourly Rate – Friday – Sunday	[Full Day and Night]	5
Hourly Rate – Monday to Thursday	[Full Day and Night]	5
House History Searches	[MUSEUM]	21
House of Assembly and Council Roll (Paper Copy)	[Voters Roll]	30
House of Assembly and Council Roll per ward (Paper Copy) (First paper copy is free – see exception below)	[Voters Roll]	30
<b>I</b>		
Immediate collection of hard refuse(within 5 days) not including mattresses	[Compost / Other]	13
Impounding Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Installation Cost/Banner	[BANNERS]	23
Installation of tree wells in verge	[TREE WATER WELLS]	23
Installation or removal of temporary parking controls and road closures – After hours (M-F) & Saturday (2 staff members / 3 hour call out)	[COMMUNITY EVENT COSTS]	17
Installation or removal of temporary parking controls and road closures – Sundays and Public Holidays (2 Staff members / 3 hour call out)	[COMMUNITY EVENT COSTS]	17
Inter Library loans – (eg Interstate libraries)	[LIBRARIES – GENERAL]	20
Investigation and Archival Retrieval where information not readily available from current data (per 30 minutes)	[Council Documents]	30
<b>J</b>		
Joint Venture On-Street Car Park Annual Permit	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
<b>K</b>		
KERB AND WATER TABLE-Per lineal metre	[KERB]	22
Kitchen Caddy (inc roll of 52 liners & sticker)	[WASTE MANAGEMENT SERVICES]	12
<b>L</b>		
Lane Hire (casual user per hour)	[Hire Charges]	25
Lane Hire (regular user per hour)	[Hire Charges]	25
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	19
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	19
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldier's Memorial Gardens, Unley Oval – Schools with Community use agreements	[EVENTS IN OPEN SPACES]	19
Large Scale Event Refundable Bond – Payable for events expecting 1000 or more attendees and/or involves road closures or speed restrictions and/or involves activity that council deems as high risk	[COMMUNITY EVENT COSTS]	17

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Fee Name	Parent	Page
<b>L [continued]</b>		
Late Cancellation fee	[Special Purpose & Non-Profit Community Group (Charter)]	16
Late Return fee per day	[MISCELLANEOUS]	11
Let's Dance	[PROGRAMS]	6
Library Bag	[LIBRARIES – GENERAL]	20
Library programs and events	[LIBRARIES – GENERAL]	20
List Property Addresses & Names (Assessment Records) – cost per entry. As per S 174 (2) LG Act 1999	[Council Documents]	30
Local Nuisance Exemption Application fee	[DEVELOPMENT SERVICES]	25
Lost item tags – Toy Library	[LIBRARIES – TOY]	21
Lost Toy packaging	[LIBRARIES – GENERAL]	20
<b>M</b>		
Mah Jong Group per person	[Additional Set up Time – Relevant Hourly Rate]	9
Main Pool (8 lanes of main pool, Junior pools open to public) per hour (does not include participant entry fee)	[Carnival Hire]	25
Mandatory advertisement – notification of road closure (Messenger newspaper – standard size)	[COMMUNITY EVENT COSTS]	17
Meal Service – from \$3.00 – \$12.00	[COMPLETE FACILITY]	6
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	18
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools and Sporting Groups / per hour charge	[EVENTS IN OPEN SPACES]	19
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools with Community use agreements	[EVENTS IN OPEN SPACES]	19
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	19
Minimum Charge	[Special Purpose & Non-Profit Community Group (Charter)]	16
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 1]	27
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 2]	27
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 3]	27
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 5]	28
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 6]	28
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 7]	28

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Fee Name	Parent	Page
<b>M [continued]</b>		
Minimum fee: \$200.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 8]	28
Minutes of Council, Committee or Sub-Committee Meeting	[Council Documents]	29
Missing Pieces	[LIBRARIES – TOY]	21
Mon – Fri	[Food Premises – large events at the Showgrounds (per day)]	11
Mon – Fri 3Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 4Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 5Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 6Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Monday – Thursday (8am – Midnight)	[Full Day and Night]	5
Mornington – A Gentleman's Residence	[MUSEUM]	21
Multi Dog Permit Application Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Multi Dog Permit Variation Application Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	11
<b>N</b>		
NATURE STRIPS Per square metre	[REINSTATEMENT]	22
Non-Standard Dog	[DOG REGISTRATIONS]	10
Non-Standard Dog – Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Temp Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained – Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained – Temp Concession	[DOG REGISTRATIONS]	10
Notice Fee	[LIBRARIES – GENERAL]	20
Notice of Agenda for Meetings of Council and Committees (per page)	[Council Documents]	29
<b>O</b>		
One on One 1/2 hr	[Learn to Swim]	24
One on One 1/2 hr (per lesson) – Multiple Lessons	[Learn to Swim]	24
One-off Sports booking – sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. (Schools & Sporting Groups) per hr	[EVENTS IN OPEN SPACES]	19
On-Site Audit (including re-audits) per hr	[FOOD SAFETY AUDITS]	12
Other commercial areas – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Other commercial areas – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Other Groups	[Carnival Hire]	25
<b>P</b>		
Pack of Compostable Dog bags	[Waste Services]	13
Paid Parking – Business Permits (per hr/per day)	[PAID PARKING]	13
Paid Parking(per hr/per day)	[PAID PARKING]	13
Painting with Acrylics	[PROGRAMS]	6
Payment for lost library materials – One Card System	[LIBRARIES – GENERAL]	20
Penalty for late Registration	[REGISTRATIONS]	11
Pensions/Unemployed/Health Card Holder	[Admission Costs]	24
Per day = 8 hours	[STUDY]	9
Per full day (8 hrs)	[MEETING ROOM]	20
Per half day (4 hrs)	[MEETING ROOM]	20
Per half day = 4 hours	[STUDY]	9
Per hour	[STUDY]	9
Per hour	[MEETING ROOM]	20

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Fee Name	Parent	Page
<b>P [continued]</b>		
Per Hour	[NORTHERN MEETING ROOM]	6
Per Kilometre	[Special Purpose & Non-Profit Community Group (Charter)]	16
Per lineal metre parallel to kerb	[REINSTATEMENT]	22
Per Week	[GALLERY]	9
Percentage rebate for partial year registration	[REGISTRATIONS]	11
Photocopying – A3 page	[Additional Set up Time – Relevant Hourly Rate]	10
Photocopying – A4 page	[Additional Set up Time – Relevant Hourly Rate]	10
Photocopying – B&W A3 page	[COMPLETE FACILITY]	6
Photocopying – B&W A4 page	[COMPLETE FACILITY]	6
Photocopying – Colour A3 page	[COMPLETE FACILITY]	6
Photocopying – Colour A3 page	[Additional Set up Time – Relevant Hourly Rate]	10
Photocopying – Colour A4 page	[COMPLETE FACILITY]	6
Photocopying – Colour A4 page	[Additional Set up Time – Relevant Hourly Rate]	10
Photocopying B&W A3 (per page)	[COPIES DEVELOPMENT APPLICATION Documents]	26
Photocopying B&W A3 (per page)	[Notices, Agendas and Reports and Minutes for meetings of Council, Committees etc (per page)]	29
Photocopying B&W A3 (per page)	[Customer Service]	29
Photocopying B&W A3 (per page)	[Council Documents]	30
Photocopying B&W A4 (per page)	[COPIES DEVELOPMENT APPLICATION Documents]	25
Photocopying B&W A4 (per page)	[Notices, Agendas and Reports and Minutes for meetings of Council, Committees etc (per page)]	29
Photocopying B&W A4 (per page)	[Customer Service]	29
Photocopying B&W A4 (per page)	[Council Documents]	30
Photocopying Colour A3 (per page)	[COPIES DEVELOPMENT APPLICATION Documents]	26
Photocopying Colour A3 (per page)	[Customer Service]	30
Photocopying Colour A3 (per page)	[Council Documents]	30
Photocopying Colour A4 (per page)	[COPIES DEVELOPMENT APPLICATION Documents]	26
Photocopying Colour A4 (per page)	[Customer Service]	29
Photocopying Colour A4 (per page)	[Council Documents]	30
Photograph of Unley Oval – SA v England 1903 (unframed)	[MUSEUM]	21
Photographic reproduction – Commercial use	[MUSEUM]	21
Photographic Scanning and Reproduction (minimum charge)	[MUSEUM]	21
Powerbox access fee (per powerbox / per day)	[COMMUNITY EVENT COSTS]	17
Pre- Season discount of 10% off season passes	[Season Pass]	25
Processing fee for lost library material – One Card System	[LIBRARIES – GENERAL]	20
Processing fee for lost toy library material – One Card System	[LIBRARIES – TOY]	21
Public Roads Register (full register)	[Register]	29
Public Roads Register (per page)	[Register]	29
<b>Q</b>		
Quilting Group and Tuesday Stitchers per person	[Additional Set up Time – Relevant Hourly Rate]	9
<b>R</b>		
Racing Greyhound and Working Livestock Dog	[DOG REGISTRATIONS]	10
Rate Notice reprints – 1st reprint of current year	[Council Documents]	30
Recycling 240L MGB – business/industrial/commercial for each multiple tenancy on a single assessment (per tenancy)	[WASTE MANAGEMENT SERVICES]	12
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – City of Unley based clubs	[EVENTS IN OPEN SPACES]	19

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Fee Name	Parent	Page
<b>R [continued]</b>		
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – user groups based outside of Council area	[EVENTS IN OPEN SPACES]	19
Remuneration, Salaries and Benefits Register (full register)	[Register]	29
Remuneration, Salaries and Benefits Register (per page)	[Register]	29
Renewal Fee	[Permit Renewal and Cancellation]	27
Replacement (lost or damaged)	[MISCELLANEOUS]	11
Replacement Dog Registration Disc	[REGISTRATIONS]	11
Replacement library card	[LIBRARIES – GENERAL]	20
Replacement Parking Permit / Exemption Label	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Replacement Toy Library card	[LIBRARIES – TOY]	21
Representation Options Papers and Reports on Reviews	[Council Documents]	29
Request Copies of documents on notice	[COPIES DEVELOPMENT PLAN]	26
Request to view plans not on notice*	[COPIES DEVELOPMENT PLAN]	26
Request to view plans when archived off site*	[COPIES DEVELOPMENT PLAN]	26
Resident Parking Permit for 2 years	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Residential areas – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Residential areas – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	15
Residential Parking Permit in Excess of Policy Entitlements Annual	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Respite – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Respite – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Response Crew Assistance eg. delivery of bollards, bunting, line marking, assistance with installation of event infrastructure – After Hours (M-F) & Saturday (one staff member / three hour call out)	[COMMUNITY EVENT COSTS]	17
Response Crew Assistance eg. delivery of bollards, bunting, line marking, assistance with installation of event infrastructure – Sundays & Public Holidays – (one staff member / three hour call out)	[COMMUNITY EVENT COSTS]	17
Retreat – Per day	[RETREAT]	9
Reusable Coffee cups – (Keep Cups)	[FULLARTON PARK COMMUNITY CENTRE]	7
Roll of 100 Compostable liners	[WASTE MANAGEMENT SERVICES]	12
Roll of 52 Compostable liners	[WASTE MANAGEMENT SERVICES]	13
Roll of 75 Compostable Biobag liners	[WASTE MANAGEMENT SERVICES]	13
Rolling Closures at request of Police	[Temporary Parking Controls]	14
<b>S</b>		
Sat/ Sun	[Food Premises – large events at the Showgrounds (per day)]	11
Sat/ Sun 3Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 4Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 5Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 6Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
School Groups (per person) invoice rate structured activity	[Admission Costs]	24
School Groups (per person) invoice rate unstructured activity	[Admission Costs]	24
Season pass holder only	[Group Fitness Classes]	25
Seasonal use – max 20 hours or 2 terms	[TENNIS COURT (HARD COURTS)]	17
Session Weekday	[RED ROOM]	7
Session Weekend	[RED ROOM]	7

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Fee Name	Parent	Page
<b>S [continued]</b>		
Set of 4 historic images on cards with envelopes – \$1 per card – Set of 4 = \$4	[MUSEUM]	21
Shopping Bus Service (one way fee)	[Other]	16
Shopping Support – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Shopping Support – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	18
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools and Sporting Groups / per hour charge	[EVENTS IN OPEN SPACES]	18
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools with Community use agreements	[EVENTS IN OPEN SPACES]	18
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	18
Social Activities and Trips – Full Pensioner per trip (Refreshments and activity costs at own expense)	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Social Activities and Trips – Self Funded Retirees per trip (Refreshments and activity costs at own expense)	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Social Support One on One Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Social Support One on One Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Special Events including school holiday program events	[MUSEUM]	21
Spectators/ Supervising Adults	[Admission Costs]	24
Spring Clean – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Spring Clean Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Stage – per 8 hrs	[COMPLETE FACILITY]	6
Stage – per hour	[COMPLETE FACILITY]	6
Standard annual fee regardless of group size	[COMMERCIAL DOG TRAINING IN PARKS]	18
Standard Dog	[DOG REGISTRATIONS]	10
Standard Dog – Concession	[DOG REGISTRATIONS]	10
Standard Dog – Temp Concession	[DOG REGISTRATIONS]	10
Standard Dog – Trained	[DOG REGISTRATIONS]	10
Standard Dog – Trained – Concession	[DOG REGISTRATIONS]	10
Standard Dog – Trained – Temp Concession	[DOG REGISTRATIONS]	10
Storage fee per day	[VEHICLE IMPOUNDING FEE]	14
Stormwater Pipe (80mm) per lineal metre	[DISPOSAL OF STORMWATER]	22
Strategic Management Plans (full set)	[Council Documents]	29
Street Parties i.e. non-commercial (M-F)	[TEMPORARY ROAD CLOSURES]	14
Street Parties i.e. non-commercial (Sat -Sun)	[TEMPORARY ROAD CLOSURES]	14
Street Parties i.e. non-commercial (Sat)	[Temporary Parking Controls]	14
Street Party/ on Street Event – with commercial benefit	[TEMPORARY ROAD CLOSURES]	14
Street Traders – Mobile Street Traders – per month	[STREET TRADERS]	15
Street Trading Table Licence/day	[STREET TRADERS]	15
Street. Traders – on-street public events (per day)	[STREET TRADERS]	15
Street. Traders on footway-roadway/yr	[STREET TRADERS]	15

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Fee Name	Parent	Page
<b>S [continued]</b>		
Street. Traders-Mobile Street Trader/ Yearly fee	[STREET TRADERS]	15
Strength for Life	[PROGRAMS]	6
<b>T</b>		
Tai Chi	[PROGRAMS]	6
Tech Help (45 minute support sessions on own device)	[Digital Literacy Classes]	20
Temporary hoarding on Council Roads	[TEMPORARY ROAD CLOSURES]	14
Temporary Member – Borrowing Fee per loan	[LIBRARIES – TOY]	21
To hire – a section of “fencing” per week or part thereof	[BOLLARDS & SIGNS]	23
To hire – a sign or bollard per week or part thereof	[BOLLARDS & SIGNS]	23
TOP DRESS BITUMEN-Per square metre	[DRIVEWAY]	22
Toy – deleted item (Range from \$0.50-\$10)	[LIBRARIES – GENERAL]	20
Travel (more than 50km away from Council Offices) per hr	[FOOD SAFETY AUDITS]	12
Two on one 1/2 hr – multiple lessons	[Learn to Swim]	24
<b>U</b>		
UNDERGROUND ELECTRICAL REINSTATEMENT	[REINSTATEMENT]	22
Unley Amateur Swimming Club	[Carnival Hire]	25
Unley Museum – Promotional items	[MUSEUM]	21
<b>V</b>		
Vehicle Impounding Fee	[VEHICLE IMPOUNDING FEE]	14
Volunteer based car service – Full Pensioner per trip (each way)	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Volunteer based car service – Self Funded Retiree per trip (each way)	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Voters Roll for the Area (Candidates) (after first copy)	[Voters Roll]	30
<b>W</b>		
Walford's Houses	[MUSEUM]	21
Water Polo (1/2 the main pool + set up fee)	[Carnival Hire]	25
Watercolour painting	[PROGRAMS]	6
Weekday – Double session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Evening session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Evening session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Single session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Double session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Double session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Double session	[BANQUET ROOM – 195 sq m]	8
Weekday – Evening session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Evening session	[LOUNGE, KITCHEN]	8
Weekday – Evening session	[BANQUET ROOM – 195 sq m]	8
Weekday – over 7 hours	[CRAFT STUDIO]	9
Weekday – per hour	[CRAFT STUDIO]	9
Weekday – Single session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Single session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Single session	[BANQUET ROOM – 195 sq m]	8
Weekday (up to 8 hours)	[Main HALL & KITCHEN]	5
Weekday (Up to 8 Hours)	[MAIN HALL]	5
Weekday (Up to 8 Hours)	[KITCHEN/ DINING ROOM]	5
Weekday (Up to 8 Hours)	[COMPLETE FACILITY]	6
Weekday Rate – per hour	[Main HALL & KITCHEN]	5
Weekday Rate – Per Hour	[MAIN HALL]	5

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Fee Name	Parent	Page
<b>W [continued]</b>		
Weekday Rate – Per Hour	[COMPLETE FACILITY]	6
Weekday-Double session	[LOUNGE, KITCHEN]	8
Weekday-Double session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Double session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekday-Evening session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Evening session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekday-Single session	[LOUNGE, KITCHEN]	8
Weekday-Single session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Single session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend – Evening session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Evening session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Evening session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Evening session	[BANQUET ROOM – 195 sq m]	8
Weekend – Evening session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend – Full day session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Full day session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Full day session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Full day session	[BANQUET ROOM – 195 sq m]	8
Weekend – over 7 hours	[CRAFT STUDIO]	9
Weekend – per hour	[CRAFT STUDIO]	9
Weekend – Single session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Single session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Single session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Single session	[BANQUET ROOM – 195 sq m]	8
Weekend (up to 8 hours)	[KITCHEN/ DINING ROOM]	5
Weekend (Up to 8 Hours)	[MAIN HALL]	5
Weekend (Up to 8 Hours)	[Main HALL & KITCHEN]	5
Weekend (Up to 8 Hours)	[COMPLETE FACILITY]	6
Weekend Rate – Per Hour	[MAIN HALL]	5
Weekend Rate – Per Hour	[COMPLETE FACILITY]	6
Weekend Rate per hour	[Main HALL & KITCHEN]	5
Weekend-Evening session	[LOUNGE, KITCHEN]	8
Weekend-Evening session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Full day session	[LOUNGE, KITCHEN]	8
Weekend-Full day session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Full day session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend-Single session	[LOUNGE, KITCHEN]	8
Weekend-Single session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Single session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Wellbeing Suite – half day	[RETREAT]	9
Wellbeing Suite – per day	[RETREAT]	9
Whistler's Unley : Then and Now	[MUSEUM]	21
Window Cleaning Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Window Cleaning Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	16
Within Business Hours	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	14
Within Business hrs – Non Commercial	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	14
Work Zone /Tradesperson permit	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14

## DECISION REPORT

<b>REPORT TITLE:</b>	TRADER ASSOCIATION QUARTER 3 REPORTS 1 JANUARY TO 31 MARCH 2020
<b>ITEM NUMBER:</b>	4.5
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	AKARRA KLINGBERG
<b>JOB TITLE:</b>	COORDINATOR ECONOMIC DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. UNLEY ROAD TRADERS ASSOCIATION QUARTER 3 2019-20 REPORT</li><li>2. GOODWOOD ROAD BUSINESS ASSOCIATION QUARTER 3 2019-20 REPORT</li><li>3. KING WILLIAM ROAD TRADERS ASSOCIATION QUARTER 3 2019-20 REPORT</li><li>4. FULLARTON ROAD SOUTH TRADERS ASSOCIATION QUARTER 3 2019-20 REPORT</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The City of Unley has four mainstreet precincts (Fullarton Road, Unley Road, King William Road and Goodwood Road) (Precincts). Each Precinct has an Independent Mainstreet Association (Association) which enters into an annual funding agreement with Council.

The Association Separate Rate Agreement(s) require each Association to submit quarterly expenditure reports to Council. This report presents the expenditure reports for the period 1 January to 31 March 2020, as well as additional information on the activities of the Associations.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Unley Road Association Inc 2019/20 Expenditure Plan be amended to reallocate \$4,989 from Marketing and Promotion to the Major Event, "An Evening Under the Stars".
-

### **3. RELEVANT CORE STRATEGIES/POLICIES**

#### 3. Economic Prosperity

3.2 Thriving main streets and other business activities operate across our City.

### **4. BACKGROUND**

Each Association is an Independent Incorporated Body and is managed by a committee comprised of their members. A separate rate is levied by Council on businesses in each of the Precincts for the purpose of marketing and promotion.

Money collected from this levy is contracted, through a funding agreement, to the relevant Association to conduct this activity on Council's behalf. The levy collected is different for each Precinct, both in total amount raised and rate in the dollar. There is a formal Association Separate Rate Agreement (Agreement) in place between Council and the Associations for the expenditure of the Separate Rate.

As part of the Funding Agreements, each Association is required to provide a quarterly report.

### **5. DISCUSSION**

The Associations have been asked to provide a financial report from Quarter 3, 2019/20 for the period of 1 January 2020 to 31 March 2020. Additional information is provided below on the activities, achievements and challenges that each of the Associations have experienced during this time.

*Attachments 1-4*

#### **Unley Road Association (\$113,395 Separate Rate Funding)**

- Marketing budget bid preparation for 2020/21.
- Submitted application for trader event sponsorship.
- Planning of next quarter network function (was to be June) and the traders forum (was to be in April). Due to COVID-19 these have been postponed until later in the year.
- Participation/stallholder at the Unley Gourmet Gala.
- Launched the new Unley Road website. All businesses have a listing and the ability to promote business specials.
- Printing of 2020 Unley Road directory (directories have gone to businesses and were due to be rolled out to local motels and accommodation in early April).
- Evening Under the Stars was held with over 1,500 in attendance with Unley Road traders Svago and Royal Tandoori onsite as food vendors.
- Only Unley Road campaign (15 February to 15 March) with over 1,000 entries received.
- South Aussie with Cosi was engaged for a social media campaign and TV segment [https://youtu.be/kiArWF5fx\\_s](https://youtu.be/kiArWF5fx_s)
- Ongoing social media and communications with traders.

Through their Quarter 3 report, the Unley Road Association has requested to amend their approved 2019/20 plan (Item 1425/2019), to reallocate funds approved for Marketing and Promotion to the Major Event “An Evening Under the Stars” held in February 2020.

<b>Budget Allocation</b>	<b>Project</b>	<b>Proposed re-allocation of funds</b>
\$4,989	Marketing & Promotion	Major Event (Held February 2020)
\$0 net change to overall budget		

*Attachment 1*

**Goodwood Road Business Association (\$57,225 Separate Rate Funding)**

- Considered and submitted budget submission for 2020/21.
- Submitted application for trader event sponsorship.
- Sat'dy on Goody held on 1 February 2020.
- Quiz Night was held to raise fund for Bushfire Appeals. Supported by the local business community with a number of prizes donated - \$20,000 donated to CFS Foundation and \$3,281 to Nature Foundation's Wildlife Recovery Fund.
- Sat'dy on Goody held on 14 March 2020. This event incorporated the launch of the Goody Goes Green initiative.
- Supported the City of Unley Events team with the Council's Ignite Unley Outdoor cinema held on 28 February 2020.
- The Goodwood Road Strategic Plan was considered by the Committee and endorsed.
- Social Media campaign promoting all the businesses open during COVID-19. Posts were regularly updated as businesses altered their offerings. \$20 investment to boost this post and increase visibility.

**King William Road Traders Association (\$147,400 Separate Rate Funding)**

- Considered and submitted marketing budget proposal for 2020/21.
- Submitted application for trader event sponsorship.
- Post upgrade digital marketing campaign to encourage people to come and see the new precinct.
- Social Media campaign focussed on a paid advertising strategy (both Instagram and Facebook) on three posts featuring lists of venues open through COVID-19 and Easter. Investment in boosting posts \$859 to increase visibility. Report included in Attachment 3.
- New Chair appointed.



### **Fullarton Road South Traders Association (\$13,000 Separate Rate Funding)**

- Considered and submitted marketing budget proposal for 2020/21.
- Submitted application for trader event sponsorship.
- Continued to work on digital presence including website and Facebook.
- Supported the City of Unley Events team with the Council's Ignite Unley Outdoor Cinema held on 14 February 2020. The Committee organised a raffle prize with gifts donated by the local traders and an advert to be played before the movie screened.
- Ongoing marketing through Facebook and Instagram.
- Website updates - working with new traders to list new.

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The Unley Road Association Inc. 2019-20 Expenditure Plan be amended to reallocate \$4,989 for the Marketing and Promotion to the Major Event, “An Evening Under the Stars”.

This option allows the Unley Road Association to re-allocate approved funds to their Major Event, An Evening Under the Stars, which is run in conjunction with the marketing campaign, Only Unley Road. This would enable balanced reporting for the Quarter 4 report.

### Option 2 –

1. The report be received.
2. The application to amend the Unley Road Association Inc. 2019-20 Expenditure Plan is not supported.

If the application to re-allocate funds is not supported, the Unley Road Association financial reporting will continue to show this change with Major Event being above budget and Marketing and Promotion being under budget.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- Council imposes a Separate Rate and provides revenue recovered by that rate to the Mainstreet Trader Associations for marketing purposes. There is no net cost to Council.

**8.2 Legislative/Risk Management**

- Council has an obligation to ensure that the revenue raised from the Separate Rate is expended for the purpose for which the rate was imposed. An Expenditure Plan is endorsed by the Council for each annual agreement. Amendments to this approved Plan must be submitted and approved at Council's discretion. Proposed changes to the endorsed Expenditure Plan are generally required prior to the expenditure of funds. Due to the frequency of reporting this is not always possible.

**8.3 Environmental/Social/Economic**

- There are no social or environmental impacts. The Separate Rate will impose a financial burden on the businesses so rated, but the marketing and promotional activities of the Associations should mitigate the financial impacts and lead to improved overall outcomes for those businesses.

**9. REPORT CONSULTATION**

No internal consultation has been undertaken or considered necessary.

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Claude Malak	General Manager, City Development

**Unley Road Association  
Summary of Income and Expenditure 2019/20**

**Income**

Separate Rate funding	\$ 113,395.00
Banner Income	\$ 4,000.00
Additional Sponsorship	\$ 10,000.00
City Of Unley Sponsorship for Major Event	\$ 10,000.00
<b>Total Income</b>	<b>\$ 137,395.00</b>

Has there been an alteration to your endorsed expenditure plan:	NO	Date approved
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**Expenditure**

	Brief Description	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Project 1	Member Service to hold networking events engagement of traders with presenters and informing	\$ 12,000.00	4,297.21	3,015.71	0		7312.92	61%
Project 2	Advertising & Promotion marketing all business and services on Unley Road. Opportunities for businesses to participate in events on and	\$ 26,000.00	1659.13	4,696.77	12,719.80		19075.7	73%
Project 3	Online services to update the existing Unley Road website and social media create a responsive platform for Unley Road businesses and c	\$ 6,000.00	54.55	1,300.00	5,000.00		6354.55	106%
Project 4	Major Event hold the Taste of Unley Road shopping festival in February/ March (four week period) encouraging people to shop local. Includes (\$25k Separate Rate Funding, \$10k CoU Sponsorship, \$10k Additional sponsorship)	\$ 45,000.00	645.46	2,455.09	46,687.63		49788.18	111%
Project 5	Minor Events to hold events throughout the calendar year to encourage a vibrancy to Unley Road	\$ 7,000.00	200	3,322.43	2,225.81		5748.24	82%
<b>Sub total</b>		<b>\$ 96,000.00</b>	\$ 6,856.35	\$ 14,790.00	\$ 66,633.24		88,279.59	92%

**Administration**

	Brief Description	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Marketing/Admin Coordinator	Marketing and Administration Co-ordinating	\$ 24,000.00	6345	6345	4,477.50		17167.5	72%
Office Expenses	Geneal Office Expenses	\$ 4,799.00	610.59	1664.46	807		3082.05	64%
Insurance	Insurance cover	\$ 1,300.00	0	0	0		0	0%
<b>Contribution to Mainstreet Digita</b>	Contribution to this year City of Unley Find Your Everything Mainstreet Digital Economy Strategy	<b>\$ 7,296.00</b>	1824	1824	1824		5472	75%
Subtotal		\$ 37,395.00	8779.59	9,833.46	7,108.50		25721.55	69%
<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 133,395.00</b>	15,635.94	24,623.46	73,741.74		114,001.14	85%

<b>Operating Surplus</b>								
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\* Special Note - you would notice on the project of major event the expenture is \$49,788.18 this comes from number of areas made up from the budget amount of \$25,000 plus \$10,000 from City of Unley Sponsorship \$10,000 from local Unley Road business sponsorship and \$4,989 from Advertising and Promotion project hence part of the short fall in the advertising project budget spent year to date. (David Walsh)

Unley Road Association - Expenditure 2019/20

Project 1	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Member Services	<p>To hold three networking events at three unique Unley Road businesses or locations between July 2019 – June 2020, with the aim to have 25% of the businesses from Unley Road in attendance. Networking functions offer great marketing tool for traders, disseminate relevant information and provide an opportunity to engage with other traders, staff, and owners. These events help to build a vibrant mainstreet and welcomes new businesses to introduce themselves and get to know their neighbours.</p> <p>Continue to provide monthly traders update newsletters (email and 1 hard copy in December) to inform and assist business owners on upcoming Unley Road events, matters that may effect their business, changes on the Road and any other relevant news.</p>	\$ 12,000	Participant numbers and feedback. Read and click rates on emails		Held in August with great motivational speaker Jenny Williams we aimed to have 70 people attend with 58 attending was a great night on how the right mind set can set your business up	Good feedback received from businesses and their staff	This quarter saw a great Network Function take place held at Rawsons Appliances with over 90 people from about 65 businesses attend, was a great night to inform and encourage networking with established and new businesses to the road.	Email news to traders x 6. Featured opportunities for upcoming events, Evening Under the Stars and Only unley Road compeition details, South Aussie with Cosi information and show information.	
Est. Comp. Date : 30th June 2020									

Project 2	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Advertising and promotional	<p>Description: Assist with marketing all business and services on Unley Road. Provide opportunities for businesses to participate in events on and off the road. Produce updated Unley Road directory and distribute to businesses on the Road and to all Unley Life recipients.</p> <p>Run active social media channels (Facebook, Instagram and Twitter) to publicise Unley Road businesses, upcoming events and relevant Unley community initiatives.</p> <p>Objective:</p>	\$ 26,000	Engagement stats from online avenues business participation and trader feedback				you can see from social media stats all areas have increased plus with the redevelopment of our web site will continue to grow, our print advertising kicks off in Jan. with our major event in January	New Unley Road website went live, all businesses have a listing on the site. South Aussie with Cosi social media campaign for Evening Under the Stars and Only Unley Road went live, as did Channel 9 advertising and 5AA radio advertising.	
	Measure: Engagement stats from online avenues, business participation and trader feedback				Refer to stats In this report				
Est. Comp. Date : 30th June 2020									

Project 3	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Online services	<p>Description:</p> <p>To update the existing Unley Road website and create a responsive website for the Association, Unley Road businesses, their customers and the general public. Included in this is the creation of a series of blog posts capturing the breadth of services, traders and retailers on Unley Road.</p> <p>Increase social media engagement, primarily using Facebook and Instagram to publicise Unley Road businesses and events. Develop digital media strategy to maximise online engagement and promotion for Unley Road precinct.</p>	\$ 6,000	Increase of 13% engagement since last quarter this will continue with redevelopment of web site		Refer to stats In this report		with a increase in our Facebook followers and greater traction with our businesses on facebook starting to form some good partnerships and now with the new website about to go live	Website went live - all businesses have a basic listing on the site and are able to update it with more information and images. One business posted their upcoming event to the business news section of the site too.	
	Measure: Follower numbers and engagement metrics								
Est. Comp. Date : 30th June 2020									

Project 4	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
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<b>Major Event</b>	Description: To hold the Taste of Unley Road shopping festival in February/ March (four week period) encouraging people to shop local. The shopping festival also includes a community concert, An Evening Under the Stars, and the two elements combined give Unley Road excellent advertising opportunities, including print, online, tv and radio, advertising Unley Road as a precinct, as well as local business sponsors.	\$ 25,000	Event is in the is in the implementing stage Implementing stage in this quarter				Exciting time at the Association with putting final stages together for our 4 week Advertising and promotion of businesses on TV, Radio and Social Media outlets kicks off in New Year		
	Measure: Media exposure, business participation and sponsorship, audience number and competition entries.							Evening Under the Stars Event held on Feb 15 and Only Unley Road campaign ran between 15 Feb and 15 March. Over 1500 people at EUTS - was a great event, despite the average weather. Excellent feedback from vendors, audience and performers. Over 1000 entries for Only Unley Road competition. All stats will be reported in event acquittal.	
Est. Comp. Date : 7th March 2020									

Project 5	Description	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
	<b>Description: To hold minor events throughout the calendar year to encourage a vibrancy to Unley Road; Sturt Football club sponsorship and associated events, Festive Season displays "Unley Delights", Pride of Workmanship Awards (trader awards) in conjunction with Rotary, Cancer Awareness Week, Pink Ribbon Day and boutique industry events.</b>	\$ 7,000	First minor event to be held in 2nd quarter				This last quarter saw a number of minor events such as the Rotary – Unley Road Business Awards with over 95 people from the road attending a great night. Unley Delights a old time favourite with our Traders saw many businesses getting involved with lighting and decorate their shops a great uptake by new traders	Focus during this period was primarily on EUTS and OUR campaign. URA had a space at Gourmet Gala, with the support of our EUTS charity partner, Salvation Army, who were collecting donations, and offering people the chance to say thank you to the CFS and volunteers for their bushfire efforts via thank you books. Collected 100's of messages at this event and EUTS	
<b>Minoe Events</b>	Measure: Trader involvement and feedback								
Est. Comp. Date : 30th June 2020									
<b>Sub total</b>	<b>Projects ***including Find Your Everything</b>	<b>\$ 76,000</b>							

Administration			
	Yearly Hours	Rate/Hour	Total
Admin/Marketing Coord.	533.33	\$45.00	\$ 24,000
Office Expenditure.	Postage, phone calls, office supplies, PO Box, Book keeping		\$ 4,799
Insurance	Public Liability Insurance.		\$ 1,300
Other	Find Your Everything City of Unley Digital Strategy		\$ 7,296
<b>Sub total</b>	<b>Administration</b>		<b>\$ 37,395</b>

<b>Total Exp.</b>	<b>Projects + Administration</b>	<b>\$ 113,395</b>
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SOCIAL MEDIA							
	Measure	Current	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Member Newsletter	Open Rate	34%	35	33	0	36	
Website Traffic	Page Views	7100	30000	7718	8010	5305 (Feb 8 - March 31)	
Social Media – Facebook	Page Likes (net)	400	2500	403	2252	2396	
Social Media – facebook	Reach	2200	2000	2239	10568	28565	
Social Media – instagram	Followers (net)	450	500	405	434	487	



**Goodwood Road Business Association  
Summary of Income and Expenditure 2019/20**

**Income**

Separate Rate funding	\$ 57,225.00
Banner Income (if applicable)	\$ 6,500.00
CoU Sponsorship - Event	\$ 10,000.00
<b>Total Income</b>	<b>\$ 73,725.00</b>

Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.

