

# COUNCIL AGENDA

## **Council Meeting**

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

***Monday 22 May 2023 7.00pm***

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

**Chief Executive Officer**

## **OUR VISION 2033**

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

## **COUNCIL IS COMMITTED TO**

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

## **KAURNA ACKNOWLEDGEMENT**

*Ngadlurlu tampinhi, ngadlu Kurna yartangka inparrinhi. Ngadlurlu parnuku tuwila yartangka tampinhi.*

*Ngadlurlu Kurna Miyurna yaiya yarta-mathanya Wama Tarntanyaku tampinhi. Parnuku yailtya, parnuku tapa purruna yalarra puru purruna.\**

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

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

\*Kurna Translation provided by Kurna Warra Karrpanthi

## **PRAYER AND SERVICE ACKNOWLEDGEMENT**

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

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

Lest We Forget.

## **WELCOME**

## **ORDER OF BUSINESS**

### **ITEM**

### **PAGE NO**

#### **1. ADMINISTRATIVE MATTERS**

##### **1.1 APOLOGIES**

Nil

##### **1.2 LEAVE OF ABSENCE**

Nil

##### **1.3 CONFLICT OF INTEREST**

*Members to advise if they have any material, actual or perceived conflict of interest in any Items in this Agenda and a Conflict of Interest Disclosure Form (attached) is to be submitted.*

##### **1.4 MINUTES**

1.4.1 Minutes of the Ordinary Council Meeting held Monday, 24 April 2023

##### **1.5 DEFERRED / ADJOURNED ITEMS**

Nil

#### **2. PETITIONS/DEPUTATIONS**

Nil

#### **3. REPORTS OF COMMITTEES**

Nil

#### **4. REPORTS OF OFFICERS**

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#### **5. MOTIONS AND QUESTIONS**

##### **5.1 MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

##### **5.2 MOTIONS WITHOUT NOTICE**

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

##### **5.3 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

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

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

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## SUGGESTED ITEMS FOR NEXT AGENDA

Open Data Policy and Privacy Policy	
2023-24 Annual Business Plan and Budget	
2023-24 Fees and Charges	
Request to Fly Latvian Flag on 18 November 2023	

**NEXT MEETING**

Monday 26 June 2023 - 7.00pm

Council Chambers, 181 Unley Road Unley



## DECISION REPORT

<b>REPORT TITLE:</b>	COMMUNITY GRANTS - ROUND 2 - MARCH 2023
<b>ITEM NUMBER:</b>	4.1
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	MATTHEW IVES, COORDINATOR CULTURAL DEVELOPMENT
<b>DIVISION:</b>	CITY SERVICES
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. COMMUNITY GRANTS &amp; SPONSORSHIP POLICY</li><li>2. COMMUNITY GRANTS PROGRAM GUIDELINES - MARCH 2023</li><li>3. MARCH 2023 EVALUATION MATRIX</li><li>4. COMMUNITY GRANTS MARCH 2023 SUMMARY</li></ol>

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### 1. **PURPOSE**

To seek Council's endorsement of the recommendations for funding under the Community Grants Program for Round 2 of the 2022-2023 financial year. This report outlines the recommendations made by the Administration from the applications received in Round 2. Following consideration by the Elected Member Working Group, these are now presented to Council for endorsement.

### 2. **RECOMMENDATION**

That:

1. The report be received.
2. Funding of \$53,290 be awarded under Round 2 of the 2022-2023 financial year for the Community Grants Program as follows:
  - \$4,000 to Forestville Hockey Club to support Junior Hockey program.
  - \$4,000 to Goodwood Community Services to support a program for local residents based on holistic body and mind wellness program.
  - \$4,000 to Greek Women's Association for costs associated with a fitness program.
  - \$4,000 to Karitsa Community of SA to research and publish a Karitsa community in Unley history book.

- \$4,000 to Scouts SA to update Spaceballs equipment based at Fullarton Scout Hall.
- \$4,000 to The Chinese Association of SA for audio-visual equipment to support language classes.
- \$4,000 to The Gold Foundation for three Barista Training programs for 30 local people living with Autism.
- \$3,990 to Kindergym Unley for new games, equipment and promotion.
- \$3,990 to All Abilities Cheer and Dance for equipment to support a cheer and tumble dance program in Unley.
- \$3,840 to Vishva Hindu Parishad for equipment to support free meals for older residents.
- \$3,830 to Meals on Wheels for fees associated with establishing an intergenerational playgroup.
- \$2,880 to Goodwood Saints Football Club for All Ability Auskick for young people with a disability.
- \$2,830 to SA Bridge Association for chairs and equipment for people with mobility and vision issues.
- \$2,000 to Rosefield Uniting Church for a support program on end of life decisions and dealing with death.
- \$1,930 to Effective Living Centre for audio-visual equipment for live streaming of their events.

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### **3. RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

#### 1. Community Living

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

### **4. BACKGROUND**

Council currently offers a range of grants and sponsorships, for the community to apply for, which include:

- Community Grants
- Small Sponsorships
- Youth Sponsorships
- Event Sponsorships
- Community Impact Grants
- Conservations Grants

More than \$280K has been allocated in the 2022/23 Annual Budget and Business Plan towards supporting community outcomes via the above grants. These include, but are not limited to, fostering citizenship and community leadership, supporting vulnerable community members and nurturing wellbeing, building inclusion and acceptance, developing resilience and social sustainability, igniting and enabling creativity, growing entrepreneurship and community enterprise, enabling place activation and place making, encouraging cultural celebration and expression, preservation of local heritage and tree canopy, and supporting collective social impact and partnerships.

The Community Grants Program (the Program) is a distribution of Council grant funding that supports local initiatives to provide opportunities for our community to participate in a wide range of recreational, cultural, community and environmental activities. Council has facilitated a community grants program annually since 1979.

The purpose of the Program is to encourage active citizenship, community capacity building and to support community members to respond to local needs by providing financial assistance to individuals, community groups and organisations that provide projects and programs for residents of the City.

Council's various Community Grants schemes are referenced in the Cultural Plan 2021-2026 in the Culture of Us.

Council has an existing Community Grants and Sponsorship Policy, which is attached as Attachment 1.

*Attachment 1*

In 2022-23, Council has endorsed a budget allocation of approx. \$100K for community grants. This funding is distributed over two funding rounds each financial year, in September (Round 1) and March (Round 2). The funding is arbitrarily split over the two grant funding rounds, resulting in approximately \$50,000 available for each round.

Council has already endorsed \$42,280 for the Community Grants Program for Round 1 of the 2022-2023 financial year, leaving a total of \$57,527 available for Round 2.

A maximum of \$4,000 is available per application. Associated Guidelines (Attachment 2) outline the funding eligibility and criteria and are provided to all prospective applicants. In line with one of the actions from Council's Disability Access and Inclusion Plan, Council highlighted Disability Access and Inclusion (i.e. initiatives, services and/or programs to support disability access and inclusion in our community) as one of the areas for funding in this round. For this round, we received 8 applications that addressed this particular focus.

*Attachment 2*

The Program was actively promoted on Council's website and social media, inviting community applications in line with the criteria. Information was also circulated to Council's community database.

Assistance, advice and support from the Administration is readily offered to all potential applicants during the preparation of submissions.

## **5. DISCUSSION**

A total of 27 applications were assessed as part of Round 2, with a total funding request of approximately \$98,340.

Applications were assessed and ranked using an assessment matrix (Attachment 3) based on the mandatory criteria outlined in the Community Grant Guidelines. A scoring system, consistent with the weighting of the criteria, produced a ranking for all projects. Ranking was used to determine levels of funding. Applicants receiving less than 50% via the scoring system are not recommended for funding. A total of 15 applications are recommended for funding.

*Attachment 3*

The Program aims to allocate funding to as many eligible projects as possible to maximise the value, impact, outcomes, and opportunity to the Unley community. The number of applications received was above the average for past rounds. The diversity of applications and community groups was similar to past rounds, namely requests to undertake workshops, acquire equipment, hire professional arts workers, and generally support community-based activities.

The proposed allocated funding is within the current overall budget allocation for 2022-2023. An administrative working group comprising the Cultural Development Coordinator, Fullarton Park Community Centre Coordinator, Manager Community Connections and Executive Assistant to City Services met to assess the applications, and to recommend proposed funding of the projects and programs as outlined in Attachment 4.

*Attachment 4*

The applications and recommendations were then presented for discussion to the Community Grants Working Group, comprising Councillors C. Crabbe, G. Hart, P. Hughes and R. Rogers. A copy of the Community Grant applications, together with a summary of recommendations for funding, have been made available to all Elected Members prior to the Council meeting.

## 6. **POLICY IMPLICATIONS**

### 6.1 **Financial/budget implications**

- The 2022-23 annual budget allocation is \$99,807 for Community Grants.
- An amount of \$53,290 is recommended for allocation in the March 2023 (Round 2) funding round. This is within the funding allocation of the annual budget allocation.
- The remaining budget allocation (\$4,327) will be available to support other Council Community Grant schemes if required, noting the high demand for sponsorships this financial year.
- Successful applicants will be required to provide a grant acquittal.

### 6.2 **Risk Management (identification and mitigation)**

- Nil

### 6.3 **Staffing/Work Plans/Additional Resource Impact**

- The Community Grants process is administered within existing resources. No further resourcing is required.

### 6.4 **Climate/Environmental Impact**

- Funding through the Program is available to support local environmental initiatives that benefit the City of Unley residents.

### 6.5 **Social/Economic**

- The Program represents a positive community development process to allocate funding to organisations actively engaged in increasing community identity, wellbeing and participation.

## 7. **ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. Funding of \$53,290 be awarded under Round 2 of the 2022-2023 financial year for the Community Grants Program as follows:
  - \$4,000 to Forestville Hockey Club to support Junior Hockey program.
  - \$4,000 to Goodwood Community Services to support a program for local residents based on holistic body and mind wellness program.
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- \$2,880 to Goodwood Saints Football Club for All Ability Auskick for young people with a disability.
- \$2,830 to SA Bridge Association for chairs for people with mobility issues.
- \$2,000 to Rosefield Uniting Church to support programs on end of life decisions.
- \$1,930 to Effective Living Centre for audio-visual equipment for live streaming.

This option provides Council support to a broad range of community groups and activities that will make a positive impact in the community and directly contribute to Council's strategic objectives, particularly in delivering the Community Living Theme.

Option 2 –

1. The report be received.
2. Funding of \$XX {Amount to be determined by Council} be awarded under Round 2 of the 2022-2023 financial year for the Community Grants Program as follows:
  - {Amount and Receipt to be determined by Council} to the XXX for a XXX
  - Etc

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

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Mandy Smith	Manager Community Connections
Megan Berghuis	General Manager, City Services



## COMMUNITY GRANTS & SPONSORSHIP POLICY

<b>Policy Type:</b>	Council Policy
<b>Responsible Department:</b>	Community Connections
<b>Responsible Officer:</b>	Manager Community Connections
<b>Related Policies and Procedures</b>	N/A
<b>Date Adopted:</b>	28 September 2015: C255/15
<b>Last Council review:</b>	22 March 2021: C0477/21
<b>Next review date:</b>	March 2024
<b>Reference/Version Number:</b>	V4
<b>ECM Doc Set ID:</b>	3100289

### 1. POLICY STATEMENT

This policy provides a framework for assessing applications for financial assistance from individuals, community groups and organisations in order to provide local community benefit via established community funding programs.

The Policy provides an overarching guide to decision making in relation to the following grants programs:

- Community Grants;
- Community Impact Grants;
- Community Event Sponsorship;
- Small Sponsorships Program and;
- Youth Sponsorship Program.

Grant programs may change title or funding limit over time with Council endorsement. Rather than be exhaustive, this policy provides a foundation for decision making across existing and future grant programs.

### 2. COMMUNITY GOAL

*Community Living*

1.5 Our City is connected and accessible

*Civic Leadership*

4.1 We have strong leadership and governance



### 3. POLICY OBJECTIVES

Each grant program has guidelines in place in relation to what applications are eligible for funding. However as principal themes, funding via grants programs should encourage active citizenship and community capacity building and provide support to respond to local needs.

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

- Create meaningful opportunities for social interaction and community connection;
- Foster partnerships and enhance social inclusion;
- Actively promote cultural diversity and understanding, including the expression of community identity;
- Minimise environmental footprint and increase community awareness of environmental issues;
- Encourage increased physical activity and to promote wellbeing and healthy living;
- Activate public spaces and increase vibrancy through community festivals and events;
- Build capacity to reduce financial or other dependence on Council;
- Skill development that improves learning and community wellbeing; and/or
- Offering opportunities for intergenerational skill sharing or celebration.

### 4. PRINCIPLES

This policy is based on the City of Unley's recognition that individuals, community groups and organisations should be supported to participate in all aspects of community life. The City of Unley is committed to support local initiatives that provide opportunities for the community to access and participate in a wide range of recreation, cultural, community and environmental activities and projects. Consideration is made based on merit and budget provisions.

This policy is based on the following principles of good governance:

- Timely, open and transparent decision making;
- Accessibility; and
- An equitable framework for assessing requests for financial assistance.

### 5. POLICY

Individuals, community groups and organisations will be considered for activities and projects that demonstrate they are of benefit to the Unley community.

All funding provided via a grant or sponsorship program is assessed according to the respective guidelines. Final endorsement is provided by Council, except where endorsement is undertaken under delegation. Programs endorsed under delegation are the Small Sponsorships Program and Youth Sponsorship Program. These

programs do not have set funding rounds, rather operate on an ad-hoc application process throughout the year.

Applications will be assessed against the pre-determined criteria and the capacity of the applicants to deliver stated program objectives.

Funding rounds are promoted by using broad-based, open processes that are not limited solely to invited sponsors.

It is acknowledged that some community programs and activities require regular or ongoing funding support. However, to enable a diverse range of programs to be supported and to reduce the dependency on annual Council funding, the financial sustainability of activities will be considered during the grant assessment process. Applicants who have received funding support through two consecutive funding rounds for the same project are encouraged to investigate alternate funding sources or to diversify their request.

Any funding agreement will be documented, and expectations of the partnership agreed upon prior to funding being provided.

Funding (cash or in-kind) will only be provided for the activities described in the application, and must be in line with the funding guidelines of the respective program.

Recipients are required to provide background information prior to receiving funding which may include but is not limited to Public Liability Insurance, Financial Statements (audited where applicable), quotes for services, letters of support and other information to clarify the nature of the group or activity.

Fees for event related items such as road closures, hire of public spaces, waste management, etc. are set annually in conjunction with the Council's Annual Budget. Council implements an equitable pricing framework that supports access to Council facilities and resources.

Council's support via a grant program does not transfer responsibility to Council of actions taken or outcomes achieved by the applicant during the course of the funded activity.

Council must be acknowledged as appropriate on all advertising and promotion mediums in relation to the funded activity as per the respective program guidelines. Information on Council's style guide is available on Council's website.

Recipients are required to submit an acquittal, showing evidence of full expenditure of funds, for all programs. Timeframes for receipt of acquittals is specified in the respective guidelines for each program. Acquittals may also provide evidence of the impact of their activity according to the agreement in place. In the case that acquittals are not provided by recipients, they will be deemed ineligible to apply for and receive future funding until the acquittal is submitted.

Recipients must expend funds provided on the activity stated in their application unless otherwise negotiated with Council. If the funded activity does not proceed within the financial year it was allocated, Council can, without prior negotiation, reallocate funding. If funds are expended on activities that are not in line with those stated on the application (or alternate activities as negotiated with Council), Council reserves the right to request that part or all of the funds be returned.

A condition of all funding agreements is that unspent funds must be returned to Council. Organisations who have an outstanding financial acquittal will not be assessed until satisfactory documentation is provided.

Successful applicants are not excluded from applying for funding via other grants and sponsorship programs of Council, provided the application is for a different activity/event and meet the criteria required as per the respective program guidelines.

## 6. DEFINITIONS

Acquittal	a written evaluation and report on the outcomes and expenditure of grant funding provided by Council.
Agreement	a written contract describing expectations of both parties and key deliverables of the funded project.
Applicant	the person or organisation applying for funding support from Council.
Application	the request for funding made using the appropriate Council application form.
Council	City of Unley
Funding	refers to cash and/or in-kind support provided by Council to the applicant.
Grant	a payment made for a specific purpose.
In-kind	the provision of Council services such as waste management, traffic services, road closures, waiving of facility hire fees, power access, bollards, bunting and line marking. These are costs incurred by various departments of Council as part of supporting the delivery of events and activities and may form part of the support offered.
Organisation	an organised group of people with a particular purpose, including a business or not for profit group.
Small sponsorship	a payment not exceeding \$500 in total value.
Sponsorship	an arrangement in which Council provides a contribution as money and/or in-kind to support an activity for a certain specified benefit.
Youth	young people aged 12-25 years inclusive.

## 7. LEGISLATION/REFERENCES

- *Local Government Act 1999*;
- Community Grant Guidelines and Application Form;
- Community Impact Grant Guidelines and Application Form;
- Community Event Sponsorship Guidelines and Application Form;

- Small Sponsorships Program Guidelines and Application Form;
- Youth Sponsorship Program Guidelines and Application Form.

## 8. POLICY DELEGATIONS

All funding provided via a grant or sponsorship program is assessed according to the respective guidelines. Final endorsement is provided by Council, except where endorsement is undertaken under delegation.

Programs endorsed under delegation are the Small Sponsorships Program and Youth Sponsorship Program. These programs do not have set funding rounds, rather operate on an ad-hoc application process throughout the year.

The Cultural Development Coordinator is delegated authority to approve funding for successful applications to the Small Sponsorships Program.

The Youth Development Officer is delegated authority to approve funding for successful applications to the Youth Sponsorship Program.

Applications to these two Programs will be approved for sponsorship amounts according to the Program Guidelines and for those applicants that meet the requirements of the Program Guidelines.

## 9. AVAILABILITY

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

Unley Civic Centre  
181 Unley Road  
Unley SA 5061

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

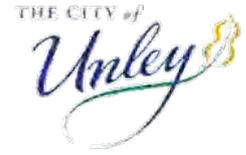
It is also available for viewing, download and printing free of charge from the Council's website [www.unley.sa.gov.au](http://www.unley.sa.gov.au)

## 10. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
28 September 2015	C255/15: V1	
23 October 2017	C966/17: V2	
22 July 2019	C0065/19: V3	
22 March 2021	C0477/21: V4	General Review/Update

# Community Grants Program

## March 2023 Guidelines



### WHAT IS THE PURPOSE OF THE COMMUNITY GRANTS PROGRAM?

The purpose of the program is to encourage and support community initiatives that respond to local needs, enhance community wellbeing and quality of life and are of benefit to our residents.

Grant funding of up to a maximum of \$4,000 is available. Projects and/or programs that commence prior to 1 June 2023 are not eligible and will not be funded.

Funding is offered twice a year, and for the 2022/23 financial year, applications close in September 2022 and March 2023.

**The closing date for the current round is Friday 31 March 2023. Late applications will not be accepted.**

### WHO CAN APPLY?

- Applications will be considered from not-for-profit community groups, organisations and individuals.  
**However, please note that individuals may only apply under the auspice of a not-for-profit community group or organisation.**
- Applicant organisations do not need to be incorporated but must have a current bank account in the applicant organisation's name.
- Applicants must operate within the City of Unley area or be proposing an activity that will take place within the City of Unley area.

### WHAT FUNDING IS AVAILABLE?

You may apply for funding of up to \$4,000 in the areas of:

- Recreation (i.e. innovative community recreation and physical activity programs; new equipment, fitness programs new to Unley)
- Art and Culture (i.e. collaborative arts projects between artists and the community, cultural awareness programs, community art projects)
- Community (i.e. new initiatives and/or programs especially targeting disadvantaged or minority groups, learning and skill development, community health and safety programs, new equipment that increases the ability of a group to deliver a service or program to the wider community, promotion of healthy eating and access to healthy food)
- Disability Access and Inclusion (i.e. initiatives, services and/or programs to support disability access and inclusion in our community)

- Environment (i.e. community garden projects, environmental awareness and education, streetscape programs in partnership with Council, initiatives that reduce water and energy use, waste, minimise pollution or improve vegetation)

### WHAT IS THE CRITERIA FOR FUNDING?

Your project/program must:

- Provide evidence that your project is needed by the community
- Have a direct benefit to the target community
- Be sustainable, educational and innovative
- Have a wider benefit for the City of Unley community and is aligned with council's strategic plans and addresses social inclusion and community health and wellbeing
- Be from groups that are based in the Unley Council area and/or can demonstrate that a significant proportion of the project participants are from the Unley community
- Demonstrate a need for financial support in undertaking the initiative along with the ability to contribute their own resources be it financial or in kind
- Ensure volunteers are engaged in the initiative
- Have a clearly defined promotional plan and evaluation process
- Caters for the needs of people with a disability
- Can obtain additional resources if grant money forms only part of the funding needed
- Not commence prior to 1 June 2023.

### WHAT HAPPENS TO MY APPLICATION?

- You will be sent a notification that your application has been received.
- Applications are assessed by the Administration and recommendations submitted to an Elected Member working party prior to presentation to the April 2023 Council meeting for final endorsement.
- You will be notified of the outcome of your application within one week of the Council meeting.
- If your application is successful, prior to payment being made, all additional support, approvals or permissions from other areas of Council must have been obtained, and the Grant Acceptance form must be completed and returned to Council.
- The Council reserves the right to part-fund or refuse an application.

## WHAT ELSE?

- Letters of support and additional documentation always assists the assessment of the application.
- If your application is for purchases and/or services of \$500 and over, you must submit all quotes with your application.
- In-kind volunteer hours are to be calculated at \$45.10 per hour.
- Other in-kind contributions can include donated materials; professional expertise; venue hire; and/or other costs absorbed by the organisation/club.
- All applications must be received on the Council approved Application Form and by the closing date.
- Successful applicants must confirm their intention of accepting the grant and conditions by completing a Grant Acceptance Form, which must be received by Council before any grant funding is made.
- Staff, family of staff and Elected Members within the City of Unley cannot apply for a community grant.
- If your project requires additional support, approval or permissions from other areas of Council e.g. Development Applications, traffic management requests, reserve/park hire or environmental health issues, please ensure you seek advice from the appropriate area of Council prior to submission of your application. This includes SA Government requirements regarding COVID Safe and COVID Management plans and social distancing requirements, please visit [www.covid-19.sa.gov.au/recovery/create-a-covid-safe-plan](http://www.covid-19.sa.gov.au/recovery/create-a-covid-safe-plan) for details.
- Applicants cannot include costs that are included in Council's fees and charges in their budget e.g. council hall hire.
- You are required to submit a Final Financial Acquittal Report within twelve months of the project completion. Receipts for purchases must be included. Any applicant not meeting this obligation could be ineligible for future financial support.
- As part of the grant acceptance process, you may be required to attend an evening function to celebrate all community grant funding and to share your project/event with other grant recipients.
- Any changes to the project content and/or expenditure must be submitted to Council in writing for approval.
- Successful applicants must acknowledge the City of Unley in any publications or publicity regarding the project.
- Council reserves the right to publish your organisation/club name on the City of Unley website.

## IF YOU ANSWER YES TO ANY OF THE FOLLOWING QUESTIONS, YOU ARE NOT ELIGIBLE TO APPLY.

Will the funding be used for:

- Ongoing salary or salaries (a position created for the length of the project is considered eligible) or associated day-to-day operational costs.
- Reimbursement of moneys already spent or for projects, programs or purchases that have already been completed or costs/expenses that have already been incurred.
- Activities and purposes primarily associated with, and for the benefit of a commercial organisation.
- Renovations or capital works, defined as permanent improvements to a building or grounds that will increase its capital value.
- A purpose or purposes where the core funding responsibility normally rests with the State or Federal Government.
- A one-off event that could be eligible for the [Community Event sponsorship program](#).
- Any projects commencing prior to 1 June 2023.

## INSURANCE

All applicants should consider conducting a risk assessment process for their project to address any necessary insurance implications. Organisers should check their current insurance arrangements to determine if any extra cover is required. Applicants should ensure that all staff and volunteers associated with the project have the appropriate mandatory DHS clearances.

## NEED ADVICE?

If you have any questions regarding the program, eligibility of your project or how to apply, please contact the City of Unley on 8372 5111 and ask to speak with the Cultural Development Coordinator

## HOW TO APPLY

Please ensure your application meets the criteria outlined in the Guidelines above, filled out the Budget Template and have supporting documentation and quotes to attach to the application (if applicable).

- Apply online here:  
[www.unley.sa.gov.au/Community-services/Grants-sponsorships](http://www.unley.sa.gov.au/Community-services/Grants-sponsorships)
- Post to:  
Cultural Development Coordinator  
Community Grants Program  
City of Unley  
PO Box 1, Unley SA 5061

## Evaluation Matrix: Community Grants

Criteria	Max Assigned Points	Scoring Guide	Actual Points	Comment
Evidence the project is needed by the community	10	2 - Poorly defined 6 - Fairly defined 10 - Well defined		
Direct benefit to the target community	10	2- Minimal benefit 6 - Considerable benefit 10 - Significant benefit		
Project displays ability to be sustainable, educational and innovative	9	1 - Poorly defined 5 - fairly defined 9 - Well defined		
Wider benefit for the City of Unley community and application is aligned with council's strategic plans and addresses social inclusion and community health and wellbeing	6	2- Poorly defined 4 - Fairly defined 6 - Well defined		
Applications from groups that are based in the Unley Council area and/ or can demonstrate that a significant proportion of the project participants are Unley rate payers	3	1- Minimal involvement of rate payers 2 - Considerable involvement of rate payers 3 – Based in the Unley area or significant involvement of Unley rate payers		
Need for financial support in undertaking the initiative along with the ability to contribute their own resources be it financial or in kind	3	1- Minimal contribution 2 - Considerable contribution 3 - Significant contribution		
Volunteers are engaged in the initiative	3	1 – minimal volunteers/ voluntary hours 2- Some volunteers/ voluntary hours 3 – Significant number volunteers/ voluntary hours		
Clearly defined promotional plan and evaluation process	3	1 - Poorly defined 2 - Fairly defined 3 - Well defined		
Caters for the needs of people with a disability	2	1 – Minimal consideration 2 – Significant consideration		
The ability to obtain additional resources if grant money forms only part of the funding needed.	1	1 - Additional resources identified		
	<b>Total 50</b>		<b>Total</b>	

**COMMUNITY GRANTS PROGRAM FUNDING: ROUND 2 – 2022/2023****March 2023**

No.	APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	Notes on Council funding
1	<p><b>Forestville Hockey Club</b></p> <p><i>Junior Development Academy and Protective Playing Equipment</i></p> <p>Funding of pitch hire and replacement equipment for the Junior Development Academy.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
2	<p><b>Goodwood Community Services</b></p> <p><i>Holistic wellness program of workshops</i></p> <p>Facilitation of exercise, health and art workshops, as well as printing, promotion and documentation of workshops.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
3	<p><b>Greek Women's Society</b></p> <p><i>Fitness sessions</i></p> <p>Covering the cost of a fitness instructor for all sessions, promotion of the classes and morning tea.</p>	\$4,084.50	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
4	<p><b>Karitsa Community of SA</b></p> <p><i>Photographic history book of the Karitsa Community in South Australia, with a particular focus on the lives of families in the City of Unley, who migrated in the 50s, 60s and 70s</i></p> <p>Research and publication costs associated with publishing the book.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING

5	<p><b>Scouts SA</b></p> <p><i>Spaceballs Equipment Upgrade</i></p> <p>Update the Spaceballs equipment for the local and wider Scouts community and external hirers.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
6	<p><b>The Chinese Association of SA</b></p> <p><i>Audio-visual equipment to support language classes</i></p> <p>Purchase of a multimedia projector to support language classes and other intergenerational cultural events in person and online.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
7	<p><b>The Gold Foundation</b></p> <p><i>Barista Training Program</i></p> <p>Deliver three Barista training sessions across 2023 and 2024, expanding the number of young autistic people employed in Gold Foundation's 'Shine Like Gold!' Mobile Café.</p>	\$4,000.00	<b>\$4,000.00</b>	RECOMMENDED FOR FULL FUNDING
8	<p><b>Kindergym Unley</b></p> <p><i>Games equipment and promotional material</i></p> <p>Amended project start date to 1 June 2023. Purchase of new play equipment and a refresh of promotional material.</p>	\$3,993.46	<b>\$3,990.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)
9	<p><b>All Abilities</b></p> <p><i>Cheerleading &amp; Dance Classes</i></p> <p>Provide tumble mats, pom poms, yoga blocks and turn/balance boards to support an all abilities class.</p>	\$3,998.00	<b>\$3,990.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)

10	<p><b>Vishva Hindu Parishad</b>  <i>Community Lunch for Seniors</i>          Providing equipment to support free meals to senior citizens in Clarence Park Community Centre once every month.</p>	\$3,846.00	<b>\$3,840.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)
11	<p><b>Meals on Wheels</b>  <i>Unley Intergenerational Playgroups in association with Playgroup SA</i>          Funding will cover the costs of a University ambassador to support and facilitate the playgroup.</p>	\$3,831.00	<b>\$3,830.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)
12	<p><b>Goodwood Saints Football Club</b>  <i>All Ability Auskick Clinics</i>          Facilitate Auskick sessions for young people with a disability, funding will cover special equipment, items to play games, handouts for the participants, coaches, volunteer support and promotion of the program. Administration will ensure co-branding of all equipment and handouts. Confirmed amount requested is \$2886.</p>	\$2,886.00	<b>\$2,880.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)
13	<p><b>SA Bridge Association</b>  <i>Accessible chairs for members and guests</i>          Purchase of accessible chairs for people with mobility issues and coloured tablecloths for vision impaired members. Amended application to request \$2832, the applicant removed the exercise classes from the application.</p>	\$2,832.00	<b>\$2,830.00</b>	RECOMMENDED FOR FULL FUNDING (with rounding)

<b>14</b>	<b>Rosefield Uniting Church</b> <i>Death Café</i> - Supporting local community on end-of-life decisions and dealing with death. Costs to cover catering and promotion for three meetings.	\$2,000.00	<b>\$2,000.00</b>	RECOMMENDED FOR FULL FUNDING
<b>15</b>	<b>Effective Living Centre</b> <i>Audio-visual equipment for live streaming existing programs</i> Purchase of high quality live streaming webcams to reach their online community.	\$1,930.00	<b>\$1,930.00</b>	RECOMMENDED FOR FULL FUNDING
<b>16</b>	<b>Australian Sickle Cell Advocacy</b> <i>Advocacy group for people effected by Sickle Cell</i> To establish a support group for people and carers living with Sickle Cell Disease.	\$4,000.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Did not demonstrate sufficient evidence of need or benefits to local community to justify funding.
<b>17</b>	<b>Islamic Information Centre of SA</b> <i>Adelaide Multicultural Eid Festival</i> Funding for venue hire to facilitate the Adelaide Multicultural Eid Festival.	\$4,000.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Ineligible due to being a one-off event. Will be advised to apply for Community Event Sponsorship.
<b>18</b>	<b>Miss Macy Francis</b> <i>Scholarship</i> Pay 50% of remaining scholarship fees for a two-week intensive Film Studies course in the UK.	\$4,000.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Further discussion with applicant for possible Small Sponsorship funding deemed more appropriate at this stage of the project moving forward.
<b>19</b>	<b>On the Flip Side</b> <i>Garden Daze Event</i> One-day event situated in Garden scape.	\$4,000.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Ineligible due to being a one-off event. Will be advised to apply for Community Event Sponsorship with evidence of greater support.

20	<b>PQSA</b> <i>Lifter and Hoist</i> Provision of equipment to support women with a spinal cord injury to access pap smears.	\$4,000.00	0.00	NOT RECOMMENDED FOR FUNDING Does not demonstrate sufficient benefit for the local community and deemed the responsibility of health providers.
21	<b>SALA Festival</b> <i>Bus Tour</i> Design, project manage and conduct a City of Unley SALA Art Tour during the 2023 SALA Festival.	\$4,000.00	0.00	NOT RECOMMENDED FOR FUNDING Ineligible due to being a one-off event. Will be advised to apply for Community Event Sponsorship for 2024 SALA Festival.
22	<b>St Johns SA Ambulance</b> <i>Wheelchair</i> Purchase of a wheelchair to be stored in a vehicle to be accessible at events.	\$4,000.00	0.00	NOT RECOMMENDED FOR FUNDING Does not demonstrate sufficient benefit for local community and deemed responsibility of health providers.
23	<b>Sturt Football Club</b> <i>Exercise equipment for their disability football team</i> Providing fitness equipment for disabled athletes at the Sturt Football Club gym.	\$4,000.00	0.00	NOT RECOMMENDED FOR FUNDING Did not demonstrate specific needs or benefits to the local Unley disability community.
24	<b>Parkside Primary School</b> <i>Large games and paint</i> Purchase and create resources that students can use/play/access during school playtimes.	\$3,695.00	0.00	NOT RECOMMENDED FOR FUNDING Did not show sufficient benefits to the community. Considered to be the responsibility of the Department of Education.
25	<b>Studio XXVI</b> <i>SALA Unley Artist Exhibition 2023</i>	\$2,482.00	0.00	NOT RECOMMENDED FOR FUNDING

	Seeking up to 25 local artists to exhibit at a local cafe/gallery for the August SALA Festival.			Costs associated with application are to pay participants themselves. Approval would set a precedent for funding for any future exhibitions in Unley.
26	<b>James Harrison Consulting</b> <i>Volunteer planting on Leader Street</i> Purchase gardening equipment to beautify leader street with planting and landscaping.	\$2,100.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Further discussion with applicant for possible Small Sponsorship funding deemed more appropriate at this stage of the project moving forward.
27	<b>Hyde Park Croquet Club</b> <i>First Aid Course and kit</i> Facilitate a First aid course and purchase of a First Aid kit for the club.	\$850.00	<b>0.00</b>	NOT RECOMMENDED FOR FUNDING Did not demonstrate sufficient evidence of need or benefits to local community to justify funding. Would establish a precedent for other community groups to apply for such funding.
	<b>TOTAL</b>	<b>\$98,527.96</b>	<b>\$53,290.00</b>	

## DECISION REPORT

**REPORT TITLE:** 2022-23 QUARTER 3 BUDGET REVIEW  
**ITEM NUMBER:** 4.2  
**DATE OF MEETING:** 22 MAY 2023  
**AUTHOR:** ROOXANA WEBBER, FINANCE BUSINESS PARTNER  
**DIRECTORATE:** BUSINESS SUPPORT AND IMPROVEMENT  
**ATTACHMENTS:** 1. 2022-23 QUARTER 3 BUDGET REVIEW

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### 1. **PURPOSE**

This report provides information on the Quarter 3 Budget Review, the final of three budget reviews for the 2022-23 financial year. It proposes variations to the existing budget, including new budget requests, budget savings, and zero budget requests, for Members' consideration and endorsement.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The proposed budget variations for the 2022-23 Quarter 3 Budget Review, which reduce the net funding requirement by \$509K as set out in this Report (Item 4.2, Council Meeting, 22/05/2023), be endorsed.
  3. The revised budgeted Uniform Presentation of Finances in Attachment 1 to this Report, (Item 4.2. Council Meeting 22/05/2023) reflecting an increase in the estimated Operating Surplus to \$2.99M, and estimated borrowings at 30 June 2023 of \$5.4M, be adopted.
- 

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

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

#### 4. **BACKGROUND**

The *Local Government (Financial Management) Regulations 2011* require Council to formally consider its budget three times per year. This statutory requirement recognises the likelihood that events will occur that require, or offer opportunities for, changes to the budget during the year.

