

# City of Unley Annual Report 2019-2020



# Contents

**Location:** 4 kilometres south east of Adelaide CBD

**Population:** 39,518

**Rateable properties:** 18,843 (as at 30 June 2020)

**Area:** 14.4 square kilometres

**Operating Income:** \$50.5m

**Operating Expenditure:** \$46.5m

**Staff:** 174.4 (FTE)

We are pleased to present the City of Unley’s Annual Report for 2019-20.

This report describes the City of Unley’s performance over the 2019-20 financial year against the objectives of the 2019-20 Business Plan and Budget, 4 Year Plan, and City of Unley Community Plan 2033.

This report is designed to meet our obligations under Section 131 of *the Local Government Act 1999*.

Our website at [unley.sa.gov.au](http://unley.sa.gov.au) provides more information about City of Unley activities, policies and Council’s plans for the future.

If you would like more information about any item in this report, please visit [unley.sa.gov.au](http://unley.sa.gov.au) or phone 8372 5111.

The City of Unley recognises that the Kaurna people are the traditional owners and occupiers of the land that now comprises the City of Unley, and 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.

Message From The Mayor .....	4
CEO’s Message .....	6
Strategic Management Framework .....	8
Our Vision .....	9
Goal 1 - Community Living .....	9
Goal 2 - Environmental Stewardship .....	9
Goal 3 - Economic Prosperity .....	9
Goal 4 - Civic Leadership .....	9
Key Outcomes – Community Living .....	10
Key Outcomes - Environmental Stewardship .....	24
Key Outcomes - Economic Prosperity .....	28
Key Outcomes - Civic Leadership .....	32
Our Organisation .....	34
Our Executive Team .....	35
Our Council .....	37
Decision Making Structure .....	41
Confidentiality.....	44
Council Reporting.....	52
Application of Competition Principle.....	53
Community Land Management Plans.....	53
Competitive Tendering Arrangements.....	53
Rating Policy.....	54
Income .....	54
Subsidiary - Centennial Park Cemetery Authority.....	54
Subsidiary- Brownhill & Keswick Creeks Stormwater Board.....	54
List Of Registers & Codes .....	56

<b>Appendices</b>	
Appendix 1 – City of Unley 2019-20 Financial Statements .....	59
Appendix 2 - Brown Hill Keswick Creek Annual Report 2019-20 .....	106
Appendix 3 - Centennial Park Cemetery Authority Annual Report 2019-20 .....	172



# Message from the Mayor

It gives me a sense of achievement when I look back at the City of Unley's projects highlights over the last financial year. I think one of the most satisfying aspects about working in local government is that when ideas are proposed, councillors examine them carefully to assess the tangible benefits they can offer our community.

It's not always the case that councillors agree unanimously, and this assessment of advantages versus costs often results in robust debate about proposed projects, which I regard to be true democracy at work. Very often, we resolve on a course of action which entails the need to consult our community further and listen to what they have to say, and this is both the beauty and the challenge of local government.

As the financial year began, a key project for Council was the transformation of King William Road. The infrastructure underneath the road had to be rebuilt before surface paving could be completed, and the final stages of this rebirth focussed on the improved visual appeal and public amenity of the streetscape.

Due to its scale and complexity this was challenging project, and Council worked closely local traders to manage the impact upon them. In the final stages, landscaping and lighting were

installed in the new layout, designed to offer greater flexibility for shop owners and visitors to the precinct. While businesses did feel the impact during what was a major construction project, the reinvigorated precinct is supporting future success.

The project was finished in time for the Unley Gourmet Gala street party in January, which marked the 20-year anniversary in our City's successful association with the Tour Down Under. Crowds enjoyed the fashions and flavours of Unley's diverse boutiques and restaurants and were treated to world music on various stages across the event. Zimbabwean-born tenor Henry Olonga marked the special occasion with a stirring performance, where I was delighted to officiate during the celebrations and declare the road 're-opened'.

During the year we made great progress in offering our residents and visitors safer walking and biking pathways across our city, creating designs to advance the Wilberforce Walk route and putting in place the groundwork for structural improvements to Mike Turtur Bikeway.

We kept neighbouring councils and our business community in focus too, reviewing the Eastern Region Alliance's (ERA) strategic plan, keeping our traders' groups engaged and informed as we

considered our relationship with Santos and the Tour Down Under, along with proposals of plans for Unley's sesquicentenary in 2021.

However, what began as a normal year in 2019 took an unexpected turn in the first months of 2020 as a consequence of COVID-19. In only a matter of weeks our society, economy and lifestyle all changed rapidly and profoundly.

While the coordinated response to this global health challenge came from federal and state authorities, it also became crucial for Councils to play a leadership role, pivotal in safeguarding our community's health, while also supporting local businesses to help aid economic recovery.

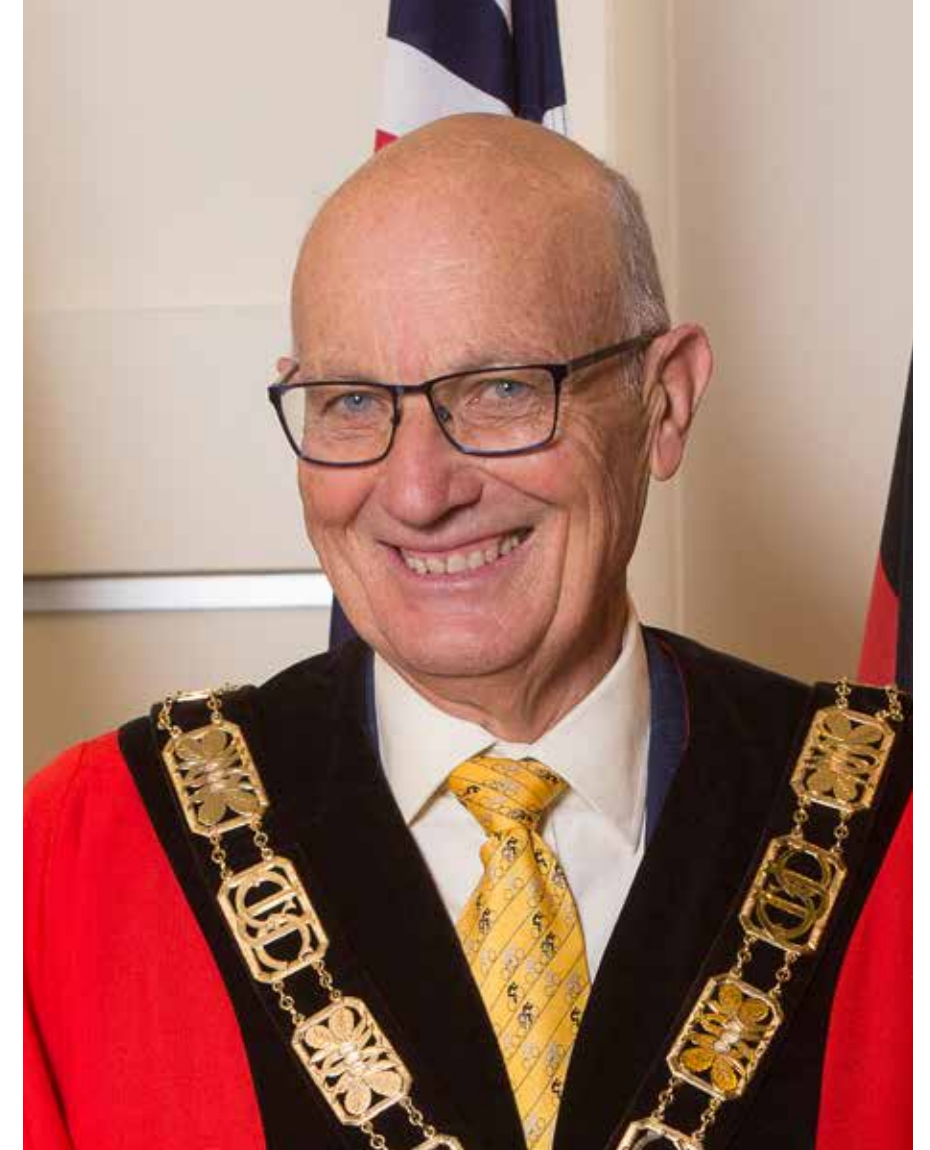
As a Council, we reacted to help our most vulnerable community members. The City of Unley's Community Support and Wellbeing team phoned 1,200 people to identify those with no arrangements for assistance. This team spent five thousand hours giving advice and offering practical support, including helping people shop for daily necessities.

Our community is already passionate about healthy living and exercise and many enjoy walking or cycling through our city. One aspect of life that became more important to residents during social restrictions was being able

to get out to walk or ride, and to utilise our public spaces. Council continued to implement final phases in our city's Walking and Cycling Plan, improving pedestrian and cycling routes and enhancing their visual appeal with more trees and greenery. Keeping our pathways, parks and reserves cool and leafy are a vital contributor to the wellbeing of our entire community and this was demonstrated by groups of residents who wanted to be involved in heat-mapping our urban streets as 'citizen scientists' or applying to programs to create green verges along footpaths. Improved safety features along bike routes also resulted in a tangible increase in students who now safely cycle to school in Goodwood and other locations across our City.

In a first for an Australian city, I was delighted when Unley was recognised as a Tree City of the World, along with our neighbouring councils Burnside and Mitcham. I'm pleased we have a Council who are united in their concern about the decline of tree canopy, and who support exploring ways we might address tree loss on private land.

Council endorsed our city's own Tree Strategy during the year, enunciating a plan which will see us continue to plant as many trees as we can in our streetscapes and reserves. A key aspect of this Strategy is to help our community



appreciate the environmental and economic benefits of green space, and to work with us to find ways to restore tree canopy for future generations. Council will continue to explore incentives to retain existing trees and encourage new trees to be planted.

While focussing on our community's and the business sector's needs, Council made some difficult financial decisions which impacted our operating budget, but I remain confident we will continue to deliver essential services, popular events and programs by making sound fiscal choices. In these unparalleled times, I'm proud of the tough calls we made and applaud our committed staff and volunteers for their efforts in adapting so well to make those plans we put in place a reality.

I want to also acknowledge the passion and energy that our residents and business community contribute by getting involved and taking part in consultations with us, so that our achievements are shared and are a result of genuine collaboration.

Thank you to everyone who has shared their views and visions with me and my fellow councillors. You are making Unley such a special place to live.

**Michael Hewitson AM,  
Mayor**





## CEO's Message

This year's Annual Report highlights the programs, activities and innovations the City of Unley has undertaken to ensure our city is the best place to live, work, play and do business.

To be an effective organisation we need to work with our residents and business community to plan for our city's future, to establish productive partnerships and to identify opportunities for improvement, or to face challenges and deal with those for the benefit of our community.

It is no understatement to say that the second half of 2019-20 has been one of the most challenging times in our Council's history, and this sentiment is echoed widely across local government. While the impact of the COVID-19 epidemic has been relatively limited in South Australia, it will no doubt impact our fiscal operations over coming months, perhaps years.

Aware of the effect COVID was having on our community, Council made a number of decisions to provide financial relief including:

- Deferring the payment of rates until 31 August 2020 for all ratepayers.
- Postponing the debt collection of long-term outstanding rates amounts until 31 August 2020.
- Encouraging all ratepayers experiencing financial hardship to

seek a payment plan beyond 31 August 2020.

- Waiving leases fees for Council lessees for a period of 3 months where a lessee has been affected by the Australian Government imposed restrictions.
- Offering a 50% reduction in lease fees for Council lessees for a period of 3 months where a lessee is experiencing financial hardship of at least 30% (subject to justification).
- Proposing a zero increase in rates for the 2020-21 rating period instead of CPI 2.4%. This will benefit all ratepayers.

One positive that emerged from social restrictions associated with COVID was a shift in the way we undertook business, with around eighty per cent of Council staff working from home. We successfully achieved a seamless transition to online, ably supported by our teams who accessed the software and installed the technology to do that, all in very short timeframes. I commend our workforce for its rapid response and engagement in the transition to working from home, which will have ongoing positive outcomes for our business practices.

Looking back over the financial year, there are many highlights worthy of mention.

The redevelopment of King William Road was a standout project for this popular retail and dining precinct, which improved the road's amenity and aesthetic appeal.

The whole development was delivered ahead of schedule, and I congratulate our project leaders and all the external contractors involved in this significant achievement.

While there were initially some parking issues adapting to flexible spaces, it seems businesses, local residents and visitors have adjusted well and business along this much-loved strip is booming again.

Before the financial year ended, projects offering greater amenity to Unley residents were underway. Improvements to public recreational spaces at Unley and Goodwood Ovals resulted in the reconstruction of two ageing grandstands, with improved functionality in meeting spaces, change rooms and bathrooms.

These oval redevelopments benefit their resident sporting clubs, encouraging greater participation by women and children in sport, and will, on completion, provide local residents and visitors comfortable, modern facilities and design features.

This theme was extended in planning work we undertook before the end of the financial year in a



longer-term project to enhance greater use and improved public amenity for another space around our Village Green, the Civic Centre Precinct.

We engaged architects to devise concept plans which link a row of Council-owned character cottages to this public-access area, with the goal of creating an expanded business development co-working space and a cultural hub for our museum and arts groups, and we will continue to consult with our community about how this project might proceed.

This has been a challenging time for many individuals, businesses and organisations and local government is not exempt from these pressures. Nevertheless, it gives me great pleasure to report that, however testing the impact of this economic setback has been on our operations, we delivered exceptional service

during a difficult time, and I congratulate our elected members and staff who have worked hard to achieve this for our customers, and to adapt quickly and willingly to changed circumstances.

**Peter Tsokas,**  
**Chief Executive Officer**





# Strategic Management Framework

The City of Unley is committed to an integrated approach to strategic planning.

Informed by South Australia's Strategic Plan 'In a Great State', our *Community Plan 2033* provides the vision, strategies and framework for the future of the City of Unley.

Our *Long Term Financial Plan* is used to guide our financial decision-making to ensure we remain financially sustainable in the medium to long term, while still achieving the objectives detailed in our Community Plan 2033.

Our *Four Year Delivery Plan* outlines how we will implement the vision, strategies and framework set out in our *Community Plan 2033*, and informs the Annual Business Plan and Budget process.

The Council's Strategic Management Framework ensures:

- Accountability to the community
- Effective use of existing resources to maximise economic, social, and environmental outcomes
- Accurate measuring and reporting processes
- A strong knowledge base for decision-making
- Clear strategic directions and corporate goals
- Effective administrative and governance procedures.

## Our Vision

**Our City is recognised for its enviable lifestyle, environment, business strength and civic leadership.**

Our vision is encompassed in the *Four Year Delivery Plan* under four key themes.

### Goal 1 - COMMUNITY LIVING

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

#### Objectives

- 1.1** Our City's community is active, healthy and feels safe.
- 1.2** Our City's people participates in community activities, learning opportunities and volunteering.
- 1.3** Our City meets the needs of all generations.
- 1.4** Our Community is proud to be part of our City.
- 1.5** Our City is connected and accessible.

### Goal 2 - ENVIRONMENTAL STEWARDSHIP

We will maintain and enhance our urban environment and strengthen our City's resilience to climate change by providing leadership to our Community.

#### Objectives

- 2.1** Our City's urban forest is maintained and improved.
- 2.2** Our City achieves excellence in waste management through avoidance, re-use and diversion.
- 2.3** Our City's energy efficiency is increased, and our carbon footprint reduced.
- 2.4** Our City ensures efficient, effective and sustainable water management.
- 2.5** Our City's resilience to climate change is increased.

### Goal 3 - ECONOMIC PROSPERITY

Our businesses are valued because of the range of goods, services and facilities they provide, and new businesses are supported, not burdened with bureaucracy.

#### Objectives

- 3.1** Our City is recognised as an easy place to do business.
- 3.2** Our City has thriving main streets and business activities operating across it.

### Goal 4 - CIVIC LEADERSHIP

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

#### Objectives

- 4.1** Our City has strong leadership and governance.
- 4.2** Our City's Council provides best value services to the community.
- 4.3** Our City's business systems and solutions are effective and transparent.



# Key Outcomes



## Goal 1 Community Living

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

### Active Ageing support programs - BoxFit

This year we established the BoxFit program, a boxing group for older residents registered with the Commonwealth Home Support Program (CHSP). The program is based on research linking the practise of boxing moves with ageing well.

The class became very popular, with over 20 regular attendees. The feedback has been very positive, with participants agreeing that it has been an opportunity to socialise with other residents, meet new people and have fun while exercising. It has become a part of their week that all participants say they look forward to.

Participants have reported benefits to their physical health and fitness, many stating they have increased strength in their core, back, leg, shoulder and arm muscles. It has helped others keep mentally and physically fit by improving balance, which helps decrease the risk of falls.

This program is successful in improving older people's physical and mental wellbeing by keeping participants socially connected, happy and healthy.

### Commonwealth Home Support Program helps residents

From March to June 2020, in response to COVID-19, we made contact and supported over 1,300 older residents through Council's Commonwealth Home Support Program (CHSP).

Over 4,500 hours were spent supporting older people while social distancing restrictions were in place. This included telephone calls and welfare checks, activity bag delivery to assist with living in temporary isolation, regular newsletters and mailouts, and updates on the COVID-19 situation, along with health and wellbeing information. For the more tech-savvy residents, emails and online communications were also provided.

Another 500 hours were spent helping people obtain groceries and necessary supplies, either as a once-off, or on a regular basis, when restrictions were in place. Feedback received from residents and families about support Council provided has been overwhelmingly positive.

### Co-Housing project for Ageing Well

The City of Unley partnered with the University of South Australia (UniSA) to undertake a study exploring community co-housing. This concept is designed to enable older residents to remain in their community when they wish to 'downsize' or their living needs change.

In partnership with UniSA, the Office for Ageing Well, the State Planning Commission, the Cities of Burnside and Prospect and the Township of Walkerville, the project received a combined total of \$65,000 in grant and partner funding.

A community workshop ensured the lived experiences of older residents informed the creation of four detailed designs for innovative co-housing. These designs were based on 'character' properties commonly found in the four councils of different plot sizes, and allowed an increase in dwellings per plot, whilst retaining character, green space and a variety of shared amenities, which included shared gardens, laundries or full-shared common houses, as examples. As current planning and design regulations do not enable co-housing innovation, a joint Council submission was made to the new State Planning Commission for consideration in the new Planning and Design Code.

This exciting project has tremendous potential for increasing housing options for older residents, allowing them to age in place and remain active members of their local communities, as well as facilitating 'urban infill' in a way which has positive impacts on local character, social interaction, active ageing and the environment.





# Key Outcomes

## Goodwood Oval Grandstand upgrade

The existing 60+ year old grandstand and sports facility has provided great service, however unfortunately no longer supports contemporary needs and cannot be effectively upgraded. With invaluable funding from the State Government Office of Recreation, Sport and Racing, and support from the Local Member, a new multiple football, cricket, male, female, junior and dis-ability facility is to be realised to best support participants, officials, club members and visitors. Work has progressed steadily through a series of community engagements, concepts and building designs, leading to securing approval to proceed. It is anticipated that tendering, appointment of a builder and commencement of construction will occur by late 2019 and the project will be completed before the end of 2020.

## Millswood Croquet Club development progress

Council undertook an Improvement Plan for the Millswood Sporting Complex in 2014, which highlighted the need for a new Clubhouse building and surrounds for the Croquet Club as a key priority project. In 2019-20, a Concept Design was developed in partnership with the Millswood Croquet Club to realise a new vision for their facilities. The Club has outgrown their clubhouse and the amenities are no longer fit for purpose.

The Concept Design provides the Club with a new contemporary facility which includes an expanded member function area, and the introduction of additional services such as DDA toilets, increased storage, expanded kitchen and bar facilities, as well as an office, sick bay and improved onsite visitor parking.

The Concept Design responds to the Club's needs, the character of the local area and aligns with the established project budget. The Concept Design package was prepared for stakeholder and community engagement, and to inform the future stages of development ahead of the Club's centenary in 2022. Council will develop detailed design and documentation during 2020-21.



## Planning and Development Act – process alignment

The State Government has continued to introduce significant reform through the implementation of the *Planning, Development and Infrastructure Act 2016*. These reforms aim to streamline processes for assessment of development applications under a State-controlled Planning and Design Code, which will replace each individual Council's existing Development Plan.

This has required Council to be responsive to changes to meet statutory timeframes and requirements associated with the Act.

As a result, City of Unley planning staff have been involved in the review of the new Planning and Design Code, testing of the new e-Planning online portal and designing new internal workflows in response to these changes.

With new assessment processes flagged to come into effect in 2021, Council's development assessment functions are well placed to respond to these significant changes to ensure that timeframes are met, and that a high standard of applications assessment is maintained through staff preparation and training.

## Better parking controls

The City of Unley is responsible for enforcing local parking controls. This includes all public parking, and private parking spaces where agreements have been reached with landowners.

The aim of parking control is to ensure the safety of road users, cyclists and pedestrians, as well as helping to manage local parking demand.

Council staff focus on matters relating to safety in the public realm, ensuring our clearways are maintained, disabled zones are utilised by permit holders and school zones are regularly patrolled.

Private parking arrangements allow businesses to facilitate a regular turnover of vehicles to assist in parking availability for customers and visitors, which encourages patronage and supports economic development of our retail, dining and business precincts.

In 2019-20, a total of 10,150 expiations were issued for parking infringements, totalling \$865,379 in revenue received by Council.





# Key Outcomes

## Community events

Council's Community Event Sponsorship Pro-gram supported 13 community-run events which attracted over 45,000 people and activated many of the City of Unley's public spaces and community facilities. These included a new outdoor, immersive dance performance 'Gypsy Caravan' held on the Unley Village Green as part of the Adelaide Fringe. This exciting new event, developed by local dance company 'Studio Flamenco', was awarded the Adelaide Fringe Emerging Artist Award and was a huge success in its inaugural year.

The popular ETSY Made Local and Alliance Francaise French Market events returned for another bumper year which saw more than 15,000 people enjoy a wide array of market stalls, food and entertainment in Oxford Terrace and the Soldiers Memorial Gardens. On the same weekend, Cycling SA held a criterium cycling race around Unley Oval which provided a great spectacle for residents as elite cyclists raced at high speed through the streets of Unley.

Council also supported the following local events:

- SALA on Goodwood Road
- Adelaide Showgrounds Farmers Market at Orphanage Park
- Black Forest Primary School Centenary Gala Day
- Halloween on King William Road
- Fork on the Road
- Goodwood Arthouse Pop-up Gallery & Marketplace
- Celebrate Summer Street Party
- Carols at the Rotunda
- Unley Park Baptist Church Carols & Street Party.

Community events activate local Unley spaces and encourage community engagement, participation and celebration. They also contribute to a thriving business community by activating main streets, attracting crowds with substantial resident support and providing opportunities for local businesses to sustain and assist community activities.



## Libraries

Despite a period of forced closure due to COVID-19, Unley Libraries attracted more than 214,000 visits and over 500,000 loans in 2019-20. Loans of online items such as e-books, audio books and e-magazines increased over the year and now account for 34% of all total loans.

While over 11,000 people participated in our children's programs in person, our online Storytime, Wriggletime and other children's programs also had high engagement, with over 5,000 views of our online children's programs.

An online school holiday program offered Zoom writing and drawing sessions, cooking classes and competitions. The team also worked closely with local businesses to offer interesting and informative sessions to the community in collaboration with local book stores, travel agents and small businesses, enabling free or low-cost workshops, events and training.

Unley's Toy Library also continued its high engagement with the public, with an 18% growth in membership over the year.

Unley Libraries welcomed the successful implementation of Sabrenet, providing significantly faster internet for our patrons, the culmination of a cross-departmental approach. Complementing this, Unley Library also acted as a test site for the new Libraries SA Free WiFi network, which has proven to be an excellent enhancement for our patrons. Adding to our services, we installed a Library Document Station, allowing patrons to scan to email and USB.

A customer satisfaction survey undertaken in December 2019 showed that 94% of respondents were satisfied or very satisfied with the Library services they received.

## Unley Museum

Council's Museum continued to provoke, educate and engage, with a full year of exhibitions.

The 125th Anniversary of Women's Suffrage was an important milestone, celebrated with a full listing of those who had signed in support of the Adult Suffrage Bill in the 19th century.

The 'On Ya Bike' exhibition proved popular with cyclists and historians alike, providing customers the opportunity to view and interact with displays on the history of cycling.

The Tandanya exhibition, shown in collaboration with Tandanya, the National Aboriginal Cultural Institute, commenced in February 2020. The first of its kind, the exhibition showed Aboriginal artwork and cultural artefacts never seen before outside Tandanya.

After a COVID-19 related closure, the exhibition remained in place to allow the opportunity for the community to experience it, alongside the award-winning 'Terrible Tales of Unley' and 'Unley: 200 Years of Change' exhibitions.





# Key Outcomes

## Unley Swimming Centre

The Swimming Centre's total attendance for the year was 71,679 patrons. The centre closed nine weeks earlier due to COVID-19 restrictions. Despite the shortened season it was still a success, with growth in membership sales and program participation. The swimming school conducted lessons for 1,100 students which contributed to 11,160 visits.

Season highlights included:

- Hosting the 15th Annual MS Mighty Swim in February, raising a record \$140,000 for people living with Multiple Sclerosis in our community
- Expansion of the Age Friendly discount to include multi-visit options which continues to support our community in living longer, healthier lives
- 1,665 patrons took advantage of this discount during the year.

## Community Centres

Council's Community Centres continue to support community members across the City of Unley. Despite COVID-19 related closures, Fullarton Park, Clarence Park and Unley Community Centres welcomed a combined 188,505 visitors over 2019-20.

Additionally, Unley Community Centre's Meal Service provided nutritious freshly-made meals to close to 7,000 community members. A range of programs supported our community's diverse interests, with almost 6,000 programs delivered.

Goodwood Community Centre, managed by Goodwood Community Services Inc. on behalf of Council, continued to deliver a range of programs and events, with more than 82,000 visitors.

COVID-19 related closures provided opportunity to consider service delivery, with establishment of an online presence for some programs, offering more community members access to participate. Parenting seminars, cooking classes and exercise programs were delivered online to maintain engagement and helped grow our community's knowledge and skills.

Clarence Park Community Centre worked alongside Community Centres SA to identify potential improvements for community centres regarding access and inclusion for people living with disability. Learnings from the project will be shared across all sites to maximise opportunities for participation.



## Tour Down Under Stage Start and Gourmet Gala

The Unley Gourmet Gala is Council's annual signature event, historically held on the eve of the Santos Tour Down Under Stage Start, and one of Adelaide's most prestigious outdoor gourmet food and wine events. The 2020 event was a twentieth anniversary celebration which attracted crowds of over 20,000 people to newly redeveloped King William Road, including visitors from throughout Greater Adelaide, interstate and overseas.

The event showcased the new King William Road streetscape, which provided a stunning backdrop for this popular event. Local businesses provided gourmet food and fashion, and highlights included a firework spectacular as the Mayor officially declared the new road open.

Four stages scattered throughout the event entertained the crowd across the evening with energetic music and dances from global cultures, featuring a performance from tenor Henry Olonga.

The addition of a piano and gin bar brought a distinctive touch and the fashion stage showcased the City of Unley's unique fashion houses as they displayed their trends for summer.

Flinders Private Hospital returned as a major partner, sponsoring a popular children's entertainment area featuring interactive dance performances and free photo booth.

The following morning, around 10,000 cycling fans and enthusiasts lined King William Road to witness the start of Stage 3 of the Santos Tour Down Under, bringing an influx of local residents and international visitors to enjoy the precinct.





# Key Outcomes

## Council's Active Ageing programs – Daily Moves

The City of Unley was successful in attracting funding for and establishing a physical health activity program for adults aged 65 and above in the eastern region of Adelaide. The Daily Moves Program, funded by the Australian Sports Commission, targets older adults living independently in the:

- City of Unley
- City of Burnside
- Campbelltown City Council
- City of Norwood Payneham & St Peters
- City of Prospect
- Town of Walkerville.

Over the year, the program provided free activities aimed at increasing fitness and wellbeing. These included:

- Fitness assessments at regular intervals to understand an individual's strengths and limitations, goals and to track their progress
- One-on-one physical activity guidance, assistance and advice
- Health education seminars, webinars, and 'come and try' activities
- Referrals and linkages to our network of Daily Moves Health Partners
- Online motivation and support through YouTube exercise and educational videos
- Provision of a regular newsletter and access to the Go Get Fit app
- Personalised advice and coaching.

Over the last year, 470 participants have participated in the program and 112 participants undertook a fitness assessment. During the height of COVID-19 restrictions, the program received over 2,400 YouTube views.



## Public Artwork – *Echo* installation

In February 2020, the City of Unley welcomed its final public arts commission as part of Council's five year *Involve Unley: Public Arts Strategy*. The sculpture *Echo* is a permanent public art project created for the City of Unley by artist Jason Sims. It is located in Heywood Park in Unley Park near the intersection of King William Road and Northgate Street.

*Echo* is a large-scale geometric sculpture that uses the properties of light and reflection to create a simple illusion of space and form. It has been designed to reflect the value Council places on community, heritage and the environment. The playful, interactive nature of the work ensures it is accessible and engaging for all age groups and reflects the City's focus on community and the park's role as a communal space designed to support health and wellness.

*Echo* builds upon a growing number of high quality and well-respected artworks in the public realm commissioned by the City of Unley. *Echo* has been recognised as the most significant large-scale piece of public art in 2019 in South Australia, with it being awarded \$80,000 in funding from Arts South Australia.

## Emerging Civic Leaders program

A new initiative in 2020, the City of Unley organised a group of young people to participate in the Emerging Civic Leaders program run by YVote. The program encourages young people to create positive social impact by supporting them to have their voices heard and inspiring other young people to pledge to vote. Participants worked as a team to learn from local students about issues they wanted to see addressed in their community and used this information to design an online campaign. Feedback from young people who participated in the program was extremely positive, with many feeling they had developed the skills and resources to become a better leader and to be part of the change they want to see in the world.





# Key Outcomes

## Growing with Gratitude program

The City of Unley was proud to partner with 'Growing with Gratitude' to deliver resilience programs which aim to help build and protect young people's mental wellbeing. 70 students from Highgate Primary, Saint Spyridon College, Annesley Junior School, Black Forest Primary School, Sunrise Christian School and St Raphael's School took part in this important program. The program focuses on gratitude, kindness, reflection, empathy, mindfulness, resilience, happiness and serving others. 'Growing with Gratitude' encourages young people to overcome adversity and challenges, as well as teaching them to be good citizens.

A special workshop was also held for boys specifically. 'The Lads' was created for 8 to 11-year old boys, where this cohort participated in fun, engaging activities designed to practice life skills that lead to greater resilience.

'The Lads' workshop focused on:

- Empathy, gratitude, kindness, positive reflection and encouraging an acceptance of why these qualities are key to creating a more connected community
- Encouraging participants to volunteer and to explain reasons why it is important for them individually for their own futures, as well as for their families
- Developing emotional regulation skills so when disaster or adversity occurs they can use their growing resilience to see things more positively and ask what they can do to help others in their family and their communities.

## Finalist, Excellent in Age Services Awards (LASA)

The City of Unley was a state finalist in the Leading Age Services Australia Ltd. 'Excellence in Age Services' Awards. This is recognition of our ongoing commitment to the City of Unley being an age-friendly city and our innovative initiatives including:

- Forget Me Not - an intergenerational dementia education program
- Daily Moves – a physical activity program for people over 65
- The Co-Housing for Ageing Well planning study, which seeks to examine how our neighbours can better support ageing in place
- Services to older residents through the Council's Commonwealth Home Support Program (CHSP).

Being a finalist in the LASA national awards is recognition that City of Unley is demonstrating excellence and continuous improvement in quality and innovation by supporting ageing residents.



## 125th Anniversary of Women's Suffrage SA

In 1894, after decades of activism, women in South Australia gained the right to vote and stand for Parliament. South Australia was the first electorate in Australia to give equal political rights to both women and men, a significant step toward gender equality. 2019 marked the 125th anniversary of this momentous occasion and the City of Unley held activities to commemorate and celebrate Unley's Women of Influence, supported by a grant from the Office for Women.

In August 2019, Council held an event in Gillingham Hall at Annesley Junior School. Community members and more than 100 local schoolchildren experienced a thought-provoking discussion about how the plight of women in the City of Unley has changed over time.

Master of Ceremonies Amanda Blair guided a panel of inspirational speakers, including Senator Penny Wong and Equal Opportunity Commissioner Niki Vincent, to discuss 'Unley Women of Influence, Past and Present' and looked to the future to identify leadership in the generations ahead.

An author talk was held at the Unley Town Hall featuring Denise George who provided a fascinating insight into her novel 'Mary Lee'. South Australian women won the rights to vote and be elected Members of Parliament thanks to Mary Lee's activism. Denise shared the compelling story of how this 'turbulent anarchist' took on the establishment and won.

The Unley Museum featured 'Unley for Equality', an exhibition about the people of Unley who signed the petition in support of the Adult Suffrage Bill, delving into who they were and why the Bill was important to them.

Finally, a 'Post It' display of images was created along Goodwood Road, where the community nominated past, present and future Unley women of influence who they felt should be recognised and celebrated, with the display on show until the end of 2020.





# Key Outcomes

## Supporting dog ownership – Doggy Doo campaign

To encourage more responsible dog ownership, The City of Unley delivered a ‘Doggy Doo is a Do Not’ campaign across Goodwood Oval and Unley Oval. The campaign’s focus encourages owners to think about other users of recreational spaces and to pick up after their dog.

The campaign commenced at Unley Oval in April 2019. Council staff held information sessions and spoke with users of the oval to find their views on dog behaviour and management. It included installation of extra educational signage, posting social media messages and an increase in patrols in the area by Council Inspectors. A similar campaign was undertaken at Goodwood Oval commencing in November 2019.

Council gathered information, finding strong support for shared use of the grounds between dog owners, recreational users and sporting clubs. It was encouraging to confirm that most dog owners are responsible and respectful of other users. Following information gathered, staff installed extra dispensers for dog bags and added extra patrols around peak dog usage times to help monitor dog behaviour in these locations.

The campaign findings will assist in updating Council’s Animal Management Plan 2021-25.



## Customer Experience – a customer-centred approach

During 2019-20 the City of Unley’s call centre and Customer Experience (CX) team received 42,272 calls, equating to around 180 calls per day.

The CX team also facilitated around 16,300 customer requests over the financial year. 81% of these were able to be resolved on the first call, eliminating the need for a customer to call back or chase up a response.

Through the year, approximately 750 customers were called at random and participated in an independent survey about their experience with the City of Unley. Overall, 77% of customers were satisfied or highly satisfied with the service they had received from Council. This satisfaction rating is above the local government sector benchmark of 71% and close to City of Unley’s own target of 80%.

With the implementation of Council’s 3-year customer experience program, overall customer satisfaction has increased by over 20%.

Initiatives contributing to this in 2019-20 included:

- Upgrading of systems to allow for greater automation and efficiency
- The development of organisational Customer Service Standards
- Customer Service training for staff
- Maximising self-help options for our customers
- Improvements to Council’s website.





# Key Outcomes



## Goal 2 Environmental Stewardship

We will maintain and enhance our urban environment, and strengthen our City's resilience to climate change by providing leadership to our Community.

### Tree Strategy - for a 'Tree City of the World'

The City of Unley has been recognised internationally as a 'Tree City of the World' for our efforts in creating and maintaining a greener, healthier environment for our communities.

An updated Tree Strategy was endorsed by Council at its May 2020 meeting, outlining a long-term vision to create a resilient, healthy and diverse 'urban forest' to keep Unley leafy for future generations. The Tree Strategy recognised the different drivers for the management and maintenance of established trees, with the need to expand and establish additional trees across the City of Unley. A total of 836 trees were planted in the 2019-20 financial year on Council owned land.

A range of tree-focused community events and activities were also held including:

- In July 2019, a National Tree Planting Day event was held with Parkside Primary School children (Years 3 and 4) to replant a local 'pocket park'
- Three community workshops were held, involving local schools in the development of Council's Tree Strategy
- Vouchers for new tree planting were provided to 385 new residents to support increased tree planting across Unley.

### Civic Centre Precinct improvements

The Unley Civic Precinct Working Group was established in 2018 to enable community representation and input into the long-term development of the Unley Civic Precinct (an area bounded by Oxford Terrace, Rugby Street, Edmund Avenue and Unley Road) in partnership with Council.

The Working Group identified a collection of short-term improvements for delivery in 2019-20 that improved the presentation, accessibility and appeal of the Civic Precinct and the central Village Green for the wider community.

The delivered works included a new paved pathway along the northern edge of the Village Green to improve accessibility for people of all ages and abilities throughout the year, a new power supply for events, precinct wayfinding signage at key entry points, as well as a refresh of the existing planting beds surrounding the Civic Centre's public car park. The improvements also added six new trees and over 750 plants around the car park and entry.