Has there been an alteration to your endorsed expenditure plan:	No	
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\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council

**Expenditure**

**Projects (provide further detail on 'Detail' worksheet)**

NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contribution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Project 1	Contribution to Digital Economy Strategy	\$ 2,381.00	\$ 595.25	\$ 595.25	\$ 595.25		\$ 1,785.75	75%
Project 2	SALA event (GRBA \$5,000, CoU Sponsorship \$10,000)	\$ 15,000.00	\$ 13,246.00	\$ 3,097.27	\$ -		\$ 16,343.27	109%
Project 3	Minor Events/Activations/Streetscape	\$ 5,000.00		\$ 995.00	\$ 1,588.00		\$ 2,583.00	52%
Project 4	Marketing/ Advertising/Promo inc. Marketing Coordinator Fee	\$ 31,120.00	\$ 3,779.47	\$ 5,177.84	\$ 4,004.83		\$ 12,962.14	42%
Project 5	Member Services - networking meetings, newsletters etc	\$ 1,500.00	\$ -	\$ 202.00	\$ 291.81		\$ 493.81	33%
<b>Subtotal</b>		<b>\$ 55,001.00</b>	\$ 17,620.72	\$ 10,067.36	\$ 6,479.89	\$ -	\$ 34,167.97	62%

**Administration**

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Marketing/Admin Coordinator	Coordinator - Admin Fee	\$ 12,480.00	\$ 4,240.00	\$ 3,600.00	\$ 2,880.00		\$ 10,720.00	86%
Office Expenses		\$ 1,400.00	\$ 50.00	\$ 83.50	\$ 171.13		\$ 304.63	22%
Insurance		\$ 1,800.00	\$ 233.52	\$ 1,471.01	\$ -		\$ 1,704.53	95%
Bookkeeping-Auditing		\$ 2,000.00	\$ 360.00	\$ 910.00	\$ 505.14		\$ 1,775.14	89%
<b>Subtotal</b>		<b>\$ 17,680.00</b>	\$ 4,883.52	\$ 6,064.51	\$ 3,556.27		\$ 14,504.30	82%

<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 72,681.00</b>					\$ 63,176.57	87%
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<b>Operating Surplus</b>		<b>\$ 1,044.00</b>					0	0.00%
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Please note this figure has been adjusted from previous reports to correct data entry error.

Goodwood Road Business Association - Expenditure 2019/20

		Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
<b>Project 1 : Contribution to DES</b>		\$ 2,381	Payment			Paid	Paid		
<b>Projects 2 &amp; 3 : Events</b>									
Description : Special occasion and road events of a suitable scale and size Objective : Attract visitors to the Road, showcase member services, provide opportunities for businesses to promote themselves									
<b>Project 2 : SALA</b>	SALA - Major event - month long event, culminating in Sunday SALA on Goody	\$15,000 (GRBA \$5,000, CoU \$10,000)	Artist / Member involvement, Attendance and Member participation at event Venue/Artist feedback	N	Member Venues : Target 35, Actual 36 Artists : Target 43, Actual 45 SALA on Sunday attendance Target : 250 Actual : 400 Member Participation : Target 3, Actual 6	SALA events - opening, SALA Sunday etc.	SALA Complete	SALA Complete	
<b>Project 3 : Minor Events</b>	Minor events : eg Sat'dys on Goody - small Saturday morning activities designed to attract families to the Road	\$ 5,000	Events held, attendance	N		Nil held	Christmas Sat'dy on Goody held	Sat'dy on Goody - Feb, March	
Est Completion Date : SALA - September 2019, Minor Events June 30 2020									
<b>Project 4 : Advertising &amp; Marketing</b>	Description: Projects and activities designed to promote the Precinct as a whole, and individual businesses Objective: To increase awareness of, and present GR as an alive and vibrant destination to visit for a wide variety of products, services and activities	\$ 31,120							
	Social Media : Facebook and Instagram		Growth & engagement	No		FB + 105 fans Insta + 123 Followers	FB + 117, Insta +119	FB +171, Insta +103	
	Heart of Goodwood Card		Member participation Uptake of cards	Yes		30 participating businesses 250 cards distributed	Project on hold	Project on hold	
	Maintenance of web site		Currency of content	No		Updated as Membership forms received	Updated as Membership forms received	Updated as Membership forms received	
	Streetscape Fence Art/Footpath art		3-4 installations Dec-June	No		1 x installation	Christmas Fence art and Footpath art	Upcycled garden on GPS Fence	
	Christmas Decoration Comp.		Member participation, votes received	No			36 Member Entrants (+3) 480 consumer entries (200 on line, 280 paper)	Complete	
	Engagement of Coordinator to implement and manage projects			No		Contractor engaged	Contractor continuing	Contractor continuing	
Est completion Date : Ongoing to June 30									
<b>Project 5 : Member Services</b>	Description : Networking opportunities, newsletters Objective Member collaboration and liason	\$ 1,500		No	2 -3 events Regular newsletters	Nil events held Multiple newsletters sent	Christmas hospitality event, multiple newsletters sent.		
Est. Comp. Date : Ongoing to June 30 2020									
<b>Sub total : Projects</b>		<b>\$ 55,001.00</b>							

Administration	Yearly Hours	Rate/Hour					Total
Admin Coordinator	208	\$ 60.00					\$ 12,480.00
Office Expenses	Postage, Stationary, PO Box						\$ 1,400.00
Insurance	Public Liability and Association Liability						\$ 1,800.00
Other	Book keeping and auditing						\$ 2,000.00
<b>Sub total</b>	<b>Administration</b>						<b>\$ 17,680.00</b>
<b>Total Projects + Admin</b>							<b>\$ 72,681.00</b>

**SOCIAL MEDIA**

	Measure	Current at 1/7/2019	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Member Newsletter	Open Rate	UA					
Website Traffic	Page Views						
Social Media – Facebook	Page Likes (net)	3,414	4000	~+105	~+117	171	
Social Media – Instagram	Followers (net)	740	1000	~+91	~+119	103	



<b>KING WILLIAM ROAD TRADERS ASSOCIATION</b>										
<b>Summary of Income and Expenditure 2019/20</b>										
<b>Income</b>										
Separate Rate funding										\$ 147,400.00
Banner Income										\$ 526.00
Event Grant - City of Unley										\$ 10,000.00
<b>Total Income</b>										<b>\$ 157,926.00</b>
Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.										
Has there been an alteration to your endorsed expenditure plan:	Yes/No	Date approved								
<b>** Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council</b>										
<b>Expenditure</b>										
<b>Projects (provide further detail on 'Detail" worksheet)</b>										
NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contribution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc										
	<b>Brief Description</b>									
		<b>Budget</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>	<b>Progressive total</b>	<b>% of Prog. Total</b>		
Project 1	King William Road Street Upgrade	\$ 24,000.00	\$9581.25	\$19132.59	\$ 4,625.00		\$33338.84	139%		
Project 2	Major Event - Christmas on KWR (includes \$10k City of Unley Event Grant)	\$ 20,000.00	\$0.00	\$14796.86	936.36		\$15733.22	79%		
Project 3	Events & Activations (incl. Halloween, UGG, etc)	\$ 24,000.00	\$3329.37	\$611.12	\$ 4,012.27		\$7952.76	33%		
Project 4	Strategic Marketing Coordination	\$ 18,000.00	\$0.00	\$13743.18	71.79		\$13814.97	77%		
Project 5	Trader Engagement / Social Events	\$ 2,500.00	\$0.00	\$287.27	\$0.00		\$287.27	11%		
Project 6	Website Upgrade / Development	\$ 3,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0%		
<b>Subtotal</b>		<b>\$ 91,500.00</b>	<b>\$ 12,910.62</b>	<b>\$ 48,571.02</b>	<b>\$ 9,645.42</b>	<b>\$ -</b>	<b>\$ 71,127.06</b>	<b>78%</b>		
<b>Administration</b>										
	<b>Brief Description</b>									
		<b>Budget</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>	<b>Progressive total</b>	<b>% of Prog. Total</b>		
Marketing/Admin Coordinator	Salary for Mainstream Project & Community Manager	\$ 49,500.00	\$8332.00	\$16464.00	\$ 11,610.00		\$36406.00	74%		
Digital Economy Strategy	Contribution to Mainstreet Digital Economy Strategy	\$ 3,300.00	\$818.50	\$818.50	\$818.50		\$2455.50	74%		
Accounting	Bookkeeping and Compliance including EOFY Audit	\$ 5,200.00	\$912.02	\$1862.55	\$ 1,002.00		\$3776.57	73%		
Website	Hosting & Maintenance	\$ 500.00	\$0.00	\$66.73	\$0.00		\$66.73	13%		
Insurance	Public Liability + additional for events	\$ 3,200.00	\$0.00	\$2901.00	\$0.00		\$2901.00	91%		
Office Expenses	General postage, storage, phone calls and office supplies	\$ 2,500.00	\$82.25	\$283.57	\$ 116.90		\$482.72	19%		
Governance Training	Allowance for additional training if required	\$ 500.00	\$0.00	\$0.00	\$0.00		\$0.00	0%		
Other	Miscellaneous expenses - includes bank fees, subscriptions (eg.Xero)	\$ 1,200.00	\$213.25	\$316.76	\$ 318.84		\$848.85	71%		
<b>Subtotal</b>		<b>\$ 65,900.00</b>	<b>\$10358.02</b>	<b>\$22713.11</b>	<b>\$13866.24</b>		<b>\$46937.37</b>	<b>71%</b>		
<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 157,400.00</b>	<b>\$23268.64</b>	<b>\$71284.13</b>	<b>\$23511.66</b>		<b>\$118064.43</b>	<b>75%</b>		
<b>Operating Surplus</b>		<b>\$ 526.00</b>	<b>\$ 134,131.36</b>	<b>\$86,115.87</b>	<b>-\$243.02</b>		<b>\$ 39,861.57</b>			

KING WILLIAM ROAD TRADERS ASSOCIATION - Expenditure 2019/20									
Project 1	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
King William Road Street Upgrade	Objectives: KWRTA to invest in marketing and events on KWR during the 6-months forecasted upgrade period from June 2019 - February 2020 working in partnership with the City of Unley. Investment could cover: PR, Ambassadors, Activations, Print advertising, content creation Measure: Continued foot traffic to KWR during construction period and awareness of KWR business' being open and accessible	\$ 24,000.00			What were you hoping to get (measure) v what was achieved eg average open rate, trader participation etc Eg Open rate target 50/actual 65	- Radio Advertising - PR - Influencer Engagement - Digital - She Shopped  Please refer to supporting document for full details of investment in marketing during the redevelopment	- Radio Advertising - PR - Influencer Engagement Digital - She Shopped City Mag SA Life		
Est. Comp. Date : February 2020									
Project 2	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Major Event - Christmas on KWR (includes \$10k City of Unley Event Grant)	Description: KWRTA to create a Christmas hub for the local community and local tourists to visit KWR.  How: Installations and investment of Christmas theming along KWR along with activations throughout December attracting visitors to the precinct with one main event day. Activations could include Santa appearances, carol singers, live music. Measure: 1. 5-10 traders participating in activating Christmas themed windows to 'designer' level 2. Media / Marketing Reach, including The Advertiser, news/weather feature, digital media sites. 3. Visitor attraction to main community event  Objective:	\$ 20,000.00					Reports are still be finalised with all reports due mid to late January from partners  <b>She Shopped</b> Reach: 36,831 Investment:\$3000 ROI: \$0.08/impressions  <b>KWR Socials</b> TBC - waiting final report  <b>Event</b> 300+ visitors  Positive feedback from local community who have come visited 2-years in a row now.  Face painting very popular.		
Est. Comp. Date : December 2019									
Project 3	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Events & Activations (incl. Halloween, UGG, etc)	Description: KWRTA to host regular events and activations over the calendar year to encourage foot traffic to KWR, along with providing experiences that create an emotional connection to encourage repeat visits.  Events to include: 1. SALA - August 2019 (Run by KWRTA) 2. Halloween on King William - October 2019 (run by Keito Events, Sponsored by KWRTA) 3. Tour Down Under / UGG Investment - January 2019 (Run by City of Unley, sponsored by KWRTA) 4. Mothers Day Activation - May 2020 (Run by KWRTA) 5. Food & Wine Sessions - June 2020 (Run by KWRTA)	\$ 24,000.00				SALA on KWR (KWRTA run event)  Traders who participated experienced increase in foot traffic by hosting in-store events/VIP nights.  Visitor numbers were down, however the KWR redevelopment was in motion.  The activation provided content and reasons to attract visitors for participating traders during the redevelopment.  Investment \$1000 Social Reach: 4790 ROI: \$0.20 NOTE: Reach does not take into account artists & traders sharing	Halloween on KWR (KWRTA - Sponsor)  Event successful considering the interruption with traffic movement and obstruction due to ongoing construction.  Awaiting final report on numbers from Keito Events  Investment: \$3000 Visitors: 1000+ ROI: \$0.33  Social Reach: 44.6k ROI: \$0.09	Unley Gourmet Gala (KWRTA - Sponsor)  The event was successful with styling and the concept being well received, showcasing KWR in it's best light.  The revenue from the night was down on 2018 and 2019, which mostly put down to weather being cooler causing less consumption of beverages and visitors spending an average of less time at the event.  Investment: \$4000 Social Reach: 11,434 (excl stories) ROI: \$0.35 digital  Visitors: 20,000 + ROI: \$0.20	Mothers Day  Food & Wine Sessions

Project 4	Description	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Strategic Marketing Coordination	<b>Description:</b> Ongoing development & execution of the KWRTA marketing strategy. This could include content creation, social media advertising, print advertising, influencer engagement, etc. primarily applying for Q3 & Q4 following completion of the upgrade  <b>Objective:</b> Increase in Social Media community across facebook and instagram	\$ 18,000.00							
Est. Comp. Date : June 2020									
Project 5	Description	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Trader Engagement / Social Events	<b>Description:</b> Engage Traders through regular communication and networking opportunities. This could be achieved via regular communication including newsletters, annual calendar and Facebook group posts along with AGM and networking event opportunities  <b>Objective:</b> Improved trader engagement and response times to association initiatives	\$ 2,500.00					AGM 25 members + 5 councillors in attendance. Increase on 2018/19  Postive feedback regarding guest Martin Haese.		
Est. Comp. Date : June 2020									
Project 6	Description	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Website Upgrade / Development	<b>Description:</b> Upgrade existing website with new features, security management and development of website focussed content to continue to stay up to date with website being 2-years old  <b>Objective:</b> Upgrade to meet new user expectations and reduce spam visitors through increase security	\$ 3,000.00							
Est. Comp. Date : June 2020									
<b>Sub total</b>	<b>Projects</b>	<b>\$ 91,500</b>							
<b>Administration</b>									
	<b>Yearly Hours</b>	<b>Rate/Hour</b>	<b>Total</b>						
Admin/Marketing Coord.	1040 (av. 20hrs/week)	\$4116 per month (\$47.50/hr)	\$ 49,500						
Digital Economy Strategy		Contribution to Mainstreet Digital Economy Strategy	\$ 3,300.00						
Accounting		Bookkeeping and Compliance including EOFY Audit	\$ 5,200.00						
Website		Hosting & Maintenance	\$ 500.00						
Insurance		Public Liability + additional for events	\$ 3,200.00						
Office Expenses		General postage, storage, phone calls and office supplies	\$ 2,500.00						
Governance Training		Allowance for additional training if required	\$ 500.00						
Other		Miscellaneous expenses	\$ 1,200.00						
<b>Sub total</b>	<b>Administration</b>		<b>\$ 65,900</b>						
<b>Total Exp.</b>	<b>Projects + Administration</b>		<b>\$ 157,400</b>						
<b>SOCIAL MEDIA</b>									
	Measure	Current	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 4	
Member Newsletter	Open Rate	78%		78.1% XMAS - 61.5% AGM - 56.8%	NILETTER - 54.8% ANN REPORT - 50.5%	NILETTER - 65.2% JOB OPP - 52.2%			
Website Traffic (av/month)	Page Views	3252		3435	3704	1164			
Social Media - Facebook	Page Likes (net)	8100		8350	8439	8579			
Social Media - Instagram	Followers (net)	3907		4075	4183	4410			
Social Media - Member's Facebook Group	Group Members (net)	64		78	92	98			



KWR Paid Social Media		24th March - 17th April 2020										
Campaign Name	Platform	Campaign Name	Result Type	Results	Reach	Impressions	Amount Spent (AUD)	Frequency	Cost per 1,000 People Reached	Post Engagement		
KWR - Takeaway - Engagement	All	KWR - Takeaway - Engagement	Post Engagement	2808	25,000	66,972	424.21	2.68	\$ 16.97	2,808		
	instagram	KWR - Takeaway - Engagement	Post Engagement	2439	19,080	56,885	355.37	2.98	\$ 18.63	2,439		
	facebook	KWR - Takeaway - Engagement	Post Engagement	369	7,056	10,087	68.92	1.43	\$ 9.77	369		
KWR - Essential Services - Reach	All	KWR - Essential Services - Reach	Reach	80180	80,180	282,187	364.18	3.52	\$ 4.54	229		
	facebook	KWR - Essential Services - Reach	Reach	45810	45,810	144,493	196.16	3.15	\$ 4.28	184		
	instagram	KWR - Essential Services - Reach	Reach	40674	40,674	137,694	168.05	3.39	\$ 4.13	45		
KWR - Easter	All	KWR - Easter	Post Engagement	539	7,102	9,528	70.92	1.34	\$ 9.99	539		
	instagram	KWR - Easter	Post Engagement	351	4,380	5,682	44.70	1.30	\$ 10.21	351		
	facebook	KWR - Easter	Post Engagement	188	2,952	3,846	26.22	1.30	\$ 8.88	188		
<b>TOTALS</b>					<b>112,282</b>	<b>358,687</b>	<b>\$ 859.31</b>			<b>3,576</b>		
Handy Easter List												
Essential Services												

**King William Road, Hyde Park**  
Published by Lalar 191 March 24 at 11:35 AM · 🌐

This list of KWR cafe/restaurant takeaway and home delivery options is current as of 6 April (subject to change & list is not exhaustive).

Agapi Greek Cuisine: 10% OFF takeaway menu plus free delivery within 5km 0405 171 160

Antica Pizzeria E Cucina  
Takeaway pizzas 0450 688 105 plus vacuum-packed Margherita pizzas for just \$10 each

Bottega Rotolo  
Home delivery everyday of the week of their delicious selections  
kwr@bottegarotolo.com.au or 8362 0455

Burger Republic  
Phone in your order & receive 10% OFF 8357 0810

Cibo Espresso Hyde Park  
Open for takeaway

Cinnamon Club  
10% OFF takeaway orders.

Delicia Acai + Protein Bar King William Rd  
Home delivery via #UberEats #Deliveroo plus open for takeaway pick ups

Farina 00 Pasta & Wine  
Open for Takeaway 8271 1109 \$15 pasta dishes plus fresh pasta for \$15 per kilo.

Fish Out of Water Hyde Park South Australia  
Open for pick up or delivered to you via UberEats 8272 1996

Godi La Vita  
Open for takeaway orders 0405 280 777

Hustle Coffee Co  
Open 6am -2pm for take away 0407 545 256

Hyde Park Pizza  
Open for takeaway. Free Delivery 8272 7000

Lukoumades  
Open for Takeaway



King William Road  
King William Road  
Foodworks Hyde Park  
Hyde Park Fruit  
Extra Newsagent  
Medihear (poolary only)  
Dymocks Books  
Hyde Park Medical  
Pharmworld  
OTA Unley (open 24/7)  
Bottega Rotolo (home delivery service only)  
Robbie's Chop Shop  
Cook Hair  
This Edit Super Salon & select hairdressers. Please check directly with your local saloir.



**King William Road, Hyde Park**

King William Road, Hyde Park  
Handy Easter List for KWR. ☑ @bottegarotolo New online store! You can order cheese...

Like · Comment · Share



**Fullarton Road South Traders Association inc.  
Summary of Income and Expenditure 2019/20**

**Income**

Separate Rate funding	\$ 11,685.00
Summer Fair - Highgate Village Event (\$10k Council Sponsorship)	\$ 10,000.00
Membership	\$ 250.00
Summer Fair Stallholders fees	\$ 130.00
Summer Fair raffle	\$ 138.00
Destination Highgate movie night	\$ 141.20
Miscellaneous cash deposit	\$ 208.00
Bank Interest	\$ 2.50
<b>Total Income (estimated)</b>	<b>\$ 22,554.70</b>

Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.

Any alteration to your endorsed expenditure plan ?	Yes	Date approved 23 September 2019
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\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by Council

**Projects (provide further detail on 'Detail' worksheet)**

Brief Description		Budget	Exp. to Quarter 1	Exp. to Quarter 2	Exp. to Quarter 3	Exp. To Quarter 4	Progressive total	% of Prog. Total
Project 1	Marketing Campaign	\$ 9,435.00	\$ 2,816.00	\$ 608.10	\$ 655.75		\$ 4,079.85	43%
Project 2	Summer Fair	\$ 10,000.00	\$ -	\$ 8,645.23	\$ 1,511.00		\$ 10,156.23	101%
Project 3	FYE yearly contribution	\$ 1,315.00	\$ 328.75	\$ 328.75	\$ 328.75		\$ 986.25	75%
Project 4	Christmas drinks mixer and gathering/networking twilight event	\$ 500.00	\$ -	\$ 99.50	\$ 215.34		\$ 314.84	63%
<b>Subtotal</b>		<b>\$ 21,250.00</b>	<b>\$ 3,144.75</b>	<b>\$ 9,681.58</b>	<b>\$ 2,710.84</b>	<b>\$ -</b>	<b>\$ 15,537.17</b>	<b>73%</b>

**Administration**

Brief Description		Budget	Exp. to Quarter 1	Exp. to Quarter 2	Exp. to Quarter 3	Exp. To Quarter 4	Progressive total	% of Prog. Total
Marketing/Admin Coordinator	Performed gratis by N Pike	\$ -	\$ -	\$ -	\$ -		\$ -	0%
Office Expenses	Governance training if required for new members and incidentals office expenses	\$ 500.00	\$ -	\$ -	\$ -		\$ -	0%
Insurance	Insurance falls due in the final quarter	\$ 1,500.00	\$ 1,610.00	\$ -	\$ -		\$ 1,610.00	107%
Bank fees		\$ 25.00	\$ 3.50	\$ 6.35	\$ 7.50		\$ 17.35	69%
<b>Subtotal</b>		<b>\$ 2,025.00</b>	<b>\$ 1,613.50</b>	<b>\$ 6.35</b>	<b>\$ 7.50</b>		<b>\$ 1,627.35</b>	<b>80%</b>

<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 23,275.00</b>	<b>4,758.25</b>	<b>\$ 9,687.93</b>	<b>\$ 2,718.34</b>		<b>17,164.52</b>	<b>74%</b>
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<b>Operating Surplus</b>		<b>\$ -</b>					<b>0</b>	
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Fullarton Road South Traders Association Inc. Expenditure 2019-2020

Project 1	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
eg Advertising/Marketing	Description: Continuation to build on New Facebook page and Instagram account and web presence for Destination Highgate. Aim is to build the brand awareness of the precinct and encourage visitation.	\$ 9,435	Number of visits to	ongoing		Precinct brochures collated and printed  New Website being built  Ongoing facebook and instagram	Destination Highgate window decals printed and delivered.	Summer fair detail completed.	
Est. Comp. Date : 30 June 2020									
Project 2	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Summer Fair	Description: Host a community Event highlighting local traders. Encourage community to atten and enjoy and further build brand awareness.  Objective: Event well attended and seen as a benefit to traders  \$10k Council sponsorship	\$ 10,000	Number of people attending			Planning for the fair - organising marketing, caters, activations etc	Fair held Sunday 15 December - date was required to be changed due to weather. New date worked well and all suppliers could accommodate. As the first fair, numbers were between 100-150 but there was a lot of interest if it would happen again and build on momentum. Traders are keen to see it held again		
Est. Comp. Date : Deecember 2019									
Project 3 & 4	Description and Objective	Budget	Measure	New initiative (Y/N)	Target v Actual	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
FYE Contribution and Christmas event		\$ 1,815	Christmas Event - attendance			Delivery of Christmas invitations	Christmas Event held with great attendance from both traders and Councillors - approximately 50 attendees		
Est. Comp. Date :									
<b>Sub total</b>	<b>Projects</b>								
		\$ 21,250							

Administration			
	Yearly Hours	Rate/Hour	
Admin/Marketing Coord. (Volunteer position)	200+	\$0	
Insurance	Public Liability Required. (Cert. of Currency to be provided within 30 days of rate being set)		\$ 1,500
Other	Miscellaneous costs, Fees and Charges		\$ 500
<b>Sub total</b>	<b>Administration</b>		<b>\$ 2,000</b>

<b>Total Exp.</b>	<b>Projects + Administration</b>	<b>\$ 23,250</b>
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SOCIAL MEDIA

	Measure	Current	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Social Media – Facebook	Page Likes (net)	134		134	148		
Social Media – Instagram	Followers (net)	56		56	198		



## DECISION REPORT

<b>REPORT TITLE:</b>	REQUEST TO FLY LATVIAN FLAG ON 18 NOVEMBER 2020
<b>ITEM NUMBER:</b>	4.6
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	KATHRYN GOLDY
<b>JOB TITLE:</b>	PRINCIPAL GOVERNANCE OFFICER
<b>ATTACHMENTS:</b>	NIL

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### 1. **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 Independence Day on 18 November. This day marks the anniversary of the proclamation of Independence of Latvia.

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.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The request to fly the National flag of Latvia at the Unley Civic Centre be approved, in recognition of Latvia's Independence Day (18 November) with the flag to be raised on Wednesday, 18 November 2020 and lowered on Thursday, 19 November 2020.
- 

### 3. **RELEVANT CORE STRATEGIES/POLICIES**

1. Community Living
  - 1.3 Our City meets the needs of all generations.
  - 1.4 Our Community is proud to be part of our City
  - 1.5 Our City is connected and accessible
4. Civic Leadership
  - 4.1 We have strong leadership and governance

#### **4. BACKGROUND**

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.

The Latvian community is extremely active in promoting Latvian culture within South Australia.

Similar requests were received in 2016, 2017 and 2018, with Council resolving to fly the Latvian National flag in accordance with those requests.

In 2019, a request to fly the Latvian flag was also received, however Council had previously resolved to fly the Rainbow flag for the whole of the month of November in support of the Feast Festival, which meant that the request from the Latvian community could not be accommodated.

There are five flag poles at the Civic Centre on Unley Road. Council's Flag Management Policy currently provides that the standard flag display at the City of Unley Civic Centre will comprise:

- The Australian National Flag;
- The South Australian Flag;
- The Aboriginal Flag; and
- The City of Unley Ensign (bearing the City of Unley logo).

and that subject to Council approval, other flags may be flown in a symbolic gesture of inclusiveness and multiculturalism.

As part of Reconciliation Week in 2018, the Torres Strait Islander flag was placed on display next to the Aboriginal Flag. The flag has remained in place since that time (given the available flag pole) and the current draft of the revised Flag Policy proposes that the Torres Strait Islander flag form part of the standard flag display. This would mean that when requests to fly flags are approved by Council, the City of Unley Ensign would be the flag that is removed to accommodate the approved flag.

The Policy requires that requests to fly a flag must be made in writing and include:

- A colour example of the design;
- Preferred dates of display;
- Be received at least 4 weeks before the Council Meeting;
- Detail the relevance or significance of the flag to the City of Unley; and
- Contact details of the person responsible for supply and collection of the flag.

## 5. **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 Independence Day. The day celebrates the foundation of the Republic of Latvia on 18 November 1918.

A small delegation from the Latvian Community has requested they be advised of the timing of the raising of the flag, so they may be present. This will be coordinated by Council staff.

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).

While Council currently also has a request before it to fly the Rainbow Flag for the month of November, replacing the Unley ensign, it is suggested that the Flag display include the Latvian flag in place of the Rainbow Flag for the day requested (being 18/11/2020), with placement of the flags managed in accordance with the above protocols. This approach will allow both community groups to receive recognition and support from Council, noting that the Feast Festival runs from 7 November until 29 November 2020.

## 6. **ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The request to fly the National flag of Latvia at the Unley Civic Centre be approved, in recognition of Latvia's Independence Day (18 November) with the flag to be raised on Wednesday, 18 November 2020 and lowered on Thursday, 19 November 2020.

The request to fly the Latvian National flag on Latvian Independence 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.

Option 2 –

1. The report be received.
2. That Council does not approve the flying of the Latvian National flag.

It is at Council's discretion to determine if the flag will be flown.

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.

Council has previously supported the same request in 2016, 2017 and 2018. In 2019 Council had already resolved to fly the Rainbow Flag on 18 November, which meant that the Latvian Community's request could not be accommodated. This year, the timing of both requests has occurred in a way that enables Council to consider and facilitate both.

Not approving the request this year may lead to disappointment for members of the Latvian community and potential frustration given that they are requesting their Country's flag be raised and flown for one day (being 18/11/2020) in commemoration of their Independence Day.

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Tami Norman	Executive Manager, Office of the CEO

## DECISION REPORT

<b>REPORT TITLE:</b>	REQUEST TO FLY RAINBOW FLAG - CELEBRATING DIVERSITY MONTH NOVEMBER 2020
<b>ITEM NUMBER:</b>	4.7
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	MATTHEW IVES
<b>JOB TITLE:</b>	COORDINATOR CULTURAL DEVELOPMENT
<b>ATTACHMENTS:</b>	1. REQUEST TO FLY THE RAINBOW FLAG FOR FEAST FESTIVAL

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### 1. **EXECUTIVE SUMMARY**

Council has received a request from the General Manager of the Feast Festival for the City of Unley to once again fly the Rainbow Flag at the Unley Civic Centre for the month of November to coincide with “Pridevember” – a month long celebration of inclusivity and diversity in South Australia.

Under Council’s Flag Management Policy, Council may approve the flying of flags other than those contained in the ‘standard display’. This report seeks a decision from Council in response to the request from the Feast Festival

### 2. **RECOMMENDATION**

That:

1. The report be received.
2. The Rainbow Flag be flown from the fifth flag pole situated at the Civic Centre on Unley Road and be displayed in the windows of the Civic Centre Customer Service area, facing on to Unley Road for the month of November 2020 (excluding 18/11/2020 to allow the Latvian Flag to be flown on that day) in support of the “Pridevember” initiative of the Feast Festival.

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### 3. **RELEVANT CORE STRATEGIES/POLICIES**

1. Community Living
- 1.3 Our City meets the needs of all generations.

- 1.4 Our Community is proud to be part of our City.
- 1.5 Our City is connected and accessible.
- 4. Civic Leadership
- 4.1 We have strong leadership and governance.