Council adopted its 2022-23 Annual Business Plan and Budget on 27 June 2022.

Following the adoption of the 2022-23 Budget, Council approved the carry forward of \$5.4M net expenditure from 2021-22 financial year into the 2022-23 financial year. These carry forwards were approved by Council at its Meeting held on 22 August 2022.

Council approved further adjustments to the 2022-23 approved budget as part of the Quarter 1 Budget Review in November 2022 and the Quarter 2 Budget Review in February 2023.

#### 5. **DISCUSSION**

The Administration has taken the opportunity to revise the budget at the completion of the second quarter of operations. An overview of the proposed adjustments is provided below.

<b>Summary of Proposed Adjustments</b>	<b>UPoF Ref#</b>	<b>Net \$'000s</b>
<b>Operations (excluding Projects)</b> Reduction to net operating expenditure (excluding projects)		<b>621</b>
<b>Operating Projects</b> No change in net expenditure on Operating Projects		-
Net Reduction to the <b>Operating Surplus before Capital Amounts</b>	1	<b>621</b>
<b>Net Outlays on New and Upgraded Assets (New Capital)</b> Increase in net expenditure	2	(712)
<b>Net Outlays in Existing Assets (Capital Renewal Program)</b> Reduction in net expenditure	3	600
<b>Net Lending / (Borrowing) for the Financial Year</b> <b>Reduction in Net Borrowing</b>	4	<b>509</b>

Details of the proposed changes are provided within Attachment 1 by budget category (see pages 2-6). These proposed changes are reflected in the *Uniform Presentation of Finances (UPoF)* in Attachment 1 (see page 8).

*Attachment 1*

## Equity Accounted Businesses

There are no proposed adjustments to the 2022-23 forecasts from the equity accounted businesses.

## Depreciation

An adjustment to the depreciation arising from the 2023-23 asset revaluations will be considered at the by Audit Committee as part of the 2022-23 General Purpose Financial Statements. Any adjustment will have an impact on the Operating Surplus Ratio for 2022-23.

## Revised Budgeted Financial Statements

The 2022-23 Budgeted Financial Statements have been revised to incorporate the proposed adjustments in the Quarter 3 Budget Review. They are presented in Attachment 1 (see pages 8-12).

*Attachment 1*

## Movement in Forecast Borrowings

The proposed budget adjustments in the Quarter 3 Budget Review reduce the forecast annual borrowing requirement by \$509K. Consequently, borrowings are forecast to be approximately \$5.4M as at 30 June 2023.

Forecast Borrowings at 30 June 2023	\$'000
Forecast borrowings prior to Quarter 3 Budget Review	5,873
Proposed adjustments in Quarter 3 Budget Review	(509)
<b>Forecast borrowings after Budget Review adjustments</b>	<b>5,364*</b>

\*Rounded

## Financial Indicators

The financial indicators have been revised based on the proposed changes in the Quarter 3 Budget Review.

Financial Indicator	Adopted Target	Quarter 2 Budget Review	Quarter 3 Budget Review
Operating Surplus Ratio (excluding equity accounts businesses)	> 5.0%	4.3%	5.4%
Net Financial Liabilities Ratio	< 80%	24%	23%
Asset Funding Renewal Ratio (based on the Asset Management Plans)	=> 100%	136%	129%
Depreciation % Asset Renewal	=> 100%	117.5%	112%

The *Operating Surplus Ratio* will increase from 4.3% to 5.4% due to the increase in the operating surplus of \$621K. The key budget adjustments

contributing to this increase include the increase in operating income of \$203K from reimbursements and other sources, and the reduction in operating expenditure of \$418K, including a one-off reduction in employee costs of \$325K.

The *Net Financial Liabilities Ratio* is forecast to reduce from 24% to 23% due to an increase in operating income of \$203K, and reduction in the borrowing requirement of \$503K.

The *Asset Funding Renewal Ratio* has reduced from 136% to 129% due to the reallocation of asset renewal funding to Unley Oval Grandstand Stage 2. The *Depreciation % Asset Renewal Ratio* will reduce from 117.5% to 112% for the same reason.

## 6. **POLICY IMPLICATIONS**

### 6.1 **Financial/budget implications**

- The proposed revised budget forms the approved budget if the proposed budget adjustments are approved.
- The Preliminary End of Year Financial Report, incorporating proposed project carry overs, will be presented to Council in August 2023.

### 6.2 **Risk Management (identification and mitigation)**

- Not applicable

### 6.3 **Staffing/Work Plans/Additional Resource Impact**

- Not applicable

### 6.4 **Climate/Environmental Impact**

- Not applicable

### 6.5 **Social/Economic**

- Not applicable

## 7. **ANALYSIS OF OPTIONS**

### Option 1

1. The report be received.
2. The proposed budget variations for the 2022-23 Quarter 3 Budget Review, which reduce the net funding requirement by \$509K as set out in this Report (Item 4.2, Council Meeting, 22/05/2023), be endorsed.
3. The revised budgeted Uniform Presentation of Finances in Attachment 1 to this Report, (Item 4.2. Council Meeting 22/05/2023) reflecting an increase in the estimated Operating Surplus to \$2.99M, and estimated borrowings at 30 June 2023 of \$5.4M, be adopted.

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT CONSULTATION**

All budget adjustments have been processed through the relevant Business Unit Managers and approved by the relevant General Manager of the Division.

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Alex Brown	Manager Finance and Procurement
Nicola Tinning	General Manager, Business Support & Improvement

City of Unley

# 2022-23 Quarter 3 Budget Review Attachment 1

## Contents

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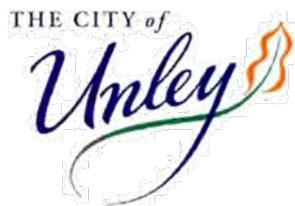
### **Proposed Budget Adjustments by Budget Category**

Operations (excluding Projects)	2
Operating Projects	3
New Capital Projects	4
Capital Renewal Program	5

### **Financial Indicators**

### **Proposed Budgeted Financial Statements**

Uniform Presentation of Finances	8
Statement of Comprehensive Income	9
Statement of Financial Position	10
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Statement of Equity	12



## 2022-23 Quarter 3 Budget Review

**Operations (excluding Projects)**

Description	Proposed Adjustment Favourable/(unfavourable)		
	Income	Expenditure	Net
<b>Proposed Budget Adjustments</b>			
<b>Reimbursements</b> Higher than forecast income for Depot Operations, including reimbursement for work requested by property owners.	91,510		91,510
<b>Waste Management Contract</b> Resource recovery payment as a result of the contract ending.	57,329		57,329
<b>Permits</b> On street parking permits income above forecast.	35,000		35,000
<b>Lease Income</b> Recognise lease income for the Little City Studios.	17,425		17,425
<b>Employee Costs</b> Identified one-off savings in employee costs, due to vacancies in Depot Operational Services and Development and Regulatory Services.		325,000	325,000
<b>City Development</b> City Development consultancy budget reallocated to fund Enterprise Asset Management System Improvements.		50,000	50,000
<b>Interest Expenditure</b> Reduced interest expense due to lower than forecast borrowings.		45,000	45,000
<b>SA Youth Week</b> Grant from the Department of Human Services to host a SA Youth Week event.	2,000	(2,000)	-
<b>Total Net Adjustments: Operations (excl. Projects)</b>	<b>203,264</b>	<b>418,000</b>	<b>621,264</b>

The proposed adjustments to Operations result in an increase in net expenditure of \$621K.

- **Income** is proposed to **increase** by \$203K.
- **Expenditure** is proposed to **decrease** by \$418K.

Key	Favourable Adjustment	Unfavourable Adjustment	Net Zero Adjustment
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## Operating Projects

Description	Proposed Adjustment Favourable/(unfavourable)		
	Income	Expenditure	Net
<b>Proposed Budget Adjustments</b>			
<b>GRANDFriends, an Intergenerational Program</b> Grant from the Office for Ageing Well to fund the Active Ageing project Grandfriends commencing 1 June 2023 and ending 31 May 2024.	18,000	(18,000)	-
<b>Total Net Adjustments: Operating Projects</b>	<b>18,000</b>	<b>(18,000)</b>	<b>-</b>

The proposed adjustments to Operating Projects reduce net expenditure by \$0K.

- **Income** is proposed to **increase** by \$18K.
- **Expenditure** is proposed to **increase** by \$18K.

<b>Key</b>	<b>Favourable Adjustment</b>	<b>Unfavourable Adjustment</b>	<b>Net Zero Adjustment</b>
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## New Capital Projects

Description	Proposed Adjustment Favourable/(unfavourable)		
	Income	Expenditure	Net
<b>Proposed Budget Adjustments</b>			
<b>Unley Oval Grandstand Upgrade Stage 2</b> Additional funding for increased project costs associated with unknown latent conditions and additional works required to ensure the original design specifications met the need of community based multi-user and their varying access and use requirements: - <ul style="list-style-type: none"> <li>• Reimbursement from Sturt Football Club for additional works requested by the Club.</li> <li>• Reallocation of funds from the capital renewal program, where works have been completed at reduced cost, or are not progressing.</li> <li>• Reallocation of funds from the Bus Shelter Renewal Program.</li> <li>• Reallocation of funds from the Road Renewal Program following a reduction in scope.</li> </ul>	102,502	(102,502)	<b>(610,780)</b>
		(281,780)	
		(10,000)	
		(319,000)	
<b>Millswood Croquet Club Construction</b> Overspend due to higher than forecast costs and variations.		(52,000)	<b>(52,000)</b>
<b>Edmund Avenue Cottages Business Hub Construction</b> Overspend on works due to higher than forecast costs and variations.		(10,000)	<b>(10,000)</b>
<b>Leader Street Bicycle Facilities</b> Project interlinked with Hampton Street North/Leader Street Intersection overspend on works, confirmation from DIT to combine funding.		(8,000)	<b>(8,000)</b>
<b>Hampton Street North/Leader Street Intersection</b> Reallocation of funds to Leader Street overspend.		8,000	<b>8,000</b>
<b>Civic Chamber</b> Upgrade to Audio Visual Equipment in the Civic Chamber, offset by a reallocation from the IT Equipment Renewal Program.		(39,000)	<b>(39,000)</b>
<b>Total Net Adjustments: New Capital</b>	<b>102,502</b>	<b>(814,282)</b>	<b>(711,780)</b>

The proposed adjustments to New Capital increase net expenditure by \$712K.

- **Income** is proposed to **increase** by \$103K.
- **Expenditure** is proposed to **increase** by \$814K

Key	Favourable Adjustment	Unfavourable Adjustment	Net Zero Adjustment
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## Capital Renewal Program

Description	Proposed Adjustment Favourable/(unfavourable)		
	Income	Expenditure	Net
<b>Proposed Budget Adjustments</b>			
<b>Reallocation of budgets to Unley Oval Stage 2:-</b>			
<b>Road Renewal Program</b>			
Reduction in the scope of the renewals works for Essex Street North, Goodwood.		319,000	<b>319,000</b>
<b>Building Renewal Program</b>			
<ul style="list-style-type: none"> <li>• <b>Unley Town Hall/Library External Painting &amp; Repairs</b> Works were deemed to be maintenance and funded from property maintenance.</li> <li>• <b>Civic - Unley Town Hall Floors Sand and Refinish</b> Works completed at reduced cost, only a light scrub and polish required rather than re-sanding the floor.</li> <li>• <b>Sturt Bowls Club, Wet Area:</b> Club was unable to attract grant funding to support the progression of this work in 2022-23.</li> <li>• <b>Fullarton Park Community Centre - Access Control Upgrade:</b> Funding transferred to Unley Oval Community Hub to support the integration of local oval access services with corporate wide multi-site systems.</li> <li>• <b>Heating, Ventilation and Air Conditioning Electrical System Renewal:</b> Priority works for access control identified at Unley Community Hub recognised within New Capital.</li> <li>• <b>Fullarton Park Community Centre - Coolroom / freezer floor replacement:</b> Stainless steel floor wasn't as damaged as first anticipated.</li> <li>• <b>Millswood Bowls Club Access Door:</b> Works completed under budget.</li> <li>• <b>Clarence Park Community Centre Access Control:</b> Priority works for access control identified at Unley Community Hub.</li> <li>• <b>Unley Museum Access Control Upgrade:</b> Priority works for access control identified at Unley Community Hub.</li> <li>• <b>Civic Centre Level 1 - Additional office (glass) and associated works:</b> Works completed under budget.</li> <li>• <b>Civic Centre Ground Floor Carpet Replacements:</b> Works completed under budget.</li> <li>• <b>Depot meeting room upgrade (IT - Teams capability):</b> Works completed under budget.</li> </ul>			<b>281,780</b>
<b>Bus Shelters</b>			
Funds will not be spent.		10,000	<b>10,000</b>

### Capital Renewal Program continued

Description	Proposed Adjustment Favourable/(unfavourable)		
	Income	Expenditure	Net
<b>Proposed Budget Adjustments continued</b>			
<b>Clarence Park Community Centre: Childcare play area upgrade</b> Contribution from the Board of Clarence Park Community Centre towards the playground upgrade.	15,000	(15,000)	-
<b>Enterprise Asset Management System Improvements</b> Contribution to the development from the Enterprise Asset Management System from City Development Operating Budget.		(50,000)	(50,000)
<b>IT Replacement Program</b> Funding allocated to New Capital Assets for the Civic Chamber Audio Visual Equipment upgrade.		39,000	39,000
<b>Total Net Adjustments: Capital Renewal</b>	<b>15,000</b>	<b>584,780</b>	<b>599,780</b>

The proposed adjustments to the Capital Renewal Program reduce net expenditure by \$600K.

- **Income** is proposed to **increase** by \$15K.
- **Expenditure** is proposed to **decrease** by \$585K.

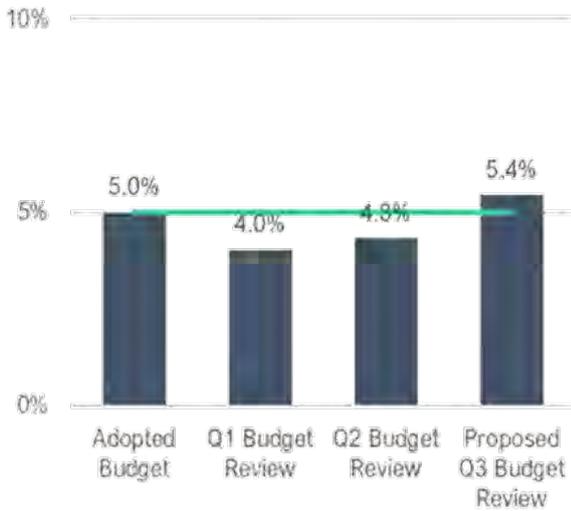
<b>Key</b>	<b>Favourable Adjustment</b>	<b>Unfavourable Adjustment</b>	<b>Net Zero Adjustment</b>
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## Financial Indicators

### Operating Surplus Ratio

Operating surplus as a percentage of operating income.

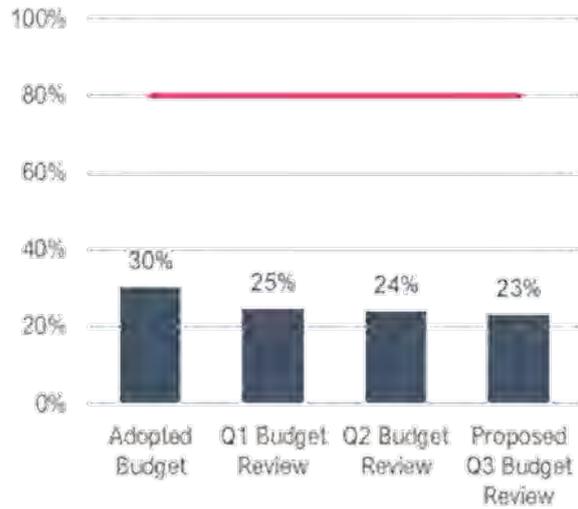
The target range is 5% and above.



### Net Financial Liabilities Ratio

Net financial liabilities as a percentage of operating income.

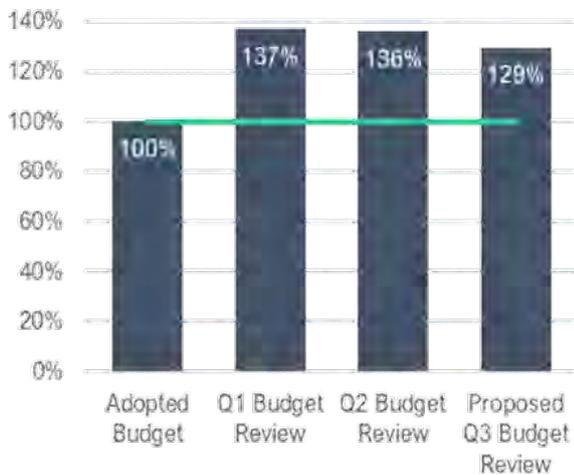
The target range is below 80%.



### Asset Funding Renewal Ratio

Capital Renewal expenditure as a percentage of recommended expenditure in the Asset Management Plans.

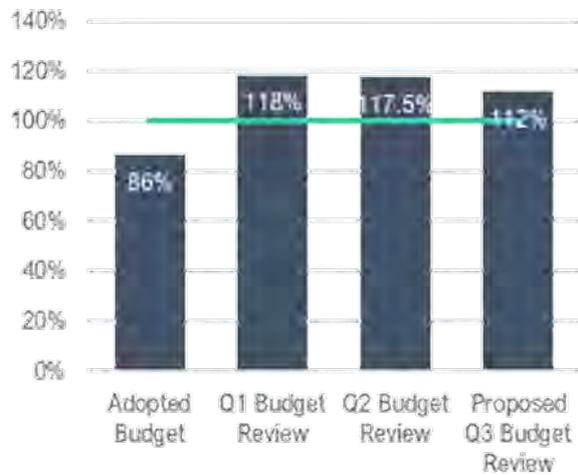
The target range is equal to 100% average over 10 years.



### Depreciation % Asset Renewal

Depreciation expenditure as a percentage of recommended expenditure in the Asset Management Plans.

The target range is equal to 100% average over 10 years.



## Proposed Budgeted Financial Statements

### Uniform Presentation of Finances

\$'000s	UPoF Ref #	Proposed Quarter 2 Budget Review	Proposed Budget Adjustments Favourable/ (Unfavourable)	Proposed Quarter 3 Budget Review
Income		54,590	221	54,811
less Expenses		(52,239)	400	(51,839)
<b>Subtotal</b>		<b>2,351</b>	<b>621</b>	<b>2,972</b>
Equity Accounted Subsidiaries		13	-	13
<b>Operating Surplus / (Deficit) before Capital Amounts (inclusive of Equity Accounted Businesses)</b>	<b>1</b>	<b>2,364</b>	<b>621</b>	<b>2,985</b>
<b>less Net Outlays on Existing Assets</b>				
Net Capital Expenditure on Renewal & Replacement of Existing Assets		(11,959)	585	(11,374)
less Depreciation, Amortisation and Impairment		10,175	15	10,190
less Amounts received specifically for Replacement of Existing Assets		-	-	-
less Proceeds from the Sale of Replaced Assets		468	-	468
<b>Net Outlays on Existing Assets</b>	<b>3</b>	<b>(1,316)</b>	<b>600</b>	<b>(716)</b>
<b>less Net Outlays on New and Upgraded Assets</b>				
Net Capital Expenditure on New and Upgraded Assets		(7,298)	(814)	(8,112)
less Amounts received specifically for New and Upgraded Assets		3,519	103	3,622
less Proceeds from Sale of Assets		-	-	-
<b>Net Outlays on New and Upgraded Assets</b>	<b>2</b>	<b>(3,779)</b>	<b>(712)</b>	<b>(4,491)</b>
<b>Net Lending / (Borrowing) for the Financial Year (inclusive of Equity Accounted Businesses)</b>		<b>(2,731)</b>	<b>509</b>	<b>(2,222)</b>
Less Equity Accounted Businesses		(13)		(13)
<b>Net Lending / (Borrowing) for the Financial Year (inclusive of Equity Accounted Businesses)</b>	<b>4</b>	<b>(2,744)</b>	<b>509</b>	<b>(2,235)</b>
<b>Net Financial Liabilities at Beginning of Year</b>				
		<b>10,184</b>		<b>10,184</b>
Decrease / (increase) in Other			-	-
<b>Net Financial Liabilities at End of Year</b>		<b>13,174</b>	<b>(509)</b>	<b>12,665</b>

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

## Proposed Budgeted Financial Statements

### Statement of Comprehensive Income

\$'000s	Proposed Quarter 2 Budget Review	Proposed Budget Adjustments Favourable/ (Unfavourable)	Proposed Quarter 3 Budget Review
<b>Income</b>			
Rates	46,051	-	46,051
Statutory Charges	1,863	-	1,863
User Charges	2,039	52	2,091
Grants, Subsidies & Contributions	3,246	2	3,248
Asset Disposal	21	-	21
Investment Income	103	-	103
Reimbursements	396	91	487
Other Income	793	58	851
Net gain - Equity Accounted Council Businesses	13	-	13
Operating Projects	79	18	97
<b>Total Income</b>	<b>54,604</b>	<b>221</b>	<b>54,825</b>
<b>Expenditure</b>			
Employee Costs	19,731	(430)	19,301
Materials, Contracts & Other Expenses	19,747	57	19,804
Depreciation, Amortisation & Impairment	10,175	-	10,175
Finance Costs	312	(45)	267
Operating Projects	2,275	18	2,293
<b>Total Expenditure</b>	<b>52,240</b>	<b>(400)</b>	<b>51,840</b>
<b>Operating Surplus / (Deficit)</b> inclusive of Equity Accounted Businesses	<b>2,364</b>	<b>621</b>	<b>2,985</b>
Asset Disposal & Fair Value Adjustments	468	-	468
Amounts received specifically for new, upgraded or replacement assets	-	-	-
<b>Net Outlays on New and Upgraded Assets</b>	<b>3,987</b>	<b>-</b>	<b>468</b>
<b>Net Surplus / (Deficit)</b> inclusive of Equity Accounted Businesses	<b>6,351</b>	<b>621</b>	<b>6,972</b>
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,050	-	1,050
<b>Total Comprehensive Income</b> inclusive of Equity Accounted Businesses	<b>7,401</b>	<b>621</b>	<b>8,022</b>

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

## Proposed Budgeted Financial Statements

### Statement of Financial Position

\$'000s	Proposed Quarter 2 Budget Review	Proposed Quarter 3 Budget Review
<b>Assets</b>		
<b>Current Assets</b>		
Cash & cash equivalents	1,485	1,485
Trade & other receivables	1,697	1,697
Other financial assets	2	2
<b>Total Current Assets</b>	<b>3,184</b>	<b>3,184</b>
<b>Non-current Assets</b>		
Financial Assets		-
Equity accounted investments in Council businesses	32,954	32,954
Infrastructure, Property, Plant & Equipment	549,252	549,482
<b>Total Non-current Assets</b>	<b>582,206</b>	<b>582,436</b>
<b>Total Assets</b>	<b>585,390</b>	<b>585,620</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Trade & Other Payables	6,181	6,181
Borrowings Fixed Term	266	266
Provisions	3,996	3,996
<b>Total Liabilities Assets</b>	<b>10,443</b>	<b>10,443</b>
<b>Non-current liabilities</b>		
Borrowings	5,607	5,098
Provisions	308	308
<b>Total Non-current Liabilities</b>	<b>5,915</b>	<b>5,406</b>
<b>Total Liabilities</b>	<b>16,358</b>	<b>15,849</b>
<b>Net Assets</b>	<b>569,031</b>	<b>569,770</b>
<b>Equity</b>		
Accumulated Surplus	177,702	178,441
Asset Revaluation Reserves	391,132	391,132
Other Reserves	197	197
<b>Total Equity</b>	<b>569,031</b>	<b>569,770</b>
<b>Net Financial Liabilities</b>	<b>13,174</b>	<b>12,665</b>

*Net Financial Liabilities are defined as total liabilities less financial assets.*

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

## Proposed Budgeted Financial Statements

### Statement of Cash Flows

\$'000s	Proposed Quarter 2 Budget Review	Proposed Quarter 3 Budget Review
<b>Cash Flows from Operating Activities</b>		
<b>Receipts</b>		
Operating Receipts	54,488	54,710
Investment Receipts	103	103
<b>Payments</b>		
Operating Payments to suppliers and employees	(41,753)	(41,398)
Finance Payments	(312)	(267)
<b>Net Cash provided by (or used in) Operating Activities</b>	<b>12,526</b>	<b>13,148</b>
<b>Cash Flows from Investing Activities</b>		
<b>Receipts</b>		
Amounts specifically for new or upgraded assets	3,519	3,622
Amounts received specifically for Replacement of Existing Assets		-
Proceeds from Sale of Surplus Assets	-	-
Sale of replaced assets	468	483
Repayments of loans by community groups		
<b>Payments</b>		
Expenditure on renewal/placement of assets	(11,959)	(11,374)
Expenditure on new/upgraded assets	(7,299)	(8,112)
Net purchase of Investment Securities		
<b>Net Cash provided by (or used in) Investing Activities</b>	<b>(15,271)</b>	<b>(15,382)</b>
<b>Cash Flows from Financing Activities</b>		
<b>Receipts</b>		
Proceeds from borrowings	2,744	2,235
<b>Payments</b>		
Repayments of borrowings		
<b>Net Cash provided by (or used in) Financing Activities</b>	<b>2,744</b>	<b>2,235</b>
<b>Net Increase/(Decrease) in cash held</b>	<b>-</b>	<b>-</b>
Plus: Cash & cash equivalents at beginning of period	1,485	1,485
<b>Cash &amp; cash equivalents at end of period</b>	<b>1,485</b>	<b>1,485</b>

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

## 2022-23 Quarter 3 Budget Review

## Proposed Budgeted Financial Statements

## Statement of Equity

\$'000s	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
<b>Proposed Quarter 3 Budget Review</b>				
<b>Balance at end of previous reporting period</b>	170,301	391,132	197	<b>561,630</b>
<b>Net Surplus/(Deficit) for Year</b>	<b>7,090</b>	-	-	<b>7,090</b>
<b>Other Comprehensive Income</b>	-	-	-	-
Gain/(loss) on revaluation of Infrastructure and Assets	-	-	-	-
Equity Adjustments - Equity Accounted Business	-	-	-	-
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,050	-	-	1,050
<b>Other Comprehensive Income</b>	<b>1,050</b>	-	-	<b>1,050</b>
<b>Total Comprehensive Income</b>	<b>8,140</b>	-	-	<b>8,140</b>
<b>Balance at end of period</b>	<b>178,441</b>	<b>391,132</b>	<b>197</b>	<b>569,770</b>

\$'000s	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
<b>Proposed Quarter 2 Budget Review</b>				
<b>Balance at end of previous reporting period</b>	170,301	391,132	197	<b>561,630</b>
<b>Net Surplus/(Deficit) for Year</b>	<b>6,351</b>	-	-	<b>6,351</b>
<b>Other Comprehensive Income</b>	-	-	-	-
Gain/(loss) on revaluation of Infrastructure and Assets	-	-	-	-
Equity Adjustments - Equity Accounted Business	-	-	-	-
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,050	-	-	1,050
<b>Other Comprehensive Income</b>	<b>1,050</b>	-	-	<b>1,050</b>
<b>Total Comprehensive Income</b>	<b>7,401</b>	-	-	<b>7,401</b>
<b>Balance at end of period</b>	<b>177,702</b>	<b>391,132</b>	<b>197</b>	<b>569,031</b>

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

## INFORMATION REPORT

<b>REPORT TITLE:</b>	2022-23 QUARTER 3 FINANCIAL PERFORMANCE REPORT
<b>ITEM NUMBER:</b>	4.3
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	EDDIE PETERS, ACCOUNTANT
<b>DIRECTORATE:</b>	BUSINESS SUPPORT AND IMPROVEMENT
<b>ATTACHMENTS:</b>	1. 2022-23 QUARTER 3 FINANCIAL PERFORMANCE REPORT

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### 1. **PURPOSE**

This report provides a summary of the year-to-date financial performance for the 2022-23 financial year to 31 March 2023.

### 2. **RECOMMENDATION**

That:

1. The report be received.
- 

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

4. Civic Leadership

4.1 We have strong leadership and governance.

4.2 Council provides best value services to the community.

### 4. **BACKGROUND**

This report informs Council of its financial performance for the period ending 31 March 2023, compared to the approved budget, and 2022-23 Quarter 2 Budget Review approved by Council at its meeting on 27 February 2023.

### 5. **DISCUSSION**

Council's operating surplus after operating projects is favourable to budget by \$2.3M, consisting of the following variances:

- Operating Income is higher than the forecast budget by \$0.3M;
- Operating Expenditure is lower than the forecast budget by \$2.1M; and
- Net expenditure on Operating Projects is higher than the forecast budget by \$0.1M.

Net Capital Expenditure is \$2.4M favourable to budget, consisting of the following variances:

- Net expenditure on New Capital Asset projects is higher than forecasted budget by \$0.7M; and
- Net expenditure on Capital Renewals is lower than the forecast budget by \$3.1M.

The following table is a summary of the actual year to date (31 March 2023) financial information compared to the previous approved budget for the period ending 31 December 2022.

\$'000 Favourable/(unfavourable)	Actual Year to Date	Budget Year to Date	Variance Favourable/ (unfavourable)		Full Year Budget Q2 Including Carry Forwards
			\$'000	%	
<b>Operating</b>					
Operating Income	52,328	52,058	270	0.5%	54,512
Operating Expenditure	(35,021)	(37,142)	2,121	5.7%	(49,965)
<b>Operating Surplus/(deficit) before Operating Projects</b>	<b>17,307</b>	<b>14,916</b>	<b>2,391</b>	<b>16.0%</b>	<b>4,547</b>
Net Operating Projects	(1,721)	(1,634)	(87)	(5.3%)	(2,196)
<b>Operating Surplus/(deficit) after Operating Projects</b>	<b>15,586</b>	<b>13,281</b>	<b>2,304</b>	<b>17.3%</b>	<b>2,351</b>
<b>Capital</b>					
Net New Capital Projects	(3,681)	(3,018)	(663)	(22.0%)	(3,479)
Net Capital Renewal	(5,023)	(8,106)	3,083	38.0%	(11,791)
<b>Total Net Capital Expenditure</b>	<b>(8,704)</b>	<b>(11,124)</b>	<b>2,420</b>	<b>21.8%</b>	<b>(15,270)</b>
<b>Operating surplus/(deficit) less Net Capital Expenditure</b>	<b>6,882</b>	<b>2,158</b>	<b>4,724</b>	<b>218.9%</b>	<b>(12,919)</b>
<b>Depreciation &amp; amortisation</b>	<b>10,175</b>				
<b>Net Lending / (Borrowing) for the Financial Year</b>	<b>(2,744)</b>				

Operating income and expenditure (before Operating Projects) contributed to over half of the overall favourable variance as follows:

- Operating income was mainly favourable in reimbursements, rates, and other income; and
- Operating expenditure was favourable due to:
  - One-off vacancies within employee costs; and
  - Scheduling and timing variances in materials, contracts and other expenses.

The New Capital Program was \$0.7M unfavourable due to unfavourable variances for Unley Oval Grandstand Stage 2 \$0.7K, and Millswood Croquet Club Clubroom Construction \$52K. Further explanation of the reasons for these unfavourable variances is included in Attachment 1.

*Attachment 1*

The Capital Renewal Program was \$3.1M favourable, largely due to:

- The scheduling of road, kerbing, footpath, drainage renewal works.
- Delays with the commencement of renewal works associated with the Unley Road Streetscape upgrade due to an extensive cost management process during the procurement process.
- Identified savings and works not progressing in the building renewal program.
- Extended lead times for delivery of plant and equipment and light fleet, and deferral of light fleet renewal due to low milage and good condition of vehicles; and
- The scheduling of the Unley Oval irrigation renewal works in 2023-24.

Further details of the variances are included in Attachment 1.