### Greening verges project for streetscapes

Council's Greening Verges incentive converts dolomite verges to soil ready for planting by adjacent residents. The program is in its third year, and, over the last year, 137 dolomite verges were converted.

Collectively this project increased the City of Unley's green cover by 2,252m<sup>2</sup>, enhancing streetscapes throughout Unley. Every suburb had at least one new verge conversion, offering equitable distribution of this initiative across the city. Some of these occurred with groups of two to six adjacent residents working together to green their street. 2019-20 was the first year the program involved housing units, with three strata complexes successfully applying.

Some of the benefits of greened verges included:

- Providing a healthier environment for street trees
- Softening the effect of hard surfaces such as roads and footpaths
- Improving air quality
- Working as natural air conditioners through moisture in leaves
- Reducing stormwater run-off
- Providing habitat for small creatures like bees and butterflies.





# Key Outcomes

## Heywood Park Smart Cities project

Council secured \$240,000 in Smart Cities and Suburbs grant funding to integrate ‘smart’ technology in Heywood Park. The aim was to improve safety and useability of the popular park, to reduce operating and maintenance costs and realise environmental benefits.

The technology will assist staff to understand how the park is being used with real-time data to identify potential savings and/or to accurately assess community needs.

The project, which commenced in May 2019 and was completed in June 2020, cost \$490,406 total.

The smart technology installed includes:

- Smart City Data Platform and LoRaWAN Gateway, to manage and transmit data
- Smart parking sensors and signage
- Electric vehicle charging station
- Smart lighting along the western bike route path and art work
- Pedestrian counters
- Digital information kiosks
- Bin and BBQ sensors
- Amenities block usage sensors
- Environmental sensors
- Noise sensors
- Water usage meters.

## Playground and play space upgrades

In partnership with the State Government’s ‘Fund My Neighbourhood Program’, Council undertook enhancements of several community open spaces across the City, including Heywood Park’s ‘Mini Ninja’ course, Soutar Park and Goodwood Community Greenspace. Each design was different, responding to unique needs set out by the local community through the Fund My Neighbourhood Program.

- **Heywood Park Mini Ninja** provides a challenging course suitable for ‘Tweens’ aged between 9-14 years old. The course provides a range of bespoke climbing obstacles to test the user’s fitness, agility and balance, while preserving the natural character of the popular park.
- **Soutar Park** saw a range of outdoor fitness opportunities installed for people to strengthen and improve balance, as well as ‘nature-play’ components and better connections across the park for people of all ages.
- **Goodwood Community Greenspace** builds on a community space for a range of flexible activities, with a focus on upgrading the play-space, creating a ‘nature play nook’, edible garden and increased greenery, while also improving movement and flow through its spaces.

Recycled bricks were used to highlight featured trees and gravel pathways frame the open grassed areas. A ‘Party in the Park’ launch was held in October 2019 to celebrate the upgrade of this community space, highlighting its multi-function recreational uses. The improvements added 25 trees and over 300 new plants across the three parks.

## Pocket Parks project

Council established a pilot in 2019-20 to revitalise an existing road closure along Duthy Street to make it greener, safer and more accessible, given its proximity to clusters of local shops and services nearby. The project identified local community support for change and worked with residents to develop practical, affordable improvements to transform existing road closures into more appealing ‘pocket parks.’

The Clifton Street Pocket Park provided a place to pause or safely cross on Duthy Street and brought local residents together to assist in its creation. It incorporated additional greenery, a community orchard and a communal garden space, all connected by a meandering pathway. The upgrade reclaimed 90 square metres of bitumen and saw 13 new trees established and over 250 new plants introduced, including edible varieties, in its raised planter beds.

## Reserve and Open Space improvements

Two new shade structures were installed over the play equipment at Morrie Harrell Reserve. The two areas with play equipment were exposed to sun for most of the day and these structures were designed to shade both sets of play equipment during daylight hours. Both shade structures are in sail form, with a larger structure over the main playground and smaller shade over swings.

The shade structures were designed following consultation with residents from the local community, who provided valuable input.

Water fountains for drinking were also installed or replaced in Dora Gild, Page Park, Heywood Park, Soutar Park and Scammell Reserve.





# Key Outcomes



## Goal 3 Economic Prosperity

Our businesses are valued because of the range of goods, services and facilities they provide, and new businesses are supported, not burdened with bureaucracy.

### King William Road – final phase of 2-year project

Council is thrilled at the transformation of King William Road which was completed ahead of schedule in early 2020. This project ushered in a new era for one of Adelaide’s premier retail and dining destinations and delivered on its promise to realise our community’s vision for this popular retail and dining precinct.

The key features of the upgrade include:

- a continuation of the uniqueness of a brick-paved road surface within the key segment of the precinct
- provision of 70 flexible spaces used for on-street parking, outdoor dining and other forms of activation
- planting of 84 advanced trees, with thousands of understorey plantings
- integration of various smart systems in the form of parking sensors, benches, signage and lighting, incorporating the latest technology
- installation of two pedestrian crossings, enhancing safety along the precinct.

Council staff worked in close collaboration with the King William Road Traders Association, individual traders and the SA Small Business Commissioner to deliver an integrated design and result which Council and our community are proud of.



### Mainstreet precinct improvements

The four main streets located within the City of Unley - namely Goodwood, King William, Unley and Fullarton Roads - are an important part of our City, offering vibrancy and attracting people to live, work, visit and invest. To assist in maintaining these environments, The City of Unley undertook main-street improvement projects. This year those projects included installing pedestrian counters on Goodwood Road, placing additional planters on Fullarton Road and planting new trees on Unley Road.

The pedestrian counters on Goodwood Road utilise the same technology as that installed on King William Road as part of that thoroughfare’s major upgrade, enabling data to be compared and analysed across precincts. They provide pedestrian data on peak times of activity, movement along the street and movement south from the Goodwood tram stop.

The planters on Fullarton Road are the final instalment in beautifying the precinct with six additional boxes installed in the heart of the precinct.

48 additional street trees were planted on Unley Road and in entrances to side-streets directly off Unley Road.

The new trees included Jacarandas, Oaks, Bottlebrushes, White Cedars and London Planes. Jacarandas were the dominant choice along Unley Road to align with the current themed ‘avenue’, while the Oaks will dominate the side streets, acting as entry or exit statements to the Unley Road precinct.

The Unley Road tree planting works will be appreciated in future years as the trees mature and provide both community amenity and environmental benefits.





# Key Outcomes



## Boffa Street car park redevelopment

As part of the King William Road upgrade, the City Design team identified that a redevelopment of a car park on Boffa Street was needed.

The objective of the redevelopment was to provide a better layout of parking provision and enable the planting of new trees and landscaping. Given the importance of the carpark to local businesses, redevelopment of carpark works started immediately after the road upgrade stage and the entire project was completed two weeks ahead of schedule, within a 19-day timeframe.

The redevelopment delivered a new parking layout which gained four new spaces, planting of four new trees (Crepe Myrtles), new LED lighting, a disabled parking space compliant with relevant standards and new landscaping. New smart parking sensors were also installed for each space in the carpark and added to the King William Road smart parking system – the smart parking capacity is indicated on King William Road near the Boffa Street intersection.

Council has received positive feedback from the King William Road Traders Association about its good work and the increase in car parking spaces.

## Edmund Avenue Cottages redevelopment planning

The Edmund Avenue Cottages are a row of six Council-owned buildings which define the southern edge of the Village Green. Their current form provides limited community use, appeal or activity in relation to the Village Green or wider Unley Civic Precinct (an area bounded by Unley Road, Oxford Terrace, Rugby Street and Edmund Avenue).

The Concept Design finalised in 2019-20 proposes the replacement of the tired ‘lean-tos’ at the rear of the cottages with new, contemporary extensions to support reuse of these character buildings, with the provision of new services to support business and innovations, as well as arts and culture.

In addition to the built form, a new interface to the Village Green is proposed to encourage improved accessibility and activation of the Village Green from the cottages. The designs reflect feedback from the Civic Precinct Working Group, key tenants and Elected Members, as well as wider community feedback.

The Concept Design is intended to inform the long-term redevelopment of each of the six cottages, supporting new activities and/or land uses to enhance their appeal and community benefit from services and features within the Civic Precinct. Community consultation on the Concept Design will be undertaken during 2020 and early in 2021.

## Strategic Property Acquisition

From time to time Council acquires property that can contribute to the achievement of strategic objectives. With a longer term aim of improving car park availability in the King William Road precinct, Council acquired two properties during the year. The opportunity arose following a direct approach from the property owners. Located near an existing parking area behind shops fronting King William Road, the properties provide an opportunity for future development of additional car parking in the precinct.

## Renewable Energy initiatives

Council installed 30kW solar systems at its Works Depot on King William Road and at its Unley Civic Centre on Unley Road to improve Council’s energy efficiency. This adds to Council’s existing solar-powered systems at the Unley Swimming Centre and at the Clarence Park and Fullarton Park Community Centres.

By investing in renewable energy, Council has been able to offset electricity consumption, reduce its carbon footprint, contribute to climate change mitigation and reduce financial risk against future electricity price rises.





# Key Outcomes



## Goal 4 Civic Leadership

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

### Depot technology upgrades

A 'People Centred Design' approach was used to research the technology needs of depot staff.

Interviews and workshops were held with our employees and IT staff went onsite with every work team to observe how they operate.

New iPad tablets were provided to field staff to improve mobility and remote access. Devices were selected based on field staff input. Rugged cases with keyboards were also selected by staff members to help protect and extend the life of technology assets.

Job Safety forms previously provided on paper were transformed into online forms. This outcome shortened the average completion time from 10 minutes to around 1 minute. When a job is completed in the field, the Customer Service Request system is updated so that customers can be informed promptly when their request has been accomplished.

New GIS data-capture applications have been rolled out to collate and archive information about infrastructure and assets. This includes photographs of public assets such as memorials and trees, and evidence of examples of work in traffic changes due to road closures.

### Working from home transition – technology improvements

In response to COVID-19 social distancing requirements, a large percentage of Council's inside workforce from the Civic Centre were moved to Work from Home (WFH) arrangements in March and April 2020. A structured transition plan ensured safe and productive working arrangements for all impacted staff.

IT remote access systems were set up within days, allowing staff to work from home as if they were at their desks in the office.

Microsoft Teams and Office 365 software programs were rapidly made available to around 200 staff to support online meetings, document collaboration, phone calls and instant messaging.

Staff were provided with easy to understand guidelines and introductory tutorials to assist working at home safely.

Executive leaders were encouraged to establish workplans and regular video calls with their staff to monitor work progress and staff wellbeing.

95% of staff surveyed indicated they were satisfied with the WFH arrangements and 93% said they were more focussed and productive.

### COVID-19 Response

Recognising the significant impact of COVID-19 on our community Council offered a range of financial assistance, including:

- Deferring the due date for payment of the final quarter of rates for 2019-20 until 31 August 2020 for all ratepayers.
- Postponing debt collection of long-term outstanding rates amounts until 31 August 2020
- Encouraging all ratepayers experiencing financial hardship to seek a payment plan beyond 31 August 2020
- Waiving lease fees for Council lessees for a period of 3 months where a lessee has been affected by the Australian Government imposed restrictions
- Offering a 50% reduction in lease fees for Council lessees for a period of 3 months where a lessee is experiencing financial hardship of at least 30%
- Proposing a 0% rate increase in the 2020-21 Annual Business Plan and Budget
- Reducing 2019-20 outstanding 4th quarter rates for specified land use descriptions (businesses suffering the biggest impact through State Government COVID Directions) by 50%.

Throughout the year a range of activities were undertaken in order to ensure the City of Unley met all relevant legislative requirements.

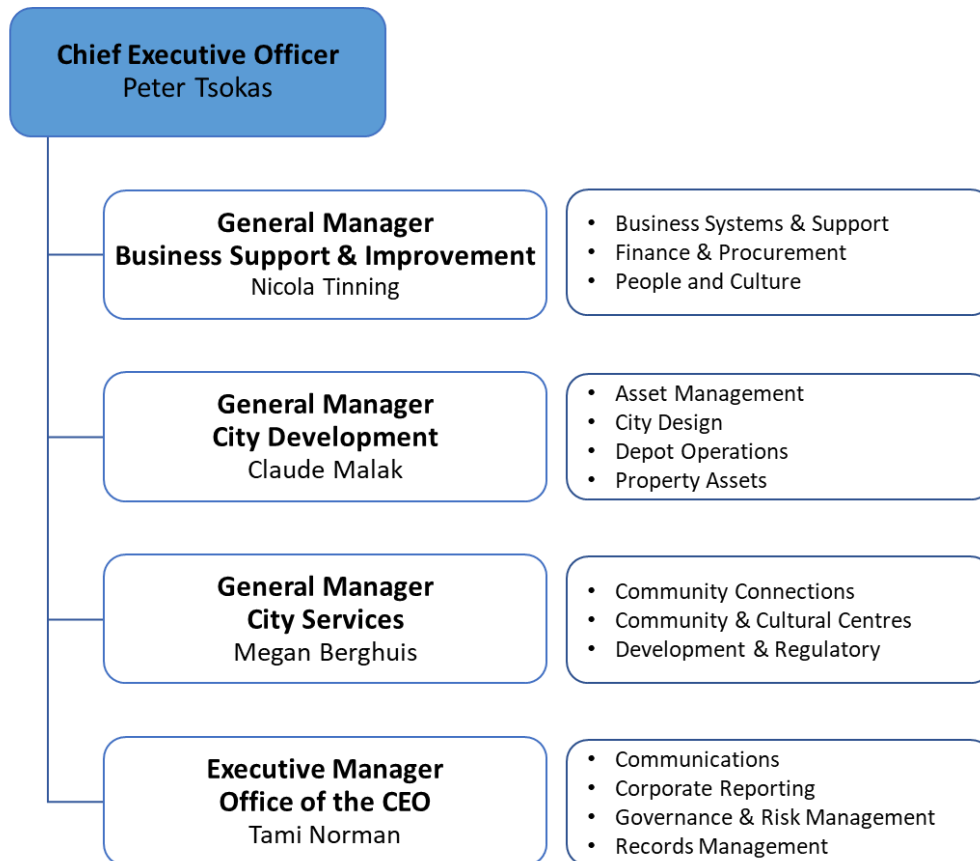




## OUR ORGANISATION

---

### *Organisational Structure*





## OUR EXECUTIVE TEAM

---

The City of Unley's Executive Team consists of the Chief Executive Officer, Executive Manager, and three General Managers. The team is responsible for leading and developing the administration, as well as building the organisational capability and culture required to deliver the vision, strategies and framework set out in Council's *Community Plan 2033*

The members of the executive team are paid a salary package, which varies for each individual. Packages include 9.5 per cent compulsory superannuation and provision of a motor vehicle for unrestricted private use on a salary sacrifice basis.

### ***Our Values***

The City of Unley has a clear vision for a constructive culture that is performance-based and customer-focused. This vision is supported by a set of organisational values that outline the way we want all employees and volunteers to behave.

#### *A Workplace of Possibilities*

- **Pursue Excellence**

*We strive for the best in all that we do*

- **Achieve Together**

*We deliver results by working together across all of Council*

- **Demonstrate Integrity**

*We do the right thing at all times*

- **Customer First**

*We understand and deliver on customer expectation*

- **Be Progressive**

*We think outside the box to innovate and improve.*

### ***Staff Overview***

Staff numbers as at 30 June 2020 are shown as Full-Time Equivalent (FTE) while the gender ratio is reflective of headcount. The difference in these figures reflects the number of part-time staff employed by the City of Unley and highlights the flexible working conditions that are offered to employees. Providing flexibility to our staff allows us to attract and retain high quality people.

Division	Staffing Numbers (FTE)
Office of the CEO	10.6
Business Support and Improvement	22.71
City Services	76.39
City Development	64.29
<b>Total</b>	<b>174.39</b>



Division	Female*	Male*	Total*
Office of the CEO	9	2	11
Business Support and Improvement	15	10	25
City Services	108	37	145
City Development	14	53	67
Total	146	102	248

\*On a head count basis.

Division	Age Range*					
	<21	21-30	31-40	41-50	51-60	60+
Office of the CEO	0	1	0	5	4	1
Business Support and Improvement	0	2	9	7	4	3
City Services	7	33	30	35	29	11
City Development	0	2	19	17	20	9
TOTAL	7	38	58	64	57	24

\*On a head count basis

### **Staff Training**

The organisation continues to work on our response to survey results in non-survey years, deploying initiatives that impact on employee engagement, organisational performance, innovation in the work environment and, most importantly, a positive experience for employees - and for our customers when interacting with us.

Staff have undertaken learning and development in the areas such as:

- Mental Health awareness
- Autism awareness
- ICAC awareness
- Aggressive customer training
- Leadership training for frontline supervisors
- Child Safe Environment training
- UV and skin cancer awareness
- Hearing Protection awareness
- Sharps and Infectious Waste
- WHS and task-specific safety training
- Work Zone Traffic Management training
- First Aid training
- Health and Safety Representative training
- Coffee making for café staff



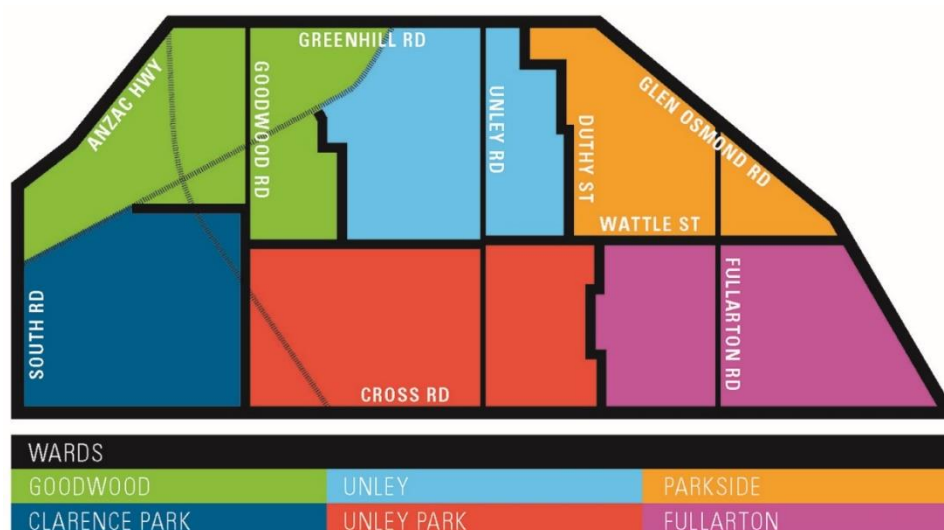
## OUR COUNCIL

### ***City of Unley Ward Overview***

The City of Unley is located immediately south of the City of Adelaide, bounded by Greenhill Road in the north, Glen Osmond Road in the east, Cross Road in the south and South Road and Anzac Highway in the west. The City is bordered by the local government areas of the City of Adelaide in the north, City of Burnside in the east, City of Mitcham in the south and the Cities of Marion and West Torrens in the west.

With a total land area of 14 square kilometres, our City is predominantly residential, with some commercial and industrial areas and includes the suburbs of Black Forest, Clarence Park, Everard Park, Forestville, Fullarton, Goodwood, Highgate, Hyde Park, Keswick (part of), Kings Park, Malvern, Millswood, Myrtle Bank, Parkside, Unley, Unley Park and Wayville.

The six Council wards are Clarence Park, Fullarton, Goodwood, Parkside, Unley and Unley Park.



**City of Unley Ward Boundary Map**

### ***Elector Representation***

The representation quota is the number of electors for the Council area divided by the number of Elected Members (including the Mayor). Unley's representation quota is 1:2,106 with 27,389 electors and compares with other similar councils.

Council	Electors	Representation
City of Burnside (13)	31,624	1:2,432
City of Campbelltown (11)	35,575	1:3,234
City of Holdfast Bay (13)	27,899	1:2,146
City of Norwood, Payneham & St Peters (14)	25,344	1:1,810

Source: 2019-20 Representation Quotas - Local Government Association of SA.



The legislation specifies that if a Council is divided into wards, then the number of electors in each ward must fall within a ward quota so that there is fair representation on Council.

A Council is required to conduct a review of its representation at least once in each relevant period, as prescribed by the regulations of the *Local Government Act 1999* (The Act). The Minister for Local Government publishes a timing schedule to determine the relevant period in which a review is required. The next Representation Review for the City of Unley will occur in 2020.

### ***Elected Members***

Councils are part of the democratic framework of Australia and the community has opportunity to elect its Council Members every four years. The most recent elections were held in November 2018, with the next election scheduled for November 2022.

More information about Council elections is available on the Council website. The elected body for the City of Unley is comprised as follows:

*Mayor - Michael Hewitson AM*

#### *Fullarton Ward Councillors*

- Cr Peter Hughes  
Deputy Mayor (26/11/2018 – 27/11/2020)
- Cr Jordan Dodd

#### *Goodwood Ward Councillors*

- Cr Nicole Sheehan
- Cr Emma Wright

#### *Clarence Park Ward Councillors*

- Cr Jennie Boisvert
- Cr Don Palmer

#### *Parkside Ward Councillors*

- Cr Kay Anastassiadis
- Cr Mike Hudson *\*Resigned effective 01/06/2020*

#### *Unley Ward Councillors*

- Cr Sue Dewing
- Cr Jane Russo

#### *Unley Park Ward Councillors*

- Cr Monica Broniecki
- Cr Michael Rabbitt

### ***Elected Member Allowances and Benefits***

Section 76 of the *Local Government Act 1999* provides that Elected Members are entitled to receive an allowance that is determined by the Remuneration Tribunal of South Australia, which is adjusted annually by formula prescribed by the *Local Government (Members Allowances and Benefits) Regulations 2010*.

<b>Elected Member Allowances &amp; Benefits</b>	
<b>July 2019 – November 2019</b>	
Mayoral Allowance	\$70,880
Total amount paid to other Elected Members including Presiding Member Allowances and allowances for the members of the CAP Committee	\$147,295
Elected Member Annual Allowance	\$17,720
Presiding Member Annual Allowance (includes Elected Member allowance)	\$22,150



**Elected Member Allowances & Benefits****November 2019 - June 2020**

Mayoral Allowance	\$71,648
Total amount paid to other Elected Members including Presiding Member Allowances and allowances for the members of the CAP Committee	\$143,247
Elected Member Annual Allowance	\$17,912
Presiding Member Annual Allowance (includes Elected Member allowance)	\$23,390

Council has endorsed an Allowances and Benefits Policy which provides facilities and support for the Mayor and Elected Members. To date this Council term the Mayor has opted not to access the Council funded fully maintained vehicle or mobile phone.

***Elected Member Training Seminars & Conferences***

In accordance with the City of Unley's Elected Member Training and Development Policy, Council members were provided with the opportunity to undertake training and development activities during 2019-20 as per the table below.

**Elected Member Training Seminars & Conferences****July 2019– June 2020**

Name	Date	Details
Mayor Hewitson	07-10 July 2019	Asia Pacific Cities Summit and Mayors Forum
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
	12-Mar-20	Planning for non-planners
Cr Hughes	30-31 Oct-19	2019 LGA Conference and AGM
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Anastassiadis	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Boisvert	24 – 25 Oct 19	ICTC Society Inc Conference
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Broniecki	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
	22-Apr-20	KESAB Webinar



## Elected Member Training Seminars & Conferences

July 2019– June 2020

Name	Date	Details
Cr Dewing	4-5 July-19	2019 Local Government Communications Conference
	16-Aug-19	LGA Tourism & Councils Forum
	19-Aug-19	LGA Elected Member Leadership Session
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Dodd	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Hudson	23-Aug-19	Online Mandatory Training Module 1: Introduction to Local Government
Cr Palmer	19-Aug-19	LGA Elected Member Leadership Session
	30-31 Oct-19	2019 LGA Conference and AGM
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Rabbitt	30-Oct-20	2019 LGA State Conference
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
	13-Mar-20	Sensible Transport Symposium
Cr Russo	09-Oct-19	LifeChanger Conference
	20-Nov-19	Mandatory Training – Legal (Module 2)
Cr Sheehan	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making
Cr Wright	13-Nov-19	LGA – Enhanced Public speaking and Presenting
	08-Feb-20	Elected Member Development Program (in house) – Strategic Thinking & Decision Making



## DECISION MAKING STRUCTURE

---

The Local Government system is integral to the democratic system of government in Australia and provides vital infrastructure, social and environmental support for communities.

The City of Unley is responsible for providing strategic direction for the local area, planning and development control, setting policy, providing and maintaining infrastructure and services, and regulating activities, whilst complying with and enforcing many diverse pieces of legislation.

The City of Unley operates autonomously within the framework of the *Local Government Act 1999*, and the elected body may delegate authority to the Chief Executive Officer in accordance with legislative requirements, budgets, strategic planning policy and corporate structure. Unley Council has a small number of committees which assist in the decision-making process.

### **Council Meetings**

Council Meetings are an important part of the Council's operations. The decisions made by the Elected Members at formal Council Meetings provide the direction and authority for the ongoing operation of the Council.

During the 2019-20 financial year, Council meetings were held on the fourth Monday of every month at 7pm at the Civic Centre, 181 Unley Road, Unley (entrance from Oxford Terrace), with appropriate adjustments to accommodate public holidays. When required, additional Council meetings were scheduled to assist decision-making processes.

All Council meetings were open to the public and were conducted in accordance with the *Local Government Act 1999* and the *Local Government (Procedures at Meetings) Regulations 2013*, except items that were identified as falling within the provision of Section 90 of the *Local Government Act 1999*. These items were considered in confidence and members of the public were excluded from the meetings during those items.

In the months of April and May 2020, due to Government-imposed restrictions in response to COVID-19, Council meetings were held using video conferencing technology and live-streamed via YouTube.

### **Council Committees**

Under Section 41 of the *Local Government Act 1999*, the Council has the power to establish committees that will assist Council in the performance of its functions. These committees make recommendations to the Council.

A brief summary of the functions, membership and meeting arrangements for each committee follows. The complete Terms of Reference for the Committees can be found on Council's website.

For the period July 2019 to June 2020, the City of Unley had the following Section 41 Committees:

- Audit Committee
- City Strategy and Development Policy Committee
- Strategic Property Committee



## **Audit Committee**

The City of Unley Audit Committee is appointed by Council and is tasked with reviewing the annual financial statements and Business Plan, monitoring financial indicators and targets in the Long Term Financial Plan, obtaining independent professional advice and liaising with the Council's auditor.

The Committee also has oversight of the City's risk management and audit initiatives and is a source of advice to the Council and Chief Executive Officer. Membership comprises three independent members and two Elected Members.

### **Members**

- Mr David Powell (Presiding Member)
- Mr Nicholas Handley
- Ms Annette Martin
- Cr Monica Broniecki
- Cr Kay Anastassiadis

The Terms of Reference provide that the Committee will meet at least four times per year at appropriate times in the financial reporting cycle, and when the Committee may otherwise deem necessary. In 2019-20 the Audit Committee met on four (4) occasions, with the May 2020 meeting conducted electronically via Zoom.

The Presiding Member's report was presented to Council at its 23 March 2020 meeting, outlining a range of matters that was considered as part of the Terms of Reference, which are summarised below:

- General Purpose Financial Statements – 2018-19
- External Audit Plan 2018/19
- Internal Financial Controls Self-Assessment 2018-19
- Strategic Risk Register
- Risk Management Policy
- Risk Management Framework
- Fraud and Corruption Prevention Policy
- Agreed Actions from External Audit
- Long Term Financial Plan 2021-22: 2029-30 (development & consultation)
- Annual Business Plan and Budget 2020-21(consultation)

### **Financial Reporting and Sustainability**

In accordance with its duties under the *Local Government Act 1999* and its Terms of Reference, the Committee reviewed the 2018-19 General Purpose financial statements and met with 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. Other financial reporting matters considered by the Committee during the year included:

- Procurement Savings/Overruns 2018-19
- General Purpose Financial Statements 2018-19



Sitting fees for independent members were as follows:

- Presiding Member \$450 per meeting attended
- Independent Members \$300 per meeting attended
- If Independent Members are required to attend a workshop, \$150 per workshop

### ***City Strategy & Development Policy Committee***

The Committee is established to:

- Provide advice to the Council in relation to proposals of, and the extent to which, the Council's strategic planning and development policies accord with the State Planning Strategy 30 Year Plan for Greater Adelaide
- Assist the Council in strategic reviews of the City of Unley Development Plan and consider specific changes initiated by the State Government
- Provide advice to the Council (or act as its delegate under Section 101A of the *Development Act 1993*) when preparing a Strategic Directions Report or Development Plan Amendment proposal
- Review relevant State legislative, strategy and policy changes
- Receive reports from the Development Assessment Panel
- Provide advice to the Council regarding strategies and policies re major changes to urban form and changing demographics.

Membership is comprised of all members of Council. Cr Jordan Dodd is Presiding Member.

### ***Strategic Property Committee***

The Committee is established to assist Council to investigate and/or make recommendations to Council on strategic opportunities for property acquisition or divestment to support Council's Community Plan.

The Strategic Property Committee meet on an 'as needs' basis and met once in 2019-20.

### **Members**

Membership comprises up to six (6) members nominated by Council and the Mayor (ex-officio) as follows:

- Cr Don Palmer (Presiding Member)
- Cr Kay Anastassiadis
- Cr Monica Broniecki
- Cr Jordan Dodd
- Cr Peter Hughes
- Cr Michael Rabbitt
- Mayor Michael Hewitson (ex-officio)



## **Council Assessment Panel**

The Council Assessment Panel (CAP) is established under the *Planning, Development and Infrastructure Act 2016* (the PDI Act). The CAP is convened under the *PDI Act* and operates under the Terms of Reference derived from the legislation.

### **Members**

Membership comprises four Independent members, one Elected Member and a Deputy Member:

- Ms Shanti Ditter (Presiding Member)
- Mr Roger Freeman
- Mr Brenton Burman
- Mr Sandy Wilkinson
- Cr Jennie Boisvert (Elected Member)
- Cr Emma Wright (Deputy Member – will only act if the Elected Member is unable to attend a meeting)
- Mr Rufus Salaman (Deputy Independent Member)

The sitting fees were as follows:

- Presiding Member \$520 per meeting attended
- Independent Member \$416 per meeting attended
- Elected Members \$400 per meeting attended
- If Independent Members are required to attend formal Council training or workshops \$150 per workshop.

### **Meeting Times, Dates, Agendas & Minutes**

Agendas and minutes for the Unley Council and Committee meetings and information regarding Elected Members' Briefings are available on the City of Unley website.

## **CONFIDENTIALITY**

---

While Council and committee meetings are generally conducted in public, in the interest of the broader community it may be necessary to restrict public access to discussion and/or documents.

During 2019–20, of the 281 agenda items, 11 were considered in accordance with Section 90(3) of the *Local Government Act 1999*, where it was necessary to exclude the public from the discussion of a particular matter. This represents 4% of all decisions made by Council and its committees.

On every occasion that the provision to exclude the public within Section 90(2) of the *Local Government Act 1999* was utilised, the minutes included the proceedings for making a confidentiality order, and the grounds on which the order was made.

The table below shows the confidentiality orders made during the financial year, the grounds for those orders, and on what date, if any, the order expired or was lifted.

Council/Committee	Subject	Grounds	Revoked/Expired
Council Item 7.2 22 July 2019	Centennial Park Cemetery Authority - 2019/20 Budget	(3)(d)(i) and (ii)	until 1 December 2020
Council Item 7.2 25 November 2019	Confidential Minutes of Strategic Property Committee	(3)(b)(i) and (ii) and (d)(i) and (ii)	Until conditions relating to the confidentiality orders for Items 4.2 and 4.5 have been met
Council Item 7.8 28 January 2020	Tree Prosecution – Determination of Future Action	(3)(h) and (i)	Until conclusion of legal proceedings relating to the matter
Council Item 7.2 23 March 2020	Unley Central – Litigation	(3)(b)(i) and (ii)	Until conclusion of legal proceedings relevant to the matter
Council Item 7.2 27 April 2020	Notice of Motion from Cr M. Rabbitt – Change to Council Resolution CO185/20: Unley Oval Upgrade Stage 2	(3)(b)(ii) and (ii)	Until Council has endorsed the concept design plans and not available for public inspection until the cessation of that period.
Council Item 7.2 22 June 2020	Application for Waiver of 2020-21 Council Rates – Royal Agricultural and Horticultural Society	(3)(d)(i) and (ii)	Report and Attachment to remain in confidence until 30/12/22 – minutes are released.
Council Item 7.5 22 June 2020	Unley Central – Litigation Further Update	(3)(i)	Until conclusion of legal proceedings relevant to the matter.

The table below shows all items remaining in confidence from November 2010 up to and including June 2019 and the grounds for those orders.

