



# COUNCIL AGENDA

## **Council Meeting**

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

***Monday 23 March 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, 24 February 2020	
<b>1.5 DEFERRED / ADJOURNED ITEMS</b>	
Nil	
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##### **5.2 MOTIONS WITHOUT NOTICE**

*Mayor to ask the Members if there are any motions without notice*

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##### **5.4 QUESTIONS WITHOUT NOTICE**

*Mayor to ask the Members if there are any questions without notice*



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- 7.4 Confidentiality Motion for Item 7.5 - Brown Hill Keswick Creek - Wilberforce Walk Land Acquisition 246

- 7.5 Brown Hill Keswick Creek - Wilberforce Walk Land Acquisition 248

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## **SUGGESTED ITEMS FOR NEXT AGENDA**

Active Ageing Strategy Update	
Review of Policies	
Disposal of Road - 8 Roberts Street, Unley	

## **NEXT MEETING**

Monday 27 April 2020 - 7.00pm

Council Chambers, 181 Unley Road Unley



## DEPUTATION

**REPORT TITLE:** DEPUTATION RE: NORMAN TERRACE  
DEVELOPMENT PLAN AMENDMENT

**ITEM NUMBER:** 2.1

**DATE OF MEETING:** 23 MARCH 2020

**ATTACHMENTS:** 1. DEPUTATION REQUEST FORM

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1. Andrew Tait, Everard Park  
Re. Norman Terrace Development Plan Amendment





### 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: Andrew Tait

Telephone Number: 0428 473 639

Email: Andrew.tait@andtelectrical.com.au

Address: 2 Ross street  
Everard Park

I will be speaking:

On my behalf:

As a Spokesperson:

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: \_\_\_\_\_

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

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

*As Per attached sheet.*

**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:**

17 / 3 / 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"/>

## Andrew Tait

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**Subject:** FW: Request for Deputation at councils meeting on Monday 23/3/2020

Request for Deputation  
Attn: Chief Executive Officer  
City of Unley  
181 Unley Road  
Unley SA 5061

Dear Mr Tsokas,

My name is Andrew Tait and I live at 2 Ross Street Everard Park and I would like the opportunity to speak at the next council meeting on Monday 23/3/2020.

I would like to respond to the councilors with comments they made at tonight's (Monday 16/3/2020) meeting with my response and how their decision will effect the residents next to this development.

Topics I would like to discuss are as follows;

- Would like to thank the councilor for putting a motion forward for saving "Norman House".
- Would like to raise concerns that with all of the documentation presented to councilors to read and decide on the future of this site on the 10/2/2020 meeting, only one of the councilors had one comment about deep tree planting at the meeting but no one else had any comments to make on any of the other issues.
- Residents concerns of "Strongly Disagree" to height concerns was ignored.
- Was the survey worth doing as all of the comments and concerns raised were ignored.
- Would like to discuss a 2.5m set back on the 4<sup>th</sup> storey.
- The mayor spoke about other developments on Unley Road and Churchill Road being so high but these are on Main Arterial roads & not on a back street.
- One of the councilors spoke about Disability SA Highgate Park being 10 Storeys but neglected to tell fellow councilors that this was approved in the 1970's and wouldn't get approval under today's rules. They also spoke about the 7 storey Aged Care Facility next door that was built on the site footprint of the Disability SA building that was knocked down and already had preexisting approval for this height.
- Concerns that South Australian Housing Authority are now asking for rezoning to bigger and higher at their site.
- Concerns that SA Power Networks may now require a new substation to be built next to this Life Care Site, and looks like 66000 Volts will be required.
- Don Palmer indicated tonight that more trees need planting in Ross Street but Life Care trucks have been hitting current ones in Ross Street.
- Would like to ask council if thought has been given to removing the large quantities of dirt from this site with underground carpark being dug with bridges across Brown Hill Creek on 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Avenues only having a 10 tonne limit.
- Will rate payers have to foot the bill for repairing roads and bridges damaged during these works.
- What curfews will council put in place during these works on noise, parking, dust etc.
- Residents would like to see higher deep tree planting on this site.
- Security concerns and ease of access through the site late at night.
- Talk about residents in multi storey complex & give my personal reasons behind this as my Mother in law is currently in aged care and suffers from Claustrophobia and panic attacks in her small but comfortable room, and can currently just walk out of her room and within 4m can have fresh air and wide open space. She can also have plants in pots outside her room giving her a reason to get up in the morning to water them and enjoy them while having a cup of tea.

## REPORT OF COMMITTEE

<b>REPORT TITLE:</b>	MINUTES OF CITY STRATEGY & DEVELOPMENT POLICY COMMITTEE
<b>ITEM NUMBER:</b>	3.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	1. CITY STRATEGY AND DEVELOPMENT POLICY COMMITTEE MINUTES 16 MARCH 2020

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### 1. **EXECUTIVE SUMMARY**

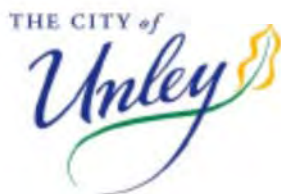
The minutes and recommendations of the City Strategy & Development Policy Committee meeting held on Monday 16 March 2020 are presented for Council's consideration.

### 2. **RECOMMENDATION**

That:

1. The minutes of the City Strategy & Development Policy Committee meeting held on Monday 16 March 2020, be received and the following recommendations contained therein be adopted by Council:
    - a. **Item 2.1 – Norman Terrace Development Plan Amendment – Post Consultation Review and Amendments**
      1. The report be received.
      2. The Norman Terrace Development Plan Amendment *Summary of Consultation and Proposed Amendments Report* (as set out in Attachment 1 to this report, Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020) be received.
      3. The amendments to the Norman Terrace Development Plan Amendment set out in Attachment 2 (Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020), applying Alternative 2 as per the *Summary of Consultation and Proposed Amendments Report*, be endorsed.
      4. The amendments to the Norman Terrace Development Plan Amendment set out in Attachment 2 (Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020), be finalised and forwarded with the Summary of Consultation and Proposed Amendments Report to the Minister for Planning with a request for final approval.
-





**Minutes of the City of Unley  
City Strategy & Development Policy Committee  
Meeting**

**Monday, 16 March 2020, 6:30pm**

**Council Chambers**

**181 Unley Road Unley**

**PRESENT**

Presiding Member J. Dodd  
Mayor M. Hewitson – Ex-officio  
Councillor P. Hughes  
Councillor J. Boisvert  
Councillor D. Palmer  
Councillor K. Anastasiadis  
Councillor M. Hudson  
Councillor M. Broniecki  
Councillor M. Rabbitt  
Councillor N. Sheehan  
Councillor E. Wright  
Councillor S. Dewing  
Councillor J. Russo

**OFFICERS PRESENT**

Chief Executive Officer, Mr P. Tsokas  
General Manager City Services, Ms M. Berghuis  
General Manager City Development, Mr C. Malak  
General Manager Business Support & Improvement, Ms N. Tinning  
Executive Manager Office of the CEO, Ms T. Norman  
Executive Assistant City Development, Ms E. Morgan  
Principal Policy Planner, Mr D. Brown  
Urban Planner, Mr P. Weymouth

**ACKNOWLEDGEMENT**

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

## 1. ADMINISTRATIVE MATTERS

### 1.1 APOLOGIES

Nil

### 1.2 LEAVE OF ABSENCE

Nil

### 1.3 CONFLICT OF INTEREST

Nil

### 1.4 MINUTES

#### ITEM 1.4.1

#### **MINUTES OF THE ORDINARY CITY STRATEGY & DEVELOPMENT POLICY COMMITTEE MEETING HELD MONDAY, 10 FEBRUARY 2020**

MOVED Councillor J. Boisvert

SECONDED Councillor J. Russo

That:

1. The minutes of the Ordinary City Strategy & Development Policy Committee held on Monday, 10 February 2020 be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

**Resolution No. CSDP0005/20**

### 1.5 DEFERRED / ADJORNED ITEMS

Nil

#### **SUSPENSION OF MEETING PROCEDURES**

The Presiding Member, with approval of two-thirds of the members present, suspended meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* at 6.35pm for up to 20 minutes to facilitate an informal discussion of the matter.

At 6.41pm the Presiding Member determined that the suspension of meeting procedures would end and formal meeting procedures would recommence.

## 2. REPORTS

### ITEM 2.1

#### **NORMAN TERRACE DEVELOPMENT PLAN AMENDMENT - POST CONSULTATION REVIEW AND AMENDMENTS**

MOVED Councillor D. Palmer

SECONDED Councillor J. Boisvert

That:

1. The report be received.
2. The Norman Terrace Development Plan Amendment *Summary of Consultation and Proposed Amendments Report* (as set out in Attachment 1 to this report, Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020) be received.
3. The amendments to the Norman Terrace Development Plan Amendment set out in Attachment 2 (Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020), applying Alternative 2 as per the *Summary of Consultation and Proposed Amendments Report*, be endorsed.
4. The amendments to the Norman Terrace Development Plan Amendment set out in Attachment 2 (Item 2.1, City Strategy and Development Policy Committee Meeting, 16/03/2020), be finalised and forwarded with the *Summary of Consultation and Proposed Amendments Report* to the Minister for Planning with a request for final approval.

### DIVISION

A Division was called by Councillor M. Hudson and the previous decision set aside.

Those responding to the Presiding Member's call for a vote in the affirmative were:

Councillors Dodd, Hewitson, Hughes, Boisvert, Palmer, Broniecki, Rabbitt, Sheehan, Wright, Dewing and Russo

Those responding to the Presiding Member's call for a vote in the negative:

Councillors Anastassiadis and Hudson

The MOTION was declared CARRIED

*Resolution No. CSDP/0006/20*

**3. OTHER BUSINESS**

**NEXT MEETING**

To be advised.

**CLOSURE**

The Presiding Member closed the meeting at 7.04pm.

.....  
PRESIDING MEMBER

## INFORMATION REPORT

<b>REPORT TITLE:</b>	AUDIT COMMITTEE - PRESIDING MEMBER'S REPORT - 2019
<b>ITEM NUMBER:</b>	4.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	LIDA CATALDI
<b>JOB TITLE:</b>	PRINCIPAL RISK MANAGEMENT OFFICER
<b>ATTACHMENTS:</b>	1. AUDIT COMMITTEE - 2019 PRESIDING MEMBER'S REPORT

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### 1. **EXECUTIVE SUMMARY**

This Information Report attaches an Annual Report prepared by the Presiding Member of the Audit Committee. The Presiding Member's annual report is intended to provide Council with a summary of the activity of the Audit Committee for the period July – December 2019.

### 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 Audit Committee of Council is established in accordance with the requirements of section 126 of the *Local Government Act 1999* (the Act). The Terms of Reference for the Committee provide that the Committee will consist of five members, three of whom will be independent of the Council and will have the necessary skills, knowledge and experience (including recent, relevant financial experience), to ensure the effective discharge of the responsibilities of the Committee, and two Elected Members.

The Elected Members of the Audit Committee are:

- Councillor Monica Broniecki (term concludes January 2021)
- Councillor Kay Anastassiadis (term concludes January 2021)

The Independent Members of the Audit Committee were all newly appointed in June 2019. Their term concludes in May 2023:

- Independent Member David Powell (Presiding Member)
- Independent Member Annette Martin
- Independent Member Nicholas Handley

## 5. **DISCUSSION**

The Audit Committee has met four times this financial year:

<b>Date</b>	<b>Meeting</b>
2 July 2019	Regular Meeting and Risk Workshop
11 November 2019	Regular Meeting
10 December 2019	Regular Meeting
11 February 2020	Regular Meeting

The Presiding Member has prepared a report summarising the activities of the Committee for the period July – December 2019 and will be available at the Council meeting to speak to the Report. A copy of the report is provided as Attachment 1.

*Attachment 1*

## 6. **REPORT AUTHORISERS**

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

## **Audit Committee 2019 Presiding Member's report**

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I am pleased to provide the Presiding Member's report of the Audit Committee for 2019.

The Committee met on three occasions since the new committee commenced from 1 July 2019. The Committee considered a range of matters within the scope of its Terms of Reference (ToR). Matters considered by the Committee are summarised below.

### **Financial Reporting and Sustainability**

In accordance with its duties under the *Local Government Act 1999* and its ToR, the Committee reviewed the 2018-19 General purpose financial statements and met with the external auditors, Galpins, to discuss matters arising from their audit.

On 11 November 2019 the Committee resolved that it was satisfied that the financial statements presented fairly the state of affairs of council for the year ended 30 June 2019.

I would like to acknowledge the work of finance team for compilation of the financial statements and the effective working relationship with the external audit team.

Other financial reporting matters considered by the Committee during the year:

- Procurement Savings/Overruns -2018/2019
- General Purpose Financial Statements 2018/2019

### **Internal Controls and Risk Management Systems**

- Internal Financial Controls Self-Assessment 2018/2019
- Strategic Risk Register
- Risk Management Policy
- Risk Management Framework
- Fraud and Corruption Prevention Policy

### **External Audit**

- External Audit Plan 2018/2019
- Agreed actions from External Audit

### **Committee Membership**

The Committee has seen a completely new membership this year since 1 July 2019.

The Committee's members are David Powell (Independent Presiding Member), Councillor Anastassiadis, Councillor Broniecki, Nick Handley (Independent) and Annette Martin (Independent). I would like to thank members and management for their valuable contribution to the work of the Committee this year.

## Audit Committee 2019 Presiding Member's report

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Meeting attendances are as following:

**July 2019 – Dec 2019 (3 meetings)**

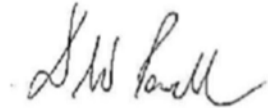
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David Powell (Presiding Member)	3/3
Cr Anastassiadis	3/3
Cr Broniecki	3/3
N Handley (Independent)	3/3
A Martin (Independent)	3/3

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### Committee Annual Performance Review

Thank you for the opportunity to serve the Council in this way. We would welcome you visiting one of our meetings next year.



David Powell  
Presiding Member  
5 March 2020



## DECISION REPORT

<b>REPORT TITLE:</b>	CULROSS AVENUE LIVING STREET INVESTIGATION
<b>ITEM NUMBER:</b>	4.2
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	BEN WILLSMORE
<b>JOB TITLE:</b>	MANAGER CITY DESIGN
<b>ATTACHMENTS:</b>	1. CULROSS AVENUE SITE PLAN

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### 1. **EXECUTIVE SUMMARY**

At its meeting held on 28 January 2020, Council considered a Notice of Motion from Councillor J Dodd regarding Culross Avenue. The Motion requested that Council staff investigate the viability of Culross Avenue becoming a "Living Street" or utilising other traffic calming measures, including closing the street at 'Zone 2' and a report returned to Council prior to the completion of the 2020/21 budget consideration.

The Motion identified that two single-dwelling corner properties on Fullarton Road, either side of Culross Avenue, have been demolished and construction is currently underway to replace them with seven and eight dwellings per block. Concerns have been expressed by the local community regarding the proposed developments and the impact they may have on the local road environment. In this respect, the Motion seeks to investigate options to address these concerns.

The Administration has assessed Culross Avenue against the criteria for Living Streets and included Bridge Street in this assessment given the nature of the local road network and connectivity with Fullarton Road and Fisher Street. Both streets have also been assessed from a traffic management perspective.

On the basis of the findings of the assessments, the Administration recommends no action be undertaken in Culross Avenue at this point in time and that a reassessment of traffic volumes and speeds be undertaken six months following completion of the developments. At that time, the impact of the developments on the local road network can be determined and measures implemented as required.

Whilst Council could decide now to install traffic calming measures, in the form of a slow point, chicane, full road closure or part road closure, it is recommended that traffic volumes and speeds are reassessed six months following completion of the developments which is considered to be an adequate period to allow traffic movements to bed down to a normal level prior to making a decision to install such measures.

## 2. **RECOMMENDATION**

That:

1. The report be received.
  2. No further investigations be undertaken regarding Culross Avenue becoming a Living Street or the implementation of traffic calming measures at this point in time.
  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.
- 

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

1. Community Living  
1.5 Our City is connected and accessible.

## 4. **BACKGROUND**

At its meeting held on 28 January 2020, Council considered a Notice of Motion from Councillor J Dodd regarding Culross Avenue. The Motion requested that Council staff investigate the viability of Culross Avenue becoming a "living street" or utilising other traffic calming measures, including closing the street at 'Zone 2' and a report returned to Council prior to the completion of the 2020/21 budget consideration.

### **Living Street Approach**

The Living Streets Program was established in 2019 to provide Council with a strategic approach to the better planning, design and management of local streets. The program was supported by the following aspirations:

- **Rethink our local streets:** providing more places for people to gather with friends, play and meet their neighbours.
- **Provide better access:** enabling access for residents to walk and ride to public transport and move across the street safely.
- **Green Cover Targets:** helping achieve green cover targets across the City by 2025.
- **Creating Community:** empowering local communities to shape their own street outcomes and create community supported projects.

The Program followed a three-stage approach to identify and develop Living Streets proposals with local communities. It seeks to identify community concerns and enable positive change, in balance with the Council's strategic directions.

The Program's stages consider:

1. **Strategic Assessment** – Existing Network Contribution (including road classification, identified pedestrian routes, lack of accessible footpath, dead-end streets vs through roads).
2. **Detailed Prioritisation** – Demonstrate the potential to address local concerns, enhance local safety and increase the amenity of local streets for all users.
3. **Community Direction** – Identification of community support, including positive feedback and willingness for change, support for greening, community benefit, speed reduction and feasibility to deliver change in coordination with asset renewal.

From an initial whole of City approach to Stage 1, Culross Avenue was not identified as one of the 24 suitable candidates which were considered in the development of the Living Streets Program in 2019.

### Technical Review and Assessment

A Site Plan of Culross Avenue and its immediate surrounds, including the two identified development sites is shown in Attachment 1.

*Attachment 1*

The Administration have undertaken a technical review to determine what (if any) traffic management issue(s) exist and what action (if any) is required to address identified issues. This information is provided to inform the assessment of the street's existing conditions, to reconsider it as a 'Living Street' candidate or for traffic management implications.

The following is a summary of the existing road conditions:

#### Culross Avenue

<b>Extent</b>	Between Fullarton Road (T-Junction) and Scammell Reserve
<b>Function</b>	Local Road <1,500 vehicles per day Primary function being to provide access for local residents to surrounding network.
<b>Width / length</b>	Approximately 8.7m wide / approximately 250m in length.
<b>Traffic Volumes</b>	334 vehicles per day total (vpd) (+14 from 2018) 143 vpd eastbound 200 vpd westbound
<b>Peak Hour Traffic Volumes</b>	Busiest two hours of the day, 8-9am and 6-7pm, it carries 36 vehicles and 36 vehicles respectively, which is low. As a percentage of the total daily traffic, this is typical for a residential street, suggesting that most traffic using the street are residents.

<b>Speed</b>	Within a 40km/h speed limit area. 85 <sup>th</sup> percentile traffic speed 44.1km/h (speed at which 85% of traffic travel at or below).
<b>Parking</b>	Parking is permitted on both sides of the street. Observation suggests that parking demand is low.
<b>Crash Data</b>	DPTI's crash history database for the 2014 to 2018 period indicates there have been no recorded crashes along Culross Avenue or at the Culross Avenue/Fullarton Road intersection.
<b>Other Comments</b>	Given the layout of the street network, alternate routes may be used during peak times via Culross Avenue and Bridge Street to and from Fullarton Road and Fisher Street, depending on direction of travel. This is evident in the directional traffic volume split. The low peak hour volumes suggest that if this is occurring, that it is a low number and primarily local residents.

Bridge Street

<b>Extent</b>	Between Fisher Street (T-Junction) and Culross Avenue (T-junction).
<b>Function</b>	Local Road <1,500 vehicles per day. Primary function being to provide access for local residents to surrounding network.
<b>Width / length</b>	Approximately 6.9–7.4m wide / approximately 100m in length.
<b>Traffic Volumes</b>	299 vehicles per day total (vpd) (-4 from 2018) 123 vpd northbound 176 vpd southbound
<b>Peak Hour traffic Volumes</b>	Busiest two hours of the day, 8-9am and 6-7pm, it carries 37 vehicles and 34 vehicles respectively, which is low. As a percentage of the total daily traffic, this is typical for a residential street, suggesting that most traffic using the street are residents.
<b>Speed</b>	Within a 40km/h speed limit area. 85 <sup>th</sup> percentile traffic speed 39.3km/h (speed at which 85% of traffic travel at or below).
<b>Parking</b>	Parking is permitted on both sides of the street. Observation suggests that parking demand is low. The narrow road width (approx 7.2m) is such that vehicles parked opposite may restrict access along the street.
<b>Crash Data</b>	DPTI's crash history database for the 2014 to 2018 period indicates there have been no recorded crashes along Culross Avenue or at the Culross Avenue/Fullarton Road intersection.

<b>Other Comments</b>	Given the layout of the street network, alternate routes may be used during peak times via Culross Avenue and Bridge Street to and from Fullarton Road and Fisher Street, depending on direction of travel. This is evident in the directional traffic volume split. The low peak hour volumes suggest that if this is occurring, it is a low number and primarily local residents.
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Fullarton Road is a north/south arterial road, facilitating a high volume of daily movement into/out of the Adelaide CBD (approx. 25,000-30,000 vpd).

Fisher Street is an east/west local crossing collector road, facilitating a moderate volume of local trips (approx. 4500 vpd).

### **Development Impact**

The following is a summary of the two identified development sites, and their likely impact to the local road network:

#### 402 Fullarton Road (Northern Side)

<b>New Development</b>	Two-storey residential flat building, comprising seven, three-bedroom dwellings
<b>Onsite Car Parks</b>	Each unit includes a secure garage to house one car each, with space for an additional car park to be stored on each driveway (14 car parks total)
<b>Access</b>	Single or paired driveway access onto Culross Avenue for each dwelling (four crossovers total)
<b>Anticipated Daily Trips</b>	The anticipated daily trips based on medium density housing is up to 75 additional daily trips. This assumes that all car parks are regularly utilised.

#### 25 Culross Avenue (Southern Side)

<b>New Development</b>	Three-storey residential flat building, comprising eight, three-bedroom dwellings
<b>Onsite Car Parks</b>	Each unit includes a secure garage to house two cars each, with an additional two onsite parks designated for Visitor Parking (18 car parks total)
<b>Access</b>	Single shared driveway access for all parking onto Culross Avenue
<b>Anticipated Daily Trips</b>	The anticipated daily trips based on medium density housing is up to 100 additional daily trips. This assumes that all car parks are regularly utilised.

The additional anticipated daily trips generated as a result of the developments can be accommodated in the capacity of both Culross Avenue and Bridge Street and both roads will continue to have low traffic volumes for a residential street.

**Current Asset Condition**

The following is a summary of the existing asset condition of the local roads:

Culross Avenue

The existing footpath and kerbing along the street is nearing the end of its useful life and due for replacement in the short term (two to five years). The footpath is in reasonable condition with minor lifting adjacent existing trees. The kerbing is broken in particular locations, adjacent to existing trees. The road surface shows evidence of crack sealing and could be resealed in conjunction with the kerb replacement.

Bridge Street

The existing footpaths were recently installed and remain in good condition. There is minor kerb works which could be addressed when resealing the road surface in the short term (two to five years).

Any renewal of footpaths, kerbs or road surface would not be undertaken until the completion of the development sites.

**Street Tree Canopy Condition**

The existing street has an established tree canopy, predominantly composed of *Celtis laevigata* (Sugarberry) and *Celtis australis* (Nettle Tree). Trees are regularly spaced along the length of the street, providing an advanced spreading canopy cover which stretches over the roadway.

**5. DISCUSSION**

**Living Street Investigation and Assessment**

In response to the Notice of Motion, Culross Avenue was assessed in accordance with the Living Street Program approach.

Stage 1 – Strategic Assessment

The Administration has made the following assessment of the existing street against the nominated criteria:

<b>Criteria</b>	<b>Assessment</b>
Current road classification	Local Road <1,500 vehicles per day
Lack of accessible footpath	No, both northern and southern footpath are clear for all users.

Dead-end streets vs through roads	Culross Avenue is a dead-end street, terminating at Scammell Reserve.
Important pedestrian routes as identified in the Walking and Cycling Plan	Street provides efficient connection to Scammell Reserve and the Glen Osmond Trail, however it is not recognised in the Walking and Cycling Plan.
Other factors that may impinge upon shared street classification	Data collected suggests limited pedestrian, cyclist and vehicle activity to safely support a shared street.

### Stage 2 – Detailed Prioritisation

The Administration has made the following assessment of the existing street against the nominated criteria:

<b>Criteria</b>	<b>Assessment</b>
Existing pedestrian or cycling demand	Evidence of limited daily demand.
Street supports strategic networks and benefits the community beyond the local street environment	Limited evidence, noting connection into Scammell Reserve and car park.
Opportunity for greening infrastructure and living street initiatives	Established tree canopy limits additional opportunities for greening or effectiveness.
Ability to reduce speed to desired level for Shared-Street Environment	Straight street length and larger block widths could accommodate traffic management devices if required.
Is there a history of known community concerns?	Minor issues raised relating to kerb condition and tree maintenance only.
What is the length of the streetscape?	250m
What is the estimated remaining useful life of infrastructure (road reseal/replacement?)	Short term replacement of road surface, kerbing and footpaths anticipated.
Is the street in proximity to neighbourhood facilities?	Yes, Scammell Reserve and Glen Osmond Creek Trail (East), and Fullarton Community Centre (west)

<b>Criteria</b>	<b>Assessment</b>
What are the current traffic volumes and average speeds?	334 vehicles per day, 143 eastbound, 200 westbound.
What are the likely costs of enhancement?	Medium

### **Living Street Future Direction**

As a result of the Stage 1 and Stage 2 assessment, Culross Avenue is not considered to be a priority candidate for consideration as a Living Street, due to the following existing conditions:

- Both verges provide good, wide pedestrian access.
- The road carries a relatively low traffic and on-street parking volumes, which has sufficient capacity to accommodate for increased residential population as a result of adjacent developments.
- There is no history of identified safety or parking concerns.
- The street is recognised for its established tree canopy.
- The street is well supported with adjacent community spaces at Scammell Reserve and Fullarton Community Centre.

### **Next Steps**

Whilst the investigations conducted by the Administration have not identified a warrant to recommend changes to Culross Avenue at this time, Council may choose to proceed with changes in 2020/21. There are a number of options which are available to Council should it wish to proceed. These options include introducing a single lane traffic calming measures in close proximity to the new developments, a full road closure or a partial road closure, which may result in accessibility and safety issues.

The existing conditions of the streetscape assets, including the road surface, kerbing and footpaths will require renewal within the next two to five years. In addition, the current developments will be completed within this time and new residents will have moved in. While the additional anticipated daily traffic movements are not expected to place unreasonable strain onto the existing streets, it is recognised that the nature of the developments have raised community concerns.

It is therefore recommended that six months following the completion of the developments, a review of traffic speeds and volumes, as well as on-street parking, be undertaken to establish the impact the developments have had on the local roads.

Should there be a warrant identified to consider traffic calming measures at that time, this could be further investigated and considered by Council.



## 6. **ANALYSIS OF OPTIONS**

### Option 1.

1. The report be received.
2. No further investigations be undertaken regarding Culross Avenue becoming a Living Street or the implementation of traffic calming measures at this point in time.
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.

This option recommends that Council not undertake any changes to Culross Avenue at this point in time and reassesses traffic conditions following the completion of the developments to assess what impact this has had on the local street recognising the concerns which have been raised by the local community regarding the impact of corridor infill development.

Reassessing local traffic conditions following the completion of the developments enables Council to assess the impact this will have on Culross Avenue prior to making a decision regarding the introduction of traffic calming measures.

### Option 2.

1. The report be received.

## 7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

## 8. **POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

- Council staff will undertake further investigations six (6) months after the completion of the corner development with respect to traffic volumes, speeds and parking. Subject to the outcomes of these investigations, any additional works that may be warranted could be identified and considered through the budget review process.

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

- There are no known risk management issues associated with this matter.

**8.3 Staffing/Work Plans**

- Any further investigations and subsequent design could be undertaken within existing staff resources.

**8.4 Environmental/Social/Economic**

- Whilst there are no warrants at this time for Council to undertake action in Culross Avenue, if Council decides to take action it would need to improve the safety, accessibility and amenity of Culross Avenue for the local community.

**8.5 Stakeholder Engagement**

- Council would need to replicate the Living Street Co-design approach to stakeholder engagement, to identify possible enhancements to the local streetscape in the event it decides to undertake action.

**9. REPORT CONSULTATION**

Nil

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Ben Willsmore	Manager City Design
Claude Malak	General Manager, City Development
Peter Tsokas	Chief Executive Officer

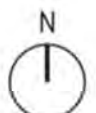




--- Residential Regeneration Zone (Fullarton Road)

**402** Two-storey residential flat building, comprising seven, three-bedroom dwellings

**25** Three-storey residential flat building, comprising eight, three-bedroom dwellings



## Culross Avenue, Myrtle Bank

Site Plan







## DECISION REPORT

<b>REPORT TITLE:</b>	CONCORDIA COLLEGE PROPOSED EMU CROSSING
<b>ITEM NUMBER:</b>	4.3
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	BEN WILLSMORE
<b>JOB TITLE:</b>	MANAGER CITY DESIGN
<b>ATTACHMENTS:</b>	1. PROPOSED EMU CROSSING SITE PLAN

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### 1. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's in principle endorsement for the installation of an Emu Crossing along Winchester Street, Highgate adjacent to the main entrance of Concordia College. The College has proposed the installation of the Crossing at its cost with the device then becoming a Council-owned and maintained asset once installed.

In late 2019, the College engaged a traffic consultant to undertake the feasibility for the installation of the proposed Crossing and the Administration has since been in discussions with the College and its consultant. Whilst a number of design parameters are yet to be finalised, the College is seeking in principle endorsement from Council to enable the College to finalise the detailed design and documentation and thereby confirm cost.

The College is offering \$50,000 towards the implementation of the civil infrastructure associated with the proposed Crossing such as kerbing, paving, pram ramps, etc. However, it is unclear at this time if an upgrade to lighting is required. This is to be finalised as part of the detailed design and documentation process which has commenced. It is considered appropriate that the cost for greening, such as planting of the kerb extensions or additional trees, is borne by Council. This cost is expected to be between approximately \$1,500 and \$5,000, which could be accommodated within Council's current 2019/20 budget.

It is unusual for an Emu Crossing to be installed for a high school as this is normally provided for primary school students who are considered to be more vulnerable road users. However, the College has identified a need which it is prepared to fund should it be supported. It is recommended that Council provide in principle endorsement for the proposal to enable the College to finalise the detailed design and documentation. If the cost of the civil infrastructure of the proposed Crossing is greater than \$50,000, the matter will have to be revisited by the College.

Should Council endorse the proposal and the cost is within the College's budget, the Administration will undertake project management of the construction. This will include the tender process to engage a suitable contractor to deliver the works. Council will then be responsible for the ongoing maintenance of the Crossing.

A map outlining the location of the proposed Crossing is set out in Attachment 1.

*Attachment 1*

## **2. RECOMMENDATION**

That:

1. The report be received.
2. In principle endorsement be given to the installation of an Emu Crossing along Winchester Street, as requested by Concordia College, and subject to detailed design and documentation to the satisfaction of the Administration from a technical perspective.
3. The proposal by Concordia College to fund the detailed design and documentation of the proposed Emu Crossing as well as its construction be accepted and it be noted that the College is to provide funding in the amount of \$50,000 (excluding GST) for the project.
4. All project management responsibilities for the construction of the proposed Emu Crossing will be undertaken by Administration at the cost of Concordia College, with the exception of any costs for the provision of greening which is to be borne by Council.
5. Upon completion of the construction of the proposed Emu Crossing along Winchester Street, the device will be a Council-owned and maintained asset.

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

1. Community Living
- 1.5 Our City is connected and accessible.

## **4. BACKGROUND**

Concordia College is proposing an Emu Pedestrian Crossing to provide a designated, visible and safe crossing point along Winchester Street.

This is an ideal location for the College as it is adjacent to the existing set-down/pick up area and would facilitate student movements between the middle and senior school campus and main car park located on the opposite side of the street.

The proposed Crossing will result in the loss of six on-street parking spaces which would only impact on the College as it owns all buildings on both sides of the street.

The College generates demands for road crossing associated with set-down/pick up parking and walking routes east-west. The traffic and parking patterns are typical to many schools. In addition, the facilities are separated by Winchester Street with the College located on the northern side of the road and its off-street parking for staff and senior students located on the southern side of the road, which generates pedestrian movements across the road.

In recent years, the College has made substantial enhancements to the middle/senior campus buildings and the facilities along Winchester Street. The northern side of the street contains an expanded built edge to the west (220m length), providing a range of student services and classroom facilities. The southern side, and corresponding extent is land predominately owned by the College (17-27A Winchester Street) with a car park for staff and students and a building between the two car parks used as a uniform shop.

Typically, Emu Crossings are installed at primary schools. This is often undertaken as part of the Department of Planning, Transport and Infrastructure's (DPTI) Way2Go Program which is for primary schools only and is aimed at improving safety and promoting active travel. The implementation of actions resulting from the Program is normally jointly funded between DPTI and councils.

There have been no previous investigations into the provision of a formal school crossing on Winchester Street. This is primarily due to safety improvements being focussed for younger primary school use. The College's St John Campus primary school has a Koala Crossing installed on Highgate Street to the eastern boundary of the College. Koala Crossings are typically installed on higher traffic volume roads, with high peak hour volume and high pedestrian crossing demand. Koala Crossings have twin alternating flashing yellow lights.

From a traffic management perspective, the following is a summary of the existing road conditions along Winchester Street:

<b>Extent</b>	Between Balmoral Street and Highgate Street, of which the College site is over the extent of the northern side and 110m on southern side.
<b>Function</b>	Local Road <1,500 vehicles per day Primary function being to provide access for local residents and the College to the surrounding road network. Forms part of a low traffic cycle route with Sharrows installed along the road.
<b>Width / length</b>	Approximately 8.5m wide and approximately 430m in length.

<b>Traffic Volumes May 2019</b>	1,010 vehicles per day (vpd) (+30 vpd from 2017) 551 vpd eastbound / 459 vpd westbound.
<b>Peak Hour Traffic Volumes</b>	The peak hour traffic coincides with school times. 8-9 am - 292 vehicles per hour (vph) 3-4 pm - 148 vph As a percentage of the total daily traffic, this is high, but representative of the traffic associated with a large ELC-Year 12 site.
<b>Speed</b>	Within a 40km/h speed limit area. 85 <sup>th</sup> Percentile Speed 41km/h (speed at which 85% of traffic travel at or below). A 25km/h School Zone applies when children are present.
<b>Parking</b>	There are a number of varying parking controls along the street, specifically at and near the school and associated with school times.
<b>Crash Data</b>	DPTI's crash history database for the period between 2014 to 2018 (inclusive) indicates there have been no recorded crashes along this section of Winchester Street.
<b>Other Comments</b>	It is evident from the traffic data that the AM peak traffic predominately travels from Balmoral Street eastbound to Highgate Street.

## 5. DISCUSSION

The College has an existing School Zone on Winchester Street. School Zones are installed on many streets near schools and are speed restrictions installed for a short section of road on both approaches. They are located where there is the most concentration of school children and traffic activity along the road. A School Zone improves safety for school children by regulating vehicle speeds. The speed limit of 25km/h operates when a child is present within the school zone. It is represented by a sign and white zig-zag markings on the road.

An Emu Crossing can only be located within a School Zone. An Emu Crossing is a formal school crossing, which has white road markings and red 'CHILDREN CROSSING' flags displayed on red and white posts. The road crossing width should be reduced where practical by installing kerb build-outs or extensions.

Emu Crossings are part-time crossings and are operational only when the 'CHILDREN CROSSING' flags are displayed. Flags are displayed during main crossing times (e.g. 30 minutes before school start and/or 30 minutes after school ends and at other times during the day as required). Flags should be taken down at the end of each crossing period.



As an Emu Crossing is within a School Zone, drivers must travel at no more than 25km/h at any time when children are present on the road or footpath. Drivers must stop for anyone using the crossing or about to use the crossing when flags are displayed.

The proposed Crossing is required to be designed and installed in accordance with DPTI's Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices Part 2 – Code of Technical Requirements: Emu Crossing, and as relevant to Australian Standards and Austroads Guidelines.

The design parameters of the proposed Crossing include:

- Standard Emu Crossing layout.
- Two traffic islands on the northern (school) side of the road with pedestrian walk through between, to reduce the road crossing width, maintain visibility at the crossing, while maintaining two traffic lanes.
- Traffic islands to have low level landscaping (by Council).
- Two new 2.0m wide pedestrian ramps.
- Gravel verge between the existing footpath and kerb on the southern side to be paved.
- Consideration of pedestrian fencing on southern side to direct pedestrians to the crossing point.
- Removal of one small tree on the southern side (Council to nominate new street tree location as feasible).
- Lighting consideration given proximity of existing stobie pole on school side to delineate traffic islands at night, particularly during times of low parking demand on-street, or consider line marking delineation on approach.
- Review of on-street parking controls (by Council):
  - to improve traffic flow and circulation at peak times;
  - provide 'Kiss and Ride' No Parking zones along frontage; and
  - review two-hour timed parking controls and extent.

The proposed Crossing will require drivers to stop for short periods of time to allow pedestrians and or cyclists to cross the road and may temporarily result in queueing along the road. As is typical of school sites, this intensity is of short time duration. Given the higher peak traffic volume along the road the crossing will improve safety.

Once the proposed Crossing has been installed, the College is responsible for the supervised monitoring of the Crossing and must undertake education awareness and operation in accordance with the guidance provided in DPTI Code of Technical Requirements.

Children's Crossings shall be supervised by monitors during periods of peak use by children. Where a crossing is used only by high school children, and not by primary school children, monitors may not be required. The College will be responsible for the training of monitors (if required), and the daily placement of the flags on display. The proposed Crossing should only be used during periods when school children are likely to be proceeding either to or from school within normal school hours and not at other times.

Generally, these periods occur at the start and end of the normal school hours, but there may be a need for the proposed Crossing to operate during school hours. The operation of the proposed Crossing outside of normal school times is not recommended as it may be confusing to drivers. In addition, typically Emu Crossings are not intended to operate outside of daylight hours as the road lighting is likely to be insufficient for the safe operation of the crossing. A review of lighting will be undertaken as part of the detailed design and documentation of the proposed Crossing.

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. In principle endorsement be given to the installation of an Emu Crossing along Winchester Street, as requested by Concordia College, and subject to detailed design and documentation to the satisfaction of the Administration from a technical perspective.
3. The proposal by Concordia College to fund the detailed design and documentation of the proposed Emu Crossing as well as its construction be accepted and it be noted that the College is to provide funding in the amount of \$50,000 (excluding GST) for the project.
4. All project management responsibilities for the construction of the proposed Emu Crossing will be undertaken by Administration at the cost of Concordia College, with the exception of any costs for the provision of greening which is to be borne by Council.
5. Upon completion of the construction of the proposed Emu Crossing along Winchester Street, the device will be a Council-owned and maintained asset.