*Attachment 1*

## 6. **REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Alex Brown	Manager Finance and Procurement
Nicola Tinning	General Manager, Business Support & Improvement

**City of Unley**

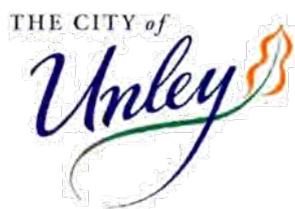
# 2022-23 Quarter 3 Financial Performance Report

## Attachment 1

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## 2022-23 Quarter 3 Financial Performance Report

## Overall Funding Statement

\$'000	Year to Date				Approved Full Year Budget (Q2)
	Actual	Budget	Variance	Variance %	
<b>Operating (excluding Projects)</b>					
<b>Income</b>					
Rates	46,144	46,036	108	0.2%	46,051
Statutory income	1,509	1,472	37	2.5%	1,863
User charges	1,648	1,691	(43)	(2.5%)	2,039
Grants, subsidies and contributions	1,882	1,893	(11)	(0.6%)	3,246
Investment Income	131	100	31	31.2%	103
Reimbursements	378	268	110	40.9%	396
Asset Disposal	-	21	(21)	(100.0%)	21
Other income	638	578	60	10.3%	793
<b>Total Operating Income</b>	<b>52,328</b>	<b>52,058</b>	<b>270</b>	<b>0.5%</b>	<b>54,512</b>
<b>Operating expenditure</b>					
Total Employment costs (incl. contract labour)	(13,748)	(14,813)	1,065	7.2%	(20,227)
Materials, contracts and other expenses	(13,624)	(14,497)	872	6.0%	(19,251)
Depreciation and amortisation	(7,487)	(7,631)	145	1.9%	(10,175)
Finance costs	(162)	(202)	40	19.7%	(312)
<b>Total Operating Expenditure</b>	<b>(35,021)</b>	<b>(37,142)</b>	<b>2,121</b>	<b>5.7%</b>	<b>(49,965)</b>
<b>Funding surplus/(deficit) before Projects</b>	<b>17,307</b>	<b>14,916</b>	<b>2,391</b>	<b>16.0%</b>	<b>4,547</b>
<b>Operating projects</b>					
Income	51	55	(4)	(6.6%)	79
Expenditure	(1,772)	(1,689)	(83)	(4.9%)	(2,275)
<b>Net expenditure - Operating projects</b>	<b>(1,721)</b>	<b>(1,634)</b>	<b>(87)</b>	<b>(5.3%)</b>	<b>(2,196)</b>
<b>Operating surplus/(deficit) including Projects</b>	<b>15,586</b>	<b>13,281</b>	<b>2,304</b>	<b>17.3%</b>	<b>2,351</b>
<b>Capital</b>					
<b>New Assets</b>					
Income	2,883	2,883	(0)	(0.0%)	3,518
Expenditure	(6,564)	(5,901)	(663)	(11.2%)	(6,998)
<b>Net expenditure - New capital projects</b>	<b>(3,681)</b>	<b>(3,018)</b>	<b>(663)</b>	<b>(22.0%)</b>	<b>(3,479)</b>
<b>Renewal Assets</b>					
Income	354	309	45	14.5%	468
Expenditure	(5,378)	(8,415)	3,038	36.1%	(12,259)
<b>Net expenditure - Capital renewal projects</b>	<b>(5,023)</b>	<b>(8,106)</b>	<b>3,083</b>	<b>38.0%</b>	<b>(11,791)</b>
<b>Total Capital</b>	<b>(8,704)</b>	<b>(11,124)</b>	<b>2,420</b>	<b>21.8%</b>	<b>(15,270)</b>
<b>Surplus/(deficit) less Net Capital Expenditure</b>	<b>6,882</b>	<b>2,158</b>	<b>4,724</b>	<b>218.9%</b>	<b>(12,919)</b>
<b>Depreciation and amortisation</b>	<b>7,487</b>	<b>7,631</b>	<b>145</b>	<b>1.9%</b>	<b>10,175</b>
<b>Net Lending / (Borrowing) for the Financial Year before Equity Accounted Businesses</b>					<b>(2,744)</b>

## 2022-23 Quarter 3 Financial Performance Report

## Operations (excluding Projects)

## Income

\$'000	Year to Date				Full Year Budget (Q2)
	Actual	Budget	Variance	Variance %	
<b>Income</b>					
Rates	46,144	46,036	108	0.2%	46,051
Statutory income	1,509	1,472	37	2.5%	1,863
User charges	1,648	1,691	(43)	(2.5%)	2,039
Grants, subsidies and contributions	1,882	1,893	(11)	(0.6%)	3,246
Investment Income	131	100	31	31.2%	103
Reimbursements	378	268	110	40.9%	396
Asset Disposal	-	21	(21)	(100.0%)	21
Other income	638	578	60	10.3%	793
<b>Total Operating Income</b>	<b>52,328</b>	<b>52,058</b>	<b>270</b>	<b>0.5%</b>	<b>54,512</b>

## Commentary

**Operational income is \$270K and 0.5% favourable to budget.** Key contributing factors are as follows:

- **User Charges** \$43K unfavourable due to lower than forecast income from memberships and casual entries at the Unley Swimming Centre \$94K (offset by savings in expenditure), less favourable permits revenue \$56K mostly due to Budget timing;
- **Reimbursements** \$110K favourable including an increase in property owners requesting private works \$63K (including upgrade/widening to driveway crossovers), and reimbursement for waste services.
- **Other Income** \$60K favourable due to a Solo Resource recovery of payments from residents for additional bins received prior the end of the contract period.

## Forecast

The following income category is the subject of proposed adjustment to budgeted income in the Quarter 3 Budget Review:

- **User Charges:** \$35K to recognise estimated increase in estimated full year permit revenue.
- **Reimbursements:** \$90K to recognise increase in property owner requests and reimbursements for waste services.
- **Other Income:** \$57K to recognise SOLO Resource Recovery payment.

Otherwise, income is presently expected to be broadly in line with the budget, and there are no foreseeable concerns regarding the Annual Budget.

## 2022-23 Quarter 3 Financial Performance Report

## Operations (excluding Projects)

### Expenditure

\$'000	Year to Date				Full Year Budget (Q2)
	Actual	Budget	Variance	Variance %	
<b>Operating expenditure</b>					
Total Employment costs (incl. contract labour)	(13,748)	(14,813)	1,065	7.2%	(20,227)
Materials, contracts and other expenses	(13,624)	(14,497)	872	6.0%	(19,251)
Depreciation and amortisation	(7,487)	(7,631)	145	1.9%	(10,175)
Finance costs	(162)	(202)	40	19.7%	(312)
<b>Total Operating Expenditure</b>	<b>(35,021)</b>	<b>(37,142)</b>	<b>2,121</b>	<b>5.7%</b>	<b>(49,965)</b>

### Commentary

**Operational expenditure is \$2.1M and 5.7% favourable to budget.** Key contributing factors are as follows:

- **Employment Costs (including Contract Labour)** \$1.07M favourable due to vacancies in the following service areas: Assets and Operations, Development and Regulatory Services, Community and Cultural Centres, and timing variances in Finance and Procurement, and Human Resources;
- **Materials, Contracts and Other Expenses** \$872K favourable including:
  - Contracts – maintenance \$278K favourable primarily due to budget timing and Purchased Services \$74K in Community Support;
  - Utilities \$127K favourable across all properties and reserves;
  - Contributions – Council \$110K favourable due to Community Events and Grants yet to be distributed to successful applicants;
  - Consultants \$77K due to timing variations with engagements;
  - Marketing \$73K favourable due to a timing variance in marketing activities;
  - Other favourable variances of \$390K including printing, conferences, IT software licences, training, insurance, and catering are partially offset by unfavourable variances including, contracts - building maintenance \$150K, and contracts - cleaning \$117K.

### Forecast

The following expenditure categories are the subject of proposed adjustments to budgeted expenditure in the Quarter 3 Budget Review:

- **Employee Costs:** A reduction of \$325K in employee costs primarily due to identified lag in recruitment.
- **Materials, Contracts and Other Expenses:** Reallocation of \$50K from consultants in City Development to the Enterprise Asset Management System Improvements project.

Further one-off savings in operational expenditure, beyond those identified above, are expected to be realised in the fourth quarter of the financial year.

Employee Costs are expected to have favourable variances due to existing and new vacancies, however some favourable variances are expected to be utilised due to additional footpath maintenance and the utilisation of temporary contractors to backfill vacant roles and support the delivery of projects.

The quantum of the favourable variance in Material, Contracts and Other Expenses is expected to reduce as work is completed and other costs are incurred in the fourth quarter of the financial year.

## 2022-23 Quarter 3 Financial Performance Report

## Operating Projects

\$'000	Year To Date			Full Year Budget (Q2)
	Actual	Budget	Variance	
<b>Income</b>				
Events - Australia Day	16	20	(4)	20
Greening Unley - Young Street	35	35	-	35
Waiving Outdoor Dining Fees	-	-	-	(15)
22-23 PLS Innovation Fund "On Track"	-	-	-	22
22-23 PLS Innovation Fund "3 X Three Club"	-	-	-	17
<b>Total Income</b>	<b>51</b>	<b>55</b>	<b>(4)</b>	<b>79</b>
<b>Expenditure</b>				
Unley Central Project	(1,016)	(800)	(216)	(800)
Co-housing for Ageing Well	-	-	-	(4)
Ignite Unley Outdoor Cinema Program	(11)	(20)	9	(20)
Events - Australia Day	(35)	(35)	(0)	(35)
Event Attraction	-	-	-	(10)
Royal Adelaide Show Traffic Mgmt	(27)	(27)	-	(27)
Water Wells (Tree Inlets) Program	(73)	(60)	(13)	(73)
Community Grants	-	-	-	(21)
City Wide Greening Verges	(41)	(60)	19	(60)
Trader Event Sponsorship	(20)	(30)	10	(40)
Active Ageing	(5)	(10)	5	(20)
All Connections to Unley Art Prize	(4)	(3)	(1)	(20)
Tree Strategy Expand Canopy Target Public Land	(19)	-	(19)	(150)
Kerbside Performance (Food Waste) Grant	(0)	-	(0)	-
2022 Santos Tour Down Under Stage Start	(52)	(55)	3	(55)
Christmas Decorations	(25)	(25)	(0)	(25)
Living with Trees	(17)	(26)	9	(77)
Creative Activation Stations	-	(15)	15	(20)
Clarence Park Community Centre - Community Shed Program	(15)	(15)	-	(15)
Resilient East	(3)	(2)	(1)	(10)
Planning & Design Code (Stage 2) Sig.Tree List Review	-	(7)	7	(10)
Greening Unley - Young Street	(35)	(35)	(0)	(35)
City-wide Parking Strategy (Stage 2)	-	(20)	20	(35)
Carbon Neutral Operations by December 2023	(20)	(21)	1	(35)
Sustainability Projects Officer	(78)	(86)	8	(115)
Shaping Unley - Trees on Private Land	-	(5)	5	(25)
Significant Tree List Review- Additional Candidates	-	(4)	4	(10)
Plastics Free SA Program	-	(5)	5	(5)
Spring Fling Festival	(54)	(55)	1	(55)
Economic Advisory Committee	-	(12)	12	(20)
Strategic Projects Consultant	-	(23)	23	(30)
Culture Plan: First Nations	(3)	(15)	12	(30)
2022 Local Government Elections	(138)	(140)	2	(250)
Discover Historic Parkside Walking Trail	(17)	(17)	0	(24)
History of Unley Book	(51)	(50)	(1)	(75)
22-23 PLS Innovation Fund "On Track"	(2)	-	(2)	(22)
22-23 PLS Innovation Fund "3 X Three Club"	(11)	(12)	1	(17)
<b>Total Expenditure</b>	<b>(1,772)</b>	<b>(1,689)</b>	<b>(83)</b>	<b>(2,275)</b>
<b>Net Expenditure</b>	<b>(1,721)</b>	<b>(1,634)</b>	<b>(87)</b>	<b>(2,196)</b>

## Operating Projects continued

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### Commentary

#### Expenditure

Operating Project Expenditure is \$83K unfavourable.

The **Unley Central Project** is presently \$216K unfavourable due to unbudgeted legal costs. Council is anticipating the recovery of some costs to offset the unfavourable variance.

The present unfavourable variance for Unley Central Project is partially offset by favourable variances across several projects including Strategic Project Consultants \$23K, the City-wide Parking Strategy (Stage 2) \$20K, City Wide Greening Verges \$19K and Creative Activation Stations \$15K. These variances are largely timing related, and are expected to be utilised by the end of the financial year.

### Forecast

Income from Operating Projects is expected to be in line with budget.

Expenditure for most projects is expected to be in line with budget, noting the following potential variances:

- *Unley Central Project*: The variance at the end of the financial year will be dependent upon the timing of the recovery of legal costs, and any further costs incurred in 2022-23;
- Timing variances on projects scheduled to be completed in June. For example, expenditure on the *Tree Strategy - Expand Canopy Target Public Land* has been aligned to the planting season (autumn and early winter);
- *Sustainability Projects Officer*: This project may have savings as the incumbent is presently backfilling the Coordinator Environmental Projects & Strategy position; and
- *Strategic Project Consultants and Economic Advisory Committee*: No expenditure has been identified for these projects to date, noting they were approved to enable a quick response to emerging opportunities or matters.

## 2022-23 Quarter 3 Financial Performance Report

## New Capital Projects

\$'000	Year To Date			Full Year Budget (Q2)
	Actual	Budget	Variance	
<b>Income</b>				
Unley Oval Grandstand Upgrade Stage 2	2,009	2,009	(0)	2,009
Edmund Avenue Cottages Business Hub Construction	593	593	(0)	593
Millswood Croquet Club-New Clubrooms Construction	143	143	(0)	143
CWP Weller Street/Simpson Parade Streetscape	36	36	0	36
Leader St Bicycle Facilities	5	5	-	5
Unley Oval Sports Precinct	-	-	-	635
Hampton Street North / Leader Street Intersection	13	13	-	13
Stage 1 George St & Young St Intersection	60	60	-	60
Millswood Croquet Club- Furniture & Fittings	25	25	-	25
<b>Total Income</b>	<b>2,883</b>	<b>2,883</b>	<b>(0)</b>	<b>3,518</b>
<b>Expenditure</b>				
Brownhill Keswick Creek	(515)	(515)	-	(515)
Capitalised Project Delivery Costs including Overheads	(189)	(189)	-	(252)
Unley Oval Grandstand Upgrade Stage 2	(3,736)	(3,041)	(695)	(3,041)
Digital Services Program	(34)	(28)	(6)	(28)
Wilberforce Walk	(79)	(79)	(0)	(79)
CWP King William Road Shared Path Upgrade	-	(11)	11	(11)
Edmund Avenue Cottages Business Hub Construction	(1,246)	(1,236)	(10)	(1,236)
Millswood Croquet Club-New Clubrooms Construction	(380)	(328)	(52)	(328)
CWP Weller Street/Simpson Parade Streetscape	(88)	(88)	(0)	(88)
Climate & Energy Plan Implementation	(63)	(58)	(5)	(101)
Leader St Bicycle Facilities	(18)	(10)	(8)	(10)
AV Upgrade of Civic Chamber	(39)	-	(39)	-
Unley Oval Sports Precinct	-	-	-	(635)
Living Streets	(16)	(30)	14	(70)
Unley Road Streetscape Upgrade (Stage 1)	-	(40)	40	(40)
CWP Wood-Weller Bikeway (Stage 5) Design	(6)	(15)	9	(20)
Hampton Street North / Leader Street Intersection	(20)	(38)	18	(38)
Stage 1 George St & Young St Intersection	(75)	(100)	25	(140)
Bicycle End of Trip Facilities	(2)	(10)	8	(20)
Cottages Museum Expansion 78-80 Edmunds Ave	-	-	-	(180)
Mobility & Operational Mgmt Improvements (Year 1)	(34)	(60)	26	(120)
Light Fleet Renewal EV Premium	-	-	-	(20)
Millswood Croquet Club- Furniture & Fittings	(25)	(25)	(0)	(25)
<b>Total Expenditure</b>	<b>(6,564)</b>	<b>(5,901)</b>	<b>(663)</b>	<b>(6,998)</b>
<b>Net Expenditure</b>	<b>(3,681)</b>	<b>(3,018)</b>	<b>(663)</b>	<b>(3,479)</b>

## New Capital Projects

### Commentary

#### Expenditure

New Capital Project expenditure is \$663K unfavourable to budget. This unfavourable variance is primarily due to the following projects:

- **Unley Oval Grandstand Upgrade Stage 2** \$695K unfavourable. Whilst the construction work has been completed, the projects costs are still being finalised. The key reasons for the unfavourable variances include:
  - significant increases in market prices relating to materials and labour,
  - design amendments,
  - additional scope of works required that could not have been foreseen, and
  - project variations are being reviewed and negotiated with the primary contractor.
- **Millswood Croquet Clubroom Construction:** \$52K unfavourable due to higher than forecast costs and variations.
- **Audio Visual Upgrade for the Civic Chamber:** \$39K unfavourable. The upgrade was not included in the original budget, but was deemed necessary with funding to be allocated from the IT Equipment Renewal Program.

These unfavourable variances are partially offset by timing variances on the Unley Road Streetscape \$40K, Mobility and Operational Management Improvements (Year 1) \$26K and Stage 1 George and Young Streets Intersections \$25K.

### Forecast

The unfavourable variances for Unley Oval Grandstand Upgrade Stage 2, the construction of the Millswood Croquet Clubrooms and Audio Visual Upgrade for the Civic Chamber will be addressed in the Quarter 3 Budget Review as follows:

- **Unley Oval Grandstand Upgrade Stage 2 \$713K** noting the project costs are still being finalised and an allowance for additional costs of \$75K has been provisioned:
  - The reallocation of funding from the Road Renewal Program \$319K;
  - The reallocation of funding from Property Assets Renewal Program \$282K;
  - The reallocation of funding from the Bus Shelter Renewal Program \$10K; and
  - Contribution from the Sturt Football Club \$103K for additional requested works.
- **Millswood Croquet Club \$53K:** Additional budget request due to higher costs and variations.
- **Audio Visual Upgrade for the Civic Chamber \$39K:** Allocation of funding from the IT Equipment Renewal Program.

The Quarter 3 Budget Review also incorporates proposed budget requests to offset minor budget variances for Edmund Avenue Cottages \$10K and Leader Street Bicycle Facilities \$8K (offset by Hampton Street North/Leader Street Intersection (\$8K).

Beyond these project adjustments, New Capital Projects are expected to be broadly in line with budget at the end of the financial year with the following exceptions:

- **Unley Oval Sport Precinct:** This project is in the procurement phase with works not due to commence until the 2023-24 financial year, subject to tender pricing;
- **Design for Museum Expansion:** This project is in the procurement phase following the completion of the Feasibility Study, and will not be completed until 2023-24.

## 2022-23 Quarter 3 Financial Performance Report

## Capital Renewal Program

\$'000	Year To Date			Full Year Budget (Q2)
	Actual	Budget	Variance	
<b>Income</b>				
Building	15	-	15	-
IT Equipment	2	-	2	-
Plant and Equipment	337	309	28	468
<b>Total Income</b>	<b>354</b>	<b>309</b>	<b>45</b>	<b>468</b>
<b>Expenditure</b>				
Bridges	(108)	(146)	38	(170)
Building	(425)	(779)	355	(908)
Bus Shelters	-	-	-	(10)
Drains & Stormwater	(209)	(1,261)	1,052	(1,323)
Footpaths	(149)	(115)	(34)	(710)
IT Equipment	(443)	(612)	168	(1,141)
Kerb & Watertable	(1,446)	(1,651)	205	(2,000)
Street Lighting	(20)	(20)	-	(20)
Plant and Equipment	(605)	(844)	238	(1,621)
Project Delivery	(715)	(715)	-	(954)
Reserves	(419)	(506)	88	(1,220)
Roadworks	(806)	(1,716)	911	(2,133)
Signs	(14)	(20)	6	(20)
Traffic Facilities	(20)	(30)	10	(30)
<b>Total Expenditure</b>	<b>(5,378)</b>	<b>(8,415)</b>	<b>3,038</b>	<b>(12,259)</b>
<b>Net Expenditure</b>	<b>(5,023)</b>	<b>(8,106)</b>	<b>3,083</b>	<b>(11,791)</b>

## Capital Renewal Program continued

### Commentary

#### Income

Capital Renewal income is \$45K favourable to budget due to a timing variance with the disposal major plant \$28K and a contribution from the Board of the Clarence Park Community Centre \$15K towards the cost of the playground upgrade.

#### Expenditure

Renewal expenditure is \$3.0M favourable to budget, primarily due to the timing of:

- **Drains & Stormwater \$1.05M favourable:** Unley Road renewal works \$615K have been delayed due to a cost management process. All other drainage works are scheduled to be completed by June;
- **Roads Capital Replacement \$911K favourable:** Timing variation with works scheduled for completion by June;
- **Building \$355K favourable:** Identified savings and works not proceeding of \$282K has been reallocated to the Unley Oval Grandstand. All other projects are scheduled for completion by June;
- **Plant & Equipment \$238K favourable:** Delays in the delivery of major plant and light fleet, and the deferral of some minor fleet renewal due to low mileage;
- **Kerb & Water table \$205K favourable:** Unley Road renewal works \$253K have been delayed due to the cost management process. All other kerbing works are scheduled for completion by June;
- **IT Equipment \$168K favourable:** The IT Equipment Renewal is underway with procurement being finalised; and
- **Reserves \$88K favourable:** Unley Oval irrigation will be a carry forward. All other works will be completed.

### Forecast

The follow renewal programs are the subject of proposed adjustments in the Quarter 3 Budget Review:

- **Road Renewals \$319K:** Reduction in the scope of the renewals works for Essex Street North, Goodwood. Funding reallocated to Unley Oval Grandstand Upgrade Stage 2;
- **Building Renewals \$282K reduction:** Renewal work not proceeding or completed with savings reallocated to Unley Oval Grandstand Upgrade Stage 2;
- **IT Equipment \$39K reduction:** Reallocation of expenditure budget to New Capital for the Upgrade of Civic Chamber;
- **Bus Shelters \$10K reduction:** Renewal work not proceeding; and
- **Enterprise Asset Management Systems Improvements \$50K increase:** Allocation of funding from City Development Operating Budget for system improvements.

Beyond these proposed changes, income and expenditure is presently expected to be largely in line with the budget with the following exceptions:

- **Unley Road Streetscape:** Capital Renewal works associated with the streetscape upgrade, including drainage, kerbing and footpath renewal totalling \$1.6M, will be largely carried forward due to an extended cost management process that has been undertaken as part of the procurement process;
- **Plant and Equipment Renewal:** Delivery lead times for both major plant and light fleet may require the carry forward of some of the budget, noting some vehicles have been taking longer than the advised timeframes during the procurement process. The renewal of some light fleet has also been deferred due to low mileage and good condition of the vehicles; and
- **IT Equipment:** The earlier effects of global supply chain delays have had a lasting impact and caused a backlog of work that may require a carry forward into the 2023-24.
- **Reserves Renewal:** Proposed renewal work, to Unley Oval playing surface approximately \$600K, will not commence until 2023-24.

## INFORMATION REPORT

<b>REPORT TITLE:</b>	THIRD QUARTER 2022-23 CORPORATE PERFORMANCE REPORT
<b>ITEM NUMBER:</b>	4.4
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	NICOLA TINNING, GENERAL MANAGER, BUSINESS SUPPORT & IMPROVEMENT
<b>DIVISION:</b>	BUSINESS SUPPORT AND IMPROVEMENT
<b>ATTACHMENTS:</b>	1. CORPORATE PERFORMANCE REPORT - THIRD QUARTER 2022-23

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### 1. **PURPOSE**

The report provides Council with data analysis and information on service delivery and customer satisfaction survey results for the third quarter of the 2022-23 financial year.

### 2. **RECOMMENDATION**

That:

1. The report be received.
- 

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

4. Civic Leadership
- 4.3 Our business systems are effective and transparent.

### 4. **BACKGROUND**

The City of Unley has a Four-Year Plan that informs its Annual Business and Delivery Plans and budget processes, and guides Council and the community in relation to priorities and strategies, including the longer-term vision outlines in the Community Plan 2033.

The Corporate Performance Report, which provides Council with a performance report on a quarterly basis, ensures that Council is informed about service delivery to improve public accountability and transparency.

**5. DISCUSSION**

The State Government has introduced “Councils in Focus”, a website which draws data from annual Grants Commission reporting and allows for comparisons between Councils. The website is publicly available.

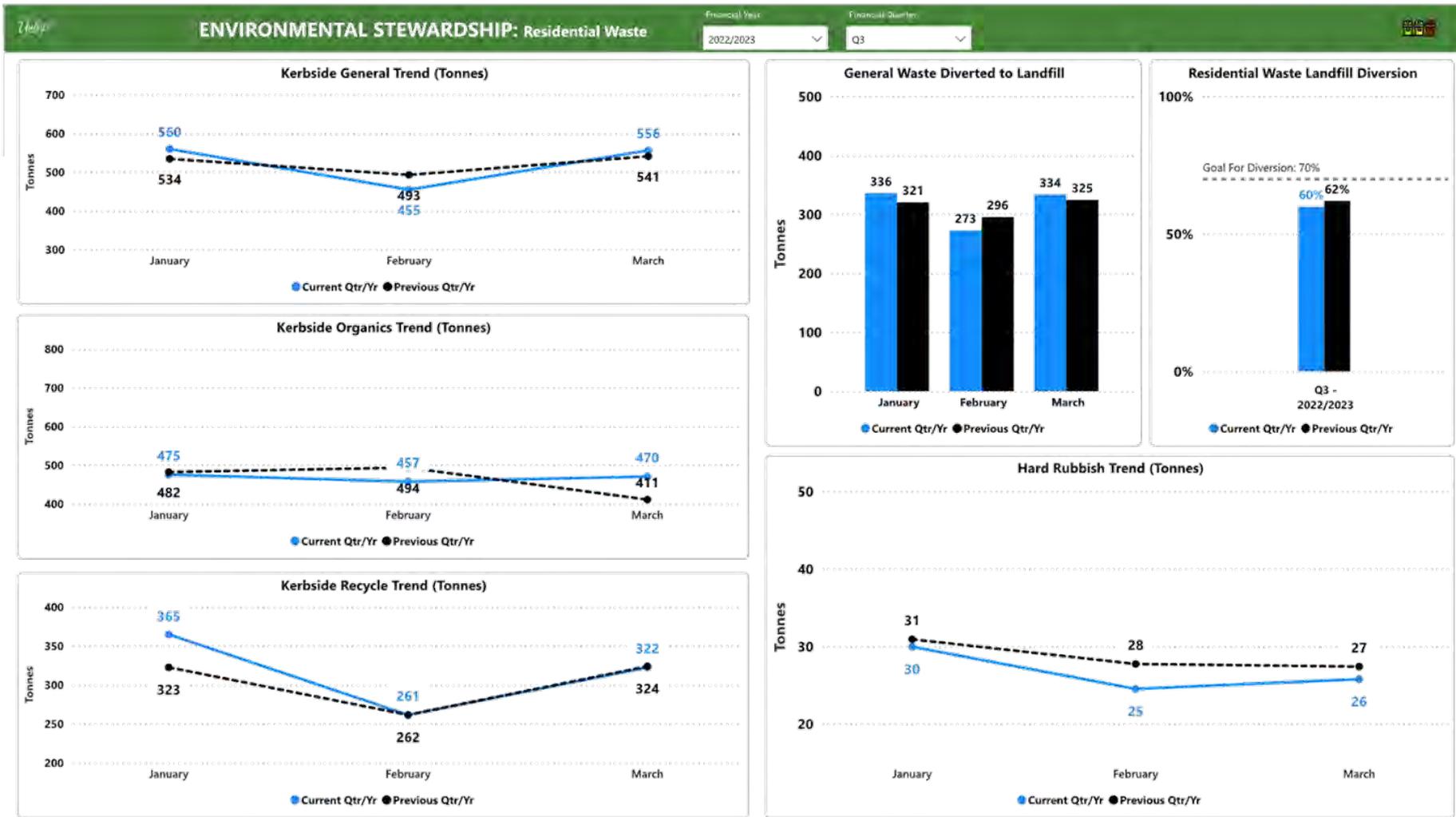
The collection of data from source corporate systems for the corporate performance report has been automated where possible. Automation is to improve data quality and create efficiencies in the data collection and process of analysis.

This report covers the third period of the 2022-23 financial year from 1 January 2023 to 31 March 2023. The Corporate Performance Report is provided as Attachment 1.

*Attachment 1*

**6. REPORT AUTHORISERS**

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



 **ENVIRONMENTAL STEWARDSHIP**  
Residential Waste

Financial Year and Quarter For Comments:  
2022/2023 Q3 



**Comments**

The total tonnage disposed of general waste for the quarter has remained consistent with previous quarters for the same time of year. However February resulted in an 8% reduction in tonnage from February in the previous year and small increases for January and March.

There was a recorded 13% increase in the tonnage of recycled material collected in January during the holiday period compared to January last year, with February and March remaining relatively consistent.

The total tonnage of organics waste has remained relatively consistent for each month of the quarter with an increase of 14% for the month of March compared to last year, and can potentially be attributed by the mild consistent weather conditions through the summer months.

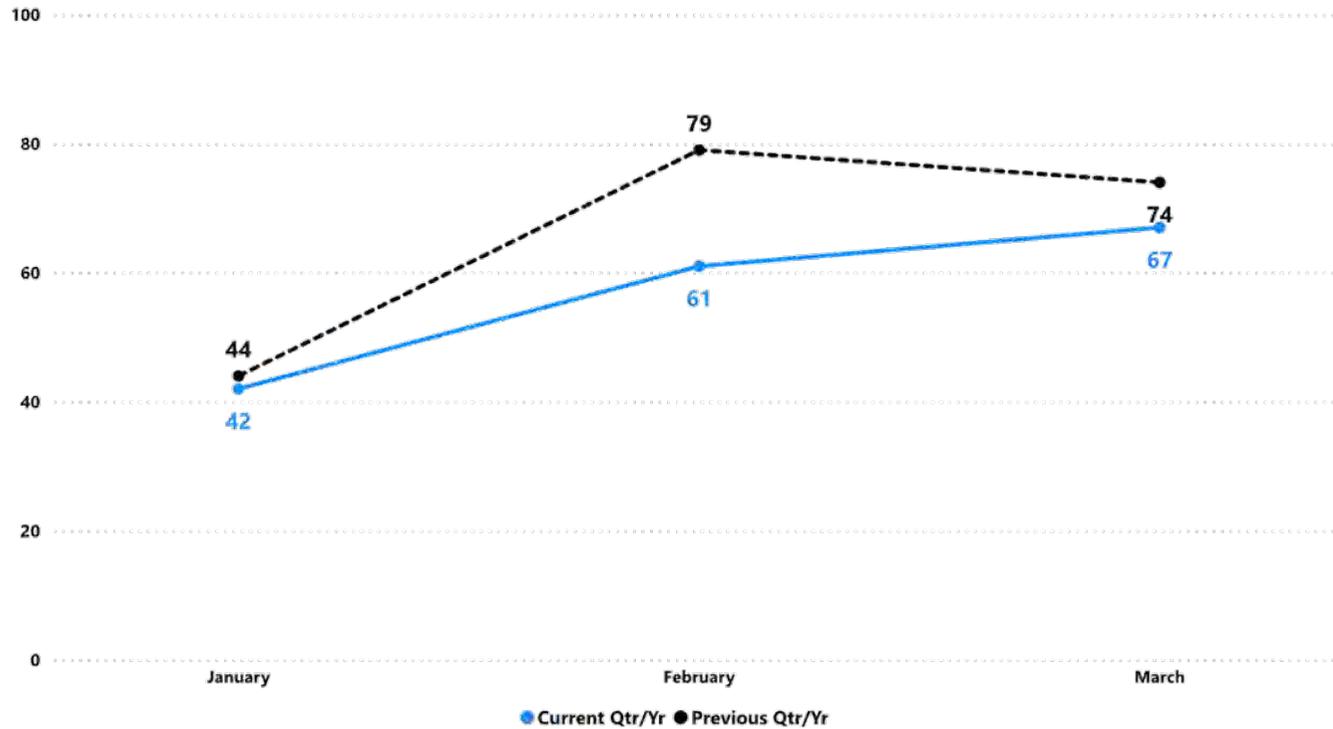
The total percentage of waste diverted from landfill remained relatively consistent at 60% and is slightly less than the same period last year.

The total tonnage of general waste going to land fill over the past 3 months is estimated to be 943 tonnes and is similar to the same time last year.

The total hard rubbish tonnage collected for the quarter is 5 tonnes less than the same quarter last year.

 **COMMUNITY LIVING - Development Applications** Financial Year: 2022/2023 Financial Quarter: Q3

### Total Development Applications Lodged



 **COMMUNITY LIVING** Financial Year and Quarter For Comments  
Development Applications - Planning Consents Granted 2022/2023 Q3 

**Comments**

This report provides the number of applications for planning consent that have been lodged with Council during the quarter. The number of applications lodged this quarter (170) has reduced in comparison to the same quarter last year (197) and continues a trend for this calendar year of a lower than 5-year average for lodgements.

Lodgements have gradually risen through the quarter, impacted initially by the annual holiday period and industry shutdowns. The overall reduction in planning consents lodged compared to the same quarter last year (200) can likely be attributed to the rising interest rates and increased cost of living pressures. This trend will likely continue if interest rates continue to rise and will then return to typical trends once the rises cease.

Reporting systems in the Planning and Design Code indicate that legislated assessment times continue to be met (on average achieved in 14/15 days, compared to the 20 day legislated target). Consents issued for the quarter (149) has reduced in comparison to the same quarter last year (167) but is tracking in line with the numbers of applications lodged. Decisions by the Council Assessment Panel this quarter (4%) is consistent with the same quarter last year (4%).

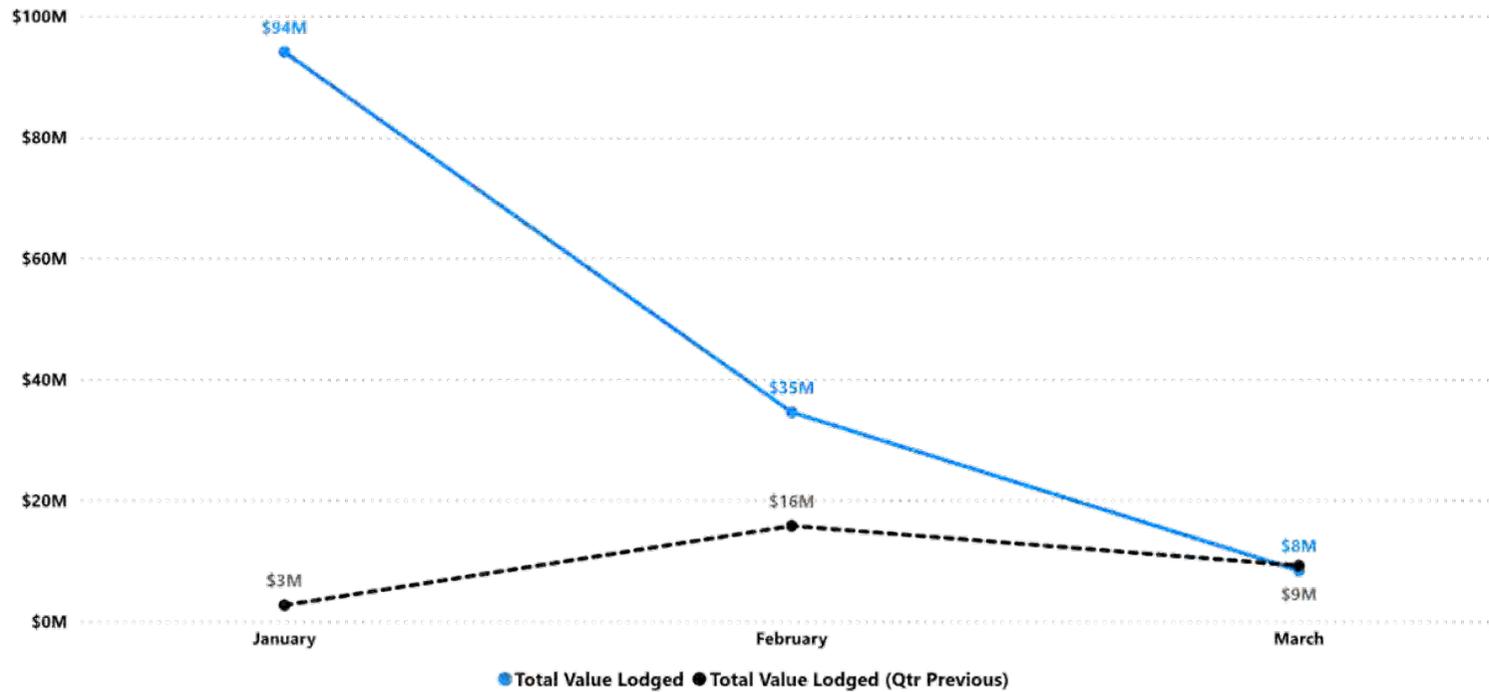
**COMMUNITY LIVING - Value of Approved Development Applications** Financial Year: 2022/2023 Financial Quarter: Q3

Average Development Value  
**\$237K**  
 Financial Year 2020/2021

Average Development Value  
**\$323K**  
 Financial Year 2021/2022

Average Development Value  
**\$351K**  
 Financial Year 2022/2023 YTD

**Total Value of Approved Applications**



 **COMMUNITY LIVING**  
Value of Approved Development Applications

Financial Year and Quarter For Comments  
2022/2023 Q3



**Comments**

This report indicates the total and average value of approved development during the quarter in the City of Unley.