Council/Committee	Subject	Grounds
Council 30/06/03 Item 48 (GP&ED Committee 30/6/03, Item 1)	Annual Performance Assessment – CEO	3(a) <i>Personal affairs</i>
Council 30/1/04 Item 244	Mayor for Performance Appraisal Committee re Performance Appraisal and Remuneration – CEO	3(a), (g) and (h) <i>Personal affairs, Breach of law and Legal advice</i>



<b>Council/Committee</b>	<b>Subject</b>	<b>Grounds</b>
Special Council 30/1/04 Item 246	Mayor re Dispute – Employment Agreement with the CEO	3(a), (g) and (h) <i>Personal affairs, Breach of law and Legal advice</i>
Special Council 21/6/04 Item 351	Mayor re Contract of Employment – CEO	3(a) and (d) <i>Personal affairs and Commercial information</i>
Council 28/6/04 Item 377	Mayor re Contract of Employment – CEO	3(a) and (h) <i>Personal affairs and Legal advice</i>
Council 26/7/04 Item 394	Mayor re Contract of Employment – CEO	3(a) and (h) <i>Personal affairs and Legal advice</i>
Council 29/3/05 Item 575	Contract dispute – previous employee	3(a) <i>Personal affairs</i>
Council 28/8/06 Item 889	Contract Dispute between ex-employee and Council	3(a) <i>Personal affairs</i>
Council 26/2/07 Item 64	Settlement of Employment Dispute	3(a) <i>Personal affairs</i>
City Strategy and Policy 21/09/09 Item 259	Water Supply Council Reserves (Report & Attachments only) Maintain for life of contract. 35 years.	3(d)(i) and (ii) <i>Commercial information</i>
Council 27/04/10 Item 660	Brown Hill Keswick Creek Stormwater Project – Legal opinion – Stormwater Management Plan and Implications Attachments 3 – 7	(3)(h) <i>Legal advice</i>
CEO Recruitment Committee 05/09/11 Item 9	Presentation by Stillwell Management Consultants re Applicants	(3)(a) <i>Personal affairs</i>
CEO Recruitment Committee 15/09/11 Item 12	Applicants for the position of Chief Executive Officer	(3)(a) <i>Personal affairs</i>
Council 27/08/12 Item 556 (Adjourned item 132 CSP)	Street Tree Removal 26 Porter Street Parkside Attachments 6 and 7	(3)(h)(i) <i>Legal advice and Litigation</i>

<b>Council/Committee</b>	<b>Subject</b>	<b>Grounds</b>
Council 26/11/12 Item 615	CPCA Provision of Services to Other Local Government Councils	3(d)(i) and (ii) <i>Commercial information</i>
Council March 2013 Item 715	CPCA Strategic Plan 2012-2033	3(d)(i) and (ii) <i>Commercial information</i>
Council May 2013 Item 780	CPCA Operating Budget	3(d)(i) and (ii) <i>Commercial information</i>
Council 24/06/13 Item 808	Council Owned Property 166 – 168 Unley Road Unley	3(d)(i) and (ii) <i>Commercial information</i>
Council 22/07/13 Item 842	CPCA Operating Budget 2013-2014	3(d)(i) and (ii) <i>Commercial information</i>
Council 26/05/14 Item 1161	CPCA Draft Operating Budget 2014-15	(3)(d)(i) and (ii) <i>Commercial information</i>
Council 11/08/14 Item 1226	Unley Central Precinct Property Development Options	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 25/05/15 Item 151	CEO Employment Contract	(3)(a) <i>Personal affairs</i>
Council 27/06/15 Item 173	Centennial Park Cemetery Authority Proposal	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 27/07/15 Item 207	CEO Performance Review	(3)(a) <i>Personal affairs</i>
Council 24/08/15 Item 238	Strategic Land Acquisition Report and Attachments Recommendations 2 and 3 in Minutes.	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 24/08/15 Item 241	CEO Contract	(3)(a) <i>Personal affairs</i>
Council 28/09/15 Item 275	Unley Central	(3)(b)(i) and (ii) <i>Commercial advantage</i>



<b>Council/Committee</b>	<b>Subject</b>	<b>Grounds</b>
Council 23/11/15 Item 321	Centennial Park Cemetery Authority Quarterly Progress Report  Attachment only in confidence	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council December 2015 Item 356	Unley Central Property Development Opportunities	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council January 2016 Item 375	Property Development Opportunities Unley Central	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council April 2016 Item 459	Goodwood Community Centre Lease Attachment 3 only	3(d)(i) and (ii) <i>Commercial Information</i>
Council May 2016 Item 480	Unley Central Property Development Report only	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Special Council June 2016 Item 6 (Council, June 2016, Item 516)	CEO Remuneration Review	3(a) <i>Personal Affairs</i>
Council June 2016 Item 510 (Audit & Governance Committee)	Item 33 - Centennial Park Cemetery Authority – Upkeep Fund	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 27/06/16 Item 513	Centennial Park Cemetery Authority – Operating Budget	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 22/08/16 Item 569	Centennial Park Cemetery Authority Progress Report	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 22/08/16 Item 578	Unley Central Property Development Project	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 12/09/16 Item 592	Property Development Project Report and Attachment	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 26/09/16 Item 619	Centennial Park Cemetery Authority Business Case	(3)(b)(i) and (ii) <i>Commercial advantage</i>

Council/Committee	Subject	Grounds
Council 26/09/16 Item 622	Brown Hill Keswick Creek Update Report only	3(j) <i>Information provided in confidence</i>
Council 28/11/16 Item 688	Tree Prosecution	3(f) and (h) <i>Prejudice maintenance of law and Legal advice</i>
Council 28/11/16 Item 691	Strategic Property Development	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 23/01/17 Item 748	King William Road Traders Association	3(g) <i>Breach of law</i>
Council 23/01/17 (Audit and Governance Committee)	Item 44 - Centennial Park Cemetery Authority Strategic Plan and Asset Management Plan	3(d)(i) and (ii) <i>Commercial Information</i>
Council 23/01/17 (Strategic Property Committee).	Item 4 - Investigation of Potential Future Property Purchases	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 27/03/17 Item 796 (Strategic Property Committee)	Item 9 – Property Details Item 12 – Other Business	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 27/03/17 Item 798 (Strategic Property Committee)	Item 19 – Possible Strategic Land Acquisition – Multiple Properties Item 22 – Motion Without Notice – Potential Properties for Further Investigation	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 22/05/17 Item 852 (Strategic Property Committee, Item 26)	Unley Road Property and Goodwood Road Property	3(d)(i) and (ii) <i>Commercial Information</i>
Council 22/05/17 Item 852 (Strategic Property Committee, Item 29)	105 – 109 Goodwood Road	3(d) (i) and (ii) <i>Commercial Information</i>



<b>Council/Committee</b>	<b>Subject</b>	<b>Grounds</b>
Council 24/07/17 Item 920	Walter Street	3(d)(i) and (ii) <i>Commercial Information</i>
Council 24/07/17 Item 920	King William Road	3(d)(i) and (ii) <i>Commercial Information</i>
Council 24/07/17 Item 925	Centennial Park Cemetery Authority Operating Budget	3(d)(i) and (ii) <i>Commercial Information</i>
Council 24/07/17 Item 928	Strategic Property Development	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 14/08/17 Item 938	Co-working Space	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 28/08/17 Item 967	CEO Remuneration 2016/17	3(a) <i>Personal Affairs</i>
Council 23/10/17 Item 1009	Appointment Independent Member City Strategy	3(a) <i>Personal Affairs</i>
Council 23/10/17 Item 1012	Recommendation for Item 40 SPC Walter Street Property	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 27/11/17 Item 1036	Unley Central Update	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 11/12/17 Item 1060	Property Acquisition Opportunity	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 29/01/18 Item 1088	Strategic Property Acquisition Opportunities	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 26/03/18 Item 1130	Minutes of the Audit and Governance Committee	(3)(b)(i)(ii) <i>Commercial advantage</i>
Council 23/04/18 Item 1154	Minutes of the Strategic Property Committee	(3)(b)(i) and (ii) <i>Commercial advantage</i>
Council 14/05/18 Item 1165	Unley Central Precinct	(3)(b)(i) and (ii) <i>Commercial advantage</i>

Council/Committee	Subject	Grounds
Council 23/07/18 Item 1252	CEO 2017/18 Performance	3)(a) <i>Personal Affairs</i> Report and attachment confidential for the duration of the employment of the CEO
Council 27/08/18 Item 1280	Confidential Minutes of the Audit and Governance Committee – 21 August 2018	(3)(d)(i) and (ii) <i>Commercial information</i> 5 years
Council 27/08/18 Item 1283	Brown Hill Keswick Creek – Wilberforce Walk	(3)(b)(i) and (ii) <i>Commercial advantage</i> Until completion of property negotiations
Council 29/01/19 Item 1392	Chief Executive Officer Review Panel – Terms of Reference and Membership	(3)(a) <i>Personal Affairs</i> 2 years
Council 15/05/19 Item 1442	Brown Hill Keswick Creek – Wilberforce Walk	(3)(b)(i) and (ii) <i>Commercial advantage</i> Until completion of property negotiations
Council 27/05/19 Item 7.2	Appointment of Independent Members to the Audit Committee	(3)(a) <i>Personal Affairs</i>



## COUNCIL REPORTING

---

### ***Council By-Laws***

Council has by-laws for permits and penalties, the regulation of activities on roads, local government land, moveable signs and the keeping of dogs.

### ***Freedom of Information***

During the 2019-20 financial year the City of Unley received 14 applications for information under the Freedom of Information legislation. The fee per application was \$36.75.

We received or undertook:

- 5 Development Applications
- 8 General Applications
- 1 Internal Review

Following an internal review, access to Development Applications changed at the start of the 2019-20 financial year - these are no longer managed through the FOI applications process.

During the 2019-20 financial year, the City of Unley processed 67 Request to View/Copy Development Plans and Reports applications, in addition to the 5 initially processed through FOI applications. The fee charged per application was \$25.

During the 2019-20 financial year, 17 determinations were reached (including 3 which were carried over from the 2018-2019 financial year).

- 12 Full Release
- 4 Partial Release
- 1 Decision varied – Full Release (Internal Review)

### ***Internal Review Applications***

During the 2019-20 financial year there was one (1) request for internal review under s270 of the *Local Government Act 1999*.

Date Requested	Matter	Decision	Closed
12 Nov 2019	Expiation for Salisbury Street Parking in Permit Zone	Original Decision Upheld	10 Dec 2019
17 Nov 2019	Red Light Camera Request for reimbursement for fine during volunteer bus driving	Original Decision Upheld	9 Dec 2019
16 Mar 2020	Removal of tree adjacent to 13B Myrtle Ave, Myrtle Bank	Original Decision Upheld	14 May 2020

## APPLICATION OF COMPETITION PRINCIPLES

---

The City of Unley has determined that the Centennial Park Cemetery Authority is the only activity assessed as a Significant Business Activity under the National Competition Policy.

To separate this activity from ordinary operations, the City of Unley has created a regional subsidiary in partnership with the City of Mitcham.

## COMMUNITY LAND MANAGEMENT PLANS

---

Community Land Management Plans identify the purpose and objectives for each parcel of land contained within the City of Unley Community Land Register.

These plans reflect existing policies and strategies and operate under Section 196 of the *Local Government Act 1999*, grouping parcels of land that have similar purposes, objectives, management policies, and performance targets.

They are measured by four categories:

- Major parks
- Minor parks and streetscape areas
- Sports clubs and recreational facilities
- Other community land.

Community Land Management Plans and a register of Community Land Management Agreements can be viewed on the City of Unley website.

## COMPETITIVE TENDERING ARRANGEMENTS

---

The City of Unley's Procurement Policy guides the practices and procedures for the acquiring of goods and services. It provides clear direction for procurement within the organisation to ensure consistency and control over procurement activities and to encourage best practice.

It also ensures that all procurement activities are conducted in accordance with five key principles, which have a focus on:

- Open and effective competition
- Value for money
- Ethical behaviour and fair dealing
- Social, economic and environmental sustainability, and
- Risk management.

The Policy and Framework guides the competitive tendering processes to ensure the Council obtains value for money when approaching the marketplace.

Procurements greater than \$10,000 are generally subject to a competitive process, which in 2019-20 resulted in a total of 140 tenders and quotations being sought.

Council will, to the extent permitted by law, favour engagement of local suppliers and the use of South Australian made goods and suppliers whose activities contribute to the economic development of the region and/or provide local employment opportunities.



To this end, Council encourages employment, capital investment and support of supply chains in our immediate region by promoting the South Australian Industry Participation Policy (IPP), *Industry Advocate Act 2017*.

In doing so, Council recognises the geographical boundaries of the member Councils of the Eastern Regional Alliance (ERA) as its immediate region for the application of the IPP when evaluating and awarding tenders.

Council may give preference to local contractors and suppliers by:

- Actively promoting to local businesses opportunities to supply to Council
- Structuring the purchasing processes to be accessible to all businesses
- Ensuring, where possible, that specifications and purchasing descriptions are not structured so as to potentially exclude local suppliers and contractors.

## **RATING POLICY**

---

Individual property rates are calculated by multiplying the property's capital valuation (as determined by the Valuer General) by a rate in the dollar that will be sufficient to achieve the amount of income required.

The total amount of income required to deliver the broad range of services provided by Council and achieve the outcomes in the 4 Year Plan, is derived from a number of sources. Rates provide the primary source of income, but other income sources include: statutory fees, user charges, grants and subsidies.

When the City of Unley establishes the level of income required from rates, Council considers the following:

- 4 Year Plan
- Current economic climate
- Funding needs to deliver the agreed service levels
- Savings identified through the service review program and
- Specific issues and the impact of rates on the community.

## **INCOME**

---

During the 2019-20 financial year the City of Unley received income from:

- Rates	\$42,336,902
- Statutory Charges	\$1,576,840
- User Charges	\$1,614,669
- Operating Grants and Contributions	\$3,357,602
- Investments	\$51,310
- Reimbursements	\$591,835
- Other	\$919,038

## **SUBSIDIARY- BROWNHILL & KESWICK CREEKS STORMWATER BOARD**

---

The City of Adelaide, the City of Burnside, the City of Mitcham, the City of Unley, and the City of West Torrens resolved to establish a subsidiary pursuant to Section 43 of the *Local Government Act 1999*, to implement or oversee the construction of stormwater infrastructure for the purpose of implementation of the *Brown Hill and Keswick Creeks Stormwater Management Plan* (the Plan); oversee the maintenance and repair and/or renewal of stormwater infrastructure; oversee implementation of associated or related infrastructure works; hold stormwater infrastructure; implement other non-infrastructure measures; provide a forum for the discussion and consideration of the constituent council's obligations and responsibilities under the Plan; and enter into agreements with constituent councils for the purpose of managing the Plan.

Pursuant to clause 17 of Part 2 of Schedule 2 of the *Local Government Act 1999*, the Minister for Local Government, Geoff Brock MP, approved the establishment of the Brown Hill and Keswick Creeks Stormwater Board on 15 February 2018.

A copy of the Brownhill & Keswick Creeks Stormwater Board 2019-20 Annual Report is provided as Appendix 2.

## **SUBSIDIARY - CENTENNIAL PARK CEMETERY AUTHORITY**

---

Centennial Park Cemetery was established on 8 June 1936 and is located on Goodwood Road, Pasadena.

With more than 50 themed gardens and award-winning chapels, the Centennial Park Cemetery Authority (CPCA) is South Australia's largest provider of cremation, burial and memorial services.

With \$31.3m of net assets, the Cemetery is jointly owned by the City of Unley and the City of Mitcham and is managed by the CPCA.

The CPCA operates as a regional subsidiary under the *Local Government Act 1999* and is jointly administered by a Board comprising of three independent members and two elected members from each constituent Council. Councillors Jane Russo and Michael Rabbitt represented the City of Unley on the Subsidiary for the 2019-20 financial year.

In accordance with the Charter and responsible business management practices, the CPCA allocates a financial contribution to the City of Unley and City of Mitcham each financial year. A Liability Guarantee payment of \$318,088 was made to each Council during 2018-19.

A copy of the Centennial Park Cemetery Authority 2019-20 Annual Report is provided as Appendix 3.



## LIST OF REGISTERS & CODES

The following table provides a list of registers, policies, codes and other documents that legislation requires Council to make available for inspection without charge.

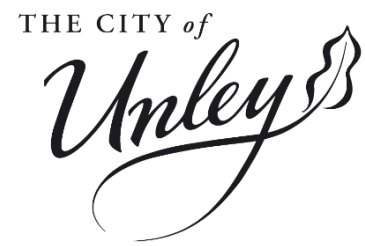
The documents listed below are available at the Civic Centre and most are on the Council's website. When a hard copy is requested a fee may apply, or the item may be downloaded free of charge from the website.

Document	Local Govt Act 1999 section	Mandatory for public view	Website	Customer service	Hard copy
Annual Business Plan, Budget & Audited Financial Statements	123	√	√	√	√
Annual Report	131	√	√	√	√
<b>Codes</b>					
Code of Conduct for Council Employees	110	√	√	√	√
Code of Conduct for Council Members	63	√	√	√	√
Code of Practice for Access to Council Meetings and Documents	92	√	√	√	√
Code of Practice Meeting Procedures	Reg 6	√	√	√	√
Complaint handling procedure under Council Members Code of Conduct	S63	√	√	√	√
Council and Committee Agendas and Minutes	84 & 91(4)	√	√	√	√
<b>Planning, Development and Infrastructure Act</b>					
Code of Conduct for Council Assessment Panel	Schedule 3	√	√	√	√
Register of Interests for CAP members	Schedule 1	on request			
Building and Swimming Pool Inspection Policy	S156(5)		√	√	√
<b>Policies</b>					
Caretaker [ <i>Local Government (Elections) Act 1999</i> ]	91A		√	√	√
Procurement (i.e. Contracts and Tenders)	49	√	√	√	√
Elected Member Allowances and Benefits policy	76(2), 76(9) & 77	√	√	√	√
Elected Member Training and Development	80A	√	√	√	√

Document	Local Govt Act 1999 section	Mandatory for public view	Website	Customer service	Hard copy
Internal Financial Control (Various)	125				
Internal Review of Council Decisions Procedure	270	√	√	√	√
Order making	259	√	√	√	√
Prudential Project Management	48(aa1)		√	√	√
Public Consultation	50	√	√	√	√
Requests for services, compliments and complaints	270(a1)	√	√	√	√
Risk and Opportunity Management	134(4)(b)		√		
Naming of Roads & Council assets	219		√	√	√
<b>Registers</b>					
By-Laws	252	√	√	√	√
Campaign donations returns [Local Government (Elections) Act 1999]	80 & 87	on request	N/A	N/A	N/A
Community Land	207	√	√	√	√
Delegations	44	√	√		
Dogs [Dog Cat Management Act 1995]	26	√	N/A	√	√
Gifts and Benefits - Council Employees	Code of Conduct 2.21	√	√	√	√
Gifts and Benefits – Elected Members	Code of Conduct 3.10	√	√	√	√
List of Fees and Charges	188(6)	√	√	√	√
Land Management Agreements	196	√	√	N/A	√
Members Allowances and Benefits	79	√	√	√	√
Members' Interests	65+68	on request	N/A	N/A	N/A
Members' Interests – short form	70(a1)	√	√	√	N/A
Independent Members of Section 41 Committees Interests	65 & 66 & 72	on request	N/A	N/A	N/A
Officers' Interests	116	N/A	N/A	N/A	N/A



Document	Local Govt Act 1999 section	Mandatory for public view	Website	Customer service	Hard copy
Officer Salaries	105	√	N/a	√	√
Public Roads	231	√	√	√	√
Rate Assessment	172 & 174	√	N/a	√	√
<b>Other Legislation</b>					
Freedom of Information Act 1991 – Annual Statement	9		√		



## **APPENDICES**

***2019-20 Annual Report***



*This page is intentionally blank*

# The City of Unley

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2020

---

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





# The City of Unley

## General Purpose Financial Statements for the year ended 30 June 2020

Table of Contents	Page
<b>1. Council Certificate</b>	2
<b>2. Primary Financial Statements:</b>	
- Statement of Comprehensive Income	3
- Statement of Financial Position	4
- Statement of Changes in Equity	5
- Statement of Cash Flows	6
<b>3. Notes to the Financial Statements</b>	7
<b>4. Independent Auditor's Report - Financial Statements</b>	43
<b>5. Independent Auditor's Report - Internal Controls</b>	45
<b>6. Certificates of Audit Independence</b>	
- Council Certificate of Audit Independence	47
- Audit Certificate of Audit Independence	48

## The City of Unley

### General Purpose Financial Statements for the year ended 30 June 2020

#### Certification of Financial Statements

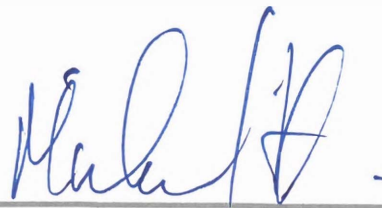
**We have been authorised by the Council to certify the financial statements in their final form.**

**In our opinion:**

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2020 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.



Peter Tsokas  
**CHIEF EXECUTIVE OFFICER**



Michael Hewitson  
**MAYOR**

**Date: 23 November 2020**

# The City of Unley

## Statement of Comprehensive Income for the year ended 30 June 2020

\$ '000	Notes	2020	2019
<b>Income</b>			
Rates	2a	42,337	41,336
Statutory Charges	2b	1,577	1,592
User Charges	2c	1,615	1,826
Grants, Subsidies and Contributions	2g	3,357	4,713
Investment Income	2d	51	16
Reimbursements	2e	592	535
Other Income	2f	919	714
Net Gain - Equity Accounted Council Businesses	19	-	145
<b>Total Income</b>		<b>50,448</b>	<b>50,878</b>
<b>Expenses</b>			
Employee Costs	3a	16,553	16,596
Materials, Contracts & Other Expenses	3b	20,175	20,337
Depreciation, Amortisation & Impairment	3c	9,364	9,038
Finance Costs	3d	373	161
Net loss - Equity Accounted Council Businesses	19	235	-
<b>Total Expenses</b>		<b>46,700</b>	<b>46,132</b>
<b>Operating Surplus / (Deficit)</b>		<b>3,748</b>	<b>4,746</b>
Asset Disposal & Fair Value Adjustments	4	(1,448)	69
Amounts Received Specifically for New or Upgraded Assets	2g	4,860	1,145
<b>Net Surplus / (Deficit) <sup>1</sup></b>		<b>7,160</b>	<b>5,960</b>
<b>Other Comprehensive Income</b>			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in Revaluation Surplus - I,PP&E	9a	6,520	-
Share of Other Comprehensive Income - Equity Accounted Council Businesses	19	(548)	386
<b>Total Other Comprehensive Income</b>		<b>5,972</b>	<b>386</b>
<b>Total Comprehensive Income</b>		<b>13,132</b>	<b>6,346</b>

<sup>1</sup> Transferred to Statement of Changes in Equity



# The City of Unley

## Statement of Financial Position

as at 30 June 2020

\$ '000	Notes	2020	2019
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	5a	1,679	2,771
Trade & Other Receivables	5b	2,204	2,681
Other Financial Assets	5c	69	2
<b>Total Current Assets</b>		<b>3,952</b>	<b>5,454</b>
<b>Non-Current Assets</b>			
Financial Assets	6a	7	8
Equity Accounted Investments in Council Businesses	6b	18,314	16,930
Infrastructure, Property, Plant & Equipment	7a	529,958	510,281
<b>Total Non-Current Assets</b>		<b>548,279</b>	<b>527,219</b>
<b>TOTAL ASSETS</b>		<b>552,231</b>	<b>532,673</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	8a	4,864	13,104
Borrowings	8b	246	242
Provisions	8c	3,946	3,730
<b>Total Current Liabilities</b>		<b>9,056</b>	<b>17,076</b>
<b>Non-Current Liabilities</b>			
Borrowings	8b	14,482	2,271
Provisions	8c	428	357
<b>Total Non-Current Liabilities</b>		<b>14,910</b>	<b>2,628</b>
<b>TOTAL LIABILITIES</b>		<b>23,966</b>	<b>19,704</b>
<b>Net Assets</b>		<b>528,265</b>	<b>512,969</b>
<b>EQUITY</b>			
Accumulated Surplus		155,804	147,002
Asset Revaluation Reserves	9a	372,231	365,711
Other Reserves	9b	230	256
<b>Total Council Equity</b>		<b>528,265</b>	<b>512,969</b>

# The City of Unley

## Statement of Changes in Equity for the year ended 30 June 2020

\$ '000	Notes	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
<b>2020</b>					
<b>Balance at the end of previous reporting period</b>		147,002	365,711	256	<b>512,969</b>
Adjustments (Correction of Prior Period Errors)	24a	877	-	-	<b>877</b>
<b>Restated Opening Balance</b>		<b>147,879</b>	<b>365,711</b>	<b>256</b>	<b>513,846</b>
<b>Net Surplus / (Deficit) for Year</b>		7,160	-	-	<b>7,160</b>
Other Comprehensive Income					
- Gain (Loss) on Revaluation of I,PP&E	7a	-	6,520	-	<b>6,520</b>
- Share of OCI - Equity Accounted Council Businesses	19	(548)	-	-	<b>(548)</b>
- Other Equity Adjustments - Equity Accounted Council Businesses	19	1,314	-	-	<b>1,314</b>
- Other Movements - Carpark and Tree Funds		-	-	(26)	<b>(26)</b>
<b>Other Comprehensive Income</b>		<b>766</b>	<b>6,520</b>	<b>(26)</b>	<b>7,260</b>
<b>Total Comprehensive Income</b>		<b>7,926</b>	<b>6,520</b>	<b>(26)</b>	<b>14,420</b>
<b>Balance at the end of period</b>		<b>155,804</b>	<b>372,231</b>	<b>230</b>	<b>528,265</b>
<b>2019</b>					
<b>Balance at the end of previous reporting period</b>		145,159	361,203	234	<b>506,596</b>
<b>Net Surplus / (Deficit) for Year</b>		5,960	-	-	<b>5,960</b>
Other Comprehensive Income					
- Share of OCI - Equity Accounted Council Businesses	19	386	-	-	<b>386</b>
- Other Equity Adjustments - Equity Accounted Council Businesses	19	5	-	-	<b>5</b>
- Other Movements - Carpark and Tree Funds		-	-	22	<b>22</b>
<b>Other Comprehensive Income</b>		<b>391</b>	<b>-</b>	<b>22</b>	<b>413</b>
<b>Total Comprehensive Income</b>		<b>6,351</b>	<b>-</b>	<b>22</b>	<b>6,373</b>
Transfers between Reserves		(4,508)	4,508	-	<b>-</b>
<b>Balance at the end of period</b>		<b>147,002</b>	<b>365,711</b>	<b>256</b>	<b>512,969</b>

# The City of Unley

## Statement of Cash Flows for the year ended 30 June 2020

\$ '000	Notes	2020	2019
<b>Cash Flows from Operating Activities</b>			
<b><u>Receipts</u></b>			
Operating Receipts		53,085	54,399
Investment Receipts		51	16
<b><u>Payments</u></b>			
Operating Payments to Suppliers and Employees		(47,010)	(36,616)
Finance Payments		(316)	(177)
<b>Net Cash provided by (or used in) Operating Activities</b>	11b	<b>5,810</b>	<b>17,622</b>
<b>Cash Flows from Investing Activities</b>			
<b><u>Receipts</u></b>			
Amounts Received Specifically for New/Upgraded Assets		4,860	1,145
Sale of Replaced Assets		214	509
Repayments of Loans by Community Groups		-	11
<b><u>Payments</u></b>			
Expenditure on Renewal/Replacement of Assets		(12,610)	(12,567)
Expenditure on New/Upgraded Assets		(10,655)	(3,558)
Loans Made to Community Groups		(68)	-
Capital Contributed to Equity Accounted Council Businesses		(853)	(823)
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(19,112)</b>	<b>(15,283)</b>
<b>Cash Flows from Financing Activities</b>			
<b><u>Receipts</u></b>			
Proceeds from Borrowings		12,221	270
<b><u>Payments</u></b>			
Repayment of Bonds & Deposits		(5)	(1)
<b>Net Cash provided by (or used in) Financing Activities</b>		<b>12,216</b>	<b>269</b>
<b>Net Increase (Decrease) in Cash Held</b>		<b>(1,086)</b>	<b>2,608</b>
plus: <b>Cash &amp; Cash Equivalents at beginning of period</b>	11	<b>2,765</b>	<b>157</b>
<b>Cash &amp; Cash Equivalents at end of period</b>	11	<b>1,679</b>	<b>2,765</b>



## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Contents of the Notes accompanying the Financial Statements

Note	Details	Page
1	Significant Accounting Policies	8
2	Income	14
3	Expenses	16
4	Asset Disposal & Fair Value Adjustments	18
	<b>Current Assets</b>	
5a	Cash & Cash Equivalent Assets	18
5b	Trade & Other Receivables	19
5c	Other Financial Assets (Investments)	19
	<b>Non-Current Assets</b>	
6a	Financial Assets	19
6b	Equity Accounted Investments in Council's Businesses	19
	<b>Fixed Assets</b>	
7a	Infrastructure, Property, Plant & Equipment	20
7b	Valuation of Infrastructure, Property, Plant & Equipment	21
	<b>Liabilities</b>	
8a	Trade & Other Payables	25
8b	Borrowings	25
8c	Provisions	26
	<b>Reserves</b>	
9a	Asset Revaluation Reserve	26
9b	Other Reserves	26
10	Assets Subject to Restrictions	27
11	Reconciliation to Statement of Cashflows	27
12a	Functions	28
12b	Components of Functions	29
13	Financial Instruments	29
14	Capital Expenditure and Investment Property Commitments	33
15	Financial Indicators	34
16	Uniform Presentation of Finances	35
17	Leases	35 n/a
18	Superannuation	36
19	Interests in Other Entities	37
20	Non Current Assets Held for Sale & Discontinued Operations	39 n/a
21	Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet	39
22	Events After the Statement of Financial Position Date	40
23	Related Party Transactions	41
24	Equity - Retained Earnings and Revaluation Reserves Adjustments	42

n/a - not applicable

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies

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

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

#### 1 Basis of Preparation

##### 1.1 Compliance with Australian Accounting Standards

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

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011* dated 23<sup>rd</sup> Nov 2020.

##### 1.2 Historical Cost Convention

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

##### 1.3 Critical Accounting Estimates

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

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

##### 1.4 Rounding

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

#### 2 The Local Government Reporting Entity

The City of Unley is incorporated under the South Australian *Local Government Act 1999* and has its principal place of business at 181 Unley Road,

Unley. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

#### 3 Income Recognition

The Council recognises revenue under AASB 1058 *Income of Not-for-Profit Entities* (AASB 1058) or AASB 15 *Revenue from Contracts with Customers* (AASB 15) when appropriate.

In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Council expects to be entitled in a contract with a customer.

In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the council to acquire or construct a recognisable non-financial asset that is to be controlled by the council. In this case, the council recognises the excess as a liability that is recognised over time in profit and loss when (or as) the entity satisfies its obligations under the transfer.

In recent years the payment of untied grants (financial assistance grants / local roads / supplementary grants) has varied from the annual allocation as shown in the table below:

	Cash Payment Received	Annual Allocation	Difference
2017/18	\$1,427,527	\$1,186,184	+\$241,343
2018/19	\$1,808,917	\$1,430,009	+\$378,908
2019/20	\$1,260,571	\$1,404,448	- \$143,887

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies (continued)

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

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

#### 4 Cash, Cash Equivalents and other Financial Instruments

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

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

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

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

undertakings have been valued at the lower of cost and net realisable value.

#### 5 Infrastructure, Property, Plant & Equipment

##### 5.1 Initial Recognition

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

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and

engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

##### 5.2 Materiality

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

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

##### 5.3 Subsequent Recognition

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

##### 5.4 Depreciation of Non-Current Assets

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

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



## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies (continued)

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

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

#### 5.5 Impairment

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

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

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

#### 5.6 Borrowing Costs

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

### 6 Payables

#### 6.1 Goods & Services

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

#### 6.2 Payments Received in Advance & Deposits

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

### 7 Borrowings

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

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables".

### 8 Employee Benefits

#### 8.1 Salaries, Wages & Compensated Absences

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

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

Weighted avg. discount rate 0.48% (2019, 1.10%)

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies (continued)

---

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

#### 8.2 Superannuation

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

#### 9 Leases

##### Accounting policy applicable from 01 July 2019

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

##### 9.1 Council as a lessee

The Council recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

##### i.) Right-of-Use-Assets

The Council recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the commencement date less any lease incentives received and the estimate of costs to be incurred to restore the leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets.

The right-of-use assets are also subject to impairment. Refer to the accounting policies above - Impairment of non-financial assets.

##### ii.) Lease Liabilities

At the commencement date of the lease, the Council recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Council uses its incremental borrowing rate or the interest rate implicit in the lease.

##### iii) Short-term leases and leases of low-value assets

The Council applies the short-term lease recognition exemption to its short-term leases of machinery and equipment (i.e., those leases that have a lease term of 12 months or less from the commencement date). It also applies the low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

#### 10 Equity Accounted Council Businesses

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

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

Council is party to an agreement with the cities of Burnside, Mitcham, West Torrens and the Corporation of the City of Adelaide in relation to the Brown Hill Keswick Creek Project which is accounted for under AASB 11 Joint Agreements as a joint operation. As such each party is responsible for its

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies (continued)

own direct costs, and joint assets, revenue and expenses are shared on the basis set out in the agreement and Stormwater Management Plan documentation. Council's share has been recognised in the Financial Statements by including its share of joint revenue and expenditure in the Statement of Comprehensive Income and Council's share of joint assets within the Statement of Financial Position. Further details are provided in Note 19.

#### 11 GST Implications

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

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

#### 12 New and amended accounting standards and interpretations

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

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

#### **Adoption of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities**

The City of Unley early adopted AASB 15 *Revenue from Contracts with Customers* and AASB 1058 *Income of Not-for-Profit Entities* from the year ended 30 June 2018.

AASB 1058 clarifies and simplifies the income recognition requirements that apply to not-for-profit (NFP) entities, in conjunction with AASB 15. These Standards supersede the NFP income recognition

requirements previously in AASB 1004 Contributions (with the exception of certain matters relating to public sector NFP entities) as well as current revenue recognition guidance including AASB 118 Revenue, AASB 111 Construction Contracts and the related Interpretations. The timing of income recognition depends on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service). Details of the accounting policy adopted for these standards can be found in Note 1 Significant Accounting Policies.

#### **AASB 16 Leases**

##### **Adoption of AASB 16 Leases (AASB 16)**

AASB 16 supersedes AASB 117 Leases, Interpretation 4 Determining whether an Arrangement contains a Lease and other related Interpretations. The standard sets out the principles for the recognition, measurement, presentation and disclosure of leases and requires lessees to recognise most leases on the balance sheet under a single on-balance sheet model.

The Council had no lease contracts in place for the 2018/19 and 2019/20 financial years and, consequently, this standard had no impact in this financial report.

#### **Standards issued by the AASB not yet effective**

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2020, these standards have not been adopted by Council and will be included in the financial statements on their effective date. Where the standard is expected to have a significant impact for Council then further information has been provided in this note.

The following list identifies all the new and amended Australian Accounting Standards, and Interpretation, that were issued but not yet effective at the time of compiling these illustrative statements that could be applicable to Councils.

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2020**

- AASB 1059 Service Concession Arrangements: Grantors



## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 1. Summary of Significant Accounting Policies (continued)

- AASB 2018-6 Amendments to Australia Accounting Standards – Definition of a Business
- AASB 2018-7 Amendments to Australian Accounting Standards – Definition of Material
- AASB 2019-3 Amendments to Australian Accounting Standards – Interest Rate Benchmark Reform

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2021**

- AASB 17 Insurance Contracts

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2022**

- AASB 2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture (amended by AASB 2015-10 and AASB 2017-5)

### **13 COVID-19 Pandemic**

The COVID-19 pandemic has impacted the 2019/20 financial statements, which may impact on the comparability of some line items and amounts reported in this financial report.

The financial impacts are a direct result of either Council's response to the pandemic or due to the mandatory shut downs as directed by the Australian Government and the advice from the Australian Government Department of Health and SA Health.

The impacts on the Council's financial performance and financial position are outlined below;

- Decrease in rates revenue of approximately \$159,000 due to the waiving of fines and interest on outstanding balances for two months and the waiving of rates due to ratepayers experiencing financial hardship.
- Decrease in user charges revenue of approximately \$127,000 due to the waiving of lease fees for Council lessees forced to close and experiencing financial hardship.
- Decrease in user charges revenue of approximately \$184,000 due to the closure of some Council facilities including community centres, halls, libraries and the Unley Pool. This revenue loss was offset somewhat by a reduction in operating expenses totalling approximately \$141,000 associated with managing these facilities.

- Additional costs totalling approximately \$37,000 for the cleaning of Council owned facilities which remained in operation during the period.
- The decision to defer the due date for rates and to extend terms due to financial hardship has seen Council's rate debtors increase by approximately \$600,000.

Council estimates that the reduction in revenue and increase in expenditure resulted in a decrease of approximately \$366,000 in the 2019/20 net surplus. It is expected that further financial impacts, though not significant, will flow into the 2020/21 financial year.

Council has considered the consequences of COVID-19 and other events and conditions, and it has determined that they do not create a material uncertainty that casts significant doubt upon the Council's ability to continue as a going concern.

### **14 Comparative Figures**

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

### **15 Disclaimer**

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

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 2. Income

\$ '000	Notes	2020	2019
<b>(a). Rates Revenues</b>			
<b>General Rates</b>			
General Rates		41,498	40,491
Less: Mandatory Rebates		(915)	(912)
Less: Discretionary Rebates, Remissions & Write Offs		(108)	(68)
<b>Total General Rates</b>		<b>40,475</b>	<b>39,511</b>
<b>Other Rates (Including Service Charges)</b>			
Natural Resource Management Levy		1,389	1,338
Separate & Special Rates		330	323
<b>Total Other Rates</b>		<b>1,719</b>	<b>1,661</b>
<b>Other Charges</b>			
Penalties for Late Payment		97	118
Legal & Other Costs Recovered		46	46
<b>Total Other Charges</b>		<b>143</b>	<b>164</b>
<b>Total Rates Revenues</b>		<b>42,337</b>	<b>41,336</b>
<b>(b). Statutory Charges</b>			
Development Act Fees		381	526
Animal Registration Fees & Fines		173	156
Parking Fines / Expiation Fees		918	802
Environmental Control Fines		35	33
Search Fees		70	76
<b>Total Statutory Charges</b>		<b>1,577</b>	<b>1,592</b>
<b>(c). User Charges</b>			
Hall & Equipment Hire		158	227
Property Lease		441	452
Catering		32	46
Sales - Swimming Memberships		292	331
Parking Control		132	106
Swim School		168	167
Swimming User Groups		86	94
Swimming Centre operations		125	174
Unley Community Centre		36	50
Other - User Charges across UCC		145	179
<b>Total User Charges</b>		<b>1,615</b>	<b>1,826</b>

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 2. Income (continued)

\$ '000	Notes	2020	2019
<b>(d). Investment Income</b>			
Interest on Investments			
- Local Government Finance Authority		51	16
<b>Total Investment Income</b>		<b>51</b>	<b>16</b>
<b>(e). Reimbursements</b>			
Corporate Activities		216	52
Depot		128	133
Parking Control		105	48
Strategic Projects		47	-
Events Operating Projects		38	81
Waste Management		22	6
Animal Control		-	86
Other		36	129
<b>Total Reimbursements</b>		<b>592</b>	<b>535</b>
<b>(f). Other Income</b>			
Donations - General		22	12
Donations - General (No GST)		-	1
Advertising - Other		79	81
Artisit - Exhibition Income		8	21
Contributions - CPCA Guarantee Fee		318	313
Contributions - Other		14	19
Community Services - Other		306	212
Book Club		2	1
Replacement Material		3	4
Workers Compensation Rebate		130	-
Insurance Claims Received		16	29
Fuel Tax Credits		17	17
Toy Membership		-	1
Sponsorship Income		-	1
CT Requests Fee		4	3
<b>Total Other Income</b>		<b>919</b>	<b>714</b>



# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 2. Income (continued)

\$ '000	Notes	2020	2019
<b>(g). Grants, Subsidies, Contributions</b>			
Amounts Received Specifically for New or Upgraded Assets		4,860	1,145
Other Grants, Subsidies and Contributions		3,357	4,713
<b>Total Grants, Subsidies, Contributions</b>		<b>8,217</b>	<b>5,858</b>

The functions to which these grants relate are shown in Note 12.