This option would see Council endorsing in principle the proposal that has been put forward by the College and enable the College to finalise the detailed design and documentation to confirm cost. Whilst the cost of the civil infrastructure component of the proposed Crossing would be met by the College provided it is not greater than what the College is expecting it to be, the cost of the greening component would be met by Council.

## Option 2 –

1. The report be received.
2. In principle endorsement not be given to the proposed Emu Crossing by Concordia College and the College be advised not to progress any further with the proposal.

This option acknowledges the College's proposal but prevents any further progression of work.

## 7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

## 8. **POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

- All costs associated with the detailed design and documentation and construction of the proposed Crossing are to be borne by the College. Preliminary cost estimation by the College for the civil infrastructure is \$50,000. A review of lighting needs to be done and this may incur additional costs.
- The College is required to provide payment based on tender price to Council for construction works prior to works commencing. The College will be responsible for all costs associated with the construction, including temporary traffic management, but not greening which will be a cost borne by Council. This is estimated to be \$1,500 to \$5,000. Should the civil infrastructure component of the proposed Crossing be greater than expected, the College will review its proposal.
- Council will liaise with and seek agreement from the College for any associated variations as a result of the construction, prior to undertaking works.
- To support the proposed infrastructure, the Administration is willing to undertake community notification and contribute between \$1,500 and \$5,000 for integrating greening within the traffic islands for the crossing and potentially planting additional street trees. This amount will be sourced from existing provisions of Council's 2019/20 budget. At completion of construction, the proposed Crossing will be a Council-owned and maintained asset, and the associated ongoing maintenance will be the responsibility of Council. This cost is expected to be a nominal amount annually predominately for maintaining the landscaping and line marking.

## **8.2 Legislative/Risk Management**

- The proposed Crossing needs to meet the requirements of DPTI's Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices Part 2 – Code of Technical Requirements: Emu Crossing shall be installed in accordance with Figure 8.5 and as relevant to Australian Standards and Austroads Guidelines.
- Concordia College is responsible for the supervised monitoring of the crossing and must undertake education awareness and operation in accordance with the guidance provided in DPTI Code of Technical Requirements Section: 8.6.1 Emu Crossing.

## **8.3 Staffing/Work Plans**

- The Administration will tender the works, in accordance with Council's Procurement Policy and will seek agreement from the College prior to awarding the contract to the successful tenderer.
- Council will award the contract and project manage the contractor to undertake the construction. Subject to when Council receives the detailed design and documentation, construction timing will be scheduled in agreement with the College.

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

- Council is willing to work with the College to maximise opportunities to improve the social and environmental performance of the proposed Crossing. These enhancements could include new low-level planting to reduce the large areas of hard paving and concrete, noting that trees are not able to be planted in proximity to the proposed infrastructure to maintain sight lines.

## **8.5 Stakeholder Engagement**

- Council will undertake notification to the local community, on behalf of the College, regarding the proposed design and the resulting loss of on-street parking and any parking control changes.
- The proposal will result in a loss of six on-street parking spaces (three on the northern side and three on the southern side). This loss is directly associated to parking adjacent to the College only and the community concern associated with the proposal is expected to be low.
- The review of existing on-street parking controls will primarily be associated to school times and increased turnover. This may however prompt community response related to on-street parking along the other sections of the street. This can be assessed independently of this proposal. This also relates to current investigation into removal of the residential legacy Permit Zone to the west of Balmoral Street and consideration of timed parking if required.

9. **REPORT CONSULTATION**

Nil

10. **REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Claude Malak	General Manager, City Development
Peter Tsokas	Chief Executive Officer





Concordia College  
Proposed Emu Crossing Site Plan

March 2020



## DECISION REPORT

<b>REPORT TITLE:</b>	DRAFT TREE STRATEGY - AMENDED
<b>ITEM NUMBER:</b>	4.4
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	KAT RYAN
<b>JOB TITLE:</b>	COORDINATOR ENVIRONMENTAL PROJECTS & STRATEGY
<b>ATTACHMENTS:</b>	1. DRAFT TREE STRATEGY

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### 1. **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's endorsement of the Draft Tree Strategy in its amended version for the purpose of public consultation. The Draft Tree Strategy is aimed at ensuring the City of Unley remains leafy for future generations.

At its meeting held on 24 February 2020, Council provided feedback on the Draft Tree Strategy, seeking additional provisions regarding trees located on private land and further clarification in respect to Council's tree removal process.

An Elected Member briefing was held on 10 March 2020. Feedback received at the briefing has been incorporated by the Administration and subsequent modifications have been made to the Draft Tree Strategy including:

- A new initiative (E4.4) for increasing tree canopy cover on private land.
- A new diagram showing the decision making hierarchy in relation to the removal of trees.
- Clarification, minor edits and formatting improvements.

The Draft Tree Strategy is now presented to Council for endorsement before release for community engagement. While additional work will be required if Council is to meet its tree canopy cover targets, this strategy provides a solid platform to achieve the target.

### 2. **RECOMMENDATION**

That:

1. The Draft Tree Strategy as set out in Attachment 1 to this report (Item 4.4, Council Meeting 23/03/2020) be endorsed for the purpose of community engagement.
  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.
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### 3. **RELEVANT CORE STRATEGIES/POLICIES**

#### 2. Environmental Stewardship

2.1 Unley's urban forest is maintained and improved.

2.5 The City's resilience to climate change is increased.

The Tree Strategy is the lead document to guide Council's effort to implementing actions towards maintaining and improving Unley's urban forest.

The 30 Year Plan for Greater Adelaide (2017) outlines key directions to create a greener city through an increase in green cover by 20% across metropolitan Adelaide by 2045. This represents an increase from 26% to 31% for the City of Unley.

Resilient East (regional climate adaptation) includes a canopy mission statement to increase green cover by a proportional 20% compared to 2013 levels to "create a cooler more liveable place for comfort, amenity and urban biodiversity".

### 4. **DISCUSSION**

At its meeting held on 24 February 2020, Council considered the Draft Tree Strategy and resolved:

*The Draft Tree Strategy as set out in Attachment 1 to this report (Item 4.2, Council Meeting, 24/02/2020) be further amended as outlined below and returned to Council for review, prior to the commencement of a community engagement process:*

- *Strategies to achieve the retention and increase of trees on private land.*
- *Evidence of the success of existing programs e.g. the Adopt A Tree Strategy.*
- *Decision-making hierarchy for tree removal.*
- *Clarification on strategies M3.2 and M4.2.*

Following Council's resolution and a subsequent Elected Member briefing held on 10 March 2020, the Administration have completed the work requested by Council and has amended the Draft Tree Strategy, provided as Attachment 1 to this report.

An overview of the amendments is provided below.

#### *New Initiative Added*

**E.4.4 – Council will explore a range of financial measures and incentives to encourage the retention and expansion of tree canopy on private land.**

Council will investigate policy options that consider minimum requirements for canopy cover, or financial contributions to a tree fund, for new developments as a mechanism to increase canopy cover on private land. These investigations may also consider financial or other incentives for existing properties to achieve a target canopy cover level and establishing partnerships with commercial property owners to increase tree canopy.

#### KPIs for Specific Projects

A focus on KPIs and targets will be incorporated in future projects to more formally evaluate success.

#### Decision-making Hierarchy

The Draft Tree Strategy includes new flow diagrams outlining the decision-making process around tree assessment requests on public and private land.

#### Clarification to Initiatives M3.2 and M4.2

The following initiatives have had minor revisions based on feedback received:

#### **M3.2 – Remove individual trees when all other options to retain the tree are exhausted.**

Staff will apply Council's Tree Policy when determining requests for tree assessment from the community, noting the priority to retain and protect existing trees wherever possible.

#### **M4.2 – Investigate a new Living with Trees pilot program which could include discounts towards gutter cleaning, additional green waste options, safety audits and/or pruning of trees on private land.**

When reviewing the drivers for tree loss on private land, one area identified was the perceived safety concerns or increased maintenance time and costs. If these were considered, it is more likely trees would be retained on private property. A trial project would be used to test effectiveness of incentives and support for maintaining existing tree canopy on private land to reduce tree loss. The project will also promote existing schemes like the Commonwealth Home Support Program which includes heavily discounted gutter cleaning to eligible applicants.

#### Additional edits and formatting improvements

A number of other revisions have been made including:

- Inclusion of new "Tree City of World" recognition.
- Focus of tree planting information provided for new residents.
- Darker colours for all text to increase readability.
- Minor editorial improvements.

## Tree Policy

Once community feedback on the Draft Tree Strategy is incorporated, the Tree Policy will also be updated to address common themes which have been received through the development of the Strategy, and to match its objectives and intent. The draft policy will be provided to Council for review and comment prior to endorsement. The policy sets out the rules, definitions and conditions as to how trees are to be managed across the City, ensuring it meets the objectives of the Strategy.

## **5. ANALYSIS OF OPTIONS**

### Option 1 –

1. The Draft Tree Strategy as set out in Attachment 1 to this report (Item 4.4, Council Meeting 23/03/2020) be endorsed for the purpose of community engagement.
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.

This option allows for the endorsement of the Draft Tree Strategy for community engagement purposes.

The Draft Tree Strategy builds on the current Tree Strategy, includes new information and sets out Council's bolder ambition to increase tree cover as well as effectively maintain our existing trees.

A final version, including a report on the results of the community consultation, and any modifications made will be presented for Council's endorsement.

## **6. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **7. POLICY IMPLICATIONS**

### **7.1 Financial/Budget**

7.1.1 The development of the Draft Tree Strategy has been undertaken internally and within the approved project budget for 2019/2020. The preparation of the Tree Strategy is one component of a range of funded projects underway in 2019/2020 as part of the Annual Business Plan and Budget:

- a. \$90,000 for planting an additional 250 trees (currently in progress).
- b. \$70,000 for the development of revised and expanded tree strategy, policy, toolkit, plans and engagement.

- c. \$25,000 for education and incentives for new trees on private land. This includes a small run of tree vouchers, tree species fact sheets and another round of informational tree tags (currently in progress for launch in winter).
- 7.1.2 Ongoing implementation and improvement of Council's Tree Strategy and any associated maintenance will need to be managed and approved through adoption of Councils' Annual Business Plan and Budget.
- 7.1.3 There are no immediate costs to Council in accepting the recommendations. However, in considering the updated Draft Tree Strategy and funding for future years, Council will need to consider a number of important asset management and long-term financial planning principles in assessing its capacity to undertake the work.
- 7.1.4 It is worth noting that the establishment of a number of these initiatives will lead to ongoing and increased operating costs for Council. For example, for every new street tree, it costs approximately \$110 per tree per year for establishment, watering and formative pruning for a period of three years. Once established, each tree costs an average of \$24 per tree per year as part of the broader Street Tree Maintenance program. Council will need to consider its capacity to meet such maintenance responsibilities within the context of its long-term financial plan. The maintenance costs for 2020/21 can be met from within existing budgets due to a re-prioritisation of work areas, and the Administration will undertake a review of the staffing levels and hence financial commitments required from 2021/22 onwards.
- 7.1.5 In summary however, the following key points should be noted:
  - a. There is no need to continue with policy or strategy work beyond the current financial year. If \$160,000 was again provided in 2020/21 and fully allocated to planting new trees on Council land in future years, this would result in approximately 440 new trees being planted per year.
  - b. It is suggested that \$25,000 continue to be allocated in future years for education and advocacy work related to planting and retaining trees on private land. This could result in an additional 100 trees each year being planted on private land.
  - c. Aside from these two initiatives, Council has ongoing programs of streetscape renewal projects and street tree replacement projects (\$100,000 and \$195,000).
- 7.1.6 Please note the following assumptions in Tables 1 and 2:
  - a. The estimated number of new trees on private land is conservative as it is beyond Council's control.
  - b. Cost to supply and install has been based on a 30L tree in a typical street verge vacant spot.

- c. Costs do not include other works such as road cutting, kerbing or traffic control.
- d. Maintenance factors in a 5% mortality rate of young trees.
- e. The 2019/2020 financial year has a higher amount on tree replacements as it includes the final year of the Second Generation Replacement Program (replacing backlog of over mature trees).

Table 1: Indicative Costings of New Tree Initiatives

NEW INITIATIVES (Additional Finance)	YEAR					Total over 5 years
	19/20	20/21	21/22	22/23	23/24	
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Develop strategy, policy, toolkit, plans and procedures	70	0	0	0	0	70
Planting New Trees Council Land	90	160	160	160	160	730
Education and advocacy for trees on private land	25	25	25	25	25	125
<b>Total New Initiatives</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>925</b>
<b>Target Outcome = approximately 540 new/ additional trees per year</b>						

Table 2: Indicative Costings of Operational Tree Initiatives

OPERATIONAL BUDGET (Existing Finance)	YEAR					Total over 5 years
	19/20	20/21	21/22	22/23	23/24	
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Renewal Streetscape Program (whole street upgrade)	100	100	100	100	100	500
Operating Street Tree Replacement Project	270	195	195	195	195	1050
<b>Total Operational Budget</b>	<b>370</b>	<b>295</b>	<b>295</b>	<b>295</b>	<b>295</b>	<b>1550</b>
<b>Outcome = approximately 200 replacement trees per year to retain existing levels</b>						

## 7.2 Legislative/Risk Management

- 7.2.1 Initiatives identified are consistent with the State Government's 30 year targets for Unley and with Council's Environmental Sustainability Strategy.
- 7.2.2 Once endorsed, the Draft Tree Strategy forms the direction and guidance for the management, preservation and protection of urban trees.
- 7.2.3 Initiatives will be risk assessed and comply with relevant industry standards.

### **7.3 Staffing/Work Plans**

- 7.3.1 Staff workplans have been established in the 2019/2020 approved budget to support the time commitment associated with the community engagement for the Draft Tree Strategy, as well as the consolidation of feedback and updating of the final documents.
- 7.3.2 If Council eventually approves the implementation of the Strategy, Administration will undertake an analysis of staffing levels and resources required on an ongoing basis so that this can be considered as part of the 2021/22 Budget.

### **7.4 Environmental/Social/Economic**

- 7.4.1 A strategic plan for the maintenance of existing trees and increasing trees will positively contribute to Council's Environmental Stewardship objectives.
- 7.4.2 The better retention of existing trees and the growth of tree canopy across the City will support a number of environmental, social and economic benefits, contributing to the local community's health and wellbeing and sense of place which is supported across a number of allied Council strategies, including Open Space Strategy, Active Ageing and Walking and Cycling Plan.

### **7.5 Stakeholder Engagement**

- 7.5.1 Using the City of Unley "Community Engagement Toolkit" the project scored a 3.4 rating, indicating that the community should be involved.
- 7.5.2 Given this rating the following has been undertaken in the preparation of the Draft:
  - a. With a focus on "future generations", in October 2019 a student workshop was held with 33 participants across six local schools attending (student ages ranged from 9 – 17). The workshop allowed better understanding of student perceptions and values relating to trees and their future management.
  - b. Two community workshops were held in November 2019 in the same format as the student workshop to better understand views, ideas and test some assumptions on urban trees.
  - c. An Elected Member briefing overview of the Draft Tree Strategy was held on 2 December 2019 with a further briefing held on 10 March 2020.
- 7.5.3 Once endorsed the Draft Strategy will be released for community engagement which will include the following:
  - a. A notice in the Eastern Courier Messenger promoting the consultation.
  - b. An online forum through the Your Say Unley website.

- c. The Draft Tree Strategy placed on exhibition at the Civic Centre, libraries and community centres.
- d. Subject to the SA Health/Australian Health COVID-19 requirements, a number of “drop-in” sessions at the community centres providing the community an opportunity to speak with relevant Council staff about the Strategy will be scheduled. In the event that this is not possible based on health guidelines online and social media tools, including YourSay will be utilised to engage as widely as possible with the community.
- e. Direct contact with a number of community groups seeking feedback (in line with any guidelines relevant for COVID-19).

**8. REPORT CONSULTATION**

Detailed consultation has been undertaken with key internal stakeholders during the development of this Strategy. This included a monthly working group with representatives across the Operations, City Design, Strategic Assets and Planning teams.

Key input has also been provided through the Unley Museum and Community Connections teams.

**9. REPORT AUTHORISERS**

Name	Title
Claude Malak	General Manager, City Development





CITY OF UNLEY



**Keeping Unley Leafy  
for Future Generations**

**DRAFT**

# Tree Strategy



MARCH 2020



**“  
Investing in trees  
now will stop climate  
change and help our  
city feel cool. But  
also look great and  
we can enjoy walking  
and more green ways  
of transport. ”**

*– Rhys Livingston, age 13,  
Highgate Primary School –*



### **ACKNOWLEDGEMENT OF COUNTRY**

The City of Unley is located on the Adelaide Plains, the traditional lands for the Kaurna people. We acknowledge this land is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kaurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today. We also pay respects to the cultural authority of Aboriginal people visiting/attending from other areas of South Australia/Australia.

### **DISCLAIMER**

All information given in this document is believed to be factually correct and provided through our experience and local knowledge of the City of Unley conditions, given in good faith without prejudice. As information is subject to change, the City of Unley shall accept no responsibility for any loss or damage resulting from the use of, or reliance on, the contents of this document.

### **SPECIAL THANKS**

A special thanks to the members of the community who contributed and participated in the consultation and shaping of this document.



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# Foreword



The Council recognises the important contribution trees and vegetation make to the City and its community. Such assets provide multiple benefits by way of supporting flora and fauna and reducing the impacts of climate change, while creating a liveable city that adds character to neighbourhoods and economic value to properties.

The Council commits significant resources to ensuring we have the best possible streetscape and park environments through the effective management of trees and understory planting, whilst encouraging the community to also play a role. The management of trees is an important function of Council, as urban infill, increasing population, the impacts of climate change and community expectations continually rise. Managing these important assets is becoming increasingly more challenging and complex.

In 2020 The City of Unley was recognized with Tree Cities of the World designation by the Food and Agriculture Organization of the United Nations (FAO) and the Arbor Day Foundation, for the care and planning of urban trees and forests.

The Tree Strategy sets out a vision of keeping Unley leafy for future generations. It provides a foundation of how the Council will continue to enrich our City through continual management of our most valuable assets, now and for future generations. It focuses on managing and increasing trees on public land, and our role in educating, supporting and encouraging tree retention and expansion on private land.

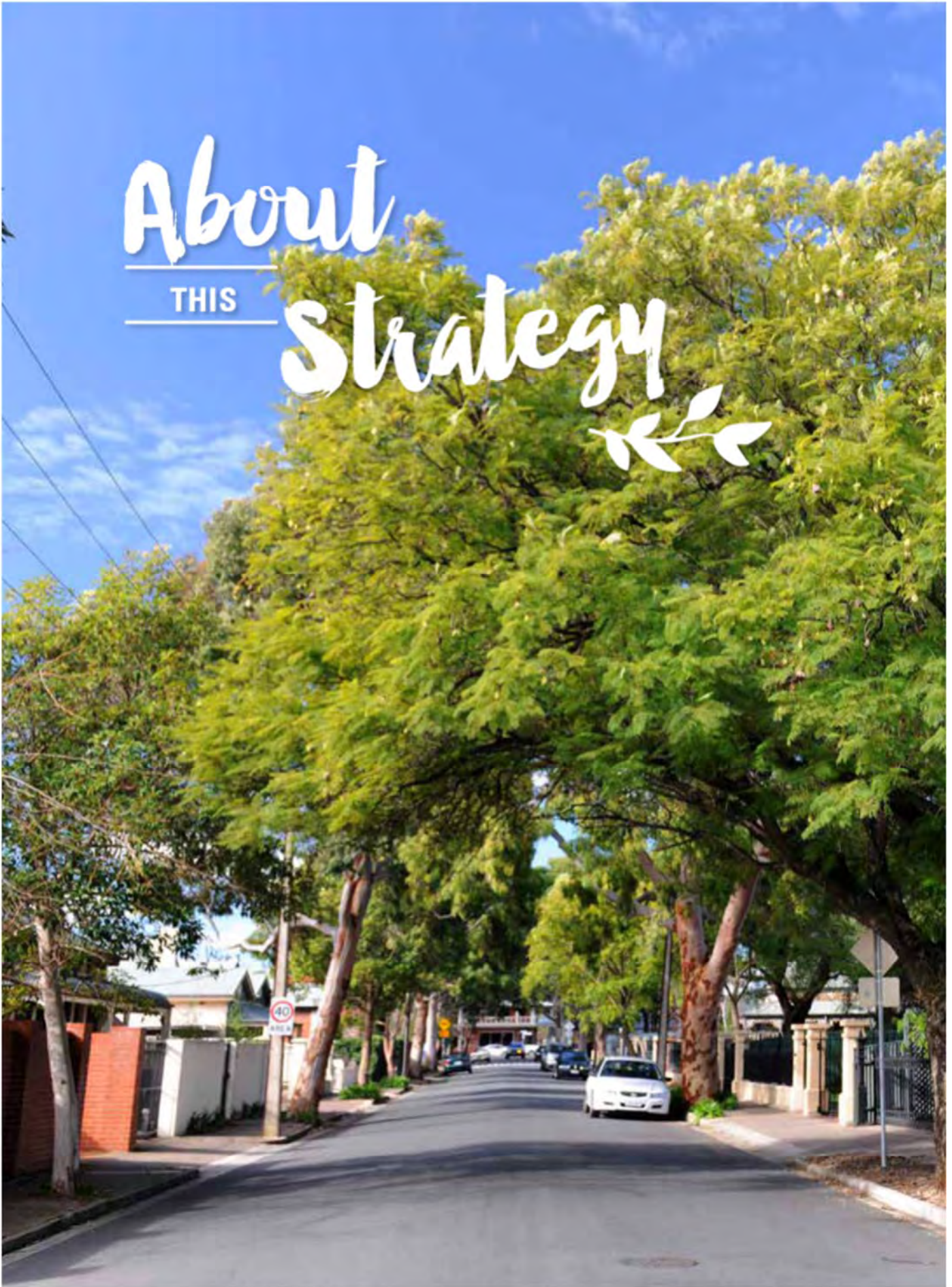
Establishing a healthy, resilient urban forest requires sustained commitment. We recognise the achievements of previous Councils and members of the community for their important contributions in establishing the diverse urban forest we enjoy today.

The City of Unley Tree Strategy has been developed in consultation with the public, staff and key stakeholders. It responds to the voice of our community and provides us with the guidance and tools to effectively manage, protect and expand our leafy urban forest for generations to come.













TREE STRATEGY

## Purpose

The purpose of the Tree Strategy is to ensure the City of Unley remains leafy for future generations through the retention and expansion of our urban forest. The Strategy aligns with the objectives of the City of Unley Community Plan 2033, the Environmental Sustainability Strategy and our community's values and vision. It builds on the significant work already undertaken and currently underway within our boundaries that complement trees and support their role in our community.

It is important to recognise the previous City of Unley Tree Strategy (2016-2019) was successful in outlining the value of our urban forest and challenges it faced with age, life expectancy, species diversity, competing resources and community expectations. This Strategy builds on past successes to meet new challenges and priorities.

The City of Unley currently has approximately 26,000 Council owned trees within an area of 14 square kilometers. These trees, (plus those on private land), constitute an important element of the rich cultural heritage of Unley and are highly valued by the community on many levels. They complement the environment, enhance our enjoyment of streets, open spaces and backyards by making them more comfortable and pleasant.





At times, trees can be identified by the community as presenting potential risk to adjacent properties, significant nuisance, interference with underground or above ground services or affecting personal safety (for example, by dropping nuts/berries/branches or lifting paved walking surfaces). Like other assets, trees require effective and coordinated management in their planning, planting, establishment and ongoing care to maximise their benefits and minimise risks.

This Strategy sets out a plan to manage trees in a strategic and balanced way to deliver on Council and community aspirations, and the future development of the City. It supports a clear, long-term vision towards the evolution of a sustainable urban forest, with an intention of being reviewed approximately every five years to meet changing priorities and incorporate new technologies and innovation. Through the Tree Strategy, the Council is committed to nurturing, preserving, managing and developing trees as important community assets.

rather than the 'individuals', regardless of species origin (native or exotic), location (street, park, school or backyard), or ownership (private or public). It is a component of a complex built environment that includes roads, car parks, footpaths, underground services, buildings and other structures, and provides those living in urban areas with a connection to nature.

Looking holistically at the urban forest and its ecosystem allows for better consideration of broad issues, like climate change, urban heat island effects and population growth.

# The Urban Forest

## WHAT IS AN URBAN FOREST?

Healthy, resilient, liveable cities feature vibrant urban forests. The term 'urban forest' is broadly defined as trees, shrubs and other vegetation in an urban setting. It focuses on the whole 'population' of vegetation,

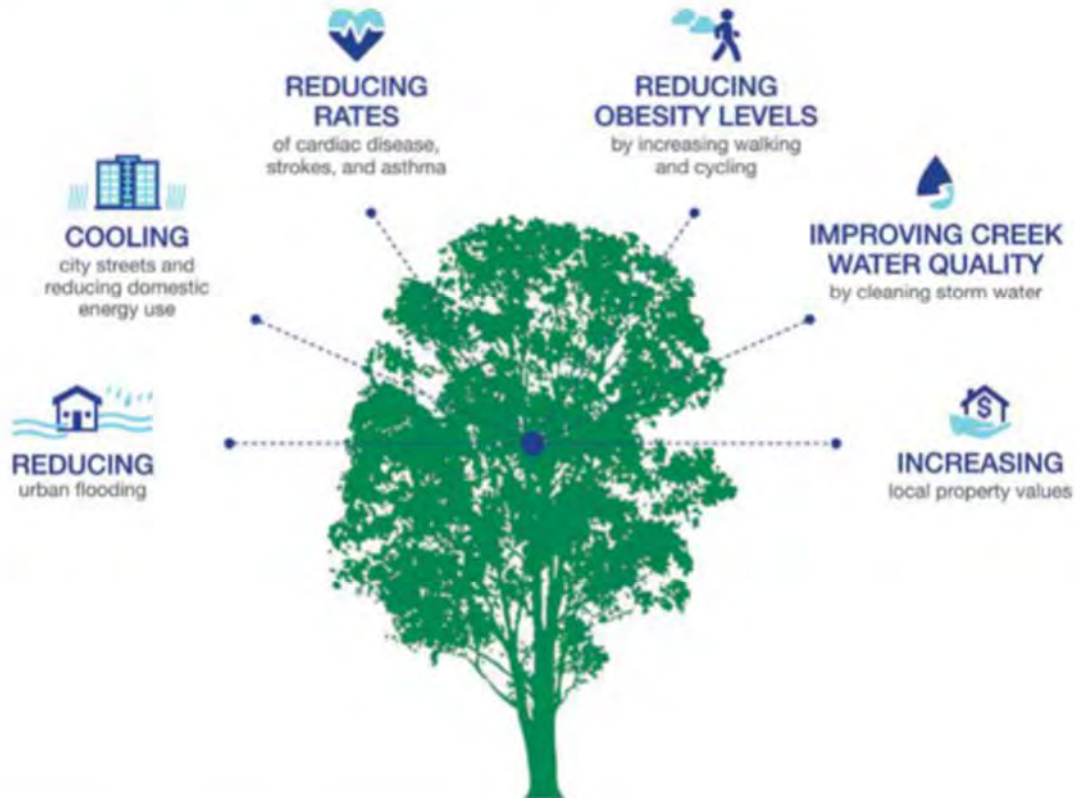
## PUTTING TREES IN CONTEXT

The City of Unley recognises the multiple economic, environmental and social benefits trees provide, such as:

- Habitat for fauna and flora
- Production of food
- Shade
- Removal of carbon dioxide from the air
- Reduction in urban heat and energy use
- Improvements in air and water quality
- Stormwater management and flood reduction
- Connections to nature and place
- Improvements in mental and physical health
- Provision for social interaction and recreation
- Seasonal changes and visual amenity
- Increases in tourism, business and investment
- Increases in property values.



## PROVEN BENEFITS OF URBAN TREES<sup>1</sup>



## CREATING A RESILIENT URBAN FOREST

To maintain a resilient urban forest it is essential that planning considers a diverse mix of tree species to reduce the risk of widespread loss of one (or more) species to pests or disease and tolerance to anticipated changes in our climate (less water, higher temperatures). As a result, the traditional make up of our City may change as those species planted in the past may be less suitable for the future.

Additionally, it is important to ensure there are new generations of trees growing to take the place of older trees coming to the end of their life, or those that are removed for health or structural reasons. This ensures and maintains a continuous and 'full' urban forest,

while providing better financial sustainability. Planting so there is diversity in ages allows the cost to be staged out over time as the most expensive stages of a tree's life are in early establishment, and at the end of life. A variety of different species and age classes can better resist the impacts of stresses through genetic diversity, individual vitality and differing defence mechanisms, as well as diversity of neighbourhood character.

While traditional avenue or street plantings commonly consist of one species, introducing a greater diversity of species is important for long-term resilience of these areas, especially in a changing climate.

<sup>1</sup> Adapted from The Nature Conservancy 'Benefits of Urban Trees', available at: [https://www.nature.org/en-us/what-we-do/our-insights/perspectives/funding-trees-for-health?src=r.v\\_trees4health](https://www.nature.org/en-us/what-we-do/our-insights/perspectives/funding-trees-for-health?src=r.v_trees4health)

# Strategic Context

## SOUTH AUSTRALIA

Adelaide is known to be one of the world's most liveable cities and is continually evolving. In 2010, the Government of South Australia developed a strategic plan to guide the long-term growth of Adelaide and its surroundings to ensure it remains liveable, competitive and sustainable over the next 30 years. This plan is called the 30-Year Plan for Greater Adelaide and was updated in 2017 to reflect progress and respond to new opportunities and challenges.

The 30-Year Plan has six high level targets that guide and measure progress towards Adelaide's growth:

1. Containing our urban footprint and protecting our resources
2. More ways to get around
3. Getting active
4. Walkable neighbourhoods
5. A green liveable city
6. Greater housing choice.

The 30-Year Plan acknowledges that urban development has fragmented and disrupted natural systems, resulting in significant loss of biodiversity, and that protection and re-establishment of healthy biodiversity is vital to maintaining functioning ecosystems and making our environment more resilient to climate change. The Plan describes how the roles of public open spaces are becoming increasingly important for social interaction, physical and mental health, access to nature and cooling landscapes as many people move towards apartments or houses with smaller backyards. Protection and better management of water resources is highlighted to ensure long-term water security, as well as creating greener, cooler urban environments to mitigate the effects of climate change and ensure greater liveability in warmer, drier climates.







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## **Target 5: A green liveable city**

*Urban green cover is increased by 20% in metropolitan Adelaide by 2045*

---

The 30-Year Plan's Target 5, 'A green liveable city', sets an ambitious target to increase urban green cover by 20% in metropolitan Adelaide by 2045. This target came after a National research on canopy in 2014 found that Adelaide has the least tree cover of any Australian capital city, almost half of that of the country's highest, Hobart.<sup>1</sup>

Under this National survey, the City of Unley was measured as having 26% of our whole area covered in trees as at the baseline year in 2013. Therefore to meet the target 20% increase, our goal is to reach 31% tree cover by 2045.

The Tree Strategy is the key document guiding the delivery of how trees are managed on Council land and how we can contribute to increasing canopy cover. The Strategy is supported by a number of related documents including the Tree Policy which sets out the rules, definitions and conditions as to how trees are managed across the city and the Tree Management Procedure which sets out the methods applied in delivering the Strategy.

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<sup>1</sup> Benchmarking Australia's Urban Tree Canopy: An i-Tree assessment, Institute for Sustainable Futures, 2014.



# Change Over Time

A dense area of bush known as the Black Forest once covered the Unley region of the Adelaide Plains as an open woodland with a mixture of grey-box, blue-gum, red gum, native pines and sheoak trees. Before European settlement, the Kaurna people would camp along the creeks lined with River Red Gums (known by the Kaurna as 'karra'), relying on the area for food, shelter and water.

We are fortunate to have many large trees which pre-date European settlement and were part of the landscape when the Kaurna people moved through the Unley area in autumn, travelling inland from the summer camps that were along the coast.<sup>2</sup> These remnant trees are further complemented by private land owner tree plantings, many of which date back to the early 1900s.

The City of Unley's European settlement dates from 1840 when the first subdivisions were made. At this time, land was used mainly for farming, orcharding, grazing and dairying. Expansion took place from the 1870s into the early 1900s, spurred by improved access to the City of Adelaide and the establishment of several villages. The population grew from about 11,000 in 1891 to approximately 22,000 in 1906. Significant development occurred during the early 1900s, with the area almost completely subdivided by the end of the 1920s. The City of Unley's population peaked at 47,000 in 1947, and then declined until the 1970s.

Many of our street's boulevards were established by environmental pioneers in the early 1900s. The majestic Plane Trees of Victoria Avenue and Northgate Street in Unley Park owe their existence to early arborists and city planners who

delivered on a 'green vision' for the City. These early plantings were complemented by a Council decision in the late 1970s to plant every street, where possible, with street trees.

Individual trees from the original Black Forest still exist within the City of Unley but only one remaining patch of grey-box woodland can be found in Heywood Park at Northgate Street, Unley Park.

The City is fortunate that property sizes within much of Unley are large, enabling trees of a significant size and canopy to have been planted and managed within the private realm. Large trees have been shown to provide greater benefits compared to multiple small trees totalling the same canopy area.<sup>3&4</sup> These trees, along with those in Council ownership, contribute significantly to the aesthetic and 'feel' of a leafy City.

Since the 1980s the population has been relatively stable, with an increase in recent years, rising from under 35,000 in 2001 to over 39,000 in 2018. Recent population growth has been mostly a result of planning policies that have encouraged further sub-division of land and medium density housing at selected locations.

<sup>2</sup> Darrell Kraehenbuehl (1996) 'Pre-European Vegetation of Adelaide: A Survey from the Gawler River to Hallett Cove'.

<sup>3</sup> Jim Geiger. (2004) 'The large tree argument: The case for large trees vs. small trees.' *Western Arborist*: 14—15

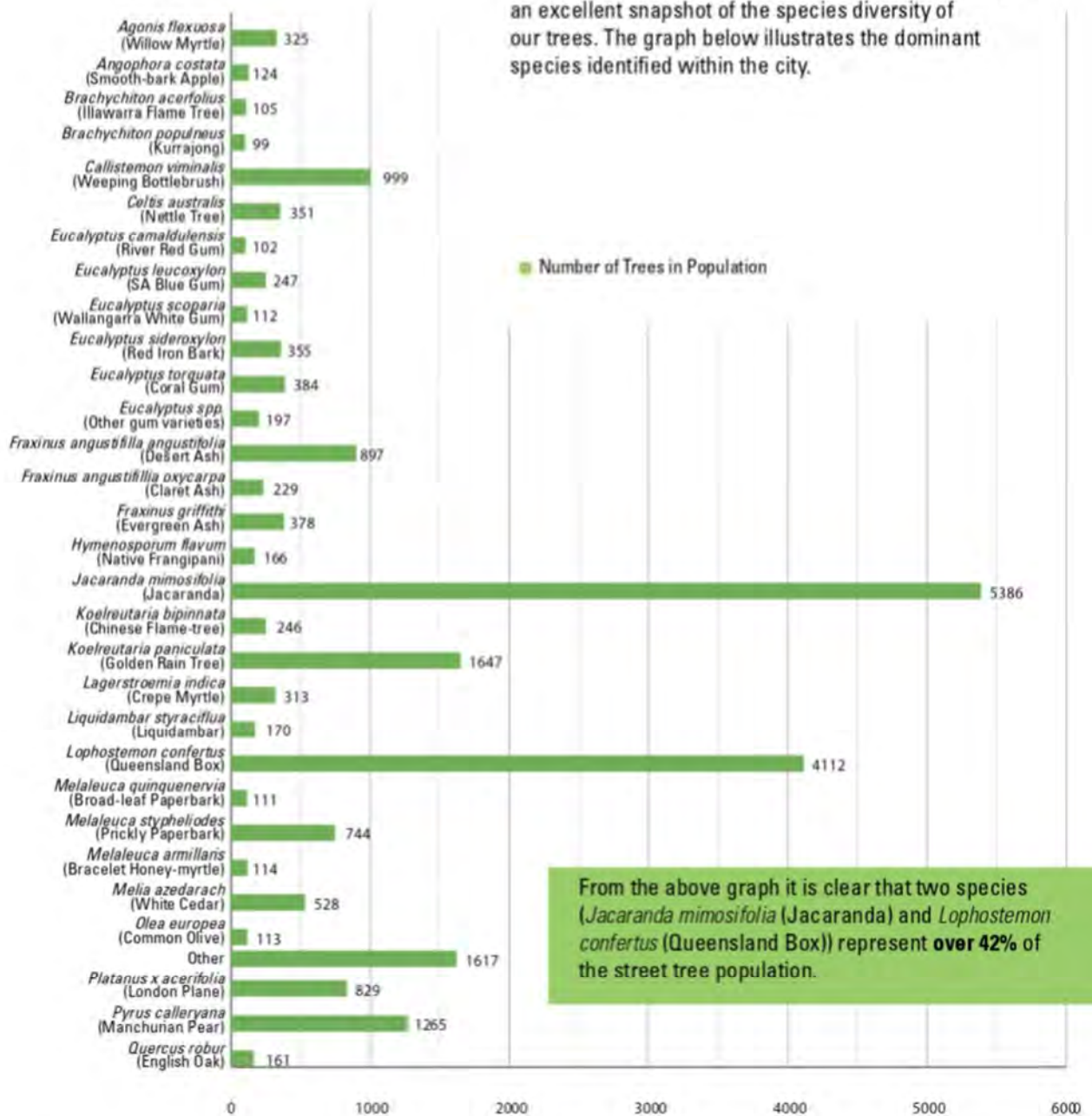
<sup>4</sup> Stephenson, N., Das, A., Condit, R. et al. (2014) Rate of tree carbon accumulation increases continuously with tree size. *Nature* 507, 90–93





## STREET TREE POPULATION

In 2015 a detailed audit of all street trees within the City of Unley was undertaken which was crucial to the Council's transition from reactive to proactive tree management. As part of an ongoing digital transformation, Unley is converting this information to an online mapping layer that can be updated in real time as trees are planted, pruned, audited and/or replaced. In the meantime, the 2015 audit still provides an excellent snapshot of the species diversity of our trees. The graph below illustrates the dominant species identified within the city.



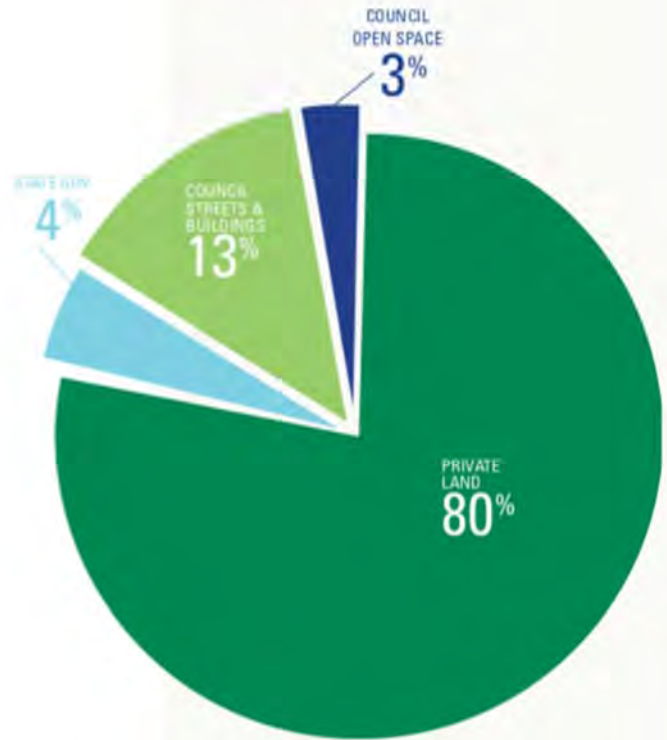
From the above graph it is clear that two species (*Jacaranda mimosifolia* (Jacaranda) and *Lophostemon confertus* (Queensland Box)) represent over 42% of the street tree population.