#### **4. BACKGROUND**

The City of Unley has a long history and reputation of working sustainably with major festivals and events that promote Unley as a place that embraces state-wide initiatives in arts and culture. This includes Adelaide Fringe, Adelaide Cabaret Festival, Guitar Festival, Zest Fest, SALA and Feast Festival. Feast Festival is a lesbian, gay, bisexual, transgender, intersex, queer (LGBTIQ+) festival held annually in South Australia. The outcomes of Feast Festival align to Council's strategic objectives to support cultural diversity, inclusivity and understanding.

Feast began in 1997, providing a safe and inclusive platform for the LGBTIQ+ community to share and express themselves through art and culture. The Feast Festival is Adelaide's only not-for-profit LGBTIQ+ Queer Arts and Cultural Festival that celebrates pride and diversity.

The City of Unley has proudly supported the Feast Festival since 2008. Prior to this, Feast Festival had not worked directly with Local Government. The City of Unley was one of the inaugural councils to commit and participate in Feast Festival.

Between 2008 and 2014, Feast Festival was a curated festival. One element of this was the program coordinated across the various councils.

These initiatives changed from year to year and included:

- Exhibitions
- Video projections on the side of the Unley Library
- Interactive art installations in cafes
- Creative conversations and pop up cinemas with artists in car parks, markets and tram stops
- Cabaret performance by Libby O' Donovan in the Unley Town Hall
- Plunge Pool Party at the Unley Swim Centre

In recent years, the Feast Festival has moved to a mixed model of major events and open access events similar to the Adelaide Fringe and SALA.

The City of Unley was also one of the inaugural councils to fly the Rainbow Flag in 2013, following a letter sent by Feast Festival to every Mayor in South Australia. Celebrating diversity, the Rainbow Flag represents the six colours of the rainbow as a symbol of lesbian, gay, bisexual, transgender, intersex, queer + communities. The level of support from local government has increased over the years. In 2019, twenty-two councils participated by flying the Rainbow Flag during Feast Festival.

Last year the Feast Festival program acknowledged this support from the Local Government sector as follows:

*“Every year Feast invites every Mayor and CEO of each municipal council in South Australia to show their support for LGBTIQ people and their families living in their community by flying the rainbow flag for the duration of the Feast Festival, 9th Nov — 24th Nov 2019. This year Feast also invited all municipal councils to fly the rainbow flag for an entire month to celebrate Feast’s new initiative, “Pridevember” — celebrating everything Queer here in South Australia for the entire month of November. Flying the rainbow flag actively contributes to the health and well-being of the whole community and is a symbolic way in which councils can help celebrate the Festival state-wide, as well as publicly acknowledging their council’s role in promoting and celebrating diversity.”*

For the past seven years, the City of Unley has flown a Rainbow Flag for the duration of Feast Festival in the windows at either end of the Customer Service area of the Civic Centre. In 2019 for the first time, Council flew the Rainbow Flag for the entire month of November.

At the 22 July 2019 Council meeting (Item 4.6), Council resolved as follows:

1. *The report be received.*
2. *The Rainbow Flag be flown from the fifth flagpole situated at the Civic Centre on Unley Road for the month of November 2019, in support of the “Pride Month” initiative of the Feast Festival.*
3. *The Rainbow Flag continue to be displayed in the windows of the Civic Centre Customer Service area, facing on to Unley Road and the rear car park for the month of November and be accompanied by information on the “Pride Month” initiative of the Feast Festival.*

*(Resolution No. C0060/19)*

## **5. DISCUSSION**

A request has again been received from the General Manager of the Feast Festival to fly the Rainbow Flag for the whole month of November in 2020, to coincide with “Pridevember” – a month long celebration of inclusivity and diversity in South Australia. The request notes that if this is not possible, that consideration be given to flying the Rainbow Flag for the dates of the Feast Festival (7-29 November). The initiative aims to increase visibility and awareness of the Feast Festival and how it supports South Australian LGBTIQ+ communities. A copy of the request is included as Attachment 1 to this report.

*Attachment 1*

There are five flag poles at the Civic Centre on Unley Road. Council's Flag Management Policy currently provides that the standard flag display at the City of Unley Civic Centre will comprise:

- The Australian National Flag;
- The South Australian Flag;
- The Aboriginal Flag;
- Torres Strait Islander Flag; and
- The City of Unley Ensign (bearing the City of Unley logo).

and that subject to Council approval, other flags may be flown.

When requests to fly flags are approved by Council, the City of Unley Ensign is the flag that is removed to accommodate the approved flag.

The Policy requires that requests to fly a flag must be made in writing and include:

- A colour example of the design;
- Preferred dates of display;
- Be received at least 4 weeks before the Council Meeting;
- Detail the relevance or significance of the flag to the City of Unley; and
- Contact details of the person responsible for supply and collection of the flag.

The request from Feast presents an opportunity for Council to show ongoing support for LGBTIQ+ communities by endorsing flying the Rainbow Flag during Feast.

As one of the inaugural councils supporting Feast Festival, the City of Unley has consistently had good media coverage and been positively acknowledged for participation. No negative feedback has been received on Council's support of Feast to date. Over the years, the Feast Festival has been promoted on City of Unley social media, in the Messenger, around Council facilities, on the website, and by inclusion on the Feast Festival website and in the program.

Council currently also has a request before it to fly the Latvian Flag in recognition of Latvia's Independence Day on 18 November. In order to enable both community groups to receive recognition and support from Council it is suggested that the Rainbow Flag be lowered for the day to allow the flying of the Latvian Flag (on 18/11/2020), with placement of the flags managed in accordance with the Department of Prime Minister and Cabinet protocols. The Rainbow Flag would then be returned to the fifth flag pole for the remainder of the month of November.



## 6. ANALYSIS OF OPTIONS

### Option 1 –

1. The report be received.
2. The Rainbow Flag be flown from the fifth flag pole situated at the Civic Centre on Unley Road and be displayed in the windows of the Civic Centre Customer Service area, facing on to Unley Road and the rear car park for the month of November 2020 (excluding 18/11/2020 to allow the Latvian Flag to be flown on that day) in support of the “Pridevember” initiative of the Feast Festival.

This option will result in the Rainbow Flag being flown on the fifth flagpole at the Civic Centre on Unley Road and within the Civic Centre Customer Service area from 1st - 30th November 2020. It will publicly convey Council's support for the Feast Festival in 2020. In order to accommodate the Rainbow Flag within the current display, the City of Unley Ensign would be removed. This would be reviewed again in 2021.

This option also accommodates the request received from the Latvian Community to fly the Latvian Flag on 18 November to commemorate its independence day.

### Option 2 –

1. The report be received.
2. The Rainbow Flag continue to be displayed in the windows of the Civic Centre Customer Service area, facing on to Unley Road and the rear car park for the month of November and be accompanied by information on the “Pridevember” initiative of the Feast Festival.

This option will result in the Rainbow Flag being flown in the windows at each end of the Civic Centre Customer Service area in November 2020. This is consistent with the practice of the past seven years, and allows for placement of information alongside the flags regarding the “Pridevember” initiative. It will publicly convey Council's continuing participation/support for the Feast Festival.

In this option Council would not fly the Rainbow Flag on the fifth flag pole at the Civic Centre on Unley Road, which could be perceived as a reduction of Council's previous support to Feast and the LGBTIQ+ community.

### Option 3 –

1. The report be received.
2. The request from the Feast Festival to fly the Rainbow Flag for the month of November 2020 be declined.

This option declines the request to fly the Rainbow Flag. Declining the offer would also extend to discontinuance of flying the Rainbow Flags in the Civic Centre Customer Service area. In considering this option, it should be noted that there may be reputational risk for Council, having flown the flags in support of Feast Festival since 2013, and a missed opportunity for Council to demonstrate support for and celebrate diversity.

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- There is no cost to fly the Rainbow Flag in any areas as the flags were purchased last year.

**8.2 Legislative/Risk Management**

- Flags must be displayed in accordance with the requirements of protocols from the Department of Prime Minister and Cabinet (DPMC).

**8.3 Staffing/Work Plans**

- The actions associated with this report require no additional work outside of staff's existing work plans.

**8.4 Environmental/Social/Economic**

- The recommended option is consistent with Council's Flag Management Policy. The actions from the report have no impact on any other policies. This recommendation provides visibility and awareness of a significant part of our community and celebrates the general diversity of our community.

**8.5 Stakeholder Engagement**

- Community engagement is not required for the preparation of this report.

**9. REPORT CONSULTATION**

This report has been prepared with the advice of the Executive Manager, Office of the CEO.

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Megan Berghuis	General Manager, City Services



Tues 19<sup>th</sup> May 2020

Peter Tsokas  
CEO  
City of Unley  
PO Box 1  
Unley SA, 5061

**Flying the Rainbow Flag – Celebrating Diversity in the month of November**

Dear Peter,

We would like to congratulate you and your municipal Council on your participation in the 2019 Feast Festival *Flying the Rainbow Flag – Celebrating Diversity* project and would like to invite you to continue the tradition in 2020.

Last year 22 Councils state-wide flew rainbow flags to celebrate diversity and promote greater social wellbeing for local LGBTIQ people and their families. We are once again inviting every Council in the State to participate in the *Flying the Rainbow Flag – Celebrating Diversity* project.

COVID-19 Feast Festival and Flying the Rainbow Flag Project.

Feast is currently busy planning its November Festival. If these plans are affected by COVID-19 we still encourage all Councils to fly the rainbow flag as a sign of solidarity and support during these unprecedented times, and as a symbolic demonstration of support for your local LGBTIQ+ communities.

This year we are proposing that Councils fly the rainbow flag for the **whole month of November** (1st – 30th Nov) to coincide with the Feast developed initiative **"Pridevember"** – a month long celebration of inclusivity and diversity in South Australia. Council's participation in this initiative will help Feast continue its important role of supporting LGBTIQ+ communities and create a vibrant, fun and safe South Australian Pride experience. If your Council cannot fly the flag for the month of November we still encourage you to fly the rainbow flag from the 7<sup>th</sup> to the 29<sup>th</sup> November.

Participating Councils will be added to our roll call, appearing on a dedicated page in our 2020 Feast Program Guide. Hardcopies of the Program will be distributed nationally and an electronic version will be available for global access on our webpage. Through continued positive engagement and strategic partnerships, we can actively contribute to the health and wellbeing of the whole community.

Rainbow flags (polyester), 3 feet by 5 feet, are available for purchase online for \$22.00 through [www.rainbowstore.com.au](http://www.rainbowstore.com.au) or a small number are available for loan from the Feast Festival office.

If you wish to continue your support of the *Flying the Rainbow Flag – Celebrating Diversity* project, please register with Feast prior to **Friday 17th July 2020** to ensure you make the Program. Register **ATT James Landseer** to [marketing@feast.org.au](mailto:marketing@feast.org.au) or by post at Feast Festival, 54 Hyde St ADELAIDE SA 5000. During the Festival, take a photo of your flying rainbow flag and we will proudly share it on our website and social media channels.

On behalf of the Adelaide Feast Festival, I would like to extend my heartfelt thanks for your choice to support greater understanding, acceptance and celebration of our LGBTIQ community. If you have any questions about the 2020 project, please do not hesitate to contact me and I will be happy to answer them for you.

Yours sincerely,

Helen Sheldon  
**General Manager**  
**Feast Festival**

Feast Festival – Adelaide's Queer Arts and Cultural Festival Annually in November - Proudly supported by:





Tues 19<sup>th</sup> May 2020

Michael Hewiston  
Mayor  
City of Unley  
PO Box 1  
Unley SA, 5061

**Flying the Rainbow Flag – Celebrating Diversity in the month of November**

Dear Michael,

We would like to congratulate you and your municipal Council on your participation in the 2019 Feast Festival *Flying the Rainbow Flag – Celebrating Diversity* project and would like to invite you to continue the tradition in 2020.

Last year 22 Councils state-wide flew rainbow flags to celebrate diversity and promote greater social wellbeing for local LGBTIQ people and their families. We are once again inviting every Council in the State to participate in the *Flying the Rainbow Flag – Celebrating Diversity* project.

COVID-19 Feast Festival and Flying the Rainbow Flag Project.

Feast is currently busy planning its November Festival. If these plans are affected by COVID-19 we still encourage all Councils to fly the rainbow flag as a sign of solidarity and support during these unprecedented times, and as a symbolic demonstration of support for your local LGBTIQ+ communities.

This year we are proposing that Councils fly the rainbow flag for the **whole month of November** (1st – 30th Nov) to coincide with the Feast developed initiative **"Pridevember"** – a month long celebration of inclusivity and diversity in South Australia. Council's participation in this initiative will help Feast continue its important role of supporting LGBTIQ+ communities and create a vibrant, fun and safe South Australian Pride experience. If your Council cannot fly the flag for the month of November we still encourage you to fly the rainbow flag from the 7<sup>th</sup> to the 29<sup>th</sup> November.

Participating Councils will be added to our roll call, appearing on a dedicated page in our 2020 Feast Program Guide. Hardcopies of the Program will be distributed nationally and an electronic version will be available for global access on our webpage. Through continued positive engagement and strategic partnerships, we can actively contribute to the health and wellbeing of the whole community.

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On behalf of the Adelaide Feast Festival, I would like to extend my heartfelt thanks for your choice to support greater understanding, acceptance and celebration of our LGBTIQ community. If you have any questions about the 2020 project, please do not hesitate to contact me and I will be happy to answer them for you.

Yours sincerely,

Helen Sheldon  
General Manager  
Feast Festival

Feast Festival – Adelaide's Queer Arts and Cultural Festival Annually in November - Proudly supported by:



## DECISION REPORT

<b>REPORT TITLE:</b>	INITIATION OF REPRESENTATION REVIEW
<b>ITEM NUMBER:</b>	4.8
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	KATHRYN GOLDY
<b>JOB TITLE:</b>	PRINCIPAL GOVERNANCE OFFICER
<b>ATTACHMENTS:</b>	1. REPRESENTATION REVIEW: KEY MILESTONES 2. GOVERNMENT GAZETTE 1 AUGUST 2019 SCHEDULE

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### 1. **EXECUTIVE SUMMARY**

Section 12 (4) of the *Local Government Act 1999* (the Act) requires each council to undertake a 'Representation Review' approximately every eight (8) years, with the precise timing of each review determined by the Minister. The City of Unley last undertook a Representation Review in 2013 and is scheduled to conduct its next review between June 2020 and July 2021.

This report provides background information on the purpose and approach of the Review and seeks Council's endorsement to commence the process.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Representation Review Process be commenced in accordance with section 12 (5) of the *Local Government Act 1999*.
  3. The 'Representation Review: Key Milestones' document (Attachment 1, Item 4.8, Council Meeting 22/06/2020) be endorsed, noting the document is subject to change at any given time based on the progression of the Review process.
  4. The Chief Executive Officer be delegated the power to appoint a qualified Independent Person to prepare the Representation Options Paper, following the receipt of quotes from providers included on the Panel established by LGA Procurement on behalf of eleven participating councils, including the City of Unley.
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### **3. RELEVANT CORE STRATEGIES/POLICIES**

#### 4. Civic Leadership

4.1 We have strong leadership and governance.

### **4. BACKGROUND**

Section 12 (4) of the *Local Government Act 1999* (the Act) requires each council to undertake a review of all aspects of its composition and that the issue of division, or potential division of the area of the council into wards, be comprehensively reviewed at least once in each relevant period as prescribed by the regulations.

Regulation 4 of the *Local Government (General) Regulations 2013* states that for the purpose of section 12 (4) of the Act, the relevant period is the period determined by the Minister from time to time by a notice published in the Government Gazette.

The City of Unley last completed an “elector representation review” in 2012/2013, which was finalised on 19 August 2013. C.L. Rowe and Associates Pty Ltd were engaged to assist with the conduct of the Representation Review at that time.

The *Local Government (General) Regulations 1999* specifies via a schedule when the various councils in South Australia must undertake an elector representation review. This schedule, published in the Government Gazette on 1 August 2019, states that the City of Unley is scheduled to undertake a review during the period of June 2020 – June 2021 (Attachment 2).

*Attachment 2*

### **5. DISCUSSION**

A representation review is held to determine whether a council community would benefit from an alteration to its composition or ward structure.

A representation review must examine all aspects of the composition of the council, including:

- The number of council members;
- The division of the area into wards and/or whether the division of the area into wards should be abolished; and
- Ward quotas, including into the future.

The key issues that need to be addressed during the review include:

- The principal member of council, that is, whether it should be an elected mayor or a chairperson appointed by the elected members;
- The need for area councillors in addition to ward councillors;
- The division of the council area into wards, or alternatively, the abolition of wards;

- The number of elected members required to provide fair and adequate representation to the community;
- The level of ward representation, that is, single and/or multi councillor wards, or combination thereof; and
- The name of the council area and/or any proposed future wards.

The Act prescribes that the Representation Options Paper is to be written by a person who, in the opinion of the council is qualified to:

- Write a paper on the alternatives that could be considered for the council composition and structure; and
- Address any representation and governance issues that may arise from the review.

The following list suggests the knowledge and skills required to undertake the task:

- Knowledge of the Act;
- Understanding and determining various options, and knowledge of advantages and disadvantages from all perspectives. For example: council, key stakeholders, and the broader local and regional community;
- Knowledge of the role and functions of Local Government;
- Knowledge of the general implications for representation and governance and the various options for compositions and structure, and the skills to relate these to the specific characteristics of the council and its community;
- Knowledge of the council area;
- Calculating elector distribution ratios;
- Compiling and assessing relevance of demographic profile and population projections, and
- Report writing.

As the number of consultants undertaking this work is somewhat limited, a project brief was prepared by LGA Procurement in consultation with 11 councils (which included the City of Unley). The procurement process sought to identify qualified persons who could assist with the conduct of Representation Reviews in the participating Councils, thereby providing assurance to Council that the requirements of the Act would be met.

The process identified four (4) providers for inclusion on a panel from which participating Councils may appoint their preferred supplier. The panel members are:

- C.L. Rowe and Associates
- Holmes Dyer Pty Ltd
- Kelledy Jones Lawyers
- Norman Waterhouse Lawyers

LGA Procurement holds the Head Agreement which allows each council to manage their process of appointment and final engagement for their respective representation review, without the need for individual contracts.

The City of Unley has sought quotes from panel members via the LGA Vendor Panel. Given the value of the engagement is anticipated to be in the order of \$30,000 it is proposed that the Chief Executive Officer be delegated authority to appoint the preferred provider based on quotes received.

Following engagement of the preferred provider, a workshop will be scheduled with Elected Members to provide details on the legislative steps and requirements for a Representation Review.

Formal Council endorsement will be required at several points within the Representation Review, including the following:

- September 2020 – Endorsement of Representation Options Paper for release for public consultation #1.
- December 2020 – Endorsement of Draft Representation Report for public consultation # 2 which provides information on:
  - I. All options, issues and proposals council has discussed and considered along the way;
  - II. Consultation outcomes and council's response to these;
  - III. Council analysis and rationale for not adopting a proposal arising out of the Representation Options Paper or public consultation process; and
  - IV. Any proposal the council considers should be implemented.
- May 2021 – Endorsement of the Final Representation Review Report.

A Key Milestones document has been formulated setting out the steps of a Representation Review and is attached for information for Elected Members. Noting that the document is subject to change at any given time, based on the progression of the Review process. (Attachment 1).

*Attachment 1*

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The Representation Review Process be commenced in accordance with section 12 (5) of the *Local Government Act 1999*.



3. The 'Representation Review: Key Milestones' document (Attachment 1) be endorsed, noting the document is subject to change at any given time based on the progression of the Review process.
4. The Chief Executive Officer be delegated the power to appoint a qualified Independent Person to prepare the Representation Options Paper, following the conduct of a procurement process in accordance with Councils Procurement Policy.

The Representation Review is a legislative requirement, and on this basis, no other option has been provided for Council's consideration.

## 7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

## 8. **POLICY IMPLICATIONS**

### 8.1 **Financial/Budget**

- Division 2, section 12 of the Act prescribes the requirements for representation reviewed by councils and the role of the Electoral Commissioner in certifying those reviews. Representation reviews are generally conducted by councils over an 8-year cycle. Councils are invoiced annually for its share of Electoral Commission SA cost of certifying reviews.
- The City of Unley share is calculated based on the number of electors in our council area as a proportion of the state-wide number of electors. Section 21 of the Act allows the Electoral Commissioner to recover from councils' costs reasonably incurred in performing these duties. This cost is included within the budget each year.
- There will be costs associated with the engagement of a suitably qualified provider to assist with the conduct of the Representation Review. An allocation for this work has been included in the 2020/21 budget.

### 8.2 **Legislative/Risk Management**

- The City of Unley is scheduled to undertake a review during the period of June 2020 – June 2021. The process must commence now, to enable engagement of a suitably qualified person and presentation to Elected Members to occur.

## 9. **REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Tami Norman	Executive Manager, Office of the CEO



<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
<b>Section 12</b>	<p><b>Step 1: Initiate representation review project</b></p> <ul style="list-style-type: none"> <li>• Pass resolution through Council to commence a representation review</li> <li>• Council to delegate to CEO approval of plan and “qualified person”</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Prepare a report informing Council of the requirements for representation review, with a draft project plan</li> <li>• Council to delegate to the CEO to appoint a “qualified person” to prepare the Representation Options Paper</li> <li>• Advise of the date for a Council briefing/workshop</li> <li>• Indicate the stages Council endorsements will be required</li> </ul>	<p><b>June 2020 – Ordinary Council Meeting</b></p> <p>Note: As review commences presentation on “what is a Representation Review?” to be presented at <b>[Date TBC] 2020</b></p>
<b>Section 33 (2)</b>	<p><b>Step 2: Council considers current arrangements and future options</b></p> <p>An assessment of ward quotas (if relevant) is also required to ensure quotas do not vary by more than 10%</p> <ul style="list-style-type: none"> <li>• Consideration of issues relevant to the review</li> <li>• Access Ward Quotas</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Briefing sessions to be scheduled to promote discussions and consideration of the following:                             <ul style="list-style-type: none"> <li>– Rationale for current structure and current/future relevance</li> <li>– All representation options (i.e. single/multi member wards or a combination, no wards, and ward/at large combinations)</li> <li>– The capacity for current council members to represent the community effectively</li> <li>– Appropriate number of Council members for the council area to represent the community. Compare with other councils of a similar size and nature</li> <li>– Should the number be reduced if more than 12?</li> <li>– Update electoral roll to enable calculation of ward quotas for inclusion in the Representation Options Paper (if relevant)</li> </ul> </li> </ul>	<p><b>Workshops for Elected Members and EMT to be held July/August 2020</b></p>

<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
<b>Section 12 (5), Section 26 (1) and Section 33</b>	<p><b>Step 3: Prepare a Representation Options Paper</b></p> <ul style="list-style-type: none"> <li>• Council endorsement to release for public consultation</li> </ul> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• The representation Options Paper is a comprehensive report which requires:                             <ul style="list-style-type: none"> <li>– Analysis of the current population distribution and future predictions/projections;</li> <li>– The advantages/disadvantages of electoral structures;</li> <li>– Other issues raised during Step 2;</li> <li>– Community benefits to be derived from proposals for the future;</li> <li>– Outline of all indicative representation options</li> <li>– The outcomes from Step 2 will form the basis for development of the draft paper</li> </ul> </li> </ul>	<b>September 2020 – Ordinary Council Meeting</b>
<b>Section 12 (7)</b>	<p><b>Step 4: Public Notice # 1</b></p> <ul style="list-style-type: none"> <li>• Invite public submissions on Representation Options Paper</li> </ul>	
	<p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• <b>Prepare and arrange publication of Public Notice # 1</b> <ul style="list-style-type: none"> <li>– SA Government Gazette</li> <li>– The Adelaide Advertiser</li> <li>– All newspaper circulating within the Council area</li> </ul> </li> </ul>	Gazette Notice to be published early October 2020 Newspaper adverts early October 2020 Public Consultation Period October/November 2020 (6 weeks)

<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
<b>Section 12 (8a), Section 26 (1) (c) and Section 33</b>	<p><b>Step 5: Prepare a Representation Review Report</b></p> <p>Following careful consideration of all the options and issues, and any public submissions, Council is to prepare a report documenting its deliberation and endorsed proposal for future compositions and structure. The report must contain an analysis of how the proposal relates to the principles under section 26(1)(c) and section 33 of the Act. It should also include the reasons why Council has decided not to adopt other alternatives for change as indicated in the Options paper or suggested in the public submissions.</p> <ul style="list-style-type: none"> <li>• Consider all options and issues and any public submissions</li> <li>• Report to document deliberations and proposal for future composition and structure</li> <li>• Council endorsement of proposal and report to release for public comment</li> </ul> <p>Draft Representation Review Report which reports on:</p> <ul style="list-style-type: none"> <li>• All options, issues and proposals Council has discussed and considered along the way;</li> <li>• Consultation outcomes and Councils response to these;</li> <li>• Council analysis and rationale for not adopting a proposal arising out of the Representation Options Paper or public consultation process; and</li> <li>• Any proposal the Council considers should be implemented</li> </ul> <p><b>Option:</b> Council briefing session/workshop to present and discuss public consultation outcomes</p> <p>Submit a report to Council for endorsement for public consultation (Notice # 2)</p>	<p><b>December 2020 – Ordinary Council Meeting</b></p> <p>Note: Council briefing session/workshop to present and discuss public consultation outcomes at <b>[Date TBC]</b> December 2020</p>

<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
<b>Section 12 (9)</b>	<p><b>Step 6: Public Notice # 2</b></p> <p>Give public notice of the availability of the Representation Review report and invite public submissions allowing a period of at least 3 weeks.</p> <p>Invite public submissions on Representation Review Report</p> <ul style="list-style-type: none"> <li>• <b>Prepare and arrange publication of public notice # 2</b> <ul style="list-style-type: none"> <li>– SA Government Gazette</li> <li>– The Adelaide Advertiser</li> <li>– All newspaper circulating within the Council area</li> </ul> </li> </ul>	<p>Gazette Notice to be published early January 2021</p> <p>Newspaper adverts early January 2021</p> <p>Public Consultation Period January/February 2020 (3 weeks)</p>
<b>Step 12 (10)</b>	<p><b>Step 7: Hearing of Submissions by Council or Council Committee</b></p> <ul style="list-style-type: none"> <li>• Prepare a report of any submissions received on the Representation Review Report</li> <li>• Invite those who made submissions or their representatives to be heard by Council or a Council Committee</li> </ul>	<b>March 2021 – Ordinary Council Meeting</b>
<b>Section 12 (11a-d)</b>	<p><b>Step 8: Conduct a Poll (if required)</b></p> <p>If proposed to change the method of selection of the principal member (Chairperson to Mayor or Mayor to Chairperson)</p>	

<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
	<p><b>Step 9: Finalise the Representation Review Report</b></p> <ul style="list-style-type: none"> <li>• Council considers and adopts final proposal for future composition and structure</li> <li>• Council approval to submit a Report to Electoral Commissioner</li> <li>• Ensure that all of the prescribed requirements have been met, with respect to:                             <ul style="list-style-type: none"> <li>– Timely placement of public notices</li> <li>– Preparation of Representation Options Paper and Council report</li> <li>– An opportunity for hearings to be adhered to</li> <li>– Consideration of representation principles and matters outlined in the Act (section 26 and section 33)</li> <li>– Submit final Representation Review Report to Council for approval</li> </ul> </li> </ul>	<p><b>April 2021 – Ordinary Council Meeting</b></p>
<b>Section 12 (12 – 21)</b>	<p><b>Step 10: Submit Representation Review Report to Electoral Commissioner for certification</b></p>	<p><b>Late April 2021 – following Ordinary Council Meeting</b></p> <p>Note: Minimum 1 month for Electoral Commissioner to certify review</p>
	<p><b>Step 11: Technical description of boundaries</b></p> <p>If there is an alteration to the boundaries</p> <ul style="list-style-type: none"> <li>• Contact Department of Planning, Transport and Infrastructure for a technical description to be prepared for inclusion in the gazettal notice</li> </ul>	<p><b>2 – 4 weeks</b></p>

<b>Representation Review: Key Milestones</b>		
<b>Local Government Act 1999</b>	<b>Steps</b>	<b>Timeframes</b>
<b>Section 15</b>	<p><b>Step 12: Gazettal of the Representation Review outcome after certificate of compliance issued by electoral Commissioner (EC)</b></p> <p>Place a third notice to implement the review outcome in the SA Government Gazette following certification by the Electoral Commissioner</p>	<p><b>Dependant on timeline being met and EC certification</b></p> <p><b>Post Certification by Electoral Commissioner</b> Notice to be placed in SA Government Gazette prior to 1 January preceding the year of periodic elections</p>
<b>Section 18</b>	<p><b>Step 13: Implement changes to the representative structure</b></p> <ul style="list-style-type: none"> <li>• Electoral Commissioner modifies House of Assembly roll database before roll closure preceding the next periodic election</li> <li>• Council modifies Council voters roll data base before roll closure preceding the next periodic election</li> <li>• Inform community of changes to representation structure to come into effect as at next election</li> </ul>	<p><b>Dependant on timeline being met and EC certification</b></p>



LOCAL GOVERNMENT ACT 1999  
NOTICE OF DETERMINATION OF RELEVANT PERIOD  
*Review of Council Compositions and Wards*

Pursuant to section 12(4) of the *Local Government Act 1999*, the Minister for Transport, Infrastructure and Local Government has determined the relevant period for the next review of council compositions and wards, to be the date as contained in the table listed hereunder:

Council	Last Review	Next Review Period
Adelaide	19/11/2013	June 2020–June 2021
Adelaide Plains	26/11/2013	June 2020–June 2021
Alexandrina	26/11/2013	June 2020–June 2021
Burnside	8/01/2013	June 2020–June 2021
Charles Sturt	5/09/2013	June 2020–June 2021
Coorong	18/09/2013	June 2020–June 2021
Flinders Ranges Council	14/05/2013	June 2020–June 2021
Goyder	16/08/2013	June 2020–June 2021
Light	14/11/2013	June 2020–June 2021
Marion	27/11/2013	June 2020–June 2021
Mid Murray	05/11/2013	June 2020–June 2021
Mitcham	12/11/2013	June 2020–June 2021
Mount Remarkable	29/11/2013	June 2020–June 2021
Murray Bridge	8/07/2013	June 2020–June 2021
Robe	18/09/2013	June 2020–June 2021
<b>Unley</b>	<b>19/08/2013</b>	<b>June 2020–June 2021</b>
Elliston	14/11/2013	October 2020–October 2021
Franklin Harbour	9/07/2013	October 2020–October 2021
Gawler	26/11/2013	October 2020–October 2021
Holdfast Bay	5/11/2013	October 2020–October 2021
Mount Barker	26/08/2013	October 2020–October 2021
Port Pirie	05/11/2013	October 2020–October 2021
Prospect	28/11/2013	October 2020–October 2021
Streaky Bay	28/11/2013	October 2020–October 2021
Tatara	05/11/2013	October 2020–October 2021
Tumby Bay	12/11/2013	October 2020–October 2021
Wakefield Regional	26/11/2013	October 2020–October 2021
Wattle Range	26/08/2013	October 2020–October 2021
West Torrens	06/11/2013	October 2020–October 2021
Wudinna	26/08/2013	October 2020–October 2021
Yorke Peninsula	19/11/2013	October 2020–October 2021
Adelaide Hills	30/11/2017	April 2024–April 2025
Barossa	1/05/2017	April 2024–April 2025
Berri Barmera	29/06/2017	April 2024–April 2025
Campbelltown	1/05/2017	April 2024–April 2025
Clare & Gilbert Valleys	7/07/2017	April 2024–April 2025
Grant	8/05/2017	April 2024–April 2025
Kangaroo Island	14/02/2017	April 2024–April 2025
Kimba	5/06/2017	April 2024–April 2025
Mount Gambier	1/05/2017	April 2024–April 2025
Northern Areas	21/08/2017	April 2024–April 2025
Norwood, Payneham & St Peters	31/08/2017	April 2024–April 2025
Onkaparinga	7/12/2017	April 2024–April 2025
Playford	16/10/2017	April 2024–April 2025
Port Adelaide Enfield	3/07/2017	April 2024–April 2025
Port Lincoln	6/04/2017	April 2024–April 2025
Salisbury	21/11/2017	April 2024–April 2025
Southern Mallee	1/06/2017	April 2024–April 2025
Victor Harbor	27/07/2017	April 2024–April 2025
Yankalilla	27/07/2017	April 2024–April 2025
Barunga West	31/07/2017	October 2024–October 2025

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## THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

1 August 2019

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Ceduna	5/10/2017	October 2024–October 2025
Cleve	26/10/2017	October 2024–October 2025
Cooper Pedy	21/11/2017	October 2024–October 2025
Copper Coast	3/10/2017	October 2024–October 2025
Karoonda East Murray	6/11/2017	October 2024–October 2025
Kingston	4/09/2017	October 2024–October 2025
Lower Eyre Peninsula	26/10/2017	October 2024–October 2025
Loxton Waikerie	31/07/2017	October 2024–October 2025
Naracoorte Lucindale	4/09/2017	October 2024–October 2025
Orroroo Carrieton	6/11/2017	October 2024–October 2025
Peterborough	15/12/2017	October 2024–October 2025
Port Augusta	3/10/2017	October 2024–October 2025
Renmark Paringa	3/10/2017	October 2024–October 2025
Tea Tree Gully	28/11/2017	October 2024–October 2025
Walkerville	26/10/2017	October 2024–October 2025
Whyalla	21/11/2017	October 2024–October 2025

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Dated: 20 July 2019

HON STEPHAN KNOLL MP  
Minister for Transport, Infrastructure and Local Government

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## INFORMATION REPORT

<b>REPORT TITLE:</b>	QUARTERLY REPORT - BROWN HILL KESWICK CREEK STORMWATER BOARD
<b>ITEM NUMBER:</b>	4.9
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	LARA KENNEDY
<b>JOB TITLE:</b>	EXECUTIVE ASSISTANT, OFFICE OF THE CEO
<b>ATTACHMENTS:</b>	1. PROJECT DIRECTOR PROGRESS REPORT APRIL QTR 2020 2. EVERARD PARK INFORMATION BROCHURE

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### 1. **EXECUTIVE SUMMARY**

To provide Council with an update on the performance of Brown Hill Keswick Creek Stormwater Board, for the period ending 30 April 2020.