This quarter shows a significant variation in the total value of approved applications each month (between \$8M and \$94M), which is influenced by the lodgement for development of two apartment buildings in January and February. The total value for the quarter (\$137M) is significantly higher than the previous quarter of this financial year (\$28M) for the above noted influences.

The average value of development has shown an increase over the previous financial year (\$351k up from \$323k) that is reflective of the number of high value developments lodged this quarter, as well as the increase in building costs experienced within the sector.

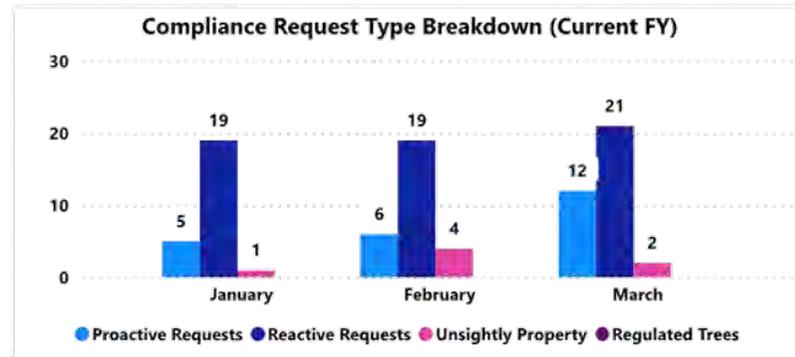
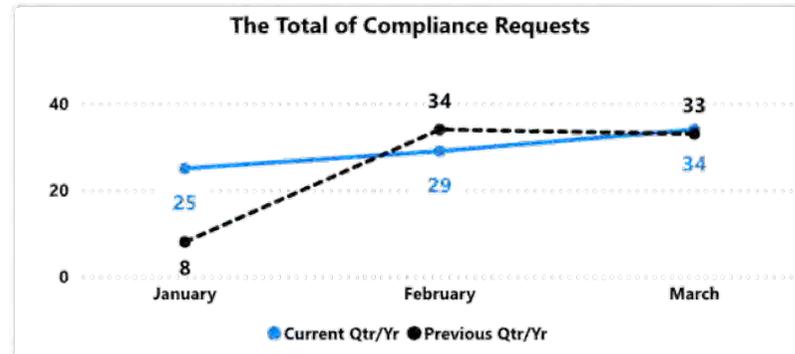
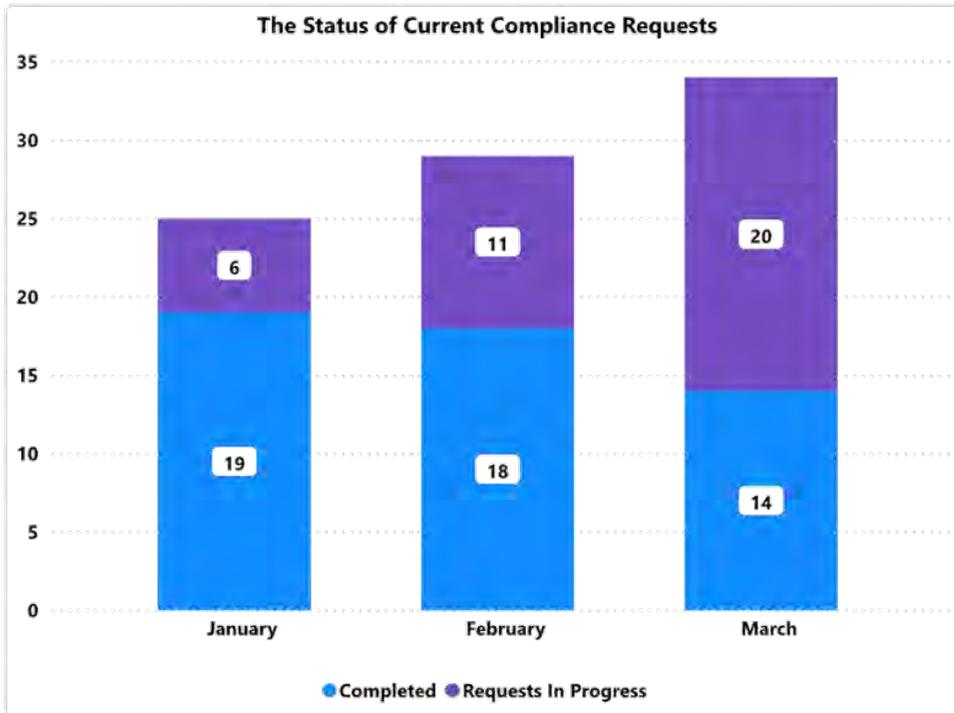
**COMMUNITY LIVING - Planning Compliance Inspected** Financial Year: 2022/2023 | Financial Quarter: Q3

**Total Completed Requests**  
51

**Compliance Requests In Progress**  
37

**Compliance Requests Under Investigation**  
0

**Total Lodged Requests**  
88



 **COMMUNITY LIVING**  
Planning Compliance Inspected

Financial Year and Quarter For Comments:  
2022/2023 Q3



### Comments

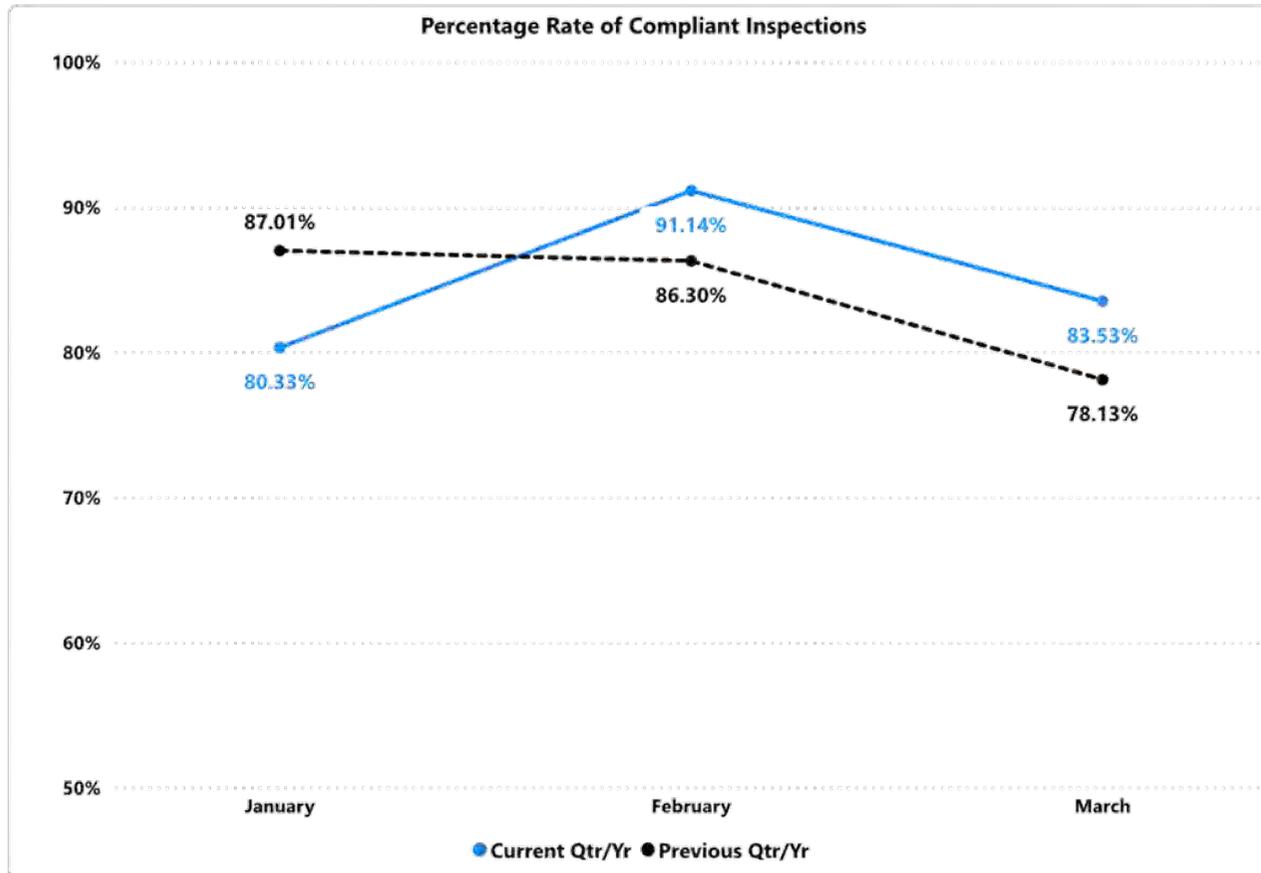
The purpose of this report is to demonstrate the volume and status of planning compliance inspections undertaken by Council over the last quarter. The inspections are a result of either customer requests/complaints, notifications being lodged through the Customer service desk (reactive complaint) or inspections conducted by Council's Planning Compliance Officer without receiving a customer complaint (proactive). The purpose of a proactive inspection is to ensure compliance of development approvals and conditions, and to mitigate the number of complaints received by Council regarding the Development approval process, ensuring sensitive or potentially contentious development matters are inspected. This will include the following:

- Applications for tree removal that require replacement trees to be planted
- Applications that require a tree protection zone to be established during development
- Multi-level residential developments that require privacy treatments to be constructed to upper levels
- Commercial developments where landscaping is required to be completed

The report identifies Council has received a total 88 Customer requests for investigation in this quarter. Council has completed a total of 51 planning compliance requests during this period. Completing the investigation includes confirming that there was no compliance breach, the development approval was complied with or enforcement action resulted in the matter being rectified. The remaining 37 Planning compliance requests in progress are comprised of a combination of proactive and reactive investigations that are either pending action, are currently under investigation, or have been inspected but cannot be closed pending confirmation of further action depending on the specific issue being investigated. The number of compliance requests currently under investigation (0) indicates all requests are currently being actioned by Council staff.

 **COMMUNITY LIVING** - Building and Planning - % Compliance vs Non Compliance

Financial Year: 2022/2023  
Financial Quarter: Q3



 **COMMUNITY LIVING** Financial Year and Quarter For Comments: 2022/2023 Q3 

**Building and Planning - % Compliance vs Non Compliance**

**Comments**

The purpose of this report is to demonstrate the overall level of compliance for Planning and Building Compliance inspections. These are a result of customer complaints or proactive inspections conducted by Council staff and considers whether the development has obtained the proper consents and/or complies with the relevant approvals granted.

Overall figures indicate that building work is generally being undertaken in line with the approvals granted and remains consistent with a relatively high compliance rate (85%). This reflects that applicants are gaining the appropriate consents and constructing development in accordance with the approval.

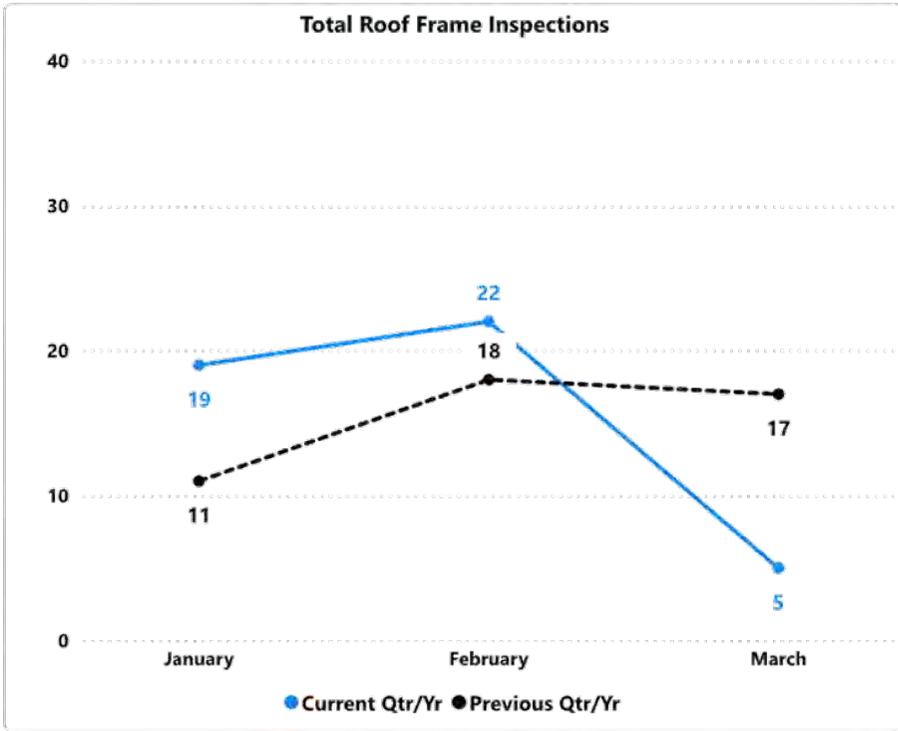
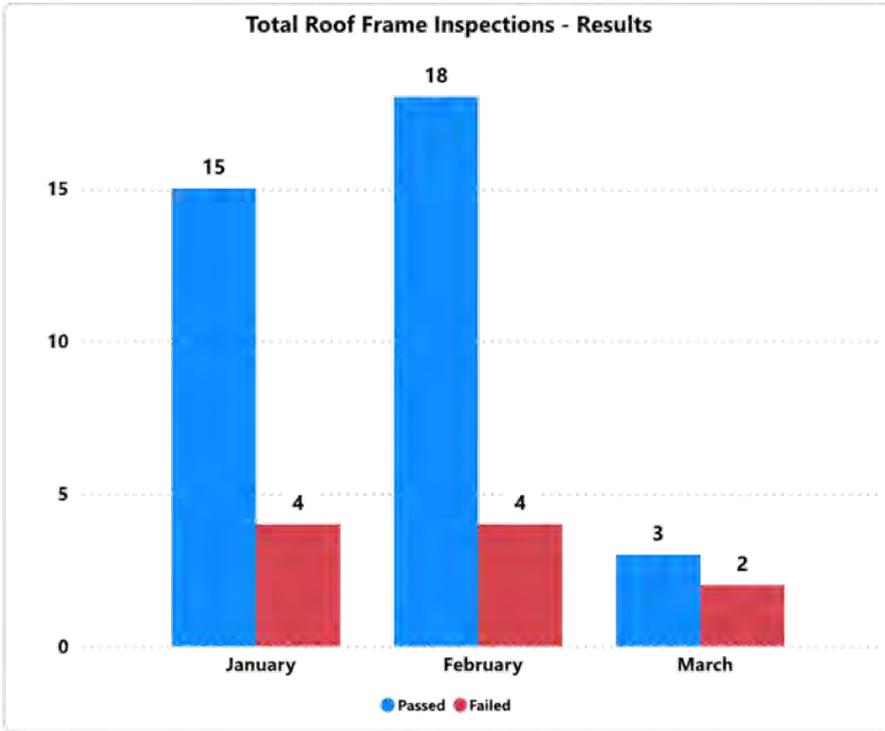
Non-compliance typically relates to failed building inspections, primarily roof framing and swimming pools which can present minor technical non-compliances with relevant Building Code or Australian Standards. They may also relate to developments that have failed to obtain the appropriate consents, and/or developments proceeding contrary to their approvals. All matters are followed up by staff through education and instruction or formal enforcement action in accordance with the Compliance Policy, with further inspections undertaken to confirm the works have been satisfactorily resolved.

**COMMUNITY LIVING - Building/Roof Frame Inspections** Financial Year: 2022/2023 Financial Quarter: Q3

**Total Roof Frame Inspections**  
**46**

**Total Inspections Passed**  
**36**

**Total Inspections Failed**  
**10**



 **COMMUNITY LIVING**  
Building/Roof Frame Inspections

Financial Year and Quarter For Comments:  
2022/2023 Q3



**Comments**

The purpose of this report is to detail the number of building/roof frame inspections undertaken by the building department to meet legislated inspection rates under the Planning, Development and Infrastructure Act 2016 (PDI Act). The PDI Act currently prescribes an inspection rate of 66% for all building work related to residential dwellings and 90% of commercial building work commenced within the financial year, which is on track and achieved year to date.

The figures reported reflect a total of 46 building/roof frame inspections have been undertaken with 10 failed inspections recorded. The reasons a failed inspection is recorded can vary depending on the development being inspected; however, they most commonly relate to minor non-compliances with either the Building Code or related Australian Standards and are typically resolved through education, direction and instruction being issued to applicants and/or builders by Council Building Officers. All failed inspections are reinspected by Building Officers to ensure that they are compliant prior to the continuation of work.

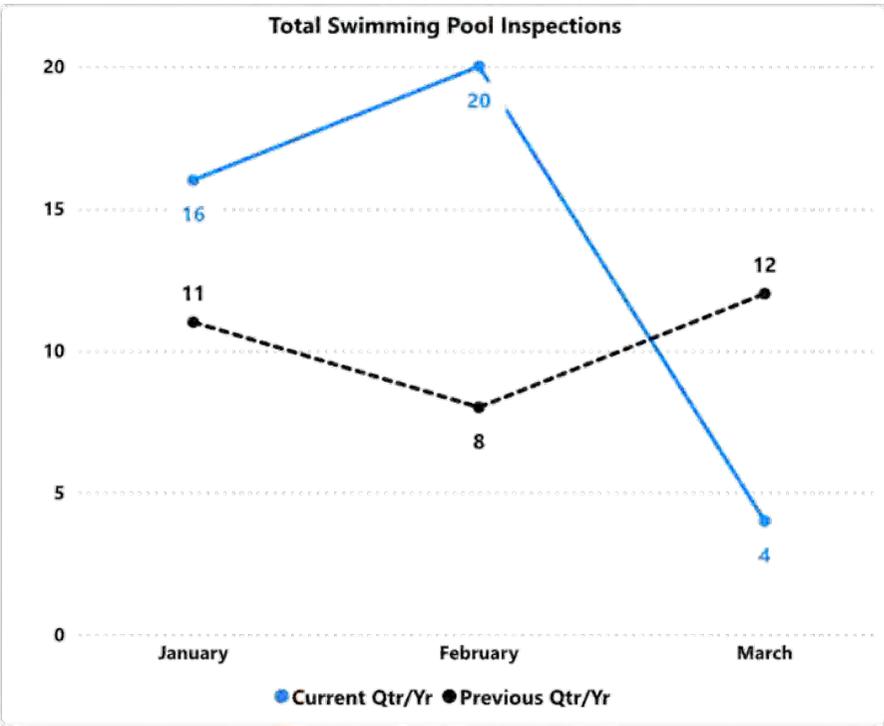
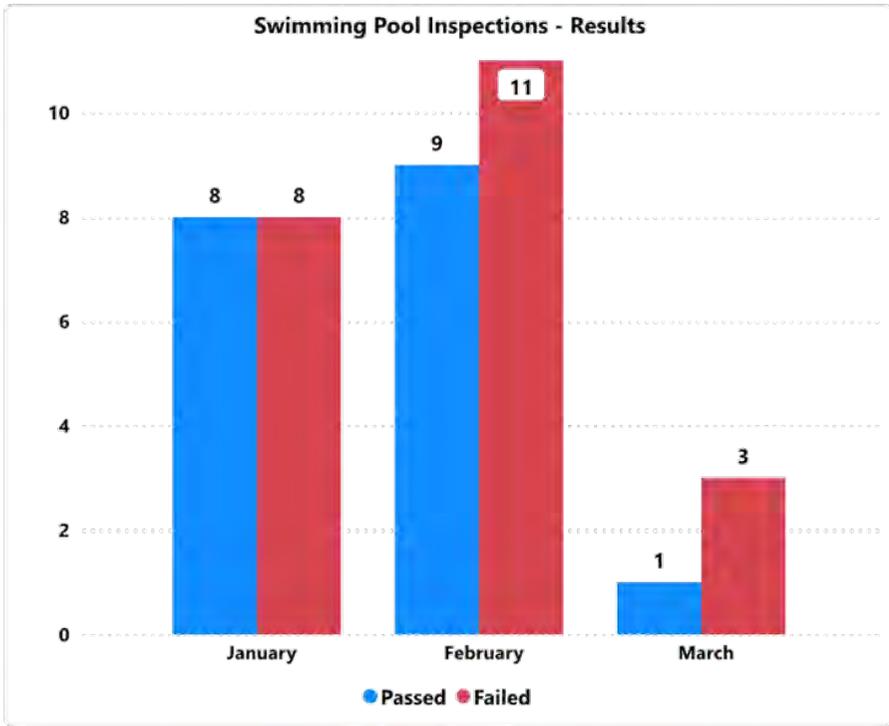
The number of inspections undertaken this quarter (46) is comparable with the previous year (46). The data for this quarter reflects inspection numbers undertaken and recorded through the new PlanSA portal inspection system.

**COMMUNITY LIVING - Swimming Pool Inspections** Financial Year: 2022/2023 Financial Quarter: Q3

Total Swimming Pool Inspections  
**40**

Total Inspections Passed  
**18**

Total Inspections Failed  
**22**





## COMMUNITY LIVING

### Swimming Pool Inspections

Financial Year and Quarter For Comments:

2022/2023 Q3 ▼



#### Comments

The purpose of this report is to detail the number of mandatory swimming pool safety barrier inspections undertaken by the Building Department to ensure 100% of swimming pools and associated safety barriers are constructed in accordance with the Building Code of Australia and applicable Australian Standards. The Planning, Development and Infrastructure Act 2016 (PDI Act) Practice Direction 8 as adopted by Council dictates statutory obligations to swimming pool inspections. Practice Direction 8 requires Council to inspect 100% of all notified swimming pools and associated barriers within 10 business days of being notified of completion of construction of the barriers prior to the pool being filled with water. This is on track and achieved year to date.

Historically, swimming pool safety barrier inspections tend to peak prior to or during the summer period as people rush to complete swimming pool installations in time for summer, and then drop off again through the winter months.

Of the 40 swimming pool inspections undertaken by the Council Building Team, 22 of those were recorded as a failed inspection. As with all technical building inspections, the reasons for failure can vary and there is a very low tolerance for compliance for swimming pools due to life safety considerations. Typically, failed inspections relate to minor defects or non-compliances with the Australian Standards for swimming pools. Non-compliances typically include items such as minor adjustments required to gates and latches or climbable items being located within No Climb Zones of the external or internal safety barriers. The number of failed barrier inspections recorded this quarter (22) highlights the importance of Council maintaining a robust pool safety inspection regime in accordance with statutory requirements.

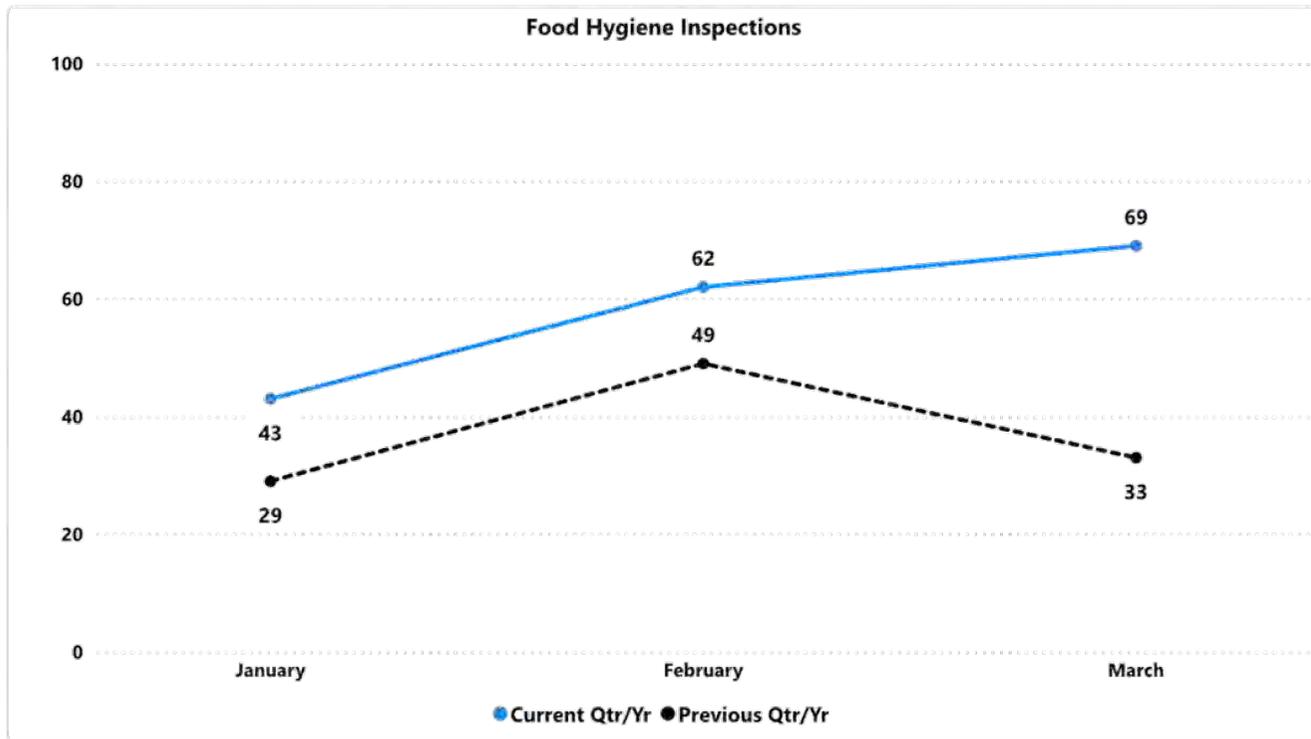
Council Building Officers continue to take a proactive approach with pool safety barriers given the number of building approvals issued for swimming pools and the inherent safety risk associated with non-compliant safety barriers. Where a non-compliance is recorded during an inspection, Council Building Officers work with owners and builders providing specialist advice and several follow up inspections to ensure a 100% compliance rate for all swimming pool barriers notified in line with legislative requirements. For reporting purposes only the initial inspection is counted against the development, all subsequent inspections required to achieve compliance are not counted as part of the data for this report.

**COMMUNITY LIVING - Food Hygiene Inspections** Financial Year: 2022/2023 Financial Quarter: Q3

Total Health Food Inspections  
**174**

Number of Routine Inspections  
**120**

Number of Written Warnings  
**54**



 **COMMUNITY LIVING**  
Food Hygiene Inspections

Financial Year and Quarter For Comments:  
2022/2023 Q3 



**Comments**

The purpose of this report is to demonstrate the number of food premises inspections undertaken by Environmental Health Officers to ensure businesses are compliant with food safety requirements. Where a non-compliance is recorded during inspections, Health Officers will conduct a risk assessment of the premises and either take informal or formal action, dependent on the seriousness of the breach as determined by Council's Compliance Policy.

The number of "Routine Inspections" refers to the total number of general inspections undertaken as scheduled inspection work by the Health Team; while the 'Total Inspections' refers to the routine inspections undertaken in addition to follow up inspections where either informal or formal action has been directed by Health Officers during a previous inspection.

This report identifies a total of 174 food inspections were undertaken, 120 routine inspections resulting in 64 follow up inspections, with 54 written warnings issued by Council's health team. All non-compliant businesses that receive a written warning are actioned, either through a follow up inspection and additional enforcement action for significant non-compliances, or confirmed as compliant at the next scheduled routine inspection.

The intent of Councils' Health team is to reduce the total number of written warnings being issued through conducting regular routine inspections, monitoring, and education of business owners and operators to ensure high levels of compliance and food safety for the benefit of the community.

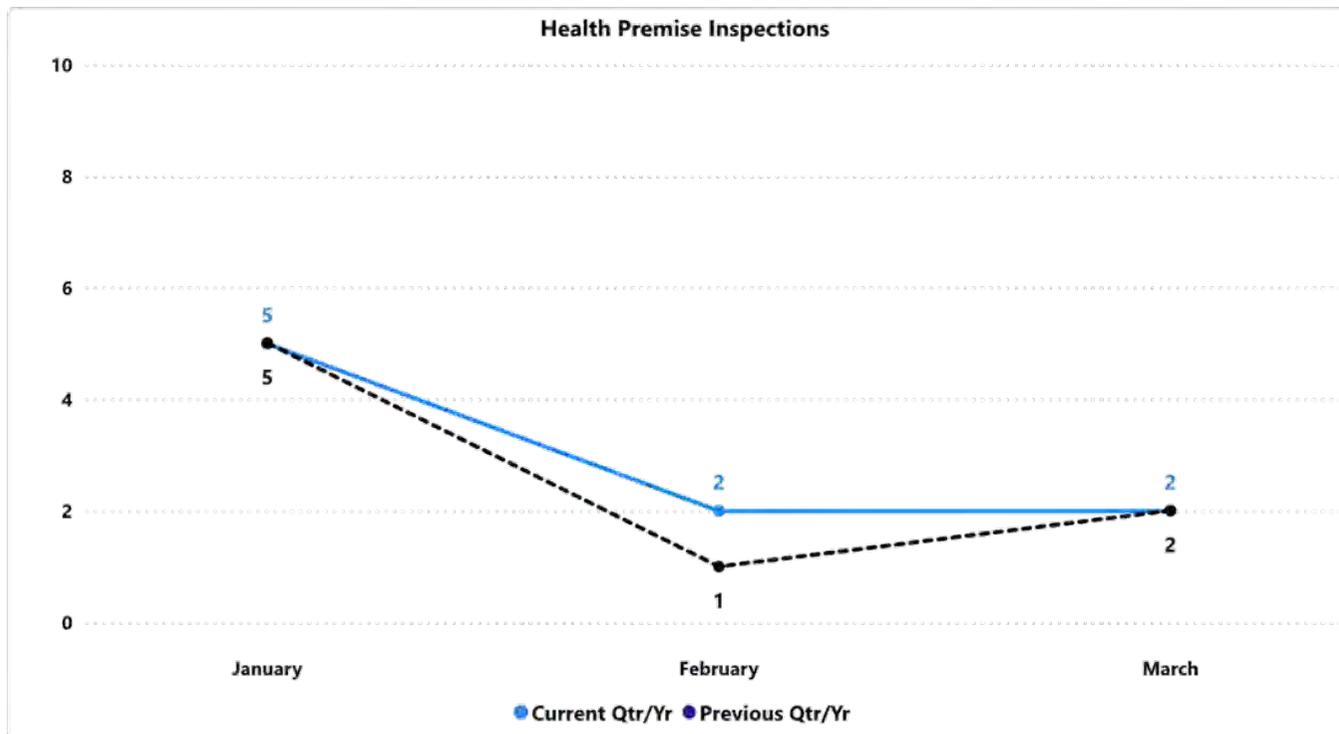
**COMMUNITY LIVING - Health Premise Inspections** Financial Year: 2022/2023 Financial Quarter: Q3

Total Health Premise Inspections  
**9**

Self Audit Inspections  
**0**

Compliant Inspections  
**6**

Non-Compliant Inspections  
**3**



 **COMMUNITY LIVING**  
Health Premise Inspections

Financial Year and Quarter For Comments:  
2022/2023 Q3 

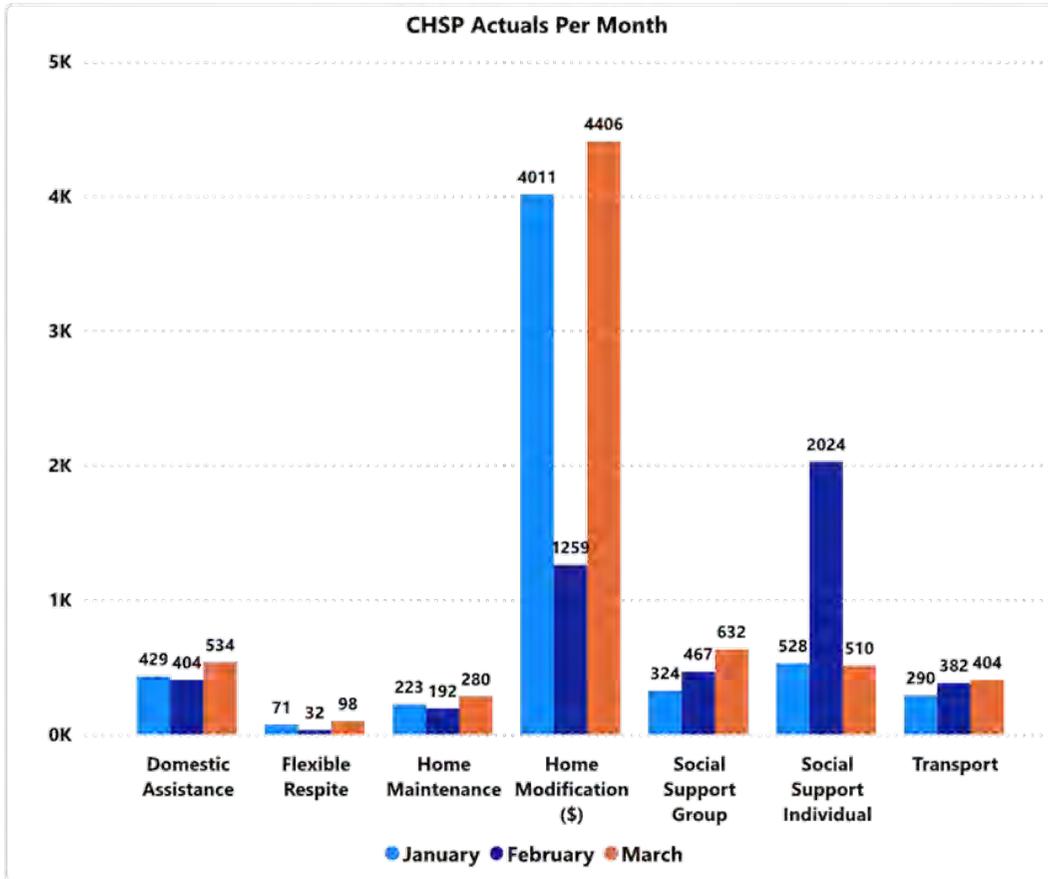


**Comments**

This report indicates the total number of health inspections undertaken under the Public Health Act where activities may impact public health. This includes inspections of swimming pools and spas, cooling towers, warm water systems, hairdressers and tattoo parlours.

Inspections are either undertaken onsite or via a desktop assessment where the business provides information relating to compliance for review by the Health Team. This quarter is comparable in terms of total health premise inspections undertaken; however, this financial year will reflect a significant decrease in "Total Health Premise Inspections" undertaken as self-audit inspections are only undertaken on a 2 yearly cycle. This cycle is therefore represented in this quarter's total inspection numbers (9). The total inspection numbers include the inspection of cooling towers, onsite audits and swimming pools. These numbers tend to fluctuate according to seasonal requirements and scheduled inspection work. Where an inspection results in non-compliance, a risk assessment is undertaken to determine whether informal action or formal action is warranted in accordance with Public Health Act and Council's Compliance Policy.