## SHARED RESPONSIBILITY

With 80% of The City of Unley's land area privately owned, the Council cannot meet the State Government target to increase green cover by focusing on the public realm alone. It is essential that Council strengthens and increases programs and initiatives that help retain and increase canopy cover on private land.

Council wants to ensure trees continue to be a feature of the urban environment, while encouraging the community to take an active interest in their own land and support the work that Council and the Government of South Australia is undertaking.

## LAND AREA IN THE CITY OF UNLEY<sup>5</sup>



<sup>5</sup> Adapted from Martinez & Bachar (2018) City of Unley Tree Canopy Cover Change 1979-2017, i-Tree Canopy Analysis

## WHAT DOES A 20% INCREASE LOOK LIKE FOR THE CITY OF UNLEY?

**26% = 3.7km<sup>2</sup>**  
BASELINE CANOPY COVER IN 2013



**31% = 4.4km<sup>2</sup>**  
TARGET CANOPY COVER BY 2045





## RECENT TRENDS

In 2018, the Council undertook a detailed tree canopy assessment to understand trends over time and the current situation of the City. Results are summarised in the graph below.

Tree cover on public land gradually increased following Council tree planting initiatives of the late 1970s and early 1980s. It is worth noting that this program worked but took approximately 20 years to see the full impact of these tree planting efforts.

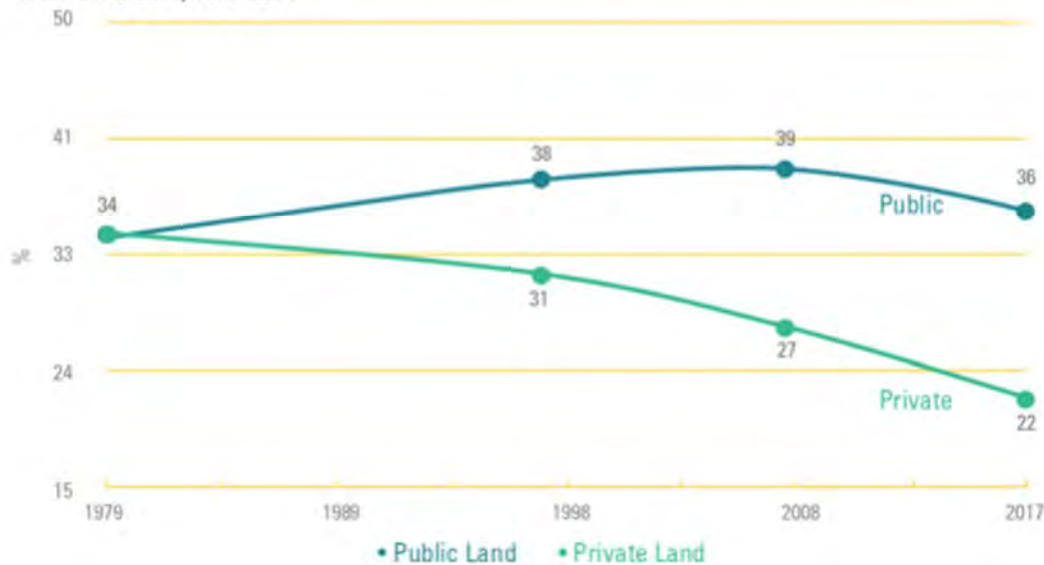
The most recent decade has recorded a decrease in tree cover on public land. This is likely due to a combination of the street tree replacement program (short-term canopy reduction from replacement planting with younger, and therefore smaller, tree canopy), and loss of street trees when additional crossovers (driveways) are installed to accommodate increased urban infill.

The City of Unley has been losing tree cover across private land at an increasing rate since 1997. Since private land represents 80% of the total area, this is of significant concern to future neighbourhood character and urban heat impact.

Overall tree canopy cover is declining, with the removal of trees on private land being a key driver of this trend. If this trend continues, there will be a reduced ability for the Council to build neighbourhood resilience to the effects of climate change, particularly with projected rates of ongoing urban infill.

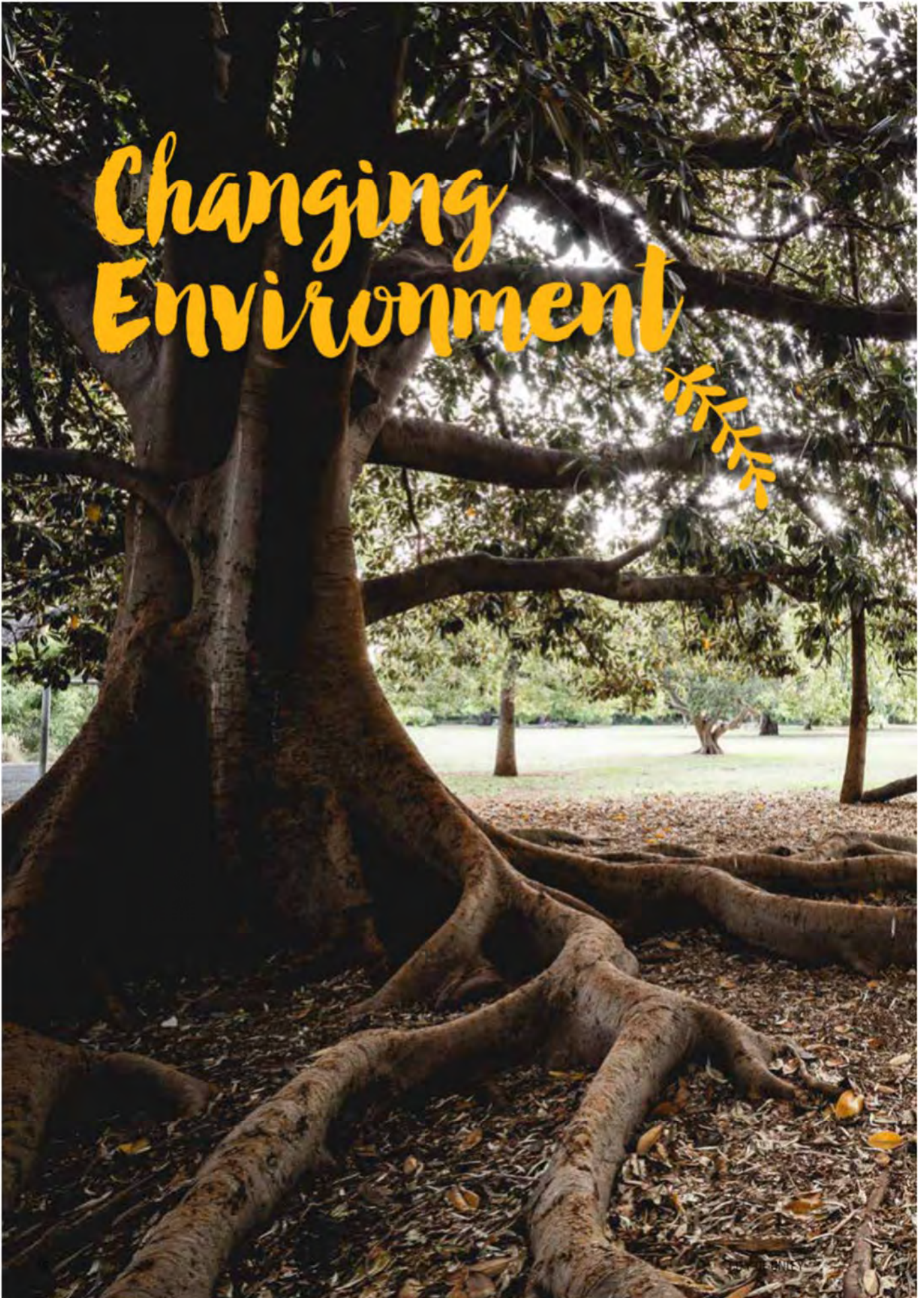
## CANOPY COVER CHANGE ACROSS LAND TENURE

CITY OF UNLEY, 1979-2017



<sup>6</sup> Adapted from Martinez & Bachar (2018) City of Unley Tree Canopy Cover Change 1979-2017, i-Tree Canopy Analysis









## Climate Change

We are already experiencing the effects of climate change. The Intergovernmental Panel on Climate Change's (IPCC) Special Report (2018) details the impacts of global warming of 1.5°C above pre-industrial levels. It reports that impacts on natural and human systems from global warming have already been observed and many land and ocean ecosystems, and the services they provide, have already changed due to global warming. It states that under current policies, we are on track for a 3-4°C warming by 2100, however the Report recommends that attempts should be made to limit warming to 1.5°C if we are to avoid catastrophic changes. Increases in average air and ocean temperatures, increased bushfires, widespread melting of snow and rising average sea level are some examples of current changes the world has experienced.

While South Australia's climate has always been variable, a strong warming has been observed since the 1970's, and according to the Bureau of Meteorology, average temperatures across the state have warmed by almost 1°C during the past century, with overall rainfall declining<sup>7</sup>.

Trees directly help build our resilience and reduce the impacts of climate change in two ways:

1. Mitigating the causes of climate change by absorbing carbon dioxide from the air; and
2. Adapting to changes in the climate already locked in by helping to cool our city.

<sup>7</sup> Bureau of Meteorology as at Jan 2020



# Increasing Temperatures

Urban Heat Island (UHI) is a term used to describe a city or metropolitan area that is significantly warmer than its nearby suburban and regional areas, as a result of human activities and modification of land surfaces.

There are many factors that contribute to a city's UHI. For example:

- dark surfaces (like asphalt) that absorb solar radiation;
- hard surfaces (like buildings) that prevent water infiltration into the ground for cooling through evaporation and transpiration;
- densely constructed buildings that trap heat;
- people and their activities that generate heat (like driving, air conditioning etc); and
- low vegetation cover that prevents shading and natural cooling (transpiration).

The temperature difference of a UHI is usually larger at night because the heat remains trapped in the urban environment and is prevented from releasing into the cooler night, therefore there is limited opportunity to cool down. This phenomenon occurs all year round, but it is more severe during hot weather.

In periods of prolonged heat, the UHI effect increases pressure on the city and its liveability. It exacerbates heat stress, particularly for vulnerable people such as the elderly, the young, and those with pre-existing medical conditions. It also decreases air quality, increases energy use and costs needed to keep our buildings cool, and intensifies global warming. People living in high-density areas are at greater risk during heat events as a result of the UHI effect.

Additionally, as our climate changes, the number of days over 40°C in eastern Adelaide is projected to double by 2050, and the frequency and duration of heatwaves is projected to increase.<sup>8</sup> Heatwaves lead to many deaths in our cities and are known to kill more Australians than any other natural disaster.

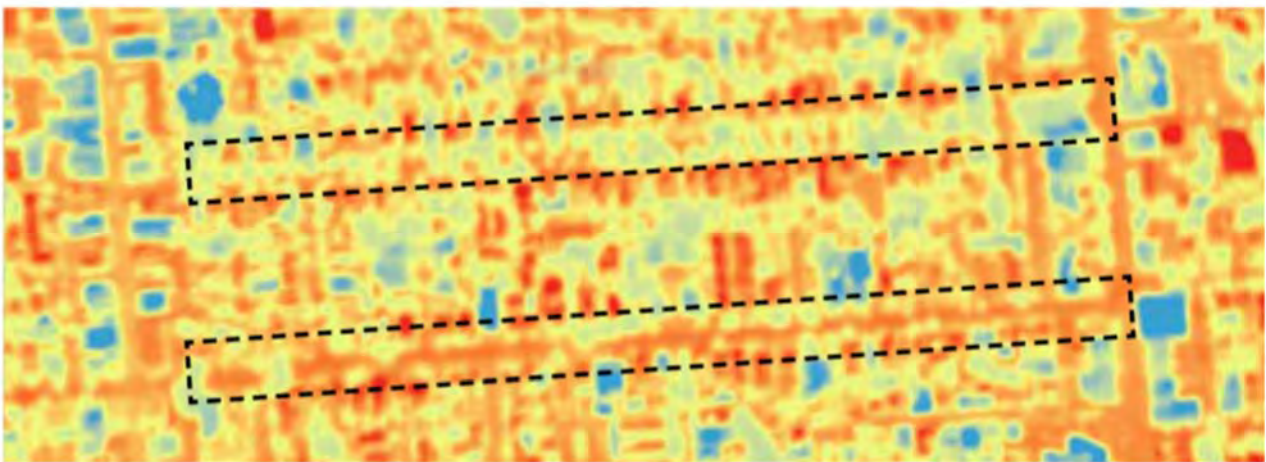
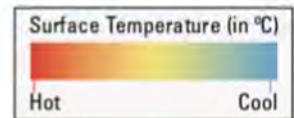
Urban forests are one of the most effective methods for mitigating heat in urban areas and reducing the effects of climate change, though, it can take 20 years for a tree to grow to a size that will effectively assist in mitigating the UHI effect. The use of tree planting and greening in streets, parks and private gardens in the City of Unley will help to increase the resilience of our City to climate change.

Heat mapping highlights the cooling impact trees have. The Urban Cooling example of Hyde Park taken on a hot day in March 2018, illustrates that the surface temperatures in Opey Avenue, with a good canopy of tree cover, are 10 degrees cooler than nearby Park Street, with sparser tree growth. This cooling and shading effect not only benefits road users, but also cools adjacent houses (reducing energy cooling costs) and increases the life of assets (like roads, houses, footpaths and other infrastructure), as well as reducing maintenance costs (protecting from extreme heat).





*Urban cooling effects of street trees  
comparing two parallel streets in Hyde Park,  
Opey Avenue and Park Street.<sup>8</sup>*



<sup>8</sup> Resilient East – Regional Climate Change Adaptation Plan (2015), URPS for the Eastern Region in association with the government of South Australia and the Australian Government

<sup>9</sup> Heat map from Eastern and Northern Adelaide Collaborative Heat Mapping Project, 2019



# Water

Trees need water to survive and urban trees are requiring more supplementary watering due to a number of reasons.

The amount of water a tree requires varies a great deal. Rainfall, supplementary watering and climate change influence water availability and the species, stage of development, drainage and local conditions impact on water demand.

Less rain is predicted with climate change, with reductions of 7% to be experienced by 2050.<sup>10</sup> Extreme heat, particularly when combined with low soil moisture, causes the loss or decline of trees and vegetation. Better planning of our cities is needed to allow for increases in rainwater capture and use onsite (as opposed to hard surfaces that create runoff).

The capture and reuse of stormwater is an important way to decrease reliance on potable water, particularly given the quantity

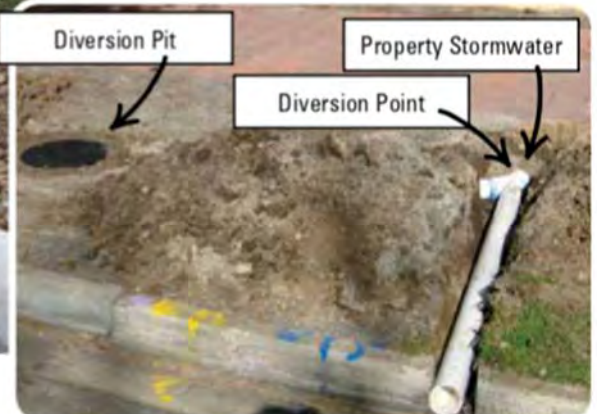
of stormwater flowing through creeks in the City. The Council is committed to becoming a water sensitive city which means using water to enhance sustainability, liveability and resilience. The implementation of Water Sensitive Urban Design (WSUD) techniques integrated into traditional Council assets is one such approach which will contribute to achieving this outcome.

Since 2009, recycled water options have been provided to most of the parks and reserves through the Glenelg to Adelaide Parklands Recycled Water Project (GAP and Managed Aquifer Recharge (MAR) schemes.

While larger scale WSUD opportunities may not always exist in a highly urbanised area like the City of Unley, there are smaller scale initiatives that support water retention within the City including stormwater inlets and waterwell installations.



*TreeNet inlets capture stormwater from water runoff and utilise the water to support tree growth.*



*Stormwater diversion pits capture rain water from property overflow and store the water in a pit slowly dispersing into the nature strip supporting tree growth.*

<sup>10</sup> Regional Climate Change Adaptation Plan (2015), URPS for the Eastern Region in association with the government of South Australia and the Australian Government



# Plants & Animals

Trees provide habitat for many other plants and animals that live in the city. A good variety and abundance of plants and animals creates a healthy biodiversity and urban ecosystem. There are many mutually beneficial relationships between plants and animals that help make our environment balanced and healthy. For example different plants and fungi can cycle nutrients in the soil and certain birds help keep insect levels in check.

Many of our animals rely on hollows in large old trees to nest or den in, such as birds and possums. As the number of large trees with hollows decline, the native wildlife that depends on them for food and shelter are also in danger of disappearing. Aside from impacting the wildlife itself, loss of nature in cities has a detrimental effect on people and sense of place. This is of particular concern for younger generations with concepts such as the “nature deficit disorder” defined in 2005.<sup>11</sup>

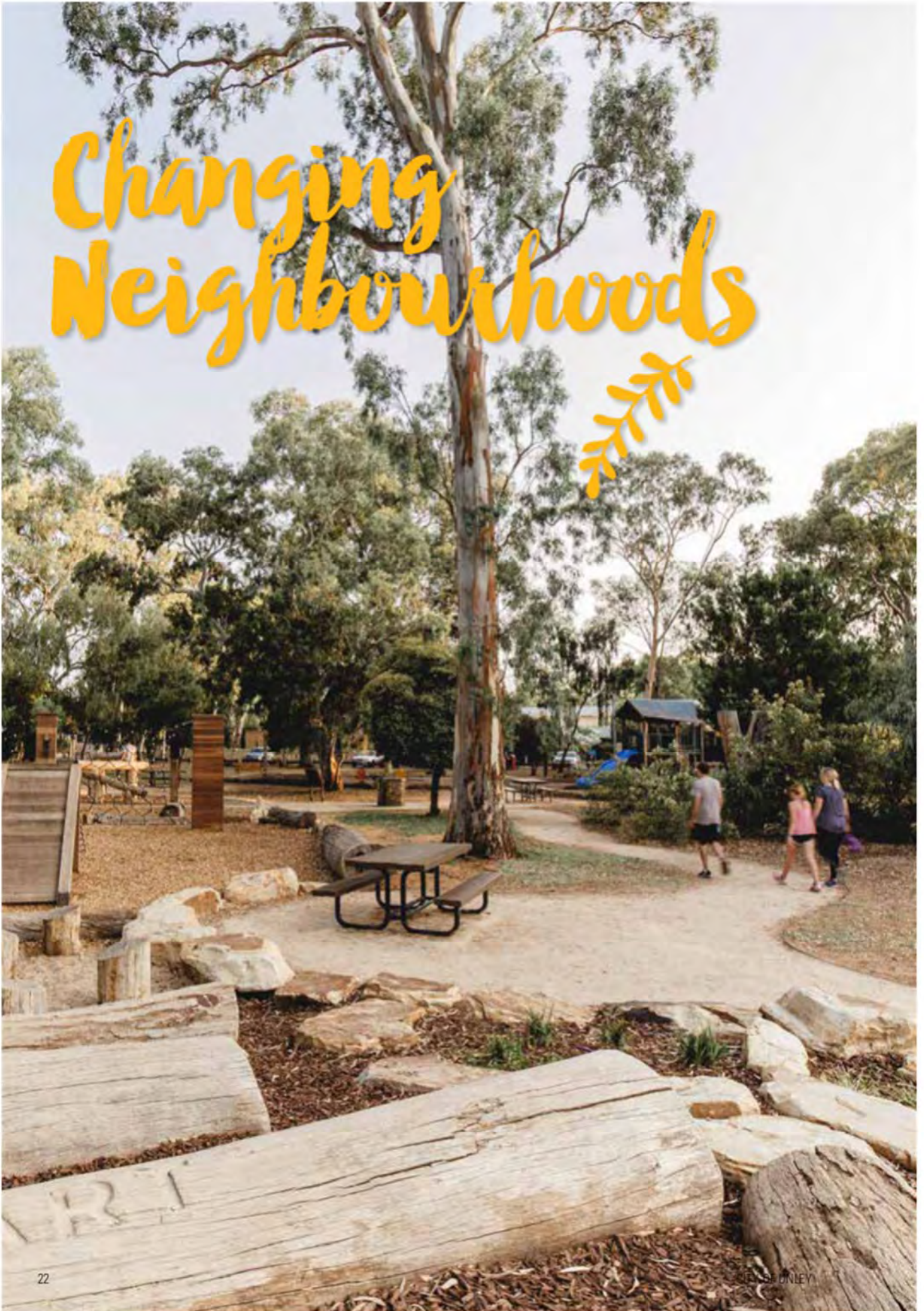
The City of Unley has multiple native biodiversity corridors and plantings, such as Windsor Street Linear Reserve, to help preserve wildlife and rebuild important natural relationships.

To support the loss of natural tree hollows, the Council has an artificial wildlife box program with over 173 installed across the city. Boxes are different shapes and sizes to accommodate a variety of wildlife including parrots, possums, kookaburras, pardalotes (native wrens) and bats. Each year, the boxes are serviced and surveyed to record wildlife activity. The boxes are cleaned, if required, and new nesting material is added. The mechanisms that secure the boxes are safety checked and adjusted to allow tree growth.



<sup>11</sup> Richard Louv (2005) Last Child In The Woods - Saving Our Children From Nature-deficit Disorder. Chapel Hill







# Urban Infill and Lifestyle



The State Government's commitment to managing growth within the existing urban footprint has seen a significant increase in the ratio of infill development compared to fringe development in Greater Adelaide. Currently, approximately 76% of Greater Adelaide's new housing growth is within established suburbs. The 30 Year Plan for Greater Adelaide suggests that 85% of all new housing in metropolitan Adelaide will be built in established urban areas by 2045.

The City of Unley is not insulated from this ever-increasing consolidation associated with urban development. The reality of the legislation and associated policy is that the number of family homes offering a large allotment with a modest dwelling, fruit tree, large patch of grass, vegetable garden and large native and/or exotic trees are declining.

As such, sub-division with multi dwelling allotments come with less open space, little room for a large tree, increased impermeable surfaces and excessive stormwater requirements.

Most new dwellings and allotments require additional vehicle driveways which removes large sections of Council nature verges within the road reserve. They usually also feature decreased set-backs from the road and allow less room for large shade trees. They require additional utilities above and below ground in the form of gas, electricity, communications, sewerage and stormwater. This impacts on both existing tree health and future planting space.

Other common activities resulting in tree loss include large extensions to the rear of existing properties, preference for low maintenance gardens and private business and commercial developments.

This private development increases the pressure on available street tree planting opportunities and subsequently canopy cover throughout the city. Examples of some of these typical changes to trees on private land can be seen below.



*Tree loss examples in Fullarton from both development, partial extensions and landscaping changes.*

# Living with Trees

The City of Unley has a wide and varied population of residents, business owners, employees and visitors with different perspectives and interaction with trees. As such, the City encompasses many people with an extremely diverse range of interests and attitudes toward trees.

Trees are an important element of the rich cultural heritage of the City and a valued asset to the community. Conversely, the rate of canopy loss on private land clearly tells us there are changing perceptions towards the value of trees that are contributing to their loss.

Along with the many benefits of trees comes a range of concerns which are part and parcel of living with trees in our urban environment. These can include perceived safety concerns

of trees, nuisance being created by leaf debris, sight obstructions, roots impacting on properties causing a financial or physical burden. There is also an emerging trend of tree removal by older residents that are finding it harder to keep up with maintenance requirements and costs.

**“I love trees but not the one in front of my house” is a phrase heard often by Council staff.**

While the Tree Strategy strives to support and maintain the existing urban forest and increase canopy cover over future years, it must be acknowledged that with this increase will come more concerns from the community around risk, nuisance and the balance of the benefits of trees versus the concerns they can present.

Appropriate maintenance and pruning can often alleviate concerns, and suitable repair or redesign of infrastructure can also be undertaken with little impact to the tree meaning that the tree can continue its valuable contribution for many decades to come.

The Tree Strategy will act as an over arching support mechanism to advocate for the retention and increased planting of trees where they are not presenting a clearly defined unacceptable risk and/or a substantial nuisance of value.



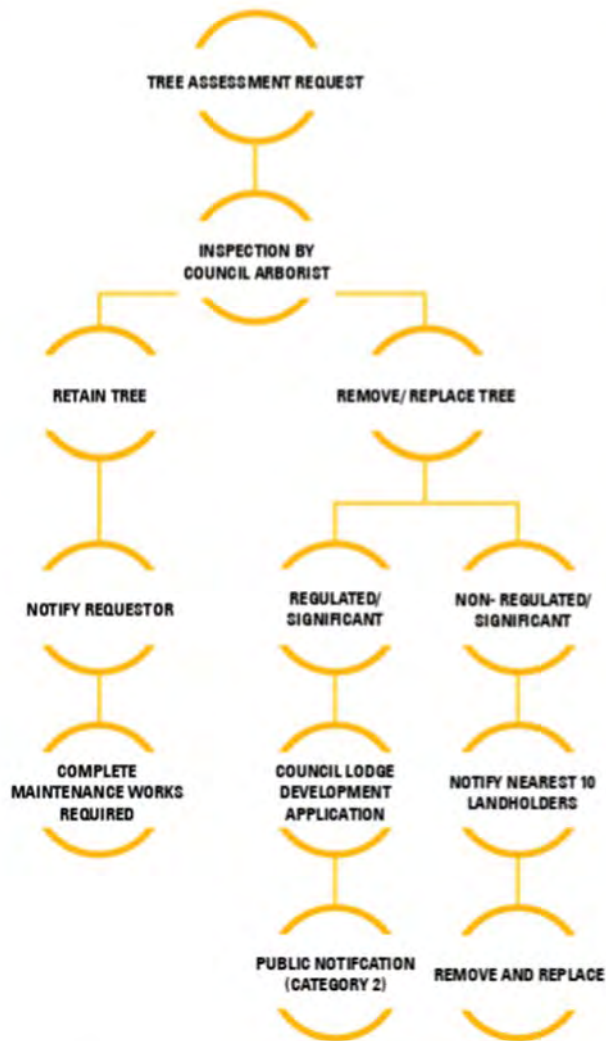


# Tree assessment

In delivering a Tree Strategy it is important to understand who has the decision making authority for trees, particularly for tree removal requests.

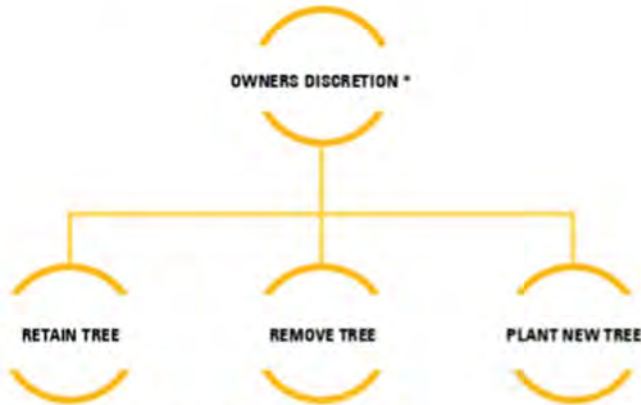
This varies depending on the landholder and if the tree is protected under legislation as a Regulated or Significant Tree. The following three flowcharts provide a summary of the most common tree assessment processes.

## COUNCIL OWNED TREES





## PRIVATELY OWNED TREES (NOT REGULATED / SIGNIFICANT)



\*Exception is if the land owner has an approved Development Application which includes landscaping provisions which they are obligated to plant and maintain.

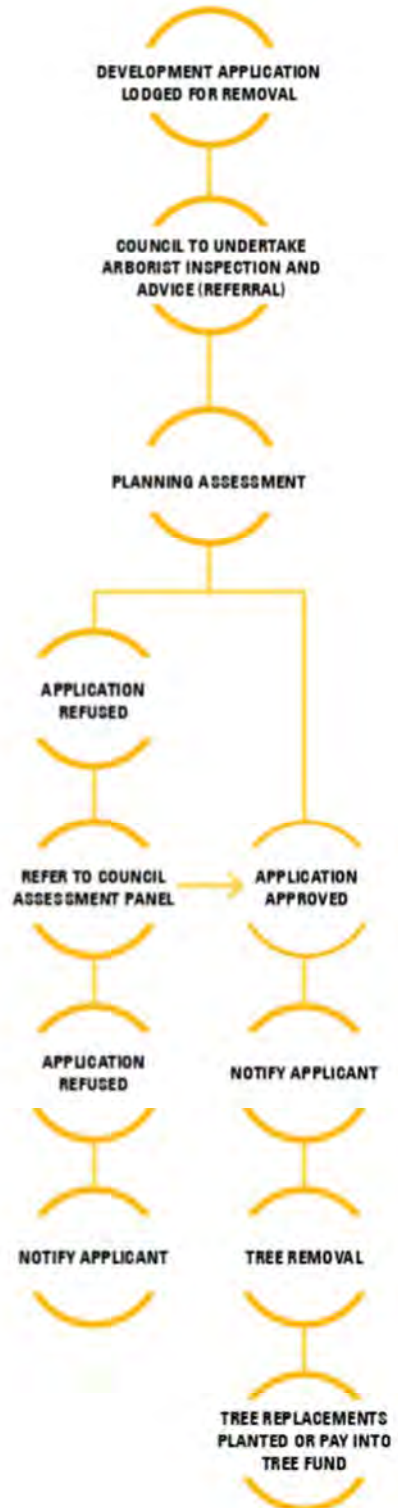
## REGULATED / SIGNIFICANT TREES (ON PUBLIC OR PRIVATE LAND)

Trees that are Regulated or Significant have state legislative protection and a Development Approval is required to undertake Tree Damaging Activity (pruning or removal of Regulated or Significant Trees).

A Regulated tree is any tree within the City of Unley with a trunk circumference of 2.0 metres or more (measured at a point 1.0 metre above natural ground level). In the case of trees with multiple trunks, Regulated trees are those with trunks having a total circumference of 2.0 metres or more and an average circumference of 625 millimetres or more (measured at a point 1.0 metre above natural ground level).

A Significant tree is a Regulated tree with a trunk circumference of 3.0 metres or more (measured at a point 1.0 metre above natural ground level). In the case of trees with multiple trunks, Significant trees are those with trunks having a total circumference of 3.0 metres or more and an average circumference of 625 millimetres or more (measured at a point 1.0 metre above natural ground level).

Some trees may be exempt from Regulated and Significant tree controls because of their location or their species.





# People Friendly City



**“Ageing is a cause for celebration in the City of Unley - our people are living longer and healthier.**

**The City of Unley has a key role to play in helping our community to get the most out of their lives.**

**We need to ensure that our City is accessible for everyone, promotes health and wellbeing and provides opportunities for connection, inclusion and contribution. We want our people to live fulfilled lives throughout their lifetime and never feel like they need to leave the City of Unley”**

This summary quotation from the current City of Unley Active Ageing Strategy highlights the opportunity facing the future design of local streetscapes. The City promotes that within each neighbourhood, every street that can be planted with street trees has and will continue to be planted. Our community expects tree-lined streets with a height and canopy that provides shade and amenity to an otherwise harsh streetscape.

As an urbanised inner city council, many of the streets are narrow from property boundary to kerb. Trees require space to grow, mature and survive. Within limited space they often come into conflict with the street infrastructure. Large trees potentially impact on the accessible width of a footpath carriageway and regularly lift the pavement as they mature. This provides challenges as we strive to reach the goal of creating an environment that is pleasant, safe and accessible through Age Friendly pathways.

A balanced approach will be required to reach the Age Friendly goals with the community potentially being asked to accept a modified streetscape or more innovative solutions being explored such as narrowing roadways to provide more space for trees.

*Example in Mary Street, Unley where footpath width narrows due to tree trunk. The challenge is to decide if the tree remains or the need for a legislative age friendly footpath takes priority.*





# Community Values

The City of Unley is known for its leafy streets which greatly add to the character of the streetscapes and local property values. There is an intangible quality about the connection between our community and trees – a visual sense of place that is tree lined and leafy. Many of our local parks are identified by the scale and character of a number of large legacy trees. This leafy neighbourhood character isn't made up from one tree but the combined look and feel of the whole urban forest.

In developing the Tree Strategy, three workshops were held to better understand community perceptions and values relating to trees in late 2019. To reflect the link to future generations, one of the workshops was with six local primary and high school students.

Participants provided views on what they value now, would like to see in the future and ideas on actions to get there.

The students (aged 9-17), showed a solid understanding of the many benefits of trees, particularly how they make the city look and the connection to climate action. Similar to the students, the adults values were strong with aesthetics, cooling and habitat most prominent. These responses aligned with the findings from a National survey<sup>12</sup> on Green Spaces, with aesthetics also the number one value mentioned.

## What do you Value about trees in Unley area now?

Adults Response Nov 2019



Student Response Oct 2019



<sup>12</sup> Greener Spaces Better Places (2019) Who's With Us? Bringing community along on the green space journey.







# Keeping Unley Leafy

**Due to the many years it takes for trees to mature, action taken today will set the future legacy. The Council has committed to the following vision and long term target.**

**VISION:**  
Create a resilient, healthy and diverse urban forest to keep Unley leafy for future generations.

**TARGET:**  
20% increase in green cover by 2045 which is the equivalent of 14,000 new trees

The number of trees target is based on a representative tree with an 8m diameter canopy spread. This is an average sized tree found in the back yard of typical properties across the City to make it easier to visualise what a 20% increase in canopy means. In reality of course trees vary greatly and a variety of sizes should be planted to suit each location.

A tree target (rather than percentage), also enables a way to track progress annually in the intervening years between canopy assessments. Trees are a long term investment and it will take a sustained commitment over more than 20 years to see the full impact of actions taken today.

## ACHIEVING OUR TREE CANOPY TARGET

**14,214**

NET  
INCREASE  
IN TREES BY  
2045

**= 546**

PER YEAR  
ACROSS THE  
26 YEARS TO  
2045

**18,918**

RATEABLE  
PROPERTIES

**IF 3 in 4**

HOMES PLANTED A  
NEW TREE WE WILL  
ACHIEVE THE TARGET

# Objectives



The Tree Strategy is guided by eight key objectives to ensure trees throughout the City are managed in a responsible and systematic manner to meet the needs of the community.

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## 1. ESSENTIAL

Value trees as **essential** community assets that contribute to the wellbeing of our community and environment.

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## 2. DIVERSITY

Ensure the City has a **diversity** of tree species and ages to maximise resilience against pest, diseases and climate extremes.

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## 3. GREEN COVER

Realise new opportunities within our City to enhance streets and increase **green cover**.

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## 4. LEGACY

Prioritise planting of **legacy** trees in parks and reserves that have the potential to become noteworthy and to span generations.

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## 5. INNOVATIVE

Adopt **innovative** technology, try new methods and apply adaptive management approaches to continually learn and improve.

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## 6. SUPPORT

**Support** owners to retain existing trees and plant more trees on private land.

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## 7. PROMOTE

**Promote** the benefits and advocate for trees in our City.

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## 8. MAINTAIN

Proactively establish and **maintain** trees as a long term asset.

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# Working Together

Keeping the City of Unley leafy is achievable through the whole City's involvement.

A key factor in the considerations and role Council undertakes in tree management is based on location and land owner, particularly between trees located on our streets, within parks and reserves, on other government land and those on private land.



## COUNCIL PARKS & OPEN SPACE TREES

As the urban population grows and private green space becomes less available, public open space increases in social and community value. The City of Unley has significantly less open space (<3%) than most local government authorities within metropolitan Adelaide.



## OTHER GOVERNMENT LAND

Approximately 4% is managed by State Government Agencies including the Department for Education (public schools) and Department for Planning, Transport and Infrastructure (DPTI) (transit corridors and arterial roads). Much of this non-Council public land has existing canopy or the potential for additional plantings that could be achieved through existing partnerships with these agencies.



## COUNCIL STREET TREES

Street trees in the City of Unley have an important function and role to improve the micro-climate and liveability of the City, and contribute to its diverse inner urban, heritage, environmental and social character. Due to limited open space, streets are the main opportunity to expand the urban forest on Council land.



## PRIVATE LAND (RESIDENTIAL & BUSINESS)

With private land making up 80% of the whole City area, it is an essential component to meeting the target of 14,000 new trees by 2045. Backyards, front gardens and corporate landscaping make significant contributions to urban greenery and the broader community. Actions that aim to support retention of existing trees are just as crucial as any that encourage new planting.

Council is limited in its ability to directly influence private land owners. Legislative control resides with the State Government through the *Planning, Development and Infrastructure Act 2016*, which councils administer. However, the Council can play an important leadership role in advocacy, education and support to negotiate better outcomes for retaining and/or increasing canopy wherever possible.



# Future Directions



## **ACTION PLAN 2020 - 2024**

Established trees require very different management actions and objectives compared to the planting and establishing phase of new trees. Therefore, management of trees within the City of Unley urban environment has been classified into two key sections:

- **Manage and Maintain (Existing Trees)**
- **Expand and Establish (New Trees)**





# Manage & Maintain

Trees take many years to mature and provide shade, canopy and amenity. As the City of Unley already has an established urban forest, the highest priority is to protect and maintain these existing assets.

## INITIATIVES

The City of Unley will continue its proactive approach to tree management, following asset management principles, arboriculture standards, guidelines and procedures. The following is a list of key and new strategic initiatives to be implemented that will assist to collectively meet the 2045 objectives.



OPEN SPACE



STREETS



GOV. LAND



PRIVATE LAND



## M1. DATA MANAGEMENT

### M1.1 Review the Tree Strategy at least every five years to provide strategic planning, guidance and regular reporting on tree investment.

Regular review of the Strategy will act as an evaluation mechanism to assess Councils progress towards managing and maintaining its urban forest.

### M1.2 Canopy cover trend analysis comparing public and private land tenure change will be undertaken in conjunction with the Strategy review as an evaluation mechanism.

Changes in canopy cover are gradual, so while annual numbers of trees planted vs removed can be tracked, actual canopy trends should only be assessed approximately every five years. A five year reporting cycle will reveal progress towards the whole of area target.

### M1.3 Tree Condition Assessment Audits will be conducted on all street trees at least every five years and a dynamic mapping layer will be maintained.

City of Unley street trees will have a condition audit in a rolling five year program to assess their health and if any maintenance action needs to be scheduled. The aim is for 95% of all trees assessed to meet prescribed Level of Service requirements.



## M2. MAINTENANCE - TREE MANAGEMENT

### M2.1 Undertake a proactive approach to cyclic pruning.

A planned maintenance pruning schedule allows for preventative measures to be taken in managing the existing street and park trees to keep them healthy and ensure their form suits the individual locations, addressing potential nuisance issues before they arise.