### 2. **RECOMMENDATION**

That:

1. The report be received.
- 

### 3. **RELEVANT CORE STRATEGIES/POLICIES**

4. Civic Leadership

4.1 We have strong leadership and governance.

### 4. **BACKGROUND**

The Project Director of the Brown Hill Keswick Creek Stormwater Project provides to member councils a quarterly report on the activities and financial performance of the Project for the information of Council. The progress report for the period ending 30 April 2020 is attached for the information of Council as Attachment 1.

*Attachment 1*

An information brochure regarding the Project works at Everard Park is also attached for information as Attachment 2.

*Attachment 2*

**5. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Tami Norman	Executive Manager, Office of the CEO

**BROWN HILL AND KESWICK CREEKS STORMWATER BOARD  
PROJECT DIRECTOR PROGRESS REPORT  
MAY 2020**

This report provides an update to our owner Councils in relation to the financial performance of the Brown Hill and Keswick Creeks Stormwater Board (BHKCSB) to 30 April 2020, an overview of capital works projects and insights into recent activities that may be of interest.

**Business Performance to 30 April 2020**

For the 2019/20 financial year to date, capital works expenses total \$830,765 across 2 projects – South Park Lands and Upper Brown Hill Creek, Area 1 (Everard Park).

Year to date, constituent Councils have contributed \$12.114m of capital funding and the Stormwater Management Authority has contributed \$5.592m. A total of \$65.803m of SMA funding remains available to the project.

**Presentation to the Board of the Stormwater Management Authority (SMA)**

The Project Director presented to the Board of the Stormwater Management Authority on 5 May 2020 with the discussion focussing on:

- The project works schedule and indicative timing for delivery
- An update on the status of current and upcoming projects
- Whole of project delivery strategy
- Constraints to delivery

The presentation was well received, and discussions will continue regarding the proposed funding model between the SMA and the project.

**Whole of project delivery strategy**

A whole of project delivery strategy is proposed with key components of the project including:

- developing the concept design of each sub-project to the 30% design stage;
- using the 30% design plans to develop more robust and accurate cost estimates;
- consideration of property and stakeholder impacts to develop an understanding of the requirements and allow for early engagement;
- development of a delivery strategy to consider the project as a whole and determine the most optimum and efficient method of delivery;
- development of a well-informed and robust business case that considers each of the inputs discussed above and arms the Owners Executive Committee with the information required to seek additional project funding;

These proposed works are not a new or separate project. They should be considered as contributing toward the delivery of the SMP; instead of completing individual projects in a piecemeal approach, we will be working toward the 30% design stage for all projects concurrently to ensure:

- the Board is armed with complete and accurate information regarding the extent of works and expected project costs;
- the Owner Councils are armed with a business case that will assist them in seeking additional project funding;
- the Project Director has a clear delivery plan that is well-informed and robust.

**Current and Upcoming Projects**

**South Park Lands**

Currently, the predicted peak stormwater flows in Park Lands Creek are about double the creek capacity downstream of Greenhill Road. The South Park Lands project specifically relates to:

Victoria Park/ Pakapakanthi/ Park 16 Wetland



Artist impression of wetland design

Located at the southern end of Victoria Park, the wetland will include areas of permanent water, areas that become inundated during 'normal' flows, and a broader area that will only become inundated during a large flood event along with a range of features that facilitate recreational use.

Blue Gum Park/ Kurrangga/ Park 20 Creek Works

Works include construction of a low-level mound and the realignment of existing open channels in the southern section of the park. The mound will be constructed to the south and west of the existing playing fields and will stretch for a total distance of approximately 600metres.

A shared use path will be constructed on top of the mound.



Proposed creek works

Design plans are currently being finalised with construction works scheduled to commence late in 2020. Delivery will be dependent upon availability of funding and the project may need to be delivered as two separate construction packages.

**Glenside**

This project involves enlargement of an existing detention basin from a capacity of 18ML to 37ML, to limit flow to the existing capacity of the culvert under the Fullarton and Greenhill Roads intersection. The detention basin, together with other works in the South Park Lands is intended to reduce the peak stormwater flows along Park Lands Creek and further downstream.

The Glenside site is being developed by Cedar Woods and Stage 2 bulk earthworks are currently underway. Excavation of approximately 25,000m<sup>3</sup> of material will be required to form the detention basin in addition to providing primary water quality treatment via new large gross pollutant traps.

**Current and Upcoming Projects**

**Upper Brown Hill Creek, Area 1 (Everard Park)**

This section of Brown Hill Creek currently comprises an open concrete channel and works are required to increase its capacity. The works include installation of a covered culvert along the length of the creek from Anzac Hwy to Third Ave. Subsequent to installation of the culvert, the City of Unley will extend Wilberforce Walk to Anzac Highway, with a shared pathway for pedestrians/ cyclists traversing the culvert.

Manufacture of the culvert segments is almost complete, and construction has now commenced. An information brochure (*provided herewith*) has been distributed to inform local residents and interested parties.



*Artist impression of completed works*



*Prior to works commencing – Jan 2020*



*Clearance of the creek – 15 May 2020*



*Clearance of creek – 15 May 2020*



*Culvert installation – 20 May 2020*

**Current and Upcoming Projects**

**Hawthorn Reserve**

The Stormwater Management Plan proposed that creek capacity upgrades be undertaken through Hawthorn Reserve in the second half of the project works program. Grant funding was sought and obtained by Council to upgrade the Hawthorn Reserve precinct and the creek works associated with this precinct were therefore expedited. This project was delivered by City of Mitcham and the official opening was held on 9 May 2019.

While the construction works have been completed, property matters are yet to be finalised.



*Completed project works*

Peta Mantzarapis  
Project Director  
20 May 2020





Project works are being delivered in the section of Brown Hill Creek between Anzac Highway, Everard Park and Third Avenue, Forestville as part of the broader Brown Hill Keswick Creek Stormwater Project

## What is the Brown Hill Keswick Creek Stormwater Project?

Brown Hill, Keswick, Glen Osmond and Park Lands Creeks are important drainage watercourses in metropolitan Adelaide. The creeks have a history of flooding and a low standard of flood protection, and therefore a relatively high flood risk.

Their combined catchment is mainly contained within the local government areas of Adelaide, Burnside, Mitcham, Unley and West Torrens which are home to more than 200,000 residents.

The Brown Hill Keswick Creek Stormwater Project has been a collaborative undertaking by the catchment councils to develop a Stormwater Management Plan (SMP).

The scope and complexity of the plan are such that it could only be delivered effectively and efficiently by the five councils working collaboratively through a single entity.

The Councils have therefore established the Brown Hill and Keswick Creeks Stormwater Board as a regional subsidiary to co-ordinate delivery of the SMP. Implementation of the plan will mitigate serious flood risks and help safeguard properties across the catchment.

**Brown Hill Keswick Creek**  
STORMWATER PROJECT

# What's happening in Everard Park?

## Stormwater Management Plan (SMP)

The Stormwater Management Plan is designed to substantially reduce the number of properties within the catchment that would be affected by very large flood events, up to and including a 100 year ARI flood.

A 100 year ARI (Average Recurrence Interval) flood is a flood that will occur statistically on average once every 100 years, and has a 1 in 100 (1%) chance of occurring in any given year. It is the most commonly applied standard in Australia for providing an acceptable level of flood protection for the community.

The SMP, approved by the Stormwater Management Authority in February 2017, details construction of a number of flood mitigation works across the catchment, as well as non-infrastructure measures to help reduce the impact of major flooding for more than 2,000 properties during a one in 100-year storm event.

## Area 1 - Everard Park

The SMP identifies the section of Brown Hill Creek between Anzac Highway and Leah Street as portion of Area 1.

The SMP indicates that this section of creek would need to be widened to 4 to 5 metres and deepened to about 3 metres with the tops of the banks to be raised by 0.5 to 0.75 metres in places, which could be achieved as a levee or bund embankment.

More recent detailed hydraulic modelling indicates that, assuming an open channel is retained, the width of the creek bed would actually need to be widened to approximately 6 to 7 metres in order to achieve the required increase in capacity.

This increased width would result in a more significant impact on adjoining properties, both to the north and south.

## Options

Three options were considered for the flood mitigation works in Everard Park:

### Option 1: Concrete Open Channel

An engineered concrete structure with steep sides. This option was least preferred as it would require removal of all trees with no ability for replacement. The site would be fenced off to ensure public safety and this option did not meet the multiple objectives desired by the SMP.

### Option 2: Gabion Open Channel

An open channel for the whole section with relatively steep gabion creek banks. This option impacted more significantly on adjoining properties and did not provide adequate width for public access or landscaping.

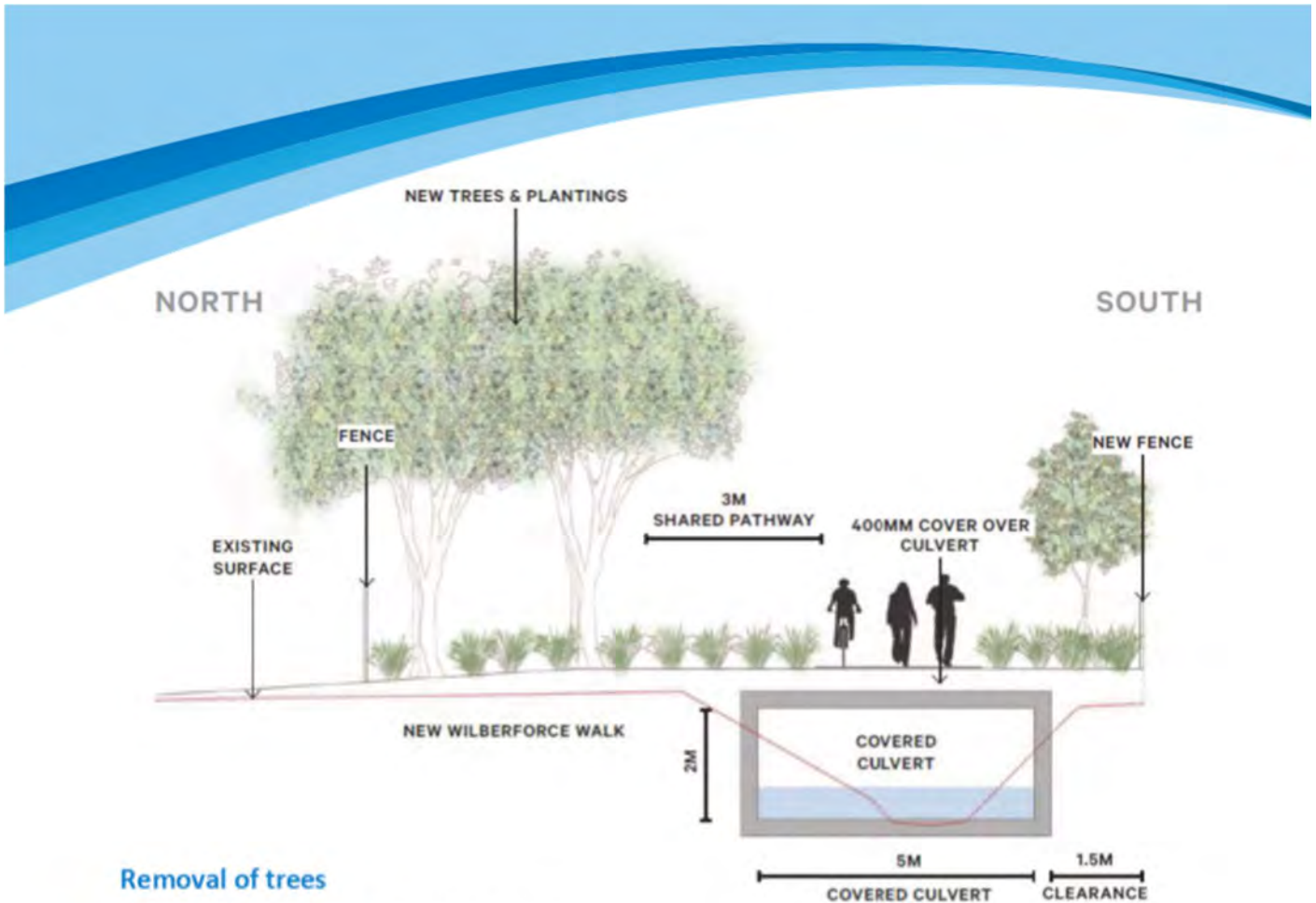
### Option 3: Covered Culvert

Installation of a covered culvert with a shared use pathway for pedestrians and cyclists running parallel to properties on the northern side and landscaping on the southern side.

## The covered culvert

Following consideration of the objectives of the SMP and consultation with directly adjoining property owners, the Board and the City of Unley determined that the covered culvert is the most appropriate outcome on the basis that:

1. The expansion of the open channel required to mitigate creek flooding would impact a larger area of privately owned land than would be required for the underground culvert;
2. Consultation indicated that the covered culvert is the preferred option of the majority of adjoining owners;
3. A covered culvert would enable Council to use the area above the culvert for other community purposes (a shared walk / cycle path, landscaping and tree planting are proposed for this area).



**Removal of trees**

The early construction works require clearance of the creek channel including removal of the existing concrete channel and trees located within the corridor.

An arboreal assessment was conducted during the design phase of the project and concluded that the trees within the creek channel are self-seeded plants such as Desert Ash, White Cedar and Hackberry. None of the trees requiring removal are significant or regulated and, in some instances, they are considered weed species.

With reference to the arboreal advice, the project is committed to maintaining the health of two trees located in close proximity on adjoining land - a Canary Island Date Palm on Anzac Highway and a River Red Gum located within private land to the south. Monitoring will be undertaken on site during construction to ensure the protection of these trees.

Landscaping and trees will be re-established on site as part of the City of Unley shared use path project, immediately following construction of the covered culvert.





### Who owns the land?

The whole section of Brown Hill Creek between Anzac Highway and Third Avenue was held in private ownership. In most instances, the adjoining owners to the south owned the southern portion of the creek and the adjoining owners to the north owned the northern portion of the creek.

The whole of the creek corridor has now been acquired to enable construction of the covered culvert, with the acquired land being limited to the area outside of the rear fence lines of adjoining properties. No rear yard areas have been impacted by the works.

### What's next?

The construction contract has been awarded to Beltrame Civil, a highly respected and experienced South Australian business.

The first phase of the project involves removal of the existing concrete channel, trees and vegetation from the corridor. Rear fencing is removed from adjoining properties and the base of the channel is covered with stabilised pavement which will act as a protective layer in the event of flows.

The individual culvert segments are then installed in 5 substages. Following completion of backfilling activities, new fencing will be constructed to adjoining properties at the southern side and private drainage connections will be installed.

The culvert construction is due for completion in July.

### City of Unley Shared Use Path

Following completion of the culvert construction, the City of Unley will take possession of the site to deliver the shared use path project, providing a greenway and pedestrian/ cyclist network with significant landscaping and biodiversity opportunities.

### Contact

Project Director - Peta Mantzarapis

☎ 1800 934 325 ✉ [pmantzarapis@bhkcstormwater.com.au](mailto:pmantzarapis@bhkcstormwater.com.au)

Everard Park Project Manager - Yoones Vafaie

☎ 0423 172 528 ✉ [yvafaie@insideinfrastructure.com.au](mailto:yvafaie@insideinfrastructure.com.au)

For more information on the Brown Hill Keswick Creek Stormwater Project, please visit:

[www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au)

Ph 1800 934 325

[info@bhkcstormwater.com.au](mailto:info@bhkcstormwater.com.au)

## DECISION REPORT

<b>REPORT TITLE:</b>	CHIEF EXECUTIVE OFFICER'S PROPOSED KEY PERFORMANCE INDICATORS 2020/21
<b>ITEM NUMBER:</b>	4.10
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	PETER TSOKAS
<b>JOB TITLE:</b>	CHIEF EXECUTIVE OFFICER
<b>ATTACHMENTS:</b>	1. CEO KPIS 2020/21

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### 1. **EXECUTIVE SUMMARY**

The CEO Performance Review Panel and the CEO have been engaged in a consultative process of determining a set of KPIs for 2020/21, and they are presented in this report to Council.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The draft KPIs for 2020/21 developed by the CEO Performance Review Panel in consultation with the CEO, as set out in Attachment 1 to this report (Item 4.10, Council Meeting 22/06/2020), be adopted.
- 

### 3. **RELEVANT CORE STRATEGIES/POLICIES**

4. Civic Leadership
- 4.1 We have strong leadership and governance.

### 4. **DISCUSSION**

#### 2020/21 Draft KPIs

The CEO Performance Review Panel has the responsibility to work consultatively with the CEO to develop a series of relevant and measurable KPIs against which an effective performance review can be conducted.

The KPIs ideally are aligned with Council's Strategic Plan and set out a series of KPIs for the 2020/21 year which also enable the longer-term delivery of the Strategic Plan.

The CEO Performance Review Panel met with the CEO on 21 April and 15 May to discuss potential priority areas as a basis for KPI's to be developed for the 2020/21 financial year. From the discussion, an initial draft set of KPIs were developed and circulated to the Panel for review and following further refinement from the Panel, a draft set of KPIs were developed and distributed to all Elected Members for review and/or comment before finalisation. These KPIs and suggested milestones and success measures are attached to this report (Attachment 1).

*Attachment 1*

## **5. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The draft KPIs for 2020/21 developed by the CEO Performance Review Panel in consultation with the CEO, as set out in Attachment 1 to this report (Item 4.10, Council Meeting 22/06/2020), be adopted.

Adoption of the 2020/21 KPIs will ensure that the CEO has 12 months to achieve the agreed milestones. This option endorses the proposed KPI's that have been the subject of consultation with Elected Members and the CEO.

### Option 2 –

1. The report be received.
2. The draft KPIs for 2020/21 developed by the CEO Performance Review Panel in consultation with the CEO be adopted, subject to the following amendment:
  - *Insert details of any amendments proposed.*

This option provides the opportunity for amendments to be made to the proposed CEO KPI's should Council deem it necessary to do so.

## **6. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **7. POLICY IMPLICATIONS**

Nil

## **8. REPORT CONSULTATION**

- CEO Performance Review Panel
- Elected Members

**9. ATTACHMENTS**

- Attachment 1 – CEO KPIs for 2020/21

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Peter Tsokas	Chief Executive Officer
Tami Norman	Executive Manager, Office of the CEO





**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>1. Customer Experience</b>		
Further develop a customer service focused culture across the organisation	<p>The focus for 2020/21 will be the continuation of providing Customer Self Help Options.</p> <p>Key initiatives include:</p> <ul style="list-style-type: none"> <li>• Developing business processes for each online function/form via the website.</li> <li>• Measuring shift in customer behaviour resulting from self-help options.</li> <li>• Assisting businesses through the creation of an online business portal as part of the new website.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase online customer transactions to 50% (20% 2019/20) with a focus on the following areas:                             <ul style="list-style-type: none"> <li>• Customer requests.</li> <li>• Notification of changes to name and address register.</li> <li>• Renewal of residential on-street parking permits.</li> </ul> </li> <li>• Satisfaction rating for ease of use of online forms &gt;80%.</li> <li>• Online business portal with information and forms for businesses established (by June 2021).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>2. Digital Strategy</b>		
<p>The City of Unley's Digital Strategy provides a practical framework to guide the Council's provision of digital services and use of digital and Smart City technologies, supporting Unley's Four Year Delivery Plan 2017-2021 and Community Plan 2017-2033</p>	<p>The focus for 2020/21 is the delivery of Year 3 of a Four-Year Plan.</p> <p>Key initiatives include:</p> <p><b>Digital Services</b></p> <ul style="list-style-type: none"> <li>Identify and transform two Council services using a collection of data analytics from the various customer channels.</li> <li>Develop Smart City portal with freely available public data.</li> </ul> <p><b>Digital Workplace</b></p> <ul style="list-style-type: none"> <li>Continue the delivery of the "Digital Workplace" Intranet system for Council staff.</li> <li>Improvement of Council Employee Experience with the use of digital technologies.</li> </ul> <p><b>Smart Cities</b></p> <ul style="list-style-type: none"> <li>Mature the Digital Strategy into a Smart City Plan. <ul style="list-style-type: none"> <li>Develop an online framework which will be used to complement existing community engagement tools to seek feedback on Council strategies/projects and to test ideas raised by the community or Council.</li> </ul> </li> </ul>	<p><b>Digital Services</b></p> <ul style="list-style-type: none"> <li>Analyse data from new website to identify two priority areas for digital transformation (December 2020) and implement solution (by May 2021).</li> <li>Smart City portal "go-live" date April 2021.</li> <li>Free Data Policy presented to Council for endorsement (September 2020).</li> </ul> <p><b>Digital Workplace</b></p> <ul style="list-style-type: none"> <li>Use of electronic timesheets (by December 2020).</li> <li>Implement automated online process for Performance Development and Review process (by June 2021).</li> <li>Improve the projects portal for the 2021/22 Budget cycle.</li> </ul> <p><b>Smart Cities</b></p> <ul style="list-style-type: none"> <li>Smart City Plan presented to Council for endorsement (by February 2021).</li> <li>Customer database built and online framework developed for implementation (May 2021).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>3. Financial</b>		
<p>Ensure the sustainability of the organisation through sound financial management principles and ongoing reviews of its operations to realise efficiency gains</p>	<ul style="list-style-type: none"> <li>• Draft 2021/22 Annual Business Plan and Budget prepared in line with CPI (March 2021 quarter) and with agreed levels of service.</li> <li>• Assess and provide Council with advice regarding the development of the State Government's Local Government Reform Package.</li> <li>• Continue to investigate alternative sources of recurrent non-rates income.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft ABP for consultation prepared (May 2021) with a target operating surplus of 4%.</li> <li>• Subject to Council approval, increase recurrent non rates income by 10% on the previous year (2019/20).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>4. Operational</b>		
Conduct a review of all depot-based activities in terms of service levels to identify operational and financial efficiencies	<p>In 2019, a review of the structure of Depot Operations was undertaken, with implementation of the recommendations being completed in 2019/20. It is timely to now undertake a review of all service levels and processes to identify opportunities for efficiencies across all key operational areas at the Depot:</p> <ul style="list-style-type: none"> <li>• Civil Construction;</li> <li>• Response and Signage;</li> <li>• Open Space, Parks and Recreation; and</li> <li>• Arboriculture.</li> </ul>	<ul style="list-style-type: none"> <li>• Review young tree care and area pruning programs completed (by October 2020) to target a survival rate of 90% for young trees planted in the first 12 months.</li> <li>• Review kerbing, footpath and pram ramp maintenance, and side entry pit replacements (by October 2020).</li> <li>• Review street sweeping, line marking and signage maintenance (by December 2020).</li> <li>• Review sports field preparations, lawnmowing and playground maintenance (by February 2021).</li> <li>• Draft report for consultation presented to Council and other key internal stakeholders for consideration (March 2021).</li> <li>• Final report presented to Council for endorsement (May 2021).</li> </ul>
Conduct a review of Development Services to ensure alignment to the PDIA requirements and to identify operational and financial efficiencies	<p>With the impending introduction of the PDI Act, it is timely to review the Development Services functions (Planning, Building and Development Administration) to:</p> <ul style="list-style-type: none"> <li>• Ensure alignment of key processes to the PDI Act requirements.</li> <li>• Identify opportunities for operational and financial efficiency gains.</li> </ul>	<ul style="list-style-type: none"> <li>• Legislative alignment and service review completed, with efficiencies identified and improvement plan developed (by September 2020).</li> <li>• Outcomes of the review presented to Council (by September 2020).</li> </ul>
Review our Library Service offering and the delivery methodology, based on the learnings from the experience of the COVID-19 pandemic	<p>The restrictions imposed by the COVID-19 pandemic required us to close our libraries and investigate new ways of providing library services. It is opportune that we consider the learnings highlighted by the recent pandemic response to inform potential amendments to the way our library services are delivered e.g.:</p> <ul style="list-style-type: none"> <li>• Library Operating Hours.</li> <li>• Library Staffing/Resourcing Model.</li> <li>• Program Delivery options.</li> <li>• Collection Management – e-collections/resources.</li> </ul>	<ul style="list-style-type: none"> <li>• Review conducted with recommendations presented to Council for endorsement (by March 2021).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
Business Continuity Plan – consider the learnings and opportunities from the COVID-19 pandemic and integrate into the BCP	Finalise the revision and update of the BCP including learnings from the COVID-19 pandemic.	<ul style="list-style-type: none"> <li>• BCP documentation finalised (December 2020).</li> <li>• Training completed (by March 2021).</li> <li>• Formal implementation and activation of BCP is achieved (by June 2021).</li> <li>• BCP tested by June 2021 and a review of effectiveness conducted.</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>5. Organisational Culture</b>		
<p>Continue to develop a performance-based culture across the organisation and build the capability and capacity of the people</p>	<p>Culture affects performance, employee engagement and the ability to create an innovative and positive work environment. The prevailing culture is what our community and customers experience when they engage with us.</p> <p>Key initiatives for 2020/21 include:</p> <ul style="list-style-type: none"> <li>• Undertake an organisation wide Culture Survey in 2021.</li> <li>• Negotiation of Council's Enterprise Bargaining Agreements (ASU &amp; AWU).</li> <li>• Consideration of resourcing model in Council.</li> <li>• Organisation work plan reviewed to ensure flexibility and value for money in the delivery of services to the community.</li> </ul>	<ul style="list-style-type: none"> <li>• Organisation Culture survey to be undertaken in March 2021, with target employee participation rate of 90%.</li> <li>• Organisation Culture results will show an overall improvement in constructive styles and causal factors compared to the 2018 results.</li> <li>• Results of the survey shared, and actions plans developed (by June 2021).</li> <li>• EB Agreements negotiated for ratification (August 2021).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>6. Strategic Planning</b>		
Complete 4 Year Delivery Plan and metrics	The review of the 4 Year Plan commenced in 2019/20 but has been delayed because of the disruption caused by the COVID-19 pandemic. The review and update of the 4 Year Delivery Plan, including the development of metrics will be completed in 2020/21.	<ul style="list-style-type: none"> <li>• Draft plan for consultation purposes presented to Council for endorsement (August 2020).</li> <li>• Consultation process completed (October 2020).</li> <li>• Final plan presented to Council for endorsement (November 2020).</li> </ul>
Complete Representation Review	<p>Section 12 of the <i>Local Government Act 1999</i> requires Councils to undertake a review of the composition of the council, which includes the division, or potential division, of the area of the council into wards, at least once in each relevant period prescribed by the Regulations. The relevant period is as determined by the Minister from time to time and as published in the Gazette, and generally occurs on an 8 year cycle. The last Representation Review at the City of Unley was completed in 2013.</p> <p>The Minister for Transport, Infrastructure and Local Government has determined the relevant period for the next review of council compositions and wards (the Representation Review) at the City of Unley is June 2020 - June 2021.</p> <p>Section 12 of the <i>Local Government Act 1999</i> specifies the requirements for the conduct of a Representation Review. This work will require the engagement of consulting assistance in to deliver the required options paper and present the necessary report to the Electoral Commissioner for certification.</p>	<ul style="list-style-type: none"> <li>• Initiation of Representation Review and appointment of qualified person (June 2020).</li> <li>• Representation Options Paper endorsed for consultation (September 2020).</li> <li>• Consultation on Options Paper (October/November 2020 – 6 week period).</li> <li>• Representation Report endorsed for consultation (December 2020).</li> <li>• Consultation on Representation Report (January/February 2020 – 3 week period)</li> <li>• Submit Representation Report to Electoral Commission for certification (April 2021).</li> </ul>
Develop a Communications Strategy	Effective communication and engagement with the community is a key objective for Council. The development of a Communications Strategy will provide guidance and direction for Council's communication objectives, audience, key messages, channel and resourcing. This is an important issue for all councils with the ongoing changes of the traditional local newspaper and the transition to digital methods of communication. The strategy will investigate what alternatives to the Messenger paper can be introduced.	<ul style="list-style-type: none"> <li>• Workshop conducted with Elected Members to explore ideas and to finalise scope.</li> <li>• Draft Strategy presented to Council for endorsement (March 2021).</li> <li>• Final Strategy presented to Council for endorsement (June 2021).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
Review existing Infrastructure and Asset Management Plans and adopt new Plans	<p>It is a legislative requirement for Council to review its Infrastructure and Asset Management Plans and adopt new Plans within two-years of a newly elected Council. Accordingly, Council is required to adopt new Plans by November 2020.</p> <p>New Plans will be prepared for:</p> <ul style="list-style-type: none"> <li>• Drainage (stormwater infrastructure, network and detention basins).</li> <li>• Transport (roads, kerb and water table, bus stops, traffic calming devices, car parks and lighting).</li> <li>• Open Space and Recreation (furniture, irrigation, artwork, shelters, barbecues, playgrounds and paths in reserves).</li> <li>• Buildings and Property (Council owned and operated and leased buildings).</li> <li>• Pathways (footpaths, bike paths and shared use paths).</li> </ul>	<ul style="list-style-type: none"> <li>• Council to endorse draft Plans for community consultation (July 2020).</li> <li>• Council to endorse final Plans (November 2020).</li> </ul>
Develop a Climate and Energy Plan	<p>The City of Unley is considered to be an innovative leader in Local Government in environmental management and sustainability. A key priority of Council's 4-Year Delivery Plan is increasing the City's energy efficiency and reducing the carbon footprint.</p> <p>The key objectives of the Plan are to:</p> <ul style="list-style-type: none"> <li>• Undertake more detailed carbon emissions recording of fuel, electricity, gas, waste, transport and other sources.</li> <li>• Provide a report on data collected to establish a factual base line.</li> <li>• Review Council's current profile and set an emissions reduction target.</li> <li>• Undertake feasibility and cost benefit analysis of key actions including electric trucks and solar panels on leased buildings.</li> <li>• Prepare an Operation Climate and Energy Plan.</li> <li>• Develop a partnership with ICLEI.</li> </ul>	<ul style="list-style-type: none"> <li>• Report presented to Council on existing usage to establish a base line.</li> <li>• Draft Plan presented to Council for endorsement (February 2021).</li> <li>• Final Plan presented to Council for endorsement (May 2021).</li> </ul>



**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<b>7. Strategic Infrastructure Projects</b>		
Ensure the Edmund Cottages Redevelopment project is "shovel ready"	<p>Council will adopt concept designs for the redevelopment of the Edmund Avenue Cottages in 2019/20 and has allocated funding for the detailed design and documentation for two of these Cottages, namely no. 74 and no. 76 in 2020/21. The detailed design and documentation will be progressed to ensure a 'shovel-ready' project. This will best place Council to secure State or Federal Government stimulus grant funding opportunities that may present themselves resulting from COVID-19.</p> <p>Key steps:</p> <ul style="list-style-type: none"> <li>• Community engagement.</li> <li>• Lodgement of development application.</li> <li>• Detailed design and documentation completed.</li> <li>• Obtain full development approval.</li> <li>• Apply for grant funding opportunities when available.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% detailed design and documentation (December 2020).</li> <li>• Receive development approval (December 2020).</li> </ul>
Ensure the Unley Oval Stage 2 Grandstand upgrade is "shovel ready"	<p>Council has allocated funding of \$1.2M towards this project. The anticipated overall project cost is approximately \$3.9M, which means there is currently a funding gap of \$2.7M. At its meeting held in April 2020, Council resolved to accelerate the detailed design and documentation and to lodge a development application for the works to ensure the project is 'shovel-ready'. This will best place Council to secure State or Federal Government stimulus grant funding opportunities that may present themselves resulting from COVID-19.</p> <p>Key steps:</p> <ul style="list-style-type: none"> <li>• Community engagement/feedback sought.</li> <li>• Lodgement of development application for planning consent and undertaking of statutory notifications and consultation.</li> <li>• Detailed design and documentation completed.</li> <li>• Planning consent obtained.</li> <li>• Apply for grant funding opportunities when available.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% detailed design and documentation (October 2020).</li> <li>• Receive planning consent (October 2020).</li> </ul>

**CEO KPI's 2020/21**

Key Performance Indicators	Description	Milestones
<p>Develop a master plan for the Unley Precinct Quadrant which is bound by Unley Road, Frederick Street, Trimmer Terrace and Edmund Avenue</p>	<p>The Unley Precinct Quadrant is considered to play a strategic role to the overall functionality of the wider Unley Precinct, particularly in terms of vehicular traffic, pedestrian movements, and cycling. An integrated master plan is to be developed that will ensure the ongoing and efficient long-term function of the Quadrant, in line with the intent proposed by the Edmund Avenue Cottages Upgrade and Unley Oval Stage 2 projects. The master plan will:</p> <ul style="list-style-type: none"> <li>• Consider options for the improvement of local vehicular traffic circulation, including possible one-way movements, cognisant that Unley Road is under the care, control and management of DPTI.</li> <li>• Establish opportunities for increased car parking provisions that accommodate changes in local traffic flow.</li> <li>• Identify opportunities for pedestrian safety improvements including the introduction of dedicated crossing points.</li> <li>• Identify and address safety issues for cyclists.</li> <li>• Develop a greening plan that identifies opportunities for improved tree plantings and landscapes to complement the existing greening.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop draft master plan in readiness for consultation (December 2020).</li> <li>• Seek Council endorsement of final master plan in readiness for 2021/22 Council budget process (March 2021).</li> </ul>

## DECISION REPORT

<b>REPORT TITLE:</b>	ICLEI EXECUTIVE COMMITTEE ELECTIONS - VOTE FOR OCEANIA REXCOM MEMBERS
<b>ITEM NUMBER:</b>	4.11
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	TAMI NORMAN
<b>JOB TITLE:</b>	EXECUTIVE MANAGER, OFFICE OF THE CEO
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. REXCOM CANDIDATE APPLICATION - CR AMANDA STONE, YARRA, VIC</li><li>2. REXCOM CANDIDATE APPLICATION - MAYOR ANN FERGUSON, MT BARKER, SA</li><li>3. REXCOM CANDIDATE APPLICATION - LORD MAYOR ANNA REYNOLDS, HOBART, TAS</li><li>4. REXCOM CANDIDATE APPLICATION - MAYOR MICHAEL HEWITSON, UNLEY, SA</li><li>5. REXCOM CANDIDATE APPLICATION - LORD MAYOR NUATALI NELMES, NEWCASTLE, NSW</li><li>6. REXCOM CANDIDATE APPLICATION - MAYOR AARON HAWKINS, DUNEDID, NZ</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The City of Unley is eligible to cast a vote for candidates who have nominated for appointment to the Oceania Regional Executive Committee (Rexcom) of the International Council for Local Environmental Initiatives (ICLEI).