#### (i) Sources of grants

Commonwealth Government	1,812	2,429
State Government	3,898	2,983
Other	2,507	446
<b>Total</b>	<b>8,217</b>	<b>5,858</b>

#### (ii) Individually Significant Items

Grant Commission (FAG) Grant in advance Recognised as Income	683	639
Supplementary Local Road Funding in advance Recognised as Income	-	376

In January and June 2020 Council received payment of the first two installments of the 2019-20 Financial Assistance Grant (FAG). As has been done in the previous years, these amounts are recognised as income upon receipt. Similarly in June 2019 first two installments of 2019-20 grant was paid and recognised as income in that year.

In addition, the 2019/20 and 2020/21 Supplementary Local Road funding of \$375,580 was paid in advance in June 2019.

### Note 3. Expenses

<b>(a). Employee Costs</b>			
Salaries and Wages		13,852	13,763
Employee Leave Expense		2,165	2,274
Superannuation - Defined Contribution Plan Contributions	18	1,473	1,435
Workers' Compensation Insurance		393	430
Less: Capitalised and Distributed Costs		(1,330)	(1,306)
<b>Total Operating Employee Costs</b>		<b>16,553</b>	<b>16,596</b>
Total Number of Employees (full time equivalent at end of reporting period)		173	167

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 3. Expenses (continued)

\$ '000	Notes	2020	2019
<b>(b). Materials, Contracts and Other Expenses</b>			
<b>(i) Prescribed Expenses</b>			
Auditor's Remuneration			
- Current Year Audit Fees		34	19
- Other Auditors		-	16
Elected Members' Expenses		293	271
Election Expenses		-	155
<b>Subtotal - Prescribed Expenses</b>		<b>327</b>	<b>461</b>
<b>(ii) Other Materials, Contracts and Expenses</b>			
Contractors		4,719	4,960
Maintenance Contracts		2,675	3,061
Legal Expenses		630	275
Levies Paid to Government - NRM levy		1,394	1,338
Parts, Accessories & Consumables		2,958	2,837
Insurance (Workers Compensation, Public Liability, Assets)		702	609
Brownhill Keswick Creek Contributions		74	158
Levies & Taxes		191	223
Other Contributions & Donations		61	64
Printing		37	50
Sitting Fees		32	38
Trader Associations Contributions		331	321
Valuation Fees (Property for Rating Purposes)		192	184
Electricity		753	893
Advertising		154	163
Bank Fees & Charges		105	107
Community Program Expenses		295	578
Economic Development Program Expenses		4	13
Community Grants & Sponsorship		411	203
Sundry Materials, Contract & Expenses		218	247
Waste Contract		3,912	3,554
<b>Subtotal - Other Material, Contracts &amp; Expenses</b>		<b>19,848</b>	<b>19,876</b>
<b>Total Materials, Contracts and Other Expenses</b>		<b>20,175</b>	<b>20,337</b>

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 3. Expenses (continued)

\$ '000	Notes	2020	2019
<b>(c). Depreciation and Amortisation</b>			
Stormwater Drainage		932	905
Roads, Lanes, Kerb & Watertable		2,132	2,000
Pathways		1,306	1,240
Traffic & Lighting		185	351
Bridges		120	134
Equipment, Furniture & Fittings		1,681	1,679
Buildings		1,392	1,369
Recycled Water		241	241
Other Assets		1,375	1,119
<b>Total Depreciation and Amortisation</b>		<b>9,364</b>	<b>9,038</b>
<b>(d). Finance Costs</b>			
Interest on Loans		373	161
<b>Total Finance Costs</b>		<b>373</b>	<b>161</b>

### Note 4. Asset Disposal & Fair Value Adjustments

#### Infrastructure, Property, Plant & Equipment

##### Assets Renewed or Directly Replaced

Proceeds from Disposal	214	509
Less: Carrying Amount of Assets Sold	(1,662)	(440)
<b>Net Gain (Loss) on Disposal or Revaluation of Assets</b>	<b>(1,448)</b>	<b>69</b>

### Note 5. Current Assets

#### (a). Cash & Cash Equivalent Assets

Cash on Hand at Bank	16	4
Deposits at Call	1,663	2,767
<b>Total Cash &amp; Cash Equivalent Assets</b>	<b>1,679</b>	<b>2,771</b>



# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 5. Current Assets

\$ '000	Notes	2020	2019
<b>(b). Trade &amp; Other Receivables</b>			
Rates - General & Other		1,207	607
Accrued Revenues		51	3
Debtors - General		843	1,815
Prepayments		103	256
<b>Total Trade &amp; Other Receivables</b>		<b>2,204</b>	<b>2,681</b>
<b>(c). Other Financial Assets (Investments)</b>			
Loans to Community Organisations		69	2
<b>Total Other Financial Assets (Investments)</b>		<b>69</b>	<b>2</b>

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

### Note 6. Non-Current Assets

#### (a). Financial Assets

##### Receivables

Loans to Community Organisations		7	8
<b>Total Financial Assets</b>		<b>7</b>	<b>8</b>

#### (b). Equity Accounted Investments in Council Businesses

Centennial Park Cemetery Authority	19	16,180	15,640
Brown Hill Keswick Creek Board	19	2,134	1,290
<b>Total Equity Accounted Investments in Council Businesses</b>		<b>18,314</b>	<b>16,930</b>

Within the terminology of Section 43 of the Local Government Act 1999, the Centennial Park Cemetery Trust Incorporated is a jointly controlled authority of the City of Unley and the City of Mitcham each having a 50% interest in the assets, liabilities and operations of the Authority. The Authority was established in the cemetery industry and no financial contributions have been made to the Authority in the financial year.

The Brown Hill and Keswick Creeks Stormwater Board (the Board) is a Local Government Regional Subsidiary established under Section 43 of and Schedule 2 to the Local Government Act 1999. The Regional Subsidiary is under the control of City of Adelaide, City of Burnside, City of Unley, City of Mitcham and City of West Torrens.

The Board was established by Gazettal dated 27 February 2018. The Board has been established to implement the construction and maintenance of infrastructure and other measures for the purposes of a stormwater management plan prepared by the constituent councils and approved by the Stormwater Management Authority.

The City of Unley's investment in the Authorities has been accounted for under the equity method (Note 19).

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2020

Note 7a. Infrastructure, Property, Plant & Equipment

\$ '000	Fair Value Level	as at 30/6/2019				Asset Movements during the Reporting Period									as at 30/6/2020			
		At Fair Value	At Cost	Accumulated Dep'n	Carrying Value	Asset Additions		WDV of Asset Disposals	Depreciation Expense (Note 3c)	WIP Transfers	Adjustments & Transfers	Fair Value Level Reclassification	Revaluation Decrements to Equity (ARR) (Note 9)	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated Dep'n	Carrying Value
						New / Upgrade	Renewals											
Capital Work in Progress		-	10,449	-	10,449	-	-	-	-	(4,776)	-	-	-	-	-	5,673	-	5,673
Stormwater Drainage	3	80,712	2,705	40,846	42,571	913	349	-	(932)	(823)	-	-	-	-	80,712	3,144	41,779	42,077
Roads, Lanes, Kerb & Watertable	3	182,400	4,344	40,730	146,014	-	1,924	(1,096)	(2,132)	4,204	-	-	-	-	186,880	4,469	42,434	148,915
Pathways	3	57,691	288	27,309	30,670	652	4,740	(180)	(1,306)	(30)	-	-	-	8,602	54,440	714	12,007	43,147
Traffic & Lighting	3	5,574	1,777	2,217	5,134	2,175	578	(95)	(185)	1,720	-	-	(2,082)	-	5,565	3,601	1,920	7,246
Bridges	3	9,388	16	6,046	3,358	-	-	-	(120)	-	-	-	-	-	9,388	16	6,166	3,238
Equipment, Furniture & Fittings		-	17,778	10,237	7,541	-	1,626	(228)	(1,681)	653	86	-	-	-	-	19,212	11,215	7,997
Land	2	48,112	-	-	48,112	1,436	-	-	-	-	-	6	-	-	48,140	1,415	-	49,555
Land	3	169,091	-	-	169,091	-	-	-	-	-	-	-	-	-	169,091	-	-	169,091
Buildings	2	74,399	991	47,134	28,256	244	525	-	(490)	-	211	(20,449)	-	-	54,970	1,721	48,394	8,297
Buildings	3	-	-	-	-	-	2,284	-	(902)	(1,852)	-	20,443	-	-	19,973	-	-	19,973
Recycled Water	3	11,858	-	1,020	10,838	-	-	-	(241)	-	-	-	-	-	11,858	-	1,262	10,596
Other Assets		10,795	4,783	7,331	8,247	5,235	584	(63)	(1,375)	904	621	-	-	-	10,172	12,599	8,618	14,153
Total Infrastructure, Property, Plant & Equipment		650,020	43,131	182,870	510,281	10,655	12,610	(1,662)	(9,364)	-	918	-	(2,082)	8,602	651,189	52,564	173,795	529,958
Comparatives		648,945	29,627	174,938	503,634	3,558	12,567	(440)	(9,038)	-	-	-	-	-	650,020	43,131	182,870	510,281

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

---

\$ '000

---

#### Valuation of Assets

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

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

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

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

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

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

#### Information on Valuations

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

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

Fair value hierarchy level 3 valuations of buildings, infrastructure and other assets - There is no known market for these assets and they are valued at depreciated current replacement cost. This method involves:

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

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques. Accordingly, formal sensitivity analysis does not provide useful information.



# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

---

\$ '000

---

#### Valuation of Assets (continued)

##### *Transfers between fair value hierarchy levels*

In the course of revaluing (name the asset classes), the nature of the inputs applied was reviewed in detail for each asset and where necessary, the asset reassigned to the appropriate fair value hierarchy level. Such transfers take effect as at the date of the revaluation.

##### Other Information

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

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

##### Other Information - Fair Value Level Classification

An adjustment column named "Fair Value Level Reclassification" has been included for the purpose of aligning the asset classes fair value level balances.

##### Highest and best use

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

##### Transition to AASB 13 - Fair Value Measurement

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

##### Land & Land Improvements

- Date of valuation: 30 June 2018
- Valuer: Public Private Property
- All acquisitions made after the valuation date are recorded at cost.

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

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

##### Land : Excluded / Revoked from classification as community land

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

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

\$ '000

#### Valuation of Assets (continued)

##### **Buildings : Market Approach**

A valuation technique that uses prices and other relevant information generated by market transactions involving identical or comparable assets, liabilities, or a group of assets and liabilities.

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

The calculated value is based on Replacement Costs data sourced from the Public Private Property Replacement Costs Database and/or Rawlinsons Australia Construction Handbook 2017.

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

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

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

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

#### **Buildings & Other Structures**

- Basis of valuation: Fair Value / Market Value / Written down current replacement cost
- Date of valuation: 30 June 2018.
- Valuer: Public, Private, Property PTY LTD.

#### **Infrastructure**

##### *Roads, Kerb and Gutter, Footpaths*

- Date of valuation: 01 July 2017
- Valuer: Pavement Management Services & Assetic
- Basis of Valuation: Consumption based approach to the valuation of the pavement and surface assets was developed in order to more closely reflect the life cycle of the assets.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

---

\$ '000

---

#### Valuation of Assets (continued)

##### *Pathways (Footpaths, Car Parks, Bike Paths)*

- Date of valuation: 1 July 2019
- Valuer: Public Private Property
- Basis of valuation: Level 3, please refer to summary table below
- All acquisitions made after the valuation date are recorded at cost.

##### *Drainage (Stormwater Drains & Creeks)*

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

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

- Date of valuation: 1 Jul 2019
- Valuer: Public Private Property
- Basis of valuation: Written down current replacement cost discounted for age and condition
- All acquisitions made after the valuation date are recorded at cost.

##### *Bridges*

- Date of valuation: 30 June 2017
- Valuer: Tonkin Consulting
- Basis of valuation: Level 3, please refer to summary table below

##### *Recycled Water*

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

#### **Other Assets (Open Space and Reserve Equipment)**

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

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



## The City of Unley

### Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

\$ '000

##### Valuation of Assets (continued)

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

#### Note 8. Liabilities

\$ '000	Notes	2020 Current	2020 Non Current	2019 Current	2019 Non Current
---------	-------	-----------------	---------------------	-----------------	---------------------

##### (a). Trade and Other Payables

Goods & Services	2,664	-	6,788	-
Payments Received in Advance	1,509	-	3,341	-
Accrued Expenses - Employee Entitlements	209	-	710	-
Accrued Expenses - Finance Costs	99	-	42	-
Accrued Expenses - Other	379	-	2,214	-
Deposits, Retentions & Bonds	4	-	9	-
<b>Total Trade and Other Payables</b>	<b>4,864</b>	<b>-</b>	<b>13,104</b>	<b>-</b>

##### (b). Borrowings

Bank Overdraft	-	-	6	-
Loans	246	14,482	236	2,271
<b>Total Borrowings</b>	<b>246</b>	<b>14,482</b>	<b>242</b>	<b>2,271</b>

All interest bearing liabilities are secured over the future revenues of the Council

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 8. Liabilities (continued)

		2020	2020	2019	2019
\$ '000	Notes	Current	Non Current	Current	Non Current
(c). Provisions					
Employee Entitlements (including oncosts)		3,946	428	3,730	357
Total Provisions		3,946	428	3,730	357

### Note 9. Reserves

\$ '000	1/7/2019	Increments (Decrements)	Transfers	Impairments	30/6/2020
(a). Asset Revaluation Reserve					
Stormwater Drainage	21,760	-	-	-	21,760
Roads, Lanes, Kerb & Watertable	76,957	-	-	-	76,957
Pathways	17,668	8,602	-	-	26,270
Traffic & Lighting	2,680	(2,082)	-	-	598
Bridges	2,453	-	-	-	2,453
Land	205,475	-	-	-	205,475
Buildings	25,616	-	-	-	25,616
Recycled Water	847	-	-	-	847
Other Assets	583	-	-	-	583
JV's / Associates - Other Comprehensive Income	11,672	-	-	-	11,672
<b>Total Asset Revaluation Reserve</b>	<b>365,711</b>	<b>6,520</b>	<b>-</b>	<b>-</b>	<b>372,231</b>
<b>Comparatives</b>	<b>361,203</b>	<b>-</b>	<b>4,508</b>	<b>-</b>	<b>365,711</b>

\$ '000	1/7/2019	Tfrs to Reserve	Tfrs from Reserve	Other Movements	30/6/2020
(b). Other Reserves					
Carpark Contribution Fund	159	(30)	-	-	129
Urban Tree Fund	32	1	-	-	33
Street Tree Amenity Fund	65	3	-	-	68
<b>Total Other Reserves</b>	<b>256</b>	<b>(26)</b>	<b>-</b>	<b>-</b>	<b>230</b>
<b>Comparatives</b>	<b>234</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>256</b>

### PURPOSES OF RESERVES

#### Asset Revaluation Reserves

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non current assets (less any subsequent impairment losses, where applicable).

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 10. Assets Subject to Restrictions

\$ '000	Notes	2020	2019
---------	-------	------	------

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

### Note 11. Reconciliation to Statement of Cash Flows

#### (a). Reconciliation of Cash

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:

Total Cash & Equivalent Assets	5	1,679	2,771
Less: Short-Term Borrowings	8	-	(6)
<b>Balances per Statement of Cash Flows</b>		<b>1,679</b>	<b>2,765</b>

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

<b>Net Surplus/(Deficit)</b>		<b>7,160</b>	<b>5,960</b>
Non-Cash Items in Income Statements			
Depreciation, Amortisation & Impairment		9,364	9,038
Equity Movements in Equity Accounted Investments (Increase)/Decrease		235	(145)
Grants for Capital Acquisitions (Treated as Investing Activity Receipts)		(4,860)	(1,145)
Net (Gain) Loss on Disposals		1,448	(69)
Other		(69)	22
		<b>13,278</b>	<b>13,661</b>
<b>Add (Less): Changes in Net Current Assets</b>			
Net (Increase)/Decrease in Receivables		477	(797)
Net Increase/(Decrease) in Trade & Other Payables		(8,232)	4,744
Net Increase/(Decrease) in Unpaid Employee Benefits		287	14
<b>Net Cash provided by (or used in) operations</b>		<b>5,810</b>	<b>17,622</b>

#### (c). Financing Arrangements

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

Bank Overdrafts	500	500
Corporate Credit Cards	231	232
LGFA Cash Advance Debenture Facility	14,900	12,000

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



## The City of Unley

### Notes to and forming part of the Financial Statements

for the year ended 30 June 2020

#### Note 12a. Functions

Functions/Activities	Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 12(b).									
	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	Actual 2020	Actual 2019	Actual 2020	Actual 2019	Actual 2020	Actual 2019	Actual 2020	Actual 2019	Actual 2020	Actual 2019
<b>\$ '000</b>										
Business Undertakings	-	-	-	-	-	-	-	-	(468)	(2,405)
Office of the CEO	413	774	2,824	3,443	(2,411)	(2,669)	-	5	18,313	16,868
City Development	2,064	2,274	23,957	21,529	(21,893)	(19,255)	797	1,326	307,335	489,678
Business Support & Improvement	43,340	41,980	8,270	7,815	35,070	34,165	844	802	7,647	8,250
City Services	4,632	4,757	11,411	11,639	(6,779)	(6,882)	1,716	1,632	219,404	20,282
<b>Total Functions/Activities</b>	<b>50,449</b>	<b>49,785</b>	<b>46,462</b>	<b>44,426</b>	<b>3,987</b>	<b>5,359</b>	<b>3,357</b>	<b>3,765</b>	<b>552,231</b>	<b>532,673</b>

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

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 12b. Components of Functions

---

\$ '000

---

**The activities relating to Council functions are as follows:**

#### **OFFICE OF THE CEO**

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

#### **CITY DEVELOPMENT**

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

#### **BUSINESS SUPPORT & IMPROVEMENT**

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

#### **CITY SERVICES**

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

### Note 13. Financial Instruments

---

#### **Recognised Financial Instruments**

##### **Bank, Deposits at Call, Short Term Deposits**

##### **Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost; interest is recognised when earned.

##### **Terms & Conditions:**

Deposits are returning fixed interest rates of 0.91% (2019: between 0.25% and 1.5%). Short term deposits have an average maturity of 30 days and an average interest rate of 1.21% (2019: 30 days and 1.21%).

##### **Carrying Amount:**

Approximates fair value due to the short term to maturity.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2020

Note 13. Financial Instruments (continued)

---

\$ '000

---

**Recognised Financial Instruments**

**Receivables**

**Rates & Associated Charges**

**Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Secured over the subject land, arrears attract interest of 6.35% (2019: 6.35%). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Receivables**

**Fees & Other Charges**

**Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

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

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Receivables**

**Other Levels of Government**

**Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

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

**Carrying Amount:**

Approximates fair value.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2020

Note 13. Financial Instruments (continued)

\$ '000

Recognised Financial Instruments

Liabilities

Interest Bearing Borrowings

Accounting Policy:

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

Terms & Conditions:

Secured over future revenues. Credit Foncier loans are repaid on a 6-monthly basis, whilst Cash Advance Debentures (CAD) are repaid as surplus funds become available. Interest is charged at fixed and variable rates between 2.2% and 4.0% (2019: 3.6% and 4.0%).

Carrying Amount:

Approximates fair value.

Liabilities

Leases

Accounting Policy:

Accounted for in accordance with AASB 16 as stated in Note 17.

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>2020</b>					
<b>Financial Assets</b>					
Cash & Equivalents	1,679	-	-	1,679	1,679
Receivables	2,101	-	-	2,101	2,108
Other Financial Assets	76	-	-	76	69
<b>Total Financial Assets</b>	<b>3,856</b>	<b>-</b>	<b>-</b>	<b>3,856</b>	<b>3,856</b>
<b>Financial Liabilities</b>					
Payables	3,355	-	-	3,355	3,355
Current Borrowings	297	-	-	297	246
Non-Current Borrowings	-	1,186	13,396	14,582	14,482
<b>Total Financial Liabilities</b>	<b>3,652</b>	<b>1,186</b>	<b>13,396</b>	<b>18,234</b>	<b>18,083</b>
<b>2019</b>					
<b>Financial Assets</b>					
Cash & Equivalents	2,771	-	-	2,771	2,771
Receivables	2,425	-	-	2,425	2,433
Other Financial Assets	10	-	-	10	12
<b>Total Financial Assets</b>	<b>5,206</b>	<b>-</b>	<b>-</b>	<b>5,206</b>	<b>5,216</b>
<b>Financial Liabilities</b>					
Payables	9,763	-	-	9,763	9,763
Current Borrowings	303	-	-	303	242
Non-Current Borrowings	-	1,186	1,235	2,421	2,271
<b>Total Financial Liabilities</b>	<b>10,066</b>	<b>1,186</b>	<b>1,235</b>	<b>12,487</b>	<b>12,276</b>



# Notes to and forming part of the Financial Statements

for the year ended 30 June 2020

## Note 13. Financial Instruments (continued)

\$ '000

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

	30 June 2020		30 June 2019	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Overdraft		-		6
Other Variable Rates	2.20%	1,308	3.60%	938
Fixed Interest Rates	4.00%	13,420	4.00%	1,575
		<b>14,728</b>		<b>2,519</b>

### Net Fair Value

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

### Risk Exposures

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

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

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

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

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2020

Note 14. Capital Expenditure and Investment Property Commitments

\$ '000	Notes	2020	2019
<b>(a). Capital Commitments</b>			
<b>Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:</b>			
Infrastructure		13,364	16,656
Other		-	267
		<b>13,364</b>	<b>16,923</b>
<b>These expenditures are payable:</b>			
Not later than one year		10,306	16,923
Later than one year and not later than 5 years		3,058	-
Later than 5 years		-	-
		<b>13,364</b>	<b>16,923</b>
<b>(b). Other Expenditure Commitments</b>			
<b>Other non-capital expenditure commitments in relation to investment properties at the reporting date but not recognised in the financial statements as liabilities:</b>			
Maintenance Contracts		2,117	867
Maintenance Contracts (Service & Consulting)		2,834	-
Waste Maintenance		6,593	8,299
		<b>11,544</b>	<b>9,166</b>
<b>These expenditures are payable:</b>			
Not later than one year		7,499	2,619
Later than one year and not later than 5 years		4,045	6,547
		<b>11,544</b>	<b>9,166</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 15. Financial Indicators

	Amounts	Indicator	Prior Periods	
\$ '000	2020	2020	2019	2018

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

#### 1. Operating Surplus Ratio

Operating Surplus	3,748	7%	9%	8%
Total Operating Income	50,448			

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

#### 2. Net Financial Liabilities Ratio

Net Financial Liabilities	20,007	40%	28%	26%
Total Operating Income	50,448			

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

#### Adjustments to Ratios

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. These Adjusted Ratios correct for the resulting distortion in key ratios for each year and provide a more accurate basis for comparison.

Adjusted Operating Surplus Ratio	7%	9%	7%
Adjusted Net Financial Liabilities Ratio	40%	28%	26%

#### 3. Asset Renewal Funding Ratio

Net Asset Renewals	12,610	135%	139%	84%
Depreciation	9,365			

Net asset renewals expenditure, as expressed in Council's Asset Management Plan, is usually used as the denominator in this indicator. Depreciation has been used this year pending completion of a review of the Asset Management Plan.

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

## The City of Unley

### Notes to and forming part of the Financial Statements for the year ended 30 June 2020

#### Note 16. Uniform Presentation of Finances

\$ '000	2020	2019
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	50,448	50,878
less Expenses	(46,700)	(46,132)
<b>Operating Surplus / (Deficit)</b>	<b>3,748</b>	<b>4,746</b>
<b>Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal and Replacement of Existing Assets	(12,610)	(12,567)
<i>add back</i> Depreciation, Amortisation and Impairment	9,364	9,038
<i>add back</i> Proceeds from Sale of Replaced Assets	214	509
<b>Subtotal</b>	<b>(3,032)</b>	<b>(3,020)</b>
<b>Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	(10,655)	(3,558)
<i>add back</i> Amounts Received Specifically for New and Upgraded Assets	4,860	1,145
<b>Subtotal</b>	<b>(5,795)</b>	<b>(2,413)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(5,079)</b>	<b>(687)</b>

#### Note 17. Leases

Council does not have any Leases.



## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 18. Superannuation

---

\$ '000

---

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

#### **Accumulation only Members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2019/20; 9.50% in 2018/19). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

#### **Salarylink (Defined Benefit Fund) Members**

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2018/19) of "superannuation" salary.

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

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

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willie Towers Watson as at 30 June 2020. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

#### **Contributions to Other Superannuation Schemes**

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

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 19. Interests in Other Entities

\$ '000

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

	Council's Share of Net Income		Council's Share of Net Assets	
	2020	2019	2020	2019
Associates	(235)	145	18,313	16,930
<b>Total</b>	<b>(235)</b>	<b>145</b>	<b>18,313</b>	<b>16,930</b>

#### (i) JOINT VENTURES, ASSOCIATES AND JOINT OPERATIONS

##### (a) Carrying Amounts

Name of Entity	Principal Activity	2020	2019
Brown Hill Keswick Creek Board	Stormwater Management	2,134	1,290
Centennial Park Cemetery Authority	Cemetery Industry	16,181	15,640
<b>Total Carrying Amounts - Joint Ventures &amp; Associates</b>		<b>18,315</b>	<b>16,930</b>

##### **Brown Hill Keswick Creek Board**

The Brown Hill Keswick Creeks Stormwater Board was established on the 27 February 2018 under section 43 of the Local Government Act 1999 and it has been recognised as a jointly controlled subsidiary of the City of Unley, City of Burnside, City of Mitcham, City of Adelaide and City of West Torrens each having a 20% interest in the assets, liabilities and operations of the Subsidiary. The City of Unley's investment in the subsidiary has been accounted for under the Equity method.

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

##### **Centennial Park Cemetery Authority**

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

##### (b) Relevant Interests

Name of Entity	Interest in Operating Result		Ownership Share of Equity		Proportion of Voting Power	
	2020	2019	2020	2019	2020	2019
Brown Hill Keswick Creek Board	20%	20%	21%	21%	20%	20%
Centennial Park Cemetery Authority	50%	50%	50%	50%	50%	50%

# The City of Unley

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 19. Interests in Other Entities (continued)

\$ '000

#### (c) Movement in Investment in Joint Venture or Associate

	Brown Hill Keswick Creek Board		Centennial Park Cemetery Authority	
	2020	2019	2020	2019
Opening Balance	1,290	49	15,640	15,522
Share in Operating Result	(9)	43	(225)	102
Share in Other Comprehensive Income	-	370	(548)	16
New Capital Contributions	853	823	-	-
Adjustments to Equity	-	5	1,314	-
<b>Council's Equity Share in the Joint Venture or Associate</b>	<b>2,134</b>	<b>1,290</b>	<b>16,181</b>	<b>15,640</b>

#### (d) Summarised Financial Information of the Equity Accounted Business

	Brown Hill Keswick Creek Board		Centennial Park Cemetery Authority	
	2020	2019	2020	2019
<b>Statement of Financial Position</b>				
Cash and Cash Equivalents	5,002	3,967	10,564	9,713
Other Current Assets	325	2,024	1,570	1,729
Non-Current Assets	6,410	3,209	36,373	37,192
<b>Total Assets</b>	<b>11,737</b>	<b>9,200</b>	<b>48,507</b>	<b>48,634</b>
Current Trade and Other Payables	1,578	3,059	2,453	2,147
Current Financial Liabilities	-	-	169	-
Current Provisions	-	-	574	597
Non-Current Provisions	-	-	12,950	14,609
<b>Total Liabilities</b>	<b>1,578</b>	<b>3,059</b>	<b>16,146</b>	<b>17,353</b>
<b>Net Assets</b>	<b>10,159</b>	<b>6,141</b>	<b>32,361</b>	<b>31,281</b>
<b>Statement of Comprehensive Income</b>				
Other Income	389	618	9,930	10,724
Interest Income	25	16	166	249
<b>Total Income</b>	<b>414</b>	<b>634</b>	<b>10,096</b>	<b>10,973</b>
Employee Costs	270	235	4,753	4,646
Materials, Contracts & Other Expenses	152	182	4,102	4,528
Depreciation, Amortisation and Impairment	37	2	1,692	1,595
<b>Total Expenses</b>	<b>459</b>	<b>419</b>	<b>10,547</b>	<b>10,769</b>
<b>Operating Result</b>	<b>(45)</b>	<b>215</b>	<b>(451)</b>	<b>204</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 19. Interests in Other Entities (continued)

---

\$ '000

---

#### **Contingent Liabilities of the Associate:**

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

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

The Centennial Park Cemetery Authority has contingent liabilities with respect to the redemption of unused licences in the event that the Authority ceases to take any business. The Burial and Cremation Act 2013 mandates the refund of unexercised licences at current prices less a provision for administration, maintenance and establishment costs. The calculation is determined in the regulations. The contingent liability as at 30 June 2020 is \$12,239,891 (2019: \$11,973,510). An actual liability will only arise if a claim is made by existing licence holders in the future. Based on the Board's understanding of the experience of Cemetery operators interstate when similar legislation was introduced, it is considered that the likelihood of future claims arising which could have a significant impact on Centennial Park is remote.

Total unused interment rights account for approximately 7.35% (2019: 6.89%) of 44,539 (2019: 47,439) burial interment rights currently issued.

Total unused interment rights account for approximately 8.59% (2019: 7.94%) of 36,771 (2019: 39,369) memorial interment rights currently issued. Once an interment or placement of a monument has occurred a licence cannot be redeemed.

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

---

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

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

---

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

#### **1. LAND UNDER ROADS**

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

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



## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

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

---

#### 2. POTENTIAL INSURANCE LOSSES

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

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

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

#### 3. BANK GUARANTEES

Council does not expect to incur any loss arising from these guarantees.

#### 4. LEGAL MATTERS

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 5 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Council is currently involved in legal proceedings relating to the determination of the status of land in its area. At the date of these reports, all parties have borne their own legal costs and all known costs have been recognised, but the amount of further costs cannot be known until court decisions and possible appeals have been determined.

Council is currently involved in legal proceedings relating to the prosecution of unauthorised tree damaging activities in its area. At the date of these reports, all parties have borne their own legal costs and all known costs have been recognised, but the amount of further costs cannot be known until court decisions and possible appeals have been determined.

### Note 22. Events After the Statement of Financial Position Date

---

Events that occur after the reporting date of 30 June 2020, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

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

COVID-19 has been classified as a global pandemic by the World Health Organisation and has developed rapidly in 2020. Measures taken by the Federal and State governments have affected South Australia's economic activity and Council's operations.

At this stage, the financial impacts on Council's operations have not been significant and Council does not expect that further financial impacts to flow into the 2020/21 financial year to be significant.

We refer to note 1.13 providing details of the financial impacts caused by COVID-19

Accordingly, the "authorised for issue" date is 23/11/20.

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

## Notes to and forming part of the Financial Statements for the year ended 30 June 2020

### Note 23. Related Party Transactions

\$ '000	2020	2019
<b>Key Management Personnel</b>		
<b>Transactions with Key Management Personnel</b>		
The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the <i>Local Government Act 1999</i> . In all, 29 persons (2019 : 17 persons) were paid the following total compensation:		
<b>The compensation paid to Key Management Personnel comprises:</b>		
Short-Term Employee Benefits	2,725	842
Long-Term Benefits	479	196
<b>Total</b>	<b>3,204</b>	<b>1,038</b>

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

#### **Elected Members are members of the management committees of the following organisations:**

St Augustines Anglican Church, Diocesan of Adelaide Anglicans, Open Space Contemporary Arts, Sturt Football Club, Athletics South Australia, Mt Barker Regional Sports Hub, Centennial Park, Liberal Party SA.

In accordance with the Local Government Act SA 1999, these persons declare a conflict of interest and leave the meeting environs when any matter affecting their Club/Association/Organisation is discussed or voted upon.

Many of the above-mentioned organisations use facilities maintained by Council for which there is no available arms length market pricing: these facilities are also used by other not-for-profit organisations and the general public.

Council made payments to some of the above organisations for the period ending 30 Jun 2020, to a total value of \$13,994 .

#### **Employees are members of the following organisation's Boards/Management Committees :**

Libraries Board of SA, Glenelg Rebels Softball Club, Recreation SA Aquatics Advisory, Adelaide Titans Football Club Inc, Local Government Information Technology South Australia (LGITSA), St Basils Homes, Mainstreet SA, Adelaide Park Lands Authority.

In accordance with the Local Government Act SA 1999, these persons declare a conflict of interest and leave the meeting environs when any matter affecting their Club/Association/Organisation is discussed or voted upon.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2020

Note 24. Equity - Retained Earnings and Revaluation Reserves Adjustments

---

\$ '000

---

(a). Correction of Error/s relating to a Previous Reporting Period

**Nature of prior-period error**

The adjustment of \$877,000 relates to items of property, plant and equipment that should have been included in previous years financial statements but have only been identified and placed into the financial report during the current reporting period. All identified assets have been initially recognised at their written down value as at 1 July 2019 and are included in Note 7 as part of the adjustments for the respective asset class.

Retrospective adjustments have not been applied due to the impractical nature of determining the written value for initially recognised depreciable asset prior to the reporting date.

## The City of Unley

### General Purpose Financial Statements for the year ended 30 June 2020

#### Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of The City of Unley for the year ended 30 June 2020, the Council's Auditor, Galpins has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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



**Peter Tsokas**  
CHIEF EXECUTIVE OFFICER



**David Powell**  
PRESIDING MEMBER, AUDIT COMMITTEE

**Date: 11 November 2020**



David Chant CA, FCPA  
Simon Smith CA, FCPA  
David Sullivan CA, CPA  
Jason Seidel CA  
Renae Nicholson CA  
Tim Muhlhausler CA  
Aaron Coonan CA  
Luke Williams CA, CPA  
Daniel Moon CA



CHARTERED ACCOUNTANTS™  
AUSTRALIA + NEW ZEALAND

## Mount Gambier

233 Commercial Street West  
PO Box 246, Mount Gambier SA 5290  
P: (08) 8725 3068  
F: (08) 8724 9553  
E: admin@galpins.com.au

## Stirling

Unit 4, 3-5 Mount Barker Road  
PO Box 727, Stirling SA 5152  
P: (08) 8339 1255  
F: (08) 8339 1266  
E: stirling@galpins.com.au

## Norwood

3 Kensington Road, Norwood SA 5067  
PO Box 4067, Norwood South SA 5067  
P: (08) 8332 3433  
F: (08) 8332 3466  
E: norwood@galpins.com.au

W: www.galpins.com.au

ABN: 30 630 511 757

Liability limited by a scheme approved  
under Professional Standards Legislation

## THE CITY OF UNLEY

### GENERAL PURPOSE FINANCIAL STATEMENTS For the year ended 30 June 2020

#### Statement by Auditor

I confirm that, for the audit of the financial statements of The City of Unley for the year ended 30 June 2020, I have maintained my independence in accordance with the requirements of APES 110 – *Code of Ethics for Professional Accountants (including Independence Standards)*, Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

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

#### GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

A handwritten signature in blue ink, appearing to read 'Tim Muhlhausler'.

**Tim Muhlhausler** CA, Registered Company Auditor

Partner

20 October 2020



# 2019/20 Annual Report

**Brown Hill and Keswick Creeks Stormwater Board**

*For the cities of Adelaide, Burnside, Mitcham, Unley and West Torrens*





## Contents

Chairperson's Report	1
Project Director's Report	2
The Project	3
Our Key Stakeholders	4
The Kurna People of Adelaide Plains	5
Our History	6
Governance	7
Project Map	8
Project Schedule	9
Current Projects	10
Project Brochures	11
Financial Snapshot	12
Audited Financial Statements	13





# 1

## Chairperson's Report

*This is the third annual report of the Brown Hill and Keswick Creeks Stormwater Management Board, a regional subsidiary formed in February 2018 pursuant to the Local Government Act (SA).*

The report reflects the considerable achievements of the Project Director in further developing the foundation relationships, policies, systems and procedures that underpin the Board's operations. It also reflects the sharpening focus of the Board on advancing the implementation of a number of projects, working closely with the five constituent councils. The 2019-2020 year saw considerable progress in the current projects at Everard Park, South Park Lands and Glenside, building on the groundwork laid for these projects with the stakeholder community and suppliers throughout the year.

The year has not been without its challenges, including COVID-19 and the consequent economic impact. The progress made throughout the year in advancing the active projects is much to the credit of the constituent councils and the Stormwater Management Authority, whose cooperation, commitment and professionalism has been invaluable. I extend my thanks, on behalf of the Board members and staff, to all those involved.

I also wish to recognise the substantial contribution of retired Board member Paul Bowler, and to thank him for his contribution over the previous two years. I welcome new Board member Rob Gregory to the team and look forward to continuing the progress of our work to date.

It is my pleasure as Chair of the Board to deliver the 2020 Annual Report.