**COMMUNITY LIVING - Community Home Support Programs** Financial Year: 2022/2023 | Financial Quarter: Q3



### CHSP Outputs Table

CHSP Program	Annual Outputs	Required (KPI)*	Actuals
Domestic Assistance	5935	1485	1367 ↓
Flexible Respite	1080	270	201 ↓
Home Maintenance	2312	579	695 ↑
Home Modification (\$)	23482	5868	9676 ↑
Social Support Group	2102	528	1423 ↑
Social Support Individual	7196	1800	3062 ↑
Transport	4333	1086	1076 ↓

\*As at the end of the quarterly reporting period

 **COMMUNITY LIVING**  
Home Support Program Visits

Financial Year and Quarter For Comments:  
2022/2023 Q3 



**Comments**

Council's Commonwealth Home Support Program is funded by the Commonwealth Government and Council. The program provides services to eligible older residents who have a My Aged Care referral to support them to remain living independently within their own homes.

For the quarter, there were 760 clients who benefited from receiving one or more service types, with over 50% of clients receiving several service types. This is an increase of 40 clients from the last quarter (Q2 had 720 clients).

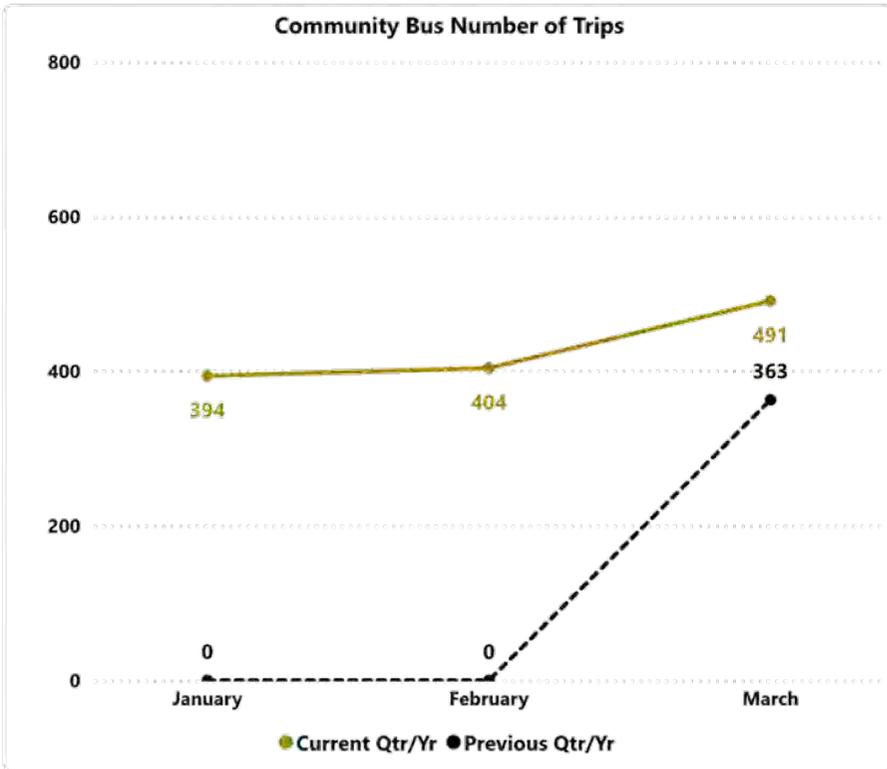
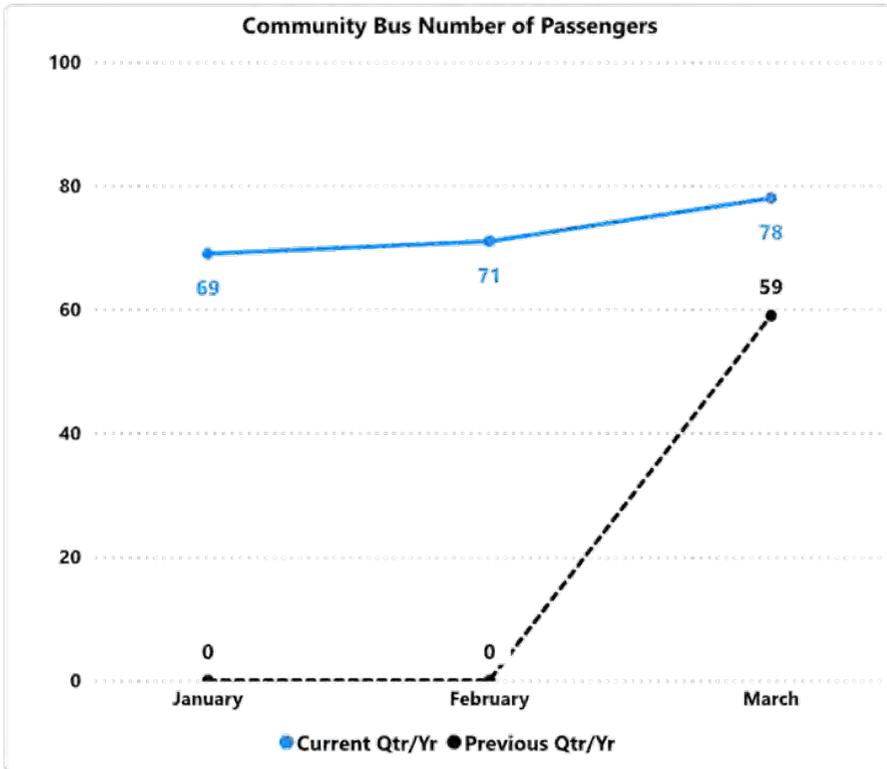
The table outlines the required KPIs to be achieved for each service type under the funding agreement, and our corresponding actual achievements against each for Quarter 3. The figures provided are for hours of service, except for Transport that is captured as one-way trips, and Home Modifications that is captured as dollar amount of the subsidies provided towards the cost of home modifications required. It is worth noting that any fluctuations in the number of services provided for each month are generally related to the number of referrals that Council receives through the Commonwealth My Aged Care portal.

When reporting to the Commonwealth on KPIs, flexibility is provided, with the areas that we have exceeded KPIs taken into consideration against the under-performing areas, removing the need to return any unspent grant funds.

**COMMUNITY LIVING - Community Bus Passengers** Financial Year: 2022/2023 Financial Quarter: Q3

Total Number of Trips  
**1289**

Average Passengers Per Month  
**73**



 **COMMUNITY LIVING**  
Community Bus Passengers

Financial Year and Quarter For Comments:  
2022/2023 Q3 



**Comments**

The Community Bus service is comprised of a fleet of three buses all of which are driven by volunteers and supported by volunteer helpers who assist the passengers as required. The Service primarily provides return door to door transport assistance to local shopping centres and other community-based venues, with most passengers utilising the service multiple times each month. There are currently 86 residents registered to use the service (an increase of 6 passengers from the last quarter).

A 'Trip' in this context is defined as one way for each passenger i.e. a bus of ten people would be counted as 10 trips. This is aligned to the way the CHSP program reports on transport trips to ensure our reporting structures are compatible.

Council's community bus was not operational in January and February 2022 due to COVID restrictions, hence a comparison cannot be made between the same period last year. However, with 1289 total trips, and an average of 73 passengers per month in Q3, there has been an increase of use compared to the previous quarter (an increase of 11 passengers and 187 trips per month compared to Q2).

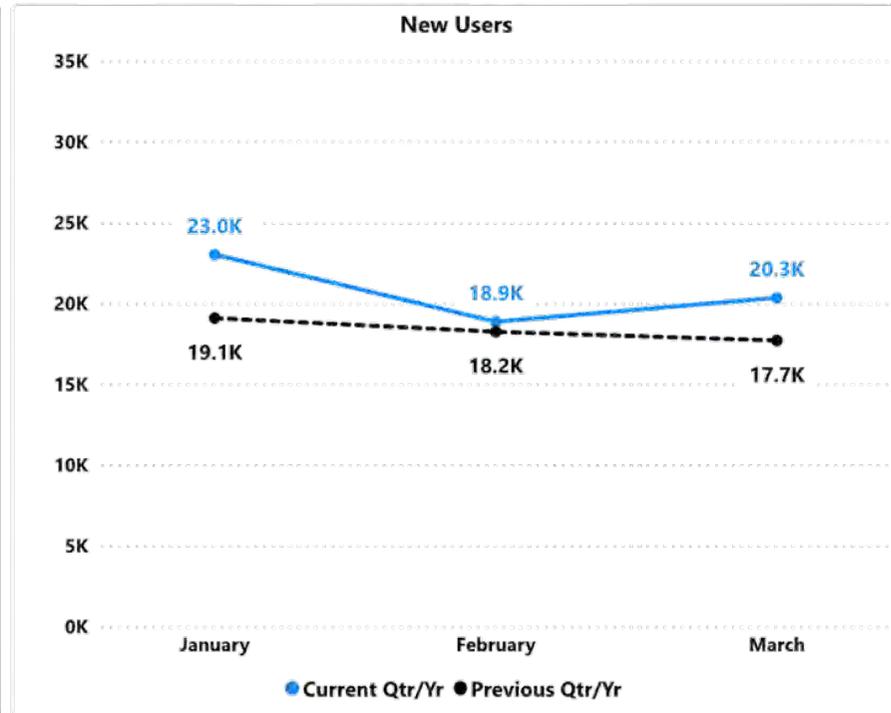
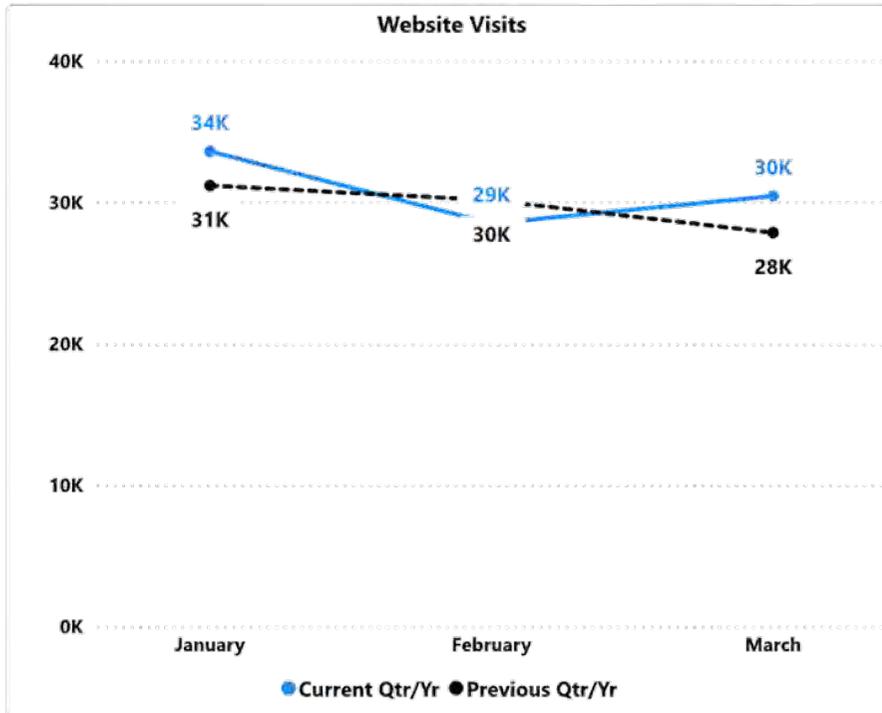
A promotional plan has been developed that will be implemented over the next quarter, which includes targeting independent living facilities in the Unley Council area. A quality evaluation of the community bus service is planned for 23-24 to ascertain changing community needs and increase the utilisation of the Service.

**CIVIC LEADERSHIP - Website Visits** Financial Year: 2022/2023 | Financial Quarter: Q3

Total Website Visits  
**93K**

Total Website Visits Outside Aus  
**7205**

Total New Users  
**62K**





## Comments

### QTR 3 WEBSITE DATA 22-23

Compared to the previous quarter, we saw an increase in web visits to our corporate website of 13.4%.

#### Q3 data 22-23:

- Total website visits 93k
- Total new users 62k

#### Previous quarter (Q2 data 22-23):

- Total website visits 82k
- Total new users 56k

### POPULAR PAGES

Google Analytics show us popular pages visited during January, February and March 2023. Our home page received the most views (10.3% of page views), and content for the new swim season consistently appeared in the top 10.

#### Top 10 viewed pages for Q3 22-23:

1. Home page
2. Unley Swimming Centre – Landing Page
3. Unley Swimming Centre – Lane Availability
4. Rubbish collection dates
5. Unley Libraries – Landing Page
6. Contact Us
7. Unley Swimming Centre – Pricing & Costs
8. Hard Waste Collection
9. Unley Swimming Centre – February Pool Availability
10. Events, Programs & Facilities

The next most popular pages (Pages 11 –20) included Waste & Recycling, March Pool Availability, Santos Tour Down Under, Community Centres, Report An Issue and Pay a Parking Fine.

### POPULAR CONTENT

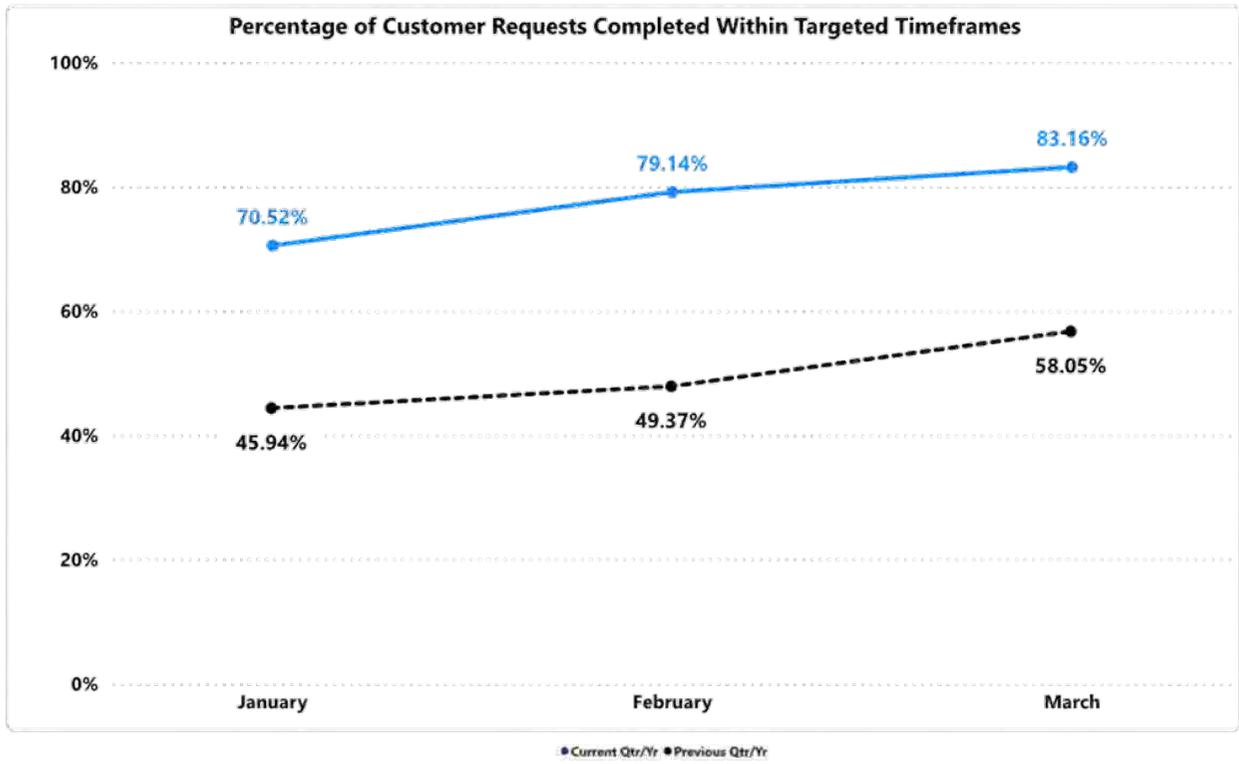
Aside from visits to the home page, topics that attracted the most website visitors for this period included:

- Swimming Centre pages – 15.02%
- Programs, Events & Facilities pages – 7.23%
- Waste & Recycling pages – 6.88%.

**CIVIC LEADERSHIP - Key Customer Request Timeframes** Financial Year: 2022/2023 Financial Quarter: Q3

Target Time Frame Met Average  
**77%**  
 Of the Time

Most Common Request  
**Request for Street Tree Maintenance**  
 73.08%  
 Requests Done in Time frame



 **CIVIC LEADERSHIP**  
Customer Requests Timeframes

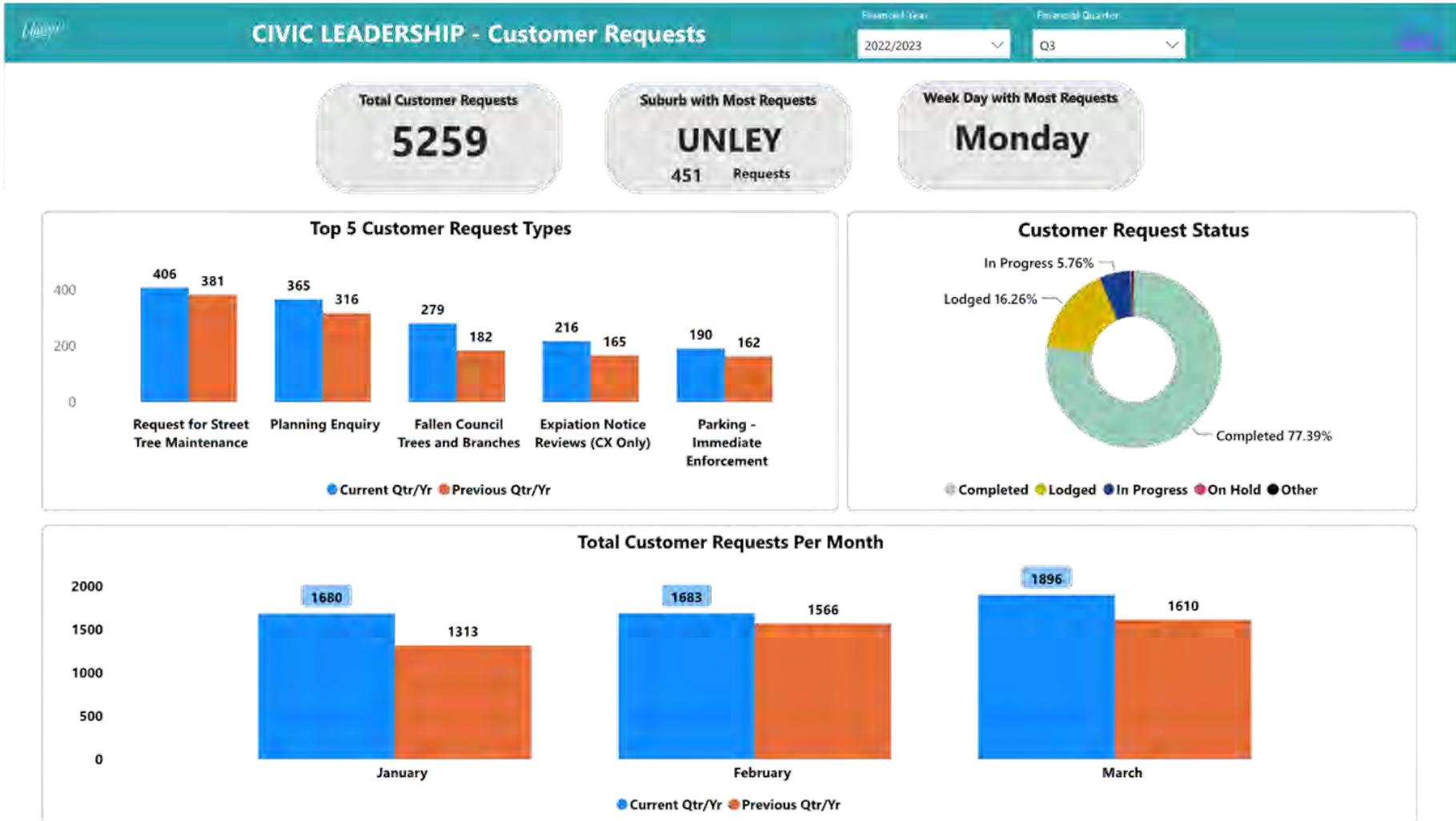
Financial Year and Quarter For Comments  
2022/2023 Q3 



**Comments**

This data represents the percentage of customer requests lodged and completed within set time-frames, noting time-frames vary based on the request type. This quarters average reflects that 77% of requests were completed on time, compared to 51% for the same time last year. This is a particularly good result, given there has been an increase of 770 requests compared to Q3 last year, (approximately 15% increase in the number of requests received).

March saw the highest amount of Customer Requests (83.16%) completed within the targeted timeframe for this quarter, which also aligns the increase in street tree maintenance requests resulting from the severe weather event experienced this quarter.





**CIVIC LEADERSHIP**  
Customer Requests

2022/2023 Q3

**Comments**

Customer requests include seeking information, action, or assistance in line with Council's service offering. It does not include phone messages for staff.

This quarter, a total of 5259 requests were received, noting this is an increase of 770 requests compared to the same quarter last year (15% increase). The increase in requests in the month of January compared to last year (increase of 367), can be attributed to the high number of parking permit renewals and new applications and expiation reviews. The increase in requests in February (increase of 117) and March (increase of 286) can be attributed to storm clean up and repairs resulting from severe weather events (with a total 537 requests in February and March for fallen Council trees and branches, street tree maintenance and footpath sweeping).

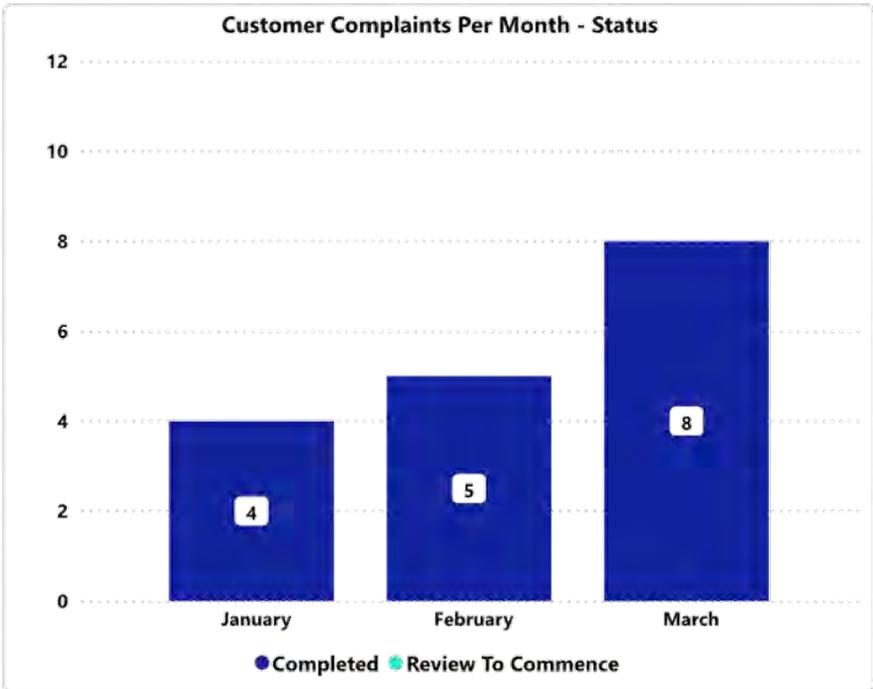
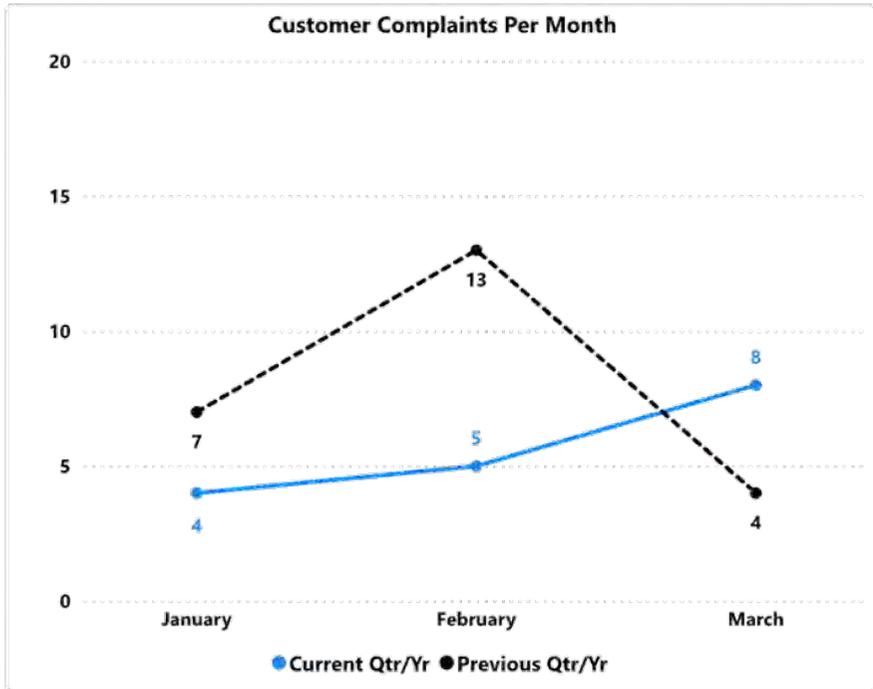
The top five lodged customer requests, request for street tree maintenance, planning enquiries, fallen council trees and branches, expiation reviews and parking enforcement are still consistently high. This quarter, Request for Street Tree Maintenance has overtaken Planning enquiries as the most common request type.

**CIVIC LEADERSHIP - Customer Complaints** Financial Year: 2022/2023 Financial Quarter: Q3

**Total Complaints Received**  
**17**

**Complaints Under Review**  
**0**

**Complaints Review To Commence**  
**0**





The banner features the City of Unley logo on the left. In the center, the text reads "CIVIC LEADERSHIP" in large, bold, white letters, with "Customer Complaints" in smaller white text below it. On the right side, there is a dropdown menu labeled "Financial Year and Quarter For Complaints" with "2022/2023 Q3" selected. To the far right, there is a small icon of a computer monitor displaying a dashboard.

### Comments

A complaint is defined in the City of Unley Complaint Procedure as "an expression of dissatisfaction made to or about our decisions, products, services, facilities, staff or the handling of a complaint". It is against these criteria that complaints are lodged. Complaints do not include requests for service.

A total of 17 complaints were received this quarter, a decrease of 7 complaints compared to the same time last year (24 complaints). The following is a breakdown of the complaints received for the quarter:

- 1x Customer experience complaint (on hold message)
- 3x Development & Regulatory services (2x regarding parking infringement processes, 1x regarding animal management)
- 13x Operational services (4x East Waste complaints escalated to Council, 3x tree/branch issues, 3x street & footpath cleaning, 2x contractor issues, 1x tennis court bookings)

The increase in complaints regarding tree/branch issues and the street/footpath cleaning schedule can be attributed to the recent weather events and storm clean up requirements. Complaints escalated to Council regarding the service provided by East Waste have decreased from the initial changeover but are continuing to be the highest complaint type.

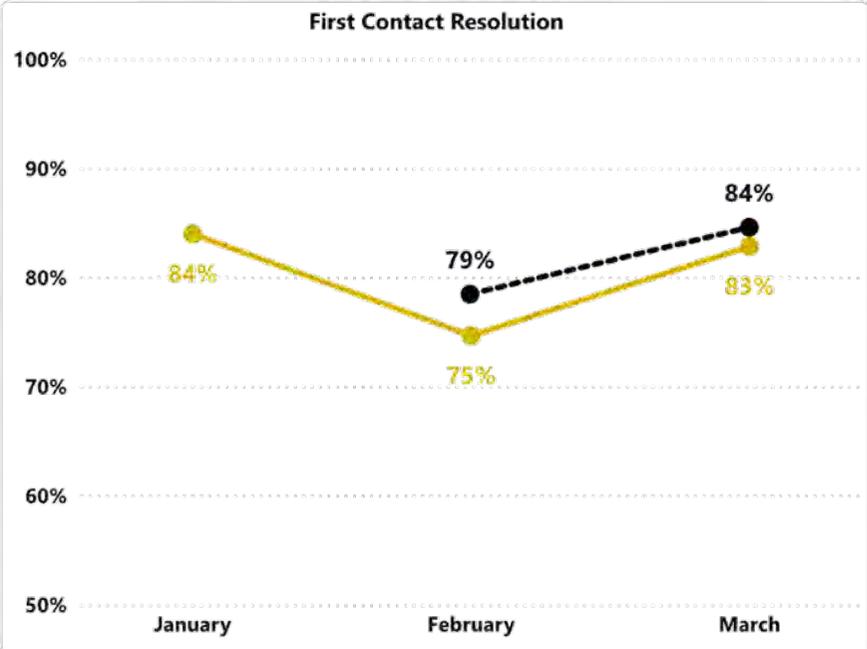
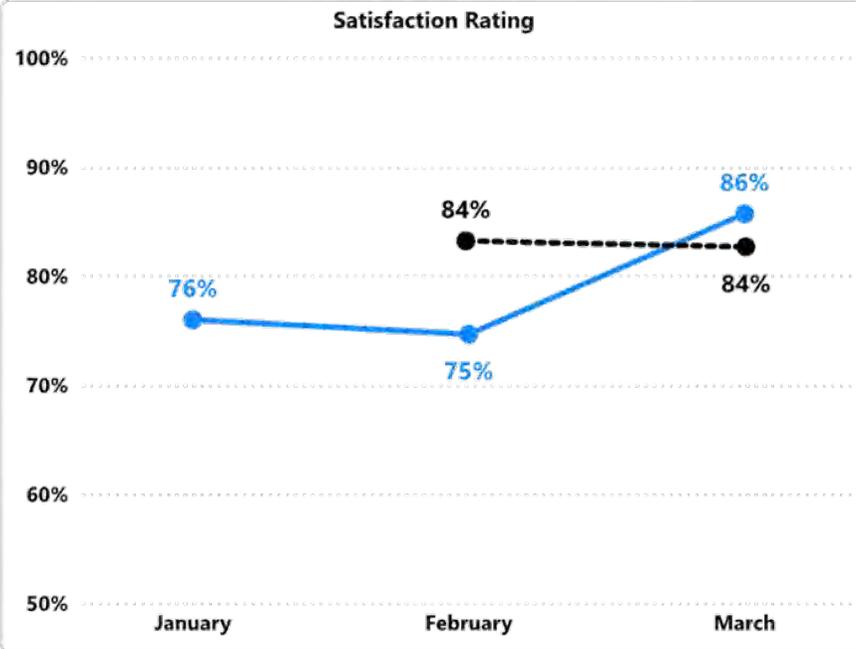
The remaining complaint types are varied, do not follow a pattern of complaint and are not ongoing issues. All complaints received in this quarter have been noted as completed and there are no complaints received this quarter still under review/ investigation.

When considering the depth and breadth of services provided to customers and measuring the total number of complaints received against the number of requests received for the same period, complaints are less than 0.4% of the total interactions with the City of Unley.

**CIVIC LEADERSHIP - Customer Satisfaction** Financial Year: 2022/2023 Financial Quarter: Q3

Average Satisfaction Rating  
**79%**

Average First Contact Resolution  
**81%**



● Current Qtr/Yr ● Previous Qtr/Yr

● Current Qtr/Yr ● Previous Qtr/Yr



The banner features the City of Unley logo on the left, the title 'CIVIC LEADERSHIP Customer Satisfaction' in the center, and a dropdown menu on the right showing '2022/2023 Q3'. A small icon of a document with a checkmark is on the far right.

### Comments

A total of 221 customers participated in an independent phone survey regarding their satisfaction with the services provided by the City of Unley in Quarter 3. This represents a 49% take-up rate of customers accepting to be surveyed from the 300 randomly selected phone numbers.

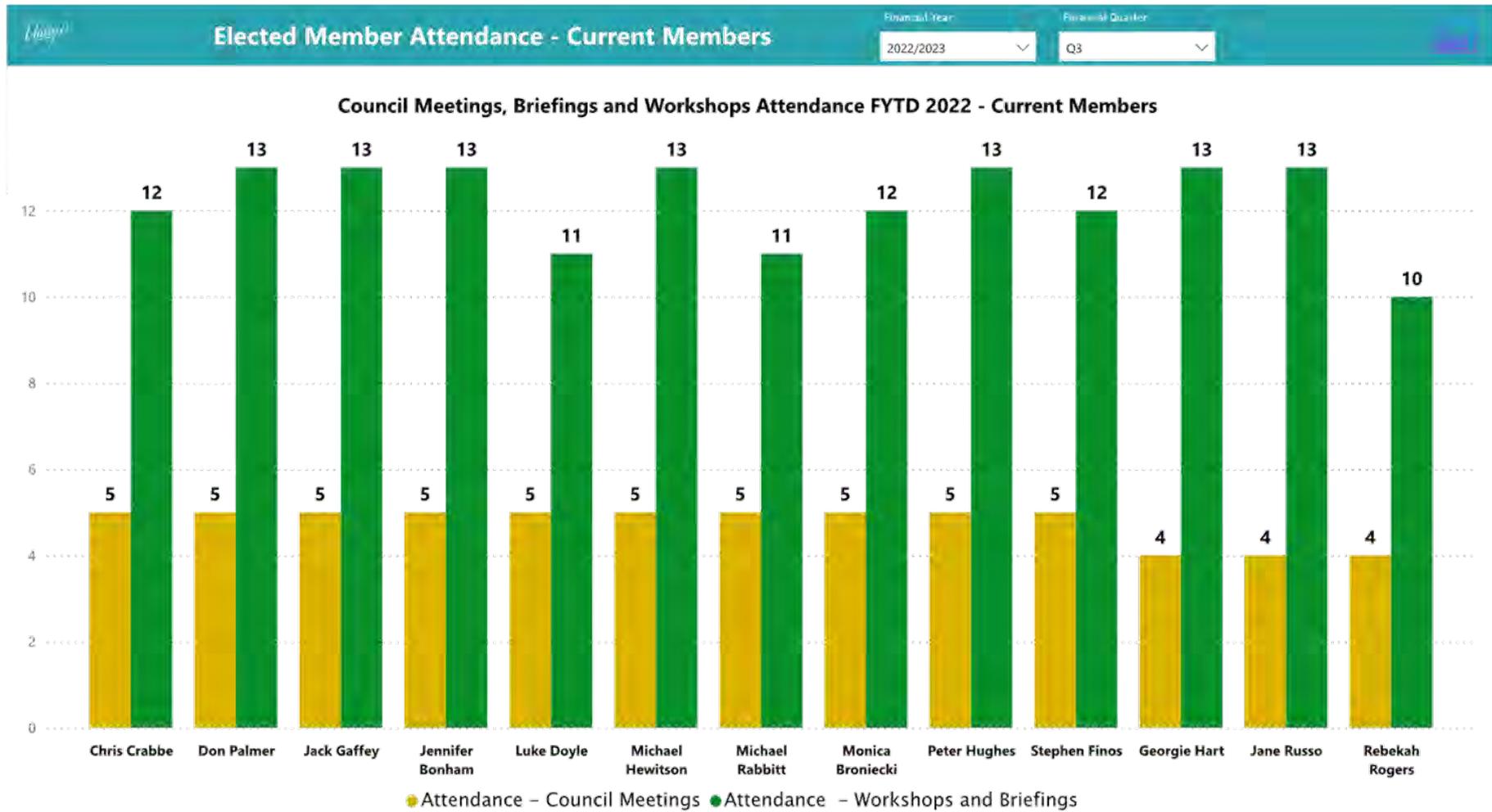
The 79% satisfaction score achieved for this period continues to be above both the SA council benchmark of 71% and just under City of Unley's target of 80%.