### M2.2 Use best practice techniques and methods in the maintenance of trees.

Skilled and experienced staff will be supported to manage and maintain the urban forest through the Policy, Tree Management Procedures and industry network such as TreeNet.



## M3. MANAGEMENT OF TREES

### M3.1 Replace trees as required based on condition audit results.

Council will continue to replace trees as they reach the end of their useful life expectancy to ensure the current tree numbers on Council land are retained. The replacement species will be chosen to best suit local conditions and may not reinstate the original species.

### M3.2 Remove individual trees when all other options to retain the tree are exhausted.

Staff will apply Council's Tree Policy when determining requests for tree assessment from the community noting the priority to retain and protect existing trees wherever possible.





**M4. LIVING WITH TREES**

**M4.1 Offer a Conservation Grant to private residents to assist with the ongoing maintenance of Regulated and Significant Trees on private land.**

The existing biannual Conservation Grant Scheme will be continued to offer assistance with costs associated with supporting tree health and maintenance for Significant and Regulated trees.

**M4.2 Investigate a new Living with Trees pilot program which could include discounts towards gutter cleaning, additional green waste options, safety audits and/or pruning of trees on private land.**

When reviewing the drivers for tree loss on private land, one area identified was the perceived safety concerns or increased maintenance time and costs. If these could be addressed, it is much more likely trees would be retained on private property. A trial project would be used to test effectiveness of incentives and support for maintaining existing tree canopy on private land to reduce tree loss. The project will also promote existing schemes like the Commonwealth Home Support Program which includes heavily discounted gutter cleaning to eligible applicants.

**M4.3 Promote existing information and support available from other sources relating to tree maintenance.**

This initiative involves the provision of information and advice on living with trees in urban areas including maintenance suggestions. It could explore some “myth busting” of common perceptions of trees near homes. It is important that Council does not re-invent any information already available. Information available from government and non-government sources will be considered based on its relevance to the City of Unley.



**M5. DEVELOPMENT PROTECTION**

**M5.1 Update and apply clear procedural protocols for dealing with Development Applications involving the removal of Regulated and Significant trees.**

In coordination with the introduction of the new Planning and Design Code, Council will adapt existing protocols and information to reflect any changes in dealing with Regulated and Significant trees in the development application process.

**M5.2 Develop a proforma or checklist to assist and guide developers in addressing relevant Development Plan tree environmental criteria to enable Council administration to make informed assessment decisions.**

In coordination with the introduction of the new Planning and Design Code, adapt existing information to reflect any changes to provide clearer information to support good outcomes for tree health and improved customer experience for development applicants.

**M5.3 Audit developments to assess compliance with landscaping (post construction) and to identify any damage to Council street trees or Regulated or Significant trees on private property.**

Under this initiative Council will have a focused effort on compliance with development approvals in accordance with legislative requirements that supports the retention of trees. This includes both during construction (eg site inspection of tree root protection zones) and post construction.



# Expand & Establish

The Tree Strategy advocates for a greater focus on tree selection and planting design to increase opportunities for new trees across the City. The Strategy recognises the importance of increased tree care in their early years to become established, healthy trees that suit their surrounds.

## INITIATIVES

Meeting the 14,000 new trees by 2045 target will require a combination of planting by both Council and other land owners. The following is a list of key and new strategic initiatives to collectively meet the 2045 objectives.



**OPEN SPACE**



**STREETS**



**GOV. LAND**



**PRIVATE LAND**



### E1. MAXIMISE PLANTING ON COUNCIL LAND

**E1.1 Implement an accelerated tree planting program to plant additional trees on Council land using Precinct Plans that prioritise planting locations.**

Council will take a leadership approach in improving canopy cover by maximising public planting, including within parks, streetscapes and other public places. Locations will be based on Precinct Plans that aim to increase shaded trails along streets that link residents with schools, shops, parks or public transport. Decisions on individual species selection will be made on a case by case basis to ensure the right tree in the right location approach is followed.

**E1.2 All new capital or infrastructure renewal works will consider and appropriately budget for trees and greening where practical.**

Combining Councils annual streetscape renewal works with greening initiatives can create multiple long-term benefits and build greater efficiencies. Opportunities for trees and increased landscaping will be identified at the start of a project to support more sustainable built outcomes.

**E1.3 Trial, test and refine new planting methods, including reclaiming hard surfaces and tailored integrated streetscape designs.**

Maximising tree planting on Council land will focus on filling vacant spots along streets, however it will also need to utilise newer methods that reclaim hard surface such as on-road planting. These modern techniques are still being refined and need to balance the competing needs for wide footpaths, bicycle lanes, on-street parking spaces and underground/overhead assets. Ongoing testing and trialling in collaboration with neighbouring councils and partner organisations, such as Tree Cities of the World, will allow Council to be progressive in this space.





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**E1.4 Prioritise planting of legacy trees in appropriate locations within parks and reserves that have the potential to become significant long-term features.**

Under this initiative, Council will identify suitable locations within City of Unley parks and reserves, and plant new specimen trees that can grow very large and become noteworthy landmarks in the future, contributing to the identity and amenity of local parks and the City's canopy aspiration.

**E1.5 Target an urban forest composition of no more than 5% of one tree species, and 10% of one genus.**

A reliance on dominant species leaves the City vulnerable to pest and disease and potential loss of the street tree asset. Council will move towards a healthy, environmentally sustainable and resilient tree population by increasing its diversity of species. This is a long-term goal that will only be completed through the natural succession of existing trees.

**E1.6 Maintain a toolkit that includes a palette of species suitable for street planting which considers varying infrastructure situations, service and footpath requirements, and considers climate change.**

This initiative provides a range of options in tree species selection by arboriculture staff in line with site specific locations taking into account community use, neighbourhood character, transport functions, open space, available space, utilities and environmental considerations.





**E2. ESTABLISHMENT (YOUNG TREE CARE)**

**E2.1 Advance guidelines and programs to support the early establishment of trees to maximise canopy potential.**

Council will review and update young tree care practices in line with industry standards to ensure new trees are provided with the best development potential over the first three to five years.

**E2.2 Ensure watering programs and schedules meet new tree requirements during establishment phase.**

Review and update watering programs to support new trees including water retention initiatives, use of recycled stormwater schemes and need for additional watering during extended periods of low rainfall.

**E2.3 Resource and schedule a young tree care program for three to five years post planting.**

New saplings need more care and support in the first few years after planting and it is crucial this is planned into operating budgets and work plans to protect the initial tree planting investment with an aim for the annual survival and health achievement target of 90% or higher in the first 12 months of a tree's life.



**E3. COLLABORATE**

**E3.1 Revitalise and monitor the "adopt a tree" program and encourage residents to provide supplementary watering to new street trees.**

Build on the success of the original "adopt a tree" program aimed to care for stressed street trees during the drought, with a focus on adopting new street trees. Council will continue to provide water truck services to all new trees, however there is strong anecdotal evidence that where residents take ownership and provide supplementary water to trees planted in front of their homes, the likelihood of the tree's success and rate of growth is greatly enhanced.

**E3.2 Investigate partnerships with State Government agencies to collaborate on education, managing risk and new plantings.**

Approximately 4% of land in the City of Unley is managed by State Government Agencies. This includes the Department for Education (public schools) and Department for Planning, Transport and Infrastructure (DPTI) (transit corridors and arterial roads). Much of this non-Council public land has existing canopy or the potential for additional plantings which we could partner with on delivery. For example any upcoming works with DPTI on arterial roads or transit corridors should include discussions for retention and/or addition of trees.

**E3.3 Continue to advocate for improved legislative controls to improve outcomes for retaining and increasing trees wherever possible.**

Support State Legislation that protects existing trees and provides design standards for space for new trees on private land. Ongoing technical input and advocacy in relation to new legislation, particularly in the implementation of the new Planning and Design Code.



**E4. SUPPORT & PROMOTE TREES IN PRIVATE LAND**

**E4.1 Provide support and incentives for the community to become engaged in the planting and ownership of trees within private properties to adapt to the impacts of Urban infill and assist in preserving the urban forest.**

Council will provide an advocacy role for new trees on private land through some new pilot initiatives including providing information on popular tree species in the City of Unley to assist private landholders in tree selection. Council will trial new tree incentives, such as a discount voucher, to encourage new residents to plant trees on private land. Council will also trial a "Landscape Design Service" to be available at Council approximately 2 days per month to provide independent advice on technical matters to residents and businesses to increase the number of highly suitable trees planted on private land.



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**E4.2 Explore partnership opportunities with commercial developments to increase trees within public interface zones (eg private open carparks)**

Investigate partnerships with owners of open car parks and other hardspaces for opportunities to increase greening through planning, design and/or management of commercial land. Collaborate to seek substantial co-contributions and improve canopy and amenity as opportunities allow, including more trees around buildings, within gardens, along rear boundaries and across carparks.

**E4.3 Provide activities for the community to celebrate and value trees across the City.**

An expanded urban forest relies on our community valuing and supporting the role of trees. Education and awareness raising events will be held to increase understanding about the benefits of trees in urban areas. Exact initiatives will vary year to year but may include tree planting with schools on National Tree Day, heritage tree tours, adopt a tree program, temporary "tree tag" installations, nature play school holiday activities and community presentations.

**E4.4 Council will explore a range of financial measures and incentives to encourage the retention and expansion of tree canopy on private land.**

Council will investigate policy options that consider minimum requirements for canopy cover on private land. These investigations may also consider financial or other incentives for existing properties to achieve a target canopy cover level and establishing partnerships with commercial property owners to increase tree canopy.



# Implementation

## INCREASED PLANTING & MAINTENANCE

Successfully growing and managing our urban forest will require support from the public sector, developers, businesses, wider community, the elected members and Council staff. To effectively increase and maintain a healthy functioning urban forest requires an increased resilience to nuisance and risk, support financially, administratively and legally with long term funding commitments and organisational change.

Ongoing implementation and improvement of Councils' Tree Strategy and any associated maintenance is managed in accordance with, and subject to, adoption of Councils Annual Business Plan and Budget. An increase in planting and projects relating to trees will require additional and ongoing maintenance funding, including administrative support.

The financial life of a tree is defined with two major events that bookend its existence. The costs of purchasing, planting and establishing and the cost of removing the tree at the end of its life. The long period between these events is where the tree provides so many benefits and asks for so little in return.

As such, an increased planting program to drive increased canopy cover will require a significant shift in resourcing. 'Young Tree Care' must become the prime focus as successful tree establishment drives

decades of benefits at relatively low cost. Young Tree Care applies for the first 3-5 years after initial planting and typically includes formative pruning, annual inspections and more frequent watering. It is important that Young Tree Care keeps pace with planting rates to ensure they grow and thrive.

Further implications of an increased urban forest will be realised insofar as Council's operational costs with respect to tree removal, pest and disease control, tree watering, street sweeping, civil infrastructure repairs associated with root growth, as some examples.

It is worth noting that costs to plant new trees vary depending on species selection, size of tree planted and complexity of planting location (eg any realignment of kerb/reclaiming hard surface).

As our urban environment becomes more compact, finding space for trees and tree roots will become harder, and require greater investment (including supporting infrastructure) to create sustainable growing environments.





## TRACKING 14,000 TREES TARGET

To meet Council's long-term canopy target, it is estimated that approximately 14,000 trees will need to be added into the City in the next 26 years (2019 to 2045), in addition to Council's removal and replacement program. This large target equates to an average of 540 new trees planted per year. As outlined in the Strategy, it is recognised that with limited public space, a large number of these trees will need to be planted on private land.

To meet the long-term target, a sustained commitment is required from the Council to investment in the introduction and maintenance of new trees across the City. Opportunities to increase planting will vary annually, be influenced by Council's capital and renewal programs, grant funding and partnership opportunities, as well as public involvement with tree planting incentives. Based on the 2019/20 program of works, the following is a demonstration of how a variety of funded initiatives can work together to achieve at least 540 new trees per year.

NEW TREES PLANTED	INDICATIVE TREES/YR
New street trees in vacant spots between existing trees.	400
New trees planted as part of annual capital projects works.	20+
New large species trees in parks and reserves.	10
Trial or refine at least one tree planting approach each year (eg on road plantings or in collaboration with public carparks and/or schools).	10+
Provide small discount voucher towards a new tree for residents.	100+
<b>Total indicative new trees per year</b>	<b>540</b>

INDICATIVE COSTINGS OF NEW TREE INITIATIVES						
NEW INITIATIVES (Additional Finance)	19/20	20/21	21/22	22/23	23/24	Total over 5 years
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Develop strategy, policy, toolkit, plans and procedures	70	0	0	0	0	70
Planting new trees Council land	90	160	160	160	160	730
Education and advocacy for trees on private land	25	25	25	25	25	125
<b>Total New Initiatives</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>185</b>	<b>925</b>
<b>Target Outcomes - Approximately 540 new trees per year</b>						



# Glossary

**Arboriculture:** The management and cultivation of trees.

**Biodiversity:** The variety of all life forms on earth: the different plants, animals and micro-organisms and the ecosystems in which they are a part.

**Capital Works Program:** A program of works conducted by Council which renews, upgrades or creates new infrastructure to support the delivery of services to the community including roads and footpaths.

**Carbon sequestration:** Amount of carbon dioxide removed from the atmosphere and stored by trees.

**Ecological resilience:** The amount of disturbance an ecosystem could withstand without permanently changing or damaging it.

**Ecosystem:** A community of organisms interacting with each other in their environment.

**Genus:** A scientific term for a group of related animals or plants, eg *Eucalyptus* (Gum Trees).

**Green Space:** An area of grass, trees or other plants for aesthetic or environmental purposes in an urban environment.

**Legacy Tree:** Large trees which are significantly larger and older than the average trees on the landscape and typically have cultural and/or historic value.

**Liveability:** An assessment of what a place is like to live in, taking into account environmental quality, crime and safety, education and health provision, access to shops and services, recreational facilities and cultural activities.

**Open Space:** An outdoor area of vegetation and/or hard surface(s) that is open to the public, often for recreational purposes.

**Remnant Vegetation:** The patches of native trees, shrubs and grasses that remain in the landscape.

**Species:** A scientific term for a specific type of plant or animal, eg *Eucalyptus camaldulensis* (River Red Gum).

**Stormwater interception:** Stopping or reducing water flowing into the stormwater drainage system.

**Urban density:** The number of people living in a given urbanised area.

**Urban Forestry:** Management of trees and woody shrubs in an urban environment recognising them as providing social, environmental, economic and aesthetic benefits.

**Urban Heat Island Effect (UHI):** When urban areas are warmer than surrounding rural areas due to heat retention in hard surfaces. This build-up of heat is re-radiated at night time, increasing air temperatures which can have serious human health consequences particularly during heatwaves. The UHI effect can be mitigated by a range of factors. The most cost effective and efficient mitigation tool is an increase in tree canopy cover.





**“** \_\_\_\_\_  
**Unless someone like you cares a whole awful lot,  
nothing is going to get better. It's not.** **”**  
~ Dr Seuss, *The Lorax*, 1971 ~  
\_\_\_\_\_





**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)  
[unley.sa.gov.au](http://unley.sa.gov.au)

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## DECISION REPORT

<b>REPORT TITLE:</b>	MAINSTREET ASSOCIATION MARKETING FUNDING REQUESTS 2020/21
<b>ITEM NUMBER:</b>	4.5
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	AKARRA KLINGBERG
<b>JOB TITLE:</b>	COORDINATOR ECONOMIC DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. FULLARTON ROAD SOUTH TRADERS ASSOCIATION BUDGET REQUEST 2020-21</li><li>2. GOODWOOD ROAD BUSINESS ASSOCIATION BUDGET REQUEST 2020-21</li><li>3. KING WILLIAM ROAD TRADERS ASSOCIATION BUDGET REQUEST 2020-21</li><li>4. UNLEY ROAD ASSOCIATION BUDGET REQUEST 2020-21</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 is represented by an Independent Incorporated Trader Association (Associations) and each is managed by a committee comprised of their members. Since the late 1990s, a separate rate has been levied annually by Council on businesses that are located within each Precinct, for the purpose of marketing and promotion. Funds collected from this levy are contracted, through a funding agreement, to the relevant Association to conduct these activities on Council's behalf.

Each year, as part of the budget process, the Associations have the opportunity to submit marketing budget requests to Council for consideration. In order to fund the marketing budget requests, Council has the option to levy a Separate Rate (levy) for each Precinct, in accordance with Section 154 of the *Local Government Act 1999*.

The Administration recommends a Separate Rate increase by CPI (2.1% is the current Adelaide (All Groups) to December 2019 CPI figure) for the 2020/21 financial year for each Precinct (with the exception of Fullarton Road).



## **2. RECOMMENDATION**

That:

1. The report be received.
2. A Separate Rate to raise \$115,776 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.
3. A Separate Rate to raise \$150,495.40 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.
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.
5. A Separate Rate to raise \$58,426.75 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 2020/21 for community consultation.

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

3. Economic Prosperity

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

## **4. BACKGROUND**

Each year, as part of the budget process, the Associations have the opportunity to submit marketing budget requests to Council for consideration. In order to fund the marketing budget requests, Council has the option to levy a Separate Rate (levy) for each Precinct, in accordance with Section 154 of the *Local Government Act 1999*.

The marketing budget requests specify how much each Association would like raised through the Separate Rate (levy), with the amount requested to be raised differing for each Association Precinct.

The raising of the separate rate for each Precinct is included in the Draft 2020/21 Annual Business Plan for community consultation. If endorsed, Council enters into a contract with each of the Associations to deliver the marketing and promotion activities detailed through their individual budget request.

This framework of supporting local economic development has been in place since the late 1990s as a model to empower the local business communities.

## **5. DISCUSSION**

The Associations have requested a Separate Rate be imposed by Council in order to implement marketing and promotion activities for their respective Precincts for the 2020/21 financial year. Since the late 1990s, Council has entered into a contract with the individual Associations to undertake the marketing and promotion activities on Council's behalf.

Clause 154 (1) of the *Local Government Act 1999* (the Act) states that: A council may declare a separate rate on rateable land within a part of the area of the council for the purpose of planning, carrying out, making available, supporting, maintaining or improving an activity that is, or is intended to be, of particular benefit to the land, or the occupiers of the land, within that part of the area, or to visitors of that part of the area.

In accordance with the Act, there is an obligation on Council to expend the Separate Rate in the year in which it is applied. Excess funds must be returned to the persons who paid the rate, or credited against future liabilities for those properties. Complying with this condition, there is no real provision for the Associations to accumulate any capital base from the Separate Rate. If an Association seeks to accumulate a capital base, those funds would need to come from other sources (eg membership). This is an option for the Associations, and Fullarton Road South Traders Association and Goodwood Road Business Association have received membership fees.

Table 1 contains a summary of the individual Association requests, recommended 2.1% CPI increases (in line with Adelaide (All Groups) to December 2019 CPI figures) and a comparison to the 2019/20 approved Separate Rate. CPI has been used as a basis for assessing the amounts requested by the Associations. The category of rateable properties to which the Separate Rate requests apply remains unchanged across all areas.

Association	Amount raised in 2019/20	Amount requested by the Association to be raised in 2020/21*	Recommended 2.1% CPI Increase
Unley Road Association Incorporated (URA)	\$113,395	\$117,135 (3.3% increase on 2019/20 or \$3740)	\$115,776
King William Road Traders Association Incorporated (KWRTA)	\$147,400	\$159,940 (8.5% increase on 2019/20 or \$12,540)	\$150,495.40
Fullarton Road South Traders Association Incorporated (FRSTA)	\$250 per rateable property (\$13,000)	\$250 per rateable property (\$13,000)	No increase requested
Goodwood Road Business Association (GRBA)	\$57,225	\$60,086 (4.9% increase on 2019/20 or \$2861)	\$58,426.75

Attachments 1 – 4 set out the individual Precinct Association requests.

*Attachments 1-4*

An increase of CPI (2.1% in line with the Adelaide (All Groups) to December 2019 figure) is considered to be a fair and reasonable increase for 2020/21.

In addition, the Revaluation Initiative undertaken by the Valuer-General to improve the accuracy of the General Valuations across South Australia, commenced with the City of Unley and the Town of Walkerville in the first cycle. The new valuations were implemented for 2019/20. The Revaluation Initiative did not equate to a blanket change to all properties but it is important to acknowledge that there were changes to values and classification that are being challenged with State Government, with the full effect on rates still being determined. It is anticipated that this will continue into the 2020/21 financial year and that the Administration therefore recommend that any increase to the Separate Rate is considered with this in mind.

## **6. ANALYSIS OF OPTIONS**

### Option 1 – CPI Increase

1. The report be received.
2. A separate rate to raise \$115,776 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.
3. A separate rate to raise \$150,495.40 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.

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.
5. A separate rate to raise \$58,426.75 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, be considered as part of the Draft Annual Business Plan 2020/21 for community consultation.

This option seeks to raise a Separate Rate for the four precincts as requested by the four Associations to be included in the 2020/21 Draft Annual Business Plan for community consultation.

The rate to be raised includes a CPI increase of 2.1% in line with Adelaide (All Groups) CPI to December 2019 for three of the four Associations. Fullarton Road South Traders Association has not requested any increase.

#### Option 2 – No Increase

1. The report be received.
2. A separate rate to raise \$113,395 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.
3. A separate rate to raise \$147,400 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.
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.
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, be considered as part of the Draft Annual Business Plan 2020/21 for community consultation.



This option seeks to raise a Separate Rate for the four Precincts as requested by the four Associations to be included in the 2020-21 Draft Annual Business Plan for community consultation.

The rate to be raised will be the same as the Separate Rate raised for each Precinct in 2019/20, with no increase applied.

Option 3 – Requested Sought by the Associations

1. The report be received.
2. A separate rate to raise \$117,135 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 2019-20 for community consultation.
3. A separate rate to raise \$159,940 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 2019-20 for community consultation.
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 2019-20 for community consultation.
5. A separate rate to raise \$60,086 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, be considered as part of the Draft Annual Business Plan 2019-20 for community consultation.

This option seeks to raise a Separate Rate for the four precincts as requested by the four Associations to be included in the 2020/21 Draft Annual Business Plan for community consultation.

The rate to be raised is the amount which has been requested by each Association. Three of the four Associations requested an increase to the Separate Rate that was raised in 2019/20 with the percentage increase different for each of the three Associations. However, all three Associations requested an increase above and beyond CPI to December 2019 of 2.1%. Fullarton Road South Traders Association has not requested an increase in the Separate Rate to be raised.

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- If Council imposes a separate rate and contracts the individual Trader Associations to undertake the marketing and promotion for the mainstreet on behalf of Council, there is no net cost to Council.
- Any separate rate raised by Council is in addition to a proposed Operating Project “Trader Event Sponsorship”, with \$40,000 currently being recommended as part of the 2020/21 budget process.

**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 and expended within the financial year for which it was collected, in this case 2020/21.

**8.3 Staffing/Work Plans**

- There is no additional staff impact from the recommended option.

**8.4 Environmental/Social/Economic**

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

**8.5 Stakeholder Engagement**

- Consultation will be undertaken as part of the Draft Annual Business Plan 2020/21, to be undertaken in accordance with legislative requirements.

**9. REPORT AUTHORISERS**

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



## FULLARTON ROAD SOUTH TRADERS ASSOCIATION Inc.



Ms A Klingberg  
Coordinator Business and Economic Development  
City of Unley  
PO Box 1  
Unley 5061

Ms Susan Straschko  
c/o Highgate Pharmacy  
432 Fullarton Road,  
Myrtle Bank 5064

12 February 2020

Dear Akarra,

The committee for Fullarton Road South Traders Association Inc. request Council to collect a separate rate for the 2020-21 Financial Year within the Association boundary on Fullarton Road, between Cross Roads and Fisher St, under the Separate Rate Provision of the local Government Act 1999.

The committee members agree that the Levy has been a valuable tool in marketing the precinct over the last financial year and would again request the Council to collect a Separate Rate to continue our marketing program.

It was voted that the levy collected remain a fixed amount of \$250 per each commercial property under the categories Commercial Shop, Commercial Office and Commercial Other for 2020-21. This will collect approximately \$13,000 for the FRSTA Inc. to expend on marketing activities for 2020-21, as attached.

The association has continued to grow with the Committee continuing to increase engagement with the traders within our precinct. Through the expenditure of the separate rate collected for us, we hope to continue with our digital marketing program to grow a greater awareness of, and add vibrancy to, *Highgate Village*.

The committee would greatly appreciate the support of the City of Unley in pursuing this matter on behalf of our Association.

Best Regards,

A handwritten signature in black ink, appearing to read 'Susan Straschko'. The signature is fluid and cursive.

Susan Straschko

Chairperson - Fullarton Road South Traders Association Inc.

[susan@medehealth.com.au](mailto:susan@medehealth.com.au)

mob: 0411 555 473



**FUNDING REQUEST 2020-21  
Proposed Operating Budget  
FULLARTON ROAD SOUTH TRADER'S ASSOC. INC.**

**Income**

Separate Rate Funding	\$13,000.00
Banner income	\$.....
Membership (or other income)	\$250.00
<b>Total Income</b>	<b>\$13,250.00</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.*

**Expenses**

Marketing Projects (provide further detail on next page)

Project 1 Marketing Campaign	\$8,500.00
Project 2 Trader's Christmas Networking Function	\$600.00
Project 3	\$.....
<i>Sub total</i>	<u>\$9,100.00</u>

Administration

Marketing Coordinator	\$.....
Contribution Mainstreet Digital Economy Strategy	\$1,350.00
PO Box	\$.....
Office expenses	\$1,000.00
Insurance	\$1,600.00
Other	\$200.00
<i>Sub total</i>	<u>\$4,150.00</u>

**Total Expenses** **\$13,250.00**

**TOTAL (Income – Expenses)** **\$13,250.00**

**FUNDING REQUEST 2020 – 2021**  
**Fullarton Road South Trader's Assoc. Inc.**

**DETAILS OF PROPOSAL**

*(Proposal should include the objectives of the project, how the achievement of the objective will be measured and the estimated timed spending of the project – for the specific projects only)*

<b>Project 1: Continuation of our marketing program, including print and social media</b> <i>Objective: Increase awareness of local businesses</i> <i>Measure:</i> <i>Estimated completion date: Ongoing</i>	<b>\$8,500.00</b>
<b>Project 2: Trader's Christmas Networking Function</b> <i>Objective: Allowing all our Trader's to catch up and exchange ideas</i> <i>Measure: Number's attending increase each year</i> <i>Estimated completion date: December 2020</i>	<b>\$600.00</b>
<b>Project 3: <i>insert project name and detail (2-3 lines adequate)</i></b> <i>Objective:</i> <i>Measure:</i> <i>Estimated completion date:</i>	<b>\$</b>
<b>Marketing Coordinator:</b> <i>Hours of engagement and pay rate</i>	<b>\$</b>
<b>Contribution to Year X of Mainstreet Digital Economy Strategy</b>	<b>\$1,350.00</b>
<b>PO Box: Annual fee</b>	<b>\$</b>
<b>Office expenses:</b> General postage, phone calls and office supplies	<b>\$1,000.00</b>
<b>Insurance:</b> Required public liability insurance, annual fee. Certificate of Currency must be provided to Council within 30 days of rate being set.	<b>\$1,600.00</b>
<b>Other</b>	<b>\$200.00</b>
<b>TOTAL</b>	<b>\$13,250.00</b>



**FUNDING REQUEST 2020-21**  
**Proposed Operating Budget**  
**Goodwood Road Business Association**

**Income**

Separate Rate Funding (5% increase)	\$60,086
Banner income (based on last year)	\$6,500
Membership (or other income)	\$.....
<b>Total Income</b>	<b>\$66,500</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.***

**Expenses**

Marketing Projects (provide further detail on next page)

Project 1 Advertising/Promotion	\$13,000
Project 2 Streetscape/Activations	\$6,000
Project 3 Events – SALA, Misc small events (+\$1,000)	\$10,000
Project 4 Member Services – networking etc	\$1,200
Project 5 Engage Marketing Coordinator	\$16,120
<i>Sub total</i>	<u><i>\$46,320</i></u>

Administration

Coordinator (Admin only)	\$12,480
Contribution to Mainstreet Digital Economy Strategy	\$2,381
Office expenses	\$500
Insurance	\$1,800
Other – Book keeping, auditing misc	\$3,000
<i>Sub total</i>	<u><i>\$20,161</i></u>

<b>Total Expenses</b>	<b>\$66,481</b>
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<b>TOTAL (Income – Expenses)</b>	<b>\$19</b>
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**FUNDING REQUEST 2020 – 2021**  
**Goodwood Road Business Association**

**DETAILS OF PROPOSAL**

*(Proposal should include the objectives of the project, how the achievement of the objective will be measured and the estimated timed spending of the project – for the specific projects only)*

<b>Project 1: Advertising/Promotion</b> <i>Objective: Promote Goodwood Road as a whole and individual members as appropriate, in order to attract more visitation from locals and visitors alike</i> <i>Measure: Effective use of budget, anecdotal feedback from members</i> <i>Estimated completion date: ongoing to 30/6/2021:</i>	<b>\$13,000</b>
<b>Project 2: Streetscape/Activations</b> <i>Objective: Create an interesting and attractive environment to attract and engage locals and visitors alike</i> <i>Measure:</i> <i>Estimated completion date: 30/6/2021</i>	<b>\$6,000</b>
<b>Project 3: Events (SALA, Smaller events eg Sat'dys on Goody)</b> <i>Objective: Manage and promote events of an appropriate size and scale, to attract people to Goodwood Road for events and ongoing</i> <i>Measure: Attendees at events, member participation and feedback</i> <i>Estimated completion date: ongoing to 30/6/2021</i>	<b>\$10,000</b>
<b>Project 4 : Member Services</b> <i>Objective: Manage and promote networking events and activities for members</i> <i>Measure: Attendees at events, member participation</i> <i>Estimated completion date: ongoing to 30/6/2021</i>	<b>\$1,200</b>
<b>Project 5 : Engage Marketing Coordinator</b> <i>Objective: Engage coordinator with appropriate skills to coordinate Projects 1-4</i> <i>Measure: Appointment and performance review</i> <i>Estimated completion date: ongoing to 30/6/2021</i>	<b>\$16,120</b>
<b>Admin Coordinator:</b> Admin : 4 hours/week @ \$62	<b>\$12,480</b>
<b>Contribution to Mainstreet Digital Economy Strategy</b>	<b>\$2,381</b>
<b>Office expenses:</b> General postage, phone calls and office supplies	<b>\$500</b>
<b>Insurance:</b> Required public liability insurance, annual fee. Certificate of Currency must be provided to Council within 30 days of rate being set.	<b>\$1,800</b>
<b>Other : Bookkeeping, auditing</b>	<b>\$3,000</b>
<b>TOTAL</b>	<b>\$66,481</b>

**FUNDING REQUEST 2020-21**  
**Proposed Operating Budget**  
**KING WILLIAM ROAD TRADERS ASSOCIATION**

**Income**

Separate Rate Funding	\$159,940
Banner income	\$526.00
Membership (or other income)	\$nil

**Total Income** **\$159,940.00**

***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.***

**Expenses**

Marketing Projects (provide further detail on next page)

Project 1 - Events & Activations	\$34,000
Project 2 - Strategic Marketing & PR Coordination	\$24,000
Project 3 - Digital Marketing Strategy	\$22,000
Project 4 - Digital & Print Media Partnerships	\$15,000
Project 5 - Street Development	\$8,000
Project 6 - Trader Engagement	\$2500

*Sub total* \$105,500

Administration

Marketing Coordinator	\$37,440
Contribution to Year X of Mainstreet Digital Economy Strategy	\$3300
Accountant & EOFY Audit	\$5000
Website Hosting & Maintenance	\$500
Insurance	\$3200
Office expenses	\$2500
Other	\$2500

*Sub total* \$54,440

**Total Expenses** **\$159,940**

**TOTAL (Income – Expenses)** .....

**FUNDING REQUEST 2020 – 2021**  
**KING WILLIAM ROAD TRADERS ASSOCIATION**

**DETAILS OF PROPOSAL**

*(Proposal should include the objectives of the project, how the achievement of the objective will be measured and the estimated timed spending of the project – for the specific projects only)*

<p><b>Project 1: <i>Events &amp; Activations</i></b>  <i>Objective: Develop and execute a series of events and activations along King William Road over a calendar year to bring the local community and local tourists to experience KWR.</i></p> <p>Events and activations can include, Mothers Day, Halloween, Christmas on KWR, calendar activations and live music on KWR</p> <p><i>Measure: Visitor attraction to King William Road resulting in increase foot traffic and trading for businesses.</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<p><b>\$34,000</b></p>
<p><b>Project 2: <i>Strategic Marketing &amp; PR Coordination:</i></b>  <i>Objective: Develop branding initiatives for King William Road including KWR printed magazine and original digital content combined with media and PR opportunities.</i></p> <p><i>Measure: Positioning of KWR as a lifestyle destination measured by engagement of reach across platforms.</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<p><b>\$24,000</b></p>
<p><b>Project 3: <i>Digital Marketing Strategy</i></b>  <i>Objective: Increase the community and following of King William, blog with increasing engagement to drive continued of awareness of King William Road using free and paid platforms.</i></p> <p><i>Measure: Increased following and engagement across Facebook and Instagram digital channels.</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<p><b>\$22,000</b></p>

<p><b>Project 4: Digital &amp; Print Media Partnerships</b></p> <p><i>Objective: Drive awareness of King William Road lifestyle and events/ activations through paid media partnerships including Glam Adelaide, SA Life plus potential new partnerships with radio, Soltice Media, SA Style</i></p> <p><i>Measure: Return on Investment based on reach and engagements with posts/articles</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<b>\$15,000</b>
<p><b>Project 5: Street Development</b></p> <p><i>Objective: Improve the lifestyle experience for visitors to King William Road through further improvements to infrastructure. This could include installation of additional bud-lighting to complete along with zoning key 'hubs' outside of the main KWR precinct.</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<b>\$8000</b>
<p><b>Project 6: Trader Engagement</b></p> <p><i>Objective: Engage Traders through regular communication and networking opportunities</i></p> <p>This could be achieved via regular communication including newsletters, annual calendar and Facebook group posts along with AGM and networking event opportunities</p> <p><i>Measure: Increased trader engagement via open rate for eDM and attendance to trader event(s)</i></p> <p><i>Estimated completion date: End June 2021</i></p>	<b>\$2500</b>
<b>SUB TOTAL</b>	<b>\$105,500</b>
<b>ADMINISTRATION</b>	
<p><b>Marketing Coordinator:</b></p> <p>Average of 15 hours per week at \$48 per hours (\$37,440 pa)</p>	<b>\$37,440</b>
<b>Contribution to Year 2020/21 of Mainstreet Digital Economy Strategy</b>	<b>\$3300</b>
<b>Accounting &amp; EOFY Audit</b>	<b>\$5000</b>
<b>Website Hosting &amp; Maintenance</b>	<b>\$500</b>



<b>Insurance:</b> Required public liability insurance, annual fee. Certificate of Currency must be provided to Council within 30 days of rate being set.	<b>\$3200</b>
<b>Office expenses</b>	<b>\$2500</b>
<b>Other</b>	<b>\$2500</b>
<b>SUB TOTAL</b>	<b>\$54,440</b>
<b>TOTAL</b>	<b>\$159,940</b>



14 February 2020

Dear Akarra

*Re: Unley Road Association 2020 -2021 Marketing Levy Budget and Trader Association Event Sponsorship*

We are pleased to submit the Unley Road Association's 2020-2021 Marketing Budget Proposal for the City of Unley's consideration.

For the upcoming financial year, the Association is requesting the following;

- \$117 135 Operating Budget
- \$17 900 Event Sponsorship
- \$2 000 Banners

We believe that a vibrant and successful mainsheet in turns creates a lively and proud community. As an Association, we are passionate about our traders and encourage them to interact with the local community.

Unley Road is a unique mainstreet precinct, one of five mainstreets within the Unley area, with over 450 businesses comprising of an eclectic mix of services, retail, trades, food and beverage, professionals, creating a one stop destination for locals and the wider community.

The Unley Road Association is focussed on creating a vibrant retail and professional district, drawing people from all over Adelaide and South Australia to the Road, whilst also creating an Unley Road family, where businesses support and celebrate each other, create connections, and are embraced by an active association, providing a platform for traders to be a collective voice.

Networking events and the Unley Road Directory are two ways in which we foster this Unley Road family, by raising awareness of Unley Road businesses and providing opportunities for traders to meet face to face. We actively encourage businesses to use other businesses on the road for their own goods and services as well as raise awareness with their own customers about the other businesses on the Road. Unley Road employs over 3000 people, many of whom live locally, generating income in the local community.

The Unley Road social media platforms enable us to profile the Road and its businesses on a daily basis with businesses. In 2019-20, we implemented the first stage of the redevelopment of the Only Unley Road website, creating an intuitive and informative platform that profiles every business in the precinct, as well as enabling the Association to showcase events and opportunities. In 2020-21, we wish to commence stage 2 of the website redevelopment which will allow us to add further features to market Unley Road.

The Only Unley Road shopping festival and An Evening Under the Stars event work hand in hand to raise the profile of Unley Road, increase spending in stores and support the local community. Through the Only Unley Road month long shopping festival, with the support of sponsoring businesses (85 businesses have supported this event over the past nine years), we are able to achieve significant reach to the broader Adelaide area through TV and radio advertising, which is sadly not within reach of many small businesses.

The Taste of Unley Road and Evening Under the Stars advertising campaign had an impressive reach in 2019;

- 345 000 people through radio advertising on 5AA and Nova 919 (88 ads across a two week period)
- 798,700 people through TV advertising on Channel 9 (69 ads across a two week period)
- 45 000 people through Eastern courier (advertorial, ads, and trader subsidised ads, over a three week period)
- Posters and flyers in Unley Road businesses, at Unley Gourmet Gala and community screen advertising at SA Power Networks – 1 Anzac Highway, for a month, with an average traffic volume of 34 000 cars daily.

PO Box 391 Unley, SA 5061  
hello@onlyunleyroad.com.au  
www.onlyunleyroad.com.au

- An Evening Under the Stars is an official event in the Adelaide Fringe Festival. There is a significant reach through this as 320,000 official programs are printed, information goes out to email database of over 130,000 people, and [adelaidefringe.com.au](http://adelaidefringe.com.au) had 2.5 million website visits in 2018.

2019 was an extraordinary reach for the Unley Road precinct and we are sure that the marketing campaign in 2020 will have even greater effect. As we write this letter, the 2020 marketing campaign is in full swing for An Evening Under the Stars and Only Unley Road including;

- Channel 9 advertising (including primetime)
- segment on South Aussie with Cosi (watch here at 15:50 - <https://www.9now.com.au/south-aussie-with-cosi/season-9/episode-1>)
- 5AA radio advertising
- social media posts across South Aussie with Cosi and Andrew "Cosi" Costello pages – which have a reach of over 330 000
- Unley Road social platforms and website
- print.

Our major event, An Evening Under the Stars is pivotal and anchors the Only Unley Road marketing campaign. By staging the event, we have garnered sponsorship from Channel 9 of over \$10 000 (which would have cost us over \$20 000, at the base market rate) and additional savings including a 15 second commercial (a saving of \$5,000). The package offered by 5AA provided savings of over \$3,000. The sponsorship of the event by businesses on Unley Road also gave added credibility to this initiative.