***Judith Oppenheimer***



# 2019/20

Annual Report



# 2

## Project Director's Report



The 2019/20 financial year saw a significant shift in my focus as Project Director. Having commenced with the project in January 2019, my initial priorities centred around the establishment of robust systems, policies and procedures and it has been rewarding to put this foundation into practice with the on-ground delivery of project works in Everard Park. The project has engaged with several SA based suppliers and consultants and it is satisfying to have the opportunity to work closely with a very talented pool of professionals in the local market.

COVID-19 has presented a challenging working environment and seen significant change in the way the Board has communicated and operated. Project delivery has continued uninterrupted and our project teams are to be commended on their ability to respond expeditiously and professionally. Social distancing measures continue to be observed and Government directives are regularly reviewed to ensure compliance.

The inaugural Board of the Subsidiary was appointed in August 2018 and has, until recently, remained unchanged with Judith Choate providing strong leadership as Chairperson. Judith and Board members Paul Gelston, Geoff Vogt, Rachel Barratt and Paul Bowler have provided a diverse range of experience and capability across a wide spectrum of skills and I have greatly valued their guidance and direction over the 18 months of my tenure. Already, the Subsidiary has evolved from a relatively new organisation in its infancy to an efficient and well-rounded operation and the Board members are to be applauded for their dedication to the success of the project.

Paul Bowler's tenure as a Board member has recently concluded and I wish to thank him on behalf of the project for his significant contribution, particularly as we moved into the delivery phase of works and his project management expertise became a valuable asset. I also wish to welcome our new Board member Rob Gregory who commenced in August 2020. Rob has strong Regional Subsidiary experience given his role as General Manager of EastWaste and I look forward to working with him in the coming years.

Delivery of the Hawthorn Reserve, Everard Park and South Park Lands projects has required extensive engagement with technical staff from the cities of Mitcham, Unley and Adelaide in particular and I have appreciated the input and assistance of these experienced local government professionals as we have moved through the various project stages. This engagement will continue in the coming years and I look forward to working more closely with City of Burnside personnel as the Glenside project works develop and with City of West Torrens as we move toward planning for the Lower Brown Hill Creek upgrades. The support from the Chief Executives, technical, finance and other staff of the member Councils has been integral to the successful operation of the project.

The delivery schedule of the project is influenced by the availability of funding and a significant commitment has been made by our member Councils and the Stormwater Management Authority (SMA). Historically, SMA capital funding has been provided in arrears

however this has cashflow impacts, particularly in the delivery of more substantial works in excess of \$10m. The SMA Board have recently committed to providing project funding in advance and this decision has very real implications in the ability of the project to move forward with construction activities. The immediate beneficiary of this decision is the South Park Lands project which will go to tender in the coming weeks with wetland construction scheduled to commence in late 2020. I thank the SMA Board, led by Presiding Member Stephen Hains, along with General Manager David Trebilcock for their commitment to the project.

As we move into the new financial year, our focus will again shift with an increased emphasis on asset management and strategic planning. We continue to build on the strong foundation that has been established to ensure we are delivering in accordance with our 5 key values – integrity, collaboration, excellence, progressive and simplicity.

The 2019/20 financial year has been both challenging and busy and I would like to thank the Board, our member Councils and the Stormwater Management Authority for their support and collaboration.

***Peta Mantzarapis***



# 3

## The Project

The Brown Hill Keswick Creek Stormwater Project is a collaborative undertaking between the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens.

Brown Hill, Keswick, Glen Osmond and Park Lands Creeks are important drainage watercourses in metropolitan Adelaide. The creeks have a low standard of flood protection resulting in a history of flooding. Their combined catchment is predominantly contained within the Local Government area of the five Constituent Councils, which are home to more than 200,000 residents. The Project is designed to mitigate serious flood risks and help safeguard properties across the catchment through the implementation of a stormwater management plan that was approved and gazetted in February 2017.

The plan satisfies best practice outcomes for stormwater management as set out in the Stormwater Management Planning Guidelines of the Stormwater Management Authority.

The scope and complexity of the plan are such that it could only be delivered effectively and efficiently by the five councils working collaboratively through a single entity. The Councils have therefore established the Brown Hill and Keswick Creeks Stormwater Board as a regional subsidiary to co-ordinate delivery of the plan. Implementation of the plan will mitigate serious flood risks and help safeguard properties across the catchment.

### Funding Acknowledgement



The Brown Hill Keswick Creek Stormwater Project is jointly funded by five Constituent Councils and the Stormwater Management Authority.









# 4

## Our Key Stakeholders

The Brown Hill and Keswick Creeks Stormwater Board works to deliver successful project outcomes in an efficient and professional manner. We interact with a diverse range of internal and external stakeholders and value the contribution they make.



Constituent  
Councils



Stormwater  
Management  
Authority



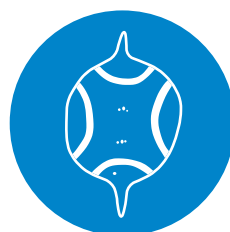
Adelaide  
Park Lands  
Authority



Residents



Green Adelaide



Kurna



Suppliers



Consultants



Community  
Groups

## 5

## Acknowledgment of Country

The Brown Hill and Keswick Creeks Stormwater Board acknowledges that the project and our Constituent Councils are located on the traditional Country of the Kaurna People of the Adelaide Plains and pays respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

We also extend that respect to other Aboriginal Language groups and other First Nations.

*The Brown Hill and Keswick Creeks Stormwater Board  
tampendi, ngadlu Kaurna yertangga  
banbabanbalyarnendi (inbarendi). Kaurna meyunna  
yaitya mattanya Womma Tarndanyako.*

*Parnako yailtya, parnuko tappa purruna, parnuko yerta  
ngadlu tampendi. Yellaka Kaurna meyunna itto yailtya,  
tappa purruna, yerta kuma burro martendi, burro  
warriappendi, burro tangka martulyaiendi.*

*Kumarta yaitya miyurna iyangka yalaka ngadlu  
tampinhi.*

Kaurna people play a key role in the design and delivery of the Brown Hill Keswick Creeks Stormwater Project and we value the input and guidance of representatives of the Kaurna Nation Cultural Heritage Association (KNCHA) and RAW Recruitment and Services.

### Willawilla - Brown Hill Creek





# 6

## Our History

### ***Joint Arrangement Phase***

From its inception in 2007 until February 2018, the project was conducted as a joint arrangement between the Constituent Councils in accordance with a Memorandum of Agreement dated December 2008.

During the joint arrangement phase the Stormwater Management Plan was developed as a collaborative effort leading to its subsequent approval by the Stormwater Management Authority and gazettal of its adoption in February 2017. Certain investigations and works of the plan were also delivered during the joint arrangement phase.

### ***Regional Subsidiary***

A condition of the Stormwater Management Authority approving the Stormwater Management Plan was that a Regional Subsidiary be established within 12 months to implement the plan and manage its works on behalf of the Constituent Councils. The Regional Subsidiary, known as the Brown Hill and Keswick Creeks Stormwater Board was established in February 2018. The Board is governed by a Charter prepared by the five Constituent Councils and subsequently approved by the Minister for Local Government.

### ***Charter***

The Charter governs the affairs of the Board by setting out its purpose, function and powers, including governance provisions. It also provides the Constituent Councils with a legally enforceable agreement specifying their rights and obligations in achieving common interests.









# 7

## Governance

The Brown Hill Keswick Creek Stormwater Project is administered by a Board in accordance with the requirements of the Local Government Act 1999, the Board Charter, and various other policies.

The Board is comprised of 5 independent members, appointed following recommendations made by a Nominations Committee of representatives from each of the Constituent Councils. Each Board member contributes a unique set of skills and experience, particularly covering:

- Corporate financial management
- Corporate governance
- Project management
- General management
- Engineering
- Economics
- Environmental management

The Board appoints a Project Director who is responsible for implementing the decisions of the Board and managing the operational requirements of the project.

We thank outgoing Board member Paul Bowler for his contribution over his 2-year term and welcome new Board member Rob Gregory.

The Audit and Risk Committee comprises 4 Board members and an independent member and meets quarterly.

---

### *Current Board Members*



**Judith Choate**

Chair since August 2018,  
appointed August 2018



**Paul Gelston**

Appointed August 2018

---

### *Project Director*



**Peta Mantzarapis**

appointed  
January 2019

### *Independent Member of Audit and Risk Committee*



**Justin Humphrey**

appointed  
November 2018

---

**Outgoing  
Board Member**

**Paul Bowler**  
August 2018-2020



**Geoff Vogt**  
Appointed August 2018



**Rachel Barratt**  
Appointed August 2018



**Rob Gregory**  
Appointed August 2020

**Board Member Meeting Attendance 2019/20**

Board Member	Meeting Attendance
Judith Choate	8/8
Paul Gelston	8/8
Geoff Vogt	8/8
Rachel Barratt	8/8
Paul Bowler	8/8

**Audit and Risk Committee Member Meeting Attendance 2019/20**

Committee Member	Meeting Attendance
Judith Choate	4/4
Paul Gelston	4/4
Geoff Vogt	4/4
Rachel Barratt	4/4
Justin Humphrey	3/4

**Owners Executive Committee**

The Owners Executive Committee is comprised of a representative from each of the Constituent Councils. Meetings between the Board and the Owners Executive Committee are scheduled quarterly and three meetings were held in the 2019-20 financial year.

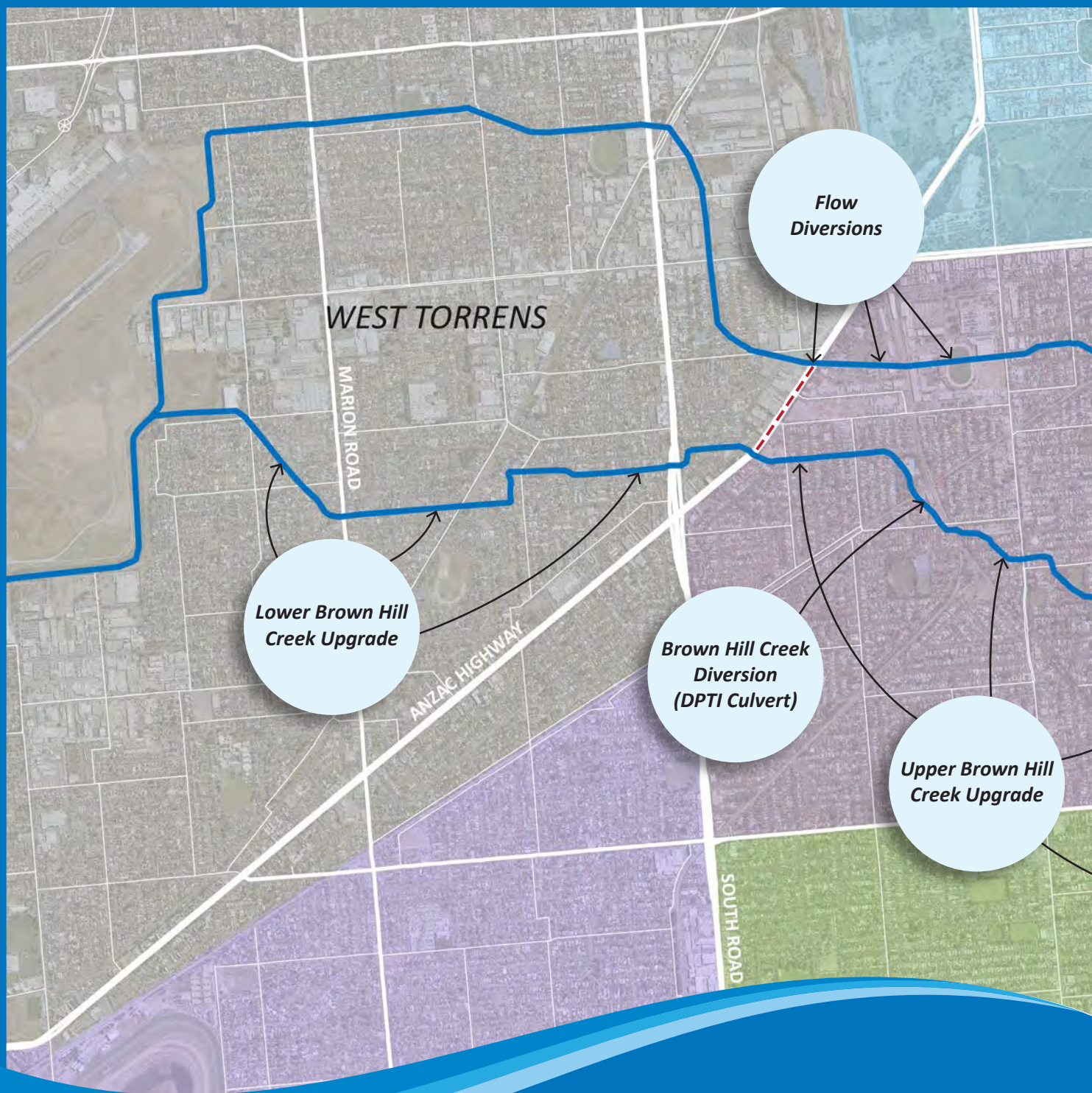
Membership of the committee is as follows:

<b>Klinton Devenish</b>	Director, Place	City of Adelaide
<b>Chris Cowley</b>	Chief Executive	City of Burnside
<b>Matthew Pears</b>	Chief Executive	City of Mitcham
<b>Peter Tsokas</b>	Chief Executive	City of Unley
<b>Terry Buss</b>	Chief Executive	City of West Torrens

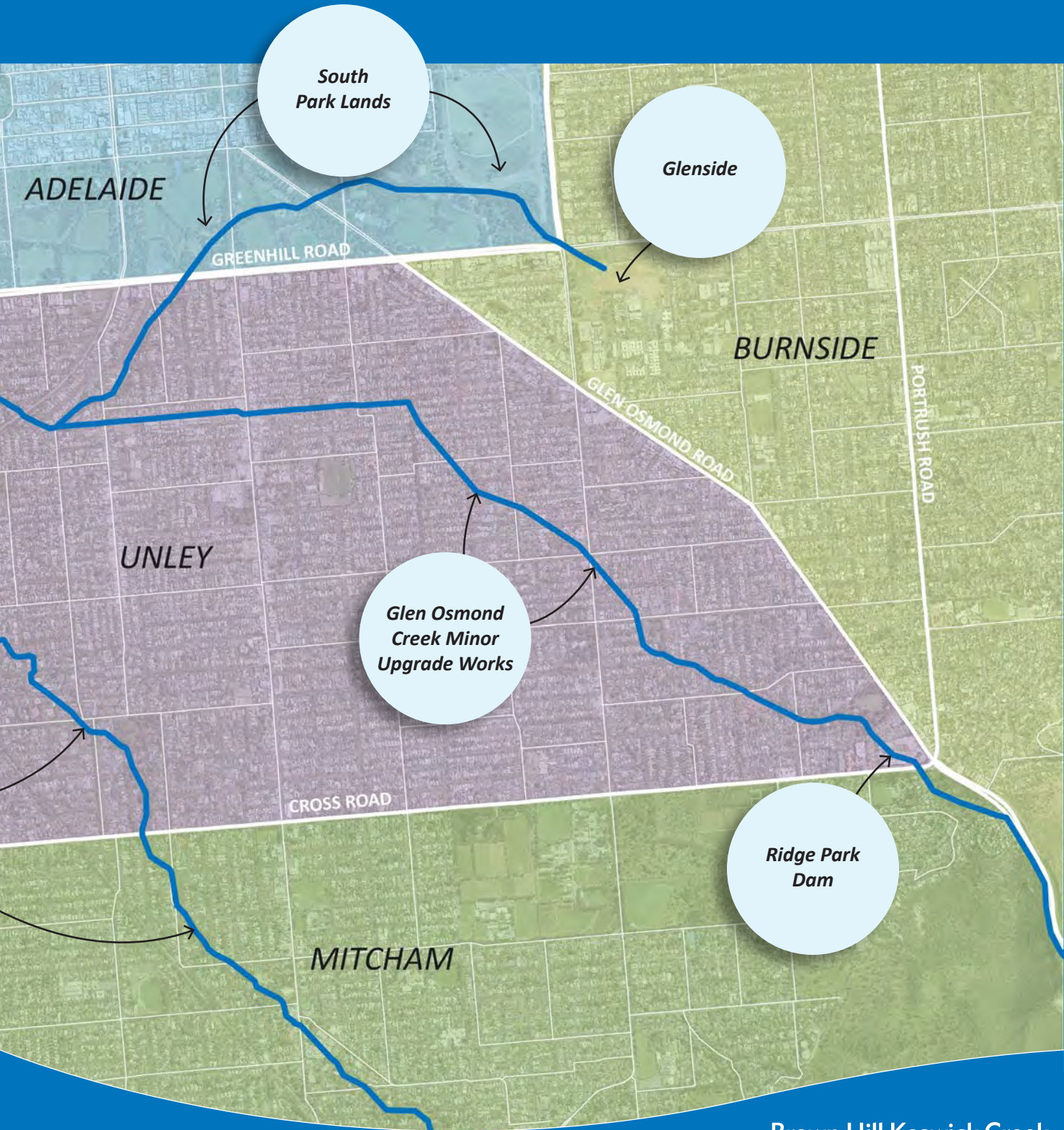


# 8

## Project Map







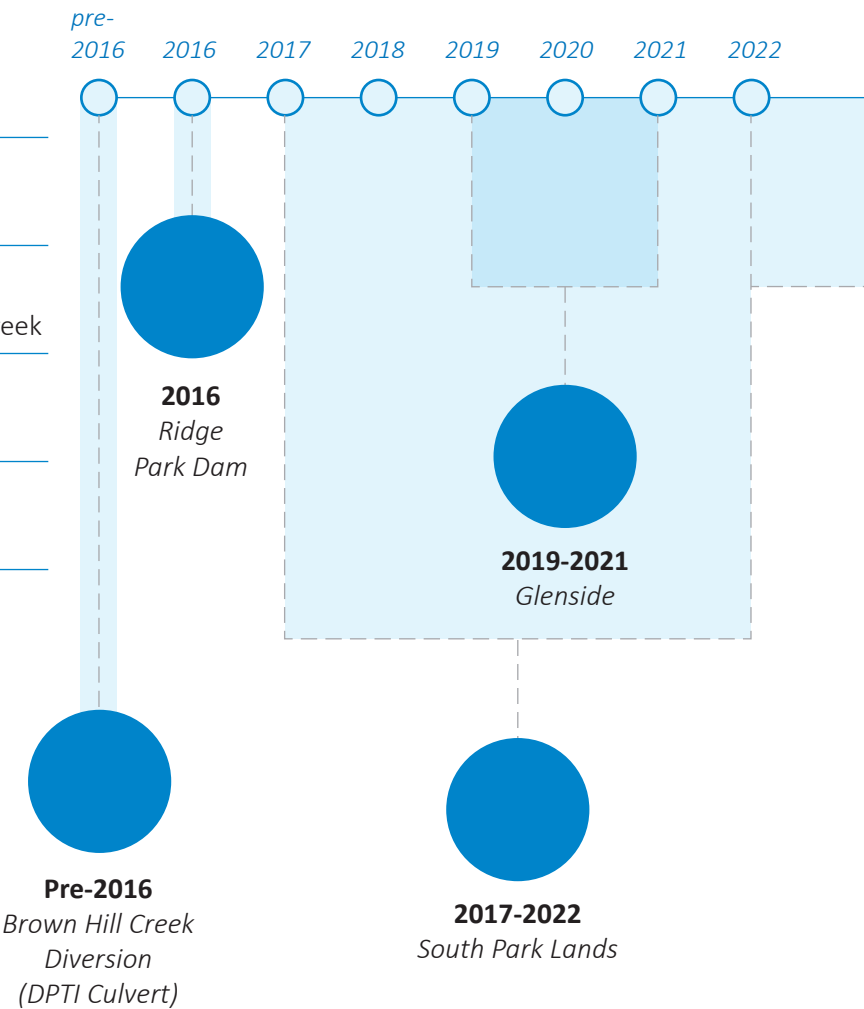
# 9

## Project Schedule

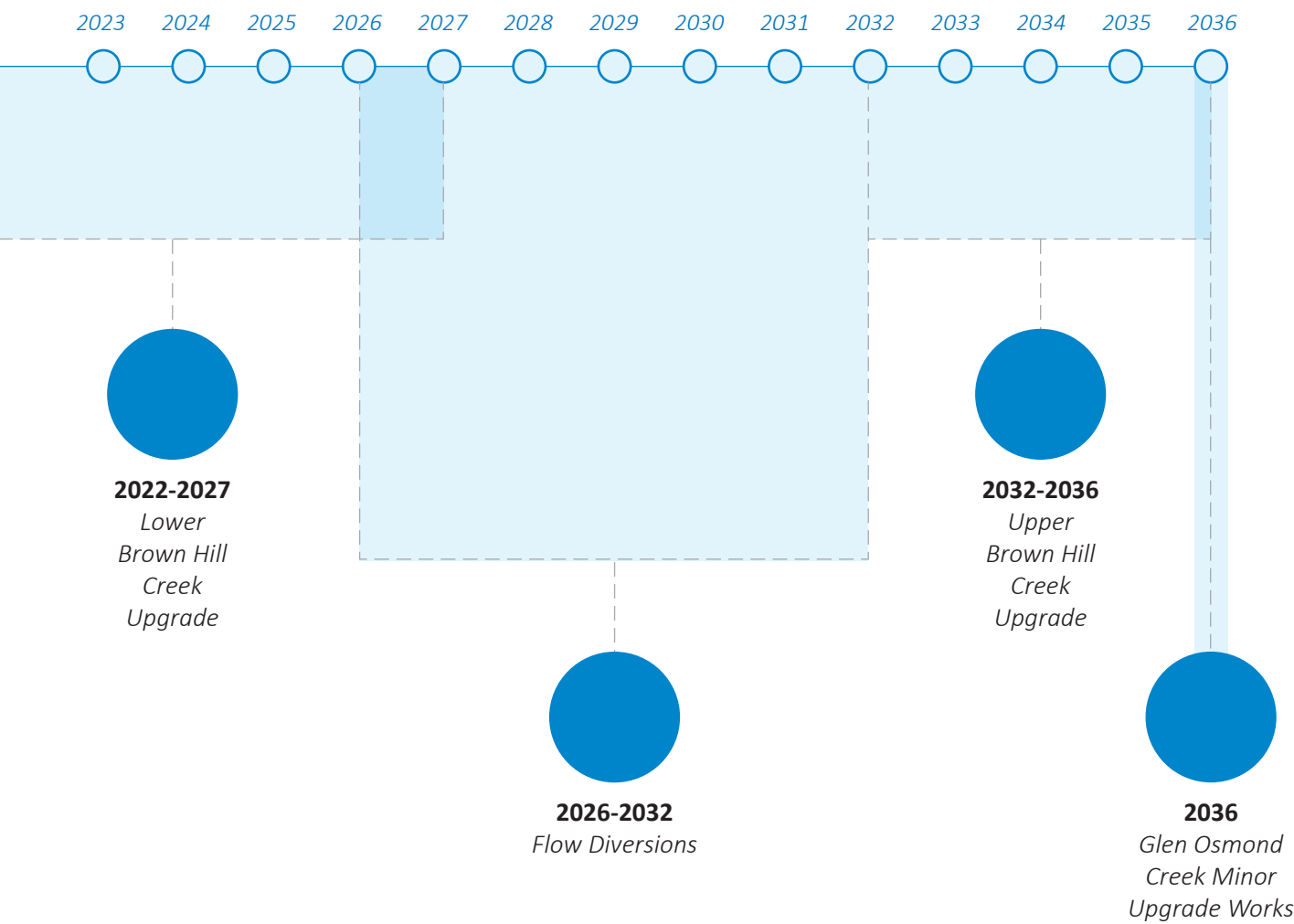
The project works required to successfully meet the objectives of the Stormwater Management Plan are best described as 8 sub-projects. There is a logical progression in which the works should be delivered, with the project stages including:

- Stage 1**  
Flood detention – Ridge Park Flood Control Dam, Glenside and South Park Lands
- Stage 2**  
Lower Brown Hill Creek Upgrade
- Stage 3**  
Flow Diversions from Keswick Creek to Brown Hill Creek
- Stage 4**  
Upper Brown Hill Creek Upgrade
- Stage 5**  
Glen Osmond Creek Minor Upgrade Works

There is an opportunity for works to be delivered out of schedule in instances where there is overwhelming justification for expedition. This justification may include access to a site that will no longer be available or contribution to the cost of works by an interested party.



# Indicative Timeline





# 10

## Current Projects

The 2019-20 financial year saw significant progress in 3 active sub-projects.

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

Comprising portion of the Upper Brown Hill Creek capacity upgrade, these works are located between Anzac Highway, Everard Park and Third Avenue, Forestville. The project involves replacement of an existing open concrete channel with an increased capacity underground covered culvert. Subsequent to installation of the culvert, the City of Unley will extend Wilberforce Walk to Anzac Highway, with a shared use path for pedestrians and cyclists traversing the culvert.

Culvert construction works commenced in April 2020 and are scheduled for completion in mid-August 2020, at which point the site will be handed over to City of Unley for the shared use path works to commence.

#### ***Our Project Team***

Project Manager	Inside Infrastructure
Construction Manager	Southfront
Engineering	WGA
Culvert Manufacture	Humes
Construction	Beltrame
Property Assessments	Public Private Property
Legal	Botten Levinson



*Culvert installation*



*Channel excavation*



*Base preparation*



*Artist Impression - shared use path*



## South Park Lands

The South Park Lands project comprises two areas of work aimed at reducing the peak stormwater flows through the Park Lands and into downstream areas. The project includes:

- **Victoria Park/ Pakapakanthi/ Park 16 Wetland**

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

- **Blue Gum Park/ Kurangga/ Park 20 Creek Works**

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

The South Park Lands project design was endorsed by the Adelaide Park Lands Authority in May 2020 and approved by the City of Adelaide in June 2020. The wetland project will be delivered first with early works including removal of a large stand of Poplars and associated earthworks in August/September 2020. Construction works for the wetland are scheduled for late 2020 with completion in late 2021 and the creek works in Blue Gum Park/ Kurangga/ Park 20 will follow.

## Our Project Team

Project & Construction Manager	ProcurePM
Design Team	Tonkin, DesignFlow and T.C.L
Stakeholder Engagement	URPS
Poplar Removal	BMD
Construction	Not yet awarded
Landscape Supply	Ecodynamics





*Artist Impression - wetland design*



*Artist Impression - wetland design*



## *Glenside*

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

The Glenside project works are being delivered by Cedar Woods as part of their residential development and bulk earthworks are currently underway. Excavation of approximately 25,000m<sup>3</sup> of material is required to form the detention basin and primary water quality treatment is provided via 3 new large gross pollutant traps.









11

**Project Brochures**







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

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

...ick, Glen Osmond and Park Lands  
...age watercourses in  
... have a history  
... protection,

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

The Councils have therefore established the Brown Hill and Keswick Creeks Stormwater Board as a joint subsidiary to co-ordinate delivery and implementation of the plan will ...icks and help safeguard

ark?

the flood

with steep sides.  
would require  
or replacement.  
re public safety  
multiple objectives

with relatively  
impacted more  
did not  
ss or

ared use  
ing parallel  
dscaping on

the SMP  
erty  
etermined  
ate

ed to  
ger area  
quired

ert is  
ining

the

ing

SOUTH

NEW FENCE

OVER

1.5M  
CLEARANCE

SOUTH

m HIGH  
Y FENCE

OVER

### Shared Use Path

tion of the culvert construction of the site to develop the project, providing a greenway network with significant opportunities.

Mantzarapis  
mantzarapis@bhkcstormwater.com.au


anager - Yoonas Vafaie  
vafaie@insideinfrastructure.com.au

on the Brown Hill Keswick Creek Stormwater Project, please visit:  
stormwater.com.au  
00 934 325  
stormwater.com.au

Creek  
PROJECT

Brown Hill Keswick  
Creek Stormwater Project





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

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

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

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

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

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

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

# What's happening in Everard Park?

## Stormwater Management Plan (SMP)

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

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

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

## Area 1 - Everard Park

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

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

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

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

## Options

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

### Option 1: Concrete Open Channel

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

### Option 2: Gabion Open Channel

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

### Option 3: Covered Culvert

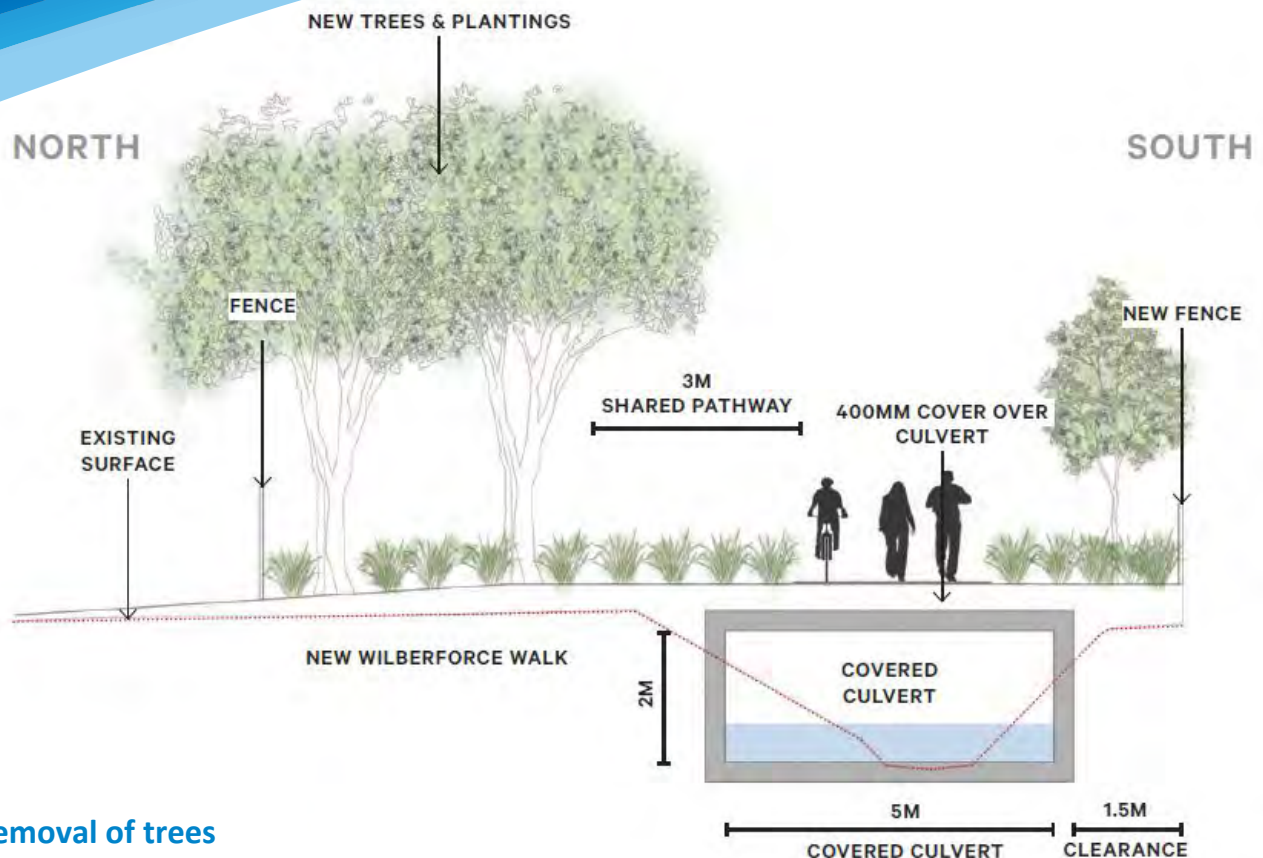
Installation of a covered culvert with a shared use pathway for pedestrians and cyclists running parallel to properties on the northern side and landscaping on the southern side.

## The covered culvert

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

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





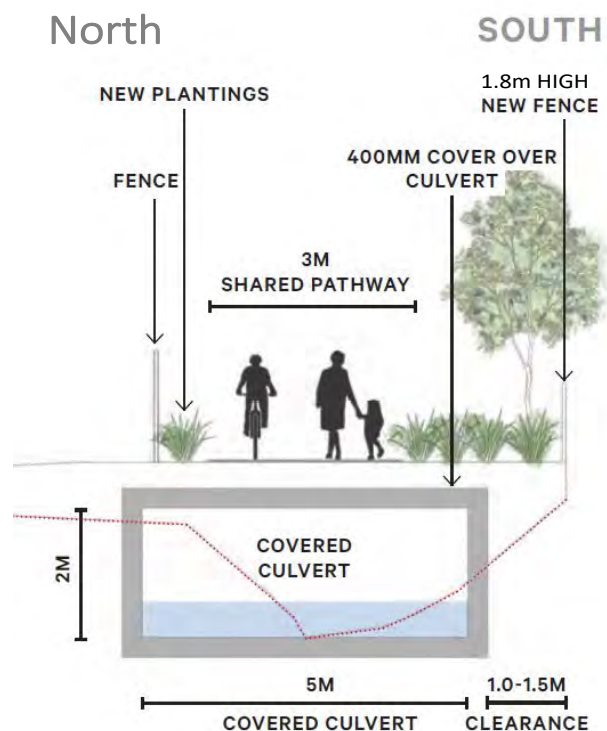
## Removal of trees

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

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

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

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





## Who owns the land?

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

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

## What's next?

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

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

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

The culvert construction is due for completion in July.

## City of Unley Shared Use Path

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

## Contact

Project Director - Peta Mantzarapis

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

Everard Park Project Manager - Yoonas Vafaie

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

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

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

Ph 1800 934 325

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



# Flood management works in the South Park Lands - Victoria Park/Pakapakanthi (Park 16) Wetland

The Brown Hill and Keswick Creeks Stormwater Board is building an important project in the South Park Lands which will help manage flooding from Park Lands Creek and within downstream residential areas. The flood management project will be undertaken in Victoria Park/Pakapakanthi (Park 16) and Blue Gum Park/Kurangga (Park 20).

The project in Victoria Park/Pakapakanthi (Park 16) involves constructing a wetland at the southern end of the Park Lands. In addition to aiding the management of flooding in Park Lands Creek and downstream residential areas, the wetland will deliver a range of

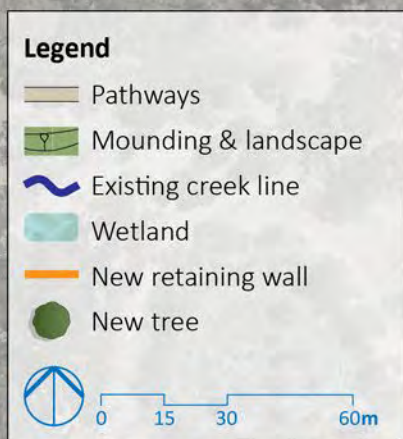
benefits including improving water quality, enhancing the biodiversity of the area and creating amenity for park users, such as spaces to picnic, rest and to watch sport.

For more information about the Victoria Park/Pakapakanthi (Park 16) wetland, please visit [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au) and the Frequently Asked Questions.

If you would like to know more about the Blue Gum Park/Kurangga (Park 20) works, view the information brochure at [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au)







Artist Impression May 2020

### What will the wetland look like?

The design of the wetland includes areas of permanent water, areas that become inundated with stormwater during 'normal' flows and a broader area that will only become inundated during a large flood event.

The wetland will have a range of features that enhance the amenity and facilitate recreational use of the area such as footpaths and walking trails that connect to the existing path network. New trees, shrubs and grassland areas will be planted, including aquatic species to create the wetland biodiversity and ecology.

The design maintains large trees as part of the layout, and includes mounding ('berms') on the western, northern and south eastern sections of the site to help contain water during a flood event. Board walks and picnic areas are key features, as well as a look-out point for viewing the entire wetland.







Remnant  
vegetation  
area

New pathways  
(connect  
to existing)

Existing large  
trees to remain

Recreation  
amphitheatre

Existing Butterfly  
Conservation Area  
(Chequered  
Copper Butterfly)

Mound (to 3.0m high)  
& Lookout Point

Wetlands

Viewing  
area

Rock-lined  
weir

Timber  
boardwalk

Timber  
boardwalk

Rock-lined  
overflow weir

Existing Creek  
(northern bank  
to be reshaped)

Mound (up to 1.5m high)

Existing pathway realigned

Low flow  
bypass pipe

Informal  
rock crossing

Rock-lined  
weir

Inlet sediment  
catchment basin

Maintenance  
access road

FULLARTON ROAD





### Construction of the wetland

The construction of the wetland is scheduled to commence in November 2020 and will take approximately 12 months (weather permitting).

Signage will be displayed on site to make sure the general community using the South Park Lands know what is happening and how to navigate around the construction site.

The construction techniques required to build the wetland will involve managing noise and dust.

As construction progresses, regular updates will be provided.