At the April Council meeting, Council resolved to nominate Mayor Michael Hewitson for consideration by the ICLEI as a local government representative on the Oceania Rexcom.

This report seeks direction from Council with regards to the five (5) candidates it wishes to support in the ballot process for appointment of Oceania Rexcom members.

**2. RECOMMENDATION**

That:

1. The report be received.
2. The following candidates be supported for appointment to the Oceania Rexcom via completion of the electronic ballot paper for the City of Unley:

Mayor Aaron Hawkins, Dunedin, NZ

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3. The Principal Governance Officer, Ms Kathryn Goldy, be authorised to submit the Rexcom ballot on behalf of the City of Unley.

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**3. RELEVANT CORE STRATEGIES/POLICIES**

4. Civic Leadership
- 4.1 We have strong leadership and governance.

**4. BACKGROUND**

International Council for Local Environmental Initiatives (ICLEI) Oceania is an international, not-for-profit association of local governments and local government organisations that have made a commitment to sustainable development. Its mission is to build a movement of councils to achieve tangible improvements in environmental conditions through the cumulative impact of local action. The City of Unley has been a member of ICLEI since 2018.

The ICLEI governance structure ensures member cities and towns have their say not only on local strategy but also the strategic vision and actions of ICLEI Global. Every three years ICLEI members elect representatives to their local Regional Executive Committees (RexComs), which in turn nominate a member onto the global executive committee (GexCom). All members of the nine RexComs shall form the ICLEI Council. The Council is responsible for the election of the Global Executive Committee Portfolio Seats, the approval of the ICLEI Strategic Plan, and for approving any amendments to the ICLEI Charter.

The elections for the 2021-2024 Committees are being held across the world this year.

### **Structure of RexCom**

The ICLEI Oceania RexCom will have five members, ideally one from the Pacific, one from New Zealand and three from Australia. Each RexCom member is encouraged to take on a portfolio from:

- Climate Change and Low Carbon
- Urban Resilience and Disaster Risk Reduction
- Urban nature, Biodiversity, Health
- Sustainable Development Goals
- Circular Economy
- Pacific Islands and Remote Communities

The RexCom may also appoint additional persons with special expertise for designated portfolios. The final decision on portfolios will be made after the first meeting of the GexCom.

At the April Council meeting Council resolved to nominate Mayor Michael Hewitson AM for consideration by the International Council for Local Environmental Initiatives Oceania as a Local Government representative on the ICLEI Oceania RexCom for the 2021-2024 term.

Elections for RexCom are now underway and Council has the opportunity to cast its vote for preferred candidates for appointment to RexCOM for the 2021-2024 term.

## **5. DISCUSSION**

In response to the call for candidates for appointment to the Oceania region RexCom, the following local government leaders nominated for a seat:

- Cr Amanda Stone, Yarra, VIC
- Mayor Ann Ferguson, Mt Barker, SA
- Lord Mayor Anna Reynolds, Hobart, Tas
- Mayor Michael Hewitson, Unley, SA
- Lord Mayor Nuatali Nelmes, Newcastle, NSW
- Mayor Aaron Hawkins, Dunedin, NZ

Copies of the Rexcom Candidate applications are provided as Attachments 1 – 6.

*Attachments 1 - 6*

As an eligible ICLEI member, the City of Unley is invited to cast a vote, with voting open until 29 June 2020. Voting is conducted via completion of an electronic ballot paper, accessed via a secure login on the ICLEI website, by ticking boxes next to the preferred candidate names.

As there is only one candidate from NZ, advice provided by ICLEI in relation to the voting process is to endorse that candidate. The City of Unley may then select up to a further four candidates to support for appointment to Rexcom.

## 6. **ANALYSIS OF OPTIONS**

Option 1 – Submit a ballot in support of five preferred candidates for the appointment to Rexcom Oceania:

1. The report be received.
2. The following candidates be supported for appointment to the Oceania Rexcom via completion of the electronic ballot paper for the City of Unley:

Mayor Aaron Hawkins, Dunedin, NZ

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3. The Principal Governance Officer, Ms Kathryn Goldy, be authorised to submit the Rexcom ballot on behalf of the City of Unley.

This option allows Council to consider candidates who have nominated for appointment to Rexcom Oceania for the 2021-2024 term and submit a ballot to cast a vote in favour of the preferred candidates.

On the basis that there is only one candidate from New Zealand, guidance provided as part of the voting process is that this candidate should be endorsed. Council may then select up to four persons from the remaining candidates for inclusion on the ballot paper.

Option 2 –A ballot not be submitted for the Rexcom Oceania election process

1. The report be received.

Whilst Council is eligible to submit a vote for appointment of candidates to Rexcom Oceania, there is no obligation to do so.

## 7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- There are no direct financial/budget implications arising from this report. Indirectly, should Mayor Hewitson be elected to Rexcom Oceania, there may be some costs incurred by Council in relation to his attendance at the required annual meeting.

**9. REPORT CONSULTATION**

Nil

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Peter Tsokas	Chief Executive Officer







# ICLEI RexCom Candidate Application 2021 - 2024

Name: **Amanda Stone**

Current position (mayor or councilor) and term of office: **Councillor 2016-2020**

Name of Council (financial ICLEI Member): **Yarra City Council, Victoria, Australia**

## Application

1. **Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:**

### Local Government

**2008 - 2020 Councillor Yarra City Council, Mayor 2008-9, 2016-17,**

**Chair:** Business Advisory Group, Early Years Reference Group; Youth Advisory Committee; Active Ageing Advisory Committee; Aboriginal Advisory Committee; Environment Advisory Committee;

**Member:** Audit Committee, Metropolitan Waste Management Forum, Northern Alliance Greenhouse Action Executive, Inner South Metropolitan Mayors Forum, Inner Melbourne Action Plan Executive; CEO Performance Review Committee;

Skills in municipal leadership, strategic planning, financial management, public representation, community engagement, stakeholder engagement especially with other levels of government, local government collaboration and partnerships.

Political leadership in initiating policy, strategy and projects which lead to enhanced sustainability outcomes for the council and community, and which improve collaboration with other local councils.

Community engagement in both facilitating grassroots environmental action and also building a narrative to encourage behaviour change for sustainability more broadly

Active promotion of democratic processes, civic participation and inclusion, as a path to sustainability for all.

**The skills and experience summarised above** can be brought to the work of the Oceania RexCom particularly in strategic planning, stakeholder engagement and



communication (including other levels of government and councils) and translating the strategic plan into action.

### **Community Organisations**

**2017-Present Yarra Energy Foundation** -board member; leading a not-for-profit energy organization in its mission of carbon neutrality for the Yarra municipality;

**2007-2017 Partners in Aid Board Member and Chair** - leadership of a small not-for-profit aid organisation supporting environmental and community development projects in India and Bangladesh; specifically watershed management, a Low Carbon Farming project and other UNFCCC accredited projects

Skills in leading a not-for-profit organisation, in the UNFCCC accreditation process for CDM and other projects, understanding the global carbon market and sustainability issues facing developing countries.

**2011-present Permanent Care and Adoptive Families Board Member and Deputy Chair**

- leadership of a small not-for-profit providing support to families in Melbourne.

Skills in governance (the community services sector), steering a small organization from the brink of survival through to secured significant government funding and a strong reputation in the sector.

**2016- present Headspace Collingwood Independent Chair**

Skills in stakeholder management, advocacy and strategic planning through a period of change in funding arrangements and insecurity regarding the future of the model. Liaison with regional and national bodies (PHN and Federal Government)

**The skills from the above organisations** – and many others previously – which are transferable to the ICLEI RexCom are in governance of a not-for-profit entity, ensuring it is viable, identifying and managing risk, developing policy through collaboration, strategic planning and monitoring of implementation of directions and goals, evaluation of policies and programmes and community engagement in the goals of the organisation.



**Education Sector**

**1988-2011 Education Department Victoria**

Teacher, Leading Teacher, School Counsellor, Assistant Principal

Skills in organisational leadership and development, staff development, student wellbeing, curriculum development, policy development, strategic planning, financial management and fundraising.

**2008 D.E.E.C.D. Victoria**

Design and delivery of professional development programme for independent schools in Qatar

Skills in tailored curriculum development, cross-cultural training, programme evaluation

**S.E.D.S. India**

Consultancy on school organization and programming

- 2014-2018 Learning Connections Education consultant**
- 2014-15 A Plus Apprentice + Trainee Services Trainer and Assessor**
- 2014 Skyline Foundation Education consultancy and support**
- 2011 Department of Agriculture, Fisheries and Forestry Trainer, audit management system**
- DDG Consulting P/L Training consultancy**

**In the above roles,** I have worked for state and federal governments, for small and large, for-profit and not-for-profit organisations, both in Australia, the Indian sub-continent and Middle East, primarily in education, for all age groups. This experience has provided an understanding of the issues facing a wide range of organisations, their drivers and priorities. This knowledge and experience can support the role of the RexCom in implementing the ICLEI Strategic Plan by understanding the context in which ICLEI is operating.



**2. Please indicate your areas of interest or expertise:**

- Climate Change and Low Carbon
- Urban Nature, biodiversity
- Sustainable Development (SDGs and New Urban Agenda)
- Advocacy

**3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position. Please include the experience, leadership, resources and skills you would contribute during your term in office. This statement will be used in the official ballot materials.**

The critical decade, when we must turn around our greenhouse gas emissions to avoid catastrophic impact, ended in 2020, and the most significant action globally has been, as always, at local government.

With the urgency to step up action and impacts of climate change increasingly felt in the Oceania Region, ICLEI's role is more important than ever. On climate action, halting biodiversity loss, building resilience, creating circular economies and addressing inequality, ICLEI is the one global organisation which can connect, support and enhance the capacities of local governments everywhere, to maintain and intensify their efforts, ensuring we retain a habitable planet and quality of life for all.

A long-term community activist, 3 term councillor and 2 term mayor, I have experience, passion and energy to contribute to enhancing the role of ICLEI in the Oceania Region and to increase its impact and reach in local governments. A unique opportunity exists for ICLEI also to partner with emerging movements in Oceania such as Climate Emergency Australia. It's only through collaborative efforts that significant progress can be made.

I have a strong strategic focus built through leadership roles in local government, on not-for-profit boards and in education.

Through my experience on Yarra Council, the first carbon neutral council in Victoria, the first One Planet accredited council in Australia, Cities with Nature member, and as board member of the Yarra Energy Foundation charged with achieving a zero carbon community, I understand the barriers to action but also just what local government can achieve.

I had the pleasure of joining the 2018 ICLEI World Congress in Montreal which articulated clearly the strategic focus for ICLEI over the next 6 years. Scaling up the collective effort is vital if we're to ensure a sustainable future for all in our region and



globally. I'm strongly committed to bringing my skills and experience to support that effort and, in that spirit, nominate for RexCom.





# ICLEI RexCom Candidate Application 2021 - 2024

**Name:** Ann Ferguson

**Current position and term of office:** Mayor, 2018 - 2022

**ICLEI Member:** Mount Barker District Council, South Australia, Australia

## Application

### 1. Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:

I have served as the Mayor of Mount Barker District Council since 2006 having been re-elected in 2018 for a four-year term. In addition to my local government experience I worked in the public health system as a nurse for over 40 years. For the past 3 years I have been a member of the South Australian Premier's Climate Change Council representing local government interests, including around the health and wellbeing effects of climate change. My other professional experience includes:

- Regional Development Australia - Adelaide Hill, Fleurieu, Kangaroo Island Board – (past Chairperson and current delegate)
- Current member Premier's Climate Change Council
- Royal Australian Nurses Federation for 10 years and Nurses Board of SA for 10 years
- Police Credit Union – Board Member
- Adelaide Hills Area Health Advisory Council
- National Rail Freight Committee
- Local Government Association – State Executive member
- SAROC (South Australian Regional Organisation of Councils) Forum – Member
- Southern and Hills Local Government Association – (Chairperson 6 years)

My experience in local government and as a health professional is all highly relevant to the work of ICLEI Oceania as it tackles the many sustainability challenges faced across the region.



**2. Please indicate your areas of interest or expertise :**

- Climate Change and Low Carbon
- Resilience and Disaster Risk Reduction
- Urban Nature, biodiversity
- Sustainable Development (SDGs and New Urban Agenda)
- Pacific Islands
- Advocacy

**3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position. Please include the experience, leadership, resources and skills you would contribute during your term in office. This statement will be used in the official ballot materials.**

I was born and raised on Kangaroo Island, South Australia, but have lived in Mount Barker since 1964 where I trained as a nurse. I am extremely passionate about my region and am concerned about its long term future in the face of climate change. In December and January, we witnessed devastating bushfires in our district and on Kangaroo Island and I was shocked to see the impacts on our community and environment.

Mount Barker is situated in the Mount Lofty Ranges which is considered a biodiversity hotspot and its environmental and scenic attributes are highly valued by our community. However, these values are under threat from human activity and we know we must do more, much more, in order that future generations can prosper and nature can thrive within sustainable ecological limits.

To RexCom I would bring 50 years' experience in the health sector and public administration, and more recently as a member of the Premier's Climate Change Council. In this role I have had firsthand experience in guiding the policy and actions of the South Australian government as it steers a course to a low carbon, resilient future. South Australia is considered a leader in climate action, including one of the highest rates of renewable energy use across the globe, and I am proud to be a part of this progressive agenda.

At my Council we have recently declared a climate emergency and adopted a climate change action plan and are creating a connected series of parklands within the city of Mount Barker including a world class treated waste water system and wetlands.





Our ambition is for Mount Barker to do its best to be the most sustainable city and to work with other local governments across the country and the world to ensure a safe, positive and sustainable future.





# ICLEI RexCom Candidate Application 2021 - 2024

**Name:** Anna Reynolds

**Current position and term of office:** Lord Mayor (Nov 2018 – Nov 2022)

**ICLEI Member:** City of Hobart, Tasmania, Australia

## Application

### 1. Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:

I'm a veteran of the national and international environment movement with 30 years of experience working in national and international NGOs, in federal parliament and now as an elected city Lord Mayor. My experience includes:

- From 1996-2000, I was the national lobbyist for the Australian Conservation Foundation advocating on issues such as trade agreements and national environment laws.
- From 1998-2002, I established the Climate Action Network Australia (CANA) and became its first Coordinator. CANA was the first community organisation working on climate change in Australia, and continues today.
- From 2002 – 2008 I worked for WWF, firstly to establish WWF Australia's climate change program and then moving to WWF International where I was the Deputy Director for the Global Climate Change Program. In this role I worked with a number of climate campaigners based in the Asia Pacific.
- From 2009-2013, I was International Advisor to the Leader of the Australian Greens Party. In this role I also advised Green Party leaders throughout the Asia-Pacific region on the development of their parties and election campaigns.
- From 2013 – 2017 I was Chief Executive Officer of the Multicultural Council of Tasmania, where I advocated for the empowerment of migrant and refugees communities and managed a team of staff and volunteers.
- I was elected as a Councillor to the Hobart City Council in 2014 and then popularly elected as Lord Mayor in 2018 with 63% of the vote.



This diverse work experience provides me with a deep understanding of the range of environment issues that ICLEI members are interested and engaged with.

My work experience has also seen me focus on climate change from a broad range of perspectives and contexts - working at the city level as a community leader and decision-maker as Lord Mayor, as a campaigner working with state and federal governments and at the international level as an active participant in the United Nations climate negotiations and member of an international environmental organization.

**2. Please indicate your areas of interest or expertise:**

- Climate Change and Low Carbon
- Advocacy

**3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position.**

I believe that local governments and the communities they work with have the power to make positive change in our rapidly changing world.

Mayors and Councillors can lead practical and effective change in their communities. If this happens in enough cities and communities around the world, we can make an impact on the challenges we are confronting.

I've been a change agent all of my professional life – designing strategies and campaigns to persuade for change in policy. Now as an elected member I also see things from the perspective of the democratic process and the challenges and opportunities these roles bring.

Local representatives are often limited by having to juggle many priorities with limited resources. Organisations such as ICLEI can and must help local governments to achieve more. My experience in environmental policy, lobbying and advocacy, capacity building and organizational management will be a useful skill set to bring to the RexCom.

I also bring experience in working in and managing international teams and building the capacity of people from a range of cultures at different stages in their careers.



I understand the practical perspectives of being a Mayor, and the value that well designed, timely and targeted networking initiatives can to inspire and support local government to advance sustainability initiatives.

My goal in this position would be to bring my experience and ideas to help ICLEI be even more effective in engaging with local leaders and inspiring them to join the movement for change.



## ICLEI RexCom Candidate Application 2021 - 2024

**Name:** Michael Hewitson

**Current position and term of office:** Mayor – November 2018 to November 2022

**ICLEI Member:** City of Unley, South Australia, Australia

### Application

**1. Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:**

Possess a strong scientific and mathematical background; significant experience in education and teaching; Strong experience in planning; transport, environmental issues; and local government.

I have a history of delivering strategic change as a CEO, as Chair of a National Board and as an Elected Member of Local Government. For example, I initiated the use of recycled and urban water across the city at a lower cost than reticulated Reservoir and River Murray Water. Similarly, I have led the development of a Walking and Cycling Strategy, Waste Management Strategy, and Tree Strategy.

- a. I possess an Honors Degree in Microbiology with Majors in Chemistry (*basic knowledge set and reader of scientific papers*).
- b. I am a current member of the Australian Curriculum Committee studied by all students from "Foundation" to year 10 and for some year 11 and 12 subjects.
- c. I am a current Board member of the Australian Education Board (ACARA) responsible for the national curriculum and Chair the Audit and Finance Committee of ACARA. ACARA report on all schools and testing of all Australian children from early primary to Year 12. (*Experience in collegial and consensus decision making at national level*)
- d. I am a member of the Minister's advisory group for reforming Local Government governance across South Australia. (*Valued political voice in achieving change*)
- e. I was Chair of the Eastern Regional Alliance of Councils in 2019 (*committed involvement beyond the City of Unley*)
- f. I am presiding member and chair of both environmental and planning bodies over six years. (*proven experience in translating ideas into practice*)
- g. Author of a several books; most recently "How will our children learn?" 2013 (*ability to communicate and be heard*)



**2. Please indicate your areas of interest or expertise:**

- Climate Change and Low Carbon
- Urban Nature, biodiversity
- Sustainable Development (SDGs and New Urban Agenda)
- Advocacy

**3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position. Please include the experience, leadership, resources and skills you would contribute during your term in office. This statement will be used in the official ballot materials.**

The City of Unley is an inner- city council with increasing population and density and limited open space. These challenges encourage us to find cost effective innovative solutions for our community. Our city can both contribute ideas and experiences and learn from others around the world. For example, Council is developing novel strategies to ensure a cool, green and sunlit city with an urban forest. Strategies include the use of rates and other financial incentives that give trees a meaningful value as well as planning policies that address tree canopy cover and greening. Some of the proposals we are working on do not appear to be used anywhere else in the world, whilst others are common. Both would benefit by sharing and testing our programs with others.

I have the passion, expertise and innovative experience both in local government and education nationally to make a positive contribution to the operations and outcomes of ICLEI.





# ICLEI RexCom Candidate Application 2021 - 2024

**Name:** Nuatali Nelmes

**Current position and term of office:** The Right Worshipful Lord Mayor (9 September 2017 - September 2021)

**ICLEI Member:** City of Newcastle, NSW, Australia

## Application

### 1. Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:

Nuatali Nelmes was returned for a second consecutive term as the Lord Mayor of Newcastle in 2017, now serving as Lord Mayor for five years.

Councillor Nelmes previously served as Councillor on Newcastle City Council for 6 years from 2008, before being elected Lord Mayor of Newcastle in 2014.

Nuatali holds a Bachelor of Business degree with a double major in industrial relations/human resource management and marketing from the University of Newcastle, is a Graduate of the Australian Institute of Company Directors and Currently participating in Bloomberg Harvard City Leadership Institute. She worked in small business and recruitment before being elected to The City of Newcastle Council in 2008.

Throughout her time on Council, Nuatali has championed the revitalisation of the City and Newcastle's coastline; and worked to improve vital Council services providing Novocastrians with equitable access to high-quality public facilities.

During the 2017 General Council Election, which Nuatali won with more than 42 per cent of first preference votes, she campaigned on a strong track record of delivery, including returning Council to financial sustainability, doubling councils works program while protecting jobs and services, as well as overseeing record levels of development approved throughout the City of Newcastle. Under her collaborative leadership, Newcastle has become a United Nations City committed to the United Nations Sustainable Development Goals (SDGs). Adopting the SDGs and New



Urban Agenda ensuring Newcastle is a Sustainable City and Community, that is inclusive, safe, and resilient.

Cr Nelmes has overseen a record increase in tourism to Newcastle of sixty percent in last five years through the promotion and investment in events, Smart City infrastructure, and community activities. Supporting The Newcastle 500, Surfest, The Newcastle Writers Festival and The Newcastle Unity in Diversity Festival that celebrated the cultural diversity of Newcastle in the spirit of inclusiveness and harmony.

Regarding City of Newcastle's commitment to sustainability, under Nuatali's leadership, on 1 January 2020, we became the first council to source a 100% renewable energy contract while completing the construction of a five megawatt solar farm, on a disused cell at our Summerhill Waste Management Centre.

Nuatali has represented Labor as a Councillor on committees overseeing recreation, urban planning and design, assets, and catchment management; and is currently a member of Council's Asset Advisory Board and was the foundation Chair of Council's Coastal Revitalisation Working Party, she has overseen the inception, collaboration and delivery of the six kilometre Bathers Way and associated multimillion dollar upgrade of public amenity and facilities along Newcastle's beaches and coastline.

Nuatali holds significant Boardroom experience, currently sitting on the Boards of the Newcastle Airport Partnership and Newcastle Airport Pty Ltd and The Hunter Joint Organisation after serving a four-year term the Westpac Rescue Helicopter Board.

**2. Please indicate your areas of interest or expertise:**

- Climate Change and Low Carbon
- Resilience and Disaster Risk Reduction
- Sustainable Development (SDGs and New Urban Agenda)
- Advocacy

Please indicate if you have a preference for one of the areas ticked areas:

**Resilience and Disaster Risk Reduction.**



- 3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position. Please include the experience, leadership, resources and skills you would contribute during your term in office. This statement will be used in the official ballot materials.**

As the Lord Mayor of the City of Newcastle, I have ensured that suitability is at the forefront of the decisions that we make as the second largest city in the most populous state of Australia.

As Lord Mayor, I'm proud to have ensured the City of Newcastle has become a leader in sustainability initiatives across Australia. Under my leadership, City of Newcastle became the first council in Australia to source a 100% renewable energy contract, ensuring that our city's energy needs are now sourced entirely from renewables. At the same time we also completed the construction of a five megawatt solar farm on a disused cell at our Summerhill Waste Management Centre, one of the largest solar farms constructed by a local council in Australia.

<https://newcastle.nsw.gov.au/Council/News/Latest-News/City-powers-into-sustainable-new-era>

Regarding Resilience and Disaster Risk Reduction, under my leadership City of Newcastle, and in partnership with the University of Newcastle, we established an "International Training Centre for Authorities and Leaders (CIFAL)" in the city of Newcastle with the aim to provide training to government authorities from Australia and the Asia-Pacific region on disaster resilience, risk reduction and recovery.

<https://unitar.org/about/news-stories/news/unitar-launches-cifal-centre-newcastle-australia>

I will also bring significant Boardroom experience to ICLEI's RexCom, currently sitting on the Boards of the Newcastle Airport Partnership and Newcastle Airport Pty Ltd, CIFAL Newcastle and The Hunter Joint Organisation after serving a four-year term the Westpac Rescue Helicopter Board.

City of Newcastle has a long association with ICLEI dating back to the Pathways to Sustainability Conference held in Newcastle in 1997 and subsequently by the development of local strategies and solutions through the Cities for Climate Protection Program, the Global Covenant of Mayors for Climate and Energy and through development of practical implementation programs for Local Government in Australia and New Zealand.





# ICLEI RexCom Candidate Application 2021 - 2024

**Name:** Aaron Hawkins

**Current position and term of office:** Mayor (since Oct 2019)

**ICLEI Member:** Dunedin City Council, New Zealand

## Application

**1. Please provide a description of your professional experience and its relevance to the work of ICLEI Oceania:**

After a career working in broadcasting, the arts and advocacy, I entered local government in 2013. Over my six years (two terms) as a city councillor I was focused on climate action; social wellbeing and community development; arts and culture; and youth engagement.

I'm also a certified hearings chair under the Resource Management Act, the legal framework under which we manage the sustainable management of natural resources. As such, I've done a lot of work in parallel to local government in the field of planning, as a decision maker.

**2. Please indicate your areas of interest or expertise:**

- Climate Change and Low Carbon
- Resilience and Disaster Risk Reduction
- Urban Nature, biodiversity
- Advocacy



- 3. In 300 words or less, please provide a statement below explaining why you are submitting your candidacy for a RexCom position. Please include the experience, leadership, resources and skills you would contribute during your term in office. This statement will be used in the official ballot materials.**

I am the directly elected Mayor of Dunedin, a city of 130,000 in Te Wai Pounamu, the South Island of Aotearoa New Zealand. This follows two terms as a city councillor, first elected when I was 29.

In the time I have spent in local government, we have made significant progress around environmental issues. We joined the Compact of Mayors (now the Global Covenant); divested the city of fossil fuel industries; took a stand against deep sea oil and gas exploration; declared a Climate Emergency; and set an ambitious goal of being net Zero Carbon by 2030.

At a national level, I've been active in Local Government New Zealand since 2014, serving as a founding member and co-chair of the Young Elected Members' network; an appointed member of the Governance & Strategy Advisory Group; and now an elected member of its National Council (chairing the Policy Advisory Group).

I am excited about the role local government has played, and will continue to play, in supporting social and environmental wellbeing of our communities. These things are intrinsically linked, and everything we do needs to be viewed through this lens.

The challenges we face are vast, and need to be tackled collectively. This is why networks such as ICLEI are important, and why I am keen to be involved.

I've enjoyed my first term as a member of the RexCom, and ask for your support to continue in this work.