Further to this major event, the Unley Road Association partners with the Rotary Club of Unley to run the annual Pride of Workmanship Awards, which celebrates businesses and individual staff members in the Unley Road precinct. The diversity of the awards ensures all businesses are eligible; small business award, age-friendly business, pride of workmanship.

A further part of our minor events calendar is the "Unley Delights" Festive Season displays – encouraging businesses to embrace the holiday season and decorate their shops or businesses, which creates a "festive vibe" on Unley Road, this partners with our push for people to shop local in the lead up to Christmas.

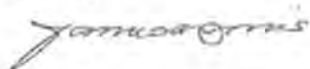
In 2020-21, we wish to add to our minor events with a Trader Networking and Feedback forum, to enable us to gather ideas from the traders about future projects for the Unley Road Association and also gain further insight into current pressures for businesses on Unley Road. We aim to use this feedback to create a strategy for future marketing and events opportunities on Unley Road.

On a final note, we are thrilled to hear of the recent decision by DPTI to halt the extension of Clearway times on Unley Road. This is a great win for the businesses on the Road and they are to be commended for their efforts with letters of support and petitions, that assisted greatly with this decision.

On behalf of the Unley Road Association, I would like to thank Council staff and Elected Members for their support of the Association, our members, initiatives and events over the past year - we appreciate working with a council that understands the importance of a thriving local business community and supports us with our efforts to enhance and promote the Unley Road precinct.

We look forward to your approval of our proposal; should you require further information, please contact me on 0422 209 142.

Sincerely



James Morris  
Chairman Unley Road Association

PO Box 391 Unley, SA 5061  
[hello@onlyunleyroad.com.au](mailto:hello@onlyunleyroad.com.au)  
[www.onlyunleyroad.com.au](http://www.onlyunleyroad.com.au)

**FUNDING REQUEST 2020-21  
Proposed Operating Budget  
UNLEY ROAD ASSOCIATION**

**Income**

Separate Rate Funding	\$117 135
Banner income	\$2 000
Membership (or other income)	\$0
<b>Total Income</b>	<b>\$119 135</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.***

**Expenses**

Marketing Projects (provide further detail on next page)

Project 1 Member services	\$10 000
Project 2 Advertising and promotional	\$44 000
Project 3 Major events	\$20 000
Project 4 Minor events	\$7 000

*Sub total*

\$81 000

Administration

Marketing Coordinator	\$21 000
Administration services	\$6 000
Contribution to Year X of Mainstreet Digital Economy Strategy	\$2 000
PO Box	\$135
Office expenses	\$4 600
Insurance	\$2 000
Other	\$400

*Sub total*

\$36 135

**Total Expenses** **\$117 135**

**TOTAL (Income – Expenses)** .....2000.....



**FUNDING REQUEST 2020 – 2021**  
**UNLEY ROAD ASSOCIATION**

**DETAILS OF PROPOSAL**

*(Proposal should include the objectives of the project, how the achievement of the objective will be measured and the estimated timed spending of the project – for the specific projects only)*

<p><b>Project 1: Member Services</b></p> <p><b>Objective:</b></p> <p>To hold two networking events at unique Unley Road businesses or locations between July 2020 – June 2021, 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, which in turn is great for word of mouth advertising between businesses.</p> <p>The development of the Unley Road Business Networking forum – to be trialled in 2021 as a trader learning opportunity as well as opportunity for input into overall Unley Road advertising and promotional projects.</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, marketing and advertising opportunities, matters that may affect their business, changes on the Road and any other relevant news.</p> <p><b>Measure:</b></p> <p>Participant numbers and feedback. Read and click rates on emails.</p> <p><b>Estimated completion date:</b></p> <p>Ongoing to June 2021</p>	<b>\$10 000</b>
<p><b>Project 2: Advertising and promotional activities</b></p> <p><b>Objective:</b></p> <p>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 in surrounding suburb and in other retail and tourism hubs in SA.</p> <p>To continue with stage 2 development of Unley Road website</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> <p>Online and Digital advertising</p> <p>Advertising opportunities with SA icons such as Andrew "Così" Costello, Adelady</p> <p>Print opportunities in magazines such as SA Life</p> <p>Advertising opportunities affiliated with events (Only Unley Road, Pride of Workmanship, Christmas shopping)</p> <p><b>Measure:</b></p> <p>Engagement stats from online avenues, business participation and trader feedback</p> <p><b>Estimated completion date:</b> Ongoing to June 2021</p>	<b>\$44 000</b>

<p><b>Project 3: Major event/campaign</b></p> <p><b>Objective:</b> To hold the Only Unley Road shopping campaign in February/ March (four week period) encouraging people to shop local. The shopping competition offers businesses the chance to upsell and provides great profile for the Road as a whole (and individual businesses who sponsor the event.) The shopping festival also includes a community concert, An Evening Under the Stars and the advertising for these two events are combined to give Unley Road excellent advertising opportunities, including print, online, tv and radio, advertising Unley Road as a precinct, as well as local business sponsors. This is the major advertising campaign for Unley Road</p> <p><b>Measure:</b> Media exposure, business participation and sponsorship, audience number and competition entries.</p> <p><b>Estimated Completion date:</b> June 2021</p>	<b>\$20 000</b>
<p><b>Project 4: Minor events</b></p> <p><b>Objective:</b> To hold minor events throughout the calendar year to encourage a vibrancy to Unley Road; Festive Season displays "Unley Delights", Pride of Workmanship Awards (trader awards) in conjunction with Rotary – both of which are valuable opportunities to showcase the Road as a whole, as well as specific businesses.</p> <p><b>Measure:</b> Trader involvement and feedback</p> <p><b>Expected completion date:</b> Ongoing to June 2021</p>	<b>\$7 000</b>
<p><b>Marketing Coordinator:</b> Avg 9 hours a week at \$45hr</p>	<b>\$21 000</b>
<p>Administration Officer: Avg 11 hours a month \$45hr</p>	<b>\$6 000</b>
<p><b>Contribution to Year X of Mainstreet Digital Economy Strategy</b></p>	<b>\$2 000</b>
<p><b>PO Box:</b> Annual fee</p>	<b>\$ 135</b>
<p><b>Office expenses:</b> General postage, stationary, phone calls and office supplies. This also includes book keeping, accounting and auditor fees.</p>	<b>\$ 4 600</b>
<p><b>Insurance:</b> Required public liability insurance, annual fee.</p>	<b>\$2 000</b>
<p>Certificate of Currency must be provided to Council within 30 days of rate being set.</p>	
<p><b>Other</b> miscellaneous</p>	<b>\$ 400</b>
<p><b>TOTAL</b></p>	<b>\$117 135</b>

## DECISION REPORT

<b>REPORT TITLE:</b>	STURT FOOTBALL CLUB OFFER OF GIFT FOR SESQUICENTENARY 2021
<b>ITEM NUMBER:</b>	4.6
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	PETER TSOKAS
<b>JOB TITLE:</b>	CHIEF EXECUTIVE OFFICER
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. STURT FOOTBALL CLUB OFFER OF GIFT TO CELEBRATE UNLEY'S SESQUICENTENARY IN 2021</li><li>2. ENTRANCE GATES - EXTERNAL PERSPECTIVE</li><li>3. ENTRANCE GATES - ELEVATION DRAWING</li><li>4. ENTRANCE GATES - ORIGINAL GATES</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The City of Unley will be celebrating its Sesquicentenary in 2021.

The Sturt Football Club has written to Council advising that it would like to recognise Council's sesquicentenary celebration and gift Council with an entrance arch at the western main entry point at Unley Oval at Trimmer Terrace.

The gift replicates the original entrance arch that was on-site and is intended to highlight and strengthen the bond between the Club, Council and the community.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. To commemorate the Sesquicentenary in 2021, the gift from Sturt Football Club of an entrance arch at the western main entry point at Unley Oval be accepted.
-

**3. RELEVANT CORE STRATEGIES/POLICIES**

1. Community Living

1.4 Our Community is proud to be part of our City.

**4. BACKGROUND**

The Sturt Football Club has been an integral part of the Unley Community for the past 120 years. The Club has written to Council offering to construct and install an entrance arch at the western end of the oval at the Trimmer Terrace entrance. The arch replicates the original entrance that was there for many years.

**5. DISCUSSION**

The entrance arch will be simple in form and compatible with the historic context, replicating the original entrance to Unley Oval of c1950s. There will be no fixed fence on either side of the arch (as was the case originally), however it is proposed to have two side panels to assist in controlling entry during SANFL match days. Other than match days, the panels will be in an open position at all other times.

The proposal has been reviewed by the Planning Team and Heritage Architect in preliminary discussions and no significant issues have been raised. The application has recently been lodged with Council (DA 090/84/2020) and will be assessed by the Administration. The application is a Category 1 form of development (no public notification required) and therefore a decision will be made under delegation by staff. This would only change if the recommendation by staff is for refusal, which would go to the Council Assessment Panel for a decision.

If approved by Council, the Sturt Football Club will arrange the construction and installation of the entrance arch. The Administration will also liaise with the Sturt Football Club to ensure that the construction is of a manner that allows the arch to be removed in the event of emergency access into the ground being required.

**6. ANALYSIS OF OPTIONS**

Option 1 –1. The report be received.

2. To commemorate the Sesquicentenary in 2021, the gift from Sturt Football Club of an entrance arch at the western main entry point at Unley Oval be accepted.

Under this option, the Sturt Football Club would construct an entrance arch that is in keeping with the character of the oval at no cost to Council.



Option 2 –

1. The report be received.
2. The offer of a gift from Sturt Football Club of an entrance arch at the western main entry point at Unley Oval be declined.
3. A letter be sent from the Council to the Sturt Football Club thanking them for their gesture and declining the offer of a gift of an entrance arch at the western main entry point at Unley Oval.

Under this option, there would be no change to the existing conditions.

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

Nil


**9. REPORT CONSULTATION**


Nil

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Peter Tsokas	Chief Executive Officer

**STURT FOOTBALL CLUB INC.**  
Administration 39 Oxford Terrace Unley SA 5061  
PO Box 10 Unley SA 5061  
P 08 8271 4611 www.sturtfc.com.au

MAJOR SPONSOR  
  
MORRIS FINANCE



20 February 2020

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

Dear Peter,

**Re: Sesquicentenary**

The City of Unley will celebrate its sesquicentenary in 2021.

For 120 years Sturt Football Club and Unley Oval has been an integral part of the Unley Community.

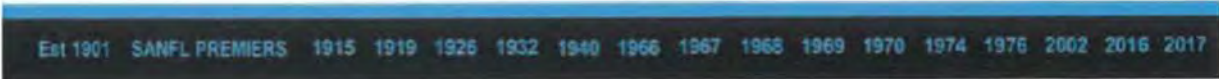
To celebrate the sesquicentenary the Board of Sturt Football Club is pleased to gift to The City of Unley the construction and installation of an entrance arch replicating the original entrance as depicted in the attached image and located at the western main entry point at Unley Oval.

This gift is intended to highlight and further strengthen the bond between the Club and the Unley community generally.

Yours faithfully,



Jason Kilic  
President







external perspective - not to scale







Elevation  
:50





**original gates - not to scale**



**entry statement**

- the reimagining of the original unley oval entry is reminiscent of the original configuration and uses galvanised components, as did the original entry.

- functionally the gates will remain open and continue the ovals welcoming feel, on game days gates will be closed to assist with ticketing and crowd control.



## INFORMATION REPORT

<b>REPORT TITLE:</b>	EASTERN REGION ALLIANCE (ERA) CHAIRMAN AND CEO REPORT
<b>ITEM NUMBER:</b>	4.7
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	LARA JONES
<b>JOB TITLE:</b>	EXECUTIVE ASSISTANT, OFFICE OF THE CEO
<b>ATTACHMENTS:</b>	1. ERA CHAIRMAN AND CEO REPORT JANUARY 2020

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### 1. **EXECUTIVE SUMMARY**

The City of Unley is a member of the Eastern Region Alliance (ERA), a group of six eastern metropolitan councils that originally signed a Memorandum of Understanding (MOU) in 2008, then subsequently signed an updated MOU in 2017. The six ERA councils work together collaboratively to share resources where appropriate, and to improve efficiencies across the region for the benefit of ratepayers.

This item attaches a report from the ERA Chairman and CEOs, which is the latest bi-annual report provided to all ERA councils, and covers the period March to December 2019, for the information of Council.

### 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. **DISCUSSION**

The City of Unley is one of six eastern Adelaide Councils that form part of the Eastern Region Alliance (ERA), which is made up of:

- City of Bunside
- Campbelltown City Council
- City of Norwood Payneham and St Peters
- City of Prospect
- City of Unley
- Town of Walkerville

The Chief Executive Officers (CEOs) of the above councils meet monthly to discuss issues of mutual interest, whilst the Mayors and CEOs meet on a quarterly basis.

The hosting and chairing of the meetings is rotated annually in alphabetic order by council name, with City of Unley the host council in 2019 and City of Prospect the host council in 2020.

A report on the activities of ERA is shown in Attachment 1. This is the sixth such report and covers the period March to December 2019.

*Attachment 1*

#### 5. **REPORT AUTHORISERS**

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





## Chairman and CEO Report January 2020 City of Unley

### Introduction

To ensure that each ERA Council is kept informed on the progress of initiatives, update reports are to be presented to the member Councils. This report details activity for the period March to December 2019.

### Activity

#### 1. Business SA – Strategic Vision and Opportunities for Collaboration

At their August 2019 meeting, the CEOs received a presentation from Martin Haese, CEO of Business SA. Business SA is a private organisation which provides advocacy services for businesses and is supported by a professional services group. The organisation provides professional services to Councils and businesses including:

- Building business capability through training and education programs.
- Workplace safety audit and compliance.
- Workplace relations and employer obligations.
- Business SA Today updates, news, information and staff giveaways.
- Apprentice and Trainee sourcing and ongoing support.

Their Business Advisory Service assists Members with consultants who are experts in their field in the key areas of:

- Workplace safety audit and compliance.
- Workplace relations and obligations.
- Injury management.
- Individual case management (on behalf of the employer).
- Business SA is also part of the Apprenticeship Support Australia funding program.

They are currently looking at multi-channelling and digitisation of their services, particularly with training. Integrating a Business SA online service, via for example YouTube or podcasts are opportunities they would like to pursue, and they are undertaking a mapping exercise of all of their products to see what ones they should focus on with respect to multi-channelling.

They would like to craft a partnership strategy and work a lot closer with Local Government without replicating work already undertaken by Councils. To that extent, they will be investigating employing someone who is dedicated to working with Local Government. Meetings with the LGA have also occurred to ensure the work is not crossing over as there are some parallels between the two organisations.

Councils could benefit from working with Business SA in the areas of:

- Economic development – adding strength to this department.
- Main street communities.
- Industrial Relations and detailed support for employers.

ERA Councils are encouraged to contact Business SA if they would like to work with them.







## 2. Economic Development

### Regional Economic Development Manager

A recruitment process for a 0.8 FTE Economic Development Manager position to replace Abby Threadgold who resigned in May 2019, has now been completed and the new Manager appointed is Hari Argiro. The position is for 3 years and is hosted by the Campbelltown City Council.

### Australian Tourism Data Warehouse (ATDW)

As part of the approved ERA Economic Development Action Plan, tourism is identified as one of the four key drivers of economic development. There are a number of related actions that involve ERA continuing to develop its relationship with the South Australian Tourism Commission (SATC), promoting the region's offering, identifying opportunities for tourism operators and businesses, bolstering the regions tourism value proposition and increasing the number of listings on the Australian Tourism Data Warehouse (ATDW).

The ATDW was established in 2001, to provide the tourism industry with a national content standard and to create a comprehensive, high quality, consumer relevant database of Australian tourism products and destinations content. ATDW works in partnership with all state and territory government tourism organisations (STOs) to collect, quality assure and manage the wide range of tourism products in the database.

The database enables distributors to pick and choose which product listings, categories and regions they wish to publish on their digital channels, and they can apply their own style and branding. This content is available for online publication through ATDW's multi-channel distribution network. ATDW's content platform consists of over 40,000 quality assured tourism listings and 175,000 images across 11 product categories. In 2018, it was agreed by the ERA CEOs that it would be beneficial for the Eastern Region to become a distributor and a free 90-day trial was approved.

In 2019, two free sessions were provided by the SA Tourism Commission (SATC) to businesses in the ERA region on the ATDW and both sessions were very successful in getting more businesses listed. Thirty regional tourism operators and businesses attended the two sessions. The Eastern Regional listing went from 60 to 70 after the two events and there are now 100 new ATDW listings across the region. Businesses were encouraged to build their listings while they were at the sessions.

Some feedback from local businesses is that they would like Councils to take on more of a leadership role. A follow up program to the two sessions and ongoing support will be investigated as well as who will take on that role with SATC. The model has been supplied to the ERA Economic Development Directions Group.

### Regional Prospectus

One of the identified projects was the development of a regional prospectus which seeks to capitalise on new data sets and economic profiling now available through REMPLAN (economic resource recently acquired by ERA Councils). The prospectus is an important tool to help raise the profile of the region, support with investment attraction opportunities and help in achieving advocacy and grant and funding opportunities as they arise. It would be built as a live document with a long shelf life and we need to ensure its content stays current and relevant, in line with the regional business and economic environment and activity. The content developed would also be used to refresh and update the ERA website. The prospectus is currently being drafted with all information now received from the ERA Councils.





Response to the State Planning Commission Productive Economy Policy Discussion Paper

The full paper was reviewed by the Economic Development Manager with an economic development lens and draft responses to the 22 questions raised by the LGA were prepared, together with a summary report that considered opportunities and alignment with the ERA Economic Development objectives. The responses and summary report were shared with the ERA Business and Economic Development Portfolio Group, with all feedback collated from each ERA Council to finalise the report. The report was provided to the LGA and the Department of Planning, Transport and Infrastructure (DPTI) and was published in the Have Your Say paper.

It is noted that multiple response papers have been prepared in relation to State based topics such as Main-streets, the State Planning Commission’s new design code, productive economy, and the State budget.

Regional Cluster Mapping and Analysis Project

Further work on the regional cluster mapping has occurred. Around 70 maps in total as well as maps for each individual Council have been created. Data sets and charts have been worked on with REMPLAN to generate some data sets and charts that show good comparison in industry sectors across the region. A report was presented to the CEOs at their May meeting and the following information was noted:

- There could be some food export opportunities.
- There is an opportunity to share this information with the State Government and compare the information against key businesses to identify some opportunities to present to the cluster groups.
- Gaming industry cluster – Adelaide has quite a focus on the gaming industry. We could tie in with a few of the industries identified.
- New businesses aren’t necessarily employing locally – how can we work with the construction companies in particular to have them employ persons from within the region.
- Think local, buy local, employ local should be something we strive for.
- Share outcomes of the cluster mapping with the Mayors.

The Economic Development Manager will now work with the ERA ED Directions Group to develop a cluster business engagement strategy with a focus on construction, creative industries (with a focus on professional, scientific and technical services), health care and social assistance, and food manufacturing.

Relationships

Many new relationships have been formed across State Government and with State agencies and the ERA profile has been raised significantly through the new connections.

Key Deliverables for the Next 12 Months

Stage 2 and the proposed next steps and key deliverables for the next twelve months are:

- Continue to work closely with Lot 14, Renewal SA and Deloitte to complement and support business activity within Lot 14 and plan and prepare for opportunities to retain businesses and talent in region as part of a ‘life after Lot 14’ strategy – keep ERA on their radar.
- Review key policies, permits and licences across the Councils to develop common approaches (this can particularly support regional programs such as Fringe ArtEAST) – make it easier and consistent across Councils.





- Develop a business attraction kit and welcome pack for new businesses.
- Develop a business support and events program for regional clusters.
- Develop a strategic advocacy and relationship management framework.

Each ERA Council is asked to commit a staff member to participate in the established staff group to assist in guiding the directions for ERA Economic Development.

The ERA CEOs in conjunction with the steering committee will establish priorities and outcomes for years 2 and 3 in the first half of 2020.

### 3. Electric Vehicles Charging Network

It will cost Australia around \$3.2 billion cumulatively between 2018 and 2030 for charging infrastructure, including charging stations and power upgrades to cope with the estimated increase in demand for Electric vehicles (EVs) in Australia.

The ERA CEOs at their May 2019 meeting received a presentation from JOLT on their proposed 'Electric Vehicles Charging Network'. JOLT has been speaking with a number of Councils regarding EV charging – a source of electricity to charge electric vehicles.

If JOLT were to provide charging stations in the ERA area, they would look to install 15-20 stations across the region with a mechanism in place to expand as more electric vehicles are used. A DA process would be required for each of the sites that includes signage and advertising. An ERA partnership would include installation, maintenance and power covered by JOLT, fleet charging, the future cities program that allows partners to share data as part of the future cities program outcomes and a media bonus allocation for ERA Councils to communicate on the network.

The ERA CEOs discussed the proposal and agreed that a procurement exercise is required to see who else is offering the same services and determined that the LGA and the State Government need to be consulted to see what is happening in this space, so that ERA can consider putting out an EOI for electric charging stations throughout the ERA region. There needs to be a requirement for DA's, and Councils will need to look at their Adshel contracts to check when these expire and identify any issues that could arise from the charging stations.

ERA has been consulting with the LGA and the Department of Mines and Energy on this matter, but little progress has been made.

### 4. LGA Governance Review - GAROC

Now that GAROC has been established, a GAROC Workshop was held on 1 July 2019. ERA wrote to the LGA in 2018 providing its position regarding the composition of GAROC, the nominations process and the metropolitan groupings (zones). It is ERA's preference that the Eastern Region Zone will be comprised of the current 6 ERA Councils. Further correspondence reaffirming this position was provided to the LGA in 2019.

There are concerns regarding what sort of power and authority GAROC will have to deliver its objectives, however it is noted that four of the representatives on GAROC are from the Eastern region and therefore representation is very good.







## 5. Planning Reform

The PDI Act is scheduled to be fully operational in the second half of 2020 and this date has been set by Parliament. Each council will be provided with a dedicated DPTI Transition Manager to assist each council and their communities to prepare for the new planning system.

### Planning and Design Code

The current 72 Development Plans will be replaced with the new Code. The e-Planning solution will support the new system and will replace the need for council only systems to process DPAs. The Code is being delivered in three phases:

1. Land Not Within A Council Area (outback areas) (mid-2019)
2. Regional Councils (late-2019)
3. Greater Adelaide Councils (mid-2020)

Councils don't want to lose developer funded DPA's and there is concern that councils will only be part of a consultation process on the new Code instead of actively advising from the outset and that is problematic.

Mayor Hewitson and Unley Council prepared a draft media release for the Eastern Region Councils raising planning concerns, and a draft letter to Minister Knoll was sent on behalf of ERA on 5 specific topics. Local Government may be dealt out of planning altogether which is a concern. Councils want to have the right to local diversity within the overall Code and the ability to have rules as local and unique to each council as possible. Different applications of a common Code would be most appropriate so that councils can have their own variations. The Mayors and CEOs Group at their meeting in November discussed the draft media release and letter, and the Mayors and CEOs were asked to provide feedback to Unley Council to finalise the documents.

## 6. Resilient East

Commencing with Federal funding in 2014, the Resilient East Project is an initiative between the cities of Adelaide, Burnside, Campbelltown, Norwood Payneham & St Peters, Prospect, Tea Tree Gully, Unley, and the Town of Walkerville. The project is hosted by the City of Unley on behalf of the participating councils. Resilient East is funded by the eight partner councils, the Department of Environment, Water and Natural Resources, South Australian Fire and Emergency Services Commission, and the Adelaide and Mount Lofty Ranges Natural Resources Management Board.

In November 2016, the CEOs approved a request to fund a 0.5 Regional Coordinator position, with funding subsequently matched by the NRM to coordinate the implementation of the plan across the region and Regional Coordinator, Tim Kelly, was appointed. Tim Kelly has since resigned from the coordinator position and the role is currently vacant. The recruitment process for a new coordinator is underway.

The Resilient East Climate Change Adaptation Plan was completed in 2016 and is being implemented under a Climate Change Sector Agreement with the South Australian Government (signed on 23 March 2017). A Resilient East Project Steering Group (PSG) oversees the implementation and includes membership from across the eight participating councils. The PSG reports progress twice yearly to the ERA CEOs Group. The goal of Resilient East is to ensure our communities, assets and infrastructure, local economies and natural environment are resilient to the impacts and challenges of climate change.







There are significant benefits from 8 councils coming together. The last 12 months of activities from the project has generated significant interest from the media, the community and businesses. Information on the project is also being sought out by the State Government. With 8 councils working together, Resilient East is the largest adaptation community in the metro area.

Mission and Strategy for Canopy and Green Cover

The Mission and Strategy for Canopy and Green Cover has been developed as a region wide commitment to support the existing planting programs of, and management of street trees, whilst working towards clear goals aligned with the Government’s 2045 canopy and green cover targets.

The Mission Statement for Canopy Cover has been completed and adopted and/or recognised in each Eastern Region Council. Implementation of the Canopy and Green Cover Mission and Strategies is mostly completed with a few areas still underway.

Mission and Strategy for Water Sensitive Urban Design (WSUD)

Water Sensitive Urban Design (WSUD) principles, when integrated with stormwater and other infrastructure and open space projects, can deliver multiple benefits to improve the quality of stormwater runoff and to improve water detention and infiltration, increasing soil moisture which in turn supports healthier tree canopy and green cover. Maximising WSUD outcomes in infrastructure is therefore considered an important contribution to climate adaptation for supporting cooler more liveable places.

The Action Working Group charged with developing a Mission and Strategy for Water Sensitive Urban Design met twice and collected a range of data and information. The Working Group includes a representative from Water Sensitive SA who is providing knowledge and guidance.

The Mission and Strategy for Water Sensitive Urban Design is a regional approach to support councils in the implementation of WSUD principles in projects which are being undertaken by ERA councils.

The WSUD Mission and Strategy has now been completed and adopted and/or recognised in each Eastern council. Resilient East has been successful in obtaining a grant of \$25k to assess the monetised benefits of WSUD projects. The Mission Statement and Strategy includes actions to promote the successes, case studies and benefits of WSUD outcomes.

Street Tree Species Review and Guideline Development

The purpose of the Street Tree Species Review is to provide a resource for Resilient East councils to select plant species and associations (e.g. ground covers) that can cope with a changing climate. The outcome will be a species list and informative guidelines on the suitability of species in a local environment, considering climate change, localised soil moisture conditions, and suitability given constraints on roots and power lines. The Street Tree Species Review brings together the best knowledge from across the councils, the Botanic Gardens, SA Power Networks, and other external sources. The final document will include a separate section for associations (shrubs and understory species) with guidance for optimising amenity and biodiversity outcomes.

The List has been drafted and a workshop was held to rate the climate and resilience of species and sub species against different criteria. In undertaking this work, the Action Working Group has engaged with SA Power Networks and is planning further engagement with other organisations including the Department of Planning, Transport and Infrastructure, the LGA and SA Water.





By enabling councils to select street tree and shrub species that will be suitable for their conditions in a changing climate, the Street Tree Species List will assist the councils towards their canopy and green cover goals.

#### Collaborative Heat Mapping

The aim of the Heat Mapping Project was to provide a sound scientific foundation for decision-making about informing council planting programs and projects. Heat mapping, together with visual imagery and canopy assessments will assist councils when engaging on development issues (e.g. the Planning Design Code) with State Government agencies. The costs of the heat mapping exercise were shared across the eight participating Resilient East councils as well as the City of Salisbury who also participated in the project. This collaboration has helped to reduce the costs for each council.

The heat mapping flyovers were carried out in March 2018, under the ideal conditions of a clear hot day above 35 degrees, followed by a clear warm night, where the re-release of accumulated heat could be photographed with thermal sensing equipment.

The Collaborative Heat Mapping for Eastern and Northern Adelaide Report and Maps, that have now been finalised, show differences in temperatures for different materials. The information will assist to make decisions in heat refuges in communities. Resilient East councils will apply the data from regional heat mapping together with site verification, to spatially identify and prioritise the locations for greening activities and planting programs.

Resilient East successfully negotiated with the Department of Environment and Water (DEW) to create an online portal to host the heat mapping and related data layers attracting \$37k of funding. The online portal, hosted by the DEW, has been launched and can be accessed by Local Government and the community.

#### Feeling Hot Hot Hot Event

The City of Adelaide funded and hosted the 'Feeling Hot Hot Hot' event on behalf of Resilient East councils in the Adelaide Town Hall on 6 February 2019. There were approximately 700 registrations received and 500 of those were in attendance. Panellists from 8 different sectors provided advice on practical actions that the community can take to manage risks. 91% of respondents to the event provided positive feedback that they are now more informed on climate change and heatwaves.

#### Branding, Website and Media

A lot of work has gone into website content for the Resilient East site: [www.resilienteast.com](http://www.resilienteast.com). There is a lot of interest in the media around the heat mapping and vegetation hub. Interviews and articles have been picked up by local radio stations and newspapers.

#### Landscape Reforms

A lot of consultation has been undertaken on the State Government's NRM policy on back to basics soil, pest, plants and animals etc and the concept of a 'Green Adelaide'. The *Landscape South Australia Bill 2019* was introduced into Parliament on 20 March 2019. Landscape boards will be put in place similar to NRM boards and will focus on soil, water, pests, plants and animals. A 'Green Adelaide' landscape board will be established and will have seven priorities under the new *Landscape South Australia Act* (the *Natural Resources Management Act 2004* is set to be repealed under the government's reform agenda).





In terms of obligations on councils, councils will still collect the levy and will be encouraged to have a relationship with the Green Adelaide Board (which will sit within the Department of Environment and Water). There will likely be grants available for Green Adelaide.

Engagement on planning policy reform and landscape reform with the LGA and State Government will continue through 2019/20 as a priority.

### Climate Change

A priority for 2019/20 is to increase community awareness and education regarding climate hazards and to manage legal and financial risks of climate change. Legal risk is recognised as an emerging issue and there is an opportunity to look at what our services and access to those services are, and what will be at risk, for example workforce productivity. It is also an opportunity to understand what is happening internationally and nationally around legal implications, making planning decisions around climate change and identifying what risks are being seen in other states and countries. For example: electricity networks going down, blackouts across the state, climate change emissions.

The following priorities are currently being worked on:

- Productivity issues as a result of heat and extreme weather events.
- Connecting with the community and businesses on climate adaptation – Communication Strategy still to be finalised.
- There are concerns surrounding climate emergencies, the LGA is seeking legal advice around negligence and liability and climate emergencies (what is the duty of care and what is the reasonable response).
- Progress the Climate Ready Trees project.
- Climate and Business Risk Action Working Group to be established.
- Climate Change sector Agreement to be sent through to the Minister with an offer to discuss the agreement.

### Sector Agreement, Funding and Future Priorities

The Resilient East Sector Agreement comes to an end in January 2020. The new agreement is proposed to be a five (5) year agreement. Feedback on the draft agreement was provided to the Resilient East Steering Group in late 2019.

With the continuation of State Government funding unknown, the ERA CEOs discussed using ERA funds to pay for an independent review of the Resilient East project to identify its successes and outcomes, and options and opportunities for going forward in the future, particularly in the absence of additional funding. A scope was prepared for the review to identify the project's success and outcomes and to recommend options and opportunities going forward. Three quotes to undertake the review were received and were quite expensive and therefore it was decided that the formal review would not proceed.

A Resilient East Project Workshop with partner Chief Executive Officers, the Resilient East Steering Group and Green Adelaide was held on 7 November 2019. The objective of the workshop was to reflect on what has been achieved by the Resilient East project to date, discuss priorities for work (1 year and 5 years), discuss resourcing and ongoing collaboration, and identify the process for signing the revised Climate Change Sector Agreement. The workshop was constructive and resulted in the recommendation to forward the proposed Resilient East Sector Agreement 2020-25 to the Minister for Environment and Water.







Priorities for the next 5 years and 1 year were identified as below:

- **Water Security:** Ongoing integration of water sensitive urban design (WSUD) into projects undertaken by Councils. Transition these aspects to business as usual practices:
  - Keeping water up to street trees
  - On-street capture
  - Alternative water sources
  - Use of recycled water
  - Provision of more permeable surfaces
- **Advocacy:** Identify a small amount of critical issues that need a regional approach. Areas of focus/further discussion include:
  - Defining and agreeing what the Councils' role is versus others in relation to climate change action
  - Waste management
  - The need for State Government funding support for regional groups
  - The desire for regional groups to be "at the table" and supported as a partner in the process (e.g. Green Adelaide, State Government Across Agency Climate Change Strategy)
- **Understanding the value of actions:** A range of community benefits are delivered as a result of initiatives that are undertaken via upfront investment in infrastructure, services and programs that support climate change adaptation and build resilience. For example, through investment in urban greening, community health and amenity is improved, property prices increase, urban environment is cooler, air condition costs are reduced etc. This upfront investment results in savings which can be captured and invested elsewhere. This needs to be quantified ('put a price on it') and communicated. Establish a 'sinking fund' whereby each council contributes into the fund that can then be used for research and development projects.
- **Community Education and Engagement:**
  - Continue to build knowledge about what the Councils are doing and generate support for Resilient East activities.
  - Continue to increase the community's understanding about their own risks and what they can do to adapt to climate change and contribute to resilience of themselves and their community.
- **Articulate and Communicate what we do:** Develop and deliver a 5-year plan which sets out clearly what each council/Resilient East plan to do to support the region in adapting to climate change and take advantage of opportunities
  - On a daily basis
  - Project basis
  - As a regional collective
  - Once developed, use the plan to communicate to the community what we are looking to do
  - Focus is on transitioning from pilot projects and initiatives, towards business as usual

## 7. Resource Sharing

This is a standing agenda item at CEO meetings, where progress on numerous collaborative initiatives between ERA Councils is shared. Some of these have included integration of the Walkerville and Campbelltown depots; investigation of shared IT functions between Campbelltown and Walkerville, and Unley and Adelaide; shared inspectorial services between Unley and Walkerville; and Prospect's investigation of depot options with Adelaide, Campbelltown and Port Adelaide Enfield (PAE).

No staff secondments on a long-term basis occurred between the ERA Councils in 2019.







## 8. Smart Water Smart City

At their May meeting, the CEOs received a presentation from Taggle regarding Smart Water Smart City and the MiWater System. The technology has been derived from the same technology as Wi-Fi. It is a one-way network from a sensor back to a radio centre with smart utilities getting information from out on the field on mass and cheaply. It is a small sensor data and the devices last a long time on the field.

There are currently 32 water utilities around the country using the facilities, 140,000 devices covering over 400,000 square metres and 1.5 Bn Meter and Sensor readings are collected each year.

Meters with AMR devices of Integrated Smart Meters send data on a regular basis that is then received at base-stations that collect the data from up to 30,000 meters and sensors. Receivers send the data back to Taggle Cloud and MiWater applications, then the data is presented to consumers in near-real time via web and mobile.

The system can assist clients to moderate usage, and there are adaptable sensors that can pick up rainfall, moisture, pressure, as some examples. Software and analytics include data portals and apps with data integration support.

Council managed assets may benefit from the facilities. Councils can tap into the network for parks, gardens, ovals and community centres. Monitoring water usage for sub-metred areas could be of benefit for asset rationalisation – such as how the asset is being used (public toilets for example). The MiWater software could be set up as a group of Councils. The Technology is being rolled out in conjunction with SA Water.

The CEOs agreed that each ERA council should approach Taggle individually if they would like to explore the use of the software and facilities.

## 9. Strategic Plan Review

The ERA Strategic Plan arose out of work driven by the previous Mayors (with support from the CEO's) to ensure a clear intent for ERA. The key areas of the Strategic Plan cover Governance, Influence, Services and Programs and Engagement.

The main outcome of the ERA councils working together is to look for synergies in policy work and implementation. The Strategic Plan covers specific KPIs in this regard. All current ERA councils have many similarities and work being undertaken across the six councils has been very beneficial.

The ERA Mayors and CEOs reviewed the Strategic Plan between September and November 2019 and it was endorsed at the November Mayors and CEOs Group meeting. The amendments bring the Plan up to date and in particular it is noted that the work on the governance framework has been completed. The Strategic Plan will now be presented to the ERA councils for adoption.





## 10. Subsidiary Updates

The ERA Mayors and CEOs agreed that they would like to receive regular presentations from the General Managers and/or Chairpersons of each subsidiary updating ERA on their activities and also as a forum to discuss any current issues. Subsidiary updates that occurred in 2019 are provided below.

### East Waste

Rob Gregory, East Waste General Manager, provided an update at the November Mayors and CEOs Group meeting as follows:

- It was a positive year for East Waste, with an operating surplus of \$136,000 due to efficiencies that were implemented throughout the year.
- Finalisation of the Recycling Contract and associated legal matter occurred but there will still likely be challenges with the contract with issues and changes that are anticipated to arise.
- East Waste has purchased SA's first fully electric waste collection vehicle – the trucks should last longer, and they cost between \$50-\$70k.
- \$100k income has been obtained through grants and awards and implementation of an online booking and electronic notification system has been completed.
- There are currently 63 staff members at East Waste.
- They have worked hard to update the My Local Services App with a \$30k grant from the LGA and it was rolled out state-wide with East Waste recognition.
- They would like to move into the behaviour change space and will be commencing a project.
- A Strategic Plan is being finalised and will be coming back to Councils in the new year for consultation.
- Reporting to Councils and the community has improved and contamination and collection frequencies for the three-bin system are the main focus. They are looking at the circular economy and also better sorting systems to take some of the responsibility and burden from the community. It is important to have good data on what households are not using the right behaviour so that a targeted education program can be developed.

### Highbury Landfill Authority

Trevor Hockley, Highbury Landfill Authority Executive Officer, provided an update at the November Mayors and CEOs Group meeting as follows:

- the landfill authority is located at the top of North East Road.
- The Member Councils of the authority are Burnside, Norwood Payneham and St Peters and Walkerville.
- After 20 years the site is still producing methane.
- A 1 MW power plant produces green energy from landfill gas by Energy Developments Ltd and has been doing so for 23 years ending May 2016.
- McMahon Services under contract to flare landfill gas and manage the gas field on behalf of HLA and Suez Recycling. Contract can be extended next year or retendered and Suez pay percentage of costs.
- Previous migration of landfill gas was on the Western boundary under houses in the year 2000.





- There is a general environmental duty to manage the contaminated site under the Environment Protection Act. With respect to major environmental and potential health risks, landfill gas migration, there is a risk of explosion if the methane mixes with air in a confined space in the explosive range. The Authority has environmental monitoring right around the boundary just to make sure gas is contained and they can do additional readings to manage the landfill. There is risk due to atmospheric pressure, the authority can only manage the leakage of gas to a certain degree but obviously the atmospheric pressure is a risk. The site is quarantined, and the boundary is fenced.
- A Lo-Cal flare has been purchased from the UK by the Authority.
- Cash outflows have been calculated for the initial 25 year (up to the year 2034) post-closure period as per SA EPA guidelines and used the Commonwealth bond rates as the discount percentages updated yearly as required by the Model Financial Statements.
- Member Councils fund the provision in their equity proportions annually.
- The provisions spreadsheet is reviewed and updated prior to finalising the Financial Statements each year and is independently checked every 3 years. The spreadsheet calculated NPV sensitive to changes in the inflation rate, future bond rates and timing of cash outflows.
- The current budget is \$200,000 and the Board is looking at ways to reduce the costs and responsibly manage the site under the Environment Protection Act. An Australia wide expression of interest on future options for the site to reduce costs for Member Councils has been issued. Joule Energy was one of the respondents. They are developing a more cost-effective mounting system as SRWRA next year that should make their proposal more competitive. Managing the risk remains the key priority and also reducing running costs, solar may be a viable option.