First Call Resolution (addressing the customers need the first time they call, thereby eliminating the need for a customer to follow-up with a second call) is currently at 81%, which is significantly above the industry benchmark of 57% and exceeds the City of Unley target of 80%.

Compared to the same time last year, customer satisfaction has decreased by 5%. This may have been impacted by the increase in requests coupled with staff shortages due to a COVID outbreak in the customer centre that resulted in longer wait times for customers receiving a return call. First Point of Call Resolution however is the same (81%) as this time last year and has continues to remain at this high level throughout COVID staff shortages.

Whilst there is no pattern in terms of factors that led to high satisfaction scores, some of the highly rated responses this quarter included:

- Prompt response to the storm clean up (collection of branches and street clean up)
- Customer Experience assistance on payment enquiries
- Duty Planner assistance on general planning enquiries





The header features the 'CIVIC LEADERSHIP' logo on the left, the title 'CIVIC LEADERSHIP Elected Member Attendance' in the center, a dropdown menu for 'FISCAL YEAR AND QUARTER FOR COMMENTS' set to '2022/2023 Q3' on the right, and a small icon of a document with a plus sign in the bottom right corner.

**Comments**

A total of 5 Council Meetings have been held during the reporting period, and a total of 13 Elected Member Briefings and Workshops.

Cr Chris Crabbe has attended all Council Meetings and submitted an apology for an Elected Member Briefings and Workshops.

Cr Don Palmer has attended all Council Meetings and all Elected Member Briefings and Workshops.

Cr Jack Gaffey has attended all Council Meetings and all Elected Member Briefings and Workshops.

Cr Jennifer Bonham has attended all Council Meetings and all Elected Member Briefings and Workshops.

Cr Luke Doyle has attended all Council Meetings and submitted an apology for 2 Elected Member Briefings and Workshops.

Mayor Michael Hewitson has attended all Council Meetings and all Elected Member Briefings and Workshops.

Cr Michael Rabbitt has attended all Council Meetings and submitted an apology for 2 Elected Member Briefings and Workshops.

Cr Monica Broniecki has attended all Council Meetings and submitted an apology for 1 Elected Member Briefings and Workshops.

Cr Peter Hughes has attended all Council Meetings and all Elected Member Briefings and Workshops.

Cr Stephen Finos has attended all Council Meetings and submitted an apology for 1 Elected Member Briefings and Workshops.

Cr Georgie Hart has submitted an apology for 1 Council Meetings and attended all Elected Member Briefings and Workshops.

Cr Jane Russo has submitted an apology for 1 Council Meetings and attended all Elected Member Briefings and Workshops.

Cr Rebekah Rogers has submitted an apology for 1 Council Meetings and submitted an apology for 3 Elected Member Briefings and Workshops.

## DECISION REPORT

<b>REPORT TITLE:</b>	CITY-WIDE PARKING STRATEGY STAGE 1 OUTCOMES
<b>ITEM NUMBER:</b>	4.5
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	TANYA BACIC, TRANSPORT LEAD
<b>DIVISION:</b>	CITY DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. SUMMARY OF COMMUNITY TESTING OUTCOMES (STEP 3)</li><li>2. SHAPING UNLEY COMMUNITY PANEL REVIEW OUTCOMES (STEP 4)</li><li>3. SHAPING UNLEY ENGAGEMENT OUTCOMES</li></ol>

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### 1. **PURPOSE**

This report presents to Council the outcomes of the Shaping Unley engagement process that was undertaken regarding the development of the City-Wide Parking Strategy and seeks Council's endorsement of the parking decision-making principles and ideas, to enable the development of the draft Strategy document.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Shaping Unley Engagement Outcomes including the parking decision-making principles and ideas, as set out in Attachment 3 to the report (Item 4.5, Council Meeting 22/05/2023) be endorsed for the purpose of developing the draft City-wide Parking Strategy.
  3. A further report be presented to Council outlining the details of the draft City-wide Parking Strategy, to seek Council's endorsement of the document for community consultation.
-

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

#### 1. Community Living

1.5 Our City is connected and accessible.

### 4. **BACKGROUND**

Council allocated funding in its 2021-22 Annual Business Plan and Budget to commence the development of a City-wide Parking Strategy (Parking Strategy) which aims to:

- Provide a holistic and strategic framework to guide Council decision making relating to the management of on-street parking, including permits.
- Provide a better balance of parking provisions for residents, businesses, shoppers, commuters, and others.
- Maximise the parking provisions already in place and deliver new provisions where appropriate.
- Better manage changing parking demands over time.

The Parking Strategy is being developed in two stages, comprising:

- **Stage 1** - development of an overarching framework and decision-making principles (as part of the 2021-22 Budget).
- **Stage 2** - development of the Strategy document taking into account the overarching framework and principles agreed to in Stage 1 (as part of the 2022-23 Budget).

In December 2021, Council endorsed the Unley Active Participation Framework (named Shaping Unley) and nominated the Parking Strategy as the first project to trial this ‘community led’ engagement approach.

Shaping Unley is a five Step engagement process, as shown in Figure 1.

**Figure 1 Shaping Unley Process**



At its meeting held in July 2022, Council endorsed the ‘Shaping Unley Parking Conversation Guide’ for the purpose of undertaking Community Testing of the Shaping Unley process.

The Parking Conversation Guide summarised the key outcomes from the Community Panel discussions, including:

- **Parking ideas** addressing the three key parking themes, including:
  - Parking congestion.
  - Parking accessibility and driveway access.
  - Road accessibility and narrow streets.
- **Parking decision-making principles** to form the basis of the Strategy.
- **Parking engagement improvements** to improve the way that Council interacts with the community on parking matters at a hyper local, local street, and area-wide perspective.

The information contained within the Parking Conversation Guide reflected the deliberations of the Panel and aimed to assist the wider community and other stakeholders to weigh up the options and come to a more informed opinion about the best way forward.

## 5. **DISCUSSION**

### **Step 3 Community Testing**

Community Testing on the Parking Conversation Guide was held for a 5-week period in August and September 2022 on *Your Say Unley* via a community 'survey' poll.

The engagement was promoted broadly through emails, social media, and digital messaging. In total, 580 people visited the Your Say webpage, 370 downloaded the Parking Conversation Guide and 78 responded to the community 'survey' poll.

The key outcomes from the Community Testing phase are summarised as follows:

- Overall **68% to 90%** of survey respondents to the community poll either definitely agreed or somewhat agreed with the **Parking Decision-Making Principles** developed.
- Overall **69% to 72%** of survey respondents to the community poll either definitely agreed or somewhat agreed with the **Parking Ideas** developed for each of the three key parking themes.

A number of specific comments/concerns were made regarding some of the parking principles and ideas, which were discussed further with the Community Panel (see Step 4 Community Panel Review).

A detailed summary of the Community Testing outcomes is contained in Attachment 1.

*Attachment 1*

## Step 4 Community Panel Review

The fourth (and final) Panel session was held on 13 October 2022 with eight of the initial 20 Panel members attending. Several of the Panel members who were absent advised that this was not due to a lack of interest in the project, but rather that they were away on holidays.

At the Panel session, the Panel members:

- Refined the principles and ideas developed based on the community feedback from the Community Testing phase.
- Provided views on other parking topics including paid parking, resident permits, and business permits.

Key community comments/concerns raised from the Community Testing phase are summarised below with responses from the Panel:

### ***Parking Ideas - Parking Congestion***

- ***Manage commuter parking*** was ranked as the number one idea to address parking congestion. However, it was viewed that the issue we need to address is all day parking, not commuters per se. A recent study showed that on average, non-Unley commuters comprise less than approximately 10% of those who park in Unley. Concerns were also raised regarding how locations are designated for commuters and if a small fee is applied.

Panel Response: The Panel agreed that the focus should be on managing all day parking, rather than specifically commuters.

- ***Parking Unley app / map***. There was low support for this idea, with concerns raised that providing information on parking availability in Unley may encourage more commuters to park in the Unley area.

Panel Response: The Panel thought the idea should be included as an option but should not be a priority project for Council to implement.

### ***Parking Ideas – Driveway Access***

- ***Line marking*** was identified by the Panel as an idea to apply only at specific locations, where there is evidence of repeated instances of illegal parking that blocks driveways. However, the community feedback indicated strong support for installing line marking across driveways and did not understand why Council does not just install line marking upon request received.

Panel Response: The Panel in principle supported their initial position, however, did concur that driveway line marking should also be considered along busy streets, where parking congestion and poor parking behaviours are often observed.

- ***Residents parking across driveways***. This idea was about allowing residents to park across their driveway. Although this idea received a reasonable level of support, community concerns were raised regarding its feasibility, safety, and access, in particular in an emergency situation.

Panel Response: The panel agreed to remove this idea as a consideration.

### **Parking Ideas – Narrow Streets**

- **One-way streets.** The Panel's view in addressing the issue of narrow streets, is that it is best to apply a stepped approach, from education to enforcement to a restriction of one-way streets as a last resort. However, the feedback from the community was that education and enforcement were not adequate and ranked one-way streets as the second preferred solution to the issue.

Panel Response: The Panel continued to support their initial stepped approach to address the issue of narrow streets, with the consideration of one-way restrictions being a last resort.

The key discussion points from the Panel Review session held on 13 October 2022 are contained in Attachment 2.

*Attachment 2*

Based on the feedback which has been received from Step 3 and Step 4, only minor updates were recommended to be made to the parking decision-making principles and ideas.

The final Shaping Unley Engagement Outcomes, including the parking decision-making principles and ideas to inform the development of the draft Parking Strategy are contained in Attachment 3.

*Attachment 3*

### **Next Steps**

Should Council endorse the Shaping Unley Engagement Outcomes, Stage 1 of the Parking Strategy will be completed. Stage 2 is the development of the Parking Strategy document itself and this will commence based on these outcomes.

Two Elected Member workshops were held on 14 March 2023 and 3 April 2023, to discuss eight specific parking issues, which were not discussed in detail as part of the Shaping Unley Engagement Process, however, are issues that the Administration deal with on a regular basis. The workshops were facilitated by DemocracyCo and the feedback, which was received from Elected Members during these workshops, will also be used to inform the development of the draft Parking Strategy.

The Administration has engaged an external consultant to assist with the development of the Parking Strategy document. The planned program for Stage 2 of the Parking Strategy development is shown in Figure 2.

**Figure 2 - Stage 2- Develop Draft Parking Strategy Program**



**6. POLICY IMPLICATIONS**

**6.1 Financial/budget implications**

- Council allocated \$60,000 in its 2021/22 Annual Business Plan and Budget, to deliver Stage 1 of the Parking Strategy. This funding enabled the data collection, best practice research and Shaping Unley engagement process.
- Council has allocated \$30,000 in its 2022/23 Annual Business Plan and Budget to deliver Stage 2 of the project. This funding will be used to engage an external consultant to assist the Administration to develop the draft Parking Strategy document itself.

**6.2 Risk Management (identification and mitigation)**

- The draft Parking Strategy outcomes will need to be developed considering the relevant *Australian Road Rules* and *Australian Standard for Parking Facilities Part 5: On-street parking (AS 2890.5:2020)*.
- The Shaping Unley Engagement Process has provided Council with confidence that the draft Parking Strategy directions have followed a robust and innovative engagement process. Council is now being requested to formally endorse the decision-making principles and ideas to inform the development of the draft Parking Strategy document.

**6.3 Staffing/Work Plans/Additional Resource Impact**

- The development of the Parking Strategy and the Shaping Unley pilot are key Council projects and have been incorporated into staff work plans. Council staff will manage the external consultant engaged to develop the draft Parking Strategy document.

**6.4 Climate/Environmental Impact**

- The Parking Strategy seeks to provide a balanced approach of optimising the availability of existing on-street parking provisions for all users within Unley.
- The Parking Strategy aims to implement measures such as time-limit controls, pay for use parking and/or smart parking solutions to better manage parking congestion and access.

## 6.5 **Social/Economic**

- The Parking Strategy seeks to provide a balanced approach of maximising the use of existing parking provisions and identifying potential new provisions.
- Improved parking management (availability and turnover) that is delivered in a fair and equitable manner, can support the social and economic needs of businesses, employees, and visitors within key precincts, as well as the needs of surrounding residents.

## 7. **ANALYSIS OF OPTIONS**

### Option 1

1. The report be received.
2. The Shaping Unley Engagement Outcomes including the parking decision-making principles and ideas, as set out in Attachment 3 to the report (Item 4.5, Council Meeting 22/05/2023), be endorsed for the purpose of developing the draft City-wide Parking Strategy.
3. A further report be presented to Council outlining the details of the draft City-wide Parking Strategy, to seek Council's endorsement of the document for community consultation.

This option enables Council to endorse the Shaping Unley Engagement Outcomes as the basis to develop the draft Parking Strategy.

An Elected Member briefing will be held to outline the draft Parking Strategy. Following this, a further report will be presented to Council formally seeking endorsement on the draft Parking Strategy for the purpose of undertaking community consultation.

Community consultation will be undertaken following Council's endorsement of the draft Parking Strategy and it is anticipated that the final Parking Strategy will be adopted by Council in December 2023.

### Option 2

1. The report be received.
2. Subject to the incorporation of the following amendments, the Shaping Unley Engagement outcomes including the parking decision-making principles and parking ideas, as set out in Attachment 3 to the report (Item 4.5, Council Meeting 22/05/2023), be endorsed for the purpose of developing the draft City-wide Parking Strategy.
  - *Amendments to be determined by Council*
3. A further report be presented to Council outlining the details of the draft City-wide Parking Strategy, to seek Council's endorsement of the document for community consultation.

Council may wish to request amendments and/or additions to the Shaping Unley Engagement Outcomes, for consideration in the development of the draft Parking Strategy.

An Elected Member briefing will be held to outline the draft Parking Strategy. Following this, a further report will be presented to Council formally seeking endorsement on the draft Parking Strategy for the purpose of undertaking community consultation.

Community consultation will be undertaken following Council's endorsement of the draft Parking Strategy and it is anticipated that the final Parking Strategy will be adopted by Council in December 2023.

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT AUTHORISERS**

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

# Shaping Unley City-wide Parking Strategy Community Testing

September 2022



# Shaping Unley Process



## Step 3 : Community Testing

- 3 August to 2 September 2022 (5 weeks)
- 583 aware visitors, 372 informed visitors and **78 engaged visitors.**
- Promoted via:
  - Emailing all 261 Your Say participants from Step 1: Issues and Ideas Forum.
  - Emailing key stakeholders including Unley Traders Associations, FOCUS, Unley BUG, Walking SA, Living Young Reference Group and Active Ageing Reference Group.
  - Emailing all Elected Members and Shaping Unley Panel members to cross promote.
  - Emailing all Your Say registered members.
  - Social media posts ( x 3).
  - Article and advertisement in the Adelaide East Herald ( x 2).
  - Directing all customers with parking concerns during the consultation period to the YourSay page.
  - Promoting on our digital screens located at Civic Centre, King William Road and Heywood Park.
  - Hard copies of the Shaping Unley Guide and survey at Civic Centre and Unley and Goodwood libraries.



# Step 3 : Community Testing



## Let's talk about parking!

Earlier this year, we asked our community about any of their current parking issues and ideas they may have to help improve parking.

Working with the Shaping Unley Community Panel, we have consolidated this feedback into a **Shaping Unley Parking Conversation Guide** which includes parking ideas, decision-making principles and community engagement improvements.

We now want to test this Conversation Guide with you. Do you support its ideas and principles?

Please read the Guide and give us your feedback at Your Say Unley: [yoursay.unley.sa.gov.au/city-wide-parking-strategy](https://yoursay.unley.sa.gov.au/city-wide-parking-strategy) or scan the QR Code below.

Survey closes Friday 2 September.



## HAVE YOUR SAY



## LET'S HAVE A CONVERSATION ABOUT PARKING!

Earlier this year, we asked our community about their parking issues and ideas. In collaboration with the Shaping Unley Community Panel, we consolidated that feedback into a 'Shaping Unley Parking Conversation Guide' to address parking issues and improve how Council interacts with the community on parking matters.

What do you think of the Conversation Guide? Do you support its ideas and principles?

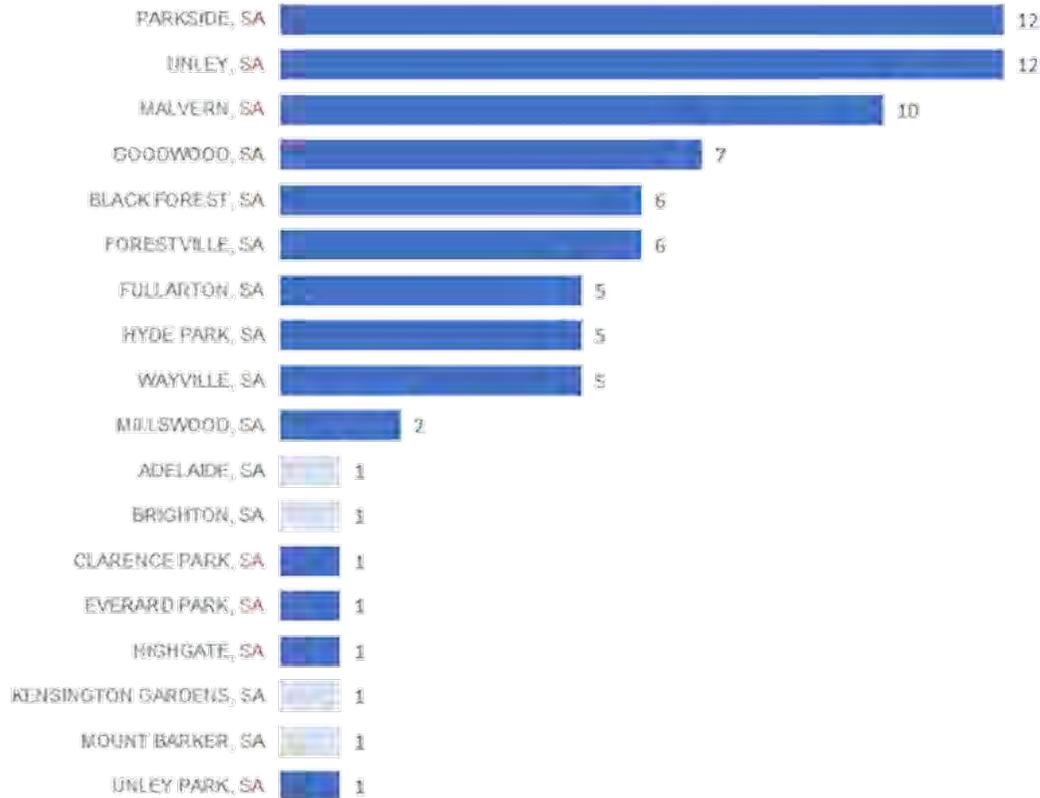
Please read the Guide and give us your feedback. Visit [yoursay.unley.sa.gov.au/city-wide-parking-strategy](https://yoursay.unley.sa.gov.au/city-wide-parking-strategy) or scan the QR code.

Submissions will be accepted until 5pm Friday 2 September 2022.

If you have any questions, please contact us on 8322 5111.



# Respondent 'suburb' profile



**95%**  
of respondents  
live in the City  
of Unley area



# Community Poll Results: Ideas

## Parking Congestion:

Tell us what you think of the ideas developed by the panel and how successful you think the ideas will collectively be at addressing the issue of parking congestion?

*(76 responses)*

Ideas included:

1. Last mile solution
2. Parking Unley App
3. Business collaboration
4. Better planning
5. Unley parking map
6. Manage commuter parking
7. Improve walking and cycling
8. Improve public transport
9. Promote innovative solutions



- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

**72% either Definitely Agreed or Somewhat Agreed with the Ideas**



# Community Poll Results: Ideas

## Parking Congestion:

Tell us which Parking Congestion Ideas you think are the most important for Council to prioritise (top 3).



# Community Poll Results: Ideas

## Parking Congestion concerns / comments raised for further consideration:

### Manage commuter parking:

- Strong belief by the community that all day parkers are commuters.
  - Recent study showed that (non-Unley) commuters comprise on average of about 3.5% of people who park on Unley streets. 25.6% of people parking on-street were aligned with residents, 23.5% with local trades and 21% were business staff parking.
  - It is considered that residents are concerned with **all-day parkers**, not commuters per se.
- Key concerns raised by the community:
  - Most commuters don't live in Unley and don't care about the streets and how they park. How do you educate these people on parking etiquette?
  - How do you designate locations for commuters to park, and get them to park there, especially if a small fee is applied. All day City based parking is relatively cheap and public transport fees are increasing annually.

### Parking Unley App / Map:

- Concerns raised that providing information on parking availability in the Unley area will encourage more commuters to park in the Unley area.
- Low support for this idea.



# Community Poll Results: Ideas

## Parking Accessibility and Driveway Access:

Tell us what you think of the ideas developed by the panel and how successful you think the ideas will collectively be at addressing the issue of parking accessibility and driveway access?

*(75 responses)*

Ideas included:

1. Enforcement
2. Harsher penalties
3. Residents parking on driveway
4. Education programs
5. Line marking.



- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

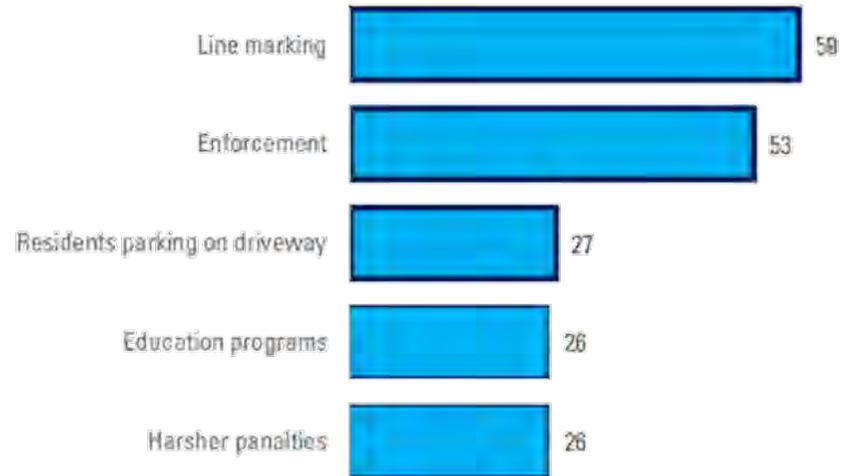
**69% either Definitely Agreed or Somewhat Agreed with the Ideas**



# Community Poll Results: Ideas

## Parking Accessibility and Driveway Access:

Tell us which Parking Accessibility and Driveway Access Ideas you think are the most important for Council to prioritise (top 3).



# Community Poll Results: Ideas

## **Parking Accessibility and Driveway Access concerns / comments raised for further consideration**

### **Line-marking:**

- Strong support for installing line-marking across driveways, over education.
- It is not understood why Council doesn't just install line-marking on request.

### **Residents parking across driveways:**

- Although this idea received a level of support, concerns were raised about its feasibility, safety and access, in particular in an emergency situation.



# Community Poll Results: Ideas

## Road Accessibility and Narrow Streets

Tell us what you think of the ideas developed by the panel and how successful you think the ideas will collectively be at addressing the issue of road accessibility and narrow streets?

*(73 responses)*

Ideas included:

- Education
- Enforcement
- Restrict parking
- One-way streets.



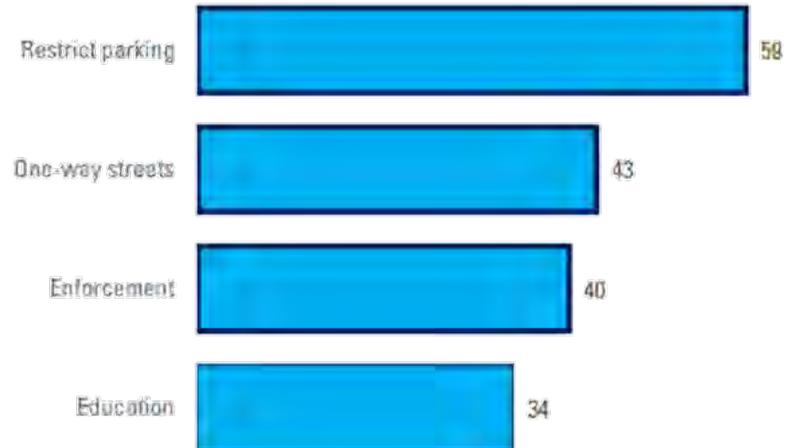
**71% either Definitely Agreed or Somewhat Agreed with the Ideas**



# Community Poll Results: Ideas

## Road Accessibility and Narrow Streets

Tell us which Road Accessibility and Narrow Street Ideas you think are the most important for Council to prioritise (top 3).



# Community Poll Results: Ideas

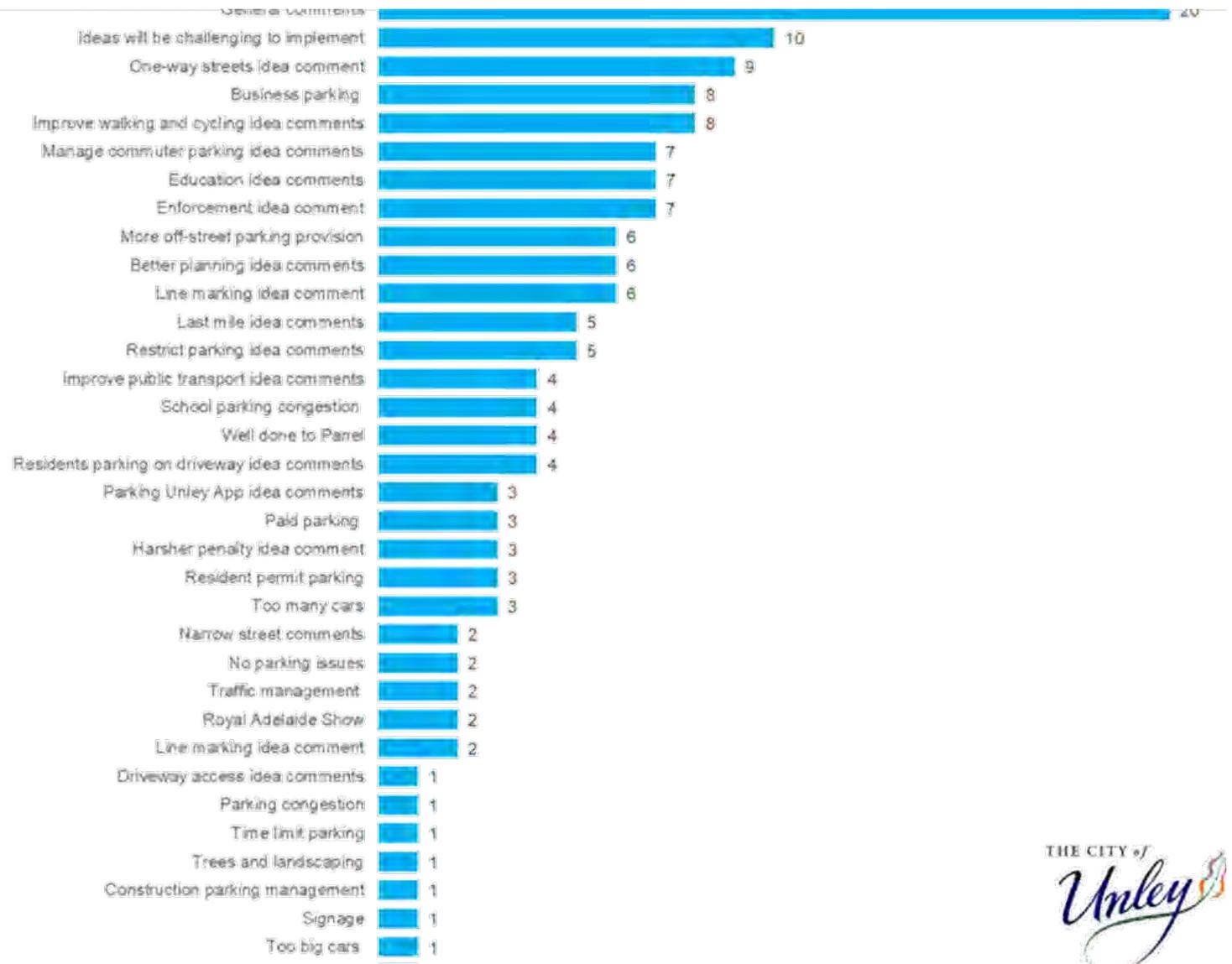
## **Road Accessibility and Narrow Streets concerns / comments raised for further consideration:**

### **One-way streets:**

- Strong support for one-way streets (ranked second), albeit also a number of comments raised in concern of implementing one-way streets.
- Narrow streets was considered by the panel as a stepped approach, including education, enforcement, restrict parking and one-way streets, however the feedback did not view education and enforcement to be adequate to address the issues.



# Ideas: Summary of Comment topic



# Community Poll Results: Decision Making Principles

## Decision-making principle 1:

Many of the issues faced around parking in Unley are either one, or a combination of, safety/access, convenience, and productivity, and need to be considered in the context of the Australian Road Rules. Do you support this principle?



**82% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 1**



# Community Poll Results: Decision Making Principles

## Decision-making principle 2:

Many people have individual issues that they may want solved; Council's role is to serve the entire community. Do you support this principle?



**86% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 2**



# Community Poll Results: Decision Making Principles

## Decision-making principle 3:

Unley largely comprises of a mixed-use area, including residents, retail/business, commercial, schools/education, community/open space, and aged care, and hence on-street parking management needs to consider all users, not just some. Do you support this principle?



**87% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 3**



# Community Poll Results: Decision Making Principles

## Decision-making principle 4:

Council needs to work with all stakeholders collaboratively to address and solve parking dilemmas, they can't do it alone. Do you support this principle?



**90% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 4**



# Community Poll Results: Decision Making Principles

## Decision-making principle 5:

Many people view the parking in front of their business or house to be their own parking space, when in fact this space is public space. Do you support this principle?



**68% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 5**



# Community Poll Results: Decision Making Principles

## Decision-making principle 6:

Many people view that the provision of more parking spaces (on and off-street) will improve parking congestion issues, but managing parking needs a holistic approach. Do you support this principle?

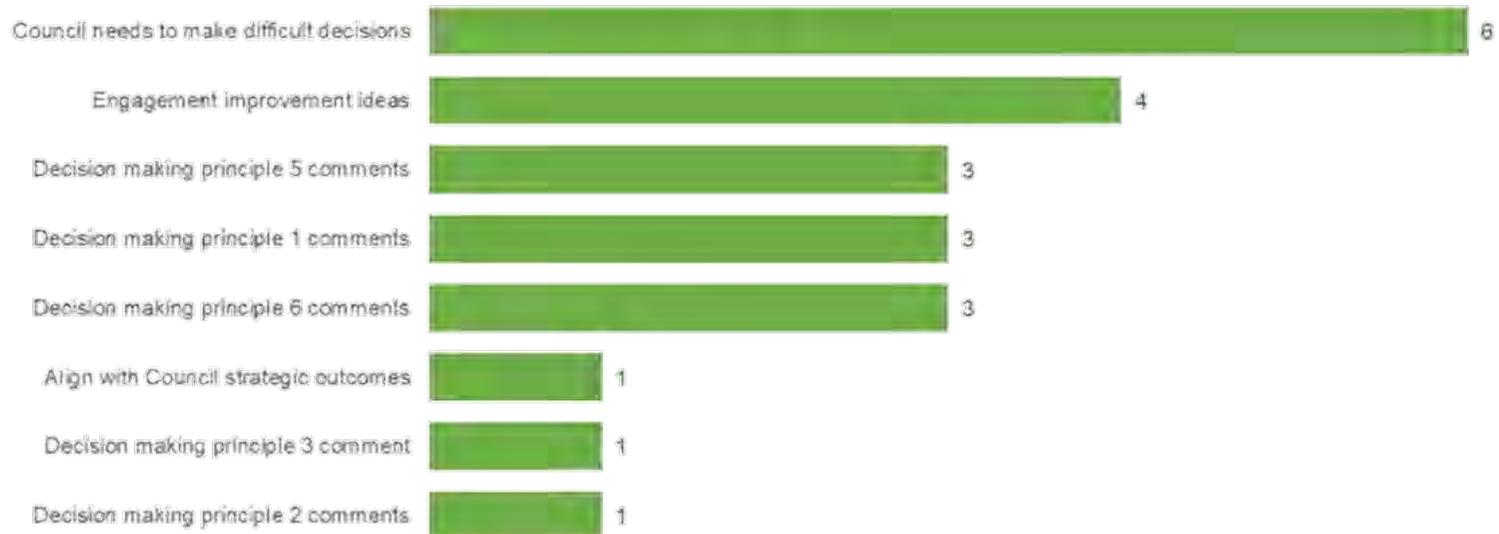


- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

**83% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 6**



# Decision Making Principles: Summary of comment type



# Decision Making Principles - Summary of comments

Topic	Comment
Decision making principle 1 comments	<ul style="list-style-type: none"> <li>• Parking needs to be considered in the context of occurring on valuable public land. Parking is not the only and not always the best use of public space, and it should be considered a privilege and not a right. In that light, principle 1.4 that suggests parking should not be removed should have a caveat that parking may need to be removed to facilitate safer walking and/or cycling on a particular street.</li> <li>• Principle 1 - I support line marking (because it is so obvious and immediate) and this is not strongly supported in this principle.</li> </ul>
Decision making principle 2 comments	<ul style="list-style-type: none"> <li>• Principle 2 - while all roads are public space, it is unrealistic and unfair if residents and their families cannot park reasonably near to their home (safety is important and is unloading shopping, children etc).</li> </ul>
Decision making principle 3 comments	<ul style="list-style-type: none"> <li>• The council should consider the needs of residents in the immediate vicinity of the streets, not just the needs of the broader community especially when it comes to accessibility of their own properties. There is too much multi storey construction (townhouses too) that is causing huge amounts of congestion especially seeing as they only need to supply one driveway.</li> </ul>
Decision making principle 5 comments	<ul style="list-style-type: none"> <li>• The last 2 are ambiguous statements of what people think rather than a statement of principle. I think these need to be reworded.</li> <li>• While I acknowledge that residents reside [generally] on a public street, there is a glaring omission. No where, in these principles, is there any mention of street parking provision for services when required by residents be the emergency or otherwise. Residents also have visitors - again there is no mention of any space allowed for this normal, sometimes daily, function. It would be a serious miscalculation, to assume, that within this locale of a significant ageing population, in the quiet back streets, that everybody goes to work and has no need for services or visitors to call. Some provision must be incorporated in each residential street, for this function rather than facilitating solely for commuter/business parking. Indeed, the parking dilemma remains to be solved, for everyone, including residents.</li> <li>• Strongly support 5.2.</li> </ul>
Decision making principle 6 comments	<ul style="list-style-type: none"> <li>• The last 2 are ambiguous &amp; statements of what people think rather than a statement of principle. I think these need to be reworded.</li> <li>• Might be useful to include 'active and public transport' specifically, especially around 6.</li> <li>• Principle 6 - public transport in Adelaide is very poor and Council should advocate for improvements (in cost, frequency and safety), however this is a long term strategy that will not fix parking issues in the short to medium term.</li> </ul>
Align with Council strategic outcomes	<ul style="list-style-type: none"> <li>• Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.</li> </ul>

# Community Poll Results: Engagement Improvements

## Engagement Improvements:

Do you support the four identified engagement improvements?



- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

**85% either Definitely Agreed or Somewhat Agreed with the Engagement Improvements**





# Shaping Unley Parking

## Panel Report Post Community Testing

October 2022

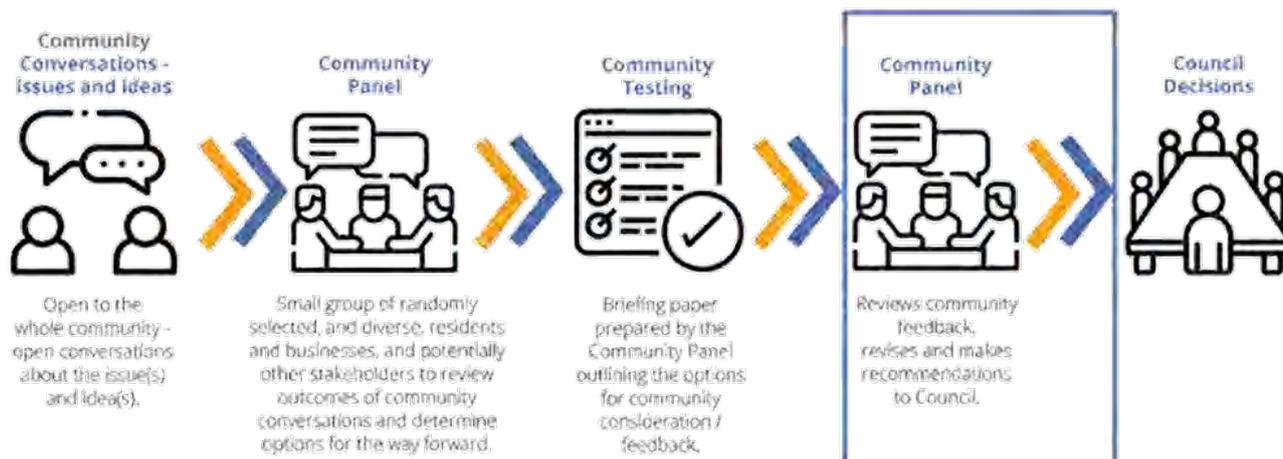
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# 1. About this report

This report is the final report from the Shaping Unley Community Panel (the Panel) on Parking. The report documents the Panel's final workshop held on Thursday 13 October 2022 (which was held following the Shaping Unley Community Testing process).



## 2. The process

The Shaping Unley Community Panel that were selected to discuss Parking in the City of Unley, and help with the development of the City-wide Parking Strategy, comprised of a diverse sample of the Unley community, including a demographic cross section of age and gender, a blend of people who live in different types of streets, suburbs, dwellings and business owners of varying sizes and types.

The Panel met over three evening sessions in late May / early June 2022. The Panel began their deliberations by understanding the parking issues throughout the City of Unley, supported by the Unley Transport Team. The Panel considered ideas and issues raised by the community from the initial survey and used these to inform their work.

Following the three workshops, a small group of four panel members presented the workshop outcomes to Elected Members at a briefing session held on Monday 20 June 2022. Following this presentation, the Panel report was finalised by the group which included a number of parking ideas, parking decision-making principles and parking engagement improvements that were to be further tested with the community.

Council endorsed the Panel's work for community testing at its meeting held on the [25 July 2022](#). The Community Testing phase included the preparation of a conversation guide (the Guide), and an accompanying community poll. The Guide and community poll were out for public comment for a 5-week period via [Council's Your Say website](#). The Panel met for the fourth and final time on Thursday, 13 October 2022.

The purpose of the Community Panels final workshop was to review the feedback received from the Community Testing phase and to provide further advice on specific parking matters (e.g. paid parking and business and residential parking permits) to Council to help inform its City-wide Parking Strategy development. This report has been prepared by democracyCo, written as much as possible in the Panels own words.

### 3. Decision making principles

The community provided their level of support for each proposed parking decision making principle and provided feedback/comments. In this section of the report, each proposed principle is listed and a summary of the community feedback is provided. Finally, the Panel reviewed the community feedback and made final recommendations regarding each principle.

#### Draft Principle 1

Many of the issues faced around parking in Unley are either one, or a combination of, safety/access, convenience, and productivity. Therefore, it is fair and reasonable:

- 1.1. to ensure that the Australian Road Rules comes first in all decisions made about parking.
- 1.2. that Council does not install unnecessary line-marking and signs to reiterate Australian Road Rules, except at locations where repeated poor parking behaviours are observed and a warrant is established.
- 1.3. that behaviour change initiatives are considered first (education and enforcement) to address an on-street parking issue, and if the issue continues Council, to implement infrastructure measures (lines and signs) and/or restrict parking.
- 1.4. that on-street parking is not removed to facilitate easier and faster manoeuvring and travel access into a property and/or along a street.

### Community Poll Results: Decision Making Principles

#### Decision-making principle 1:

Many of the issues faced around parking in Unley are either one, or a combination of, safety/access, convenience, and productivity, and need to be considered in the context of the Australian Road Rules. Do you support this principle?



**82% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 1**

#### Community Feedback Summary

- Parking needs to be considered in the context of occurring on valuable public land. Parking is not the only, and not always the best, use of public space, and it should be considered a privilege and not a right. In that light, principle 1.4 that suggests parking should not be removed should have a caveat that parking may need to be removed to facilitate safer walking and/or cycling on a particular street.
- Principle 1 - I support line marking (because it is so obvious and immediate) and this is not strongly supported in this principle.
- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.



**Panel Recommendation – Principle 1**

**The panel recommended no substantial change to this principle.**

Minor refinement suggested:

- at 1.4 insert 'of motor vehicles' after the word 'manoeuvring' to make it clear.

## Draft Principle 2

Many people have individual issues that they may want solved, Council’s role is to serve the entire community. Therefore, it is fair and reasonable:

- 2.1. to try and put in place parking solutions that serve all people of Unley, not just some. Nobody should have exclusive right to public on-street parking spaces.
- 2.2. to try and put in place parking solutions that optimise the use of available on-street parking spaces.
- 2.3. that Council considers parking issues holistically in the context of the street, not just in hotspot / localised locations.

## Community Poll Results: Decision Making Principles

### Decision-making principle 2:

Many people have individual issues that they may want solved; Council’s role is to serve the entire community. Do you support this principle?



**86% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 2**

### Community Feedback Summary

- Principle 2 -while all roads are public space, it is unrealistic and unfair if residents and their families cannot park reasonably near to their home (safety is important and is unloading shopping, children etc).
- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.

**Panel Recommendation – Principle 2**

**The panel recommended no substantial change to this principle.**

Minor refinement suggested:

- At 2.1 replace the word 'nobody' with no-one (or something else)



## Draft Principle 3

Unley largely comprises of a mixed-use area, including retail/business, commercial, schools/education, community/open space and aged care. Therefore, it is fair and reasonable:

- 3.1. for Council to facilitate some parking for business related staff and visitors on local residential streets that are located in proximity to a mixed-use area, and where there is on-street parking capacity
- 3.2. for council to actively engage with all key stakeholders prior to changing on-street parking controls to ensure it is understood who and why is parking on-street

## Community Poll Results: Decision Making Principles

### Decision-making principle 3:

Unley largely comprises of a mixed-use area, including residents, retail/business, commercial, schools/education, community/open space, and aged care, and hence on-street parking management needs to consider all users, not just some. Do you support this principle?



**87% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 3**

### Community Feedback Summary

- The council should consider the needs of residents in the immediate vicinity of the streets, not just the needs of the broader community especially when it comes to accessibility of their own properties. There is too much multi storey construction (townhouses too) that is causing huge amounts of congestion especially seeing as they only need to supply one driveway.
- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.

#### Panel Recommendation – Principle 3

**The panel recommended no substantial change to this principle.**

Minor refinement suggested:

- The panel recommends the word 'residents' is added immediately after the word 'including' in the first line of the principle.



## Draft Principle 4

Council are often targeted as the only group who can solve parking dilemmas; however Council need to work with all stakeholders collaboratively to address and solve parking dilemmas. Therefore, it is fair and reasonable:

- 4.1. that parking problems and solutions should be solved by Community, Business and Council all working together.
- 4.2. that Council should collaborate further with neighbouring Council's and State Government with the aim to improve and resolve the core on-street parking issues, rather than just displacing them.

## Community Poll Results: Decision Making Principles

### Decision-making principle 4:

Council needs to work with all stakeholders collaboratively to address and solve parking dilemmas, they can't do it alone. Do you support this principle?



**90% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 4**

### Community Feedback Summary

- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.

### Panel Recommendation – Principle 4

The panel recommended no substantial change to this principle.

## Draft Principle 5

Many people view the parking in front of their business or house to be their own parking space, when in fact this space is public space. Therefore, it is fair and reasonable:

- 5.1. to view all on-street parking to be public parking, and not for the exclusive use of the property bounding the on-street park.
- 5.2. where a resident has mobility issues, Council to work with them to ensure they have equitable access to their residence.



# Community Poll Results: Decision Making Principles

## Decision-making principle 5:

Many people view the parking in front of their business or house to be their own parking space, when in fact this space is public space. Do you support this principle?



- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

**68% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 5**

## Community Feedback Summary

- These are ambiguous statements of what people think rather than a statement of principle. I think these need to be reworded.
- While I acknowledge that residents reside [generally] on a public street, there is a glaring omission. Nowhere, in these principles, is there any mention of street parking provision for services when required by residents be the emergency or otherwise. Residents also have visitors -again there is no mention of any space allowed for this normal, sometimes daily, function. It would be a serious miscalculation, to assume, that within this locale of a significant ageing population, in the quiet back streets, that everybody goes to work and has no need for services or visitors to call. Some provision must be incorporated in each residential street, for this function rather than facilitating solely for commuter/business parking. Indeed, the parking dilemma remains to be solved, for everyone, including residents.
- Strongly support 5.2.
- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.

### Panel Recommendation – Principle 5

**The panel recommended no substantial change to this principle.**

The panel noted that the community have raised specific infrequent issues such as emergencies, drop-offs and visitors etc, but stand by this principle as they consider it serves the community as a whole.



## Draft Principle 6

Many people view that the provision of more parking spaces (on and off-street) will improve parking congestion issues, but managing parking needs a holistic approach.

Therefore, it is fair and reasonable:

- 6.1. that Council, in partnership with the State Government, needs to invest more in providing the community with more attractive and reliable transport choices/end of trip facilities to help reduce the reliance on the car.

## Community Poll Results: Decision Making Principles

### Decision-making principle 6:

Many people view that the provision of more parking spaces (on and off-street) will improve parking congestion issues, but managing parking needs a holistic approach. Do you support this principle?



- Definitely agree
- Somewhat agree
- Neither agree or disagree
- Somewhat disagree
- Definitely disagree

**83% either Definitely Agreed or Somewhat Agreed with Decision-making Principle 6**

### Community Feedback Summary

- These are ambiguous & statements of what people think rather than a statement of principle. I think these need to be reworded.
- Might be useful to include 'active and public transport' specifically, especially around 6.
- Principle 6 -public transport in Adelaide is very poor and Council should advocate for improvements (in cost, frequency and safety), however this is a long-term strategy that will not fix parking issues in the short to medium term.
- Can be improved by ensuring they are connected to wider social goals, in particular environmental. Anything that improves a situation for cars is going to be something that is anti-environmental.

### Panel Recommendation – Principle 6

**The panel recommended no substantial change to this principle.**

The panel noted there are parallel issues regarding the availability and access to public transport and urge Council to continue to address this through the provision of better bus options – smaller buses, autonomous buses, on-demand etc.



## 4. Parking Ideas

The community were asked to provide their feedback on the Panel's ideas – which are documented in the [Parking Conversation Guide](#).

From this feedback, City of Unley staff and democracyCo noted seven key issues which required further direction from the panel. The Panel's recommendations are below.

### **Issue 1: Terminology of commuters to all day parking**

A recent study showed that (non-Unley) commuters comprise on average about 3.5% of people who park on Unley streets. 25.6% of people parking on-street were aligned with residents, 23.5% with local trades and 21% were business staff parking. It is considered that residents are concerned with all-day parkers, not commuters per se.

**Do you support moving away from the terminology of commuter parking to all day parking?**

#### **Panel recommendation**

All panel members support this.

Comments:

- This change better describes the issue
- So many parkers are not commuters – so support this

### **Issue 2: Pay for use parking**

One potential solution to improve problems associated with all-day parking is to introduce more pay for use parking in designated areas.

**Do you see a role for introducing more pay for use parking to accommodate all-day parking (including commuter, business and /or local trades parking) on Unley streets?**

#### **Panel recommendation**

There is mixed support for this issue – no clear determination.

This issue was explored in more detail by the Panel – with the notes provided further into this report.

### **Issue 3: Business Permits**

One potential solution to improve problems associated with all-day parking associated with business staff is to issue business permits on designated streets.

**Do you see a role for business permits to accommodate all day business staff parking on designated streets?**

#### **Panel recommendation**

There is strong support for this.

This issue was explored in more detail by the Panel – with the notes provided further into this report.

#### **Issue 4: Parking Unley App or Map**

Concerns have been raised that the introduction of a Parking Unley App or Map that shows parking availability will encourage more commuters to park in the Unley area. This idea received the lowest amount of support from the community.

**Do you continue to support this idea noting the concerns and low community support for the idea?**

#### **Panel recommendation**

There was mixed support for this idea, with the panel prioritising other ideas over this one.

Comments included:

- There are similar apps out there that serve the purpose and an Unley specific one would not be required, particularly given the investment required – this would be better spent on signage / education.
- Support but not a high priority
- More information should never be an issue
- Can be integrated with Sat Nav & restricted to Unley residents / businesses and activated on entry to Unley streets.
- There are ideas that should be more of a priority for Council.

#### **Issue 5: Line Marking**

Line marking across driveways has not been supported by council, as under the ARR you are legally allowed to park right up to a driveway, albeit not across it. It nonetheless received the highest level of community support to improve driveway access.

**Should Council be more proactive in installing line-marking across driveways in response to concerns raised?**

#### **Panel recommendation**

There is mixed support for this idea.

The panel were asked supplementary questions – with responses below.

**In what situations would this be appropriate?**

- I don't agree with line marking across the driveway, but I would like to see line marking at either side of the driveway (hockey sticks) to stop people from parking too close to a driveway.
- I think more education / signage in streets is a more measured response, with enforcement for infringements.
- Educate, educate, educate!
- On a resident pays basis.
- Where it seems to work – busy streets, congestion etc.

Would it be reasonable for residents to pay a fee for this service?

- If the resident wants it, they should pay.
- Yes.
- If they report a problem, Council should survey the street and if a problem is identified in the street, then consolidate the fee.
- Yes, except in areas where problems are frequent (i.e. schools, hospital etc) and the solution could benefit many.



### **Issue 6: Resident's parking across their own driveways**

One idea put forward in the draft recommendations was for residents to be allowed to park across their own driveway. This received a medium level of support from the community. Concerns have been raised about the feasibility of enforcing this idea and potential safety issues, especially in an emergency situation. Also, driveways often provide a safe space for people to pull up on narrower streets and allow other vehicles to pass through.

**Do you continue to support the idea of residents parking across driveways noting the concerns raised about its feasibility and possible safety implications?**

#### **Panel recommendation**

The panel strongly disagree with this idea.

Their reasons included:

- I note the safety issues, so now believe that parking in your driveway is an issue and possibly un-enforceable.
- Resident responsible for own safety. They should be able to park in their own driveway. This is enforceable by authorities with capability to determine address of vehicle in real time.
- Why not park in a driveway, not across it?
- No standard for parking, high cost of regulation.
- Issues around safety and emergencies.
- A better solution would be better markings, communication, enforcement of no parking across driveways.
- Education is the answer.

### **Issue 7: Stepped approach to narrow streets**

You proposed a stepped approach for your ideas to improve road accessibility and narrow streets starting with education, enforcement, restricted parking and finally where the other steps failed, one-way streets. The community rated the ideas in a different order: restrict parking (59), one-way streets (43), enforcement (40), education.

**Do you continue to support the initial proposed stepped approach? Or would you like to reconsider this based on the feedback received?**

#### **Panel recommendation**

The panel continue to support their stepped approach, with one member unsure.

Comments included:

- Ease of implementation, lowest cost first, seems like a sensible approach.
- Sensible approach.
- The education period should not be overly protracted... would like to see a fairly swift move to enforcement.
- Education is key. This will have a greater impact than patchy hockey stick lines.

## 5. Exploring additional issues

City of Unley staff took the opportunity during the final session with the Panel to explore three issues which had been largely unaired in the community survey and panel process:

- Business Permits
- Resident Permits
- Pay for Use Parking

**The intent of this engagement was to get the Panels’ informed view of the issues, noting their depth of understanding of parking in Unley, the proposed strategy and the issues and challenges.**

Below are the notes, recording the facilitated conversation which the panel had. Ideally these will be used by City of Unley to consider further engagement with the Unley community.

### 5.1 Business Permits

One potential solution to improve problems associated with all-day parking with business staff is to issue business permits on designated streets.

#### What are the pros and cons of business permits?

Pros	Cons
<p>Good in theory but practical application may be too hard to enforce</p> <p>App based system could work.</p> <p>Would stop businesses from having to shut their doors to move their car.</p>	<p>Would this encourage local businesses to not have onsite parking. This will make the problem bigger.</p> <p>Don’t want staff to take up customer parks</p>
<b>What is the role for business permits? What should they be used for? What are the opportunities to use them?</b>	
<p>In places where there are lots of staff/businesses (density of workers).</p> <p>How do you factor in schools and aged care? Schools are a challenge as they can’t leave a classroom and have unique issues.</p> <p>Zoned permit for specific streets per business.</p> <p>Could it have timing on it so staff don’t have to walk in the dark.</p>	
<b>Where should they NOT be used?</b>	
<p>Where it is a business that doesn’t have a lot of customers coming in and out.</p> <p>In areas where parking isn’t an issue.</p> <p>Businesses that already have adequate off-street parking.</p> <p>The more you do to make on-street parking available to businesses, the less incentive there is to create off street parking or encourage staff to use alternative modes of transport.</p>	



<b>What would be a fair way to allocate them?</b>
E.g. any new business after 2013 can't get a permit
Not rely on self-reporting regarding staff numbers. Would need to demonstrate proof.
Needs strict criteria, based on evidence.

### Business Permit: Fees

Although Council doesn't currently issue business parking permits, business permit fees are set at \$4 per day (*this is about \$960 per year based on a 48-week working year*)

Can I coax them onto public transport for those who can take this option?

#### At what price per day would they be too cheap?

#### At what price per day would be reasonable?

About \$6 per day  
Economies of scale - one-month, yearly permit cheaper

#### At what price per day would be too expensive?

## 5.2 Paid Parking

One potential solution to improve problems associated with all-day parking is to introduce more pay for use parking to accommodate all-day parking (including commuter, visitors, trades and residents) in designated areas.

### What are the pros and cons of paid parking?

Pros	Cons
<p>More beneficial for businesses to pay a small fee rather than get expiated.</p> <p>Revenue for council.</p> <p>Gives a safe parking area for late/dark.</p> <p>It seems to work.</p> <p>It gives some control over use of parking if you use it smartly.</p>	<p>Residents will have people parking outside their house every day.</p> <p>Some people really can't afford it.</p> <p>Cars sitting there all day unattended - great for criminals.</p> <p>It can be a deterrent for some people to going to shops/businesses.</p>
<b>What is the role for paid parking? What should it be used for? What are the opportunities to use it?</b>	
<p>Where there is a transport hub e.g. tram or train stop.</p> <p>Where there is a huge group of businesses/staff.</p>	

Mainly should be used for businesses and commuters.

Anywhere where people come to stay for several hours and where there is a parking issue.

You can use it where you need to control the availability of parking.

As a business I do want commuters to park here, to get off the tram and come and spend money in my business.

Do we know where the people who park around our tram and train stops are from?

**Where should it NOT be used?**

There are other options for business.

Where it's not needed - where there are no parking issues.

Where it is just residents parking.

Where it would stop people visiting a business for 15 minutes.

**What would be a fair way for this to work?**

Must be shown to be a consistent problem area across a year, not to just address a seasonal parking demand.

Tools are available to differentiate between who is using parking for what reason and to manage it. Being smart and being able to differentiate

Needs to be discussed with local businesses and residents before any decision is made. Needs a good feedback response.

Just in hot spots.

Needs to make sure it doesn't just shift the problem to another street. Perimeter of consultation needs to be broad enough to encapsulate people who may be impacted by any changes, not just the ones who are currently impacted by the issue.

## **Paid Parking: Pricing**

Currently paid parking fees are set at \$1.50 per hr/ \$6 per day.

### **At what price per day would be too cheap?**

### **At what price per day would be reasonable?**

\$6 seems reasonable.

Business

Could you do a day rate, a week or month rate. \$25 to \$30 per week

Comparable to the entertainment centre \$5/ day

### **At what price per day would be too expensive?**



## 5.3 Resident Permits

Residents can purchase Time Limit Exemption Permits for a low fee of \$41 over 2 years. The number of time limit exemption permits they can receive will depend on the number of cars versus off-street parks per property.

*Residents can also currently request for a Resident Parking Only Permit Zone for the same fee, however only if they have no access to off-street parking, and typically will only be provided under extenuating circumstances and after hours (6pm to 7am).*

### Do you support the use of Resident Parking Only Permit Zones?

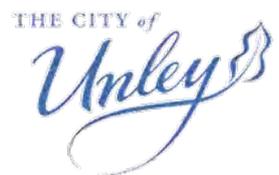
Why	Why Not
<p>Could set up permit one side and 2hour the other side.</p> <p>Would prefer to have one transferable permit rather than one specific to my vehicle. Then how you use it is up to you.</p> <p>Sometimes you will get home at times of days where there are no available parks</p> <p>Important for people with disability.</p>	<p>It's not fair to get more permits if you can afford to pay more, especially the number.</p> <p>When you buy a house you make an informed decision on parking, you don't buy the road.</p>

*Residents can also purchase additional permits in excess to policy entitlements for a higher fee of \$66 per year.*

### Do you support the issuing of Excess to Entitlements Resident Permits for a higher fee?

Why	Why Not
<p>If you do, it should be much more expensive, and you can only get one.</p> <p>Simplify the system.</p>	<p>You bought the house, you know what you were coming into.</p>
<b>What would be a fair way for resident permits to be issued and why?</b>	
<b>Do you view the current fee structure to be reasonable, too cheap or too high and why?</b>	
Both way too cheap. Fees should encourage residents to use their off-street parking in the first instance.	

# Shaping Unley Engagement Outcomes



## 1.0 Introduction

The Shaping Unley Engagement Process resulted in the establishment of three key parking outcomes to inform the development of the City-wide Parking Strategy (Strategy). The key parking outcomes developed include:

- **Parking decision-making principles** – which will inform the development of the Strategy and how Council makes future decisions in relation to parking matters.
- **Parking issues and ideas** – to address/overcome the three key parking themes identified by the community in Step 1, including:
  - Parking congestion
  - Parking accessibility and driveway access
  - Road accessibility and narrow streets
- **Parking engagement improvements** – to improve the way that Council interacts with the community on parking matters at a hyper local, local street, and area-wide perspective.

The Shaping Unley Engagement Process is a comprehensive five-step engagement process, as shown in the Figure below, with Steps 1 to 4 running over a 6-to-7-month period between April and October 2022.

As a result of this comprehensive, and community led engagement process, the key outcomes presented in this document should be able to inform the development of the draft Strategy, and provide Council with a level of confidence that they are generally supported by the majority of the community.

“On-street parking is a great luxury, and we should cherish and protect it. A lot of suburbs and cities around the world would love such a luxury.”



# 1. Parking Decision-making Principles

The six parking decision-making principles developed as part of the Shaping Unley Engagement process, and will form the basis of the Strategy, and how Council makes future decisions in relation to parking matters, are listed below.

## 1. Many of the issues faced around parking in Unley are either one, or a combination of, safety/access, convenience, and productivity, and need to be considered in the context of the Australian Road Rules. Therefore, it is fair and reasonable:

- 1.1 To ensure that the Australian Road Rules comes first in all decisions made about parking.
- 1.2 That Council does not install unnecessary line-marking and signs to reiterate Australian Road Rules, except at locations where repeated poor parking behaviours are observed and a safety warrant is established.
- 1.3 That behaviour change initiatives are considered first (education and enforcement) to address an on-street parking issue, and, if the issue continues, Council is to implement infrastructure measures (lines and signs) and/or restrict parking.
- 1.4 That on-street parking is not removed to facilitate easier and faster manoeuvring of vehicles, and vehicle access into a property and/or along a street.

## 2. Many people have individual issues that they may want solved; the Council's role is to serve the entire community. Therefore, it is fair and reasonable:

- 2.1 To try and put in place parking solutions that serve all people of Unley, not just some. No one should have exclusive rights to public on-street parking spaces.
- 2.2 To try and put in place parking solutions that optimise the use of available on-street parking spaces.
- 2.3 That Council considers parking issues holistically in the context of the street, not just in hotspots / localised locations.

## 3. Unley largely comprises of a mixed-use area, including residents, retail/business, commercial, schools/education, community/open space, and aged care, and hence on-street parking management needs to consider all users, not just some. Therefore, it is fair and reasonable:

- 3.1 3.1 For Council to facilitate some parking for business-related staff and visitors on local residential streets that are located in proximity to a mixed-use area, and where there is on-street parking capacity
- 3.2 For council to actively engage with all key stakeholders prior to changing on-street parking controls to ensure it is understood who is parking on-street and why.

## 4. Council needs to work with all stakeholders collaboratively to address and solve parking dilemmas, they can't do it alone. Therefore, it is fair and reasonable:

- 4.1 That parking problems and solutions should be solved by community, business and Council all working together.
- 4.2 That Council should collaborate further with neighbouring Councils and State Government agencies with the aim to improve and resolve the core on-street parking issues, rather than displacing them.

## 5. Many people view the parking in front of their business or house to be their own parking space, when in fact this space is public space. Therefore, it is fair and reasonable:

- 5.1 To view all on-street parking to be public parking, and not for the exclusive use of the property bounding the on-street park.
- 5.2 Where a resident has mobility issues, Council is to work with them to ensure they have equitable access to their residence.

## 6. Many people view that the provision of more parking spaces (on and off-street) will improve parking congestion issues, but managing parking needs a holistic approach. Therefore, it is fair and reasonable:

- 6.1 That Council, in partnership with the State Government, needs to invest more in providing the community with more attractive and reliable transport choices/end of trip facilities to help reduce the reliance on the car.

## 2. Parking Issues and Ideas

From the Shaping Unley Engagement Process, the three parking themes listed below were identified as being the most important parking issues for the community, and were the key focus of the Shaping Unley discussions, including:

1. Parking congestion
2. Parking accessibility and driveway access.
3. Road accessibility and narrow streets.

### 1. Parking Congestion

To help improve the issue of parking congestion the Shaping Unley Process identified that the following ideas should be included in the development of the Strategy, with the ideas listed from most supported by the community to the least. Parking congestion ideas include:

#### 1.1 Manage commuter parking:

Support commuter parking only at appropriate and designated parking locations for a fee (e.g. Bartley Crescent, Wayville Showgrounds).

#### 1.2 Improve walking and cycling:

Further invest in better walking and cycling infrastructure to support more transport choices and reduce reliance on the car.

#### 1.3 Better planning:

Advocate to State Government, in partnership with the Local Government Association, for better planning and design outcomes in regard to off-street parking provisions, garage design standards and on-street parking impacts.

#### 1.4 Improve public transport:

Advocate to the State Government for better and cheaper public transport options to and from Unley and the CBD to better support whole of public transport trips and reduce reliance on the car and commuter parking on local residential streets.

#### 1.5 Promote innovative solutions:

Support and promote innovative parking initiatives aimed at reducing the need to own multiple vehicles per household and optimise existing parking spaces such as carpooling, car next door ([carnextdoor.com.au](http://carnextdoor.com.au)), car share schemes, Parkhound (where residents and businesses can rent out underutilised off-street parking space/s) and public on and off-street electric vehicle charging stations.

#### 1.6 Business collaboration:

Work with businesses to better utilise and access private off-street parking to support local visitor and business staff parking.

#### 1.7 Last mile solution:

Investigate and advocate to the State Government for the introduction of an on-demand shuttle bus for first and last mile trips between tram/train/bus stops, key business precincts and community facilities with poor public transport access.

#### 1.8 Park Unley App:

Further expand on smart parking technology solutions to provide better information to people on parking availability and occupancy including Park Adelaide App, on-street smart parking signs, enforcement, etc.

#### 1.9 Unley parking map:

Publicly share Council's on-street parking database/map online, displaying all parking controls in the City of Unley area.

## 2. Parking Accessibility and Driveway access

To help improve the issue of parking accessibility and driveway access the Shaping Unley Process identified that the following ideas should be included in the development of the Strategy. Driveway access ideas include:

#### 2.1 Enforcement:

Increase and improve enforcement for people who park their car too close to a driveway.

#### 2.2 Education programs:

2.21 Provide driver education lessons for people struggling to egress their driveways - tips and tricks.

2.22 Develop and provide Unley specific education material regarding the do's and don'ts when parking adjacent to a driveway.

2.23 Develop and install education signs warning people to watch for driveways on streets where there is evidence of repeated instances of illegal parking/blocking of driveways.

#### 2.3 Line marking:

Install line-marking at specific locations where there is evidence of repeated instances of illegal parking/blocking of driveway.

### 3. Road Accessibility and Narrow Streets

The technical definition of a narrow street is any street that is less than 7 metres wide based on the Australian Standard 'ASNZ 2890.5 2020 Parking Facilities - On-street Parking'. There is a community perception, based on feedback from the community and the Issues and Ideas engagement, that if two cars can't pass each other when vehicles are parked on both sides of the street that it is a narrow street.

To help improve the issue of road accessibility and narrow streets the Shaping Unley Process identified that the following ideas should be included in the development of the Strategy. Narrow street ideas include:

#### 3.1 Education:

- 3.11 Install education signs on all narrow streets (< 7 metres) in Unley to highlight that the street is narrow and not to park opposite another vehicle.
- 3.12 Develop and provide Unley-specific education material regarding the do's and don'ts when parking on a narrow street.

#### 3.2 Enforcement:

Increase enforcement of non-compliant narrow street parking, that is proactive with a regular presence.

#### 3.3 Restrict parking:

Restrict parking on one side of the street with least loss of parking if education and improved enforcement is not effective.

#### 3.4 One-way streets:

Consider making some narrow streets one-way as a last resort.

### 3.0 Parking Engagement Improvements

How Council engages with the community is important if we are to achieve balanced solutions. Although Council staff aim to engage with the community on parking problems to the best of its abilities – it is recognised that there is room for improvement.

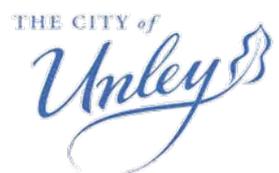
1. The Shaping Unley Process identified a number of engagement improvements for Council to consider when implementing parking changes. These include:
2. Community engagement should start early by identifying and assessing the problem. Council staff should not try and sell solutions. They need to work with the community to define them together.
3. Community engagement should be more personalised through the use of face to face and street meetings, where the community can talk through the problem/s in a collaborative manner.
4. Community engagement should be multi-modal, using many different avenues to reach the community and involve them, noting the varying demographics of our community from young to old, and their varying ability to participate.
5. The Shaping Unley Process has been a positive experience for the panel members. Council should consider a 'mini version' when stuck on an area-wide parking issue or where the community





The City of Unley would like to thank all the panel members, and all the community members who contributed to the Shaping Unley Engagement Process, for their time and contribution to this important Council initiative.

To find out more about Councils ongoing development of the City wide Parking Strategy, go to:  
[unley.sa.gov.au/parking-strategy](http://unley.sa.gov.au/parking-strategy)



## DECISION REPORT

<b>REPORT TITLE:</b>	STAGE 5 WOOD STREET TO CROSS ROAD CONNECTION CONCEPT DESIGN STUDY OUTCOMES
<b>ITEM NUMBER:</b>	4.6
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	TANYA BACIC, TRANSPORT LEAD
<b>DIVISION:</b>	CITY DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. STAGE 5 WOOD STREET TO CROSS ROAD CONNECTION CONCEPT DESIGN OPTIONS STUDY</li><li>2. UNLEY BUG FEEDBACK</li><li>3. OPTION A - NORTHGATE STREET / WHISTLER AVENUE CONCEPT DESIGN</li></ol>

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### 1. **PURPOSE**

This report presents to Council for its consideration, the outcomes from the Concept Design Options Study for Stage 5 of the Wood-Weller Bikeway, between Wood Street and Cross Road, and seeks Council's endorsement of the preferred concept design option to undertake community consultation.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. Option A (Northgate Street / Whistler Avenue), as set out in Attachment 3 to this report (Item 4.6, Council Meeting 22/05/2023), be endorsed by Council as its preferred concept design for Stage 5 of the Wood-Weller Bikeway, for the purpose of undertaking community consultation.
  3. A further report be submitted to Council summarising the feedback received on the preferred concept design option and outlining the next steps regarding this project.
-

### 3. RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN

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

### 4. BACKGROUND

The Walking & Cycling Plan 2022-2027 (W&CP) was endorsed by Council in August 2022. The W&CP aims to continue delivering on Council's vision of *more people of all ages and abilities walking and bike riding for transport and recreation purposes*. The W&CP also seeks to build on the progress made in delivering well-established walking and cycling networks across the City over the last 20+ years.

The W&CP contains an Infrastructure Implementation Plan, which sets out the priority projects and scheduled delivery over the five-year period of the Plan (i.e. 2022 to 2027). The continued delivery of the Wood-Weller Bikeway is one of nine (9) bicycle routes prioritised in the W&CP.

The Wood-Weller Bikeway is a strategic north-south walking and cycling route within the City of Unley as shown in Figure 1. The route links the Mike Turtur Bikeway and Charles Walk in the north to the City of Mitcham in the south. Stages 1 to 3 of the bikeway between Northgate Street and King William Road are completed. The section between Wood Street and Cross Road (Stage 5) is a key missing connection along the route.