## COUNCIL ACTION REPORT

**REPORT TITLE:** COUNCIL ACTION RECORDS  
**ITEM NUMBER:** 4.12  
**DATE OF MEETING:** 22 JUNE 2020  
**AUTHOR:** LARA KENNEDY  
**JOB TITLE:** EXECUTIVE ASSISTANT, OFFICE OF THE  
CEO  
**ATTACHMENTS:** 1. COUNCIL ACTION REPORT

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### 1. EXECUTIVE SUMMARY

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

### 2. RECOMMENDATION

That:

1. The report be noted.
-





COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
26/02/18	1102	<p><b>MOTION OF WHICH NOTICE HAS BEEN GIVEN</b></p> <p>1. The Administration commence investigations into the possible future uses of the hockey playing field and building at the Goodwood Oval complex in order to ensure that this site is used appropriately, at such a time that Forestville Hockey Club should vacate the site. To enable the proposed review of alternative uses of the Forestville hockey playing field and building to be completed. Council is to consider a budget bid of \$30K during its 2018/19 budget deliberations.</p> <p>2. The Administration liaise with the State Government to obtain further information on the redevelopment of the Women's Memorial Playing Fields, including timelines and possible funding contributions, and that further updates be provided to Council once this information is obtained.</p>	GM City Development	<p>1. Budget was not allocated in 2018/19 to enable the review of alternative uses of the Forestville Hockey playing fields and building. The Administration has considered future uses of the Goodwood Oval Complex. An Elected Member briefing will be held in the coming months to present these considerations.</p> <p>2. The Hockey Club has an ongoing lease at the Goodwood Oval Complex for a further three years. Now that the Goodwood Oval Grandstand Project is underway, investigations are being undertaken into possible future uses of the hockey facilities. The Club has confirmed its seasonal use for 2019 and is not expected to vacate in the short / medium term.</p> <p>A meeting between the Office for Recreation, Sport and Racing (ORSR) and the CEO was held in early February 2020 to confirm that the relocation of the Club to Women's Memorial Playing Fields was no longer feasible, and that the ORSR staff were working with the Club to locate alternate venues.</p> <p>The Administration has investigated the suitability of a synthetic hockey pitch in place of the existing grass pitch, however determined that this is not a viable solution. There are no alternative Council owned sites in the City of Unley for a synthetic hockey pitch. The Hockey Club is working with ORSR to determine alternate locations, likely to be outside the City of Unley.</p>	TBC  Completed
25/02/19	1399	<p><b>UNLEY OVAL REDEVELOPMENT STAGE 2: LIFECHANGER LETTER OF INTENT</b></p> <p>2. The Chief Executive Officer be endorsed to exchange a Letter of Intent with the LifeChanger Foundation, who are seeking to explore establishing their South Australian operations in the Unley Oval Complex, which commits to working collaboratively to seek alternative funding sources to undertake the Stage 2 redevelopment of Unley Oval.</p> <p>3. Work commence on the development of detailed designs for Stage 2 of the Unley Oval redevelopment, to support discussions with possible sources of external funding for the project.</p> <p>4. A review of the Community Land Management Plan (including community consultation) commence for Unley Oval.</p>	Executive Manager OCEO  GM City Development  GM City Development	<p>2. Completed.</p> <p>3. Bell Architects have developed concept designs to support discussions with possible sources for external funding for the project. An Elected Members briefing was held on 4 November 2019 to outline the concept designs. A report was presented for consideration by Council at its meeting held in January 2020 seeking endorsement of the developed concept designs and Option 1 was endorsed.</p> <p>4. A review of Council's Community Land Management Plan for Unley Oval is currently being undertaken as part of a City-wide review of its Community Land Management Plans (CLMPs). The draft CLMPs will be presented to Council for endorsement for community consultation at its meeting to be held in July 2020. The final CLMPs will be presented to Council for adoption at its meeting to be held in September 2020, subject to consultation response.</p>	Completed  Completed  September 2020
22/07/19	4.5	<p><b>5-YEAR CULTURAL PLAN</b></p> <p>2. A 5-Year Cultural Plan be developed for Council's consideration and endorsement.</p>	GM City Services	<p>First round of community engagement has been undertaken and has been taken into consideration in drafting the plan. The draft is nearing completion and will progress to Council, for in principle endorsement, ahead of undertaking a second round of engagement with the community.</p>	September 2020

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
23/09/19	5.1.1	<b>NOTICE OF MOTION FROM COUNCILLOR J. BOISVERT RE DOG OFF LEASH TIMES AT PAGE PARK DURING WINTER</b> 1. That Community consultation be undertaken as part of the planned review of the Community Land Management Plan and the Animal Management Plan, to ascertain support for a 4pm start to the dogs off leash time at Page Park in the winter months of June, July and August.	GM City Development and GM City Services	The Administration is currently finalising a City-Wide review of its Community Land Management Plans (CLMPs) which will be provided to Council for endorsement in July 2020. The draft CLMPs note the existing conditions to dog on/off leash times, as well as refer to Council's Animal Management Plan in relation to conditions and management of the land. This Animal Management Plan is also concurrently under review, with further consultation to be undertaken specifically on dog on/off leash times. This is due to be completed by September 2020.	September 2020
09/12/19	4.1	<b>FOUNDRY STREET PETITION - STREET TREE PRUNING, REMOVAL AND REPLACEMENT ON FOUNDRY STREET, GOODWOOD</b> 2. Council removes all existing trees (10 trees) on the western side of Foundry Street, Goodwood as per the petition submitted. 3. Council will replace with at least 15 new trees on the western side of Foundry Street. 4. Consultation with residents of Foundry Street, Goodwood with regard to the species of trees to be planted. 5. Council does not remove any Queensland Box trees on the eastern side of Foundry Street, Goodwood. 6. The petitioners be advised of Council's decision.	GM City Development	2. Existing trees on the western side have been removed.  3. New trees are scheduled to be planted in June 2020. 4. Following consultation with residents <i>Pyrus Nivalis</i> (Snow Pear) is the selected species of new trees. 5. Existing Queensland Box trees located on the eastern side will be retained. 6. The petitioners have been advised of Council's decision.	Completed  June 2020 Completed Completed Completed
09/12/19	4.3	<b>MIKE TURTUR BIKEWAY</b> 2. That Council endorse, in principle, entering into a Head Agreement between the Minister for Transport, Infrastructure and Local Government and the City of Unley regarding the shared-use pathways as set out in this report and that the Chief Executive Officer be authorised to make amendments to the attached Draft Head Agreement, as required, to enable the signing and sealing of a final document.  3. That Council endorse, in principle, the Mike Turtur Bikeway Concept Design that has been developed by the Department of Planning, Transport and Infrastructure, for the purpose of undertaking community consultation. 4. That Council endorse, in principle, funding the removal of existing vegetation, new tree planting and new path lighting along the Mike Turtur Bikeway, as part of the proposed civil works upgrade to be undertaken and funded by the Department of Planning, Transport and Infrastructure. 5. That a further report be presented to Council in early 2020 outlining the results of the community consultation process to be undertaken regarding the Mike Turtur Bikeway Concept and the detail design and financial implications for Council regarding the greening aspect of the project.	GM City Development	2. The Administration has reviewed the Head Agreement and identified amendments for DPTI to review. Council's changes have been agreed to and final document has been signed.  3. Consultation material was approved by the Minister in late May 2020 and placed on public notice. Consultation closed on 15 June 2020.  4. Noted.  5. A report is to be considered by Council at its meeting to be held in July 2020 regarding community feedback and funding its costs for the removal of existing vegetation, new vegetation and new lighting.	Completed  Completed Completed July 2020
09/12/19	4.9	<b>COLLABORATION - CITY OF TRIKALA</b> 2. The Administration be empowered to draft correspondence from the Mayor of the City of Unley to the Mayor of the Municipality of Trikala, to indicate the City of Unley's willingness to establish a Twinning Relationship with the Municipality of Trikala, through the development of a Memorandum of Understanding, based upon the following key interest areas: • Smart City initiatives; • Environmental initiatives; • Cycling and Walking; • Age Friendly Cities; and • Arts and Culture.	Executive Manager OCEO	A letter was sent to the Mayor of Trikala in January 2020. The letter has been received and we are awaiting a response.	Completed
09/12/19	5.1.2	<b>NOTICE OF MOTION FROM COUNCILLOR P. HUGHES RE. COUNCIL WEBSITE SPACE DEDICATED TO CLIMATE CHANGE DOCUMENTS AND REPORTING</b> 1. The Administration be asked to consider and report back to Council on the merits and issues (if any) of creating a prominent space on Council's website entitled Climate Change that is dedicated to reporting relevant information about Council's Policies and Actions (Past, Present and Proposed) that support Mitigation and Adaptation to Climate Change.	Executive Manager OCEO	Environmental Hub section is live on the website.	Completed
28/01/20	4.1	<b>CIVIC PRECINCT: FUTURE USE/CONCEPT DESIGNS - EDMUND AVENUE COTTAGES</b> 2. The concept designs to be developed for the Edmund Avenue cottages focus on business activities in 72, 74 and 76 Edmund Avenue and Cultural / Arts activities in 78, 80-82 and 84 Edmund Avenue be endorsed.	CEO	2. Greenway Architects engaged to develop concept designs for presentation to Council.	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
		3. A further report be presented to Council following completion of the concept designs for the Edmund Avenue cottages and indicative cost estimates. 4. Existing tenants of Edmund Avenue cottages be advised of Council's decision to develop concept plans for alternative use of the cottages, and that until clarification on longer term lease availability is provided as part of the 2020/21 budget process, any existing periodic arrangements or leases that expire prior to budget finalisation will continue on a month by month basis.		3. EM Briefing was held on 18 May 2020, with a report to go to Council at its June 2020 meeting. 4. Existing tenants have been advised of Council's decision.	Completed  Completed
28/01/20	4.4	<b>PAGE PARK TURF CONDITION ASSESSMENT</b> 2. The irrigation system at Page Park be fully replaced during the 2020/21 financial year as part of Council's irrigation asset renewal program, with the design to meet performance requirements stipulated in the Turf and Irrigation Assessment CF Page Memorial Park Report, November 2019. 3. The Page Park Turf Maintenance Program be continued at current service levels until the new irrigation system is installed, whereby additional turf maintenance works will be incorporated as deemed necessary, within current budget allocations.	GM City Development	2. Upgrade works for the irrigation system has been included in Council's Draft 2020/21 Annual Business Plan and is awaiting approval by Council as part of the budget adoption process. Once approved, works will be completed by September 2020. 3. Maintenance is continuing as required.	September 2020  Completed
24/02/20	4.3	<b>APPLICATION FOR WEEKLY GREEN WASTE COLLECTION TRIAL</b> 2. Subject to a successful grant application for \$25,885 to the Green Industries SA Council Modernisation Grants Program (with Council matched funding provided from within existing budget) a weekly green waste collection trial to 500 residents and up to 40 businesses in Goodwood for a period of six months be undertaken.	GM City Development	2. Council was successful in receiving the grant funding. The contract has been signed and staff are currently considering an appropriate commencement date following COVID-19.	TBC
24/02/20	5.1.1	<b>NOTICE OF MOTION FROM COUNCILLOR N. SHEEHAN RE: BEE HIVES AT COUNCIL FACILITIES</b> 1. Staff investigate options and costs for installation of honey bee hives and native bee hotels at Council facilities, including the Civic Centre at 181 Unley Road.	GM City Development	The Administration will present a report to Council for its consideration at its meeting to be held in June 2020.	Completed
24/02/20	5.1.2	<b>NOTICE OF MOTION FROM COUNCILLOR S. DEWING RE: INVESTIGATION INTO FEASIBILITY OF INTRODUCING E-SCOOTERS WITHIN THE CITY OF UNLEY AND EASTERN REGION ALLIANCE COUNCILS</b> 1. Staff investigate the feasibility of trialling access to e-scooters within the City of Unley, including but not limited to connectivity with the City of Adelaide and the level of interest from Eastern Region Alliance councils in participating in a trial.	GM City Development	The Administration will present a report to Council for its consideration at its meeting to be held in May 2020.	Completed
23/03/20	4.2	<b>CULROSS AVENUE LIVING STREET INVESTIGATION</b> 3. Six months following the completion of the developments at 402 Fullarton Road and 25 Culross Avenue, traffic volumes, speeds and on-street parking along Culross Avenue be reviewed to assess the impact the developments have had on the street and if any traffic calming measures are warranted.	GM City Development	Developments are under construction. A review of traffic and on-street parking conditions will be undertaken six months following the completion of the developments.	TBC
23/03/20	4.4	<b>DRAFT TREE STRATEGY - AMENDED</b> 2. Following the conclusion of community engagement regarding the Draft Tree Strategy, a further report setting out the results of the engagement process and a final Tree Strategy be presented to Council for endorsement.	GM City Development	The Draft Tree Strategy community consultation process concluded on 11 May 2020. The Administration will present a report to Council for its consideration, outlining the results of the community consultation process and a Final Tree Strategy, at its meeting to be held in May 2020.	Completed
27/04/20	4.1	<b>VARIATION TO CODE OF PRACTICE - PROCEDURES AT MEETINGS; CODE OF PRACTICE - ACCESS TO MEETINGS AND DOCUMENTS AND INFORMAL GATHERINGS POLICY IN ACCORDANCE WITH ELECTRONIC PARTICIPATION IN COUNCIL MEETINGS NOTICE (NO 1) 2020</b> 2. The Code of Practice – Procedures at Meetings be amended to facilitate participation of Council members in Council meetings by electronic means through the inclusion of the provisions set out in Attachment 1 to this report (Item 4.1, Council Meeting 27/04/2020). 3. The Code of Practice – Access to Council Meetings and Documents be amended to facilitate participation of Council members in Council meetings by electronic means through the inclusion of the provisions set out in Attachment 2 to this report (Item 4.1, Council Meeting 27/04/2020). 4. The Informal Gatherings Policy be amended to facilitate participation by Council members in Informal gatherings by electronic means through the inclusion of the provisions set out in Attachment 3 to this report (Item 4.1, Council Meeting 27/04/2020).	Executive Manager OCEO	Completed	Completed
27/04/20	4.3	<b>MAINSTREET ASSOCIATION MARKETING FUNDING REQUESTS 2020/21 - REVISED PROPOSALS</b> 2. A Separate Rate to raise \$69,835 for the purposes of marketing and promotion to be collected from the properties in the category of Commercial (Office), Commercial (Shop) and Commercial (Other) on Unley Road, be considered as part of the Draft Annual Business Plan 2020/21 for community consultation.	GM Business Support & Improvement	The Mainstreet Association marketing funding requests have been included in the Draft Annual Business Plan 2020-21 for the purpose of community consultation.	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
		<p>3. A Separate Rate to raise \$92,280 for the purposes of marketing and promotion to be collected from the properties in the category of Commercial (Shop) on King William Road between Greenhill Road and Commercial Road, be considered as part of the Draft Annual Business Plan 2020/21 for community consultation.</p> <p>4. A Separate Rate to raise \$13,000 for the purposes of marketing and promotion to be collected from the properties in the category of Commercial (Office), Commercial (Shop) and Commercial (Other) with addresses along Fullarton Road (between Cross Road and Fisher Street), be considered as part of the Draft Annual Business Plan 2020/21 for community consultation.</p> <p>5. A Separate Rate to raise \$57,225 for the purposes of marketing and promotion to be collected from the properties in the category of Commercial (Shop), Commercial (Office) and Commercial (Other) on Goodwood Road, between Leader Street/Parsons Street and Mitchell Street/Arundel Avenue 2020/21 for community consultation.</p>			
27/04/20	4.7	<p><b>NOMINATIONS FOR ICLEI OCEANIA REGIONAL EXECUTIVE COMMITTEE 2021-2024</b></p> <p>2. Mayor M. Hewitson be nominated for consideration by the International Council for Local Environmental Initiatives Oceania as a Local Government representative on the ICLEI Oceania Regional Executive Committee for the 2021-2024 term.</p>	Executive Manager OCEO	Completed	Completed
15/05/20	2.1	<p><b>COVID19 - BUSINESS RETENTION ASSISTANCE</b></p> <p>2. The 2019-20 outstanding 4th quarter rates for the following land use descriptions receive a 50% discount: 1810 Hotel; 2120 Drapery, clothing and footwear; 2310 Food and drink; 2320 Beauty salons, ladies hairdressing; 2330 Men's hairdressing and tobacconists; 2460 Gymnasiums, sauna's etc; 2780 Dentists</p>	GM Business Support & Improvement	Completed	Completed
28/05/20	4.2	<p><b>INVESTIGATION INTO FEASIBILITY OF INTRODUCING E-SCOOTERS WITHIN THE CITY OF UNLEY AND EASTERN REGION ALLIANCE COUNCILS</b></p> <p>2. Council staff investigate e-scooter trial options, in collaboration with the Department of Planning, Transport and Infrastructure, the City of Adelaide and interested Eastern Region Alliance councils or neighbouring councils and develop a use case with the intent of an e-scooter trial taking place in the City of Unley area, subject to approval by the Minister for Transport, Infrastructure and Local Government.</p> <p>3. A workshop be held with Elected Members to discuss e-scooter trial options and specific permit condition matters, including application for all other shared mobility devices.</p>	GM City Development	<p>The Administration have commenced collaboration with the Department of Planning, Transport and Infrastructure (DPTI), the City of Adelaide and interested Eastern Region Alliance and neighbouring councils to develop a use case.</p> <p>A workshop has yet to be scheduled and will be confirmed once details are finalised with DPTI.</p>	<p>TBC</p> <p>TBC</p>
28/05/20	4.4	<p><b>COMMUNITY GRANTS PROGRAM - ROUND 2 2019/20</b></p> <p>2. The cancellation of the March 2020 Community Grants round be endorsed, and applicants be advised that their applications will be reconsidered in September 2020, with savings of \$38,000 returned to the budget to offset loss of income associated with COVID-19 restrictions.</p> <p>3. Subject to the endorsement of the 2020/21 draft Annual Business Plan and Budget, the September 2020 Community Grants round be promoted to encourage applications that focus on supporting local community initiatives responding to the impacts of COVID-19.</p>	GM City Services	March 2020 Community Grants round was cancelled and all applicants have been advised that the round has been cancelled and their application will be considered in the September 2020 grants round. \$38,000 returned as savings.	Completed

## MOTION OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR M. BRONIECKI RE: ECOLOGICALLY SUSTAINABLE DEVELOPMENT
<b>ITEM NUMBER:</b>	5.1.1
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	NIL

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Councillor M. Broniecki has given notice of intention to move the following motion at the Council meeting to be held on 22 June 2020.

### **MOTION**

That:

1. Council write to the Minister for Environment and Water, Hon David Speirs MP (cc to the Minister for Transport, Infrastructure and Local Government and Minister for Planning, Hon Stephan Knoll MP; and the Member for Unley, Minister for Innovation and Skills, Hon David Pisoni MP) seeking clarification about the interaction of the *Planning, Development and Infrastructure Act 2016*, the draft Planning and Design Code, and the Building Code of Australia with the *Landscape South Australia Act 2019* concerning environmentally sustainable development.
- 

### **Background**

The recently enacted *Landscape South Australia Act 2019* (the Landscape Act) contains the following provisions within Division 2 – Objects, principles and statutory duties:

- (1) The objects of this Act include to support and enhance ecologically sustainable development by establishing an integrated scheme to promote the use and management of the natural resources that make up or contribute to our State's landscape in an integrated manner that—  
...  
(c) provides for the protection, enhancement, restoration and sustainable management of—
  - (i) land, soil and water resources; and
  - (ii) native fauna and flora,especially so that they are resilient in the face of change; and  
...

- (e) **recognises that climate change is a significant factor** in our environment (including a recognition of the need for **mitigation and adaptation**); and
- ...
- (3) The following principles should be taken into account in connection with achieving **ecologically sustainable development** for the purposes of this Act:
  - ...
  - (b) the responsibility to achieve ecologically sustainable development should be seen as a shared responsibility between local, State and the Commonwealth governments, the private sector, and the community more generally, and enduring and effective partnerships should be promoted and supported;
  - ...
  - (d) environmental factors should be taken into account when **valuing or assessing assets** or services;

These objects and principles (amongst others stated in the Landscape Act), are intended to provide a framework for responsible environmental management to meaningfully respond to climate change at the local level. In practice, however, these objects and principles conflict with the *Planning, Development and Infrastructure Act 2016*, the draft Planning and Design Code, and the Building Code of Australia.

The current approach to development has increasingly resulted in the razing of valuable trees, with adverse impacts on flora and fauna, and environmentally unfriendly developments. This approach is at odds with the State government objects and principles under the Landscape Act.

The predominance of small apartments and units being built along the City of Unley urban corridors, whilst built in accordance with the Building Code of Australia, appear to have been built to a low environmental energy efficiency and sustainability standard. At a time when community expectations are that governments, wherever possible, apply a carbon neutral approach to activities and decision making, new developments approved by the State government through the State Commission Assessment Panel (SCAP) are not remotely environmentally sustainable. These developments, such as the development on the corner of Culross Avenue and Fullarton Road, Myrtle Bank, will require considerable cooling in summer, particularly in light of the lack of any trees or shrubbery subsequent to the appalling razing of two large trees on that site.

The City of Unley has prioritised and continues to drive environmental initiatives as part of the way business is done. The comprehensive response by Unley Council to the draft Planning and Design Code has emphasised the need to integrate environmental policies that will strengthen future planning approaches. The recently endorsed Tree Strategy is a blueprint moving forward that will support the intentions of the Landscape Act.

In order to assert the position that environmental sustainability occurs at the local level and requires enabling legislative instruments, it is recommended that a motion is put to engage with the State government about improving its environmental credentials in relation to new developments.

## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR M. BRONIECKI RE: SYNTHETIC TURF ON VERGES
<b>ITEM NUMBER:</b>	5.1.2
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	NIL

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Councillor M. Broniecki has given notice of intention to move the following motion at the Council meeting to be held on 22 June 2020.

### **MOTION**

That:

1. Staff undertake a review of the Nature Strips Policy to incorporate a ban of artificial/synthetic turf as a surface treatment on Council owned verges.
- 

### **Background**

The City of Unley has been promoting a 'Green Verge' program for a number of years, encouraging residents to take ownership of the strip of land in front of properties and add plants to support tree health. Benefits of this program include:

- Providing a healthier environment for street trees;
- Softening the effect of hard surfaces such as roads and footpaths;
- Improving air quality;
- Reducing stormwater run off; and
- Providing habitat for small creatures such as bees and butterflies.

This program is consistent with the City of Unley environmental commitment and initiatives to increase greening across the City.

A further opportunity to support our environmental initiatives is to ban the laying of artificial/synthetic turf as surface treatment on Council owned verges.

A range of issues are associated with artificial turf, including increased urban heat, poor water permeability, and waste disposal on removal of the turf. The collaborative heat mapping of land use types in eastern and northern Adelaide (2018), demonstrated that the hottest type of surface was artificial turf. Furthermore, Council workers and/or utility providers requiring access to verges experience difficulties re-instating artificial turf on the completion of service works.

A number of neighbouring councils (Burnside, Marion, Holdfast Bay, Norwood Payneham and St Peters) have taken steps to ban the use of artificial turf, and Mitcham is currently reviewing this matter. There has been a general acceptance by residents in relation to the change.

In conjunction with a ban of artificial turf on verges, consideration will need to be given to the management/treatment of existing artificial turf across the City.



## MOTION OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR S. DEWING RE: MANAGEMENT OF DAMAGE TO COUNCIL INFRASTRUCTURE ADJACENT TO LARGE SCALE DEVELOPMENT
<b>ITEM NUMBER:</b>	5.1.3
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	NIL

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Councillor S. Dewing has given notice of intention to move the following motion at the Council meeting to be held on 22 June 2020 .

### MOTION

That:

1. Staff prepare a report outlining issues, options (including compliance or enforcement strategies) and resource requirements, to enable monitoring and management of impacts of large scale developments on Council infrastructure, including street trees.
- 

### **Background**

In the course of works relating to the development of the 246 Unley Road (Cremorne Plaza) site a well-developed, healthy, mature eucalyptus tree on the South side of Opey Avenue was significantly damaged.



**Photo 1:** Opey Avenue – Apple Gum



**Photo 2:** Opey Avenue - Wound

The City of Unley Arborist has advised that despite the subject tree being severely damaged and its structure being slightly compromised, the tree currently retains good health and form.

A risk assessment finds that the tree presents a 'broadly acceptable' risk of harm and/or property damage, associated with limb failure. Consequently, retention and continued monitoring of this specimen over the coming three years is recommended and will be undertaken by Council's Arborist.

The recently endorsed Tree Strategy includes the following initiative:

**Manage and Maintain**

***M5. Development Protection***

M5.3 Audit developments to assess compliance with landscaping (during or post construction) and identify any damage to Council trees or Regulated or Significant trees on private property

*Under this initiative Council will focus effort on compliance with development approvals in accordance with legislative requirements that supports the retention of trees. This includes both during construction (e.g. site inspection of tree root protection zones) and post construction.*

The Motion on Notice is consistent with this initiative and is seeking information from staff regarding options available, and resource requirements, to implement a policy and related processes that takes a more proactive approach to managing the impact of large scale developments on council infrastructure, including street trees.

## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR J. BOISVERT RE: RECOGNITION OF (FORMER COUNCILLOR) M. HUDSON'S SERVICE TO COUNCIL
<b>ITEM NUMBER:</b>	5.1.4
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	NIL

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Councillor J. Boisvert has given notice of intention to move the following motion at the Council meeting to be held on 22 June 2020 .

### **MOTION**

That:

1. Following the recent resignation of former Councillor M. Hudson, Council recognises his commitment to serving the Unley community for more than 30 years as:

Goodwood South Councillor (1985-1993); and  
Parkside Ward Councillor (1995- until his resignation on 1 June 2020)

and as a representative of the City of Unley on the following boards/committees/groups:

- Centennial Park Cemetery Authority Board
  - Community and Culture Committee
  - Eastwood Community Centre Committee
  - Unley Oval Reference Group
  - Active Years
- 

### **Background**

Former Parkside Ward Councillor M. Hudson submitted his resignation on 1 June 2020 after serving the City of Unley community for over 30 years. It is appropriate that the Council formally recognises his extensive and dedicated service.

A report on this agenda discusses the process around the supplementary election required as a result of Mr Hudson's resignation from Council.

## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR S. DEWING RE: PROTECTION OF STREET TREES ADJACENT TO THE CREMORNE PLAZA DEVELOPMENT
<b>ITEM NUMBER:</b>	5.3.1
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	NIL

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The following Question on Notice has been received from Councillor S. Dewing and the answers are provided:

### QUESTIONS

A recent assessment of street trees next to the Cremorne Plaza development currently under construction has indicated that it is unlikely that the three trees immediately adjacent (two on the south and one on the north refer images below) will survive the development works.



Photo 1. Opey Avenue – South



Photo 2. Hart Street - North

This information has prompted the following question:

1. When Council granted permission to the developers of the Cremorne Plaza site for the exclusive use of the northern footpath of Opey Avenue and use of the southern footpath of Hart Street, which include a number of Council owned trees, what provisions did Council have in place to ensure the protection of these trees?

## **ANSWERS**

1. Council grants access for exclusive use of council land through the issuing of a hoarding permit in accordance with Section 222 of the *Local Government Act 1999*.
2. The hoarding associated with the developments occurring on Opey Avenue and Hart Street are required to ensure pedestrian safety is maintained while construction is occurring.
3. Hoarding permits include standard conditions for an applicant to comply with, which relate to public safety, insurances and liability, fees and responsibility for any damage caused on public land. The conditions do not specifically reference trees, nor do they include requirements relating to protection of trees, however, street trees are defined as council owned infrastructure on public land. Section 233 of the *Local Government Act 1999* provides:

*A person who, without the council's permission, intentionally or negligently damages a road or a structure (including pipes, wires, cables, fixtures, fittings and other objects) belonging to the council associated with a road is liable to the council in damages.*

Council may recover these damages in the same way as damages for a tort (civil proceedings).

4. A permit may be revoked if any conditions are breached.
-

## MAYOR'S REPORT

**REPORT TITLE:** MAYOR'S REPORT FOR MONTH OF JUNE  
**ITEM NUMBER:** 6.1.1  
**DATE OF MEETING:** 22 JUNE 2020  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (20/05/20 to 16/06/20)

Legend for attendance type at Function/Event:	
Attendee – only, no duties	Guest – specifically invited as an event guest
Interview – on-air radio guest	Host – hosted a meeting as Mayor
Mayor – attended as the Mayor of City of Unley	Presenter – involved in presenting awards
Representative – attended as Council representative	Speaker – attended and gave a speech as Mayor

Date	Function/Event Description	Type
20 May	Met with representatives from St Oswald's Church to discuss various matters of interest	Mayor
21 May	Quarterly catch up with Unley Ward Councillors S. Dewing and J. Russo	Mayor
	Met with representatives of "A Better Boothby" to discuss various matters of interest	Mayor
22 May	Met with Mayor Anne Monceaux (Burnside), Mayor Michael Coxon (West Torrens) and Mayor Heather Holmes-Ross (Mitcham) regarding Brown Hill Keswick Creek issues	Mayor
	Attended BHKCS Nominations Committee	Representative
25 May	Regular meeting with CEO Peter Tsokas	Mayor
	Met with Lord Mayor Sandy Verschoor regarding Brown Hill Keswick Creek issues	Mayor
	Council Meeting	Mayor
28 May	Quarterly catch up with Parkside Ward Councillors M. Hudson and K. Anastassiadis	Mayor
	Quarterly catch up with Unley Park Ward Councillors M. Rabbitt and M. Broniecki	Mayor

<b>Date</b>	<b>Function/Event Description</b>	<b>Type</b>
1 June	Regular meeting with CEO Peter Tsokas	Mayor
	Met with Vanessa Tamms (Trashd) and CEO Peter Tsokas re revenue opportunities and landfill cost efficiencies	Mayor
	Annual Business Plan and Budget 2020/21 Workshop	Mayor
4 June	CEO Performance Review Panel Meeting – Review 19/20 KPIs	Mayor
	Met with GM City Development Claude Malak re Mike Turtur Bikeway & other City Development projects	Mayor
5 June	ERA Mayor's Breakfast	Mayor
	Met with Joe Maniscalco, Sophie Bird, Michelle Pope with Councillors E. Wright and N. Sheehan re Mike Turtur Bikeway	Mayor
11 June	Met with Deputy Mayor Peter Hughes and Administration re Tree Strategy publicity	Mayor
15 June	Regular meeting with CEO Peter Tsokas	Mayor
	Met with Premier Marshall and Chief of Staff Paul Armanas with CEO Peter Tsokas	Mayor
	Elected Member Briefing	Mayor
16 June	Met with Councillor D. Palmer re economic development growth strategy	Mayor
<b>Radio Interviews</b>		
20 May	Interview with Leon Byner on 5AA re assistance being provided to ratepayers and businesses	Mayor
28 May	Interview with Sonia Feldhoff on ABC 891 Radio re Stobie pole art in Parkside and across Unley	Mayor
31 May	Interview with Michael Keelan and Leith Forrest on 5AA re Unley's Tree Strategy	Mayor
2 June	Interview on ABC Radio 891 with Jules Schiller re vandalism and wider issue of graffiti at Unley Civic Centre by Extinction Rebellion	Mayor
6 June	Interview on ABC Radio 891 with Deb Tribe about Unley's Tree Strategy	Mayor

## REPORTS OF MEMBERS

**REPORT TITLE:** REPORTS OF MEMBERS FOR MONTH OF JUNE  
**ITEM NUMBER:** 6.3.1  
**DATE OF MEETING:** 22 JUNE 2020  
**ATTACHMENTS:** 1. COUNCILLOR M. BRONIECKI

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Council to note attached reports from Members:

1. Councillor M. Broniecki
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## REPORTS OF MEMBERS

**REPORT TITLE:** REPORT FROM COUNCILLOR M. BRONIECKI

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### Functions attended (20/05/20-16/06/20)

<b>Date</b>	<b>Function/Event Description</b>
20/05/2020	Aged Care Alliance meeting (Zoom)
21/05/2020	Community Consultation regarding draft budget x2 (Zoom)
26/05/2020	KESAB circular economy (webinar)
28/05/2020	Meeting with Mayor and Councillor M. Rabbitt
1/06/2020	Workshop: Annual Business Plan & Budget
4/06/2020	Meeting re. Mike Turtur Bikeway (Zoom)
5/06/2020	Meeting with GM City Services and Councillor M. Rabbitt
10/06/2020	Meeting with Council staff at Orphanage Park regarding water fountain
10/06/2020	Meeting with Councillor M. Rabbitt
15/06/2020	Council Briefing
16/06/2020	Unley Bicycle User Group

## **CORRESPONDENCE**

<b>REPORT TITLE:</b>	CORRESPONDENCE
<b>ITEM NUMBER:</b>	
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. CONDOLENCES FOR MAYOR OF VILLERS-BRETONNEUX, DR PATRICK SIMON AO</li><li>2. LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM</li><li>3. LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM</li><li>4. KESWICK BARRACKS &amp; SURROUNDS URBAN DESIGN FRAMEWORK</li></ol>

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The correspondence from:

- Mayor Michael Hewitson – re. Condolences for Mayor of Villers-Bretonneux, Dr Patrick Simon AO
- Nicolle Flint MP – re. Local Road and Community Infrastructure Program
- Mayor Michael Hewitson – re. Local Road and Community Infrastructure Program
- Hon Stephan Knoll MP – re. Keswick Barracks & Surrounds Urban Design Framework

be noted.

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**MAYOR'S OFFICE**

**Michael Hewitson AM**



21 May 2020

Bernard Delattre  
Maire de Pozières  
Mairie - Place Charles Bellet  
80300 – Pozieres  
France

via email: [bernard.delattre80@wanadoo.fr](mailto:bernard.delattre80@wanadoo.fr)

Dear Bernard

It is with regret that we note the passing of the Mayor of Villers-Brettonneux, Dr Patrick Simon AO due to implications related to COVID-19.

It is terribly sad news and our condolences are extended to you all who knew him personally through friendship, family or civic connections.

My colleague Cr Michael Rabbitt passed on to me the attached media statement from the Hon Darren Chester, Minister for Veterans' Affairs and Minister for Defence Personnel which speaks highly of Dr Simon, including his passion and commitment to Australia.

It would be appreciated very much if you would pass on sincere condolences from the City of Unley.

With kind regards

A handwritten signature in blue ink that reads "Michael Hewitson". The signature is fluid and cursive.

**Michael Hewitson AM**  
Mayor

Attach:

**CITY of VILLAGES**

Civic Centre 181 Unley Road  
Unley, South Australia 5061  
Postal PO Box 1  
Unley, South Australia 5061

Telephone (08) 8372 5111  
Facsimile (08) 8271 4886  
Email [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)  
Website [www.unley.sa.gov.au](http://www.unley.sa.gov.au)



## The Hon Darren Chester MP

Minister for Veterans' Affairs  
Minister for Defence Personnel

Thursday, 14 May 2020

### STATEMENT – VALE DR PATRICK SIMON AO

Australia lost a true friend today with the passing of Dr Patrick Simon AO in France.

As Mayor of Villers-Brettonneux in Northern France, close to the memorial sites so significant for many Australians, Dr Simon continued the tradition established by former Mayors of Villers-Brettonneux of holding commemorative activities in the town each year to mark Anzac Day.

Dr Simon oversaw the renovation of the Franco-Australian First World War museum in Villers-Brettonneux, was a strong supporter and voice in the establishment of Australia's Sir John Monash Centre, and always extended a warm and hospitable welcome to Australian visitors.

In recognition of his continued efforts to strengthen the Franco-Australian relationship, Dr Simon was awarded an Order of Australia on 26 April 2015 by then Prime Minister Tony Abbott.

With his passion and commitment to Australia, he launched a fundraiser after seeing reports of the devastating bushfires across Australia earlier this year.

"The idea came from my heart. Everyone here was talking about the fires, and we were all appalled," Dr Simon said at the time.

By late February Dr Simon had organised for some \$37,000 to be collected from the school children and residents of Villers-Brettonneux.

Dr Simon will be greatly missed by all Australians who met and worked with him.

I thank him for all his work in promoting the Franco-Australian shared history, particularly in future generations, and welcoming Australians to the region each year.

**ENDS**

#### **MEDIA CONTACTS**

**Rachel Tharratt: 02 6277 7820**

**DVA Media: 02 6289 6466**

**Office of the Hon. Darren Chester, Canberra ACT.**

*Open Arms – Veterans and Families Counselling, provides support for current and ex-serving ADF personnel and their families. Free and confidential help is available 24/7.  
Phone 1800 011 046 (international: +61 1800 011 046 or +61 8 8241 4546) or visit [www.OpenArms.gov.au](http://www.OpenArms.gov.au)*



## NICOLLE FLINT MP

Federal Member for **Boothby**

Mayor Michael Hewitson AM  
City of Unley  
PO Box 1  
UNLEY SA 5048

Ref: 11142AH

Dear Mayor Hewitson

### LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM

The Morrison Liberal Government recently announced a \$1.8 billion funding boost for local governments to deliver community and infrastructure projects across Australia.