### How can I stay in touch with what is happening with the wetland?

To stay in touch with project updates please provide your email address to [info@southparklands.com.au](mailto:info@southparklands.com.au)

For more information about the project including Frequently Asked Questions visit [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au)

To provide feedback or make an enquiry at any time while the project is underway email [info@southparklands.com.au](mailto:info@southparklands.com.au) or call 1300 281 235



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



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



1300 281 235



# Flood management works in the South Park Lands - Blue Gum Park / Kurangga (Park 20)

The Brown Hill and Keswick Creeks Stormwater Board is building an important project in the South Park Lands which will help manage flooding from Park Lands Creek and within downstream residential areas. The flood management project will be undertaken in Victoria Park/Pakapakanthi (Park 16) and Blue Gum Park/Kurangga (Park 20).

The project in Blue Gum Park/Kurangga (Park 20) involves realignment of the existing creek lines to better manage flooding and also includes rehabilitation works and landscaping.

For more information about the Blue Gum Park/Kurangga (Park 20) works, please visit [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au) and the Frequently Asked Questions.

If you would like to know more about the Victoria Park/Pakapakanthi (Park 16) wetland, view the information brochure at [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au)







Elevated mound  
(up to 1.0m)

PEACOCK ROAD

Harris  
Oval

New shared-use  
paths (connect to  
existing)

New bridge  
crossing

New culvert

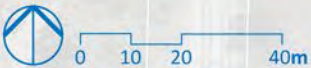
Tennis  
Courts

Adelaide  
Hockey Club

New pipe to connect  
to existing pipes  
at Greenhill Road

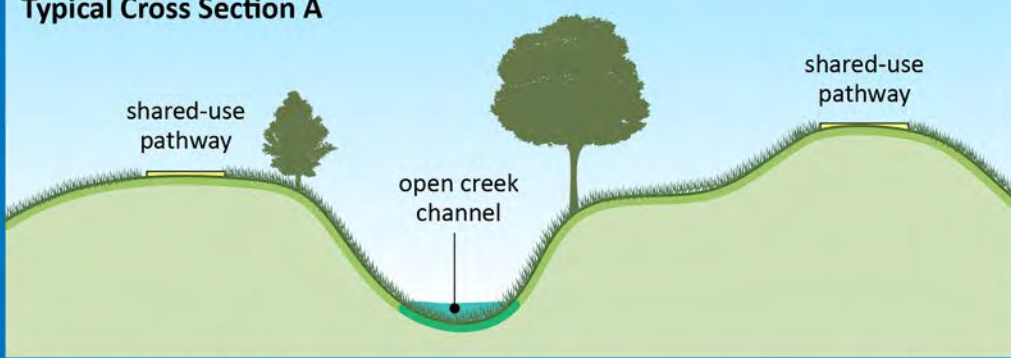
### Legend

- Pathways
- Mounding
- Existing creek
- Existing creek line to be backfilled
- New tree
- New retaining wall
- New culvert
- New open creek channel



Artist Impression May 2020

### Typical Cross Section A





## What is going to happen in Blue Gum Park/Kurangga (Park 20)?

These works involve the construction of a low-level mound (typically up to 1 metre high) generally in an east west direction and the realignment of existing creek lines in the southern section of the park. The mound will be constructed to the south and west of the existing playing fields and will stretch for a total distance of approximately 600 metres.

Two new open drainage channels will bring together the existing creeks to a common point behind the mound (northern side) which will enable controlled flows to be discharged under Greenhill Road and downstream. The existing shared use paths will be

re-constructed to suit the new layout and the new drainage works will enable part of the existing creek alignment to be backfilled to support tree health. This section of the creek is in poor condition, and the red gums are vulnerable due to creek erosion.







### How will the works help manage flooding issues?

The existing creeks will be realigned to a single convergence at the northern side of the new mound. An existing culvert beneath the mound will restrict peak flows into a new open drainage channel on the southern side of the new mound. When large flows exceed the capacity of the culvert, water will build up and be contained behind the mound and temporarily inundate parts of Blue Gum Park/Kurangga (Park 20) until it subsides. This will limit the outflows of water from Blue Gum Park/Kurangga (Park 20) towards Greenhill Road and further downstream.

### Construction of the Works

The construction of the Blue Gum Park/Kurangga (Park 20) works is subject to funding and will follow the Victoria Park/Pakapakanthi (Park 16) wetland work. Once commenced, the works are expected to take about 6 months.

### How can I stay in touch with what is happening with the project?

To stay in touch with project updates please provide your email address to [info@southparklands.com.au](mailto:info@southparklands.com.au)

For more information about the project including Frequently Asked Questions visit [www.bhkcstormwater.com.au](http://www.bhkcstormwater.com.au)

To provide feedback or make an enquiry at any time email [info@southparklands.com.au](mailto:info@southparklands.com.au) or call 1300 281 235



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



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



1300 281 235



# 12

## Financial Snapshot

The activities of the Board are funded by the five Constituent Councils and the Stormwater Management Authority.

Operational expenditure is funded equally by the Constituent Councils.

### 2019/20 Operational Funding

City of Adelaide	20%	\$77,731
City of Burnside	20%	\$77,731
City of Mitcham	20%	\$77,731
City of Unley	20%	\$77,731
City of West Torrens	20%	\$77,731
<b>Total</b>		<b>\$388,655</b>

50% of Capital expenditure is provided by Constituent Councils and 50% is provided by the Stormwater Management Authority. Constituent Councils provide funding biannually in advance while SMA funding has, historically, been provided biannually in arrears. As we move into the 2020/21 financial year, an agreement has been reached for SMA funds to be provided annually in advance.

### 2019/20 Capital Funding

City of Adelaide	8%	\$184,165
City of Burnside	12%	\$276,248
City of Mitcham	10%	\$230,206
City of Unley	21%	\$483,433
City of West Torrens	49%	\$1,128,012
Stormwater Management Authority		\$1,696,766
NWM Water Sustainability Grant		\$65,000
<b>Total</b>		<b>\$4,063,930</b>



# 13

## Audited Financial Statements



# **BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

**Financial Statements**

**For the Year Ended 30 June 2020**

# **BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

## **Contents**

**For the Year Ended 30 June 2020**

	Page
<b>Financial Statements</b>	
Statement of Profit or Loss and Other Comprehensive Income	1
Statement of Financial Position	2
Statement of Changes in Equity	3
Statement of Cash Flows	4
Notes to the Financial Statements	5
Certification of Financial Statements	20
Certification of Auditor Independence	21
Statement by Auditor	22

**BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

**Statement of Profit or Loss and Other Comprehensive Income**  
**For the Year Ended 30 June 2020**

		<b>2020</b>	<b>2019</b>
	<b>Note</b>	<b>\$</b>	<b>\$</b>
Contributions	4	<b>388,655</b>	618,195
Investment income	4	<b>24,737</b>	15,826
Employee Costs	5	<b>(270,290)</b>	(234,663)
Materials, contracts and other expenses	5	<b>(151,631)</b>	(181,510)
Depreciation	5	<b>(36,646)</b>	(2,180)
Finance costs	5	<b>(198)</b>	(192)
<b>Operating surplus / (deficit)</b>		<b>(45,373)</b>	215,476
Capital funding / grants	4	<b>1,761,766</b>	-
<b>Total surplus</b>		<b>1,716,393</b>	215,476
<b>Other comprehensive income</b>		-	-
<b>Total comprehensive income for the year</b>		<b>1,716,393</b>	215,476

The accompanying notes form part of these financial statements.



# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Statement of Financial Position

As At 30 June 2020

	Note	2020 \$	2019 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	6	5,002,849	3,966,683
Trade and other receivables	7	325,122	2,024,173
<b>TOTAL CURRENT ASSETS</b>		<b>5,327,971</b>	<b>5,990,856</b>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	8	6,410,219	3,209,193
<b>TOTAL NON-CURRENT ASSETS</b>		<b>6,410,219</b>	<b>3,209,193</b>
<b>TOTAL ASSETS</b>		<b>11,738,190</b>	<b>9,200,049</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	1,568,187	3,052,742
Employee benefits	10	10,739	6,500
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,578,926</b>	<b>3,059,242</b>
<b>TOTAL LIABILITIES</b>		<b>1,578,926</b>	<b>3,059,242</b>
<b>NET ASSETS</b>		<b>10,159,264</b>	<b>6,140,807</b>
<b>EQUITY</b>			
Capital contributions	11	8,231,343	5,929,279
Capital funding / grants		1,761,766	-
Retained earnings		166,155	211,528
<b>TOTAL EQUITY</b>		<b>10,159,264</b>	<b>6,140,807</b>

The accompanying notes form part of these financial statements.

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Statement of Changes in Equity

For the Year Ended 30 June 2020

2020

	Note	Capital Contributions of Councils \$	Capital Funding and Grants \$	Accumulated Surplus \$	Total \$
Balance at 1 July 2019		5,929,279	-	211,528	6,140,807
Surplus for the year		-	-	1,716,393	1,716,393
Capital contributions of Councils		2,302,064	-	-	2,302,064
Transfer capital funding / grants		-	1,761,766	(1,761,766)	-
Balance at 30 June 2020		8,231,343	1,761,766	166,155	10,159,264

2019

	Note	Capital Contributions of Councils \$	Capital Funding and Grants \$	Accumulated Surplus \$	Total \$
Balance at 1 July 2018		246,870	-	(3,948)	242,922
Surplus for the year		-	-	215,476	215,476
Capital contributions of Councils		5,682,409	-	-	5,682,409
Balance at 30 June 2019		5,929,279	-	211,528	6,140,807

The accompanying notes form part of these financial statements.

**BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

**Statement of Cash Flows**  
**For the Year Ended 30 June 2020**

	<b>Note</b>	<b>2020</b> <b>\$</b>	<b>2019</b> <b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Operating receipts from constituent councils		<b>394,922</b>	1,246,839
Payments to employees		<b>(266,051)</b>	(228,163)
Payments to suppliers		<b>(1,810,552)</b>	(502,539)
Interest received		<b>24,539</b>	15,634
Net cash provided by / (used in) operating activities	12	<b>(1,657,142)</b>	531,771
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of property, plant and equipment		<b>(3,237,673)</b>	(223,324)
Net cash provided used in investing activities		<b>(3,237,673)</b>	(223,324)
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>			
Contributions from Constituent Councils		<b>4,169,214</b>	3,658,236
SMA Funding		<b>1,696,767</b>	-
NRM Board Water Sustainability Funding		<b>65,000</b>	-
Net cash provided by financing activities		<b>5,930,981</b>	3,658,236
Net increase in cash and cash equivalents held		<b>1,036,166</b>	3,966,683
Cash and cash equivalents at beginning of year		<b>3,966,683</b>	-
Cash and cash equivalents at end of financial year	6	<b>5,002,849</b>	3,966,683

The accompanying notes form part of these financial statements.



# **BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

## **Notes to the Financial Statements**

**For the Year Ended 30 June 2020**

### **1 Basis of Preparation**

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), Urgent Issues Group Interpretations (UIGs) and relevant South Australian Legislation. These financial statements comply with International Financial Reporting Standards as issued by the International Accounting Standards Board.

The Brown Hill and Keswick Creeks Stormwater Board (the Board) is a Local Government Regional Subsidiary established under Section 43 of and Schedule 2 to the Local Government Act 1999. The Regional Subsidiary is under the control of City of Adelaide, City of Burnside, City of Unley, City of Mitcham and City of West Torrens.

The Board was established by a Gazettal dated 27 February 2018. The Board has been established to implement the construction and maintenance of infrastructure and other measures for the purposes of a stormwater management plan prepared by the constituent councils and approved by the Stormwater Management Authority.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply. Material accounting policies adopted in the preparation of these financial statements are presented below and have been applied consistently unless otherwise stated.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs. The amount presented in the financial statements have been rounded to the nearest dollar.

The financial statements were authorised for issue on September 2020 by the members of the Board.

### **2 Summary of Significant Accounting Policies**

#### **(a) Revenue and other income**

##### **Revenue from contracts with customers**

The core principle of AASB 15 is that revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the Board expects to receive in exchange for those goods or services. Revenue is recognised by applying a five-step model as follows:

1. Identify the contract with the customer
2. Identify the performance obligations
3. Determine the transaction price
4. Allocate the transaction price to the performance obligations
5. Recognise revenue as and when control of the performance obligations is transferred

Generally, the timing of the payment for sale of goods and rendering of services corresponds closely to the timing of satisfaction of the performance obligations, however where there is a difference, it will result in the recognition of a receivable, contract asset or contract liability.

None of the revenue streams of the Board have any significant financing terms as there is less than 12 months between receipt of funds and satisfaction of performance obligations.

# **BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

## **Notes to the Financial Statements**

**For the Year Ended 30 June 2020**

### **2 Summary of Significant Accounting Policies**

#### **(a) Revenue and other income**

##### **Revenue from contracts with customers**

All revenue is stated net of the amount of goods and services tax (GST).

##### **Specific revenue streams**

The revenue recognition policies for the principal revenue streams of the Board are:

##### **Operating revenue from constituent councils**

Operating revenue from constituent councils is recognised as income as and when the Board becomes entitled to receive the funds. This is outlined within the Boards Annual Business Plan which is agreed with all constituent councils.

##### **Interest revenue**

Interest revenue is recognised using the effective interest method, which for all floating rate financial assets is inherent in the instrument.

##### **Other income**

Other income is recognised on an accruals basis when the Board is entitled to it.

#### **(b) Equity**

##### **Capital contributions**

Capital contributions received from constituent councils are recognised as capital contributions by owners and recognised directly in equity.

#### **(c) Income Tax**

The activities of the Board are exempt from taxation under the Income Tax Assessment Act.

#### **(d) Goods and services tax (GST)**

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

#### **(e) Property, plant and equipment**

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

## BROWN HILL & KESWICK CREEKS STORMWATER BOARD

### Notes to the Financial Statements

For the Year Ended 30 June 2020

#### 2 Summary of Significant Accounting Policies

##### (e) Property, plant and equipment

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held 'ready for use'. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees, engineering design costs and all other costs incurred.

The cost of non-current assets constructed by the Board includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

The Board considers that it controls the infrastructure assets in accordance with its Charter. The constructed infrastructure assets may be located on land owned by constituent councils.

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds the materiality thresholds set by the Board within the capitalisation policy. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Current thresholds applicable to Board assets are as follows:

Stormwater infrastructure - \$10,000

Computer equipment - \$5,000

Office equipment - \$1,000

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

##### Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the Board, commencing when the asset is ready for use.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Stormwater infrastructure	1% - 2%
Freehold Land	0%
Land improvements	1% - 10%
Office equipment	10%
Computer Equipment	10% - 33%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

##### (f) Financial instruments

Financial instruments are recognised initially on the date that the Board becomes party to the contractual provisions of the instrument.



## BROWN HILL & KESWICK CREEKS STORMWATER BOARD

### Notes to the Financial Statements For the Year Ended 30 June 2020

#### 2 Summary of Significant Accounting Policies

##### (f) Financial instruments

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

##### **Financial assets**

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

##### *Classification*

On initial recognition, the Board classifies its financial assets into the following categories, those measured at:

- amortised cost
- fair value through profit or loss - FVTPL
- fair value through other comprehensive income - equity instrument (FVOCI - equity)
- fair value through other comprehensive income - debt investments (FVOCI - debt)

Financial assets are not reclassified subsequent to their initial recognition unless the Board changes its business model for managing financial assets.

##### *Amortised cost*

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows; and
- the contractual terms give rise on specified dates to cash flows are solely payments of principal and interest on the principal amount outstanding.

The Board's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

## BROWN HILL & KESWICK CREEKS STORMWATER BOARD

### Notes to the Financial Statements

For the Year Ended 30 June 2020

#### 2 Summary of Significant Accounting Policies

##### (f) Financial instruments

###### *Impairment of trade receivables*

Impairment of trade receivables have been determined using the simplified approach in AASB 9 which uses an estimation of lifetime expected credit losses. The Board has determined the probability of non-payment of the receivable and multiplied this by the amount of the expected loss arising from default.

The amount of the impairment is recorded in a separate allowance account with the loss being recognised in finance expense. Once the receivable is determined to be uncollectable then the gross carrying amount is written off against the associated allowance.

###### **Financial liabilities**

The Board measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Board comprise trade payables.

##### (g) Impairment

At the end of each reporting period the Board assesses whether there is any indication that an asset may be impaired. The assessment will consider both external and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of that asset, being the higher of the asset's fair value less costs to sell and its value-in-use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is immediately recognised in profit or loss.

Where future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.

Where an impairment loss on a revalued asset is identified, this is recognised against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that class of asset.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss.

##### (h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

##### (i) Trade and other payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Board during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

## **BROWN HILL & KESWICK CREEKS STORMWATER BOARD**

### **Notes to the Financial Statements**

**For the Year Ended 30 June 2020**

#### **2 Summary of Significant Accounting Policies**

##### **(i) Trade and other receivables**

These include amounts due from owner councils for capital contributions, the ATO and accrued interest on deposits in financial institutions. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

##### **(j) Employee benefits**

Provision is made for the Board's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on government bond rates, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

No accrual is made for sick leave. The Board does not make payment for untaken sick leave.

##### **Superannuation**

All superannuation schemes to which the Board makes contributions on behalf of employees are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Board.

##### **(k) Adoption of new and revised accounting standards**

The Board has adopted all standards which became effective for the first time at 30 June 2020, the adoption of these standards has not caused any material adjustments to the reported financial position, performance or cash flow of the Board.

##### **(l) Economic dependence**

Brown Hill and Keswick Creeks Stormwater Board is dependent on its constituent councils and other funding bodies for the majority of its revenue used to achieve its objectives. At the date of this report, the Board believe that the Member Councils and other bodies will continue to support the Board.

#### **3 Critical Accounting Estimates and Judgments**

The Board makes estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.



# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 3 Critical Accounting Estimates and Judgments

#### Key estimates - impairment of property, plant and equipment

The Board assesses impairment at the end of each reporting period by evaluating conditions specific to the Board that may be indicative of impairment triggers.

#### Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

### 4 Income

	2020 \$	2019 \$
<b>Operating Contributions</b>		
- City of Mitcham	77,731	123,639
- City of Burnside	77,731	123,639
- City of West Torrens	77,731	123,639
- The Corporation of the City of Adelaide	77,731	123,639
- The Corporation of the City of Unley	77,731	123,639
<b>Total Operating Contributions</b>	<b>388,655</b>	<b>618,195</b>
<b>Other Income</b>		
- Bank Interest	24,737	15,826
<b>Total Other Income</b>	<b>24,737</b>	<b>15,826</b>
<b>Capital Funding / Grants</b>		
- Stormwater Management Authority	1,696,766	-
- NRM Water Sustainability Grant	65,000	-
<b>Total Capital Funding / Grants</b>	<b>1,761,766</b>	<b>-</b>
<b>Total Income</b>	<b>2,175,158</b>	<b>634,021</b>

In accordance with the Charter of the Brown Hill and Keswick Creek Stormwater Board Schedule 1, operating contributions are received equally from each of the constituent councils at an agreed rate. The total value of operating contributions to be received is agreed in the annual business plan prepared by the Board.

# BROWN HILL & KESWICK CREEKS STORM WATER BOARD

## Notes to the Financial Statements For the Year Ended 30 June 2020

### 5 Expenses

	2020 \$	2019 \$
<b>Employee Costs</b>		
Salaries and Wages - Board	83,500	60,000
Salaries and Wages - Employee	162,282	155,595
Reimbursements Board	-	5,207
Superannuation contributions	22,947	12,619
Workers compensation	1,561	1,242
<b>Total Employee Costs</b>	<b>270,290</b>	<b>234,663</b>
Total Number of Employees	1	1
<b>Materials, Contracts &amp; Other Expenses</b>		
Prescribed Expenses - Audit Remuneration	5,000	3,870
Administration	16,788	30,360
Entertainment & Catering	4,400	4,298
Contractor & Consultant Services	19,160	28,720
Human Resources	-	12,800
Insurance - Mutual Liability Scheme	43,458	52,784
IT Expenses	3,671	7,047
Legal Expenses	10,031	10,853
Professional Services	48,788	30,532
Sundry	335	246
<b>Total Materials, Contracts &amp; Other Expenses</b>	<b>151,631</b>	<b>181,510</b>
<b>Depreciation</b>		
Depreciation - Office Equipment	2,313	2,180
Depreciation - Hawthorn Reserve Creek Upgrade	34,333	-
<b>Total Depreciation</b>	<b>36,646</b>	<b>2,180</b>
<b>Finance Costs</b>		
Bank Fees	161	174
Interest Expense	37	18
<b>Total Finance Costs</b>	<b>198</b>	<b>192</b>
<b>Total Expenses</b>	<b>458,765</b>	<b>418,545</b>

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 6 Cash and Cash Equivalents

	2020	2019
	\$	\$
Cash at bank and in hand	5,002,849	3,966,683
	<u>5,002,849</u>	<u>3,966,683</u>

As at 30 June 2020 cash held includes an amount of \$3,416,019 (2019: \$2,722,399) which is restricted for the purpose of approved capital development projects.

### 7 Trade and Other Receivables

CURRENT		
Trade receivables	71,500	1,938,650
GST receivable	253,622	85,523
<b>Total current trade and other receivables</b>	<u>325,122</u>	<u>2,024,173</u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

### 8 Property, plant and equipment

#### Capital Works in Progress

South Parklands Stormwater (Victoria Park)	829,633	183,335
Upper Brown Hill Creek - Area 1 Creek Works	2,243,546	101,195
Upper Brown Hill Creek - Area 1 Land Acquisition	349,276	30,065
Hawthorn Reserve Creek Upgrade	-	2,884,985
Upper Brown Hill Creek - Area 3 Millswood	8,500	-
Discretionary Projects	7,300	7,300
<b>Total Capital Works in Progress</b>	<u>3,438,255</u>	<u>3,206,880</u>

#### Infrastructure and Land Improvements

Hawthorn Reserve Creek Upgrade at Cost	3,006,297	-
Accumulated Depreciation	(34,333)	-

#### Total Infrastructure and Land Improvements

<u>2,971,964</u>	<u>-</u>
------------------	----------

#### Office Equipment

At cost	4,493	4,493
Accumulated depreciation	(4,493)	(2,180)

#### Total Office Equipment

<u>-</u>	<u>2,313</u>
----------	--------------

#### Total Property, Plant and Equipment

<u>6,410,219</u>	<u>3,209,193</u>
------------------	------------------



# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 8 Property, plant and equipment

#### (a) Movements in carrying amounts of property, plant and equipment

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Capital Works in Progress \$	Infrastructure and Land Improvements \$	Office Equipment \$	Total \$
<b>Year ended 30 June 2020</b>				
Balance at the beginning of year	3,206,880	-	2,313	3,209,193
Additions	3,237,672	-	-	3,237,672
Transfers	(3,006,297)	3,006,297	-	-
Depreciation Expense	-	(34,333)	(2,313)	(36,646)
<b>Balance at the end of the year</b>	<b>3,438,255</b>	<b>2,971,964</b>	<b>-</b>	<b>6,410,219</b>

	Capital Works in Progress \$	Infrastructure and Land Improvements \$	Office Equipment \$	Total \$
<b>Year ended 30 June 2019</b>				
Balance at the beginning of year	249,189	-	-	249,189
Additions	2,957,691	-	4,493	2,962,184
Depreciation Expense	-	-	(2,180)	(2,180)
<b>Balance at the end of the year</b>	<b>3,206,880</b>	<b>-</b>	<b>2,313</b>	<b>3,209,193</b>

### 9 Trade and Other Payables

	2020 \$	2019 \$
<b>CURRENT</b>		
Trade payables	1,556,813	3,045,090
Credit Card	366	257
PAYG Payable	4,576	5,665
Superannuation Payable	5,800	1,730
Wages Payable	632	-
	<b>1,568,187</b>	<b>3,052,742</b>

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short term nature of the balances.

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 10 Employee Benefits

	2020	2019
	\$	\$
CURRENT		
Provision for employee benefits	10,739	6,500
	<u>10,739</u>	<u>6,500</u>

### 11 Capital Contributions of Constituent Councils

#### Contributions by Owners

City of Mitcham	823,134	592,928
City of Burnside	987,761	711,513
City of West Torrens	4,033,358	2,905,346
The Corporation of the City of Adelaide	658,508	474,343
Corporation of the City of Unley	1,728,582	1,245,149
<b>Total Contributions by Owners</b>	<u>8,231,343</u>	<u>5,929,279</u>

#### City of Mitcham Movement Table

Opening balance	592,928	24,687
Contributions	230,206	568,241
<b>Closing balance</b>	<u>823,134</u>	<u>592,928</u>

#### City of Burnside Movement Table

Opening balance	711,513	29,624
Contributions	276,248	681,889
<b>Closing balance</b>	<u>987,761</u>	<u>711,513</u>

#### City of West Torrens Movement Table

Opening balance	2,905,346	120,966
Contributions	1,128,012	2,784,380
<b>Closing balance</b>	<u>4,033,358</u>	<u>2,905,346</u>

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements For the Year Ended 30 June 2020

### 11 Capital Contributions of Constituent Councils

	2020 \$	2019 \$
<b>The Corporation of the City of Adelaide Movement Table</b>		
Opening balance	474,343	19,750
Contributions	184,165	454,593
<b>Closing balance</b>	<b>658,508</b>	<b>474,343</b>
<b>Corporation of the City of Unley Movement Table</b>		
Opening balance	1,245,149	51,843
Contributions	483,433	1,193,306
<b>Closing balance</b>	<b>1,728,582</b>	<b>1,245,149</b>

Capital contributions of Constituent Councils are payments received for investing in infrastructure. The rates of contributions are agreed in the Charter of the Board.

### 12 Cash Flow Information

#### (a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

Surplus / (Deficit) for the year	1,716,394	215,476
Cash flows excluded from profit attributable to operating activities		
Capital funding / grants	(1,761,767)	-
Non-cash flows in profit:		
- depreciation	36,646	2,180
Changes in assets and liabilities:		
- (increase)/decrease in trade and other receivables	1,699,051	-
- increase/(decrease) in trade and other payables	(1,484,555)	307,615
- increase/(decrease) in employee benefits	4,239	6,500
Cashflows from operations	<b>(1,657,142)</b>	<b>531,771</b>

### 13 Financial Risk Management

The Board is exposed to a variety of financial risks through its use of financial instruments. The most significant financial risks to which the Board is exposed to are described below:

#### Specific risks

- Liquidity risk
- Credit risk



## BROWN HILL & KESWICK CREEKS STORMWATER BOARD

### Notes to the Financial Statements

For the Year Ended 30 June 2020

#### 13 Financial Risk Management

##### Financial instruments used

The principal categories of financial instrument used by the Board are:

- Trade receivables
- Cash at bank
- Trade and other payables

##### Objectives, policies and processes

The Board of Directors have overall responsibility for the establishment of the Board's financial risk management framework. This includes the development of policies covering specific areas such as liquidity risk, credit risk and market risk.

Details of significant accounting policies and methods adopted including the criteria for the recognition, the basis of measurement and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instruments are disclosed in Note 2 Summary of Significant Accounting Policies.

Mitigation strategies for specific risks faced are described below:

##### Liquidity risk

Liquidity risk arises from the Board's management of working capital. It is the risk that the Board will encounter difficulty in meeting its financial obligations as they fall due.

The Board manages this risk by preparing and monitoring budgets, only investing surplus cash with major financial institutions and proactively monitoring the recovery of unpaid debts.

At the reporting date, the Board has sufficient liquid resources to meet its obligations under all reasonably expected circumstances. The following table depicts the categorisation of financial instruments held by the Board, noting that due to the nature of the balances held, carrying value is equal to fair value:

	2020	2019
	\$	\$
<b>Financial assets</b>		
Held at amortised cost		
Cash and cash equivalents	5,002,849	3,966,683
Trade and other receivables	325,122	2,024,173
<b>Total financial assets</b>	<b>5,327,971</b>	<b>5,990,856</b>
<b>Financial liabilities</b>		
Held at amortised cost		
Trade and other payables	1,568,187	3,052,742
<b>Total financial liabilities</b>	<b>1,568,187</b>	<b>3,052,742</b>

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 13 Financial Risk Management

#### Objectives, policies and processes

The table below reflects the undiscounted contractual maturity analysis for financial liabilities

	Weighted average		Within 1 Year		1 to 5 Years	
	Interest rate					
	2020	2019	2020	2019	2020	2019
	%	%	\$	\$	\$	\$
<b>Financial liabilities due for payment</b>						
Trade and other payables (excluding estimated annual leave)	-	-	1,568,187	3,052,742	-	-
			Over 5 Years		Total	
			2020	2019	2020	2019
			\$	\$	\$	\$
<b>Financial liabilities due for payment</b>						
Trade and other payables (excluding estimated annual leave)			-	-	1,568,187	3,052,742

The timing of expected outflows is not expected to be materially different from contracted cashflows.

#### Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in a financial loss to the Board.

Credit risk arises from cash and cash equivalents, deposits with banks and financial institutions, as well as credit exposure to customers, including outstanding receivables and committed transactions.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

Credit risk is managed through maintaining procedures to regularly monitor the financial stability of customers and counterparties. There is no collateral held by the Board securing trade and other receivables.

# BROWN HILL & KESWICK CREEKS STORMWATER BOARD

## Notes to the Financial Statements

For the Year Ended 30 June 2020

### 14 Contingent Liabilities and Contingent Assets

In the opinion of the Directors, the Board is unaware of any liability, contingent or otherwise, which has not already been recorded elsewhere in this financial report at 30 June 2020 (30 June 2019: None).

### 15 Commitments for Expenditure

	2020	2019
	\$	\$
(a) Capital Commitments		
Contracted Commitments		
South Park Lands		
Project Management	280,107	-
Design Contract	7,997	-
	<u>288,104</u>	<u>-</u>
Upper Brown Hill Creek - Area 1		
Construction Contract	763,585	169,000
Project Management Contract	76,492	-
	<u>840,077</u>	<u>169,000</u>
Total Contracted Commitments	<u>1,128,181</u>	<u>169,000</u>

All contracted commitments noted above are expected to be paid within the next twelve months.

### 16 Events Occurring After the Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Board, the results of those operations, or the state of affairs of the Board in future financial years

### 17 Related Parties

Key management personnel of the Board include the Project Director and members of the Board appointed under section 112 of the Local Government Act 1999.

Payments made to key management personnel were as follows:

Salaries and Wages for the year ending 30 June 2020 \$245,782 (2019: \$221,714)

Other related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members. There were no transactions with other related parties for the year ending 30 June 2020 (2019: Nil).

### 18 Statutory Information

The registered office and principal place of business of the Board is:

Brown Hill & Keswick Creeks Stormwater Board  
PO Box 124 Unley SA 5061



## BROWN HILL & KESWICK CREEKS STORM WATER BOARD

### CERTIFICATION OF FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

In the opinion of the committee, the Financial Statements comprising of the Statement of Financial Performance, Statement of Financial Position, Statement of Changes in Members' Funds, Statement of Cash Flows and Notes to the Financial Statements:

1. Presents a true and fair view of the financial position of Brown Hill and Keswick Creeks Stormwater Board as at 30 June 2020 and its performance for the year ended on that date in accordance with Accounting Standards and other mandatory professional reporting requirements.
2. At the date of this statement, there are reasonable grounds to believe that Brown Hill and Keswick Creeks Stormwater Board will be able to pay its debts as and when they fall due.

The Board is responsible for the reliability, accuracy and completeness of the accounting records and the disclosure of all material and relevant information.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by:

*Judy Choate*

Judy Choate (Sep 17, 2020 16:58 GMT+9.5)

Name: Judith Choate  
Position: Chairperson  
  
Date: September 2020  
Sep 17, 2020

*G T Vogt*

G T Vogt (Sep 17, 2020 11:35 GMT+9.5)

Name: G T Vogt  
Position: Board Member  
  
Date: September 2020  
Sep 17, 2020

## BROWN HILL & KESWICK CREEKS STORM WATER BOARD

### ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Brown Hill and Keswick creeks Stormwater Board for the year ended 30 June 2020, the Board's Auditor, Galpins has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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

*Judy Choate*

Judy Choate (Sep 17, 2020 16:58 GMT+9.5)

Name: Judith Choate  
Position: Chairperson  
  
Date: September 2020  
Sep 17, 2020

*G T Vogt*

G T Vogt (Sep 17, 2020 11:35 GMT+9.5)

Name: G T Vogt  
Position: Board Member  
  
Date: September 2020  
Sep 17, 2020









# For Signature - 20200908 BHKCSB Draft Financial statements

Final Audit Report

2020-09-17

Created:	2020-09-17
By:	Patricia Coonan (patricia@thinkpurple.com.au)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhOVx_6PwvP9VJ4lxLAOzZkOb6H8ZjE71

## "For Signature - 20200908 BHKCSB Draft Financial statements" History

-  Document created by Patricia Coonan (patricia@thinkpurple.com.au)  
2020-09-17 - 0:12:38 AM GMT- IP address: 112.141.110.117
-  Document emailed to Judy Choate (judychoate@icloud.com) for signature  
2020-09-17 - 0:15:38 AM GMT
-  Document emailed to G T Vogt (vogt@adam.com.au) for signature  
2020-09-17 - 0:15:38 AM GMT
-  Email viewed by G T Vogt (vogt@adam.com.au)  
2020-09-17 - 2:05:04 AM GMT- IP address: 119.40.111.188
-  Document e-signed by G T Vogt (vogt@adam.com.au)  
Signature Date: 2020-09-17 - 2:05:53 AM GMT - Time Source: server- IP address: 119.40.111.188
-  Email viewed by Judy Choate (judychoate@icloud.com)  
2020-09-17 - 7:27:15 AM GMT- IP address: 58.174.25.224
-  Document e-signed by Judy Choate (judychoate@icloud.com)  
Signature Date: 2020-09-17 - 7:28:01 AM GMT - Time Source: server- IP address: 58.174.25.224
-  Agreement completed.  
2020-09-17 - 7:28:01 AM GMT



**P 1800 934 325**

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

**PO Box 124 Unley SA 5061**

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









# Contents

From the Chair .....	4-5
From the CEO .....	6-7
Our Key Stakeholders .....	8
At a Glance .....	9
Operating Environment .....	10-12
Progress on Strategic Priorities .....	13-21
The Board .....	22-23
Financial Performance.....	24
Annual Accounts.....	26-63

## From the Chair

On behalf of the Centennial Park Board, I am pleased to present the 2019/20 Annual Report. I consider it a great privilege to continue to serve as the Chair of the Centennial Park Board for another year.

The tail end of this financial year has certainly brought challenges, but we were still able to celebrate many achievements throughout the year. This year Centennial Park recorded a deficit of \$451K, significantly better than the budget, and after distributing a liability guarantee fee of \$636K to our owner councils. A deficit was budgeted in anticipation of the introduction of new accounting standards that require a significant portion of the income received from Interment Rights to be deferred and brought to account over the entire period of the Interment Right. A commitment to sound financial discipline ensured that Centennial Park delivered a better result than budgeted, despite the impacts of the COVID-19 pandemic.

Centennial Park is an important place for our community and those with loved ones resting here. It is not just a place of mourning. It is a place that connects people through beautiful gardens, services, events and stories. The leadership team at Centennial Park continue their work to future-proof the Park to ensure it meets the needs of our families and the broader community.



**Geoff Vogt**  
– Chair

This year, we made excellent progress on the development of an appropriately scaled café, function, and retail facility. We were pleased to appoint an architect, builder and operator, all South Australian businesses. With work underway, this project will be the first facility of its kind in a South Australian cemetery.

To strengthen our governance framework, we worked with our owner councils to review the Centennial Park Cemetery Authority Charter that outlines the functions and powers of the Authority. In the upcoming year, we will begin developing a new Strategic Plan to set our path and objectives for the next five years.

Throughout the year, \$466k was invested in replacing the footings that support headstones within the burial sections of the Park. This is important work to preserve the memory of those resting here and to maintain the high standards of our Park. This project will continue throughout the next financial year and beyond.

It is with pleasure and gratitude that I extend a sincere thank you to our CEO Janet Miller, and her dedicated team, for their diligence and resilience throughout the year. They continue to deliver on our strategic objectives while remaining committed to our values of compassion, inclusion, excellence and innovation. Janet's conscientious leadership ensures that Centennial Park continues to operate commercially whilst engaging with all aspects of the community. In particular, the way she proactively managed the risks brought by the COVID-19 pandemic was exemplary. Her approach maximised assurance that the Park will continue to operate, regardless of the circumstances, in what might have and might still, based on experience elsewhere in the world, become a very much in demand essential service.

I am proud to share our progress towards our strategic priorities in this report and look forward to another year working with Janet, the Board and the whole Centennial Park team.