Eastern Health Authority

EHA will be providing a presentation to the ERA Mayors and CEOs Group at their March 2020 meeting.

**11. Waste and Single Use Plastic – Proposed Sustainability Trial**

The ERA CEOs at their September 2019 meeting received a presentation from Detmold and APCO on single use plastics and the effect on councils as well as a snapshot of what’s in the market.

The Environment Ministers around Australia in April last year agreed on the Towards 2025 legislation:

- 100% of all Australia’s packaging will be reusable, recyclable or compostable by 2025 or earlier.
- 70% of Australia’s plastic packaging will be recycled or composted by 2025
- 30% average recycled content will be included across all packaging by 2025
- Problematic and unnecessary single use packaging will be phased out through design, innovation or introduction of alternatives

It is important as a priority to sort what is being purchased and what products are available. Recycling rates for PEC in SA is at 60%. Composting is very accessible in SA and sustainable precincts are currently focussed on eliminating plastics.

APCO is responsible for making sure the targets of the legislation are delivered. The issues for Local Government are single use plastics, kerbside bin content and where the waste ends up. With respect to waste collection (source separation – kerbside or other collection system or going into landfill), councils are looking at the kerbside systems and APCO is looking at a system that can be used around the country. Packaging companies and brand owners need to look at what can be collected kerbside and what can’t.







APCO will be looking at Commonwealth funding that may be available and will work with packaging companies (compostable managing manufacturers). Collection infrastructure will need to be in place.

In relation to clean waste streams, this needs to be addressed at the manufacturing and consumer level. From a Local Government perspective, public education is key, and Councils will also need to work with APCO to determine what is required in terms of packaging and contamination reduction. Companies will need to create packaging that can go into kerbside collection – but this will not be ideal for every council area. The Australasian recycling label will need to be on all packaging and the public will need to be educated about this program.

Compostable food and packaging at events are ideal, but in the absence of that, reusable is desirable as it generates an income – waste to energy.

APCO and Detmold presented a further proposal at the October 2019 ERA CEOs meeting for a 12-month trial concept:

- The trial would work towards the 2025 packaging guidelines and completing them earlier.
- The outcome for the Councils will be reducing the amount of waste in their council areas.
- The trial would be unique being across multiple councils.
- A part-time project manager from each Council would need to be organised and each council represented on a working group.
- Detmold will provide a 0.6 FTE Coordinator and other options for funding for public waste separation and collection should be considered.
- APCO would assist with the design of the trial and seek external funding assistance (State and Federal level and possibly some specific companies, or green industries for example).
- The Government will assist in consumer messaging.
- Each Council would need to select one or two precincts and APCO will go through the retailers and work out 3 to 5 improvements with each.
- Consistent messaging, bins and labelling would be used across all councils and there will be a heavy focus on trialling metric collection.

The ERA CEOs agreed that a discussion will need to be had to understand what is required of each ERA council financially and then a budget can be outlined with the roles of each party also resolved. The ERA CEOs also agreed that the funding required will be a factor and will likely determine what ERA councils want to pursue the trial. The ERA CEOs would like to see the camera technology that already exists included in the trial to be able to track behaviour – internet of things opportunity. Data can then be fed back to the community.

There are concerns that there are many different parties that are attacking this issue and they are likely to overlap. The ERA trial model would be more focussed on creating clean waste streams and sorting through relationships with contractors and suppliers – this has a different focus to other areas of work to solve different problems.

Guidelines will need to be set by the ERA CEOs first before a workgroup is put together. The workgroup would need to be made up of technical staff, decision makers and operative staff and the workgroup will be tasked with scoping out the project. It will also be important to discuss what each council is already doing so that duplication can be identified.







The ERA CEOs at their December 2019 meeting discussed the proposed trial and noted the following points:

- A part-time Project Manager would be required for this project – concerns over the capacity to provide a Project Manager.
- Some funding should be able to be provided through the existing ERA funds, and funding support from other bodies would need to be sought, for example, the Local Government Research and Development Scheme.
- East Waste would need to be a part of the discussion.
- The work may fit within the scope of the Resilient East project and as such, all Resilient East Councils would need to be involved.
- It is noted that time and effort already need to be put into organics (resource wise), and Burnside noted that they would support a high-level ERA environmental project.
- To scope the trial, the ERA CEOs will need more information from participant Councils and the trial would need to add in the organics issue.

Moving forward it was agreed that discussions will be had with East Waste and Detmold, particularly around funding and resources and with Minister David Speirs particularly around straws and packaging with the potential to expand the project.

### Action List – ERA CEOs Group

	What
1	<b>Electric Vehicles Charging Network</b> Continue to discuss this matter with the LGA and State Government
2	<b>Proposed Sustainability Trial</b> <ul style="list-style-type: none"> <li>• Discuss the project with East Waste and Detmold, particularly around funding and resources.</li> <li>• Discuss the project with Minister David Speirs particularly around straws and packaging with the potential to expand the project.</li> </ul>
3	<b>Resilient East</b> Receive quarterly updates from the Coordinator
4	<b>Economic Development</b> <ul style="list-style-type: none"> <li>• Receive quarterly updates from the Manager</li> <li>• The ERA CEOs in conjunction with the steering committee will establish priorities and outcomes for years 2 and 3 in the first half of 2020.</li> </ul>
5	<b>Watching Brief</b> <ul style="list-style-type: none"> <li>• Emergency Management – Continue to keep in contact with the LGA regarding the regional Emergency Management Plan development.</li> <li>• PDI Act</li> </ul>

### Action List – ERA Mayors & CEOs Group

	What
1	<b>Subsidiary Updates (Six monthly)</b> Two at a time. Next being EHA due at the March 2020 meeting.
2	<b>Informal Gathering</b> Consider organising an informal gathering of Council Members from all ERA Councils



## DECISION REPORT

<b>REPORT TITLE:</b>	LGA CALL FOR NOMINATIONS - SOUTH AUSTRALIAN LOCAL GOVERNMENT GRANTS COMMISSION
<b>ITEM NUMBER:</b>	4.8
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	KATHRYN GOLDY
<b>JOB TITLE:</b>	PRINCIPAL GOVERNANCE OFFICER
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. ATTACHMENT 1 - CALL FOR NOMINATIONS (PART A) SA LOCAL GOVERNMENT GRANTS COMMISSION</li><li>2. ATTACHMENT 2 - NOMINATIONS FORM (PART B) SA LOCAL GOVERNMENT GRANTS COMMISSION</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The Local Government Association (LGA) are seeking nominations for a Local Government representative for the South Australian Local Government Grants Commission for a term commencing on 23 May 2020. Nominations may only be made Council resolution and must be forwarded to the LGA by no later than 5pm on 6 April 2020.

This report asks Council to consider a nomination for the vacancy on the South Australian Local Government Grants Commission for a period of appointment of up to five (5) years.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. \_\_\_\_\_ be put forward in response to the call for nominations by the LGA for the vacancy: for a local government representative on the South Australian Local Government Grants Commission for a term commencing on 23 May 2020.
- 

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

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

#### **4. BACKGROUND**

The South Australian Local Government Grants Commission (LGGC) is established pursuant to the *South Australian Local Government Grants Commission Act 1992*.

The LGGC has two primary roles:

- (a) to provide recommendations to the Minister for Local Government on distribution of untied Commonwealth Financial Assistance Grants to councils, and
- (b) to perform the role of the Local Government Boundaries Commission – the independent body that assesses and investigates council boundary change proposals and makes recommendations to the Minister for Local Government.

The term of the current local government representative, Mayor Dave Burgess of Mid Murray Council, is due to expire on 22 May 2020. Mayor Burgess is eligible to apply for re-appointment.

In accordance with section 36A of the *Acts Interpretation Act 1915*, the LGA must provide a panel of at least three nominees (including at least one male and one female) from which the Minister will select the appointee.

#### **5. DISCUSSION**

The LGA has called for nominations to fill one (1) vacancy on the LGGC as the term for the current local government representative, Mayor Dave Burgess of Mid-Murray Council, is due to expire on 22 May 2020.

A copy of the Call for Nominations is provided as Attachment 1.

*Attachment 1*

A copy of the LGA Appointments and Nominations to Outside Bodies – Nomination form is provided as Attachment 2.

*Attachment 2*

Attachment 1 states that there are selection criteria that is expected to be addressed by the nominated applicant:

- Broad local government experience.
- Exposure to financial management and decision making across multiple local government bodies, for example multiple councils, regional subsidiaries or the LGA Board, South Australian Region Organisation of Councils (SAROC) or Greater Adelaide Region Organisation of Councils (GAROC).

The LGGC appointments are for a period of up to five (5) years. Members of the LGGC receive an annual income of \$13,570 for attendance at meetings and the board meets approximately fifteen (15) times a year.

A nomination may only be made by resolution of the Council and using the attached Nomination Form. The form must be signed by both the candidate nominated to indicate their willingness to stand for nomination, and by the Chief Executive Officer of the nominating council.

Key timings for the process are as follows:

- 28/02/2020: nominations called
- 06/04/2020: nominations close
- 23/04/2020: The LGA Board of Directors will consider nominations received at the meeting on Thursday 23 April 2020

Cr Dodd has expressed interest in being nominated for consideration for appointment to the LGGC.

## 6. **ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. \_\_\_\_\_ be put forward in response to the call for nominations by the LGA for the vacancy: for a local government representative on the South Australian Local Government Grants Commission for a term commencing on 23 May 2020.

This option allows Council to make a nomination for appointment to the LGGC.

### Option 2 –

1. The report be received.

Council is not obligated to make a nomination to fill the vacancy. This option receives the report and takes no further action.

## 7. **RECOMMENDED OPTION**

The matter is for Council to determine.

## 8. **REPORT AUTHORISERS**

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





**PART A**

## LGA Appointments and Nominations to Outside Bodies — Call for Nominations

SA Local Government Grants Commission	
<b>Governing Statute (if applicable)</b>	<i>South Australian Local Government Grants Commission Act 1992</i>
<b>Purpose/Objective</b>	Two primary roles: <ol style="list-style-type: none"> <li>(a) to provide recommendations to the Minister for Local Government on distribution of untied Commonwealth Financial Assistance Grants to councils,</li> <li>(b) to perform the role of the Local Government Boundaries Commission – the independent body that assesses and investigates council boundary change proposals and makes recommendations to the Minister for Local Government.</li> </ol>
<b>Administrative Details</b>	<p>Appointments are for a period of <u>up to</u> 5 years.</p> <p>Members receive an annual income of \$13,570 for attendance at meetings.</p> <p>The Board meets approximately 15 times a year.</p>
<b>Selection Criteria (to be addressed by applicant)</b>	<ul style="list-style-type: none"> <li>• broad local government experience</li> <li>• exposure to financial management and decision making across multiple local government bodies for example multiple councils, regional subsidiaries or the LGA Board, SAROC or GAROC</li> </ul>
<p><i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the nominee accepts that the LGA may request an interview and/or the details of referees.</i></p>	
<p><b>Liability and indemnity cover</b></p> <p><i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i></p>	
<p><b>For more information contact:</b> LGA Nominations Coordinator at <a href="mailto:nominationscoordinator@lga.sa.gov.au">nominationscoordinator@lga.sa.gov.au</a> or 8224 2000</p>	



**PART B**

## LGA Appointments and Nominations to Outside Bodies — Nomination Form

**Instructions**

*This form:*

- *Must be submitted by a council*
- *Must be emailed in PDF format to [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au)*
- *Receipt of nomination will be acknowledged by return email*
- *CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially*

*This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).*

**SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.**

Please refer to the *Call for Nominations* information sheet (Form: PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

### SECTION 1: COUNCIL to complete

SA Local Government Grants Commission	
Council Details	
<b>Name of Council submitting the nomination</b>	
<b>Contact details of council officer submitting this form</b>	<b>Name:</b> <b>Position:</b> <b>Email:</b> <b>Phone:</b>
<b>Council meeting minute reference and date</b>	
<b>Nominee Full Name</b>	
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>	
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>	



**PART B****SECTION 2: NOMINEE to complete**

SA Local Government Grants Commission			
Nominee Details			
<b>Full Name</b>		<b>Gender</b>	
<b>Home / Postal Address</b>			
<b>Phone</b>		<b>Mobile</b>	
<b>Email</b>			
<b>Why are you interested in this role?</b>			
<b>CV</b>	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Response to selection criteria (if applicable)</b>  <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i>  attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies to Outside Bodies?</b> Yes <input type="checkbox"/> OR No <input type="checkbox"/> If Yes, please list any fields of interest or Outside Bodies of interest: • _____			
<b>Undertaking:</b> <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> Yes <input type="checkbox"/> No <input type="checkbox"/>			
Signature of Nominee: _____			

## DECISION REPORT

<b>REPORT TITLE:</b>	LGA CALL FOR NOMINATIONS - ADELAIDE CEMETERIES AUTHORITY BOARD
<b>ITEM NUMBER:</b>	4.9
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	KATHRYN GOLDY
<b>JOB TITLE:</b>	PRINCIPAL GOVERNANCE OFFICER
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. ATTACHMENT 1 - CALL FOR NOMINATIONS (PART A) ADELAIDE CEMETERIES AUTHORITY</li><li>2. ATTACHMENT 2 - NOMINATIONS FORM (PART B) ADELAIDE CEMETERIES AUTHORITY</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The Local Government Association (LGA) is seeking nominations for a Local Government representative for the Adelaide Cemeteries Authority Board for a term commencing upon appointment for a period of three (3) years. Nominations may only be made following a Council resolution and must be forwarded to the LGA by no later than 5pm on 6 April 2020.

This report asks Council to consider a nomination for a local government representative on the Adelaide Cemeteries Authority Board.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. \_\_\_\_\_ be put forward in response to the call for nominations by the LGA for a local government representative on the Adelaide Cemeteries Authority Board for a term commencing upon appointment for a period of three (3) years.
- 

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

4. Civic Leadership

4.1 We have strong leadership and governance.

#### 4. **BACKGROUND**

The Adelaide Cemeteries Authority Board (ACC) is a statutory corporation to which the provisions of the *Adelaide Cemeteries Authority Act 2001* apply.

The Authority's primary functions are:

- (a) the administration and maintenance of the following as public cemeteries: Cheltenham Cemetery, Enfield Memorial Park, and West Terrace Cemetery;
- (b) the administration and maintenance of any other cemetery established or acquired by the Authority;
- (c) the burial or other disposal of human remains in an Authority cemetery;
- (d) activities associated with the heritage or historical significance of an Authority Cemetery; and
- (e) any other function assigned to the Authority by or under the Act, or by the Minister.

Appointments to the ACC are for a period of three years.

Members receive an annual income of \$12,383 for attendance at meetings.

The ACC meets monthly at least ten times per year.

The current local government representative, Ms Sue Clearihan, has resigned pending a replacement.

The *Adelaide Cemeteries Authority Act 2001* requires the LGA to provide a panel of three nominees from which the Minister will select the appointee. In accordance with section 36A of the *Acts Interpretation Act 1915* the panel of nominees must include at least one male and one female.

#### 5. **DISCUSSION**

The LGA has called for nominations to fill the current local government representative position as the current board member who holds this position has resigned pending a replacement.

A copy of the Call for Nominations is provided as Attachment 1.

*Attachment 1*

A copy of the LGA Appointments and Nominations to Outside Bodies – Nomination form is provided as Attachment 2.

*Attachment 2*

Attachment 1 states that there is selection criteria that is expected to be addressed by the nominated applicant:

- Practical knowledge of and experience in local government / broad local government experience
- Commercial and business acumen
- Previous board experience

The ACC appointments are for a period of up to three (3) years. Members of the ACC receive an annual income of \$12,383 for attendance at meetings and the board meets monthly at least ten (10) times a year.

A nomination may only be made by resolution of the Council and using the attached Nomination Form. The form must be signed by both the candidate nominated to indicate their willingness to stand for nomination, and by the Chief Executive Officer of the nominating council.

Any nomination should consider that the City of Unley hold a 50% share in Centennial Park which is essentially a competitor. The LGA has confirmed that the City of Unley is not restricted in placing nominations as the appointee will represent the interests of the local government sector, however if appointed they would need to declare any conflicts of interests as they arise.

To date no expressions of nominations have been received from the Elected Member body. Chief Executive Officer, Peter Tsokas has indicated he would be interested in being nominated for appointment.

Key timings for the process are as follows:

- 28/02/2020: nominations called
- 06/04/2020: nominations close
- 23/04/2020: The LGA Board of Directors will consider nominations received at the meeting on Thursday 23 April 2020

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. \_\_\_\_\_ be put forward in response to the call for nominations by the LGA for a local government representative on the Adelaide Cemeteries Authority Board for a term commencing upon appointment for a period of three (3) years.

This option allows Council to make a nomination for appointment to the ACC.



Option 2 –

1. The report be received.

Council is not obligated to make a nomination to fill the vacancy. This option receives the report and takes no further action.

**7. RECOMMENDED OPTION**

The matter is for Council to determine.

**8. REPORT AUTHORISERS**

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

**PART A**

## LGA Appointments and Nominations to Outside Bodies — Call for Nominations

<b>Adelaide Cemeteries Authority Board</b>	
<b>Governing Statute (if applicable)</b>	Adelaide Cemeteries Authority Act 2001
<b>Purpose/Objective</b>	<p>The Authority's primary functions are:</p> <ul style="list-style-type: none"> <li>(a) the administration and maintenance of the following as public cemeteries: Cheltenham Cemetery, Enfield Memorial Park, and West Terrace Cemetery;</li> <li>(b) the administration and maintenance of any other cemetery established or acquired by the Authority;</li> <li>(c) the burial or other disposal of human remains in an Authority cemetery;</li> <li>(d) activities associated with the heritage or historical significance of an Authority Cemetery; and</li> <li>(e) any other function assigned to the Authority by or under the Act, or by the Minister.</li> </ul>
<b>Administrative Details</b>	<p>Appointments to the Board are for a period of three years.</p> <p>Members receive an annual income of \$12,383 for attendance at meetings.</p> <p>The Board meets on a monthly basis at least ten times per year.</p>
<b>Selection Criteria (to be addressed by applicant)</b>	<ul style="list-style-type: none"> <li>• practical knowledge of and experience in local government/ broad local government experience</li> <li>• commercial and business acumen</li> <li>• previous board experience</li> </ul>
<p><b>Liability and indemnity cover</b></p> <p><i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i></p>	
<p><b>For more information contact:</b> LGA Nominations Coordinator at <a href="mailto:nominationscoordinator@lga.sa.gov.au">nominationscoordinator@lga.sa.gov.au</a> or 8224 2000</p>	



**PART B**

## LGA Appointments and Nominations to Outside Bodies — Nomination Form

**Instructions**

*This form:*

- *Must be submitted by a council*
- *Must be emailed in PDF format to [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au)*
- *Receipt of nomination will be acknowledged by return email*
- *CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially*

*This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).*

**SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.**

Please refer to the *Call for Nominations* information sheet (Form: PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

### SECTION 1: COUNCIL to complete

Adelaide Cemeteries Authority Board	
Council Details	
Name of Council submitting the nomination	
Contact details of council officer submitting this form	<b>Name:</b> <b>Position:</b> <b>Email:</b> <b>Phone:</b>
Council meeting minute reference and date	
Nominee Full Name	
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>	
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>	



**PART B****SECTION 2: NOMINEE to complete**

<b>Adelaide Cemeteries Authority Board</b>	
<b>Nominee Details</b>	
<b>Full Name</b>	<b>Gender</b>
<b>Home / Postal Address</b>	
<b>Phone</b>	<b>Mobile</b>
<b>Email</b>	
<b>Why are you interested in this role?</b>	
<b>CV</b>	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>
<b>Response to selection criteria (if applicable)</b>  <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i>  attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>
<p><b>Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies to Outside Bodies?</b></p> <p>Yes <input type="checkbox"/> OR No <input type="checkbox"/></p> <p>If Yes, please list any fields of interest or Outside Bodies of interest:</p> <ul style="list-style-type: none"> <li>• _____</li> </ul>	
<p><b>Undertaking:</b></p> <p><i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Signature of Nominee: _____</p>	

## DECISION REPORT

<b>REPORT TITLE:</b>	LGA ELECTION OF GAROC REPRESENTATIVE (1 CASUAL VACANCY)
<b>ITEM NUMBER:</b>	4.10
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>AUTHOR:</b>	KATHRYN GOLDY
<b>JOB TITLE:</b>	PRINCIPAL GOVERNANCE OFFICER
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. ATTACHMENT 1 - LETTER TO CEO GAROC CASUAL VACANCY NOMINATION LETTER, INCLUDING PROFILES OF CANDIDATES</li><li>2. ATTACHMENT 2 _ BALLOT PAPER GAROC CASUAL VACANCY 2020</li><li>3. ATTACHMENT 3 _ LGA GAROC TERMS OF REFERENCE</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The Local Government Association (LGA) recently called for nominations to fill one (1) position on the Greater Adelaide Regional Organisation of Councils (GAROC) due to a casual vacancy which has arisen following the resignation of Cr Tim Pfeiffer from the City of Marion.

Following the call for nominations the LGA received more than the required number of nominations and therefore advice has now been received that an election for the position on GAROC will take place.

This report asks Council to consider which candidate that the Member Council wishes to elect, pursuant to clause 4.4.5 of the GAROC Terms of Reference (TOR).

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. \_\_\_\_\_ be nominated for a position on GAROC. Pursuant to clause 4.4.5 of the GAROC Terms of Reference
-

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

#### 4. Civic Leadership

4.1 We have strong leadership and governance.

### **4. BACKGROUND**

The Greater Adelaide Regional Organisation of Councils (GAROC) Committee has been established by the LGA to provide regional advocacy, policy initiation and review, leadership, engagement and capacity building in the region(s).

Membership of GAROC comprises representatives from eight (8) of the Council Members of the GAROC Regional Grouping, which includes:

- Adelaide
- Adelaide Hills
- Burnside
- Campbelltown
- Charles Sturt
- Gawler
- Holdfast Bay
- Marion
- Mitcham
- Norwood Payneham & St Peters
  - Onkaparinga
  - Playford
  - Port Adelaide Enfield
  - Prospect
  - Salisbury
  - Tea Tree Gully
  - Unley
  - Walkerville
  - West Torrens

The current members of GAROC are:

- Mayor Karen Redman (Town of Gawler) – GAROC Chair
- Mayor Gillian Aldridge (City of Salisbury)
- Mayor Kevin Knight (City of Tea Tree Gully)
- Mayor Jan-Claire Wisdom (Adelaide Hills Council)
- Mayor David O’Loughlin (City of Prospect)
- Deputy Mayor Tim Pfeiffer (City of Marion)
- Cr Christel Mex (City of Norwood, Payneham & St Peters)
- Mayor Angela Evans (City of Charles Sturt)
- Lord Mayor Sandy Verschoor (City of Adelaide) – GAROC standing member

Following a call for nominations from the LGA, a Council resolution was made on 28 January 2020 for Cr Don Palmer to be put forward in response to the call for nominations for the casual vacancy.

## 5. **DISCUSSION**

The resignation of Cr Tim Pfeiffer from the City of Marion has caused a casual vacancy on the GAROC committee. The process to fill this casual vacancy is outlined in Clause 4.7.3 of the GAROC (TOR):

*4.7.3 If there is a casual vacancy in the membership of GAROC then the GAROC Regional Grouping relevant to the GAROC member the subject of the casual vacancy will appoint by resolution of the majority of Members comprising the GAROC Regional Grouping another Council Member to serve as a member of GAROC for the balance of the membership term.*

While a regional GAROC structure was approved by members at the 2019 LGA Annual General Meeting, the changes to the GAROC TOR will not take effect until Ministerial approval has been received, which is pending.

In addition, the amendments to the GAROC TOR provide for the new regional structure to commence from the 2020 LGA elections. Therefore, the process to fill the casual vacancy will be same as that used to fill two (2) casual vacancies in 2019.

The GAROC TOR (Clause 4.2.1) requires that all Council members elected to GAROC must be from a different Member Council.

### **Voting**

The Returning Officer, the Chief Executive Officer of the LGA is now required to conduct a ballot as the number of nominations for GAROC exceeded the required number of candidates.



As a ballot is required, the distribution of ballot papers to Councils has included any information provided by the candidates to the Returning Officer. The candidate's profiles are attached to this report as Attachment 1, which accompanies a copy of the Letter to the CEO of the City of Unley outlining the voting process, the Ballot Paper as Attachment 2 and GAROC TOR (Attachment 3).

*Attachment 1*

*Attachment 2*

*Attachment 3*

The nine (9) nominations for the position on GAROC for the following candidates:

- Mayor Kris Hannah (City of Marion)
- Cr Kym McKay City of West Torrens)
- Mayor Jill Whittaker (Campbelltown City Council)
- Cr Helga Lemon (City of Burnside)
- Mayor Elizabeth Fricker (Town of Walkerville)
- Mayor Claire Boan (City of Port Adelaide Enfield)
- Cr Don Palmer (City of Unley)
- Mayor Erin Thompson (City of Onkaparinga)
- Mayor Heather Holmes-Ross (City of Mitcham)

**Voting Instructions** – Pursuant to clause 4.4.5 of the GAROC TOR, the casting of the vote by the Council must be conducted as follows:

- Each Member (Council) shall determine by resolution the candidate it wishes to elect (Clause 4.4.5(c));
- The chair of the meeting shall mark the ballot paper with an "X" next to the candidate that the Member (Council) wishes to elect and seal the ballot paper in the envelope marked "ballot paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the Delegate must indicate the Members Councils name on the inside flap of the envelope. Before sealing and delivering to the Returning Officer. (Clause 4.4.5(D)).

Key timings for the process are as follows:

- 04/03/2020: ballot papers prepared and posted (if nominations exceed vacancies)
- 15/04/2020: voting closes
- 16/04/2020: counting of votes and final declaration of results

**6. ANALYSIS OF OPTIONS**

Option 1 –

1. The report be received.
2. \_\_\_\_\_ be nominated for a position on GAROC.  
Pursuant to clause 4.4.5 of the GAROC Terms of Reference.

This option allows Council to take place in the Election for the one (1) casual vacancy to the GAROC Committee. As each member Council shall determine by resolution the candidate it wishes to elect.

**7. RECOMMENDED OPTION**

The matter is for Council to determine.

**8. REPORT AUTHORISERS**

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



5042907



The voice of local government.

In reply please quote our reference: ECM 701949 LTMD

CITY OF UNLEY  
17 MAR 2020  
REF:

6 March 2020

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

Dear Mr Tsokas

**Election of GAROC Representative (1 casual vacancy)**

On 13 January 2020, Acting CEO Andrew Johnson wrote to member councils calling for nominations for the vacant position on the Greater Adelaide Regional Organisation of Councils (GAROC) which has occurred as a result of the resignation of Cr Tim Pfeiffer from the City of Marion. I wish to advise that at the close of nominations (5.00pm on Friday 26 February 2020) I received nine (9) nominations for the position on GAROC for the following candidates:

- Mayor Kris Hanna (City of Marion)
- Cr Kym McKay (City of West Torrens)
- Mayor Jill Whittaker (Campbelltown City Council)
- Cr Helen Lemon (City of Burnside)
- Mayor Elizabeth Fricker (Town of Walkerville)
- Mayor Claire Boan (City of Port Adelaide Enfield)
- Cr Don Palmer (City of Unley)
- Mayor Erin Thompson (City of Onkaparinga)
- Mayor Heather Holmes-Ross (City of Mitcham)

As a result of receiving more than the required number of nominations, I hereby advise that an election for the position on GAROC will take place.

I have attached a copy of each candidate's profile together with a ballot paper for your completion in accordance with the instructions below.

**Voting Instructions**

Pursuant to clause 4.4.5 of the GAROC Terms of Reference, the casting of the vote by your council must be conducted as follows:

- each Member [council] shall determine by resolution the candidate it wishes to elect (Clause 4.4.5(c));





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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	Mayor Kris Hanna
Council:	City of Marion
Local Government Experience & Knowledge	<p>I have spent a lifetime serving the community, as a lawyer (including a period managing my own legal practice), Marion Councillor (1995-97) State Member of Parliament (1997-2010) and since 2014 as Mayor of Marion Council.</p> <p>At Marion I have encouraged major reforms to improve services to our community, and increase efficiency while reducing rates rises to less than the inflation rate.</p> <p>Having contributed to some improvements at Marion, I would be glad to offer my governance, financial management and legal knowledge to serve the broader Adelaide local government community.</p>
Local Government Policy Views & Interests	<p>Current issues of interest:</p> <ul style="list-style-type: none"> <li>• Addressing the impact of climate change by means of practical measures;</li> <li>• Making the most of impending State Government local government constraints to actually benefit our Councils;</li> <li>• The future of recycling in Adelaide;</li> <li>• Concern about the impact of the Planning and Design Code on infill development, design standards for housing, and our character suburbs.</li> </ul> <p>In respect of every one of these issues I would promote more collaboration between Councils.</p>
Other information	Over the years I have served on the Board of the Victim Support Service, the Multifaith Association and numerous community/school committees.

**This form must accompany the Nomination Form**  
**This information will be supplied to GAROC member councils in the event that an election is required**





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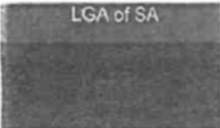
## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Mr Kym McKay</i>
Council:	<i>West Torrens city Council</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• <i>17 years as an elected member for the Lockleys Ward</i></li> <li>• <i>2 terms as Deputy Mayor</i></li> <li>• <i>Presiding member of a number of key council committees</i></li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• <i>A strong advocate for open space – storm water management – better environmental practice's- community facilities and services – believe in the need to have better representation and the ideas of Elected Members (non mayors) on Local Govt Boards and committees.</i></li> </ul>
Other information	<ul style="list-style-type: none"> <li>• <i>I have worked in both the Public and Private sectors in significant roles covering operations and logistics nationally and International, I am professionally employed as a Human Resources –Quality –Safety and Environment Manager in the commercial construction industry currently.</i></li> <li>• <i>I am a past Board member of the West Beach trust (Adelaide Shores)</i></li> <li>• <i>I have voluntarily served on a number of community boards</i></li> <li>• <i>Awarded the 2020 Australia Day Citizen of The Year Award in West Torrens</i></li> </ul>

**This form must accompany the Nomination Form**  
**This information will be supplied to GAROC member councils in the event that an election is required**



## Candidate Information Sheet

### GAROC

(word limit is strictly 1,000 words)

Name:	<i>Mayor Jill Whittaker</i>
Council:	<i>Campbelltown Council</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• Mayor of Campbelltown City Council from November 2018.</li> <li>• Councillor May 2003 - November 2018 for Campbelltown City Council Newton Ward.</li> <li>• Campbelltown Active Ageing Advisory Committee Member 2016 -</li> <li>• Member of Campbelltown Youth Advisory Committee 2016 -</li> <li>• Member of Campbelltown Service Clubs Advisory Committee 2019 -</li> <li>• Member of Campbelltown Access and Inclusion Advisory Committee 2006 -</li> <li>• Member of Campbelltown Reconciliation Advisory Committee 2005-</li> <li>• Campbelltown Child Friendly City Representative 2015 -</li> <li>• Board Member of Libraries Board of SA (LG Rep) 2016-</li> <li>• Deputy Mayor 2006 - 2014</li> <li>• Chairperson Access and Inclusion Advisory Committee Campbelltown 2014-2018</li> <li>• Sesquicentennial Advisory Committee Member 2014-2018</li> <li>• Development Assessment Panel Member 2006-2008, 2010-2012</li> <li>• Chairperson Outlook Publication Committee 2006 – 2014</li> <li>• Campbelltown Library Redevelopment Advisory Committee 2006 -2010</li> <li>• Campbelltown Leisure Centre Redevelopment Advisory Committee 2006 – 2016</li> <li>• South Australian Local Government Women’s Association Metro member 2006</li> <li>• LGA Board Member 2009 – 2016</li> <li>• State Executive of the LGA Vice President 2013-2016</li> <li>• Local Government Research and Development Scheme Committee Past Chairperson 2014-2016 Member 2009-2016</li> <li>• Proxy LGA Audit Committee 2016</li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• Local Government is at the heart of South Australian communities. We are the most efficient level of Government and support local communities to achieve goals. We are the sector that is closest to the Community.</li> <li>• Planning and Development is currently a major focus as residents’ needs and wants are balanced with all of the other needs of communities for heritage protection, trees and open space and all of the many other considerations important to members of the public.</li> <li>• There is the need to develop and maintain good relations with other tiers of Government in relation to their policy and programs and I have strong experience in working with other levels of Government and supporting the position of Local Government.</li> </ul>

## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

<b>Nominee's Council</b>	<i>City of Burnside</i>
<b>Nominee's Name (full name)</b>	<i>Councillor Helga Lemon</i>
<b>Declaration and signature of nominee</b>	I hereby accept such nomination and consent to act as a member of GAROC if so elected. Signature: 
<b>Signature and name of Nominating Council's CEO</b>	Signature:  <i>Chris Cowley</i>
<b>Dated</b>	<i>24/2/20.</i>

<b>Name:</b>	<i>Councillor Helga Lemon</i>
<b>Council:</b>	<i>City of Burnside</i>
<b>Local Government Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• <i>Third term as an elected member for the City of Burnside Eastwood and Glenunga Ward (10 consecutive years as an elected member).</i></li> <li>• <i>Presiding member of the Corporate &amp; Community Services Standing Committee 2011.</i></li> <li>• <i>Presiding member of the Community, Development &amp; Heritage Standing Committee 2012.</i></li> <li>• <i>Four years as a member of Burnside Council's Development Assessment Panel (alternate years).</i></li> <li>• <i>Current member of Burnside's Council Assessment Panel</i></li> <li>• <i>Eight consecutive years as a member of the Council's CEO Recruitment, Performance Appraisal and Remuneration Review Committee.</i></li> </ul>





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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Mayor Elizabeth Fricker</i>
Council:	<i>Corporation of the Town of Walkerville</i>
Local Government Experience & Knowledge	<p><i>I was elected to Council in November 2014. Between November 2016 up to and including the November 2018 council general elections, I was appointed Deputy Mayor by the Council.</i></p> <p><i>I subsequently was elected Mayor of the Town of Walkerville, unopposed, in November 2018.</i></p> <p><i>I have attended a number of training forums run by the LGA for elected members. I have also actively involved myself in almost every consultative forum run by the LGA and OLG in relation to planning reform, rates capping, including SAPC inquiry into local government costs and efficiency.</i></p> <p><i>Walkerville is a member of the ERA and as Mayor I catch up with my fellow ERA Mayors on a monthly basis to discuss broader regional issues.</i></p> <p><i>Furthermore, I have been a member of Council's Audit Committee since 2014, Strategic Planning and Development Policy Committee (2014-2018) and CEO Performance Review Committee (November 2016 – current). I am the Presiding Member of the Women of Walkerville Foundation Committee (a fund raising committee for the betterment of the community).</i></p>
Local Government Policy Views & Interests	<p><i>I am passionate about public safety, affordable housing, open and transparent governance, active ageing &amp; wellbeing, genuine community engagement, financial sustainability, acceptable level of management of assets, open spaces and providing services and programs to our diverse community, with a focus on the most vulnerable groups in our community.</i></p> <p><i>I firmly believe in the protection of heritage areas and the retention of trees, particularly in areas of infill development.</i></p>



The voice of local government.

## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Mayor, Claire Boan</i>
Council:	<i>City of Port Adelaide Enfield</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• <i>Elected as Councillor for 8 years</i></li> <li>• <i>Elected as Mayor of PAE since 2018</i></li> <li>• <i>Effective Chair of meetings</i></li> <li>• <i>Liaison between Organisations and Council</i></li> <li>• <i>Providing leadership to Elected Members and the Community</i></li> <li>• <i>CAP Experience</i></li> <li>• <i>Grants and Sponsorship Committee</i></li> <li>• <i>Audit Committee experience</i></li> <li>• <i>Develop strategic partnerships</i></li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• <i>Councils working collaboratively</i></li> <li>• <i>Community connectedness</i></li> <li>• <i>Increasing better messaging and marketing</i></li> </ul>
Other information	<ul style="list-style-type: none"> <li>• <i>Primary school teacher including leadership roles</i></li> <li>• <i>Patron of local clubs</i></li> </ul>

**This form must accompany the Nomination Form**  
**This information will be supplied to GAROC member councils in the event that an election is required**





The voice of local government.

## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Cr Don Palmer</i>
Council:	<i>City of Unley</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• <i>I have been a member of the City of Unley since the 2010 periodic elections. During this time I have participated in and held the following positions:</i></li> </ul> <p><i><u>Deputy Mayor 2017</u></i></p> <p><i>As Deputy Mayor (acting for our Mayor) I participated in the Metropolitan Local Government Group and the Eastern Regional Alliance</i></p> <p><i><u>Presiding Member</u></i></p> <p><i>Development, Planning and Strategy Committee 2015-16. This committee managed the biggest development plan changes in the history of Unley</i></p> <p><i>Strategic Property Committee 2018</i></p> <p><i><u>Member</u></i></p> <p><i>Development, Planning &amp; Strategy Committee 2013-14</i></p> <p><i>Development Assessment Panel 2011-2014</i></p> <p><i>Unley Business and Economic Development Committee 2012-2018</i></p> <p><i>CEO Performance Review Committee 2017-18</i></p> <p><i>I also note my extensive leadership experience outside of Local Government.</i></p> <p><i>I have managed and/or owned several building industry businesses. As a member of the MBA and HIA I have served on various committees. I have been an Area Co-Ordinator for Neighbourhood Watch, Secretary for a Caravan Club, President for a brief stint of the Association of Caravan Clubs SA.</i></p> <p><i>I have also served on the Parish Councils of two Anglican Parishes and as Warden for some eleven years at St Augustine’s Anglican Church at Unley. Likewise I have served on the Diocesan Administration and Resources Executive at the Adelaide Anglican Diocese. I am currently also a member of Diocesan Council of the Adelaide Diocese of the Anglican Church of Australia.</i></p> <p><i>In all cases I was responsible for Presiding over meetings, for Strategic Planning, OHSW, Financial Budgeting, human resourcing, promotions and marketing.</i></p>

LGA of SA

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Version: 1, Version Date: 14/02/2020



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Other information	<p><i>I look forward to having the opportunity to provide a positive contribution to the local government industry to the betterment of the South Australian local government community.</i></p> <p><i>The South Australian local government industry is in need of continuing to re-invent itself and to present as relevant to today's communities. We need to leave a legacy for the future. I stand ready to contribute.</i></p>
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**This form must accompany the Nomination Form**  
**This information will be supplied to GAROC member councils in the event that an election is required**

LGA of SA

Document Set ID: 4546897  
Version: 1, Version Date: 14/02/2020



## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	MAYOR ERIN THOMPSON
Council:	CITY OF ONKAPARINGA
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• 10 + years experience working as a communications professional in local government (City of Playford and City of Unley)</li> <li>• Current Mayor of the City of Onkaparinga. Elected 2018</li> <li>• As a metropolitan Mayor (City of Onkaparinga) I represent the largest council in SA by population</li> <li>• My experience in local government, firstly within the administration of a medium sized council and now the Mayor of a large council, has helped me to build an understanding of the special challenges faced by different sized councils with extremely varied community demographics and needs.</li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• GAROC and the LGA must be proactive on matters that make a real difference to Local Government</li> <li>• Local Government should continue to make its views heard at both State and Federal levels</li> <li>• There needs to be more transparency in councils to help rebuild the trust of rate payers</li> <li>• The LGA could help to change the communities negative perception of local government state-wide</li> <li>• We must build solid relationships with government to ensure political interference does not further infiltrate local government. We need to ensure they are very clear about our message. This must occur all year and not just at election time.</li> <li>• Federally it is important that SA has a strong voice at the ALGA table and is not left behind and ignored in favour of the more populist states.</li> <li>• Local government should be a leader in community engagement – we need to step up in this area</li> <li>• Local Government needs to become better communicators – the community are interested in what we are doing, and we should involve them more in the conversation as well as celebrate our wins more often.</li> </ul> <p>Councils need to work together to find new innovative cost-effective solutions for managing the entire waste and recycling process here in South Australia.</p>



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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Heather Holmes-Ross</i>
Council:	<i>City of Mitcham</i>
Local Government Experience & Knowledge	<p>In a surprise result at the last election I was elected Mayor without having previously served as a councillor. This presented an enormous personal challenge as I had very little local government knowledge and no experience. Since then, I have immersed myself in the sector, my council and my community. I have attended numerous local government training sessions, discussions, seminars and events to get myself up to speed.</p> <p>I come from a background of excellence in business and academia. I have a PhD in chemistry from Flinders Uni which means I am trained to investigate, problem solve and collaborate. These are particularly handy skills when applied to the intricacies of local government.</p> <p>The hospitality business which my chef husband and I own and manage has been continually recognised for excellence by our industry body, Restaurant &amp; Catering Assoc. of Aust., culminating in our being awarded Australian Restaurant of the Year 2017. I believe this shows that I have the ability to encourage a team to work towards excellence, along with a high degree of business acumen, the ability to assess business situations, risks and opportunities and act on them.</p> <p>I believe that my role as Mayor is one of facilitation and advocacy and therefore building relationships is pivotal, so I have worked hard to build strong relationships with my councillors, our CEO, council administration, and council staff, along with LGA staff, councillors from other councils, local MP's and the many wonderful Mayors.</p> <p>I have been busy in the community, performing civic duties and meeting with residents, community groups, schools, universities, and businesses to understand and advocate for their diverse needs. To aid this process I have instigated a weekly open forum, "Share with the Mayor" where I make myself available for three hours to listen to the concerns and ideas of our residents over cuppa. As a restaurateur I make a mean cappuccino on our office coffee machine!</p> <p>I have thoroughly enjoyed the past year or so as Mayor and feel that, along the way, I have gained a very workable knowledge of the machinations of local government. I am dedicated to my role and not afraid to stand up for my beliefs.</p>



# Ballot Paper

## Election for GAROC Casual Vacancy (1)

### Ballot closes 5:00pm Thursday 16 April 2020

**Important Note:** In accordance with Clause 4.4.5(d) of the GAROC Terms of Reference, the chair of the meeting for that Member Council shall:

- mark the ballot paper with an "X" next to the candidate that the Member Council wishes elected;
- place the ballot paper in the envelope marked *Ballot Paper*, seal the envelope then enclose it in the envelope marked *Returning Officer*, seal it and deliver that envelope to the Returning Officer.

	<b>HANNA, Kris</b>	Mayor	Marion
	<b>McKay, Kym</b>	Councillor	West Torrens
	<b>WHITTAKER, Jill</b>	Mayor	Campbelltown
	<b>LEMON, Helga</b>	Councillor	Burnside
	<b>FRICKER, Elizabeth</b>	Mayor	Walkerville
	<b>BOAN, Claire</b>	Mayor	Port Adelaide Enfield
	<b>PALMER, Don</b>	Councillor	Unley
	<b>THOMPSON, Erin</b>	Mayor	Onkaparinga
	<b>HOLMES-ROSS, Heather</b>	Mayor	Mitcham





# LGA GAROC Terms of Reference

effective 8 January 2020

## Local Government Association of South Australia

### GAROC Terms of Reference

Adopted by the LGA Board on [insert date] and Members at the AGM held [insert date]

#### 1. Establishment

In accordance with clause 19 of the Local Government Association of South Australia Constitution and Rules (**Constitution**) there are 2 regional organisations of Members: the South Australian Regional Organisation of Councils (**SAROC**) and the Greater Adelaide Regional Organisation of Councils (**GAROC**).

#### 2. Terms of Reference

- 2.1. These Terms of Reference set out the functions to be discharged by GAROC.
- 2.2. The operation of the Terms of Reference may be altered by the Board of Directors either generally or in respect of specific circumstances by resolution with the exception of clauses 4.2, 4.3 and 4.4. A resolution for the purposes of this clause 2.2 will be reported to the chairperson of GAROC within 24 hours of the meeting of the Board of Directors at which the resolution was passed.
- 2.3. These Terms of Reference will be presented to the Members at a General Meeting for ratification annually (or more frequently as determined by the Board).
- 2.4. Clauses 4.2, 4.3 or 4.4 of this Terms of Reference may be altered only:
  - 2.4.1. By resolution passed at a General Meeting of which at least 30 days' notice has been given to Members; and
  - 2.4.2. With approval of the Minister.
- 2.5. The term:
 

**GAROC Region** means the combined local government area of each Member listed in the Schedule.

**GAROC Regional Grouping** means all of the Members of the Regional Groupings of Members as identified in the Schedule.
- 2.6. A capitalised term not defined in this document has the meaning provided for the term in the Constitution.

#### 3. Status

GAROC is a committee of the LGA and is responsible to the Board of Directors for the discharge of its functions.

#### 4. GAROC

##### 4.1. Role

The role of GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the GAROC Region.



## 4.2. Membership

- 4.2.1. Each Regional Grouping of Members listed in the schedule to these Terms of Reference will elect in accordance with clause 4.3 and 4.4 from the Members of the Regional Grouping of Members, 2 Council Members of Members in the Regional Grouping of Members as members of GAROC provided that each person elected is from a different Member.
- 4.2.2. In addition to the members of GAROC elected in accordance with clause 4.2.1, the Lord Mayor of the City of Adelaide will be a standing member of GAROC.

## 4.3. Nominations for election to GAROC

- 4.3.1. The members of GAROC will be elected biennially.
- 4.3.2. In the year in which GAROC members will be elected, and at least 3 months before the Annual General Meeting, the Chief Executive shall write to all Members of the GAROC Regional Grouping as listed in the schedule calling for nominations for the membership of GAROC.
- 4.3.3. Each Member of the GAROC Regional Grouping may nominate a candidate for membership of GAROC, provided that:
- (a) a person nominated as a member of GAROC must be a representative of a member on the relevant Regional Grouping of Members; and
  - (b) only a Council Member can be nominated to GAROC.
- 4.3.4. A nomination of a person as a member of GAROC must be by resolution of the Member received by the Chief Executive not later than 5 pm on the day specified for the closure of nominations (**Close of Nominations**). A nomination must be signed by the candidate indicating his or her willingness to stand for election and be in the form determined by the Chief Executive.

## 4.4. Election to GAROC

- 4.4.1. The Chief Executive shall be the returning officer for any election of members to GAROC.
- 4.4.2. After the Close of Nominations, the Chief Executive will notify Members of each Regional Grouping of Members of the candidates for membership of GAROC nominated by the Regional Grouping of Members.
- 4.4.3. If the only nominations received from a Regional Grouping of Members by the Close of Nominations match the membership positions described in clause 4.2.1, then the Chief Executive will declare those persons duly elected to those membership positions.
- 4.4.4. If the number of persons nominated by the Close of Nominations by a Regional Grouping of Members exceeds the number of membership positions described in clause 4.2.1, then an election for the purpose of clause 4.2.1 must be held in accordance with this clause.





- 4.4.5. In the event of an election being required, the Chief Executive shall conduct the election as follows:
- (a) at least six weeks before the Annual General Meeting, the Chief Executive shall deliver ballot papers to each Member of the Regional Grouping of Members;
  - (b) the ballot papers shall:
    - (i) list the candidates for election;
    - (ii) specify the day of closure of the election;
    - (iii) be accompanied by an envelope marked "Ballot Paper" and a second envelope marked "Returning Officer";
  - (c) each Member shall determine by resolution the candidate or candidates (as relevant) it wishes to elect;
  - (d) the chair of the meeting for that Member shall mark the ballot paper with an "X" next to the candidate or candidates (as relevant) that the Member wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the chair must indicate the Member's name on the inside flap of the envelope. The envelope may then be sealed and delivered to the Returning Officer;
  - (e) on receipt of the envelopes the Chief Executive must:
    - (i) open the outer envelope addressed to the "Returning Officer" and record the name of the Member which appears on the inside flap of the envelope on the roll of Member's eligible to vote; and
    - (ii) place the envelope marked "Ballot Paper" unopened into the ballot box;
  - (f) the Chief Executive shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;
  - (g) at the counting of the votes the Chief Executive shall produce unopened envelopes marked "Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by each candidate;
  - (h) in respect of an election for the purposes of clause 4.2.1, the 2 candidates from a Regional Grouping of Members with the most votes shall be deemed elected in respect of that Regional Grouping of Members and the Chief Executive shall declare the candidates elected at the Annual General Meeting; and
  - (i) in the case of candidates for membership positions described in clause 4.2.1 from a Regional Grouping of Members receiving the same number of votes, the Chief Executive shall draw lots at the counting of the votes to determine which candidate is elected.



- 4.4.6. The Chief Executive may, in his or her discretion, appoint a deputy returning officer and delegate any of his or her powers, functions or duties to that person who shall act accordingly.
- 4.4.7. The Chief Executive may, in his or her discretion, delegate any of his or her powers, functions or duties to an Executive Officer of a Regional Grouping of Members who shall act accordingly for the conduct of elections for the purpose of clause 4.2.1 in respect of the Regional Grouping of Members relevant to that Executive Officer.

#### **4.5. Term of office**

The term of office for members of GAROC shall commence after the Annual General Meeting of the year in which the member is elected. Each member of GAROC will serve for a period of 2 years or until a circumstance causing a casual vacancy as described in clause 4.7.2 occurs.

#### **4.6. Duties**

- 4.6.1. Each member of GAROC must:
- (a) undertake his or her role as a GAROC member honestly and act with reasonable care and diligence in the performance and discharge of functions and duties;
  - (b) not make improper use of information acquired by virtue of his or her position as a GAROC member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA;
  - (c) not make improper use of his or her position as a GAROC member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA; and
  - (d) not act in any matter where the GAROC member has a conflict of interest (provided that an interest shared in common with all or a substantial proportion of the members of GAROC will not be an interest giving rise to a conflict of interest).

#### **4.7. Absences and casual vacancies**

- 4.7.1. A leave of absence may be granted to a member of GAROC by resolution of GAROC. A replacement member of GAROC will be appointed for the period of the leave of absence by resolution of the majority of Members comprising the Regional Grouping of Members relevant to the person the subject of the leave of absence.
- 4.7.2. A casual vacancy will occur in the office of a member of GAROC if the member of GAROC:
- (a) dies;
  - (b) resigns from GAROC;
  - (c) is dismissed by resolution of the Board of Directors from GAROC for Misconduct;



- (d) ceases to be a Council Member;
- (e) the Member for which the member of GAROC is a Council Member is no longer a member of the Local Government Association; or
- (f) an administrator is appointed to administer the affairs of the Member for which the member of GAROC is a Council Member.

4.7.3. If there is a casual vacancy in the membership of GAROC, then the Regional Grouping of Members relevant to the GAROC member the subject of the casual vacancy will appoint by resolution of the majority of Members comprising the Regional Grouping of Members another Council Member to serve as a member of GAROC for the balance of the membership term.

## **5. Responsibilities**

### **5.1. Board of Directors**

- 5.1.1. The role of the Board of Directors is to oversee corporate governance of the LGA and provide strategic direction and leadership.
- 5.1.2. The duties of the Board of Directors are to ensure that:
  - (a) the LGA acts in accordance with applicable laws and the Constitution;
  - (b) the LGA acts ethically and with integrity, respecting diversity and striving for gender balance participation in all activities;
  - (c) the activities of the LGA are conducted efficiently and effectively and that the assets of the LGA are properly managed and maintained;
  - (d) subject to any overriding fiduciary or other duty to maintain confidentiality, the affairs of the LGA are undertaken in an open and transparent manner; and
  - (e) the LGA performs to its business plan and achieves or better the financial outcomes projected in its budget.
- 5.1.3. The Board of Directors may from time to time refer matters to GAROC for consideration.
- 5.1.4. The Board of Directors will receive, consider and respond to any report and recommendations provided to the Board of Directors by GAROC.
- 5.1.5. The Board of Directors will periodically review the performance of GAROC.

### **5.2. GAROC**

- 5.2.1. GAROC will fulfil its functions under these Terms of Reference in a timely, objective and professional manner consistent with the 'LGA Strategic Management Framework'.
- 5.2.2. GAROC may, through the Chief Executive and at the LGA's expense, seek external legal, financial or other advice on matters within its functions or concerning these Terms of Reference.





### 5.3. Chief Executive

- 5.3.1. The Chief Executive will make available to GAROC information of the LGA which is relevant to the functions of GAROC.
- 5.3.2. The Chief Executive will ensure that administrative support and other resources are made available to GAROC as included in the GAROC approved annual business plan and budget to enable GAROC to discharge its obligations under these Terms of Reference.
- 5.3.3. Resources made available to GAROC will include resourcing by the LGA Office or external resources considered appropriate by the Chief Executive acting in consultation with GAROC.

## 6. Functions of GAROC

### 6.1. LGA Object

- 6.1.1. The object of the LGA is to achieve public value through the promotion and advancement of the interests of local government by:
  - (a) advocating to achieve greater influence for local government in matters affecting councils and communities;
  - (b) assisting member councils to build capacity and increase sustainability through integrated and coordinated local government; and
  - (c) advancing local government through best practice and continuous improvement.
- 6.1.2. GAROC will assist in the achievement of the LGA's object by:
  - (a) supporting the activities of the LGA at a regional level;
  - (b) promoting communication between Members and between Members and the LGA;
  - (c) advocating in respect of matters which affect the GAROC Regional Grouping;
  - (d) encouraging engagement of Members within the GAROC Regional Grouping with GAROC and the LGA; and
  - (e) participating in policy development and implementation.

### 6.2. Consideration and referral of Member items of business

- 6.2.1. Any Member of the GAROC Regional Grouping may raise an item of business for the consideration of the Board of Directors or a General Meeting with GAROC. The item of business must be clearly described in writing, including an indication as to whether the impact of the item is confined to the Member or has broader implications for the local government sector.
- 6.2.2. GAROC will consider each item of business raised with GAROC by a Member.





- 6.2.3. A Member may be invited by GAROC to address a meeting of GAROC in respect of the proposed item of business.
- 6.2.4. Where considered appropriate by GAROC on the basis of the nature, scope and impact or potential impact of the item on the local government sector, GAROC will refer the item to either the Board of Directors or a General Meeting.
- 6.2.5. GAROC will inform the Member which has raised the item of business as to whether or not the item will be referred to the Board of Directors or a General Meeting.
- 6.2.6. Where an item of business is not referred to the Board of Directors or a General Meeting, GAROC may provide assistance or guidance to the Member in respect of progressing the matter.

### **6.3. Proposals for policy development**

- 6.3.1. GAROC may develop proposals for policy positions for consideration at a General Meeting either in response to an issue raised by a Member within the GAROC Regional Grouping or independently.
- 6.3.2. A policy position developed by GAROC will be referred to the Board of Directors for consideration and determination as to whether or not the position should be put for consideration and adoption to a General Meeting.

### **6.4. Election to Board of Directors**

- 6.4.1. GAROC will elect 3 members of GAROC (each of which must be a Council Member with relevant business and governance experience) to the Board of Directors.
- 6.4.2. In addition to Directors elected under clause 6.4.1, the chairperson of GAROC will be a Director.
- 6.4.3. The term of office as a Director of the 3 persons elected to the Board of Directors by GAROC and the chairperson of GAROC will commence after the Annual General Meeting of the year in which the person is elected and shall be for 2 years or until a casual vacancy in that office occurs.
- 6.4.4. Persons elected under clause 6.4.1 are eligible for re-election for subsequent terms.

### **6.5. Strategic and annual business planning**

- 6.5.1. GAROC will develop, in consultation with the Members of the GAROC Regional Grouping, a 4 year strategic plan for regional advocacy, policy initiation and review, leadership, engagement and capacity building in the GAROC Region. The strategic plan will be reviewed and updated annually by GAROC by June each year.
- 6.5.2. GAROC will develop, in consultation with the Members within the GAROC Regional Group, an annual business plan for the next financial year by June each year.



- 6.5.3. The strategic plan and annual business plan for the next financial year will be presented to the Board of Directors for approval by June each year.

## **6.6. Other functions**

GAROC will undertake any other functions:

- 6.6.1. of GAROC set out in the Constitution; and  
6.6.2. delegated by the Board of Directors to GAROC.

## **7. Budget**

- 7.1.1. GAROC will by June each year develop and adopt a budget to cover anticipated expenses of activities under the strategic plan and annual business plan during the next financial year. After adoption by GAROC, the budget will be provided to the Board of Directors for consideration and approval.
- 7.1.2. GAROC will provide a financial report to the Board of Directors no later than September providing a true and correct record of the expenditure of GAROC against the annual budget.
- 7.1.3. The chairperson of GAROC will meet with the Audit Committee of the LGA or the LGA's external auditor on request to discuss the GAROC financial report.

## **8. Committees**

GAROC may establish committees consisting of any person with relevant experience, skill or expertise for any purpose and determine the terms of reference for such committees.

## **9. Meetings of GAROC**

### **9.1. Resolution of the Board of Directors**

Requirements under this clause 9 may be altered, supplemented or replaced by resolution of the Board of Directors.

### **9.2. Frequency of meetings and venue**

- 9.2.1. GAROC will meet at least once in each 2 month period at such times and places as shall be determined by the Chief Executive.
- 9.2.2. Any member of GAROC or the Board of Directors may convene additional meetings of GAROC.
- 9.2.3. Notice of a meeting of GAROC will be provided in writing to members of GAROC by the Chief Executive no less than 7 days prior to the meeting providing the date, time and place of the meeting and the proposed business to be conducted at the meeting.

### **9.3. Chairperson**

- 9.3.1. The chairperson of GAROC will be a Council Member appointed by GAROC.
- 9.3.2. The chairperson will be the official spokesperson for GAROC.



- 9.3.3. If the chairperson of GAROC is absent from a meeting of GAROC then the members attending the GAROC meeting will appoint a chairperson for the purposes of that meeting.

#### **9.4. Decision making**

- 9.4.1. All questions arising at a meeting of GAROC shall be decided by a simple majority vote of the members of GAROC present and voting on each question.
- 9.4.2. The Chair of the meeting has a deliberative vote and, if there are equal numbers of votes on any question, a casting vote.

#### **9.5. Meeting procedure**

The meeting procedures determined by the Board of Directors from time to time will apply to meetings of GAROC.

#### **9.6. Attendance**

- 9.6.1. Meetings of GAROC will be closed to the public.
- 9.6.2. GAROC may invite any person to attend its meetings.

#### **9.7. Minutes**

- 9.7.1. Minutes will be kept of all GAROC meetings including a record of the actions of GAROC.
- 9.7.2. Within 48 hours of a GAROC meeting, the chairperson will review and confirm the draft minutes. The draft minutes will then be circulated to GAROC members for comment and if necessary amendment before being certified as correct by the chairperson.

#### **9.8. Quorum**

The quorum for a meeting of GAROC is one half of the members of GAROC, plus 1 member of GAROC (provided that at least 1 member elected by each Regional Grouping of Members must be present except for a Regional Grouping of Members with no representation on GAROC).

#### **9.9. Performance assessment**

GAROC will assess its performance against:

- 9.9.1. the strategic plan and annual business plan each quarter; and
- 9.9.2. these Terms of Reference annually.

#### **9.10. Reporting**

- 9.10.1. A Director elected by GAROC will provide a verbal report to the Board of Directors on key matters being considered by GAROC at each Board of Director's meeting at which the minutes of GAROC are to be considered by the Board of Directors.





- 9.10.2. Any matter relevant to regional advocacy, policy initiation and review, leadership, engagement and capacity building in the GAROC Region considered to be of significance to the corporate governance, strategic direction and leadership of the LGA will be reported by GAROC to the Board as soon as practicable after GAROC has considered the matter.
- 9.10.3. GAROC will provide an annual report to the Board of Directors by September each year summarising:
- (a) the discharge of GAROC's responsibilities and functions under these Terms of Reference and against the strategic plan and annual business plan;
  - (b) the activities of GAROC during the financial year;
  - (c) items of business referred to the Board of Directors or a General Meeting during the financial year; and
  - (d) items being considered by GAROC which have not been reported to the Board of Directors and the intended actions in respect of those matters.

## **10. Access to information**

- 10.1.1. GAROC is entitled, acting through the Chief Executive, to access any information or discuss matters with staff of the LGA Office.
- 10.1.2. A copy of the agenda for a GAROC meeting, reports to be considered by GAROC and minutes of GAROC meetings certified under clause 9.7.2 will be available to all Directors.
- 10.1.3. Subject to confidentiality requirements as determined by the Board of Directors or GAROC, a copy of the GAROC agenda, reports and minutes certified under clause 9.7.2 will be published on the LGA website for review by Members.

## **11. Administration**

- 11.1. Subject to clause 11.2, an administrator appointed to administer the affairs of the Member may exercise the rights and satisfy the obligations of the administered Member under these Terms of Reference.
- 11.2. An administrator is ineligible to be a member of GAROC.

## **12. Transitional provisions**

### **12.1. Interpretation**

- 12.1.1. Transitional arrangements associated with these Terms of Reference are set out in this clause 12.
- 12.1.2. In this clause 12:



**"Commencement Date"** means the date on which both of the following criteria have been satisfied (regardless of the order in which they are satisfied):

- (a) these Terms of Reference have been adopted by resolution passed at a General Meeting of which at least 30 days' notice has been given to Members; and
- (b) the Minister has approved the amendments to clauses 4.2, 4.3 and 4.4.

**"Previous Terms of Reference"** means the terms of reference for GAROC in operation immediately prior to the Commencement Date.

**"Transitional Period"** means the period between the Commencement Date and the Annual General Meeting in 2020.

- 12.1.3. The term of office of each member of GAROC appointed prior to the Commencement Date will expire at the Annual General Meeting in 2020 or when a casual vacancy arises under clause 4.7.2.
- 12.1.4. If a leave of absence is granted under clause 4.7.1 in respect of a member of GAROC during the Transitional Period, a replacement member of GAROC will be appointed for the period of the leave of absence by resolution of the majority of Members comprising the Regional Grouping of Members specified in the schedule to the Previous Terms of Reference.
- 12.1.5. If a casual vacancy arises under clause 4.7.2 in respect of a member of GAROC during the Transitional Period, another Council Member will be appointed to serve as a member of GAROC for the balance of the membership term by resolution of the majority of Members comprising the Regional Grouping of Members specified in the schedule to the Previous Terms of Reference.

**Schedule: List of Regional Groupings of Members within the GAROC Regional Grouping**

<b>Regional Grouping of Members</b>	<b>Members</b>
<b>North</b>	Gawler Playford Salisbury Tea Tree Gully
<b>West</b>	Charles Sturt Holdfast Bay Port Adelaide Enfield West Torrens
<b>South</b>	Marion Mitcham Onkaparinga
<b>East</b>	Adelaide Hills Burnside Campbelltown Norwood Payneham & St Peters Prospect Unley Walkerville



The voice of local government.

148 Frome St  
Adelaide SA 5000  
GPO Box 2693  
Adelaide SA 5001  
T (08) 8224 2000  
F (08) 8232 6336  
E [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au)

[www.lga.sa.gov.au](http://www.lga.sa.gov.au)

## **COUNCIL ACTION REPORT**

**REPORT TITLE:** COUNCIL ACTION RECORDS  
**ITEM NUMBER:** 4.11  
**DATE OF MEETING:** 23 MARCH 2020  
**AUTHOR:** LARA JONES  
**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.
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COUNCIL ACTION REPORTS - ACTIONS TO MARCH 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><b>Item 1</b> - Budget was not allocated in 2018/19 to enable the review of alternative uses of the Forestville Hockey playing fields and building.</p> <p><b>Item 2</b> - The Hockey Club has an ongoing lease at the Goodwood Oval Complex for a further three years. Following the advancement of the Goodwood Oval Grandstand Project, investigations will be undertaken into possible future uses of the hockey facilities. The Hockey Club has confirmed their seasonal use for 2019 and are 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 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. The Administration have investigated the suitability of a synthetic hockey pitch in place of the existing grass pitch, however it is 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.</p>	Ongoing
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	<p><b>Item 2</b> – Completed.</p>	Completed
			GM City Development	<p><b>Item 3</b> – 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 in January 2020 seeking endorsement of the developed concept designs and Option 1 was endorsed.</p>	Completed
			GM City Development	<p><b>Item 4</b> – A review of Council's Community Land Management Plan for Unley Oval will be undertaken as part of a City-wide review of its Community Land Management Plans which will be finalised in 2019/20.</p>	June 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>Focus groups have been held with EMs and staff as well as 4 targeted community sessions and 3 broader drop-in community sessions throughout October. An on-line survey is available on <i>Your Say Unley</i>.</p> <p>A draft plan for consideration and endorsement will be presented to Council in June 2020.</p>	June 2020

COUNCIL ACTION REPORTS - ACTIONS TO MARCH 2020						
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date	
22/07/19	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR P. HUGHES RE OPPORTUNITIES TO TAKE ADVANTAGE OF THE HISTORIC LOW INTEREST RATE ENVIRONMENT</b></p> <p>1. Administration prepare a report that identifies opportunities to take advantage of the historic low interest rate environment.</p>	GM Business Support & Improvement	<p>The review of the Long Term Financial Plan is not complete. Last financial years result, recent economic forecast data and assumptions have been updated. The Audit Committee reviewed the assumptions at its meeting 11 February 2020. Further refinement of the LTFP is still required. (grants income and finance costs)</p> <p>The Council approved the acquisition of two strategic properties in the past few months with new borrowings. The LTFP will be updated to reflect this acquisition. This will result in an increase in net debt but the finance costs should be covered by rental income.</p> <p>The following are items are being assessed and will impact the net debt of the Council.</p> <p>1.Millswood Croquet Club received grant funding for the upgrade/new clubroom facilities. Council's contribution will be brought forward 3 years and will be funded by new borrowings. A project proposal will form part of the budget deliberations for 2020-21.</p> <p>2.The junior pools at the Unley Swimming Centre are due to be upgraded. A project proposal for concept designs will form part of the 2020-21 budget deliberations. Any upgrade will mostly be funded by new borrowings.</p> <p>3.Council has approved the development of concept designs for the cottages on the Village Green. Any approved upgrade will be funded by new borrowings.</p> <p>4.The 2020-21 budget deliberations will consider a project proposal for a Master Plan be developed for Ridge Park. Any future redevelopments of Ridge Park will be funded mostly by new borrowings.</p> <p>Updated Asset Management Plans are due for completion in November 2020. It is difficult to recommend at this time which asset renewal programs could be brought forward when data cleansing and condition testing is still underway.</p> <p>In accordance with the Local Government Act 1999, the draft LTFP must be reviewed within two years of a council election. The draft LTFP for community consultation will be presented to Council in April. It will be based on the best available information at the time. Community consultation is planned for May 2020 and will accompany the consultation on the Draft Annual Business Plan 2020-21.</p>	April 2020	
26/08/19	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR D. PALMER RE STATE GOVERNMENT NORTH-SOUTH CORRIDOR</b></p> <p>1. The City of Unley indicate its support for the State Government's North-South Corridor project, including the tunnel design option recently announced, via a letter from the Mayor to the Minister for Transport, Planning and Infrastructure, Hon. Stephan Knoll MP and the Chief Executive Officer of the Department for Planning, Transport and Infrastructure, Mr Tony Braxton-Smith, and express a desire to liaise with the Government in its proposal to:</p> <p>1.1 Provide the best possible design option; and</p> <p>1.2 Consult with residents and business owners on, and adjacent to South Road, in order to minimise disruption during the construction phase of the project.</p> <p>2. A briefing be requested from the Department for Planning, Transport and Infrastructure, to provide information on the section of the north-south corridor within the City of Unley, including proposals for the redevelopment of Emmerson Crossing.</p>	CEO	Letter sent and contact made with DPTI CEO who has advised that once works have been progressed to a suitable stage affected councils will be briefed.	TBA	
23/09/19	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR J. BOISVERT RE DOG OFF LEASH TIMES AT PAGE PARK DURING WINTER</b></p> <p>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.</p>	GM City Development and GM City Services	The Administration will undertake a City-wide review of its Community Land Management Plans which will be finalised in 2019/20. The community consultation process to be undertaken will include an extension of dog off-leash times as per Council's resolution. The results of this consultation process will inform the review of the Animal Management Plan to be undertaken in 2020/21.	June 2020	

COUNCIL ACTION REPORTS - ACTIONS TO MARCH 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
09/12/19	4.1	<p><b>FOUNDRY STREET PETITION - STREET TREE PRUNING, REMOVAL AND REPLACEMENT ON FOUNDRY STREET, GOODWOOD</b></p> <p>2. Council removes all existing trees (10 trees) on the western side of Foundry Street, Goodwood as per the petition submitted.</p> <p>3. Council will replace with at least 15 new trees on the western side of Foundry Street.</p> <p>4. Consultation with residents of Foundry Street, Goodwood with regard to the species of trees to be planted.</p> <p>5. Council does not remove any Queensland Box trees on the eastern side of Foundry Street, Goodwood.</p> <p>6. The petitioners be advised of Council's decision.</p>	GM City Development	<p><b>Item 2</b> - Tree removal and planting will occur following confirmation of tree species in consultation with residents.</p> <p><b>Item 3</b> - New trees will be planted by 30 June 2020.</p> <p><b>Item 4</b> - The Administration has advised the head petitioner of Council's resolutions. Consultation will commence within the next two weeks (before end of March 2020) regarding the replacement tree species.</p> <p><b>Item 5</b> - Noted.</p>	June 2020
09/12/19	4.2	<p><b>AFLW GAME AND ASSOCIATED EVENT ACTIVATION - UNLEY OVAL AND VILLAGE GREEN</b></p> <p>2. Council endorses funding of \$8,500 for community notification, ground maintenance and preparation for the 2020 AFLW Match.</p> <p>3. No further consideration be given to staging an associated event for the 2020 AFLW Match.</p> <p>4. Council write to the AFL to seek information about future intentions for AFLW matches at the Unley Oval and affirm the need for earlier notification and confirmation in order to enable the required planning/budget for a potential match in 2021.</p>	GM City Services	<p>Event preparations now underway.</p> <p>Correspondence will be sent to the AFL following the match in March as part of the debrief for the event.</p>	March 2020
09/12/19	4.3	<p><b>MIKE TURTUR BIKEWAY</b></p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	GM City Development	<p><b>Item 2</b> – 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.</p> <p><b>Item 3</b> – Consultation to commence shortly now that Head Agreement is signed. Draft content has been prepared by Council and is awaiting Ministerial approval to proceed.</p> <p><b>Item 4</b> – Noted.</p> <p><b>Item 5</b> – Consultation has not commenced as originally planned at the direction of DPTI. Once Ministerial approval is given, Council will commence consultation and at the conclusion prepare a report to Council.</p>	Completed  TBC  TBC
28/01/20	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR J DODD RE: CULROSS AVENUE - INVESTIGATION OF SUITABILITY AS A 'LIVING STREET'</b></p> <p>1.The viability of Culross Avenue becoming a "living street" or utilising other traffic calming measures, including closing the street at 'Zone 2', be investigated and a report returned to Council prior to the completion of 2020/21 budget considerations.</p>	GM City Development	Report presented to Council at March meeting.	Completed
28/01/20	4.1	<p><b>CIVIC PRECINCT: FUTURE USE/CONCEPT DESIGNS - EDMUND AVENUE COTTAGES</b></p> <p>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.</p> <p>3.A further report be presented to Council following completion of the concept designs for the Edmund Avenue cottages and indicative cost estimates.</p> <p>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.</p>	CEO	<p>2. Greenway Architects engaged to develop concept designs for presentation to Council.</p> <p>4. Existing tenants have been advised of Council's decision.</p>	April 2020  Completed
28/01/20	4.3	<p><b>SESQUICENTENARY CELEBRATIONS TO ACKNOWLEDGE FORMATION OF THE CORPORATE TOWN OF UNLEY</b></p> <p>2. The Sesquicentenary of the formation of the Corporate Town of Unley be celebrated during 2020/21 and 2021/22 with the specific program of events and activities to be determined as part of the 2020/21 budget process, with reference to the program of activities set out in this report (Item 4.3, Council Meeting, 28/01/2020).</p>	GM City Services	Completed. Budget project template submitted as part of the 2020/21 Annual Business Plan and Budget process	Completed



COUNCIL ACTION REPORTS - ACTIONS TO MARCH 2020					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
28/01/20	4.4	<p><b>PAGE PARK TURF CONDITION ASSESSMENT</b></p> <p>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.</p> <p>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.</p>	GM City Development	Item 2 - Upgrade works for the irrigation system has been included in the 2020/21 budget (to be approved by Council).	August/September 2020
24/02/20	4.1	<p><b>CAPRI THEATRE LOAN REQUEST</b></p> <p>2. An interest free loan for \$71,900 be provided to the Capri Theatre to enable the completion of internal painting at the theatre, with the loan to be repaid within a one-year period.</p>	GM Business Support & Improvement	The Capri has been informed, has verbally accepted the offer and an agreement prepared for signing.	Completed
24/02/20	4.2	<p><b>DRAFT TREE STRATEGY 2045</b></p> <p>1. The Draft Tree Strategy as set out in Attachment 1 to this report (Item 4.2, Council Meeting, 24/02/2020) be further amended as outlined below and returned to Council for review, prior to the commencement of a community engagement process:</p> <ul style="list-style-type: none"> <li>• Strategies to achieve the retention and increase of trees on private land.</li> <li>• Evidence of the success of existing programs eg. the Adopt A Tree Strategy.</li> <li>• Decision-making hierarchy for tree removal.</li> <li>• Clarification on strategies M3.2 and M4.2.</li> </ul>	GM City Development	<p>Briefing held with Elected Members on 10 March 2020, with amended DRAFT Strategy to be presented to Council for endorsement to proceed with consultation in March.</p> <p>Report presented to Council meeting in March.</p>	Completed
24/02/20	4.3	<p><b>APPLICATION FOR WEEKLY GREEN WASTE COLLECTION TRIAL</b></p> <p>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.</p>	GM City Development	<p>Grant application submitted and awaiting notification as to whether we have been successful.</p> <p>Notification date not known at this stage</p>	June 2020
24/02/20	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR N. SHEEHAN RE: BEE HIVES AT COUNCIL FACILITIES</b></p> <p>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.</p>	GM City Development	A report is to be provided to Council for consideration at its April 2020 meeting.	April 2020
24/02/20	5.1.2	<p><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></p> <p>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.</p>	GM City Development	A report is to be provided to Council for consideration at its April 2020 meeting.	April 2020
24/02/20	5.1.3	<p><b>NOTICE OF MOTION FROM COUNCILLOR M. RABBITT RE TREE CANOPY TARGET - 2045</b></p> <p>1. Council write to the Minister for Environment and Water, Mr David Speirs MP, congratulating him and his Government's target to increase urban green cover by 20% in metropolitan Adelaide by 2045 as part of the 30-Year Plan's Target 5, 'A green liveable city', and requesting details of the specific measures the Government is seeking to introduce to increase tree canopy cover for private dwellings on the basis that there are limited opportunities for the City of Unley to increase tree canopy cover on public land.</p>	GM City Development	Letter has been sent to Minister.	Completed

## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR J. RUSSO RE: REQUEST FOR TRANSPORT AND TRAFFIC MANAGEMENT STUDY OF UNLEY ROAD
<b>ITEM NUMBER:</b>	5.1.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	NIL

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Councillor Jane Russo has given notice of intention to move the following motion at the Council meeting to be held on 23 March 2020.

### **MOTION**

That:

1. The City of Unley write to the Minister for Transport, Infrastructure, Local Government and Planning, Stephan Knoll, requesting that the Department of Planning Transport and Infrastructure (DPTI) undertake a holistic transport and traffic management study of Unley Road that includes:
    - Parking
    - Traffic speeds
    - Right-hand turns/slip lanes
    - Traffic light numbers and coordination
  2. The City of Unley work with DPTI to ensure that the study includes consideration of local traffic conditions along the surrounding and interfacing Council roads with Unley Road.
  3. A copy of the letter to the Minister for Transport, Infrastructure, Local Government and Planning requesting an holistic transport and traffic management study of Unley Road be sent to the local Member for Unley, Minister David Pisoni.
- 

### **Background**

Unley Road is part of the state government road network, and is managed by the Department for Planning, Transport and Infrastructure.

Over the past 20 years various attempts have been made by state governments to address traffic management issues along Unley Road. These include the 2000-2001 proposed upgrade that included changes to right-hand turns; consideration of a tram network and Unley central focus; and most recently, the unsuccessful changes to clearways times.

Uplift developments, urban infill, changing land use, and increasing southern suburbs traffic volumes are intensifying congestion along Unley Road. Congestion is likely to be further exacerbated due to the policy position of the previous and the current governments to increase housing density along urban corridors, and increasing development of the southern suburbs. The existing and foreseeable changes to traffic congestion along Unley Road necessitates a traffic management study of Unley Road between Greenhill and Cross Roads.

## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR P. HUGHES RE: CARBON NEUTRAL
<b>ITEM NUMBER:</b>	5.3.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	NIL

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

### **QUESTIONS**

1. What does Carbon Neutral mean and are there different levels?
2. What does Carbon Neutral mean in a Local Government context?
3. What are the implications for Local Government (ie a Council) to become Carbon Neutral?
4. To what extent is the City of Unley (Council Operations) already on a pathway to become Carbon Neutral in its everyday operations?
5. What Government, and other, resources are available to support an understanding of, and an implementation of, actions that lead to Carbon Neutrality?
6. Could the aim to move towards Carbon Neutrality be incorporated into the next 4 Year Plan? What would be needed to determine feasible options and timeframes?

### **ANSWERS**

1. **What does Carbon Neutral mean and are there different levels?**

Carbon neutral is when net greenhouse gas emissions are zero and can be achieved by a combination of preventing, reducing and offsetting emissions.