This package includes \$500 million in new funding for the Local Road and Community Infrastructure Program and the bringing forward of \$1.3 billion in Financial Assistance Grants. Together they will directly support your council, and in turn local businesses and their workers through the delivery of priority projects focused on infrastructure upgrades and community facilities.

I am delighted that the City of Unley has been allocated a sum of \$683,220 towards the delivery of critical road and infrastructure projects, and council maintenance. The funding under the Financial Assistance Grant scheme will be available before 1 July 2020.

The City of Unley will also receive new funding of \$462,672 under the Local Road and Community Infrastructure Program to go towards vital projects. The new funding under this program will be available after 1 July 2020.

I would like to take this opportunity to personally thank you and your Councillors for your ongoing contributions within our local community. Your patience and resilience as the COVID-19 situation has evolved is to be commended.

As always please do not hesitate to contact me if I may be of assistance with and local or federal issue.

Yours sincerely

**Nicolle Flint MP**  
Member for Boothby

1 / 06 / 2020

cc. City of Unley Councillors

Level 1, 724 Marion Road, Marion SA 5043

(08) 8374 0511 nicolle.flint.mp@aph.gov.au

nicolleflint.com NicolleFlintLiberal



**MAYOR'S OFFICE**

**Michael Hewitson AM**



3 June 2020

Nicolle Flint MP  
Member for Boothby  
Level 1, 724 Marion Road  
Marion SA 5043

by email: [Nicolle.flint.mp@aph.gov.au](mailto:Nicolle.flint.mp@aph.gov.au)

Dear Nicolle

Thank you for your letter of 1 June.

I am delighted to receive your correspondence confirming the Morrison Liberal Government's recent announcement regarding the Local Road & Community Infrastructure Program.

The funding boost through the Program provides Council with significant opportunities to deliver community and infrastructure projects which will in turn also provide support to local businesses and their workers.

The FAGs funding received in relation to the delivery of council maintenance, critical road and infrastructure projects and that received through the Local Road & Community Infrastructure Program will go toward vital projects.

Council is very grateful for the Government's favourable considerations and we thank you for your continued support as the Federal Member for Boothby.

With my best regards

A handwritten signature in blue ink that reads "Michael Hewitson". The signature is written in a cursive style.

**Michael Hewitson AM**  
Mayor

**CITY of VILLAGES**

Civic Centre 181 Unley Road  
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20MPL0584



Government  
of South Australia

The Hon Stephan Knoll MP  
Member for Schubert

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

Email: [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)

Dear Mr Tsokas

Thank you for your letter regarding the Keswick Barracks and Surrounds Urban Design Framework.

I acknowledge the work undertaken by the City of Unley to investigate the site and prepare the report, which I have distributed to the relevant divisions within the Department of Planning, Transport and Infrastructure for consideration.

Should you wish to discuss further, please contact Ms Kirsteen MacKay, Government Architect on telephone (08) 8402 1976 or email [kirsteen.mackay@sa.gov.au](mailto:kirsteen.mackay@sa.gov.au).

I trust this information is of assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Stephan Knoll', written over the words 'Yours sincerely'.

**HON STEPHAN KNOLL MP**  
**MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT**  
**MINISTER FOR PLANNING**

12/6 /2020

Minister for Transport, Infrastructure and Local Government  
Minister for Planning

Roma Mitchell House Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 DX 171  
Tel 08 7109 8430 | Email [ministerknoll@sa.gov.au](mailto:ministerknoll@sa.gov.au)



## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.2 - APPLICATION FOR WAIVER OF 2020-21 COUNCIL RATES - ROYAL AGRICULTURAL AND HORTICULTURAL SOCIETY

**ITEM NUMBER:** 7.1

**DATE OF MEETING:** 22 JUNE 2020

**AUTHOR:** TAMI NORMAN

**JOB TITLE:** EXECUTIVE MANAGER, OFFICE OF THE CEO

---

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(d)(i) and (ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - Could reasonably be expected to prejudice the commercial position of the person who supplied the information, and would on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider relevant information prior to making a decision in relation to the application.

On that basis, the public's interest is best served by not disclosing 7.2 Application for Waiver of 2020-21 Council Rates - Royal Agricultural and Horticultural Society, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance and Mr John Rothwell.

## CONFIDENTIAL DECISION REPORT

<b>REPORT TITLE:</b>	APPLICATION FOR WAIVER OF 2020-21 COUNCIL RATES - ROYAL AGRICULTURAL AND HORTICULTURAL SOCIETY
<b>ITEM NUMBER:</b>	7.2
<b>DATE OF MEETING:</b>	22 JUNE 2020
<b>AUTHOR:</b>	MICK WETHERALL
<b>JOB TITLE:</b>	ACTING MANAGER FINANCE & PROCUREMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. APPLICATION FOR RATE WAIVER</li><li>2. ROYAL AGRICULTURAL &amp; HORTICULTURAL SOCIETY FINANCIAL STATUS</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The purpose of this report is to present to Council an application received from the Royal Agricultural and Horticultural Society (the Society) for a waiver of its 2020-21 Council rates.

The Federal and State Government imposed restrictions, that are aimed at minimising the spread of COVID-19, have had a significant impact on the ability of the Society to conduct much of its regular business activities. The Society has been required to cancel the 2020 Royal Adelaide Show and postpone or cancel most of its other scheduled events. The impact of these decisions will see the Society forego up to 90% of their annual turnover for 2020 and, depending on the rate of recovery of the economy, it is expected that it may be approximately 17 months until regular revenues can be generated again.

In order to minimise expenditure during that time, among other things, the Society has approached Council seeking a waiver of its 2020-21 Council rates. The rates are estimated to be in the order of \$488,000.

A letter of application for waiver has been provided as Attachment 1 to this report.

*Attachment 1*

In accordance with *Section 182 of the Local Government Act 1999*, the Council may postpone payment of rates in whole or in part for such a period it thinks fit, and on the conditions, it thinks appropriate, or may remit the rates in whole or in part.

The application is being referred to Council for a decision, not only due to the value of the request but due to the potential implications for Council's rating structure for 2020-21.

The adoption of the 2020-21 Annual Business Plan and Budget has been postponed in order to provide Council with time to consider its options should this request be supported. For this to occur, a workshop is scheduled for 29 June 2020.

The Society's Chief Executive Officer has requested to speak to this request on behalf of the Society and will be in attendance.

## **2. RECOMMENDATION**

That:

1. The report be received.
2. *The matter is for Council to determine. Options are provided in section 6 of this report.*

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## **3. RELEVANT CORE STRATEGIES/POLICIES**

3. Economic Prosperity

3.2 Thriving main streets and other business activities operate across our City.

## **4. BACKGROUND**

COVID-19 has, to date, had a significant negative impact on the Australian economy and, in turn, on our City's local economy. This impact is expected to be felt well beyond the end of the pandemic.

The Federal and State Government imposed COVID-19 restrictions have had a significant impact on the operation of many businesses across the City. Many are either closed or have had to reduce their business earning activity significantly.

This situation has had significant ramifications for the operations of the Royal Agricultural and Horticultural Society (the Society). The Society is Council's largest ratepayer, occupying seven (7) property assessments in Wayville valued at \$97,320,000 generating \$488,000 in Council rates revenue per annum.

The Society's Charter provides that their purpose is to:

- Promote and direct the Royal Adelaide Show, ensuring its continued relevance to both industry and the community;
- Educate the community about the importance of primary production to the South Australian economy;
- Encourage and recognise excellence in agriculture and horticulture through the staging of competitions, exhibitions and education programs; and
- Manage a vibrant Showground and event and exhibition business hosting many corporate and public events.

An independent evaluation conducted by Ernst & Young in October 2019 estimates that the Society provides an economic contribution to the community of approximately \$317.7M per annum.

## 5. DISCUSSION

In support of its application, the Society has provided Council with a copy of their Financial Status document. A copy of the document has been supplied as Attachment 2 to this report. The following extracts from the document are notable in terms of the Society's financial position and performance and the expected financial impacts due to COVID-19.

*Attachment 2*

**Table 1 - Financial Position**

Description	2019	2018
	\$'000	\$'000
Current Assets	1,707	2,252
Financial Assets	9,305	8,310
Property, Plant & Equipment	87,964	86,976
<b>Total Assets</b>	<b>98,976</b>	<b>97,538</b>
Current Liabilities	5,121	2,071
Non-Current Liabilities	5,603	7,769
<b>Total Liabilities</b>	<b>10,724</b>	<b>9,840</b>
<b>Net Assets</b>	<b>88,252</b>	<b>87,698</b>

As at 31 December 2019, the Society is considered to be in a sound financial position. Current and Financial Assets adequately provide for all Liabilities and borrowings are considered manageable. The Society has continued to invest in the property through improvements to the South East Precinct, Wi-Fi upgrades and replacement of a high voltage switching cubicle totalling \$4.2M in 2019.

In recognition of the importance of the Royal Show to the Society's operations, the Society has put in place an investment portfolio which has been held as a hedge against extreme adverse Show conditions. The portfolio was valued at \$9.3M as at 31 December 2019.

Due to the cancellation of the Royal Show for 2020, and the inability to conduct many other income generating activities the Society expects to borrow more heavily to support its business. This will see borrowings extend to approximately \$20M by 2021. Concurrently, a weaker economy is likely to reflect in a devaluation of the investment portfolio. These circumstances will see a weakening of the Society's financial position until normal activities can resume.

**Table 2 - Financial Performance**

Description	Budget 2021	Update Budget 2020	Initial Budget	Actual 2019
	\$'000	\$'000	\$'000	\$'000
<b>Income</b>				
Royal Adelaide Show	11,250	133	15,275	14,758
Events & Exhibitions	3,350	1,160	5,509	5,905
Other Corp Income	1,891	1,332	1,701	1,775
<b>Total Income</b>	<b>16,491</b>	<b>2,625</b>	<b>22,485</b>	<b>22,438</b>
<b>Expenses</b>				
Royal Adelaide Show	7,704	276	8,567	8,222
Event & Exhibitions	643	261	1,104	1,637
Venue Management	2,402	1,480	2,516	2,724
Other Admin Costs	1,998	1,792	2,357	2,292
Payroll Costs	4,223	3,167	5,206	5,162
<b>Total Expenditure</b>	<b>16,970</b>	<b>6,976</b>	<b>19,750</b>	<b>20,037</b>
<b>Operating Result (EBITDA*)</b>	<b>(479)</b>	<b>(4,351)</b>	<b>2,735</b>	<b>2,401</b>
<b>Variation to 2020 Original Budget</b>	<b>(3,214)</b>	<b>(7,086)</b>		

\*EBITDA – Earnings before interest, tax, depreciation and amortisation.

From the table above, under normal circumstances 70% of the Society's revenue is generated from running the Royal Adelaide Show with a further 25% of revenue being generated from holding events and exhibitions. It can also be seen that most of this revenue is expected to be lost in 2020 before slowly recovering in 2021. Expenditure forecasts are limited to those servicing remaining events, essential maintenance, and a range of fixed and committed costs which cannot be eliminated.

In total, the 2020 budget performance is expected to deteriorate by \$7,086K followed by a further deterioration of \$3,214K in 2021.

It is the expectation of the Society that as the economy begins to recover and Government restrictions are lifted, events will slowly return; however, it is likely that event organisers will also be suffering financially. Furthermore, supporters of the Royal Adelaide Show itself, the commercial exhibitors, core patrons and the community generally will likely be struggling to recover financially with reduced discretionary funds available.

In order to minimise the financial impact of COVID-19 the Society has:

- Successfully applied for Job Keeper funding, attracting \$1,500 per fortnight for the fifty staff. The funding is expected to be available to the end of September 2020.
- Revised staffing requirements by standing down six staff, making one position redundant, while other staff are working a variety of part time hours.
- Securing additional funding from their bankers which is likely to see total borrowings increase to \$20M by mid-2021.
- Applied to the State Government for \$5M in grant funding under the Community and Jobs Fund. No decision has been forthcoming to date.
- Approaching suppliers and creditors, including Council, in order to negotiate terms and other arrangements.

In accordance with *Section 182 of the Local Government Act 1999*, if Council is satisfied that the payment of rates would cause hardship, the Council may:

- Postpone payment in whole or in part for such a period as the Council thinks fit and, with the conditions it thinks appropriate
- Remit the rates in whole or in part.

The Society is Council's largest ratepayer occupying seven (7) assessments and contributing an estimated \$488,000 in rate revenue per annum as detailed in the following table.

**Table 3 – Estimated Annual Rates 2020-21**

Assessment No.	Property Address	Land Use	Assessed Value \$	Estimated Rates 2020-21
				\$
10973 (6)	10 Goodwood Road, Wayville	Vacant Office	2,725,000	15,800
10493 (5)	99 Rose Terrace, Wayville	Carparking	320,000	1,860
457616 (1)	103-141 Rose Terrace, Wayville	Carparking	4,025,000	23,350
457617 (9)	4-40 Leader Street, Wayville	Carparking	2,800,000	16,250
457566 (8)	68 Goodwood Road, Wayville	Showgrounds	86,100,000	423,360
10977 (7)	78 Goodwood Road, Wayville	Professional Services	830,000	4,820
10974 (4)	14 Goodwood Road, Wayville	Vacant Land/Minor Improvements	520,000	2,560
		<b>Totals</b>	<b>97,320,000</b>	<b>488,000</b>

In considering the Society's application for a waiver of the 2020-21 rates, Council has several options:

1. Not support any waiver of rates;
2. Waive the 1st quarter rates only;
3. Waive the 1st and 2nd quarter rates only;
4. Waive the 1st, 2nd and 3rd quarter rates only;
5. Waive the full years rates.

The waiving of any rates outright will have a financial impact on Council's 2020-21 Budget. The impact of each option is shown in the following table:

**Table 4 – Financial Impact of Waiving Rates**

<b>Waiver Options</b>	<b>Rate Revenue Waived \$</b>	<b>2020-21 Estimated Operating Surplus \$</b>	<b>2020-21 Estimated Operating Surplus Ratio %</b>
No Waiver	Nil	1,741,759	3.46
1st Quarter	122,000	1,619,759	3.22
1 <sup>st</sup> and 2 <sup>nd</sup> Quarter	244,000	1,497,759	2.98
1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarters	366,000	1,375,759	2.73
Full Years Rates	488,000	1,253,759	2.49

As Council has yet to adopt its 2020-21 Annual Business Plan and Budget, Council has options (subject to the notes below) in how it may wish to manage this loss of rates income. These are the broad options:

- Fully fund the loss by reducing the estimated operating surplus to 2.49% - 3.22% for 2020-21 (as shown in Table 4 above);
- Recovering the loss by reducing other budgeted expenditures/ services proposed in the 2020-21 budget (refer Note 1 below);
- Recovering the loss by increasing the rates to be paid by all other ratepayers (refer Note 2 below);
- A combination of all three options.

A fourth Annual Business Plan and Budget Workshop is scheduled for 29 June 2020 for Council to consider these options.



Note 1 – at the third Annual Business Plan and Budget Workshop, held on 1 June 2020, Members were advised that the Administration had identified a further net savings of \$185K in next year’s budget during the consultation period. This has increased the estimated operating surplus from \$1.557M to \$1.742M. Council may choose to apply these savings towards the cost of granting the rate waiver.

Note 2 – the opportunity to recover any shortfall in revenue from other ratepayers is only an option prior to adopting the rate structure for 2020-21. This option is likely to give rise to the need to conduct further public consultation on the budget if a rate rise is to be considered.

Should the option to waive any of the first three quarters rates be supported, Council may further consider the waiving of future rates at a later time in the year, however this decision will minimise the options to recover the loss.

## 6. ANALYSIS OF OPTIONS

### Option 1 – Council endorse the waiving of the 2020-21 1<sup>st</sup> quarter rates

1. The report be received.
2. The 2020-21 1<sup>st</sup> quarter rates for the following assessments be waived:

<b>Assessment No.</b>	<b>Property Address</b>
10973 (6)	10 Goodwood Road, Wayville
10493 (5)	99 Rose Terrace, Wayville
457616 (1)	103-141 Rose Terrace, Wayville
457617 (9)	4-40 Leader Street, Wayville
457566 (8)	68 Goodwood Road, Wayville
10977 (7)	78 Goodwood Road, Wayville
10974 (4)	14 Goodwood Road, Wayville

Under this option, the loss of rates income is \$122K. This option could be funded using the \$185K identified net savings.

### Option 2 – Council endorse the waiving of the 2020-21 1<sup>st</sup> and 2<sup>nd</sup> quarter rates.

1. The report be received.
2. The 2020-21 1<sup>st</sup> and 2<sup>nd</sup> quarter rates for the following assessments be waived:

<b>Assessment No.</b>	<b>Property Address</b>
10973 (6)	10 Goodwood Road, Wayville
10493 (5)	99 Rose Terrace, Wayville
457616 (1)	103-141 Rose Terrace, Wayville
457617 (9)	4-40 Leader Street, Wayville
457566 (8)	68 Goodwood Road, Wayville
10977 (7)	78 Goodwood Road, Wayville
10974 (4)	14 Goodwood Road, Wayville

Under this option, the loss of rates income is \$244K. This option could be partly funded by the \$185K identified net savings leaving Council with a shortfall in rates income of \$59K.

Option 3 – Council endorse the waiving of the 2020-21 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter rates

1. The report be received.
2. The 2020-21 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter rates for the following assessments be waived:

<b>Assessment No.</b>	<b>Property Address</b>
10973 (6)	10 Goodwood Road, Wayville
10493 (5)	99 Rose Terrace, Wayville
457616 (1)	103-141 Rose Terrace, Wayville
457617 (9)	4-40 Leader Street, Wayville
457566 (8)	68 Goodwood Road, Wayville
10977 (7)	78 Goodwood Road, Wayville
10974 (4)	14 Goodwood Road, Wayville

Under this option, the loss of rates income is \$366K. This option could be partly funded by the \$185K identified net savings leaving Council with a shortfall in rates income of \$181K.

If Council selects either Option 1, 2 or 3, it does not limit Council’s ability to consider further hardship support later in the financial year.

Option 4 – Council endorse the waiving of the 2020-21 rates in full

1. The report be received.
2. The 2020-21 rates for the following assessments be waived:

<b>Assessment No.</b>	<b>Property Address</b>
10973 (6)	10 Goodwood Road, Wayville
10493 (5)	99 Rose Terrace, Wayville
457616 (1)	103-141 Rose Terrace, Wayville
457617 (9)	4-40 Leader Street, Wayville
457566 (8)	68 Goodwood Road, Wayville
10977 (7)	78 Goodwood Road, Wayville
10974 (4)	14 Goodwood Road, Wayville

Under this option, the loss of rates income is \$488K. This option could be partly funded by the \$185K identified net savings leaving Council with a shortfall in rates income of \$303K.

Option 5 – Council declines the request to waive rates for the 2020-21 financial year

1. The report be received.
2. The application for a waiver of the 2020-21 rates be declined for the following assessments:

<b>Assessment No.</b>	<b>Property Address</b>
10973 (6)	10 Goodwood Road, Wayville
10493 (5)	99 Rose Terrace, Wayville
457616 (1)	103-141 Rose Terrace, Wayville
457617 (9)	4-40 Leader Street, Wayville
457566 (8)	68 Goodwood Road, Wayville
10977 (7)	78 Goodwood Road, Wayville
10974 (4)	14 Goodwood Road, Wayville

7. **RECOMMENDED OPTION**

The matter is for Council to determine.

8. **POLICY IMPLICATIONS**

8.1 **Legislative/Risk Management**

- The financial risk is considered low. Should Council opt to provide financial support by the waiving of rates, the long-term financial sustainability of the Council is not compromised.

8.2 **Environmental/Social/Economic**

- There are no additional impacts on Council staff or resourcing from implementing the recommendations outlined in the report.

8.3 **Stakeholder Engagement**

- The Council's Rates Team has been involved in providing the property assessment valuations and estimated rates applicable.

9. **REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Nicola Tinning	General Manager, Business Support & Improvement
Tami Norman	Executive Manager, Office of the CEO

RELEAASEED



21 April 2020

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

Dear Peter,

**Re: Council Rates 2020/2021**

I write to you in these unprecedented times, with the COVID-19 pandemic and related government restrictions having a significant impact on business and activities at the Adelaide Showground.

As you would be aware, the Society announced the cancellation of the 2020 Royal Adelaide Show last Tuesday. The absence of a Show in 2020 together with the cancellation or postponement of the majority of other non-Show events in 2020 will result in an estimated drop of over 90% in our turnover for the next 9 to 12 months. We have stood down a number of staff with the majority of remaining staff now working significantly reduced hours.

In preparing budgets for 2020 we forecast a result before interest, tax and depreciation (EBITDA) of \$2.7million, but in light of current circumstances we anticipate this will now be a loss of around \$3million, a downturn of close to \$6million. This will also significantly impact our projected cashflows necessitating discussions with our bank regarding additional financing facilities. We will be eligible for the JobKeeper Scheme to assist with subsidising our payroll obligations until September and have commenced the process for application. We have also provided a submission to State Government for assistance under the Community and Jobs Fund but at the date of writing this letter we have not been advised if we will be successful in this regard.

Whilst the current COVID-19 restrictions affecting our operations might ease in the next few months, larger events require a significant planning period prior to the actual event. Therefore depending on the timing and extent of the lifting of restrictions there is a possibility that minimal events will be able to be held prior to the end of this year and will also be slow to re-establish early in 2021. It will be 17 months until the 2021 Royal Adelaide Show will be staged.

The City of Unley and the Adelaide Showground has had a strong and successful ongoing relationship over many years. The Society has contributed close to \$5M to the City of Unley in rates over the last 10 years. I therefore make a request to assist the Society in its efforts to ensure ongoing viability by

address Adelaide Showground, PO Box 108, Goodwood Road, Wayville, South Australia 5054  
telephone 08 8210 5211 web rals.com.au abc 68-531 710 498




waiving all Unley City Council rates for the ensuing financial year July 2020 to June 2021. This will go some way in supporting the Society over the next two years as it slowly attempts to recover from the effects of the current crisis.

I would be happy to meet with you to discuss the Society's situation further and provide any additional detail you may require in reviewing this request.

On behalf of the Society's Board I would like to thank the Council for its support over many years and look forward to a positive response in respect of this request.

Yours sincerely,



JOHN W ROTHWELL  
CHIEF EXECUTIVE

RELEASED



## Society Financial Status

### Background

The Government responses designed to control the worst of the Coronavirus COVID-19 global pandemic is having a significant impact on the operations of the Society, with all Showground client events cancelled or postponed and the 2020 Royal Adelaide Show subsequently cancelled in April.

Discussions with senior state government representatives and public venues nationally, indicates that it is highly unlikely that restrictions will be lifted to adequate levels to permit gatherings of 5,000 or more prior to the end of the 2020 calendar year. It is expected that restrictions will continue to be eased on a gradual basis and moving forward to 2021 it is anticipated that client events will be slow in returning, with events in the first part of 2021 being smaller than normal.

This has necessitated a complete review of the Society's finances as the cashflow and budget impacts of a total standstill of operations became apparent.

### Request to Unley Council

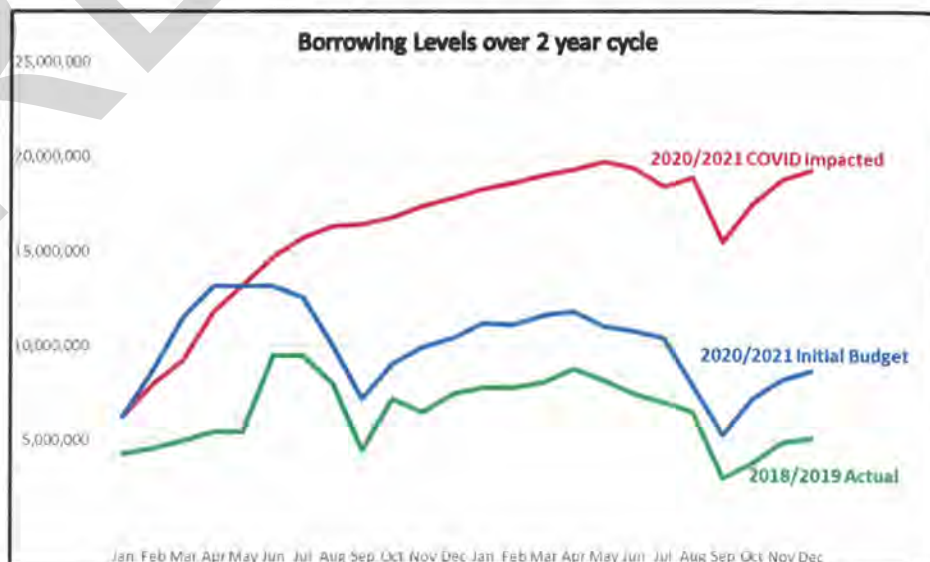
Updated budgets prepared for the Society in early May forecast for 2020 a loss before interest, tax and depreciation (EBITDA) of \$4.4M, a downturn of over \$7M from the initial budget. This result will significantly impact the Society's projected cashflows requiring negotiations for additional financing facilities. The Society has successfully registered for the JobKeeper Scheme and has also provided a submission to State Government for assistance under the Community and Jobs Fund but have not yet been advised of the status of the application.

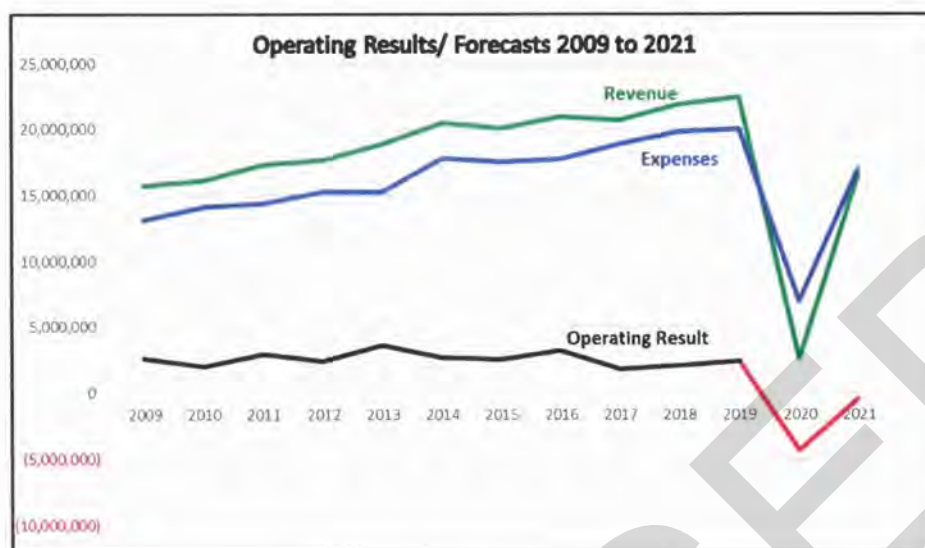
The Society has contributed close to \$5M to the City of Unley in rates over the last 10 years. The Society requests the City of Unley waive all Unley City Council rates for the ensuing financial year July 2020 to June 2021. This action will go some way in supporting the Society over the next two years as it slowly attempts to recover from the effects of the current crisis.

The Society has an annual economic contribution to the community of \$317.7M (Ernst & Young evaluation in October 2019) and the support of the council will assist in the Society's ability to continue this level of contribution to both the City of Unley and the broader community. Relief of rates from the City of Unley will enable the Society to be in a better position to support the return of events to the Showground under a lowered cost structure bringing more business into the local council area. The Society has invested significant funds in capital development of the venue in recent years to further encourage public visitation and provide general economic impact to the State.

With reference to Clause 166 Section (1) (b) to (e) and (j) of the Local Government Act 1999, the Society therefore requests a 100% rebate of rates as permitted under section (4) of the same clause.

### Financial Graphs





### Budgets for 2020 and 2021

In 2020, the majority of consolidated revenue (close to 70%) is normally earned through the Royal Show. In 2020 only three competitions are planned, and a proposed form of virtual Show is to be presented. On the basis that there will be minimal events held at the Showground in the latter half of 2020, income from client events is projected to drop over 75% against original budget levels. Costs forecast are limited to those servicing remaining events, essential maintenance of the Showground and a range of fixed and committed costs which are not able to be eliminated.

In 2021 it is expected that client events will be slow in returning, with external event organisers likely to also be suffering financially. The Royal Show itself is expected to be substantially impacted on several fronts. With respect to commercial exhibitors, most are likely to have suffered financial stress. In addition, the South Australian community, representing the core patronage to the Royal Adelaide Show, will also be struggling to recover financially and many will have significantly reduced discretionary funds available. This will not only impact the level of patronage to the Show but also have a negative effect on the level of spend by attendees whilst at the Show. Revenue from ticket sales is anticipated to be at reduced levels. Whilst management continue to review areas for cost reduction and containment, consideration also needs to be given to maintaining the quality of the Royal Adelaide Show.

### BUDGET PROFIT & LOSS

	Budget 2021	Updated Budget 2020	Initial Budget 2020	Actual 2019
		\$	\$	\$
<b>Income</b>				
Royal Adelaide Show Related Income	11,249,682	132,043	15,274,708	14,758,229
Event and Exhibition Income	3,349,983	1,160,386	5,509,325	5,905,492
Other Corporate Income	1,891,149	1,332,369	1,700,692	1,774,459
<b>Total Income</b>	<b>16,490,814</b>	<b>2,624,798</b>	<b>22,484,725</b>	<b>22,438,179</b>
<b>Expenses</b>				
Royal Adelaide Show Costs	7,704,256	276,394	8,566,762	8,222,225
Event & Exhibition Costs	642,959	260,690	1,103,795	1,637,292
Venue management costs	2,402,362	1,480,460	2,516,077	2,724,310
Other administration costs	1,997,280	1,791,868	2,356,799	2,292,350
Payroll costs	4,222,991	3,166,696	5,205,892	5,160,541
<b>Total Expenses</b>	<b>16,969,847</b>	<b>6,976,107</b>	<b>19,749,325</b>	<b>20,036,718</b>
<b>Operating Result (EBITDA*)</b>	<b>(479,033)</b>	<b>(4,351,309)</b>	<b>2,735,400</b>	<b>2,401,462</b>
<b>Variation to 2020 Initial Budget</b>	<b>(3,214,434)</b>	<b>(7,086,710)</b>		

\* EBITDA = Earnings before Interest, Tax, Depreciation and Amortisation



# key statistics & information

**\$1.41 MILLION**  
OPERATING SURPLUS FOR THE YEAR

**\$1.93 MILLION**  
NET CASH IN FROM OPERATIONS

**\$714,000**  
REVENUE FROM INVESTMENTS (DIVIDENDS)

**\$627,000**  
PROFIT ON SALE OF PROPERTY, SHARES AND OTHER ASSETS

**\$4.2 MILLION**  
INVESTMENT IN CAPITAL DURING THE YEAR

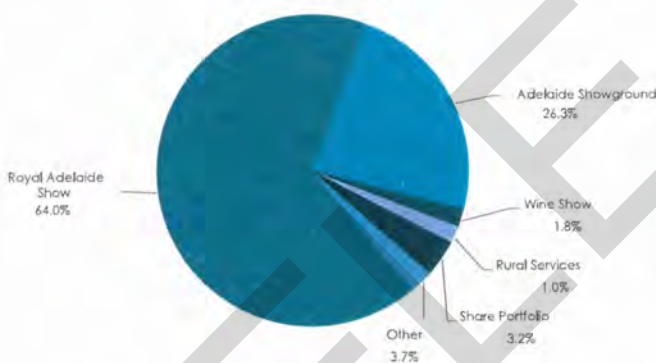
**DECREASE OF \$2.3M**  
MOVEMENT IN BORROWINGS FOR THE YEAR

COMPETITIVE ENTRIES  
**30,916**

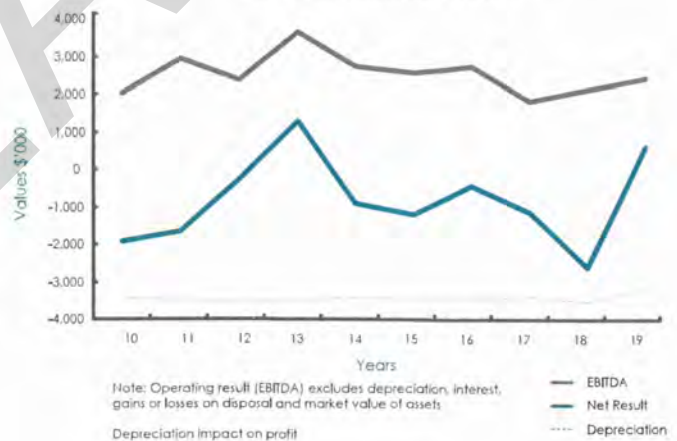
Operating surplus of 6.3% of gross turnover reflects a solid result in a weak consumer economy where discretionary spending by consumers is reducing with ongoing competition between events for this discretionary dollar.

Capital expenditure for the year included first stages of the South East Precinct development (\$3.5M), WIFI upgrade (\$183K) and replacement of a high voltage switching cubicle (\$100K).