## From the CEO

I want to begin by extending a heartfelt thank you to the entire Centennial Park team and the Board for their hard work and resilience throughout the year. Everyone's ongoing commitment to our values of compassion, inclusion, excellence and innovation meant that we were able to remain focused and continue to meet the needs of families and the community. The impact of COVID-19 is fresh in our minds and continues to impact our lives. However, I would like to take a moment to reflect on and celebrate, the milestones we achieved throughout the year. As part of our focus on inclusive community engagement, we hosted many beautiful and memorable events. Some of my highlights included:

- The self-guided sculptural walk in our gardens for the SALA festival.
- The commemorative service Remembrance Day including a flyover by four F/A-18 Hornets.
- Unveiling our 'Poppies' sculpture in Derrick Gardens, pictured on the cover of this report, dedicated to War Service personnel resting here at Centennial Park.
- All Souls Day memorial service which was conducted in both English and Italian and included a live radio telecast to the Italian community by Radio Italiana.



**Janet Miller**  
– CEO

During the year we made several improvements to our grounds and facilities. In the Jubilee Complex, new carpets were laid and bench seating in the Heysen chapel was re-upholstered. In our memorial gardens, we refurbished the signature water feature in the Tuscan Garden, improving the appearance significantly. We invested significantly in the replacement of headstone footings, and work started on our long-awaited café and function centre development.

In March 2020, the COVID-19 pandemic began to impact our services. It is always incredibly difficult to farewell a loved one, and the restrictions implemented by the State Government in response to the pandemic caused additional anguish for already grieving families. I am thankful for the compassion and dedication of our team; in helping families say goodbye and ensuring that every unique life is acknowledged and remembered – even in a pandemic.

The restrictions on attendances at funerals meant fewer services were hosted by Centennial Park. Hospitality restrictions meant we could not offer catering in our lounges after a service. This is often a time for families and friends to connect and reminisce, and we know this custom has been missed. We also saw a reduction in cremation numbers at this time. Without the preceding service being held at Centennial Park, we saw some move away from the premium service we offer for cremations at Centennial Park.

We continue to set ourselves apart through the quality of our services and facilities. Every person who comes into our care is treated with sensitivity and respect at every step. We believe transparency is important, in both what we do and the prices we charge, and we hope to resume behind the scenes tours of our facilities as soon as the COVID-19 restrictions are eased sufficiently.

On a final note, I would like to say that in times of adversity there is no other team I would want to have by my side than the team here at Centennial Park. I thank each and every one of you for your contribution to the very important work we do here.

OUR KEY STAKEHOLDERS

Centennial Park works with a diverse range of internal and external stakeholders. We value their contribution in helping us to continue to provide quality services and a beautiful space for the community to use.



Families



Funeral directors



Celebrants



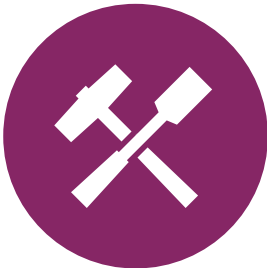
Suppliers



Employees



Local residents



Monumental masons



Cultural, religious and special interest groups



Local government



Community groups



## AT A GLANCE

# 455,000+

## PARK VISITORS 2019/20



**54**  
EMPLOYEES



**1,523**  
MEMORIAL  
APPOINTMENTS



**161**  
VARIETIES &  
7,800 ROSES



**1,500**  
SQUARE METRES  
OF LAWN



**1,060** FUNERAL  
SERVICES



**1,200**  
TREES PLANTED



**10**  
COMMUNITY  
EVENTS  
**1,297**  
ATTENDEES

**40** HECTARES  
OF GARDENS  
MAINTAINED



**748**   
BURIALS

**3,291**   
CREMATIONS



**154**  
JOINED A  
BEHIND THE  
SCENES TOUR

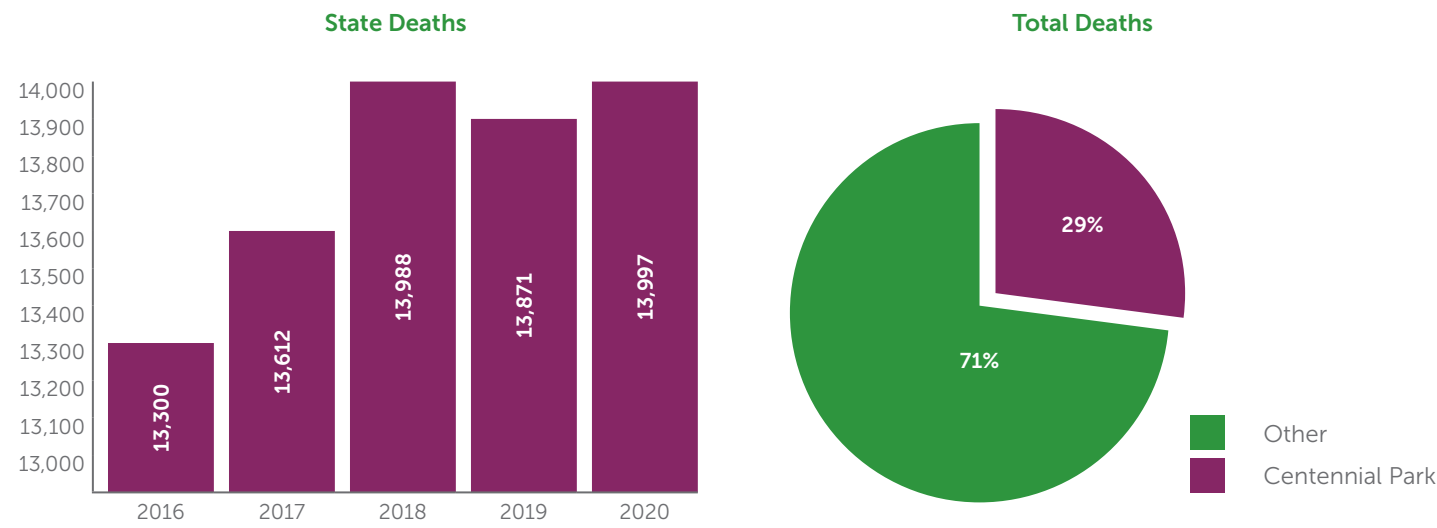


# Operating Environment

Our core purpose is to provide cremation, burial, memorialisation and funeral services with compassion, sensitivity and transparency. Over the last year, we served the needs of the families of almost one-third of all deaths in South Australia.

### State deaths

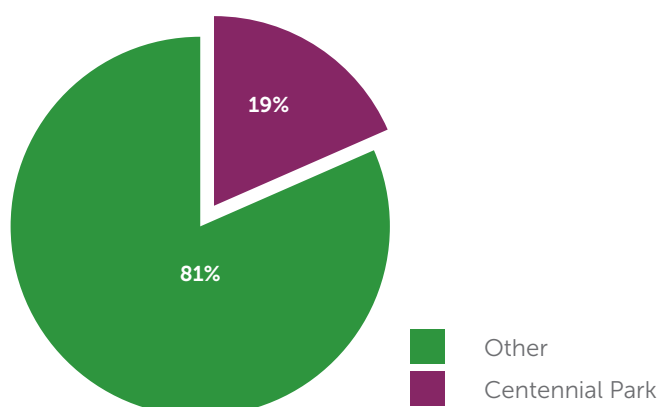
Centennial Park provided burial or cremation services for 29% of all recorded deaths in South Australia over the last financial year.



## Burials

This year, there were 748 burials at Centennial Park, representing 19% of all state burials and 39% of all metropolitan burials. This is an increase of 9.4% from the previous period, indicating that we continue to meet the expectations of the community with our services and facilities.

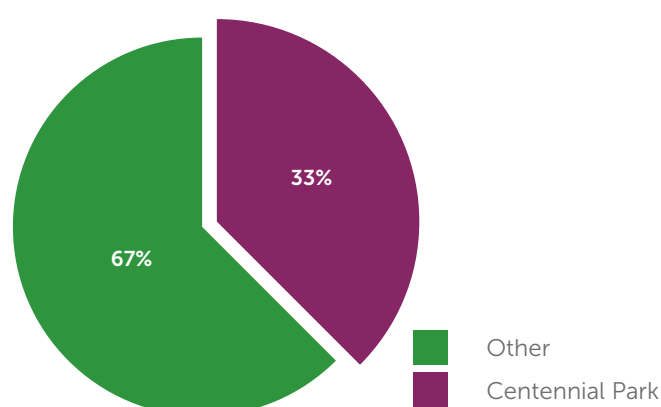
State Burials



## Cremations

We conducted 3,291 cremations at Centennial Park during 2019/20, representing 33% of all cremations in South Australia. This is a 6% reduction on the previous year, which we consider a sound result despite the impacts of COVID-19 restrictions on our operations.

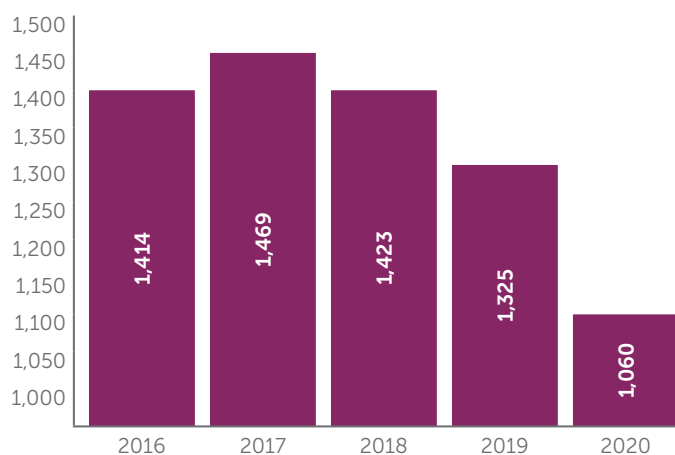
State Cremations



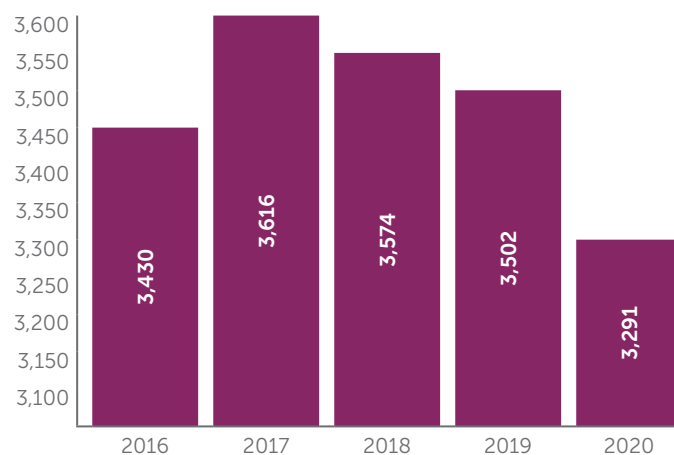
## Funeral & memorial services

We hosted 1,060 funeral and memorial services this year. This was less than the previous period due to the COVID-19 restrictions imposed from March until June which impacted the number of people allowed to attend a funeral service.

Chapel Services



Cremations





## COVID-19 PANDEMIC IMPACT & RESPONSE

In addition to focusing on the strategic priorities this year, we had to adapt our operations as a result of the COVID-19 pandemic.

Coping with grief and loss in a time of physical distancing is particularly challenging, and it was important that we were able to continue to support those who needed us. In responding to the risk of the pandemic, our priorities were the health and wellbeing of our team, families and visitors, and preserving our ability to provide our essential services to families in their time of need.

We followed the advice of State and Federal Governments, and continue to do so while the threat of a second wave remains a possibility. The most notable impacts on our usual operations were:

- Limits on funeral attendances were changed regularly, often at short notice, requiring us to act quickly in changing seating plans and reassessing room capacities in our Jubilee Complex, and in communicating changes to our funeral directors and families.
- The restrictions on funeral, memorial and catered lounge services had a flow on effect on our cremations with some families opting for a low-cost cremation service elsewhere.
- Catered lounge services ceased in March 2020 and have not yet been able to resume.
- Tours and events were suspended.
- Backup teams were established in all our key service areas to ensure we could continue to care for the needs of our community should any of our team members need to self-isolate. These backup teams were moved to different locations within the Park to mitigate the risk of spread of infection.
- Work from home arrangements were put in place where appropriate.

We look forward to resuming normal services as soon as it is safe to do so.

### Supporting our families during COVID-19

Our team showed resilience, adaptability and innovation during this time and we introduced some new ways to support our families.

- By partnering with a local florist, we now offer a flower placement service for those who cannot visit the Park. Families and friends can order their flower arrangement online, and our team will place them at the memorial and provide a photo. This was introduced just in time for Mothers Day and was so well received by our community that we continue to offer it.
- We introduced a live-streaming capability for funeral services so that those who cannot attend can see and hear the service from home.
- We reduced the prices of our chapels so that families could use larger spaces and maximise the number of people who could attend funeral services, without incurring a higher cost whilst still complying with restrictions to gathering sizes.
- For those experiencing financial hardship, we introduced flexible payment options for renewals, memorial fees and laybys, as well as providing refunds without the usual administration fees.



## Progress on Strategic Priorities

During the year we continued to invest in our assets, technology and people to deliver on our Strategic Plan 2017 – 2022.

The Strategic Plan values our history and tradition while providing a clear direction to move the Park forward so that it can continue to thrive for the community it serves. The plan focuses on four clear strategic priorities:

- Maximise our existing assets.
- Improve communication and engagement with our community.
- Grow through innovation.
- Strengthen organisational capacity.

This Annual Report summarises our progress on the four strategic priorities during the year.

# Progress on Strategic Priorities

## PRIORITY 1: MAXIMISE OUR EXISTING ASSETS

### Upgrades in the Jubilee Complex

While we were unable to hold funeral services in some areas of the Jubilee Complex due to COVID-19 restrictions, we took the opportunity to undertake several improvements throughout the building.

All three chapels have had new carpet installed, and the pew seating in the Heysen Chapel was reupholstered, creating a fresh, modern look and feel. We have also upgraded audio-visual facilities throughout the building.

### Beam replacements

During the year we continued with the cemetery beam replacement program, which involves replacing the old concrete foundations on which headstones are placed. We replaced 12 beams in our Catholic F section in FY2020 and will continue this beam replacement program in FY2021.

### New sculptural artwork

In the lead up to Anzac Day and in dedication to the service personnel resting at Centennial Park, we revealed the 'Poppies' sculpture' within Derrick Gardens, facing the Cross of Remembrance. This impressive piece by Everlon, depicts three poppies standing tall as well as a fallen one. 'Poppies' is a stunning and important addition to our existing collection of sculptures.







### **Landscaping & beautifying our gardens**

We are continually working to keep our grounds looking beautiful. This year we have completed several projects including:

- Refurbishing the pond in the Tuscan Garden. The original paint has been removed and replaced with tiles and a new structure to house pumps and filters has been installed. The pond is the central feature in this formally landscaped garden and this refurbishment has improved the appearance of the entire area.
- Continuing to maintain the 7,800 roses across our gardens. As part of our maintenance program, 600 roses were replaced with new varieties due to age and poor health.
- The completion of a tree maintenance report was completed for the long-term maintenance of the 300 significant and regulated trees located across the Park. This maintenance report outlines how we can maintain these important trees to ensure their ongoing health and longevity.
- Installation of nine new bench seats in key locations across the cemetery grounds to provide visitors with the opportunity to sit, rest and reflect while visiting the park. Additional seats will be installed in FY2021.
- Improving the appearance of our memorial walls and gardens by installing 4000 niche cover plates on vacant positions.

# Progress on Strategic Priorities

## PRIORITY 2: IMPROVE COMMUNICATION AND ENGAGEMENT WITH OUR COMMUNITY

Building a strong connection with the community continues to be a focus for us. Through hosting events and celebrations that embrace life, art, culture, horticulture, music and much more, we are encouraging a sense of connection to Centennial Park. Below are just some of the highlights from the year.

### Events

Our dedicated program of events provides opportunities for the community to enjoy our beautiful park and celebrate life. We held over ten events in the year including:

- **Fathers Day**  
This year we had live music and free coffee in the Park. There were five musicians scattered throughout the grounds including acclaimed harpist and soprano, Emma Horwood. Her rendition of Ave Maria was a highlight for visitors enjoying free coffee on the lawns outside the Jubilee Complex.
- **Pregnancy & Infant Loss Tribute**  
Celebrant and end-of-life companion, Michelle Jewells-Parson, led a touching service followed by a release of bubbles on the lawns outside the Jubilee Complex in memory of loved ones lost too soon.
- **Remembrance Day**  
The annual flag-laying ceremony was performed by Walford Anglican School for Girls this year. The service began with a catafalque party of cadets from all three armed forces and Re-enact SA, led by the mounted Barossa Light Horse Division. They were accompanied by the Scotch College Pipes and Drums Band and the Walford Girls' Choir. This year's event was made extra special by a flyover of four classic F/A-18 Hornets.

### Art in the Park

Our stunning gardens and facilities provide an ideal space in which to showcase the works of local artists.

For the month of August, we were proud to host the SALA in the Park sculptural walk in our gardens once again. The public were invited to contemplate life and art in our gardens while taking a self-guided walk throughout the grounds to view a collection of eighteen sculptures, including our permanent sculptures and others temporarily placed as part of our partnership with SALA.

The foyer of the Jubilee Complex played host to two art exhibitions this year. The Three Generations exhibition featured paintings from three generations of a family of artists including renowned artist, Allyson Parsons, her mother Marie Parsons, and son, Henry Cockington. To herald the arrival of Spring, the Mitcham Felters held their New Life exhibition in the foyer during September and October.



### Perpetual garden calendar

We were immensely proud to launch a perpetual garden calendar this year. The calendar provides month-by-month gardening tips accompanied by photos from our gardens. Our horticultural staff collaborated with celebrity horticulturist, Michael Keelan to produce this beautiful souvenir that we provide as a useful keepsake to tour participants.

### Embracing Life program

We are now in the second year of our wellness program, Embracing Life. We have received keen community interest and positive feedback on the events and activities offered through this initiative. The yoga sessions, delivered in partnership with Yogita Yoga, continue to be very popular. This year we offered a Succulent Wreathmaking Workshop hosted by The Succulent Workshop. This was our first paid event, and it sold out within days.

### Tours

Our personalised Garden and History Tours for community groups continue to be successful, generating very positive feedback. This year we hosted several groups, including the Carrick Hill Volunteer Group, Flinders University of the Third Age and Marion Council Community Bus group.

Our Behind the Scenes Tours, available to the general public on weekends, continued to be well attended until they were suspended due to the COVID-19 restrictions. We look forward to resuming these tours as soon as it is safe to do so.

### Media & public relations

Our proactive and reactive approach to media opportunities enables us to spread our message far and wide. This year we had over 25 features and mentions in the South Australian media including television, radio and print.

Highlights included:

- The unveiling of the Poppies sculpture and tips from Janet Miller on observing Anzac Day during COVID-19 restrictions were featured in the Adelaide Advertiser and on Channel 7 News.
- Janet Miller and Judy Inkster (from our gardens team) were interviewed on Five AA radio by Michael Keelan to promote the Centennial Park Perpetual Garden Calendar.
- Janet Miller was interviewed live by ABC Radio's David Bevan about our COVID-19 response and advice for funeral service attendance.
- Five AA Radio recorded an interview with Janet Miller on advice for funeral services during COVID-19 such as holding a smaller service now and a larger gathering later.



# Progress on Strategic Priorities

## PRIORITY 3: GROW THROUGH INNOVATION

### Environmental performance

As part of our commitment to responsible environmental practices, we have been reporting on our environmental performance annually for over ten years. Our most recent independent Greenhouse Gas audit was commissioned by Centennial Park and managed by Pangolin Associates to conduct a holistic assessment of the environmental impacts of our operations. The report includes assessments of our energy usage and emissions, water usage, tree planting and soil management. This year's key findings are outlined below:

#### Energy

- Overall emissions have reduced by 545 tonnes of CO<sub>2</sub>-e since the base year (FY2008). A decrease of 37.1%, based on an annual like-for-like net comparison.
- In 2019, a new Facultatieve Technologies cremator was installed which has reduced our gas consumption and emissions.

### Water management

- In 2012, we installed a 214,000 litre stormwater tank. Since then, more than 16,000kL of stormwater has been recycled and used for irrigating the grounds.
- The development of garden beds and pathways in the memorial gardens has reduced the total area of grass, which in turn, reduces our water consumption.
- Trees pruned on our grounds are turned into mulch which is used on garden beds to reduce water usage.
- Water retention crystals are used in all new plantings.
- This year we purchased a Smart Meter, soil temperature probes and moisture sensors to monitor our water usage.

### Tree planting

- We have been a member of Trees for Life since mid 1990's. Each year 1,200 native trees and shrubs are planted to maintain boundary vegetation providing habitat for wildlife and a natural screen.

### Soil management

- The amount of soil removed from the site due to burial operations has reduced from approx. 3,000 tonne per year prior to 2009 to less than 100 tonne this year. We have been reusing the excess soil onsite for the beam replacement program.



### **South Australia's first café facility within a cemetery**

We are proud to be leading the way with South Australia's first café and function facility within a cemetery, with construction well underway. This project is a purely South Australian collaboration between Centennial Park, Studio S2 Architects, Chappell Builders and Blanco Horner Hospitality Management. It will create more than fifteen full-time jobs during construction and a further ten full-time jobs upon completion to operate the café and function spaces.

It will provide a comfortable space for families and friends to gather, share stories and remember loved ones after funeral or memorial services in the Jubilee Complex. We also anticipate that the community will utilise it as a peaceful place to enjoy a coffee in a beautiful and unique setting.

### **Community partnerships**

We partner with several not-for-profit organisations to help us maintain and improve our facilities:

- **Bedford Group**  
Local disability and support services provider, Bedford, continues to help us to maintain our grounds. Bedford clients learn new skills and gain hands-on experience while working in our gardens. It helps us to expand our workforce on demand during busy periods in the park.
- **Urrbrae TAFE**  
Our gardens become a classroom for Urrbrae TAFE students who gain practical experience pruning our roses under the supervision of their lecturers. Rose pruning is one of the biggest tasks in the garden during the year, and we are pleased to be part of this mutually beneficial arrangement.
- **Trees for Life**  
As part of our commitment to a sustainable environment, we continue to be an active member of Trees for Life including the planting of 1,200 native trees and shrubs along the boundary of the Park. Native plants are a vital part of our gardens; they add colour and texture and attract native fauna and bees.

# Progress on Strategic Priorities

## PRIORITY 4: STRENGTHEN ORGANISATIONAL CAPACITY

### Information & communications technology

To meet the expectations of our customers and enable our staff to provide efficient service, we continue to invest in business technology. Through investment in fit-for-purpose technology, we are ensuring our data and systems are robust, enabling more efficient business operations, producing insightful reporting and providing a better user experience for staff and customers.

Over the past twelve months, we have focused on the following information technology initiatives:

- Commenced work on the replacement of our Cemetery Management System. This is a key strategic project to bring our core business system in line with current technologies. We will be migrating to a cloud-based system specially designed for cemetery management. We expect to finalise this project in 2021.
- Commissioned an external audit on cyber security. We implemented several measures and safeguards to align with best practice frameworks on cyber and data security. Along with our continuous improvement program, this will ensure the security of our systems and data in the long term.
- Successfully completed the migration to Office 365 for all staff. This has increased the security, availability and capacity of our business systems as well as creating a more agile and adaptable workforce that is not limited by technology constraints.

### People & culture

The health and wellbeing of our people is paramount to creating a positive, engaged and high performing culture. For this reason, we continue to invest in health and wellbeing initiatives to support our team.

This past year, we have continued with our skin cancer screening checks, mental health first aid training for leaders, and offered flu vaccinations for our employees. We also hosted an external speaker from the Zahra Foundation to provide information and advice around domestic violence in Australia. We continue to investigate additional ways to support mental and physical health in the workplace.

We recognise the very sensitive nature of our work and continue to provide support to our team in managing these aspects of our services. This year we have delivered workshops around resilience and positive thinking where participants identified strategies to build their resilience and positive connections, in an activity-based format.

We have also undertaken comprehensive ergonomic assessments for our team and our facilities. As a result, we developed a framework to assist in creating an environment where best practice ergonomics are the norm, and our team is empowered to maintain good ergonomic health.

Health and wellbeing will continue to be an ongoing focus for the organisation, particularly in light of the widespread wellbeing challenges resulting from the COVID-19 pandemic.

We review our resourcing and professional development needs on an ongoing basis to develop robust organisational structures that support and enhance our service offerings, along with the customer experience.





## Workplace health & safety

In line with our broader culture of care and compassion, we take our responsibility to provide a safe and healthy working environment seriously. Our goal is to eliminate, where possible, the risk of accident or incident and work-related injuries.

We continue to develop and implement an annual Work Health Safety and Injury Management Action Plan in consultation with the LGAWCS to assist us in continuing to improve our WHS management system.

To foster general good health among our employees, we continue to offer the CHG Healthy Lifestyle Program.

The table below summarises our WHS data for the last five years:

Indicator	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Number of injuries resulting in lost time at work	0	0	0	1	0
Lost days due to injury	0	0	0	2	0
Number of accidents/incidents reported	44	46	36	34	35
Number of hazards reported	12	9	7	4	8

# The Board

The Centennial Park Cemetery Authority is governed by a Board comprised of seven members – two members from each of the constituent councils and three independent members.

Each member makes a unique contribution and we value the diversity of their knowledge and experience in local government and commercial enterprise.

This year was the first full year for the current board, and they have shown great professionalism, high levels of accountability and transparency. There have been robust discussions that have resulted in sound decision making and a clear strategic direction.

All board members are active in their attendance at meetings and on committees to ensure they keep abreast of industry and other developments for the continual improvement of the Park.

## CURRENT BOARD MEMBERS



**Geoff Vogt**  
(Chair since July 2017 –  
appointed to the Board June 2011)



**Andrew Kay**  
(Independent –  
appointed April 2017)



**Amanda Heyworth**  
(Independent –  
appointed July 2017)



**Jane Russo**  
(City of Unley –  
appointed February 2019)



**Michael Rabbitt**  
(City of Unley –  
appointed February 2019)



**Karen Hockley**  
(City of Mitcham –  
appointed February 2019)



**Dave Munro**  
(City of Mitcham –  
appointed February 2019)





### Board/ Committee Member Meeting Attendance

Board /Committee Member	Committee	No. of Meetings Held During Term of Office	No. of Meetings Attended
A Heyworth (Chair)	Audit & Risk Management	4	4
A Kay	Audit & Risk Management	4	4
G Vogt	People & Culture	2	2
A Kay	People & Culture	2	2
A Heyworth	Café Development	2	1
M Rabbitt	Café Development	2	2
A Kay	Café Development	2	2

### Board Member Meeting Attendance

Board Member	No. of Meetings Held During Term of Office	No. of Meetings Attended
G Vogt (Chair)	9	9
A Kay	9	8
A Heyworth	9	9
J Russo	9	9
M Rabbitt	9	9
K Hockley	9	8
D Munro	9	8



# Financial Performance

We achieved an operating deficit of \$451K which was a result of the introduction of the new accounting standard AASB 16 - Leases. This standard requires us to defer a portion of Interment Right revenue and the first time adoption of this standard has resulted in the deferral of \$814K in revenue this year.

The Liability Guarantee Fee paid to the owner Councils was \$636K in total, which is 1.6% more than last year. Discounting the Liability Guarantee Fee, the result for the year was a Surplus of \$185K, representing a 2% return on revenue.

Our revenue was further impacted by the COVID-19 pandemic restrictions which affected chapel and cremation services. However, a strong focus on financial discipline has resulted in a better outcome than budgeted.

A complete set of audited general purpose financial reports follows in this Annual Report.



# ANNUAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2020

**To be the pre-eminent end-of-life resting place: a place that connects people through a rich tapestry of beautiful gardens, services, events and histories.**

**Centennial Park Cemetery Authority**

760 Goodwood Road, Pasadena, South Australia 5042

Telephone: (08) 8276 6011

Email: [enquiry@centpark.org.au](mailto:enquiry@centpark.org.au)

Website: [www.centennialpark.org](http://www.centennialpark.org)



# CENTENNIAL PARK CEMETERY AUTHORITY GENERAL PURPOSE FINANCIAL REPORTS

FOR THE YEAR ENDED 30 JUNE 2020

## TABLE OF CONTENTS

<b>1. The Authority Certificate.....</b>	<b>28</b>
<b>2. Primary Financial Statements.....</b>	<b>29</b>
- Statement of Comprehensive Income	
- Statement of Financial Position	
- Statement of Changes in Equity	
- Statement of Cash Flows	
<b>3. Notes to the Financial Statements.....</b>	<b>34</b>
<b>4. Independent Auditor's Report - Financial Statements .....</b>	<b>60</b>
<b>5. Certificates of Audit Independence.....</b>	<b>62</b>
- The Authority Certificate of Audit Independence	
- Audit Certificate of Audit Independence	

# CENTENNIAL PARK CEMETERY AUTHORITY

## GENERAL PURPOSE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### CERTIFICATION OF FINANCIAL STATEMENTS

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

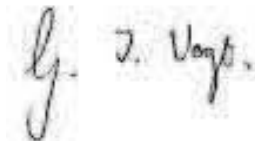
**In our opinion:**

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Authority's financial position at 30 June 2020 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Authority's accounting and other records.



---

Janet Miller  
CHIEF EXECUTIVE OFFICER



---

Geoff Vogt  
CHAIRMAN

**Date: 2 / 09 / 2020**

# CENTENNIAL PARK CEMETERY AUTHORITY

## STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2020

\$	Notes	2020	2019
<b>Income</b>			
User Charges	2a	9,929,868	10,723,617
Investment Income	2b	165,957	249,173
<b>Total Income</b>		<b>10,095,825</b>	<b>10,972,790</b>
<b>Expenses</b>			
Employee Costs	3a	4,752,628	4,645,568
Materials, Contracts & Other Expenses	3b	4,102,047	4,528,403
Depreciation, Amortisation & Impairment	3c	1,691,996	1,594,475
<b>Total Expenses</b>		<b>10,546,672</b>	<b>10,768,446</b>
<b>Operating Surplus / (Deficit)</b>		<b>(450,846)</b>	<b>204,345</b>
Asset Disposal & Fair Value Adjustments	4	(794,415)	(231)
<b>Net Surplus / (Deficit) <sup>1</sup></b>		<b>(1,245,261)</b>	<b>204,114</b>
<b>Other Comprehensive Income</b>			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Impairment (Expense) / Recoupments Offset to Asset Revaluation Reserve	9a	(302,648)	-
<b>Total Other Comprehensive Income</b>		<b>(302,648)</b>	<b>-</b>
<b>Total Comprehensive Income</b>		<b>(1,547,909)</b>	<b>204,114</b>

<sup>1</sup> Transferred to Statement of Changes in Equity

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.



# CENTENNIAL PARK CEMETERY AUTHORITY

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020

\$	Notes	2020	2019
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	5a	10,564,156	9,713,151
Trade & Other Receivables	5b	869,383	871,642
Inventories	5d	701,730	857,131
<b>Total Current Assets</b>		<b>12,135,269</b>	<b>11,441,924</b>
<b>Non-Current Assets</b>			
Infrastructure, Property, Plant & Equipment	7a	35,039,437	36,696,943
Other Non-Current Assets	6a	1,333,902	495,086
<b>Total Non-Current Assets</b>		<b>36,373,339</b>	<b>37,192,029</b>
<b>TOTAL ASSETS</b>		<b>48,508,608</b>	<b>48,633,953</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	8a	2,453,758	2,147,375
Borrowings	8b	58,195	-
Provisions	8c	574,328	596,800
<b>Total Current Liabilities</b>		<b>3,086,282</b>	<b>2,744,175</b>
<b>Non-Current Liabilities</b>			
Borrowings	8b	111,390	-
Provisions	8c	12,950,198	14,608,865
<b>Total Non-Current Liabilities</b>		<b>13,061,588</b>	<b>14,608,865</b>
<b>TOTAL LIABILITIES</b>		<b>16,147,869</b>	<b>17,353,040</b>
<b>Net Assets</b>		<b>32,360,739</b>	<b>31,280,913</b>
<b>EQUITY</b>			
Contributed Equity		48,702	48,702
Accumulated Surplus		10,022,718	7,888,780
Asset Revaluation Reserves	9a	22,065,449	23,227,097
Other Reserves	9b	223,870	116,334
<b>Total Authority Equity</b>		<b>32,360,739</b>	<b>31,280,913</b>

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

# CENTENNIAL PARK CEMETERY AUTHORITY

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2020

			Asset			
\$	Notes	Accumulated	Revaluation	Other	Contributed	Total
		Surplus	Reserve	Reserves	Equity	Equity
<b>2020</b>						
<b>Balance at the end of previous reporting period</b>		7,888,780	23,227,097	116,334	48,702	<b>31,280,913</b>
<b>Net Surplus / (Deficit) for Year</b>		(1,245,261)	-	-	-	<b>(1,245,261)</b>
Other Comprehensive Income						
- IPP&E Impairment (Expense)/Recoupments Offset to ARR	7a	-	(302,648)	-	-	<b>(302,648)</b>
- Transfer to Accumulated Surplus on Sale of I,PP&E	9a	859,000	(859,000)	-	-	-
- Reversal of Future Upkeep Provision	1.11	14,526,000	-	-	-	<b>14,526,000</b>
- Deferred IR Revenue		(12,005,801)	-	-	-	<b>(12,005,801)</b>
- E M M Kay	9b	-	-	(814)	-	<b>(814)</b>
- Recycled Metals Charitable Reserve	9b	-	-	108,350	-	<b>108,350</b>
<b>Other Comprehensive Income</b>		<b>3,379,199</b>	<b>(1,161,648)</b>	<b>107,536</b>	<b>-</b>	<b>2,325,087</b>
<b>Total Comprehensive Income</b>		<b>2,133,938</b>	<b>(1,161,648)</b>	<b>107,536</b>	<b>-</b>	<b>1,079,826</b>
<b>Balance at the end of period</b>		<b>10,022,718</b>	<b>22,065,449</b>	<b>223,870</b>	<b>48,702</b>	<b>32,360,739</b>
<b>2019</b>						
<b>Balance at the end of previous reporting period</b>		7,684,666	23,227,097	82,850	48,702	<b>31,043,315</b>
<b>Net Surplus / (Deficit) for Year</b>		204,114	-	-	-	<b>204,114</b>
<b>Total Comprehensive Income</b>		<b>204,114</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>204,114</b>
Transfers between Reserves		-	-	33,484	-	<b>33,484</b>
<b>Balance at the end of period</b>		<b>7,888,780</b>	<b>23,227,097</b>	<b>116,334</b>	<b>48,702</b>	<b>31,280,913</b>

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

# CENTENNIAL PARK CEMETERY AUTHORITY

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2020

\$	Notes	2020	2019
<b>Cash Flows from Operating Activities</b>			
<u>Receipts</u>			
Operating Receipts		10,845,537	10,702,250
Investment Receipts		165,957	249,173
<u>Payments</u>			
Operating Payments to Suppliers and Employees		(8,359,699)	(9,221,358)
<b>Net Cash provided by (or used in) Operating Activities</b>	11b	<b>2,651,794</b>	<b>1,730,065</b>
<b>Cash Flows from Investing Activities</b>			
<u>Receipts</u>			
Sale of Replaced Assets		15,947	77,071
<u>Payments</u>			
Expenditure on Renewal/Replacement of Assets		(1,189,033)	(1,530,949)
Expenditure on New/Upgraded Assets		(582,000)	(359,556)
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(1,755,086)</b>	<b>(1,813,434)</b>
<b>Cash Flows from Financing Activities</b>			
<u>Payments</u>			
Repayment of Lease Liabilities		(45,704)	-
<b>Net Cash provided by (or used in) Financing Activities</b>		<b>(45,704)</b>	<b>-</b>
<b>Net Increase (Decrease) in Cash Held</b>		<b>851,005</b>	<b>(83,369)</b>
plus: <b>Cash &amp; Cash Equivalents at beginning of period</b>	11	<b>9,713,151</b>	<b>9,796,520</b>
<b>Cash &amp; Cash Equivalents at end of period</b>	11	<b>10,564,156</b>	<b>9,713,151</b>

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### CONTENTS OF THE NOTES ACCOMPANYING THE FINANCIAL STATEMENTS

Note	Details	Page
<b>1</b>	Significant Accounting Policies	34
<b>2</b>	Income	40
<b>3</b>	Expenses	40
<b>4</b>	Asset Disposal & Fair Value Adjustments	42
	<b>Current Assets</b>	
<b>5a</b>	Cash & Cash Equivalent Assets	42
<b>5b</b>	Trade & Other Receivables	42
<b>5c</b>	Inventories	42
	<b>Non-Current Assets</b>	
<b>6a</b>	Financial Assets	42
	<b>Fixed Assets</b>	
<b>7a</b>	Infrastructure, Property, Plant & Equipment	43
<b>7b</b>	Valuation of Infrastructure, Property, Plant & Equipment	44
	<b>Liabilities</b>	
<b>8a</b>	Trade & Other Payables	46
<b>8b</b>	Borrowings	46
<b>8c</b>	Provisions	46
	<b>Reserves</b>	
<b>9a</b>	Asset Revaluation Reserve	47
<b>9b</b>	Other Reserves	47
<b>10</b>	Assets Subject to Restrictions	47
<b>11</b>	Reconciliation to Statement of Cashflows	48
<b>12</b>	Financial Instruments	49
<b>13</b>	Capital Expenditure and Investment Property Commitments	51
<b>14</b>	Financial Indicators	52
<b>15</b>	Uniform Presentation of Finances	54
<b>16</b>	Leases	55
<b>17</b>	Superannuation	56
<b>18</b>	Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet	57
<b>19</b>	Events After the Statement of Financial Position Date	57
<b>20</b>	Related Party Transactions	58
	<b>Additional Authority Disclosures</b>	
<b>21</b>	Future Commitments	59
<b>22</b>	Segment Reporting	59

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

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

#### 1 Basis of Preparation

##### 1.1 Compliance with Australian Accounting Standards

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

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

##### 1.2 Critical Accounting Estimates

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

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

##### 1.3 Rounding

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

#### 2 The Local Government Reporting Entity

Centennial Park Cemetery Authority is incorporated under the South Australian *Local Government Act 1999* and has its principal place of business at 760 Goodwood Road, Pasadena.