Climate change is a serious problem, caused primarily by the carbon dioxide released from burning fossil fuels like oil, coal, and gas. Going carbon neutral takes personal responsibility on the global challenge of climate change by taking steps to mitigate our carbon footprint as much as possible and purchasing carbon offsets for the remaining emissions.



There are three key types of greenhouse gas emissions, referred to as “scopes”.

- Scope 1: Are direct emissions, which release greenhouse emissions at the source. For example, burning a gas heater or combusting fuel in vehicles.
- Scope 2: Are indirect energy emissions relating to all purchased electricity usage. For example, using electric lighting, heating, cooling and electrical appliances/devices.
- Scope 3: Are all other indirect emissions, where the greenhouse gas is released off-site, but for the purpose or eventual use by the organisation. For example, the emissions created to produce, package, transport and/or dispose of a consumable such as concrete, paper, equipment or food. This also includes the emissions from any outsourced services or fuel used in business travel.

Generally speaking, to be carbon neutral, there must be net zero emissions across scopes 1 and 2. However, due to the complexity regarding scope 3, it is often the case that prominent emissions relevant to each organisation for this category are included at a minimum. Any organisation on a path to carbon neutrality should clearly set and define which emissions are included, and which are excluded, and the calculation methods used. Typically in Australia this is achieved under the [Climate Active Carbon Neutral Standards](#), using the [National Greenhouse Accounts Factors](#).

## 2. **What does Carbon Neutral mean in a Local Government context?**

Local Government authorities around the world have been approaching carbon neutrality in two distinct ways:

- Becoming a Carbon Neutral Council (operations).
- Becoming a Carbon Neutral City (whole LGA including community and business).

Most aim for net zero emissions of their own operations, while a few, such as the City of Adelaide, are working on the far more ambitious target for the whole City area in partnership with their community.

It is also worth noting that the South Australian Government has a net zero emissions target for South Australia by 2050 and it is very likely that carbon reporting requirements and emissions responsibilities will increase over time for everyone including local government.

## 3. **What are the implications for Local Government (ie a Council) to become Carbon Neutral?**

The process to become Carbon Neutral involves the following implications:

- Undertake a carbon inventory and current emissions profile.
- Assess current and potential abatement curves.
- Prioritise, fund and take actions to reduce emissions and/or replace with lower carbon options.
- Invest in offsets for emissions that cannot reasonably be reduced (eg through planting trees or renewable energy).
- Complete regular accredited monitoring and reporting.

4. **To what extent is the City of Unley (Council Operations) already on a pathway to become Carbon Neutral in its everyday operations?**

Currently the City of Unley (Council Operations) completes optional annual reporting on scopes 1 and 2 emissions as part of the Local Government Grants Commission Return. These have been reducing, mostly due to energy efficiency initiatives such as the LED street lighting project.

At its meeting held on 25 November 2019, Council considered a Question on Notice regarding climate change, at which time a summary of a variety of mitigation actions which have been underway or completed which assist in reducing emissions was provided. This includes solar power, energy efficiencies, reducing food waste to landfill and electric staff bicycles.

Council currently has no specific carbon emission reduction plan and no attempt has been made to date regarding calculating major scope 3 emissions. However, a budget submission has been submitted to Council as part of its 2020/21 budget deliberations for the development of a Climate and Energy Plan for the City of Unley. The project proposes to develop a plan to better track, manage and reduce Council's operational carbon and energy footprint. The Plan would include an implementation strategy which would prioritise works, timing and provide first order cost estimates.

5. **What Government, and other, resources are available to support an understanding of, and an implementation of, actions that lead to Carbon Neutrality?**

There are many organisations that provide support to Local Governments on a path to Carbon Neutrality including:

- *ICLEI – Global Covenant for Mayors for Climate and Energy*

For several years, The City of Unley has been a member of ICLEI, an international network of Local Governments for Sustainability. They have recently established a Global Covenant for Mayors for Climate and Energy. There is an opportunity for the City of Unley to join this covenant which includes performance measurement and reporting frameworks and peer to peer support, including linkage with the Cities Power Partnership in Australia. One of the conditions is a climate and energy plan to be developed.

- *Climate Council - Cities Power Partnership*

The Cities Power Partnership is Australia's largest local government climate network, made up of 123 councils from across the country. Local councils who join the partnership make five action pledges in either renewable energy, efficiency, transport or working in partnership to tackle climate change. The focus is on peer to peer learning through being teamed up with others working on similar projects to share knowledge. There is also an online tool to help track emissions, energy and cost savings.

- *Research Hub – CRC for Low Carbon Living*  
Over 2012 to 2019, a national research hub on low carbon living developed a broad knowledge base of resources and case studies which are available [online](#).
- *State Government – Climate Strategy*  
The South Australian Government has recently released [Directions for a Climate Smart South Australia](#) policy statement including reducing net emissions through an orderly and socially responsible transition to a low emissions economy. It is likely there will be more support opportunities as part of this state-wide strategy.
- *Local Government Association*  
Climate Change was one of the top three priorities identified by Councils in the last LGA member survey, so it is envisaged that more resources will be allocated to this shared challenge in the near future.
- *Carbon Neutral Adelaide*  
The City of Adelaide are world leaders in their actions to become Carbon Neutral Adelaide in partnership with the State Government. The City of Unley has already benefited from working with the City of Adelaide on projects such as the City Switch Green Office program and there would be similar learning opportunities from Carbon Neutral Adelaide.

**6. Could the aim to move towards Carbon Neutrality be incorporated into the next 4 Year Plan? What would be needed to determine feasible options and timeframes?**

Council could consider the aim to move towards Carbon Neutrality in the next 4 Year Plan, noting it would likely take longer than 4 years to achieve. The following would need to be determined to allow decisions on feasible options and timeframes:

- Undertake more detailed carbon emissions recording and calculations of fuel, electricity, gas, waste, transport and other sources.
- Determine what emissions will or will not be considered and if work will focus on Council operations or the whole area.
- Review our current profile and set an emissions reduction target accordingly.
- Undertake feasibility and cost benefit analysis of key actions.
- Consider partnering through a national or international network.

The above would be incorporated in the development of Council's Climate and Energy Plan which is proposed in 2020/21 subject to Council's approval of the budget proposal.





## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR P. HUGHES RE: SPEED LIMITS IN UNLEY
<b>ITEM NUMBER:</b>	5.3.2
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	NIL

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

### QUESTIONS

1. Which roads in the City of Unley, that Council own, currently have a 50kph speed limit?
2. What process(es) would Council be required to undertake to have the speed limit on these roads reduced to 40kph?
3. What would the estimated cost be to undertake these processes?
4. What benefits have been achieved since the introduction of 40kph speed limits in the City of Unley?
5. Is it feasible that similar benefits would be achieved if all Council owned roads were limited to 40kph?

### ANSWERS

1. **Which roads in the City of Unley, that Council own, currently have a 50kph speed limit?**

The roads under the care, control and management of Council which currently have a 50kph speed limit are summarised as follows:

- Duthy Street (Cross Road to Maud Street/George Street)
- East Avenue (Cross Road to railway line)
- Ferguson Avenue (Glen Osmond Road to Fullarton Road)
- Leader Street (Anzac Highway to Goodwood Road)
- George Street (Greenhill Road to Maud Street/Duthy Street)
- Fisher Street (Glen Osmond Road to Unley Road)
- Wattle Street (Glen Osmond Road to Unley Road)
- King William Road (Grace Street to Greenhill Road)
- King William Road (Mitchell Street to Northgate Street)
- Victoria Avenue (Cross Road to Northgate Street)

2. **What process(es) would Council be required to undertake to have the speed limit on these roads reduced to 40kph?**

The Road Traffic Act 1961 requires Council to seek Ministerial approval, through an application submitted to the Department for Planning, Transport and Infrastructure (DPTI), for the reduction of speed limit along these roads. As part of its application to DPTI, Council is required to include a Traffic Impact Statement (TIS) setting out the details of the expected traffic impact and community consultation.

As part of its consideration, Council needs to take into account the principles contained in the South Australia's Road Safety Strategy 2020 - Towards Zero Together. The Strategy would assist Council in its considerations of the function of each of the roads which currently have a 50kph speed limit to assess if the current speed limit is conducive with its intended function or if it needs to be lowered.

3. **What would the estimated cost be to undertake these processes?**

It is difficult to provide an accurate estimate at this time. However, it is envisaged that traffic data (volumes, speeds and crash) would have to be collated and analysed along each of the roads as part of the development of the TIS. The document would need to be drafted by a consultant to act for and on behalf of Council. A consultant would need to be engaged given there are currently no staff resources which could be dedicated to this task as a result of current workload. It would also be prudent for Council to engage a consultant to provide independence in the collation of the TIS. A first order cost estimate would be approximately \$10,000.

4. **What benefits have been achieved since the introduction of 40kph speed limits in the City of Unley?**

In general terms, it would be reasonable to say that the 40kph speed limits which are in place throughout the majority of the City of Unley has ensured slower travel speeds along roads and reduced crashes under the care, control and management of Council. This has in turn improved road safety along these roads and throughout the area.

The lower 40kph speed limit has achieved favourable effects overall. There is evidence to show that the speed reductions achieved upon the application of the lower limit have held over time (*Reference to: Evaluation of the Unley City Wide 40kmh Limit Final Report, 2001 by University of SA, Transport Systems Centre and Impacts of Lower Speed Limits in South Australia*).

5. **Is it feasible that similar benefits would be achieved if all Council owned roads were limited to 40kph?**

The roads, along which currently there is a 50kph speed limit, are considered to be collector roads and by virtue of their functionality, are expected to carry more traffic movements.

A reduction in speed limits along these roads may improve safety but part of Council's deliberation would be what impact a lower speed limit would have on adjoining local roads and would this encourage more 'rat running' in side streets as drivers know that collector roads would have a lower speed limit.

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## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR P. HUGHES RE: FULLARTON ROAD / CROSS ROAD INTERSECTION UPGRADE
<b>ITEM NUMBER:</b>	5.3.3
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	NIL

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

### **QUESTIONS**

1. Has Council administration been informed of the timeline for the various stages of this project?
2. If not, can Administration seek the timeline for release of the concept design, public consultation parameters and period, project commencement etc?
3. What attempts have Administration made to seek information and what have the outcomes been?
4. The Artist's Impression of the project (noting that it is an Artist's Impression) provides for seven lanes (on both roads). This will require acquisition of property. What role can Council play to prevent the acquisition of homes in the City of Unley and the loss of street trees?
5. What communication(s) will the Administration undertake to assist residents with the latest news?

### **ANSWERS**

1. **Has Council administration been informed of the timeline for the various stages of this project?**

The Fullarton Road corridor is the focus of two co-ordinated planning and design studies which are aimed to deliver improvements to the Glen Osmond Road and Cross Road intersection. The \$96 million (\$61m for Cross Road and \$35m for Glen Osmond Road) joint funding agreement between the Federal Government and State Government aims to improve travel time, safety for all users, network reliability and economic productivity.

Following the initial announcement in early 2019, Council staff first met with DPTI staff in August 2019 to discuss the project background, aims and key stages. However, these previous timeframes which were provided by DPTI are no longer relevant to the current status of the project.

**2. If not, can Administration seek the timeline for release of the concept design, public consultation parameters and period, project commencement etc?**

The latest advice from DPTI is that the preferred concept for each intersection is under development and it is DPTI's intention to provide a briefing to the City of Unley and Officers in the coming months.

If there is a preference for information in the interim, DPTI are willing to provide an update at a mutually agreed time and forum. Engagement with community and stakeholders continues through the DPTI web page, phone line and Community Relations inbox, as an important part of this planning study.

The public will be provided with the opportunity to comment on the concept design and feedback will be considered through the detailed design phase, however no dates have been provided regarding the timing of this engagement. DPTI have advised that restrictions are currently in place with regard to public meetings due to COVID-19 and online, print and other safe platforms will be used.

DPTI anticipates that detailed planning and design work will conclude in 2020 and early works are expected to commence in late 2020. The project is expected to be completed by late 2022.

**3. What attempts have Administration made to seek information and what have the outcomes been?**

The Administration met with DPTI representatives on two separate occasions during 2019. At that time, the Administration was briefed regarding the aim of the intersection upgrades planned for Fullarton Road at its intersections with Cross Road and Glen Osmond Road. It afforded the Administration the opportunity to provide background or strategic context to inform the project planning, including recommendations from LATM 2, drainage issues associated with the Glen Osmond Road intersection, as well as highlight land use and historic character statements for properties associated at each intersection. At that time, DPTI had yet to award the project to a consultancy team to undertake the planning and design study for both intersection upgrades.

In December 2019, the Administration met with representatives of Jacobs, WSP and DPTI to review further progress in the planning study. The meeting provided the Administration the opportunity to advocate for the expansion of the proposed distribution of consultation material planned by the project team to residents and property owners within the City of Unley.



4. **The Artist's Impression of the project (noting that it is an Artist's Impression) provides for seven lanes (on both roads). This will require acquisition of property. What role can Council play to prevent the acquisition of homes in the City of Unley and the loss of street trees?**

As the planning process progresses, there will be greater clarity on the likelihood and extent of property acquisition. Unfortunately, Council does not have any powers to prevent the acquisition of homes by Federal or State Governments if they are determined to be required for the project.

Regarding the loss of street trees as a result of the intersection upgrades, DPTI has advised that any removal of native or high value vegetation would be offset in accordance with DPTI's Vegetation Removal Policy. DPTI will discuss any impacts to existing street trees and offsets with the City of Unley and other key stakeholders, including community, once they have been confirmed as part of detailed design.

5. **What communication(s) will the Administration undertake to assist residents with the latest news?**

The Administration will assist DPTI to ensure residents are appropriately informed of the project as it develops. The Council is able to support greater project awareness and communication through use of online content on our web pages and displays at community centres and libraries.

However, this is a DPTI project and in this respect it is their responsibility to lead the consultation, development of content and the frequency of updates.

To date, DPTI has undertaken two letter drops to update the community, as well as conducted a series of stakeholder meetings, a public survey and a business survey. The public survey closed at the end of January 2020 with 551 responses received, the collation of which is nearly complete.

From early reviews of the information received, DPTI recognise key concerns for the community in relation to the Fullarton Road / Cross Road intersection upgrade includes the potential impact of property acquisition, heritage value of the Waite Arboretum and Urrbrae House Gatehouse, impact to vegetation, pedestrian safety at the intersection and traffic issues including on local streets.

## MAYOR'S REPORT

**REPORT TITLE:** MAYOR'S REPORT FOR MONTH OF MARCH  
**ITEM NUMBER:** 6.1.1  
**DATE OF MEETING:** 23 MARCH 2020  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (19/02/20 to 17/03/20)

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
19 February	Concordia College – Presentation to Year 12s on Community Service	Speaker
21 February	2020 Superloop Adelaide 500	Attendee
25 February	Echo Artwork Launch – Heywood Park	Speaker
25 February	Elected Member Development Program	Attendee
27 February	Opening of the Innovation Centre – Gawler	Guest
29 February	Starplex 20 <sup>th</sup> Anniversary Celebration	Guest
4 March	Rotary International Women's Day Breakfast	Attendee
5 March	1.5 Degrees Live VIP Launch	Speaker
6 March	ERA Mayors Breakfast – Messy Tomato	Mayor
12 March	Planning for Non-Planners	Attendee
14 March	ANZ Community Ball 2020	Attendee
17 March	Alliance Francaise French Film Festival	Attendee

## DEPUTY MAYOR'S REPORT

**REPORT TITLE:** DEPUTY MAYOR'S REPORT FOR MONTH OF MARCH  
**ITEM NUMBER:** 6.2.1  
**DATE OF MEETING:** 23 MARCH 2020  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (up to the time of writing this report)

Date	Function/Event Description
15 <sup>th</sup> Feb.	Attended Evening Under the Stars
20 <sup>th</sup> Feb.	Attended the opening of the Exhibition Launch of Tandanya at the Unley Museum.
20 <sup>th</sup> Feb.	Represented the Mayor at the 150 <sup>th</sup> Anniversary Service at St Augustine's Anglican Church.
25 <sup>th</sup> Feb.	Attended the launch of 'Echo' public art in Heywood Park.
27 <sup>th</sup> Feb.	Represented the Mayor at the Commissioning of The Reverend Julie Clare Worrall as Priest of the Parish of Fullarton at St Chad's Anglican Church.
10 <sup>th</sup> Mar.	Attended a house meeting on Cross Road with Cr Dodd at the invitation of residents concerned at the paucity of information, and potential of compulsory home acquisitions, in relation to the Cross Rd / Fullarton Rd intersection upgrade.
12 <sup>th</sup> Mar.	Attended the Grand Final Night of Thursday Night Owls at the Sturt Bowling Club and presented Premiership Trophies.
13 <sup>th</sup> Mar.	Attended the Fern Avenue Community Garden's thank you evening for Elected Members and key support staff. Excellent pizzas from the wood fired oven. Also in attendance were Mayor Hewitson and Councillors Wright and Hudson.

## REPORTS OF MEMBERS

<b>REPORT TITLE:</b>	REPORTS OF MEMBERS FOR MONTH OF MARCH
<b>ITEM NUMBER:</b>	6.3.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. COUNCILLOR M. BRONIECKI</li><li>2. COUNCILLOR M. RABBITT</li><li>3. COUNCILLOR D. PALMER</li><li>4. COUNCILLOR J. RUSSO</li></ol>

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Council to note attached reports from Members:

1. Councillor M. Broniecki
  2. Councillor M. Rabbitt
  3. Councillor D. Palmer
  4. Councillor J. Russo
-

**REPORTS OF MEMBERS****REPORT TITLE:** REPORT FROM COUNCILLOR M. BRONIECKI**Functions attended (19/02/20-17/03/20)**

<b>Date</b>	<b>Function/Event Description</b>
19/02/20	Meeting with Unley Park Croquet Club members re Centenary celebrations
19/02/20	Meeting with Mark Ross, Manager, Unley Stillwell Ford, about Beaconsfield Street garden bed
19/02/20	Aged Care Alliance meeting
20/02/20	Tandanya Launch at Unley Museum
25/02/20	Echo Launch, Heywood Park
25/02/20	Elected Member Development Coaching Session
27/02/20	Dave Freeman as Tom Jones, Fringe performance, Lutheran Homes
27/02/20	Meeting with Mayor and Administration
02/03/20	Council briefing – Community Land Management Plan; use of flexible parking spaces on King William Road
03/03/20	Meeting with resident at Clifton Street regarding development application
04/03/20	Meeting with FOCUS Committee members
04/03/20	Meeting with Karen Paris re sourcing historian for the Unley Sports Club Community Grant
04/03/20	Meeting with members of Planning Department
04/03/20	Unley Park Ward briefing
06/03/20	Walking & Cycling Plan meeting with Chair, Unley Bicycle User Group, and Administration
10/03/20	Council Briefing, Tree Strategy
12/03/20	LifeChanger Coaching Session
13/03/20	Meeting with Mayor re Unley Road planning matter
16/03/20	City Strategy & Development Policy meeting
17/03/20	CAP





**MEMBER REPORT****REPORT TITLE:** REPORT FROM COUNCILLOR M. RABBITT**Functions attended - 19 February to 17 March**

<b>Date</b>	<b>Function/Event Description</b>
19 Feb	Cr Broniecki and I met with representatives of the Unley Park Sports Club Centenary Committee. The club will celebrate their centenary in 2023 and are in the early stages of considering events and improvements that might be appropriate for such an auspicious occasion. We agreed to liaise with them and Council over the coming months.
19 Feb	Cr Broniecki and I met with Mr Mark Ross, Dealer Principal at Stillwell Ford, Hyde Park. Early indications are that the relocation of the business to this site has been a positive move and they look forward to being part of the Unley Community.
19 Feb	Meeting of the Active Ageing Alliance
26 Feb	With Cr Palmer, attended the 'Fringe in Unley' performance - 'Dave Freeman as Neil Diamond' at Resthaven, Malvern
27 Feb	Centennial Park Board Meeting
28 Feb	Buddies at Breakfast
4 Mar	Cr Broniecki and I met with representatives of FOCUS to discuss a number of matters of common interest
6 Mar	Buddies at Breakfast. Marc Nieuwenhuys spoke about breaking free from depression. He described his solo journey down the River Murray and plans to sail back up the river by ship to connect with people suffering from depression with services and organisation where they can receive help and support.
12 Mar	Bus Trip to the Aviation Museum
13 Mar	Sensible Transport Symposium, Melbourne. A raft of issues were discussed including how to change the mindset of drivers, how to make roads safer, lowering speed limits for residential roads, increasing pedestrian friendly areas (which included increasing the tree canopy), managing the risks posed by e-bikes/e-scooters and greater collaboration between the 3 tiers of government to improve the safety of our roads. The keynote speaker, Professor Fred Wegman from Delft University in the Netherlands is a former Adelaide 'Thinker in Residence' (2010) and was complimentary about the 40 km/h limit in residential streets throughout the City of Unley.



**REPORTS OF MEMBERS****REPORT TITLE:** REPORT FROM COUNCILLOR D. PALMER**Functions attended** (up to the time of writing this report)

<b>Date</b>	<b>Function/Event Description</b>
18 February	Attended CAP meeting
19 February	Attended Ageing Alliance Committee meeting
20 February	Quarterly Catch up with the Mayor
21 February	Launch of Unley Museum Tandanya Exhibition
	150th Anniversary Church Service @ St Augustines
23 February	Sesquicentenary Evensong Service @ St Augustines
24 February	Met with Warren Jones & other members of FOCUS (with Cr Boisvert)
	Council Meeting
25 February	Opening of Echo works @ Heywood Park
	Quarterly Mayor's catch with EMs (with Cr Boisvert)
	EM Development Program - Coaching Session 1
26 February	Fringe in Unley "Neil Diamond" performance @ Resthaven Malvern
	Clarence Park Community Centre Board of Management meeting
27 February	Fringe in Unley "Neil Diamond" performance @ Fullarton Lutheran Homes
	Quarterly Ward Briefing
2 March	EM Briefing
10 March	EM Briefing
16 March	City Strategy & Development Policy Committee Meeting

During this period I spoke one on one with many ratepayers in Black Forest & Clarence Park re the Planning & Design Code (as drafted).





## REPORTS OF MEMBERS

**REPORT TITLE:** REPORT FROM COUNCILLOR J. RUSSO

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### Functions attended (17/02/20-17/03/20)

<b>Date</b>	<b>Function/Event Description</b>
17/02/20	Elected Member Briefing on Economic Development
24/02/20	Meeting with KWR Traders Association & Cr Dewing
24/02/20	February Council Meeting
25/02/20	Elected Member Development Program Session
27/02/20	Attended Centennial Park's People & Culture Committee
27/02/20	Attended Centennial Park's Board of Management Meeting
28/02/20	Meeting with FOCUS members and Cr Dewing
02/03/20	Interview on Radio Italiana 531Am with John Di Fede
10/03/20	Meeting with Council Staff on Unley Youth Activities
10/03/20	Elected Member Briefing – Tree Strategy
13/03/20	Meeting with Mayor, CEO and Cr Broniecki about Unley Road
16/03/20	Attended City & Strategy Development Policy Committee Meeting

## **CORRESPONDENCE**

<b>REPORT TITLE:</b>	CORRESPONDENCE
<b>ITEM NUMBER:</b>	6.4.1
<b>DATE OF MEETING:</b>	23 MARCH 2020
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. DRAFT PLANNING &amp; DESIGN CODE</li><li>2. DRAFT PLANNING &amp; DESIGN CODE</li><li>3. DRAFT PLANNING &amp; DESIGN CODE</li><li>4. ECONOMIC DEVELOPMENT PROJECTS IN UNLEY</li><li>5. DRAFT PLANNING &amp; DESIGN CODE</li></ol>

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The correspondence from:

- Minister for Planning – re. Draft Planning & Design Code
- State Planning Commission – re. Draft Planning & Design Code
- Mayor Hewitson – Hon Stephan Knoll MP – re. Draft Planning & Design Code
- Mayor Hewitson – Hon Steven Marshall MP – re. Economic Development Projects in Unley
- State Planning Commission – re. Draft Planning & Design Code

be noted.

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19MPL1077  
B463652



Government  
of South Australia

The Hon Stephan Knoll MP  
Member for Schubert

Mr Michael Hewitson  
Mayor  
The City of Unley  
181 Unley Road  
UNLEY SA 5061

Dear Mayor *Michael*

Thank you for your letter to myself and the Premier, the Hon Steven Marshall MP, on behalf of the Eastern Region Alliance, regarding the draft Planning and Design Code. As this matter falls within my portfolio responsibilities, the Premier has asked me to thank you for your correspondence and respond on his behalf.

I agree that the planning reforms are a major generational change which is important to get right and I appreciate your feedback on key issues that you would like to see addressed.

I am advised by the Department of Planning, Transport and Infrastructure (the department) that the draft Planning and Design Code is currently on consultation and all feedback from the Eastern Region Alliance (ERA) and relevant councils will be considered by the State Planning Commission as part of this process.

Notwithstanding, I offer some preliminary views on a number of the issues raised.

**Heritage Matters**

I acknowledge your support for the recommendations of the Parliament's Environment, Resources and Development Committee (ERDC) Inquiry into Heritage Reform. It should be noted that a standardised code, by its very nature, demands a consistent approach to policy issues across the State where it is logical to do so. To not address heritage protection and contributory items, would be to retain the current inconsistent, unfair and confusing approach on how heritage works within the planning system. This was considered to be an untenable situation for a new state-wide Code where the ambition is to have a clear and consistent set of planning rules.

The ERDC's report makes sound recommendations on the long-term strategy for heritage protection, and we have followed it specifically in relation to State and Local Heritage Places, which have a legislative basis. However, it is considered contributory items are a construct of policy, rather than legislation, and therefore there is a need to address this in the development of the first Code.

Whilst 'Contributory Items' will not exist in the new system as individual entities, it does not mean they will not have protection. The intent is they will not need to be singled out, because the Historic Area and Heritage Places Overlay will provide them with performance assessed demolition control. It is worth noting that this is consistent with the approach taken in the current system, whereby demolition is considered 'on merit' in the overwhelming majority of cases.

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



I confirm councils will continue to hold a central role in local heritage and the establishment of new historic areas. Currently, the introduction of heritage-type zones is undertaken via a Development Plan Amendment (DPA). Under the new system, councils will still be able to seek approval from the Minister for Planning to introduce the Historic Area Overlay (which replaces heritage zones) over new areas via a Code Amendment process, similar to a DPA.

Furthermore, as the vast majority of development within the Historic Area Overlay will be performance assessed, the responsibility for assessing applications will remain with the Council (Assessment Manager or Assessment Panel) in most instances.

As a result of separate communications with the Local Government Association and all councils during May 2019, I confirm the Marshall Liberal Government has agreed to withhold proclamation of sections 67 (4) and (5) of the *Planning, Development and Infrastructure Act 2016* until full implementation of the Code. This will ensure a smooth transition of all State and Local Heritage Places, as well as existing historic conservation and character areas into the Code.

### **High Density Interface**

I am advised the State Planning Commission has previously communicated its rationale behind the building interface provisions proposed in the draft Code.

These two interface policies are based on well-accepted urban design principles to address two distinct issues – massing and overshadowing. The department is clear that the intent of the 30 degree policy was to reduce the impact of overshadowing from larger buildings where they adjoin properties to the south, rather than the 45 degree policy that seeks to reduce the visual impact of larger buildings from adjoining sites by siting taller building elements towards the street frontage and away from low rise residential properties.

However, this is the subject of public consultation and final advice of the State Planning Commission.

### **Tree Canopy**

The Commission has recognised the importance of urban tree canopy in Greater Adelaide and the draft Code proposes a number of policy improvements relating to urban trees and landscaping. In many cases, development plans lack specific policy in relation to these matters or adopt inconsistent approaches. In relation to medium – high rise development, the Code transitions minimum landscaping requirements contained within ERA council development plans which require 7% of the site to be for deep planting. It is proposed that these requirements be included as general policy in the Code to allow them to be applied more broadly across urban areas in South Australia. These policies are contemporary, having been introduced into development plans. They are considered appropriate for sites where urban forms of development and higher site coverage is expected.

I note you recommend adopting a minimum 15% deep soil area for new development. In relation to established suburban areas/residential neighbourhoods, I am advised that the draft Code requires at least 15% - 25% of a site to be soft landscaping.

The department has also advised the term 'deep soil' is not generally relevant in a typical residential context and is more relevant to multi-storey development where underground car parking or other infrastructure can affect the available soil volume and compromise tree growth.



In residential areas, the Code requires 15% - 25% of the site to consist of 'soft landscaping' with additional requirements for tree planting including minimum soil area (minimum dimension and minimum area). The draft Code defines soft landscaping as *'landscaped areas that are pervious and capable of supporting the growth of plant species. It does not include any form of pervious paving or paved / hardstand areas used for pedestrian and vehicle movement'*.

The average new allotment in South Australia is 361m<sup>2</sup> and the draft Code requires a site of this size to include a minimum of 20% soft landscaping. As such, the Code should achieve your ambition to retain at least 15% of private land for landscaping/planting.

Additional policy improvements have also been proposed to industrial and commercial developments in relation to tree planting and water sensitive design requirements. This includes minimum requirements for landscaping and tree planting within at-grade carparks.


### **Code Amendments**

In relation to Code Amendments, the legislation provides for councils to initiate Code Amendments either individually or in collaboration with other councils or entities.

While private proponents may also seek to initiate a Code Amendment, the advice of the Commission must be sought to ensure strategic alignment with the State Planning Policies and Regional Plans. *Practice Direction 2 – Preparing and Amending a Designated Instrument* also requires proponents to provide evidence they have consulted with the relevant council prior to an amendment proceeding. This is also supported by the recently published Guide to Code Amendments.

I trust this information is of assistance.

Yours sincerely



**HON STEPHAN KNOLL MP**  
**MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT**  
**MINISTER FOR PLANNING**

16/2 /2020







State Planning Commission

24 February 2020

Level 5  
50 Flinders Street  
Adelaide SA 5000

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

GPO Box 1615  
Adelaide SA 5001

08 7109 7466

Dear Mr Tsokas *Peter,*

**Draft Planning and Design Code - Phase 3 (Urban Areas)**

Thank you for your letter of 12 February 2020 and the City of Unley's ongoing engagement with the Commission on the draft Planning and Design Code.

I confirm your Council's submission has been registered and its comments are being considered as part of the Code consultation process.

I will again contact you upon the release of the Commission's 'What Have We Heard' report on the Phase Three consultation.

Once again, thank you for your contribution and comments.

Yours sincerely,

**Michael Lennon**  
Chair

#15154060

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Government of South Australia  
Department of Planning,  
Transport and Infrastructure



MAYOR'S OFFICE



27 February 2020

Hon Stephan Knoll MP  
Minister for Planning  
GPO Box 1533  
Adelaide SA 5001

Dear Minister

I am very pleased to receive your response to my 16 December correspondence in which I provided the Eastern Region Alliance's preliminary feedback on fundamental issues associated with planning reforms and the draft Planning and Design Code. Your response will be tabled at the next ERA meeting and our Unley Council meeting.

Your response to the following five matters were also the content of my earlier email from the City of Unley. My response as Mayor of Unley is to acknowledge the progress made on all five points.

#### **Heritage Matters**

I am pleased and wish to thank you for ensuring that councils will have the discretion to apply to you the Minister for approval for local heritage zones. It is important that the Council CAP make decisions in respect to development applications in heritage zones. Thank you.

#### **High Density Interface**

I am pleased that you understand the importance of this to Unley and I hope for a favourable decision from the State Planning Commission. Unley wishes to retain the 30 degree interface between zones, as we have designed our existing rules to do so.

Whilst some councils have not raised concerns with the height of buildings on boundaries and interfaces between properties, Unley Council believes that in its neighbourhoods, the angle at these interfaces should be limited to the current 30 degrees, not increased to 45 degrees as proposed in the Code. The smaller angle means that taller multi-storey developments have to be set-back further from property boundaries, so that their scale and overshadowing of neighbours is limited.

We note that you have advised that this will be a decision subject to public consultation for final advice of the planning commission.

....2/

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)

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### **Tree Canopy**

I am pleased that all new developments will be required to have a minimum of 15 - 25% of soft landscaping space. This will enable Unley Council to make our own plans to encourage owners of new developments to plant trees with a minimum 15% cover. This rule will mean that all new developments in Unley will have the capacity to plant trees.

Experts continue to warn about urban 'heat island' effects with the loss of trees. In the Code, a requirement for 15-25% of 'soft landscaping' and one (1) tree per dwelling is positive, however Council feels that this should be applied more broadly to all forms of development, and a stipulation for 'deep soil' areas, that allow for planting of large trees, should be increased from 7% to 15% in medium to high-rise developments. Our council is seeking a minimum 15% tree canopy cover on all new properties. To achieve this, we will need to find another strategy to do so. If we can achieve this with adequate soft soil, then we can work this policy in Unley.

### **Code Amendments**

You advise that councils must be consulted in all future Code Amendment applications. You have advised that this will be enforced because proponents will be required to provide evidence to you that they have done this. Thank you.

This supports our strong view that it is vital that councils maintain lead responsibility and initial strategic control over the amendment process, in order to ensure local interests are considered as part of a broader strategic approach. A proposed amendment would then go to the Minister to consider whether to approve or not, after which the landowner would then retain the right to deal only with the Minister.

I am hopeful that the commission will enable Unley Council to achieve appropriate outcomes in order to support local government being able to shape the communities in which we live.

Yours sincerely



**Michael Hewitson AM**  
Mayor

CC. Michael Lennon, Chair, State Planning Commission



**MAYOR'S OFFICE**

**Michael Hewitson AM**



5 March 2020

The Hon Steven Marshall MP  
Premier of South Australia  
GPO Box 2343  
Adelaide SA 5001

via email: [premier@sa.gov.au](mailto:premier@sa.gov.au)

Dear Premier

Our CEO (Peter Tsokas) recently met you at the Australia Day function and mentioned that you were interested in hearing about some of the developments that are in the planning stages in Unley.

I would be pleased to meet with you to share some information about those projects which will deliver an economic benefit not only to the City of Unley but also the State.

In particular, there are some significant opportunities on Unley Road that the Council has been working on with the private sector as well as the South Australian Housing Authority which I think will be of great interest to you.

The first involves a true mixed-use development that could create hundreds of jobs in South Australia during construction and dozens after completion of the project. The second involves the scenario where the State Government, Council and the private sector could work together to redevelop some existing public housing which will re-invigorate the Unley Central area as well as meeting the State's requirement for social housing.

Similarly, I would like to discuss with you options for the former Le Cornu site on Anzac Highway and the Julia Farr site in Highgate. I believe that there are opportunities for the State and Council to work together in order to achieve positive outcomes for the community.

I would be delighted to discuss these projects with you and would welcome the opportunity of a meeting in the near future.

With my best wishes

A handwritten signature in blue ink that reads 'Michael Hewitson'.

**Michael Hewitson AM**  
Mayor

**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)





State Planning Commission

13 March 2020

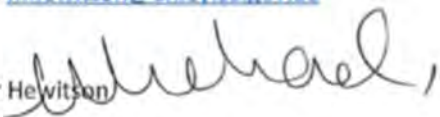
Level 5  
50 Flinders Street  
Adelaide SA 5000

Mayor Michael Hewitson AM  
City of Unley  
PO Box 1  
UNLEY SA 5061

GPO Box 1815  
Adelaide SA 5001

08 7109 7466

Via email to [mhewitson@unley.sa.gov.au](mailto:mhewitson@unley.sa.gov.au)

Dear Mayor Hewitson 

**PLANNING REFORMS AND PLANNING AND DESIGN CODE**

The Commission is in receipt of your letters from both the City of Unley and the Eastern Region Alliance to the Minister for Planning about the Planning and Design Code.

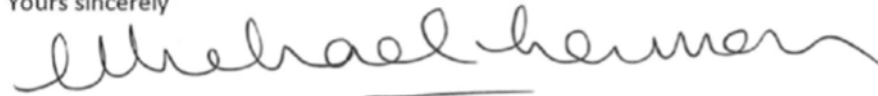
I understand that the Minister has responded directly to you on the matters raised.

On behalf of the Commission, I thank both the Council and ERA for their engagement in the consultation process. I confirm your submissions have been registered and the comments are being considered as part of the Code consultation process.

I will again contact you upon the release of the Commission's 'What Have We Heard' report on the Phase Three consultation.

Once again, thank you for your contribution and comments.

Yours sincerely



**Michael Lennon**  
Chair

#15229632

[saplanningcommission.sa.gov.au](http://saplanningcommission.sa.gov.au)



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.2 - UNLEY CENTRAL - LITIGATION

**ITEM NUMBER:** 7.1

**DATE OF MEETING:** 23 MARCH 2020

**AUTHOR:** EMMA MORGAN

**JOB TITLE:** EXECUTIVE ASSISTANT, CITY DEVELOPMENT

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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)(b)(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:
  - information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
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 advice relating to a litigation matter.

On that basis, the public's interest is best served by not disclosing Unley Central - Litigation, 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.

**ITEM 7.2**

**Confidential – removed from the public agenda – pages 239-244**



## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE FOR ITEM 7.2 - UNLEY  
CENTRAL - LITIGATION

**ITEM NUMBER:** 7.3

**DATE OF MEETING:** 23 MARCH 2020

**AUTHOR:** EMMA MORGAN

**JOB TITLE:** EXECUTIVE ASSISTANT, CITY  
DEVELOPMENT

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.2 Unley Central - Litigation, considered at the Confidential Council Meeting on 23 March 2020:

Minutes

Report

remain confidential until the conclusion of legal proceedings relevant to the matter and not available for public inspection until the cessation of that period.

2. The CEO be authorised to provide details of Councils decision in relation to this matter to the Developer, Council's legal advisers and Mr David Litchfield in order to progress implementation of the decision.
3. 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 -  
BROWN HILL KESWICK CREEK -  
WILBERFORCE WALK LAND ACQUISITION

**ITEM NUMBER:** 7.4

**DATE OF MEETING:** 23 MARCH 2020

**AUTHOR:** AARON WOOD

**JOB TITLE:** MANAGER ASSETS AND OPERATIONS

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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)(b)(i) and (ii) and (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 confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council
  - commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party
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 and determine a position in relation to land acquisition.

On that basis, the public's interest is best served by not disclosing Brown Hill Keswick Creek - Wilberforce Walk Land Acquisition, 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.

**ITEM 7.5**

**Confidential – removed from the public agenda – pages 248-254**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR ITEM 7.5 - BROWN HILL KESWICK CREEK - WILBERFORCE WALK LAND ACQUISITION

**ITEM NUMBER:** 7.6

**DATE OF MEETING:** 23 MARCH 2020

**AUTHOR:** AARON WOOD

**JOB TITLE:** MANAGER ASSETS AND OPERATIONS

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.5 Brown Hill Keswick Creek - Wilberforce Walk Land Acquisition, considered at the Council Meeting on 23 March 2020:

- Minutes
- Report

remain confidential until the conclusion of property acquisition associated with the Brown Hill Keswick Creek – Wilberforce Walk project and not available for public inspection until the cessation of that period.

2. The CEO be authorised to provide details of Councils decision in relation to this matter to the Brown Hill Keswick Creek Subsidiary to enable progression of the property acquisition process.
3. 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.