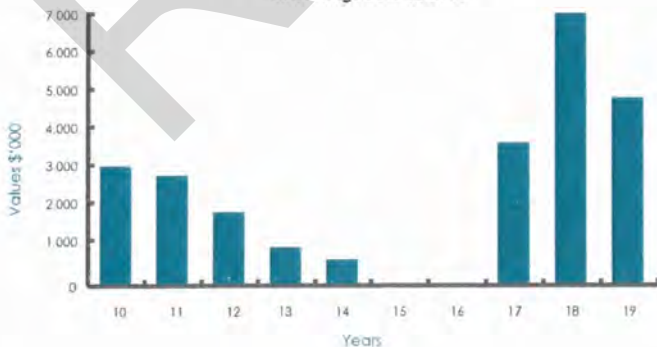
Revenue by Sector 2019



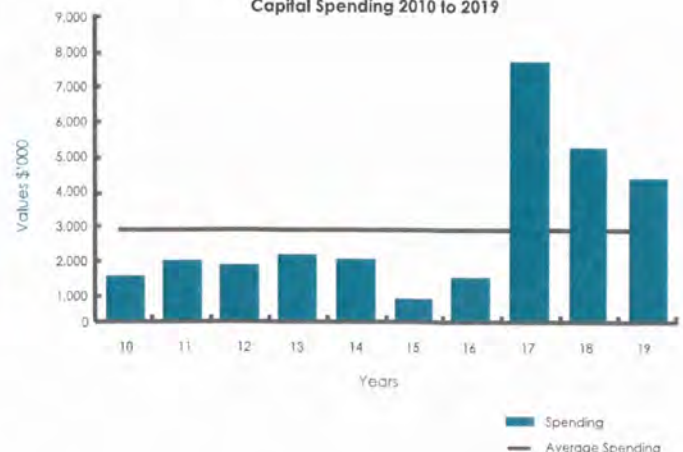
EBITDA & Net Results 2010 to 2019



Borrowings 2010 to 2019



Capital Spending 2010 to 2019



# treasurer's report



Robert Snewin, Treasurer, RA&HS of SA Inc.

The operational result of \$ 1,412,046 after adjusting for investment results, amortisation of government grants (\*) and depreciation is detailed below. Depreciation for the year of \$3,152,247 includes \$1,015,040 relating to assets funded by government grants. The Society continues to achieve a positive operational result in a year of challenging economic conditions both at state level and nationally

The net income for the year of \$554,626 includes the impacts of unrealised gains on investments reduced by annual depreciation on fixed assets.

	<u>2019</u> \$'000	<u>2018</u> \$'000
Loss for the year	(401)	(1,320)
Deduct investment results:		
Realised gain on disposal of property, plant and equipment	625	380
Dividend Income	714	838
	(1,740)	(2,538)
Amortisation of Govt Grant over estimated life cycle of related assets (*)	1,015	1,046
Operational Result	(725)	(1,492)
Deduct depreciation on assets not funded by Govt Grant	2,137	2,442
Operational Result before depreciation	1,412	950

(\*) In accordance with relevant accounting standards (AASB 120 'Accounting for Government Grants'), government grants received in 2007 and 2008 were recognised as income in the year the grants were received. However, for analysis purposes these grants are amortised to income over the expected life of the related asset.

The operational result before depreciation is reflected in the positive cashflow from operating activities set out in the financial statements. Net cash outflows from investing activities during the year reflects the cashflow impact of the first stages of the re-development of the South East Showground precinct which commenced in late 2019. After recognising cash inflows through borrowings, the Society recorded a net decrease in cash for the year.

Revenue for the year increased slightly in comparison to 2018 with expenditure, excluding unrealised gains on investments and depreciation, also increasing marginally. This is a solid result in a weak consumer economy where discretionary spending by consumers is reducing as the cost of living rises with ongoing competition between events for this discretionary dollar.

Capital expenditure for the year included first stages of the South East Precinct development (\$3.5M), WiFi upgrade (\$183K) and replacement of a high voltage switching cubicle (\$100K).

## INVESTMENTS

The Society's investment portfolio remained strong, recording an unrealised gain of \$953,365 for the year. The portfolio is held as a hedge against extreme adverse Show conditions, recognising the importance of the Show to the Society's operations.

The Investment Committee met regularly during the year and, after considering advice from Ord Minnett Pty Ltd, completed a number of transactions, covering both acquisitions and disposals, resulting in net acquisitions of \$40,186. Gross dividends of \$714,367 were received during the year.

The Board approved 20% of dividend franking credits (\$54,994) as donations to the Archives and Education Foundations, representing 10% for each foundation in addition to other donations made by the Society to the foundations.

## INSURANCE

Premiums for 2019 increased 35% over previous year levels to \$491,029 with premiums increasing as a function of a significantly hardening insurance market. The 2019 insurance policy period was adjusted in 2019 effectively moving the annual renewal date from 31 December to 31 March.

## MANAGEMENT

The Society is committed to sound financial management which allows it to fulfil its Charter and maximise its contribution to the success and promotion of Primary Industries in South Australia through the staging of events and rewarding excellence.

Robert Snewin, Treasurer, RA&HS of SA Inc.  
Adelaide, 13 March 2020

# financial statements

## Statement of Profit or Loss and other Comprehensive Income For the year ended 31 December 2019

	Notes	Year ended 31/12/2019 \$	Year ended 31/12/2018 \$
Revenue	3	22,450,557	21,913,608
Other gains and losses	4	625,458	380,340
Administration expenses		(2,016,852)	(1,786,568)
Advertising and promotion expenses		(725,527)	(825,900)
Depreciation expenses		(3,152,247)	(3,488,176)
Employee benefits expense		(5,160,542)	(4,942,491)
Event expenses		(8,177,673)	(8,218,605)
Finance costs		(287,459)	(320,144)
Maintenance and service of grounds		(2,842,225)	(3,034,859)
Other expenses		(1,113,896)	(997,348)
<b>Loss For The Year</b>		<b>(400,406)</b>	<b>(1,320,143)</b>
<i>Other comprehensive income</i>			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Fair value gains/(losses) on financial assets at fair value through other comprehensive income		955,032	(1,267,911)
Total other comprehensive income for the year		955,032	(1,267,911)
<b>Total Comprehensive Income For The Year</b>		<b>554,626</b>	<b>(2,588,054)</b>

Notes to the financial statements are included on pages 19 to 25

# financial statements

## Statement of Financial Position

As at 31 December 2019

	Notes	As at 31/12/2019 £	As at 31/12/2018 £
<i>Current assets</i>			
Cash and bank balances	17	218,787	901,970
Trade and other receivables	5	1,201,431	716,894
Other assets	6	286,443	207,810
Land held for sale	7	-	426,150
<b>Total Current Assets</b>		<b>1,706,661</b>	<b>2,252,824</b>
<i>Non-current assets</i>			
Financial assets	8	9,305,366	8,310,148
Property, plant and equipment	9	87,964,047	86,975,532
<b>Total Non-Current Assets</b>		<b>97,269,413</b>	<b>95,285,680</b>
<b>Total Assets</b>		<b>98,976,074</b>	<b>97,538,504</b>
<i>Current liabilities</i>			
Trade and other payables	9, 10	4,199,368	1,264,336
Provisions	12	921,859	806,979
<b>Total Current Liabilities</b>		<b>5,121,227</b>	<b>2,071,315</b>
<i>Non-current liabilities</i>			
Borrowings	11	5,170,269	7,500,000
Other liabilities	13	326,872	142,061
Provisions	12	105,477	127,525
<b>Total Non-Current Liabilities</b>		<b>5,602,618</b>	<b>7,769,586</b>
<b>Total Liabilities</b>		<b>10,723,845</b>	<b>9,840,901</b>
<b>Net Assets</b>		<b>88,252,229</b>	<b>87,697,603</b>
<b>Equity</b>			
Reserves	19	2,888,853	1,937,908
Retained surplus	20	85,363,376	85,759,695
<b>Total Equity</b>		<b>88,252,229</b>	<b>87,697,603</b>

Notes to the financial statements are included on pages 19 to 25

**Statement of Cash Flows**  
For the year ended 31 December 2019

Notes	<u>Year ended</u> <u>31/12/2019</u> \$	<u>Year ended</u> <u>31/12/2018</u> \$
<b>Cash flows from operating activities</b>		
Receipts from customers	24,063,316	22,930,548
Payments to suppliers and employees	(21,841,083)	(21,590,612)
Cash generated from operations	2,222,233	1,339,936
Interest paid	(287,459)	(320,144)
<b>Net cash generated by operating activities</b>	<b>1,934,774</b>	<b>1,019,792</b>
<b>Cash flows from investing activities</b>		
Payments to acquire financial assets	(310,747)	(513,860)
Proceeds on disposal of financial assets	270,561	336,582
Interest received	12,379	3,416
Dividends received	714,367	838,155
Payments for property, plant and equipment	9 (1,354,437)	(5,759,543)
Proceeds from disposal of property, plant and equipment	1,149,920	695,273
<b>Net cash generated by/(used in) in investing activities</b>	<b>482,043</b>	<b>(4,399,977)</b>
<b>Cash flows from financing activities</b>		
Proceeds from borrowings	2,700,000	9,800,000
Repayment of borrowings	(5,800,000)	(6,200,000)
<b>Net cash (used in)/generated by financing activities</b>	<b>(3,100,000)</b>	<b>3,600,000</b>
<b>Net (decrease)/increase in cash and cash equivalents</b>	<b>(683,183)</b>	<b>219,815</b>
<b>Cash and cash equivalents at beginning of the year</b>	<b>901,970</b>	<b>682,155</b>
<b>Cash and cash equivalents at end of the year</b>	<b>17 218,787</b>	<b>901,970</b>

Notes to the financial statements are included on pages 19 to 25

# financial statements

## Statement of Changes in Equity for the year ended 31 December 2019

	<u>Notes</u>	<u>Retained Earnings</u>	<u>Financial Assets Reserve</u>	<u>Donations &amp; Bequests Reserve</u>	<u>Total Equity</u>
As At 31 December 2017		87,210,479	2,956,243	118,935	90,285,657
Loss for the year	20	(1,320,143)	-	-	(1,320,143)
Other comprehensive income		-	(1,267,911)	-	(1,267,911)
Transfer – losses on disposal of financial assets at fair value through other comprehensive income	19	(133,012)	133,012	-	-
Transfer – Donations & Bequests	19	2,371	-	(2,371)	-
As At 31 December 2018		85,759,695	1,821,344	116,564	87,697,603
Loss for the year	20	(400,406)	-	-	(400,406)
Other comprehensive income		-	955,032	-	955,032
Transfer – profit on disposal of financial assets at fair value through other comprehensive income	19	1,667	(1,667)	-	-
Transfer – Donations & Bequests	19	2,420	-	(2,420)	-
As At 31 December 2019		<u>85,363,376</u>	<u>2,774,709</u>	<u>114,144</u>	<u>88,252,229</u>

Notes to the financial statements are included on pages 19 to 25

## Notes to the financial statements

For the year ended 31 December 2019

### 1. Significant Accounting Policies

#### 1.1 Financial Reporting Framework

The Royal Agricultural & Horticultural Society of SA Inc. (Society) is not a reporting entity because in the opinion of the Board there are unlikely to exist users of the financial report who are unable to command the preparation of reports tailored so as to satisfy specifically all of their information needs.

Accordingly, these special purpose financial statements have been prepared to satisfy the Board's reporting requirements under the Australian Charities and Not-for-profits Commission Act 2012.

For the purpose of preparing the financial statements the Society is a not-for-profit entity.

#### 1.2 Statement of Compliance

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Australian Charities and Not-for-profits Commission Act 2012*, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: *Presentation of Financial Statements*, AASB 107: *Cash Flow Statements*, AASB 108: *Accounting Policies, Changes in Accounting Estimates and Errors*, AASB 1031: *Materiality*, *AASB1048: Interpretation of Standards and AASB 1054: Australian Additional Disclosures*.

#### 1.3 Basis of Preparation

The financial report has been prepared on the basis of historical cost, except for certain non-current assets that are measured at revalued amounts or fair values, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. All amounts are presented in Australian dollars, unless otherwise noted.

##### Adoption of new and revised Accounting Standards

The Society has adopted the following new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB'), for which the recognition and measurement requirements are mandatory for the current reporting period.

##### AASB 16 Leases

The Society has adopted AASB 16 with a date of initial application of 1 January 2019, which replaces AASB 117 'Leases' and eliminates the classifications of operating leases and finance leases for lessees. The standard requires lessees to recognise right-of-use assets and lease liabilities on the statement of financial position, and recognise depreciation on right-of-use assets and interest on lease liabilities over the lease term. As a result the Society has changed its lease accounting policy as detailed in the significant accounting policies note.

##### AASB 15 Revenue from contracts with customers

The Society has adopted AASB 15 with a date of initial application of 1 January 2019. This standard provides a single comprehensive model for revenue recognition. The core principle is that revenue is recognised to depict the transfer of promised goods or services at an amount that reflects the consideration to which the Society expects to be entitled in exchange for goods and services.

##### AASB 1058 Income for not-for-profit entities

The Society has adopted AASB 1058 with a date of initial application of 1 January 2019. This standard replaces AASB 1004 'Contributions' in respect to income requirements for not-for-profit entities. In conjunction with AASB 15, this standard clarifies and simplifies the income recognition requirements that apply to not-for-profit entities by establishing principles for recognising income on transactions where the consideration to acquire an asset is significantly less than fair value.

##### Impact of adoption

AASB 15, AASB 16, and AASB 1058 were adopted using the modified retrospective approach and as such the comparatives have not been restated. There was no impact on opening retained earnings as at 1 January 2019. The impact of the new Accounting Standards compared with the previous Accounting Standards was not material to the Society.

# financial statements

The following significant accounting policies have been adopted in the preparation and presentation of the financial report:

**a) Borrowings**

Commercial Bills are recorded at an amount equal to the gross proceeds received. Interest expense is recognised on an accrual basis. Ancillary costs incurred in connection with the arrangement of borrowings are deferred and amortised over the period of borrowing. Commercial Bills, where the facility term is greater than twelve months and that are due to be repaid within the next twelve months, but that will be rolled over at the discretion of the Society, are considered to form part of the Society's long term financing and are recognised as non-current. Borrowing costs are recognised in profit or loss in the period in which they are incurred.

**b) Employee benefits**

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities recognised in respect of short-term employee benefits are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

Liabilities recognised in respect of long term employee benefits are measured as the present value of the estimated future cash outflows to be made by the Society in respect of services provided by employees up to reporting date.

**c) Financial assets**

Investments are recognised and derecognised on trade date where purchase or sale of an investment is under a contract whose terms require delivery of the investment within the time frame established by the market concerned, and are initially measured at fair value, net of transaction costs.

*Financial assets at fair value through profit or loss*

The Society has classified certain shares as financial assets at fair value through other comprehensive income. The financial asset is managed and its performance is evaluated on a fair value basis, in accordance with the Society's investment strategy and information is provided internally on that basis.

Financial assets at fair value through other comprehensive income are stated at fair value, with any gains or losses arising on remeasurement recognised in other comprehensive income. When an equity investment at fair value through other comprehensive income has a gain or loss previously recognised in other comprehensive income, it is not reclassified to profit or loss. Fair value is determined in the manner described below.

*Fair value of financial assets*

The fair values of financial assets with standard terms and conditions and traded on active liquid markets are determined with reference to quoted market price.

**d) Goods and services tax**

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except:

- (i) where the amount of GST incurred is not recoverable from the taxation authority, it is recognised as part of the cost of acquisition of an asset or as part of an item of expense; or
- (ii) for receivables and payables which are recognised inclusive of GST.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

Cash flows are included in the statement of cash flows on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified within operating cash flows.



**e) Impairment of assets**

At the end of each reporting period, the Society reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

When it is not possible to estimate the recoverable amount of an individual asset, the Society estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

When an impairment loss subsequently reverses, the carrying amount of the asset (or cash generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**f) Income Tax**

The Society is exempt from Income Tax.

**g) Leases**

*Society as lessor*

Rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

*Society as lessee*

Right-of-use assets and corresponding lease liabilities are recognised in the statement of financial position. A depreciation charge is incurred for the right-of-use assets (included in operating costs) and an interest expense on the recognised lease liabilities (included in finance costs).

The Society has elected not to recognise a right-of-use asset and corresponding lease liability for short-term leases with terms of 12 months or less and leases of low-value assets. Lease payments on these assets are expensed to the profit or loss as incurred. The Society has also elected not to recognise a right-of-use asset at fair value for peppercorn leases. Further information on this lease is disclosed at note 18.

**h) Life Membership**

The Society receives subscriptions from Life Members in full and recognises subscription income over a ten year period. The unearned portion of Life Membership income is recorded as a non-current liability.

**i) Trade & other payables**

Trade payables and other accounts payable are recognised when the Society becomes obliged to make future payments resulting from the purchase of goods and services.

**j) Property, plant and equipment**

Property, leasehold improvements, plant and equipment are measured at cost less accumulated depreciation and impairment. Cost includes expenditure that is directly attributable to the acquisition of the item. Depreciation is provided on property, plant and equipment, including freehold buildings but excluding freehold land.

Depreciation is calculated on a straight line basis so as to write off the net cost or other revalued amount of each asset over its expected useful life to its estimated residual value. Leasehold improvements are depreciated over the period of the lease or estimated useful life, whichever is the shorter, using the straight line method. The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period.

The following estimated useful lives are used in the calculation of depreciation:

Buildings.....	20 to 50 years
Leasehold improvements.....	10 to 50 years
Plant and equipment.....	3 to 50 years

There were no changes to residual values of existing property.

**k) Provisions**

Provisions are recognised when the Society has a present obligation (legal or constructive) as a result of a past event, it is probable that the Society will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the end of the reporting period, taking into account the risks and uncertainties surrounding the obligation.

**l) Receivables**

Trade receivables and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'receivables'. Receivables are measured at amortised cost using the effective interest method, less any impairment.

# financial statements

## m) Revenue Recognition

Revenue is recognised at an amount that reflects the consideration to which the Society is expected to be entitled in exchange for transferring goods or services to a customer.

### *Rendering of Services, including events*

Revenue from rendering services is recognised over time as the services are rendered and the performance obligation is satisfied, or the point in time at which the event is held. Royal Show gate revenue is recognised at the point in time when the Show is held.

### *Sponsorship and prizes*

Income from sponsorships is recognised on an accrual basis in accordance with the substance of the relevant agreement.

### *Dividend and Interest revenue*

Dividend income from investments is recognised when the Society's right to receive payment has been established. Interest income is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate.

### *Donations and Bequests*

Donations and bequests, including cash and assets, are recognised immediately as income when: the asset is received in a transaction; there has been no consideration transferred or the consideration paid is significantly less than the asset's fair value; and where the intention is to principally enable the Society to further its objectives.

## n) Assets held for sale

Assets are classified as held for sale if it is highly probable they will be recovered through sale rather than through continuing use. Such assets are measured at the lower of their carrying amount and fair value less costs to sell. Impairment losses on initial classification as held for sale and subsequent gains and losses on remeasurement are recognised in profit or loss.

## o) Reserves

### *Trust and Bequest Funds*

This reserve comprises balances of cash held in the bequests and prizes funds. Movement in the funds is represented by interest earned, payments of prizes and utilisation of bequests funds.

### *Financial Asset Reserve*

The financial assets reserve records revaluation increments and decrements that relate to financial assets that are classified as fair value through other comprehensive income.

## 2. Critical accounting judgments and key sources of estimation uncertainty

In the application of the Society's accounting policies, which are described in note 1, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

Judgments made by management in the application of the Society's accounting policies that have significant effects on the financial statements and estimates with a significant risk of material adjustments in the next year are disclosed, where applicable, in the relevant notes to the financial statements.

## 3. Revenue

The following is an analysis of the Society's revenue for the year from continuing operations, including investment income.

	31/12/2019	31/12/2018
	£	£
Exhibition space rental & selling rights	4,307,353	3,573,022
Royal Show space rental, selling rights etc	4,352,719	4,301,345
Royal Show ticket sales	5,751,152	6,055,877
Competitive entry fees & related charges	1,575,984	1,620,824
Catering & car parking	2,644,702	2,521,854
Rental income & electrical charges -property	614,253	518,547
Sponsorship & prizes	1,779,199	1,753,093
Interest received	12,379	3,416
Dividends received	714,367	838,155
Advertising Income	169,441	143,854
Other	529,008	583,621
	<u>22,450,557</u>	<u>21,913,608</u>
<b>4. Other gains and losses</b>		
Gain on disposal of property, plant and equipment	625,458	380,340
	<u>625,458</u>	<u>380,340</u>

## 5. Trade and other receivables

	31/12/2019	31/12/2018
	\$	\$
Trade receivables	705,523	423,736
Provision for impairment	(29,642)	(44,475)
	675,881	379,261
Goods and services tax (GST) recoverable	321,129	78,629
Dividend Imputation Credits receivable	102,569	181,542
Other	101,852	77,462
	<u>1,201,431</u>	<u>716,894</u>

### Impairment of trade receivables

Provision for impairment of trade receivables are measured at an amount equal to the lifetime expected credit losses based on estimated irrecoverable amounts determined by reference to reasons behind default, past default experience of the counterparty and an analysis of the counterparty's current financial position.

## 6. Other current assets

Prepayments	240,452	187,266
Other	45,991	20,544
	<u>286,443</u>	<u>207,810</u>

## 7. Land held for sale

Land held for sale	-	426,150
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In December 2018 the Board resolved to sell the property at 126 Rose Terrace. The sale is was completed in August 2019.

## 8. Non-current financial assets

Quoted investments carried at fair value	9,305,366	8,310,148
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Quoted investments are held for long term value appreciation as an informal security against adverse Royal Show event conditions.

Investment selection criteria focuses on stability and long term growth, with dividend income generally reinvested each year. The Society seeks advice from independent professional advisors prior to acquisitions. If the level of investment held is considered to be greater than that considered necessary to support the Society in the event of adverse conditions constraining operations, then funds may be invested in capital development projects.

## 9. Property, plant and equipment

	31/12/2019	31/12/2018
	\$	\$
<i>At carrying amount:</i>		
Freehold land and buildings	24,812,757	24,839,694
Leasehold improvements	54,131,608	52,850,194
Plant and equipment	9,019,682	9,285,644
	<u>87,964,047</u>	<u>86,975,532</u>

	Freehold land & buildings	Leasehold improvements	Plant & equipment	Total
<i>Cost</i>				
Balance at 31 December 2018	25,189,384	89,524,071	23,847,360	138,560,815
Additions	121,227	3,410,392	707,455	4,239,074
Disposals	(22,875)	(822,314)	(857,633)	(1,702,822)
Balance at 31 December 2019	<u>25,287,736</u>	<u>92,112,149</u>	<u>23,697,182</u>	<u>141,097,067</u>
<i>Accumulated depreciation</i>				
Balance at 31 December 2018	(349,690)	(36,673,877)	(14,561,716)	(51,585,283)
Depreciation expense	(125,289)	(2,087,510)	(939,448)	(3,152,247)
Elimination on disposal of assets	-	780,846	823,664	1,604,510
Balance at 31 December 2019	<u>(474,979)</u>	<u>(37,980,541)</u>	<u>(14,677,500)</u>	<u>(53,133,020)</u>

Certain freehold land and buildings have been pledged to secure borrowings of the Society. The Society is not allowed to pledge these assets as security for other borrowings or to sell them to another entity without prior consent of the lender.

### Non cash transactions

Included in additions to property, plant and equipment for the year are leasehold improvements to the value of \$2,879,637 which are recorded as non-cash transactions. Of this, \$770,245 has been settled during the year directly utilising a portion of the unused financing facility reflected in Note 14. An additional \$2,184,392 will be settled in the same way subsequent to year end, and is held as a liability in trade payables at 31 December 2019.

# financial statements

## 10. Trade and other payables

	31/12/2019	31/12/2018
	\$	\$
Trade payables	2,999,183	654,618
Goods and Services Tax (GST) payable	64,078	40,301
Other	1,136,107	569,417
	<u>4,199,368</u>	<u>1,264,336</u>

The Society has financial risk management policies in place to ensure that all payables are paid within the pre-agreed credit terms.

## 11. Non-current borrowings

### Secured

Bank finance facility	5,170,269	7,500,000
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Secured by a mortgage over certain of the Society's freehold land and buildings (see note 9). The weighted average effective interest rate on the commercial bills is 3.25% per annum (2018: 3.62%)

## 12. Provisions

Employee benefits	1,027,336	934,504
Current	921,859	806,979
Non-current	105,477	127,525
	<u>1,027,336</u>	<u>934,504</u>

## 13. Other non-current liabilities

Life memberships	126,872	142,061
Other payables	200,000	-
	<u>326,872</u>	<u>142,061</u>

## 14. Financing facilities

Secured bank finance facility		
- Used	5,170,269	7,500,000
- Unused	9,329,731	2,500,000
	<u>14,500,000</u>	<u>10,000,000</u>

## 15. Cash flow information

Reconciliation of cash flows from operating activities with net current year loss.

	31/12/2019	31/12/2018
	\$	\$
Net current year loss	(400,406)	(1,320,143)
Adjusted for:		
Depreciation	3,152,247	3,488,176
Provision for doubtful debt	(14,833)	(343)
Gain on disposal of property	(625,458)	(380,340)
Interest received	(12,379)	(3,416)
Dividend Income	(714,367)	(838,155)
Movements in working capital:		
(Increase)/decrease in accounts receivable and other debtors	(181,241)	130,267
(Increase)/decrease in prepayments and other assets	(78,633)	90,706
Increase/(decrease) in trade and other payables	717,012	(195,689)
Decrease in provisions	92,832	48,729
Balance at end of financial year	<u>1,934,774</u>	<u>1,019,792</u>

## 16. Related party transactions

Transactions between the Society and Board member related entities are trivial in nature and occur within normal customer/supplier relationship on terms and conditions no more favourable than those which it is reasonable to expect would have been adopted if dealing at arm's length in the same circumstances.

Members of the Board act in an honorary capacity and receive no remuneration or benefits from the Society for acting in that capacity. Employees involved in the management of the Society are remunerated on bases determined by relevant workplace agreements and/or industrial awards or commensurate with the duties and responsibilities required of the individual positions as approved by the Board.

## 17. Cash and cash equivalents

For the purposes of the statement of cash flows, cash and cash equivalents include cash on hand and in banks.

Balance at end of financial year	218,787	901,970
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## 18. Peppercorn leases

### *The Society as lessee*

The part of the Adelaide Showground, which is not held freehold by the Society, is subject to an operating lease at \$1 per annum until 24 March 2062. The Society does not have an option to purchase the leased asset at the expiry of the lease period.

## 19. Reserves

	31/12/2019 \$	31/12/2018 \$
Financial assets reserve	2,774,709	1,821,344
Donations and bequests reserve	114,144	116,564
	<u>2,888,853</u>	<u>1,937,908</u>
<i>Financial assets reserve</i>		
Balance at beginning of financial year	1,821,344	2,956,243
(Losses)/gains on fair value of financial assets	955,032	(1,267,911)
Transfer (gains)/losses on disposal of financial assets at fair value through other comprehensive income	(1,667)	133,012
Balance at end of financial year	<u>2,774,709</u>	<u>1,821,344</u>
<i>Donations and bequests reserve</i>		
Balance at beginning of financial year	116,564	118,935
Interest earned	2,272	2,262
Expenses paid out	(4,692)	(4,929)
Donations and bequests received	-	296
Balance at end of financial year	<u>114,144</u>	<u>116,564</u>

## 20. Retained surplus

Balance at beginning of financial year	85,759,695	87,210,479
Loss for the year	(400,406)	(1,320,143)
Transfer from / (to) reserves	4,087	(130,641)
Balance at end of financial year	<u>85,363,376</u>	<u>85,759,695</u>

## 21. Remuneration of auditors

Audit of the financial report	16,600	16,200
Other advisory services	29,103	22,450
	<u>45,703</u>	<u>38,650</u>

## 22. Capital expenditure commitments

<i>Not later than 1 year</i>		
Leasehold Improvements	2,178,205	-

## 23. Contingent liabilities

The Society is not aware of any liability of a material nature that has not been provided for in preparation of the financial report.

## 24. Foundations

The Society operates two foundations.

Royal Agricultural & Horticultural Archives Foundation of South Australia Incorporated has been registered as a Tax Exempt Charity and Deductible Gift Recipient for Income Tax purposes. During the year ended 31 December 2019, the Archives Foundation generated total revenue of \$100,821 including \$71,089 in financial support by the Society and, after deducting operating expenses, reported a net surplus of \$83,112 which will be applied to future projects of the Archives.

Royal Agricultural & Horticultural Education Foundation of South Australia Incorporated has been self assessed as Income Tax Exempt. During the year ended 31 December 2019, the Education Foundation generated total revenue of \$160,262 including \$115,594 in financial support from the Society. After providing educational scholarships of \$78,877 reported a net surplus of \$95,759.

The Society also created a Trust Deed for Royal Agricultural & Horticultural Scholarship Fund which has been registered as a Tax Exempt Charity and Deductible Gift Recipient for Income Tax purposes. During the year ended 31 December 2019, the Scholarship Fund generated total revenue of \$23,513 including \$23,420 in tax deductible donations. After providing educational scholarships of \$8,000, the fund reported a net profit after payment of scholarships of \$15,513. The balance of funds will be consolidated with future revenues and applied to scholarships for prescribed educational courses relating to agriculture, pastoral, horticulture or related industries.

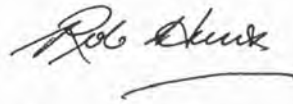
# board declaration

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The Board of the Royal Agricultural & Horticultural Society of South Australia Inc. declare that in the Board's opinion:

- there are reasonable grounds to believe that the registered entity is able to pay all of its debts as and when they become due and payable; and
- the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013*.



Rob Hunt, *President, RA&HS of SA Inc.*  
Adelaide, 13 March 2020



Robert Snewin, *Treasurer, RA&HS of SA Inc.*  
Adelaide, 13 March 2020

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## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF ROYAL AGRICULTURAL AND HORTICULTURAL SOCIETY OF SOUTH AUSTRALIA INC

#### Report on the Audit of the Financial Report

##### Opinion

We have audited the financial report of the Royal Agricultural & Horticultural Society of SA Inc. (the registered entity), which comprises the statement of financial position as at 31 December 2019, the statement of profit or 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 board declaration.

In our opinion the accompanying financial report of the Royal Agricultural & Horticultural Society of SA Inc., is in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- i. Giving a true and fair view of the registered entity's financial position as at 31 December 2019 and of its financial performance for the year then ended; and
- ii. Complying with Australian Accounting Standards to the extent described in Note 1 and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

##### 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 registered entity in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* (ACNC Act) 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 believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

##### Emphasis of matter – Basis of accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the registered entity's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

##### Other information

Those charged with governance are responsible for the other information. The other information obtained at the date of this auditor's report is information included in the registered entity's 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, 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.

##### Responsibilities of the Board for the Financial Report

The board of the registered entity are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act. The board's responsibility also includes such internal control as the board determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the board are responsible for assessing the registered entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the board either intend to liquidate the registered entity or to cease operations, or have 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/responsibilities/ar4.pdf>

This description forms part of our auditor's report.

G K Edwards  
Director  
Adelaide, 13 March 2020

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR ITEM 7.2 - APPLICATION FOR WAIVER OF 2020-21 COUNCIL RATES - ROYAL AGRICULTURAL AND HORTICULTURAL SOCIETY

**ITEM NUMBER:** 7.3

**DATE OF MEETING:** 22 JUNE 2020

**AUTHOR:** TAMI NORMAN

**JOB TITLE:** EXECUTIVE MANAGER, OFFICE OF THE CEO

### 1. RECOMMENDATION

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.2 Application for Waiver of 2020-21 Council Rates - Royal Agricultural and Horticultural Society, considered at the Council Meeting on 22 June 2020:

- Report
- Minutes
- Attachment

remain confidential until 30 December 2022 and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) 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 7.5 - UNLEY CENTRAL - LITIGATION FURTHER UPDATE

**ITEM NUMBER:** 7.4

**DATE OF MEETING:** 22 JUNE 2020

**AUTHOR:** TAMI NORMAN

**JOB TITLE:** EXECUTIVE MANAGER, OFFICE OF THE CEO

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Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(i) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
  - information relating to actual litigation involving the council.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider matters relating to current legal proceedings without compromising the conduct of the litigation.

On that basis, the public's interest is best served by not disclosing 7.5 Unley Central - Litigation Further Update, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance and Mr David Litchfield, Mr Patrick Ho, Mr Anthony Catinari, Mr Joe Rossi and Mr Cosimo Dichiera.

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE FOR ITEM 7.5 - UNLEY  
CENTRAL - LITIGATION FURTHER UPDATE

**ITEM NUMBER:** 7.6

**DATE OF MEETING:** 22 JUNE 2020

**AUTHOR:** TAMI NORMAN

**JOB TITLE:** EXECUTIVE MANAGER, OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.5 Unley Central - Litigation Further Update, considered at the Council Meeting on 22 June 2020:

Minutes

Report

remain confidential until the conclusion of legal proceedings and not available for public inspection until the cessation of that period.

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