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

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

#### 3 Income Recognition

Revenue is recognised under *AASB 15 Revenue from Contracts with Customers* (AASB 15), *AASB 16 Leases* (AASB 16) or *AASB 1058 Income of Not-for-Profit Entities* (AASB 1058) when appropriate.

The Authority predominately generates revenue through the following streams:

- I. Burial, Cremation and Chapel services
- II. Burial and Memorial Interment rights

Each of the above goods and services delivered or to be delivered to the customers are considered separate performance obligations even though for some situations they may be governed by a single legal contract with the customer.

##### I. Burial, Cremation and Chapel Services

- **At-need** – Revenue is recognised when the service is performed, or the goods are supplied.
- **Prepaid funeral services** – The Authority enters into prepaid contracts to provide burial and cremation services in the future. Funds received are treated as unearned revenue as the payment has been received but the service has not yet been provided.

##### II. Burial and Memorial Interment rights

- **Interment Rights (Limited Tenure)** – Revenue from interment rights is apportioned between a right to inter, a right to erect a monument, and a right to ongoing maintenance of the site. The right to inter provides an immediate benefit and this portion of revenue is recognised at contract inception. The right to erect a monument and the right to garden maintenance provide an ongoing benefit and this portion of revenue is accounted for on a straight-line basis over the term of the right.
- **Interment Right Renewals (Limited Tenure)** – Revenue from interment right renewals is for

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

the ongoing maintenance of the site and is recognised as income on a straight-line basis over the average term of renewals that year.

- **Interment Rights (Perpetual)** – As a perpetual Interment Right has no end date revenue is recognised when control of the interment right passes to the customer. The customer gains control of the interment right at contract inception.

#### 4 Cash, Cash Equivalents and other Financial Instruments

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

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

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of Note 12.

#### 5 Inventories

Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

#### 6 Infrastructure, Property, Plant & Equipment

##### 6.1 Initial Recognition

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

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the

Authority includes the cost of all materials used in construction and direct labour on the project.

##### 6.2 Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by the Authority for each type of asset. The current policy is to expense all capital items less than \$1,000.

##### 6.3 Subsequent Recognition

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

##### 6.4 Depreciation of Non-Current Assets

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

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

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

Plant & Equipment	2.5 to 10 years
Buildings	65 to 70 years
Other Structures	35 to 65 years
Infrastructure	12 to 100 years
Motor Vehicles	4 to 10 years

##### 6.5 Impairment

Assets whose future economic benefits are not dependent on the ability to generate cash flows, and



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

where the future economic benefits would be replaced if the Authority were deprived thereof, are not subject to impairment testing.

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

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

#### 7 Payables

##### 7.1 Goods & Services

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

##### 7.2 Payments Received in Advance & Deposits

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

#### 8 Employee Benefits

##### 8.1 Salaries, Wages & Compensated Absences

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

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

government guaranteed securities rates with similar maturity terms.

Weighted avg. discount rate	0.98% (2019, 2.20%)
Weighted avg. settlement period	7 years (2019, 7 years)

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

#### 8.2 Superannuation

The Authority makes employer superannuation contributions in respect of its employees to the Statewide Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and the Authority's involvement with the schemes are reported in Note 17.

#### 9 Leases

##### Accounting policy applicable from 01 July 2019

The Authority assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

##### 9.1 The Authority as a lessee

The Authority recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

##### i.) Right-of-Use-Assets

The Authority recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

commencement date less any lease incentives received and the estimate of costs to be incurred to restore the leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

Computers	3 to 5 years
-----------	--------------

The right-of-use assets are also subject to impairment. Refer to the accounting policies above - Impairment of non-financial assets.

#### ii.) Lease Liabilities

At the commencement date of the lease, the Authority recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Authority uses its incremental borrowing rate or the interest rate implicit in the lease.

#### iii) Short-term leases and leases of low-value assets

The Authority applies the short-term lease recognition exemption to any short-term leases of machinery and equipment (i.e., those leases that have a lease term of 12 months or less from the commencement date). It also applies the low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

#### 10 GST Implications

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

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

#### 11 Future Upkeep Provision

The Future Upkeep Provision was established by the Authority to provide for the future maintenance of the Park. With the adoption of the new standard *AASB 16 Leases*, which also serves to provide for future maintenance of the Park, the policy has been rescinded and the provision reversed to Accumulated Surpluses at 1 July 2019.

**The movement in the Future Upkeep Provision is as follows:**

Provisions	\$'000
<b>Future Upkeep Provision</b>	
Opening Balance	14,526,000
Adjustment relating to change in accounting policy	(14,526,000)
Closing Balance	-

#### 12 Payments to Constituent Councils

A Liability Guarantee Fee of \$636,176 was paid to the Constituent Councils (2019 Liability Guarantee Fee \$626,000).

#### 13 Covid-19 Impact

The Covid-19 pandemic and resulting restrictions on funeral attendees impacted the Authority's revenue. Chapel Services and Cremations were the two key revenue streams that were impacted and we saw a steep decline in service numbers during this period. The gross impact to the Authority's revenue has been quantified at \$421K in lost revenue and the Net reduction to operating surplus has been quantified as \$287K.

#### 14 New and amended accounting standards and interpretations

In the current year, the Authority adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period.

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Adoption of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities**

The Authority applied AASB 15 and AASB 1058, for the first time from 1 July 2019. The standards affect the timing with which revenues, particularly special purpose grants, are recognised. Amounts received in relation to contracts with sufficiently specific performance obligations are only recognised as these obligations are fulfilled.

The Authority has determined that the adoption of these new standards has not impacted the timing of revenue recognition.

#### **Adoption of AASB 16 Leases (AASB 16)**

AASB 16 supersedes AASB 117 Leases, Interpretation 4 Determining whether an Arrangement contains a Lease and other related Interpretations. The standard sets out the principles for the recognition, measurement, presentation, and disclosure of leases and requires lessees to recognise most leases on the balance sheet under a single on-balance sheet model.

The Authority applied AASB 16 for the first time from 1 July 2019. The standard applies to the Authority as both a Lessor and a Lessee.

- **Lessor** – The Authority adopted AASB 16 using the modified retrospective method of adoption. Under this method, the standard has been applied retrospectively with the cumulative effect of initially applying the standard recognised as an adjustment to the opening balance of Accumulated Surplus as at 1 July 2019 and comparatives have not been restated.

The Authority recognises these leases on the balance sheet as Deferred Interment Right Revenue Liability and Revenue is recognised as outlined in Note 1 Revenue Recognition.

The adoption of this standard has resulted in \$814,014 of revenue received during the financial year being quarantined to the balance sheet as a Deferred Interment Right Revenue liability.

- **Lessee** - The Authority recognised right-of-use assets and lease liabilities for those leases previously classified as operating leases, except

for short-term leases with lease terms that end within 12 months of the date of initial application and leases of low-value assets. The right-of-use assets for all leases were recognised based on the amount equal to the lease liabilities. No adjustments were needed for any previously recognised prepaid or accrued lease expenses as there were none. Lease liabilities were recognised based on the present value of the remaining lease payments, discounted using the incremental borrowing rate at the date of initial application.

#### **Standards issued by the AASB not yet effective**

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2020.

The following list identifies all the new and amended Australian Accounting Standards, and Interpretation, that were issued but not yet effective at the time of compiling these illustrative statements. The Authority is of the view that the standards are not expected to have a material impact upon the future financial statements.

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2020**

- AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-6 Amendments to Australia Accounting Standards – Definition of a Business
- AASB 2018-7 Amendments to Australian Accounting Standards – Definition of Material
- AASB 2019-3 Amendments to Australian Accounting Standards – Interest Rate Benchmark Reform

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2021**

- AASB 17 Insurance Contracts

#### **Effective for NFP annual reporting periods beginning on or after 1 January 2022**



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

---

- AASB 2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture (amended by AASB 2015-10 and AASB 2017-5)

#### 15 Comparative Figures

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

#### 16 Disclaimer

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 2. INCOME

\$	Notes	2020	2019
(a). User Charges			
Sundry		192,686	56,695
Cremation		1,553,235	1,592,279
Memorial		2,844,634	2,766,186
Burial		5,056,655	4,886,135
Chapel Fees		1,097,262	1,422,322
Deferred Interment Right Revenue	1.14	(814,014)	-
<b>Total User Charges</b>		<b>9,929,868</b>	<b>10,723,617</b>
(b). Investment Income			
Interest on Investments		-	
- Local Government Finance Authority		156,586	215,242
- Banks & Other		9,371	33,931
<b>Total Investment Income</b>		<b>165,957</b>	<b>249,173</b>

### NOTE 3. EXPENSES

(a). Employee Costs			
Salaries and Wages		3,954,718	3,848,433
Employee Leave Expense		348,788	343,175
Superannuation	17	370,863	371,874
Workers' Compensation Insurance		82,454	117,500
Less: Capitalised and Distributed Costs		(4,194)	(35,415)
<b>Total Operating Employee Costs</b>		<b>4,752,628</b>	<b>4,645,568</b>
Total Number of Employees (full time equivalent at end of reporting period)		51	53

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 3. EXPENSES (continued)

\$	Notes	2020	2019
(b). Materials, Contracts and Other Expenses			
<b>(i) Prescribed Expenses</b>			
Auditor's Remuneration			
- Auditing the Financial Reports		14,564	18,603
<b>Subtotal - Prescribed Expenses</b>		<b>14,564</b>	<b>18,603</b>
<b>(ii) Other Materials, Contracts and Expenses</b>			
Contractors		435,242	477,762
Energy		253,114	281,332
Individually Significant Items		636,176	626,000
Maintenance		664,227	569,413
Legal Expenses		42,203	47,796
Parts, Accessories & Consumables		684,268	954,858
Professional Services		26,908	276,976
Insurance		119,699	119,253
Licences		124,183	113,983
Water		304,280	356,700
Sundry		797,183	685,728
<b>Subtotal - Other Material, Contracts &amp; Expenses</b>		<b>4,087,483</b>	<b>4,509,800</b>
<b>Total Materials, Contracts and Other Expenses</b>		<b>4,102,047</b>	<b>4,528,403</b>
<b>(iii) Individually significant items</b>			
Liability Guarantee Fee		636,176	626,000
(c). Depreciation, Amortisation and Impairment			
<b>(i) Depreciation and Amortisation</b>			
Buildings & Other Structures		363,656	298,161
Infrastructure		752,203	785,235
Right-of-Use Assets		51,949	-
Plant & Equipment		347,950	328,655
Motor Vehicle		175,026	182,241
<b>Subtotal</b>		<b>1,690,784</b>	<b>1,594,292</b>
<b>(ii) Amortisation</b>			
Trademarks		1,212	183
<b>Subtotal</b>		<b>1,212</b>	<b>183</b>
<b>Total Depreciation, Amortisation and Impairment</b>		<b>1,691,996</b>	<b>1,594,475</b>



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 4. ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

\$	Notes	2020	2019
Infrastructure, Property, Plant & Equipment			
(i) Assets Renewed or Directly Replaced			
Proceeds from Disposal		15,947	77,071
Less: Carrying Amount of Assets Sold		(97,210)	(77,302)
Gain (Loss) on Disposal		(81,263)	(231)
(ii) Assets Surplus to Requirements			
Less: Carrying Amount of Assets Disposed		(713,152)	-
Gain (Loss) on Disposal		(713,152)	-
Net Gain (Loss) on Disposal or Revaluation of Assets		(794,415)	(231)

### NOTE 5. CURRENT ASSETS

(a). Cash & Cash Equivalent Assets			
Cash on Hand at Bank		359,588	226,912
Deposits at Call		704,568	886,239
Short Term Deposits & Bills, etc.		9,500,000	8,600,000
Total Cash & Cash Equivalent Assets		10,564,156	9,713,151
(b). Trade & Other Receivables			
Debtors - General		679,858	652,701
Prepayments & Other Receivables		189,525	218,941
Total Trade & Other Receivables		869,383	871,642
(c). Inventories			
Stores & Materials		8,922	10,274
Trading Stock		692,808	846,857
Total Inventories		701,730	857,131

### NOTE 6. NON-CURRENT ASSETS

(a). Financial Assets			
Capital Works-in-Progress		1,306,478	489,276
Trademarks		27,424	5,810
Total Other Non-Current Assets		1,333,902	495,086

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	Fair Value Level	as at 30/6/2019				Asset Movements during the Reporting Period					as at 30/6/2020			
		At Fair Value	At Cost	Accumulated Dep'n	Carrying Value	Asset Additions		WDV of Asset Disposals	Depreciation Expense (Note 3c)	Impairment Loss (recognised in Equity) (Note 9)	At Fair Value	At Cost	Accumulated Dep'n	Carrying Value
						New / Upgrade	Renewals							
Land	2	5,650,000	-	-	5,650,000	-	-	-	-	-	5,650,000	-	-	5,650,000
Buildings & Other Structures	2	25,000	1,167,522	(27,453)	1,165,069	96,430	-	-	(85,483)	-	25,000	1,263,952	(112,936)	1,176,016
Buildings & Other Structures	3	20,293,372	-	(7,991,531)	12,301,841	-	-	(713,152)	(278,173)	-	19,580,220	-	(8,269,704)	11,310,516
Infrastructure	2	25,000	2,530,473	(90,571)	2,464,902	14,846	634,147	-	(71,093)	-	25,000	3,179,466	(161,664)	3,042,803
Infrastructure	3	51,997,150	-	(38,720,663)	13,276,487	-	-	(97,210)	(681,110)	(302,648)	51,597,292	-	(39,401,773)	12,195,519
Right-of-Use Assets		-	-	-	-	227,780	-	-	(51,949)	-	-	227,780	(51,949)	175,831
Plant & Equipment		-	3,918,156	(2,877,983)	1,040,173	53,629	92,355	(5,110)	(347,950)	-	-	4,059,030	(3,225,933)	833,097
Motor Vehicles		-	1,628,869	(830,398)	798,471	-	37,589	(5,378)	(175,026)	-	-	1,661,080	(1,005,424)	655,656
Total Infrastructure, Property, Plant & Equipment		77,990,522	9,245,020	(50,538,599)	36,696,943	392,684	764,092	(820,850)	(1,690,784)	(302,648)	76,877,512	10,391,308	(52,229,383)	35,039,437
Comparatives		78,014,822	7,302,076	(48,912,746)	36,404,152	476,582	1,487,806	(77,305)	(1,594,292)	-	77,990,522	9,245,020	(50,538,599)	36,696,943

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 7b. VALUATION OF INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT & INVESTMENT PROPERTY (continued)

#### Valuation of Assets

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

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

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

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

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

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

#### Information on Valuations

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

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

Fair value hierarchy level 3 valuations of buildings, infrastructure and other assets - There is no known market for these assets and they are valued at depreciated current replacement cost. This method involves:

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

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques. Accordingly, formal sensitivity analysis does not provide useful information.

#### Other Information

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

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



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 7b. VALUATION OF INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT & INVESTMENT PROPERTY (continued)

#### Valuation of Assets (continued)

##### Other Information (continued)

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

##### Land & Land Improvements

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

##### Buildings & Other Structures

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

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

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

##### Infrastructure

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

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

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

##### Plant, Furniture & Equipment

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

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 7b. VALUATION OF INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT & INVESTMENT PROPERTY (continued)

#### Valuation of Assets (continued)

##### Motor Vehicles

Motor vehicles are measured on the cost basis less accumulated depreciation and impairment losses..

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

### NOTE 8. LIABILITIES

\$	Notes	2020 Current	2020 Non Current	2019 Current	2019 Non Current
<b>(a). Trade and Other Payables</b>					
Goods & Services		895,445	-	712,212	-
Payments Received in Advance		1,218,306	-	1,197,032	-
Accrued Expenses - Employee Entitlements		84,686	-	34,971	-
Accrued Expenses - Other		255,321	-	191,699	-
Other		-	-	11,461	-
<b>Total Trade and Other Payables</b>		<b>2,453,758</b>	<b>-</b>	<b>2,147,375</b>	<b>-</b>
<b>(b). Borrowings</b>					
Lease Liabilities	16	58,195	111,390	-	-
<b>Total Borrowings</b>		<b>58,195</b>	<b>111,390</b>	<b>-</b>	<b>-</b>
All interest bearing liabilities are secured over the future revenues of the Authority					
<b>(c). Provisions</b>					
Employee Entitlements (including oncosts)		574,328	94,387	596,800	46,865
Heritage Monuments Restoration		-	36,000	-	36,000
Future Upkeep Provision		-	-	-	14,526,000
Deferred Interment Right Revenue		-	12,819,811	-	-
<b>Total Provisions</b>		<b>574,328</b>	<b>12,950,198</b>	<b>596,800</b>	<b>14,608,865</b>

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 9. RESERVES

\$	1/7/2019	Increments (Decrements)	Transfers	Impairments	30/6/2020
<b>(a). Asset Revaluation Reserve</b>					
Land	3,743,237	-	-	-	3,743,237
Buildings & Other Structures	7,907,528	-	(484,117)	-	7,423,411
Infrastructure	11,576,332	-	(374,883)	(302,648)	10,898,801
<b>Total Asset Revaluation Reserve</b>	<b>23,227,097</b>	<b>-</b>	<b>(859,000)</b>	<b>(302,648)</b>	<b>22,065,449</b>
<b>Comparatives</b>	<b>23,227,097</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,227,097</b>
\$	1/7/2019	Tfrs to Reserve	Tfrs from Reserve	Other Movements	30/6/2020
<b>(b). Other Reserves</b>					
E M M Kay	30,719	-	-	(814)	29,905
Recycled Metals Charitable Reserve	85,615	-	-	108,350	193,965
<b>Total Other Reserves</b>	<b>116,334</b>	<b>-</b>	<b>-</b>	<b>107,536</b>	<b>223,870</b>
<b>Comparatives</b>	<b>82,850</b>	<b>33,484</b>	<b>-</b>	<b>-</b>	<b>116,334</b>

#### PURPOSES OF RESERVES

##### Asset Revaluation Reserves

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non current assets (less any subsequent impairment losses, where applicable).

##### E M M Kay Reserve

A reserve has been recognised for a bequest received from the estate of a deceased interred at the Park to maintain the site. The Board has resolved that the expenses incurred on an annual basis maintaining the site will be charged against the reserve. Interest accrued from the reserve will be absorbed in general operating revenue to offset the administration of the same. During Financial Year 2015/16 the interment right for E M M Kay was converted to perpetuity and costs offset against the reserve.

##### Recycled Metals Charitable Reserve

Funds received from the recycling of metal plaques have been directed to a reserve to be used for philanthropic and charitable purposes.

##### Contributed Equity Reserve

Equity contributed from City of Mitcham and City of Unley.

### NOTE 10. ASSETS SUBJECT TO RESTRICTIONS

The land on which the Authority operates is subject to restrictions as detailed in Note 7. No further restrictions to assets apply.



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 11. RECONCILIATION TO STATEMENT OF CASH FLOWS

\$	Notes	2020	2019
<b>(a). Reconciliation of Cash</b>			
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:			
Total Cash & Equivalent Assets	5	10,564,156	9,713,151
<b>Balances per Statement of Cash Flows</b>		<b>10,564,156</b>	<b>9,713,151</b>
<b>(b). Reconciliation of Change in Net Assets to Cash from Operating Activities</b>			
<b>Net Surplus/(Deficit)</b>		<b>(1,245,261)</b>	<b>204,114</b>
Non-Cash Items in Income Statements			
Depreciation, Amortisation & Impairment		1,691,996	1,594,475
Net (Gain) Loss on Disposals		794,415	231
		<b>2,162,700</b>	<b>1,798,820</b>
<b>Add (Less): Changes in Net Current Assets</b>			
Net (Increase)/Decrease in Receivables		2,259	27,393
Net (Increase)/Decrease in Inventories		155,401	39,246
Net (Increase)/Decrease in Other Current Assets		-	(48,760)
Net Increase/(Decrease) in Trade & Other Payables		306,383	223,424
Net Increase/(Decrease) in Unpaid Employee Benefits		25,050	(88,958)
Net Increase/(Decrease) in Other Provisions		-	(254,587)
Net Increase/(Decrease) in Other Liabilities		-	33,488
<b>Net Cash provided by (or used in) operations</b>		<b>2,651,794</b>	<b>1,730,066</b>
<b>(c). Financing Arrangements</b>			
<b>Unrestricted access was available at balance date to the following lines of credit:</b>			
Bank Overdrafts		50,000	50,000
Corporate Credit Cards		30,000	30,000

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 12. FINANCIAL INSTRUMENTS

#### Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits

**Accounting Policy:**

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

**Terms & Conditions:**

Deposits are returning fixed interest rates between 1.10% and 0.80% (2019: 1.90%). Short term deposits are held either in LGFA or NAB at call and term deposit accounts.

**Carrying Amount:**

Approximates fair value due to the short term to maturity.

Receivables

**Fees & Other Charges**

**Accounting Policy:**

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

**Terms & Conditions:**

Unsecured, and do not bear interest.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

Liabilities

**Creditors and Accruals**

**Accounting Policy:**

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

**Terms & Conditions:**

Liabilities are normally settled on 30 day terms.

**Carrying Amount:**

Approximates fair value.

Liabilities

**Leases**

**Accounting Policy:**

Accounted for in accordance with AASB 16 as stated in Note 17.

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 12. FINANCIAL INSTRUMENTS (continued)

\$	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>2020</b>					
<b><u>Financial Assets</u></b>					
Cash & Equivalents	10,564,156		-	10,564,156	10,564,156
Receivables	679,858	-	-	679,858	679,858
<b>Total Financial Assets</b>	<b>11,244,014</b>	<b>-</b>	<b>-</b>	<b>11,244,014</b>	<b>11,244,014</b>
<b><u>Financial Liabilities</u></b>					
Payables	2,096,783	-	-	2,096,783	2,113,752
Lease Liabilities	169,585	-	-	169,585	169,585
<b>Total Financial Liabilities</b>	<b>2,266,368</b>	<b>-</b>	<b>-</b>	<b>2,266,368</b>	<b>2,283,337</b>
\$	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>2019</b>					
<b><u>Financial Assets</u></b>					
Cash & Equivalents	9,713,151		-	9,713,151	9,713,151
Receivables	652,701	-	-	652,701	652,701
<b>Total Financial Assets</b>	<b>10,365,852</b>	<b>-</b>	<b>-</b>	<b>10,365,852</b>	<b>10,365,852</b>
<b><u>Financial Liabilities</u></b>					
Payables	1,920,705	-	-	1,920,705	1,920,705
<b>Total Financial Liabilities</b>	<b>1,920,705</b>	<b>-</b>	<b>-</b>	<b>1,920,705</b>	<b>1,920,705</b>

#### Net Fair Value

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 12. FINANCIAL INSTRUMENTS (continued)

#### Risk Exposures

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

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

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

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

### NOTE 13. CAPITAL EXPENDITURE AND INVESTMENT PROPERTY COMMITMENTS

\$	Notes	2020	2019
Capital Commitments			
<b>Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:</b>			
Buildings & Other Structures		3,035,000	6,900
Infrastructure		392,000	21,453
Plant & Equipment		187,000	699,226
		<b>3,614,000</b>	<b>727,579</b>
<b>These expenditures are payable:</b>			
Not later than one year		3,614,000	727,579
Later than one year and not later than 5 years		-	-
Later than 5 years		-	-
		<b>3,614,000</b>	<b>727,579</b>



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

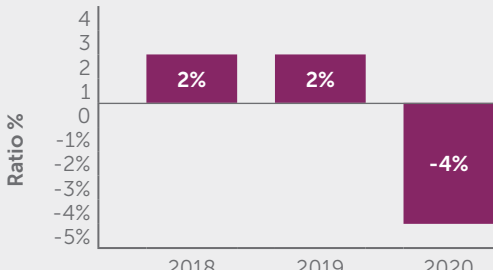
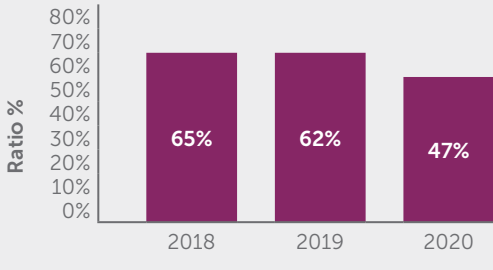
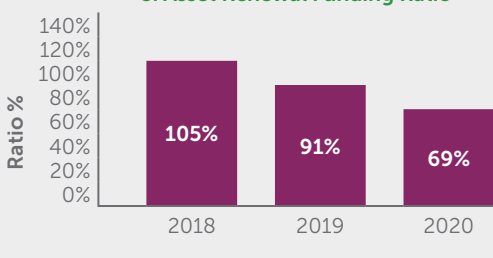
### NOTE 14. FINANCIAL INDICATORS

\$	Amounts 2020	Indicator 2020	Prior Periods 2019	2018
These Financial Indicators have been calculated in accordance with <i>Information paper 9 - Local Government Financial Indicators</i> prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.				
<b>1. Operating Surplus Ratio</b>				
Operating Surplus	(450,846)	(4%)	2%	2%
Total Operating Income	10,095,825			
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>				
<b>2. Net Financial Liabilities Ratio</b>				
Net Financial Liabilities	4,714,330	47%	62%	65%
Total Operating Income	10,095,825			
<i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in the Authority businesses). These are expressed as a percentage of total operating revenue.</i>				
<b>3. Asset Renewal Funding Ratio</b>				
Net Asset Renewals	1,173,086	69%	91%	105%
Infrastructure & Asset Management Plan required expenditure	1,691,997			
<i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.</i>				

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 14. FINANCIAL INDICATORS - GRAPHS (continued)

<div>1. Operating Surplus Ratio</div>  <table><tr><th>Year</th><th>Ratio %</th></tr><tr><td>2018</td><td>2%</td></tr><tr><td>2019</td><td>2%</td></tr><tr><td>2020</td><td>-4%</td></tr></table>	Year	Ratio %	2018	2%	2019	2%	2020	-4%	<div>Purpose of Operating Surplus Ratio</div> <div>This indicator is to determine the percentage the operating revenue varies from operating expenditure</div>	<div>Commentary on 2019/20 Result</div> <div><b>2019/20 Ratio</b>    <b>-4%</b></div> <div>The Authority budgeted for an Operating Deficit of -7.6%, this differs from prior years due to the adoption of the new standard AASB 16 Leases, which requires the authority to defer a portion of Interment Right revenue. The Authority's strong focus on financial discipline has resulted in the original target being exceeded even though revenue was further impacted by Covid-19 restrictions.</div>
Year	Ratio %									
2018	2%									
2019	2%									
2020	-4%									
<div>2. Net Financial Liabilities Ratio</div>  <table><tr><th>Year</th><th>Ratio %</th></tr><tr><td>2018</td><td>65%</td></tr><tr><td>2019</td><td>62%</td></tr><tr><td>2020</td><td>47%</td></tr></table>	Year	Ratio %	2018	65%	2019	62%	2020	47%	<div>Purpose of Net Financial Liabilities Ratio</div> <div>This indicator shows the significance of the net amount owed to others, compared to operating revenue</div>	<div>Commentary on 2019/20 Result</div> <div><b>2019/20 Ratio</b>    <b>47%</b></div> <div>This ratio demonstrates that the Authority's liabilities are within acceptable levels. The decrease on prior years is due to the adoption of the new standard AASB 16 Leases which has impacted both the Authority's revenue and Liabilities.</div>
Year	Ratio %									
2018	65%									
2019	62%									
2020	47%									
<div>3. Asset Renewal Funding Ratio</div>  <table><tr><th>Year</th><th>Ratio %</th></tr><tr><td>2018</td><td>105%</td></tr><tr><td>2019</td><td>91%</td></tr><tr><td>2020</td><td>69%</td></tr></table>	Year	Ratio %	2018	105%	2019	91%	2020	69%	<div>Purpose of Asset Renewal Funding Ratio</div> <div>This indicator aims to determine if assets are being renewed and replaced in an optimal way</div>	<div>Commentary on 2019/20 Result</div> <div><b>2019/20 Ratio</b>    <b>69%</b></div> <div>This ratio demonstrates the Authority's capital outlay on renewing/replacing assets. The Authority had anticipated a target closer to 100%, however the delayed start of two key asset renewal programs has resulted in the lower ratio.</div>
Year	Ratio %									
2018	105%									
2019	91%									
2020	69%									

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 15. UNIFORM PRESENTATION OF FINANCES

\$	2020	2019
----	------	------

The following is a high level summary of both operating and capital investment activities of the the Authority prepared on a simplified Uniform Presentation Framework basis.

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

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

Income	10,095,825	10,972,790
<i>less</i> Expenses	(10,546,672)	(10,768,446)
Operating Surplus / (Deficit)	<b>(450,846)</b>	<b>204,344</b>
<b>Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal and Replacement of Existing Assets	(1,189,033)	(1,530,949)
<i>add back</i> Depreciation, Amortisation and Impairment	1,691,996	1,594,475
<i>add back</i> Proceeds from Sale of Replaced Assets	15,947	77,071
<b>Subtotal</b>	<b>518,911</b>	<b>140,597</b>
<b>Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	(582,000)	(359,556)
<b>Subtotal</b>	<b>(582,000)</b>	<b>(359,556)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(513,936)</b>	<b>(14,615)</b>

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 16. LEASES

The Authority as a Lessee

#### Computer Equipment

The Authority has entered into non-cancellable operating leases for various items of computer equipment.

No lease imposes any additional restrictions on the Authority in relation to additional debt or further leasing.

Leases in relation to computer and office equipment permit the Authority, at expiry of the lease, to elect to re-lease, return or acquire the equipment leased.

No lease contains any escalation clause.

Set out below are the carrying amounts of right-of-use assets recognised within Infrastructure, Property, Plant and Equipment and the movements during the period:

#### Right of use assets

	Computer Equipment \$	Total \$
<b>2020</b>		
Additions to right-of-use assets	227,780	227,780
Depreciation charge	(51,949)	(51,949)
<b>Balance at 30 June 2020</b>	<b>175,830</b>	<b>175,830</b>

Set out below are the carrying amounts of lease liabilities (included under interest-bearing loans and borrowings) and the movements during the period:

\$	2020	2019
<b>Balance at 1 July</b>	-	-
Additions	169,585	-
<b>Balance at 30 June</b>	<b>169,585</b>	-
<b>Classified as:</b>		
Current	58,195	-
Non Current	111,390	-



# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 17. SUPERANNUATION

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

#### **Accumulation only Members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2019/20; 9.50% in 2018/19). No further liability accrues to the Authority as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

#### **Salarylink (Defined Benefit Fund) Members**

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. The Authority makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2018/19) of "superannuation" salary.

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

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

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willie Towers Watson as at 30 June 2020. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

#### **Contributions to Other Superannuation Schemes**

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 18. CONTINGENCIES & ASSETS/LIABILITIES NOT RECOGNISED IN THE BALANCE SHEET

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

#### 1. CONTINGENT LIABILITY

The Authority has contingent liabilities with respect to the redemption of unused interment rights. The Burial and Cremation Act 2013 mandates the refund of unexercised interment rights at current prices less a provision for administration, maintenance and establishment costs; the calculation is determined in the regulations. The contingent liability as at the 30th June 2020 is \$12,239,891. An actual liability will only arise if a claim is made by existing interment right holders in the future. It is considered that the likelihood of future claims arising which could have a significant impact on Centennial Park is remote.

Total unused interment rights account for approximately 7.35% of 44,539 burial interment rights currently issued.

Total unused interment rights account for approximately 8.59% of 36,771 memorial interment rights currently issued.

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

### NOTE 19. EVENTS AFTER THE STATEMENT OF FINANCIAL POSITION DATE

---

Events that occur after the reporting date of 30 June 2020, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

The Authority has adopted the date of receipt of the Certification of Financial Statements as the appropriate "authorised for issue" date relating to these General Purpose Financial Statements.

Accordingly, the "authorised for issue" date is 27/08/20.

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

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 20. RELATED PARTY TRANSACTIONS

\$	2020	2019
----	------	------

#### Key Management Personnel

##### Transactions with Key Management Personnel

The Key Management Personnel of the Authority includes the Board, CEO and senior managers.  
In all, 12 persons were paid the following total compensation.

##### The compensation paid to Key Management Personnel comprises:

Salaries, allowances and other short term benefits	799,913	714,615
Total	<b>799,913</b>	<b>714,615</b>

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

##### Receipts from Key Management Personnel comprise:

No key management personnel or parties related to them had any transactions during the year on terms more favourable than those available to the general public.

##### Transactions with Council Entities

The Authority's Constituent Councils are:

The City of Mitcham  
The City of Unley

Councils have influence on the financial and strategic operational decisions of the Authority given their equal Board member representation.

No one Member Council individually has control over these decisions.

During the year Liability Guarantee payments were made to the two Constituent Councils to the total value of \$636,176 (2018/19 \$626,000).

# CENTENNIAL PARK CEMETERY AUTHORITY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 21. FUTURE COMMITMENTS

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

Some funds were paid to Funeral Plan Management Pty Ltd with income to the Authority being recorded only when the service has been provided. Funds under management by Funeral Plan Management Pty Ltd at 30 June 2020 total \$688,759 (2019 \$724,384). From 1st December 2014 pre-paid products were no longer paid to Funeral Plan Management Pty Ltd.

### NOTE 22. SEGMENT REPORTING

---

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



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

### **Opinion**

We have audited the financial report of the Centennial Park Cemetery Authority (the Authority), which comprises the Statement of Financial Position as at 30 June 2020, the Statement of Comprehensive Income, the Statements of Changes in Equity, the Statement of Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and other explanatory information and the Certification of Financial Statements.

In our opinion, the financial report presents fairly, in all material respects, the financial position of Centennial Park Cemetery Authority as at 30 June 2020, and its financial performance and its cash flows for the year then ended in accordance with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and the Australian Accounting Standards (including Australian Accounting Interpretations).

### **Basis for Opinion**

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

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

### **Other Information other than the Financial Report and Auditor's Report Thereon**

The Authority is responsible for the other information. The other information comprises the information included in the Authority's annual report for the year ended 30 June 2020, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Responsibility for the Financial Report**

The Authority is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*. The Authority's responsibility includes establishing and maintaining internal control relevant to preparation and fair presentation of the financial report so that it is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Report**

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

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by those charged with governance.
- Conclude on the appropriateness of the Authority's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Centennial Park Cemetery Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **DEAN NEWBERY & PARTNERS CHARTERED ACCOUNTANTS**



**SAMANTHA CRETEN  
PARTNER**

Signed on the 3<sup>rd</sup> day of September 2020,  
at 214 Melbourne Street, North Adelaide

# CENTENNIAL PARK CEMETERY AUTHORITY

## GENERAL PURPOSE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Centennial Park Cemetery Authority for the year ended 30 June 2020, the Authority's Auditor, Dean Newberry has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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



Janet Miller  
CHIEF EXECUTIVE OFFICER



Amanda Heyworth  
CHAIR OF THE AUDIT & RISK MANAGEMENT COMMITTEE

**Date:** 17 August 2020

**Auditor's Independence Declaration under Section 22 of the Local Government  
(Financial Management) Regulations 2011 to the Centennial Park Cemetery  
Authority**

I confirm that, for the audit of the financial statements of the Centennial Park Cemetery Authority for the year ended 30 June 2020, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011* made under that Act.

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



**SAMANTHA CRETEN**  
**PARTNER**

Signed on the 3<sup>rd</sup> day of September 2020,  
at 214 Melbourne Street, North Adelaide, South Australia 5006





*Poppies*  
by Everlon