Figure 1: Wood-Weller Bikeway Stages Map

Council has allocated funding in its 2022/23 Annual Business Plan and Budget, for the continued delivery of the W&CP. This includes the delivery of a Concept Design Options Study for Stage 5 of the Wood-Weller Bikeway between Wood Street and Cross Road.

## 5. **DISCUSSION**

### 1. **Options Assessment**

The Concept Design Options Study for Stage 5 of the Wood-Weller Bikeway (the Study) is contained in Attachment 1.

*Attachment 1*

The Study assessed three route options, including:

- Option A - Northgate Street / Whistler Avenue.
- Option B – Northgate Street / Victoria Avenue.
- Option C -Hatherley Avenue / Whistler Avenue.

The Study presented a recommended route option for further concept design investigations, based on the following considerations:

- Existing transport conditions.
- Suitable bicycle treatments (mixed use versus separation).
- High-level Multi Criteria Analysis (MCA).
- Unley BUG feedback.

#### ***High-level Multi Criteria Analysis (MCA)***

A high-level MCA was developed to assess each route option. The MCA considered the type of facility used and how that facility would affect the existing operation of the road (e.g., parking impact, bus operation etc). In addition, consideration was also given to the connection to Stage 1 of the Bikeway and the bicycle routes south of Cross Road. Other criteria included the current crash history, number of people walking and bike riding currently, design complexity and the anticipated construction costs.

The MCA indicated that Option A (Northgate Street/Whistler Avenue) is the best route option of the three considered, due to its direct connection to Stage 1 of the Wood-Weller Bikeway, having no impact on bus operations, low on-street parking loss and moderate implementation complexity (whilst still achieving best practice design outcomes) and subsequent lower construction costs.

#### ***Unley BUG Feedback***

Preliminary engagement with Unley BUG has been undertaken and their preferred route is Option B (Northgate Street / Victoria Avenue). The feedback provided is contained in Attachment 2.

*Attachment 2*

Whilst Option B provides a more direct connection to the bicycle routes south of Cross Road, it requires physically separated bicycle lanes on Victoria Avenue or widening the footpath to accommodate a shared use path. Both of these measures would result in greater on-street parking loss, cyclist interaction with bus passengers, increased implementation complexity and significantly higher construction costs.

Unley BUG's second preference is Option A (Northgate Street / Whistler Avenue). Option C (Hatherley Avenue / Whistler Avenue) was not supported. Unley BUG were also keen to see, regardless of the preferred option selected by Council, pedestrian improvements at the intersection of Northgate Street with King William Road and Westall Street. It is important to note that these intersections are key pedestrian crossing locations, and the current facilities do not meet Australian Standards and are not considered overly safe for people of all ages and abilities.

### ***Recommended Concept Design Option***

The Administration's preferred option is Option A (Northgate Street / Whistler Avenue) and is the one recommended to Council to proceed to community consultation. Although it is acknowledged that Unley BUG's first preference is Option B (Northgate Street / Victoria Avenue), it is considered that implementing a separated bicycle facility along Victoria Avenue will be challenging and have a significant cost implication for Council, both from a resource and budget perspective.

Pedestrian improvements to access Heywood Park to/from King William Road, has also been considered in the design, noting it is a key pedestrian desire line and forms part of the route alignment.

## **2. Concept Design**

The proposed concept design for the recommended preferred route is contained in Attachment 3.

*Attachment 3*

Due to the length of the route, the concept design has been separated into three locations, namely:

- Location 1: Wood Street – Victoria Avenue.
- Location 2: King William Road – Heywood Park.
- Location 3: Whistler Avenue – Heywood Park.

In accordance with the Council's W&CP, the proposed streetscape concept design has been developed to encourage greater use by the *60% Interested But Concerned* bike rider type.

The proposal also aims to improve pedestrian safety and access, particularly at the Heywood Park and King William Road intersection, and identify opportunities for increased greening. This is all whilst minimising the impact to the local community and transport movements (vehicle and bus), noting the constrained cross-section of Northgate Street between Wood Street and King William Road (which is 8.3 metres).

The key features of the design include:

- **Reorganising the Wood Street / Northgate Street intersection** to improve the legibility and ease of access between Wood Street and Northgate Street when moving along the bicycle route.
- **Maintaining driveway access for all properties** along identified streets.
- **Introducing buffered bicycle lanes (north side) and shared use path (south-side) on Northgate Street, between Wood Street and Heywood Park** to provide safer settings for people bike riding.
- **Adding two zebra crossings on Northgate Street** to provide safe crossing points for people to move between the buffered bicycle lanes and shared use path (western location) as well as between King William Road and Heywood Park (eastern location).
- **Making the speed limit along Northgate Street 40km/hr along its entire length**, by reducing the speed limit from 50km/h to 40km/h between Victoria Avenue and King William Road to improve safety and access for people walking and bike riding, particularly at the zebra crossings.
- **New entry to Heywood Park at Whistler Avenue** supporting separated pedestrian and cyclist access to/from the park.

#### *Traffic Impacts*

The proposed modified T-junction at Wood Street and Northgate Street, and zebra crossings on Northgate Street east of Victoria Avenue and east of King William Road will collectively assist in calming traffic and improving safety and access for people walking and bike riding in the area.

Northgate Street (between Victoria Avenue and King William Road) is a busy road. Currently, it carries over 6,000 vehicles per day (vpd) with an 85<sup>th</sup> Percentile Speed of 46km/h, and forms part of the north-south major collector route connecting Victoria Avenue with King William Road.

The aim of the preferred concept design option is for Northgate Street to maintain this function, whilst reducing vehicle speeds and providing improved facilities for people walking and bike riding. The traffic volumes on Northgate Street west of Victoria Avenue and Wood Street are significantly lower at approximately 1,900 vpd and 760 vpd respectively. The main impact with the proposed modified T-junction is that access to property No. 67 will be restricted from Northgate Street west approach. All other movements will be maintained.

#### *Parking Impacts*

The preferred concept design option will result in the removal of a total of 11 on-street parking spaces, namely three on Wood Street, seven on Northgate Street and one on Whistler Avenue.

### **3. Consultation**

Should Council endorse Option A (Northgate Street / Whistler Avenue) as the preferred route, community consultation is proposed to be undertaken in August and September 2023.

Council has allocated funding in its Draft 2023/24 Annual Business Plan and Budget, under the W&CP Implementation Project, for the purpose of undertaking community consultation on the preferred route option as endorsed by Council.

The purpose of the community consultation will be to:

- Inform the community of the preferred route as endorsed by Council and associated impacts.
- Identify a preferred reference design (to proceed to detailed design) which will be based on community feedback to be received.

Wider community consultation, as well as engagement with local residents and property owners directly impacted, will be undertaken regarding the preferred option as endorsed by Council. The consultation measures to be undertaken to invite feedback will comprise:

- Corflutes installed along the impacted streets.
- Your Say Unley webpage information.
- Promotion via the City of Unley, Bike Adelaide and Unley BUG social media platforms.
- Letters sent to all residents and property owners located within a 100m catchment of the affected streets.
- Letters to residents directly impacted, to ensure they appropriately understand the proposal and associated impacts.
- Drop-in sessions to enable members of the wider community to engage 'one-on-one' with Council staff regarding the proposal.

Discussions with the Department for Infrastructure and Transport (DIT) and the City of Mitcham regarding the connection from Whistler Avenue to the bicycle routes south of Cross Road will be undertaken to identify opportunities to improve walking and cycling access across Cross Road.

Following the conclusion of community consultation, a further report will be presented to Council for its consideration summarising the feedback received and seek confirmation regarding the way forward for the project.

## **6. POLICY IMPLICATIONS**

### **6.1 Financial/budget implications**

- Council has allocated funding in the amount of \$20,000 in its 2022/23 Annual Business Plan and Budget to prepare the Concept Design Option Study, and concept design of the preferred route as endorsed by Council. The budget has also funded the engineering survey and data collection.

- Council has also allocated funding in the amount of \$5,000 in its Draft 2023/24 Annual Business Plan and Budget, under the W&CP Implementation Project, to undertake community consultation on the endorsed option, and to update the design based on the results of the feedback to be received.

#### **6.2 Risk Management (identification and mitigation)**

- The concept design has been prepared in accordance with the necessary and required standards, codes and guidelines to ensure that Council meets the appropriate legislative requirements and mitigates its risks accordingly.

#### **6.3 Staffing/Work Plans/Additional Resource Impact**

- Council staff will be responsible for undertaking the community consultation process which will be incorporated into workplans.

#### **6.4 Climate/Environmental Impact**

- This project is a key missing link connecting the City of Mitcham to the Wood-Weller Bikeway and King William Road main street and intends to encourage more people to walk and bike ride.
- The concept design aims to deliver an outcome that will encourage greater participation of the intended target of bike users (i.e. 60% of the population who are interested in cycling but are concerned).
- The design will consider where appropriate opportunities for increased greening and traffic calming.

#### **6.5 Social/Economic**

- The eventual on ground delivery of this project will improve the community's health, well-being and safety making our City more socially inclusive and connected.

### **7. ANALYSIS OF OPTIONS**

#### **Option 1 –**

1. The report be received.
2. Option A (Northgate Street / Whistler Avenue), as set out in Attachment 3 to this report (Item 4.6, Council Meeting 22/05/2023), be endorsed by Council as its preferred concept design for Stage 5 of the Wood-Weller Bikeway, for the purpose of undertaking community consultation.
3. A further report be submitted to Council summarising the feedback received on the preferred concept design option and outlining the next steps regarding this project.

This option enables Council to endorse the preferred concept design as recommended by the Administration and enables the next step of community consultation to be undertaken regarding the endorsed option.

A further report will be presented to Council outlining the community consultation outcomes, any updates to the design which are made, taking into account the feedback to be received, and seek confirmation from Council regarding the way forward for the project.

Option 2 –

1. The report be received.
2. Option A (Northgate Street / Whistler Avenue), as set out in Attachment 3 to this report (Item 4.6, Council Meeting 22/05/2023), be endorsed by Council as its preferred concept design for Stage 5 of the Wood-Weller Bikeway, for the purpose of undertaking community consultation, subject to the following changes.
  - Changes required to be inserted here.
3. A further report be considered by Council summarising the feedback to be received on the preferred concept design option and confirming the way forward regarding this project.

This option enables Council to make adjustments or amendments to the preferred concept design before going out to community consultation. Council will need to specify any changes it may deem warranted prior to the commencement of consultation.

A further report will be presented to Council outlining the community consultation outcomes, any updates to the design which are made, taking into account the feedback to be received, and seek confirmation from Council regarding the way forward for the project.

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

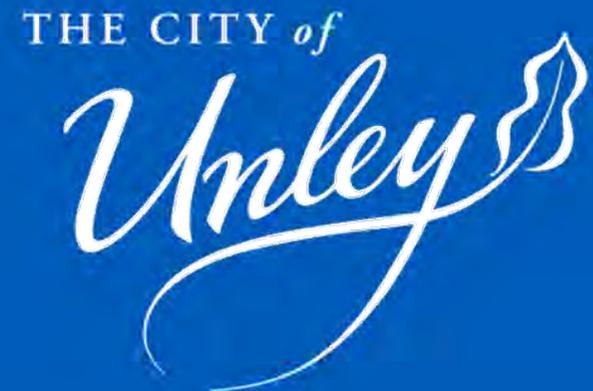
**9. REPORT AUTHORISERS**

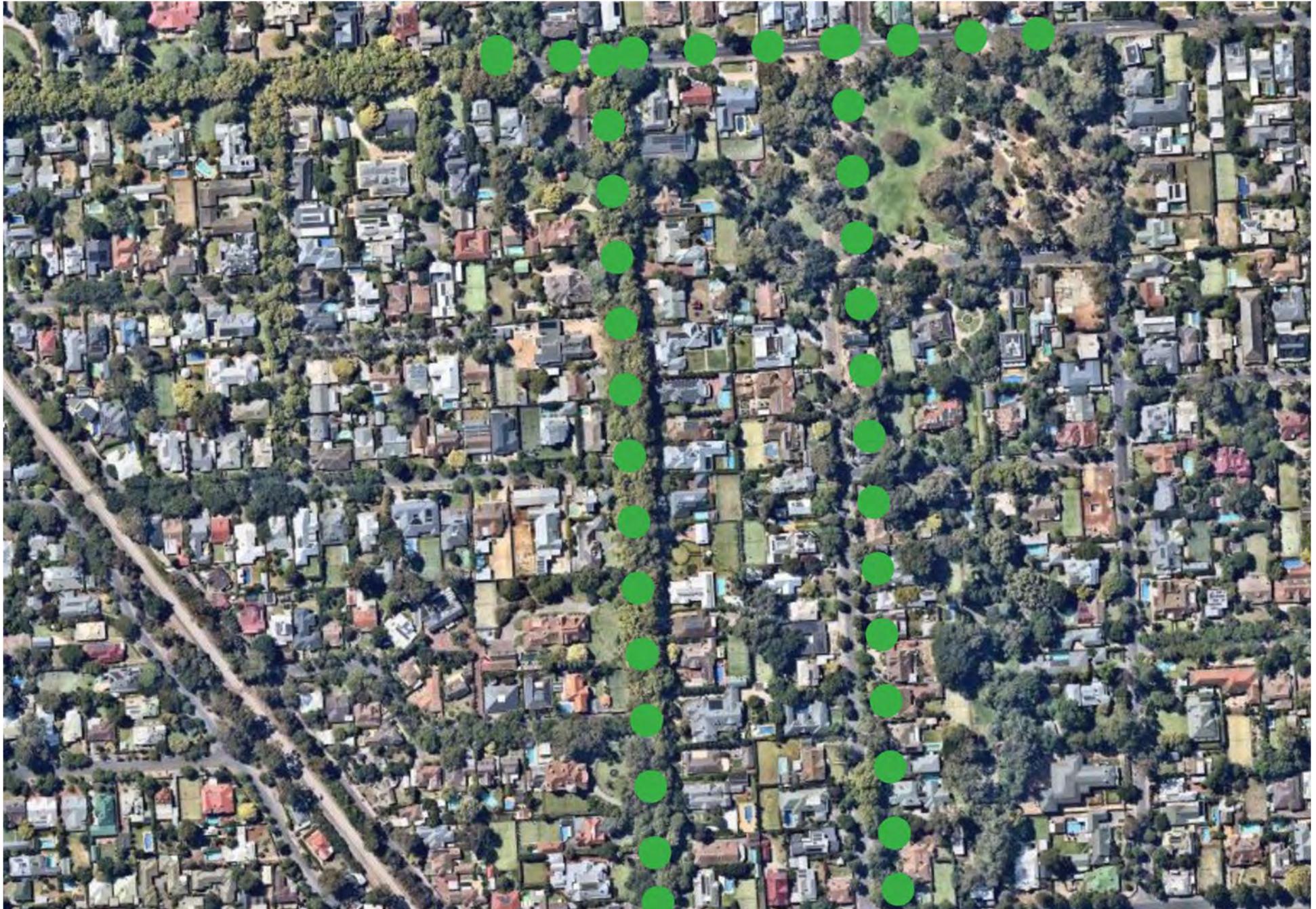
<b>Name</b>	<b>Title</b>
Ben Willsmore	Manager City Design
Claude Malak	General Manager, City Development

# STAGE 5 - WOOD STREET TO CROSS ROAD CONNECTION

## CONCEPT DESIGN OPTIONS STUDY

MARCH 2023  
CITY DESIGN





# Strategic Directions

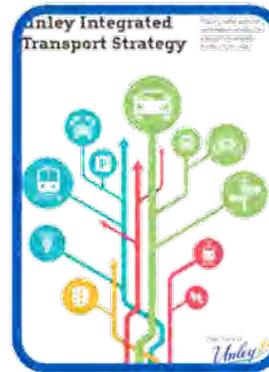


**Community Plan  
2033**

Two objectives in the Plan's Community Living Theme relates to walking and cycling (1.1 and 1.5):

**Our community is active, healthy and feels safe.**

**Our City is connected and accessible.**



**Unley Integrated  
Transport Strategy**

A key focus area of Unley's Integrated Transport Strategy is 'Active Transport' with the following two targets:

**Double the amount of active transport journeys to work by Unley residents (target of 9.4% walking and 7.% cycling).**

**Record the highest number (percentage of population) of sustainable transport journeys undertaken by our local community, when compared to the rest of metropolitan Adelaide.**



**Delivery Plan  
2017-2021**

The Four Year Delivery Plan identifies as a key initiative to achieve objectives 1.1 and 1.5 in its Community Plan:

**The continued implementation of the Walking and Cycling Plan.**



**Walking and Cycling Plan  
2022-2027**

City of Unley's vision for walking and cycling:

**More people of all ages and abilities walking and bike riding for transport and recreation purposes.**

# Wood-Weller Bikeway

The Wood-Weller Bikeway is a strategic north-south bicycle route within the City of Unley area linking:

- ▶ To the north: the Mike Turtur Bikeway and Charles Walk
- ▶ To the south: the City of Mitcham.

The bikeway route provides a parallel north-south alternative to the busy King William Road, and has been progressively delivered in stages. The Wood Street section (Stage 1) was delivered in 2017; the Weller Street section (Stage 2) between Mitchell and Albert Street was delivered in July 2020 and the Weller Street (north of Albert Street) and Simpson Parade section (Stage 3) was delivered in August 2022.

## Staging

The final stages of the Wood-Weller Bikeway to be delivered over the next five+ years, include:

- ▶ Stage 4: King William Road (Simpson Parade to Mike Turtur Bikeway)
- ▶ Stage 5: Wood Street to Cross Road connection

This Design Study responds to:

**Stage 5 Wood Street to Cross Road connection.**



# Who are we designing for?



## Strong and Fearless (<1% of riders)

Confident in traffic on all types of streets

Improving bicycle facilities at intersections (signalised and unsignalised) and road surface.

- ▶ Unley Road
- ▶ Greenhill Road

## Enthusied and Confident (7% of riders)

Confident riders, recreational and sometimes to work, shops etc.

Preference for more separated bicycle facilities and comfortable riding in on-road bike lanes.

- ▶ Duthy Street
- ▶ East Avenue

## Interested but concerned (60% of riders)

Weekend riders to the Park Lands, but generally do not feel safe riding in traffic or on-road bike lanes.

Preference for off-street or separated bicycle facilities or quiet traffic-calmed residential streets.

- ▶ Rugby/ Porter Street
- ▶ Mike Turtur Bikeway

## No way, no how (33% of drivers)

Would not consider riding a bike under any circumstances.

Unlikely to use bicycle facilities and prefer no bikes on the road to improve vehicular movement.

# Walking and Cycling Plan Design Principles

## Cohesion



- ▶ Connect origins and destinations, walking and bike riding from anywhere to everywhere.
- ▶ Plan a cohesive network linking together walking and bicycle routes that are easy and safe to navigate.
- ▶ Build a walking and bicycle route may entail a separated bike path and footpath, a shared use path, and/or a quiet street.

## Directness



- ▶ Create short and efficient routes, minimising detours and effort.
- ▶ Priorities directness for a pedestrian and bike rider, avoiding detours and reducing distance and time.

## Safety



- ▶ Provide safe walking and bicycle infrastructure that avoids differences in speeds and obstacles, and where possible segregate different movement types.
- ▶ Ensure passive visibility both day and night with adequate lighting and clear of blind spots.
- ▶ Establish safe road crossings at intersections and directional signage.

## Comfort



- ▶ Provide pleasant walking and bike riding experiences with minimal stops or nuisances and cater for people of all abilities.
- ▶ Provide smooth surfaces to reduce vibrations, reducing traffic and exposure to pollutants/noise.

## Attractiveness



- ▶ Provide quality streetscapes that are green, open and well maintained.
- ▶ Improve local amenity with elements such as landscaping, street trees, lighting, areas for rest, water fountains and street art to make the route interesting.

## **Project Design Principles**

- Design a bikeway facility to cater for the 60% Interested But Concerned Bike Rider Type
- Improve pedestrian access and safety
- Upgrade all kerb ramps and crossing points to be DDA compliant
- Minimise loss of on-street parking
- Minimise impact to existing street trees
- Minimise impact to bus routes and stop locations
- Explore opportunities for additional tree planting/greening and improve amenity
- Maintain traffic access
- Improve signage and wayfinding.

# Project Route Options

- Option A: Northgate Street / Whistler Avenue
- Option B: Northgate Street / Victoria Avenue
- Option C: Hatherley Avenue / Whistler Avenue



## Transport Data and Observations

To inform the route options assessment for further concept design investigations a number of transport data and observations was collected along each route, including:

- Bicycle facilities
- Pedestrian facilities
- Traffic volumes and road widths
- Bus services and stops
- Crash data (2017-2021)

# Transport Data and Observations

## Bicycle Facilities



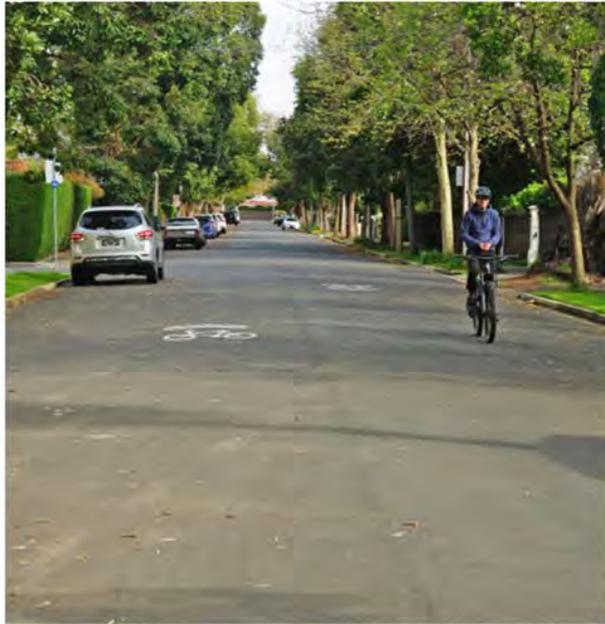
**Key**

- Bikedirect off-road path
- Bikedirect no bicycle lanes
- Bikedirect with bicycle lanes
- Strava - walking/running
- Strava - cycling

Although Whistler Avenue, Northgate Street and Victoria Avenue forms part of DIT's Bikedirect network there is currently little to no bicycle facilities on these streets, except for bicycle sharrows on Whistler Avenue. Based on Strava data people currently bike riding prefer to travel north-south via Victoria Avenue and Wood Street, whilst people walking and running prefer to use Whistler Avenue, Heywood Park and King William Road.

# Transport Data and Observations

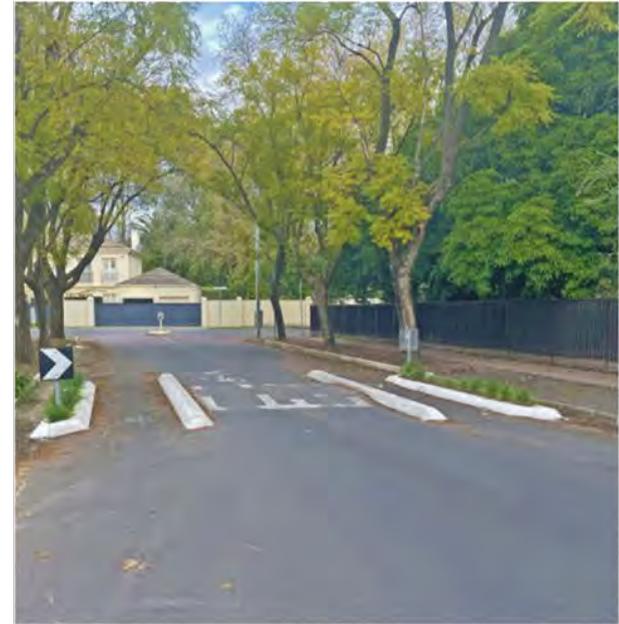
## Bicycle Facilities (cont)



Whistler Avenue low traffic, low speed street with bicycle sharrows.



Heywood Park Shared Use Path

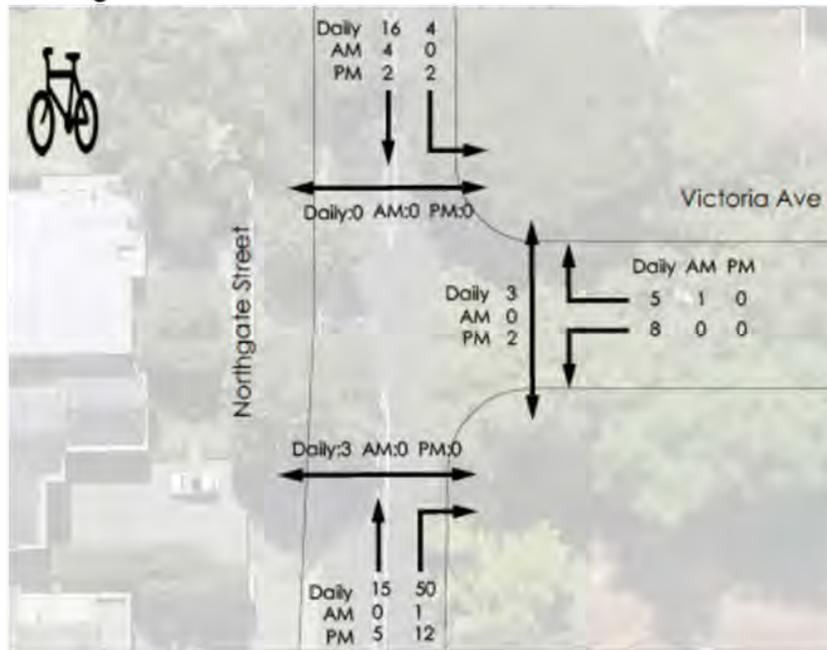


Wood Street Slow Point

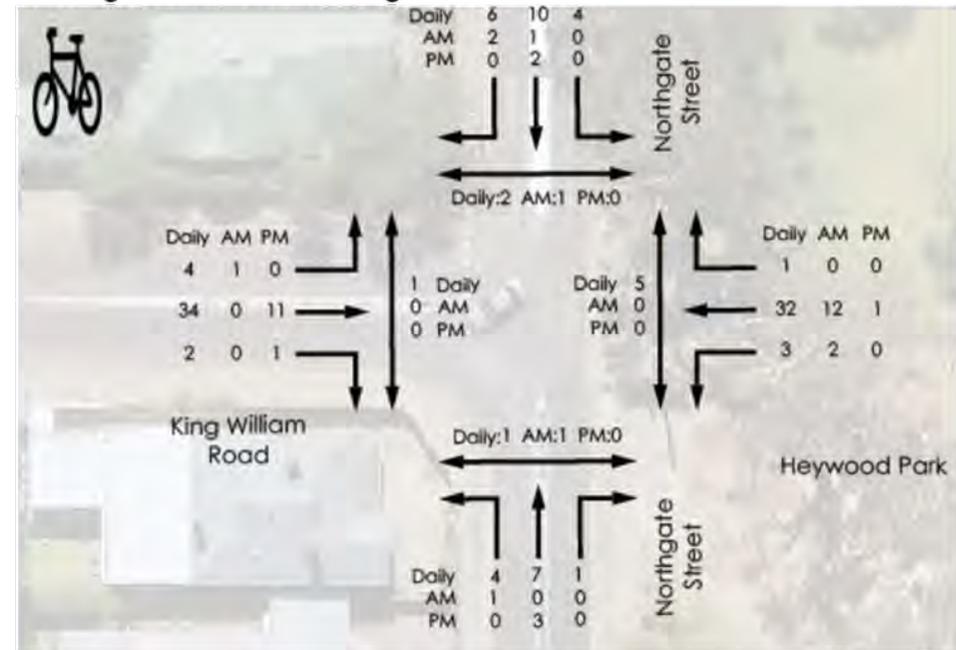
# Transport Data and Observations

## Bicycle Facilities (cont)

Northgate Street and Victoria Avenue



Northgate Street and King William Road



A bicycle count was undertaken at Northgate Street intersections with Victoria Avenue and King William Road on Thursday 17 November 2022 between 7am and 7pm. Weather conditions were fine (19 degrees and no rain). The data shows the following:

- People bike riding southbound along Wood-Weller Bikeway tend to turn right onto Victoria Avenue to head into City of Mitcham.
- There are few people riding bikes however, northbound along Victoria Avenue.
- People bike riding northbound into Unley tend to ride through Heywood Park and up King William Road.
- There are still a number of people riding along King William Road to/from Heywood Park and Whistler Avenue.
- There are few people who currently bike ride along Northgate Street.

# Transport Data and Observations

## Pedestrian Facilities

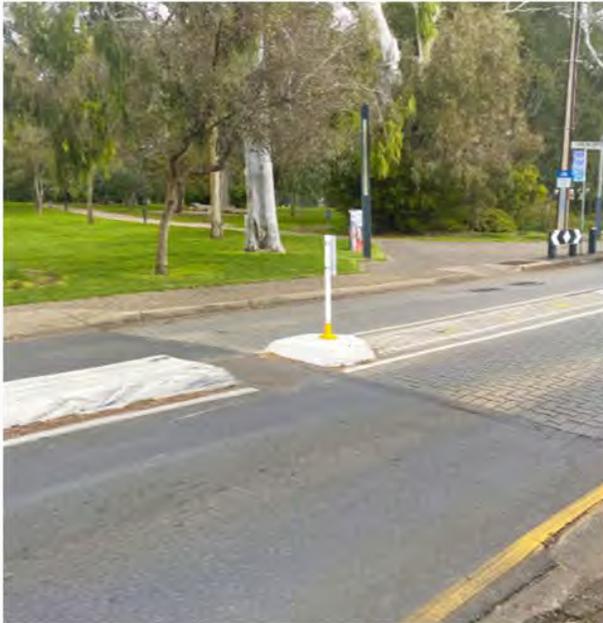


- △ Kerb ramp ( non - DDA Compliant )
- ▲ Kerb ramp ( DDA Compliant )
- Pedestrian Refuge ( non - Standard )

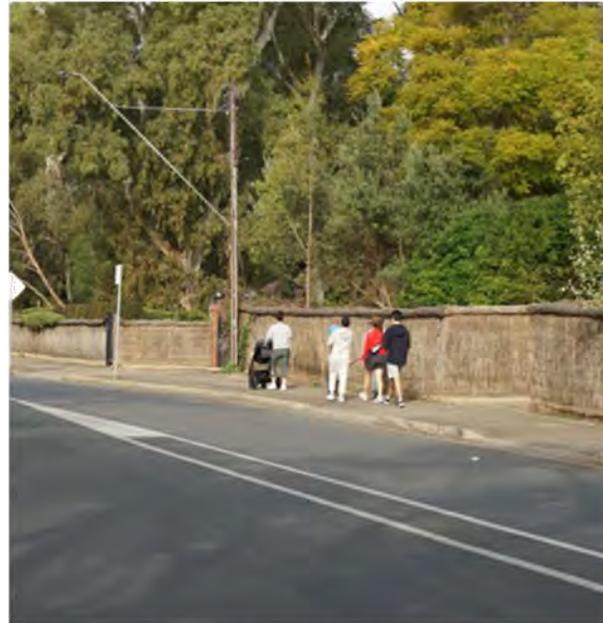
There are few safe and accessible pedestrian crossing points in the area. The majority of kerb ramps do not meet DDA accessibility requirements.

# Transport Data and Observations

## Pedestrian Facilities (cont)



Northgate Street pedestrian refuge adjacent to Heywood Park (non-standard refuge or kerb ramps)



Northgate Street footpath

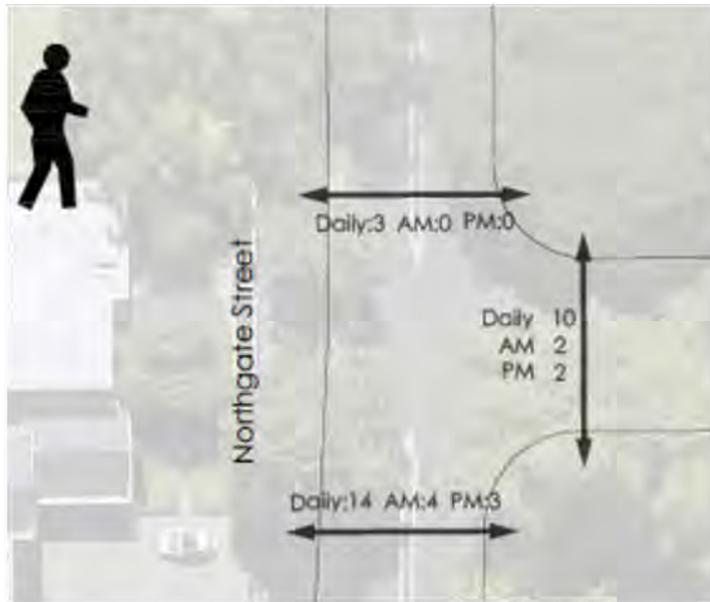


Victoria Street and Cross Road signalised intersection

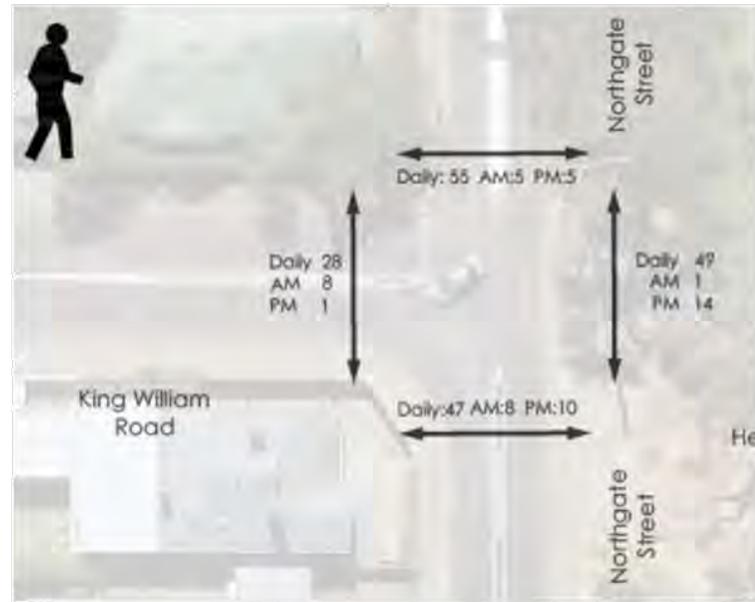
# Transport Data and Observations

## Pedestrian Facilities (cont)

Northgate Street and Victoria Avenue



Northgate Street and King William Road



A pedestrian count was undertaken at Northgate Street intersections with Victoria Avenue and King William Road on Thursday 17 November 2022 between 7am and 7pm. Weather conditions were fine (19 degrees and no rain). The data shows the following:

- There are few pedestrians that use Northgate Street and Victoria Avenue intersection.
- Pedestrian activity at Northgate Street and King William Road intersection is reasonably high, which is not unexpected with the adjacent Heywood Park.
- The number of pedestrians crossing Northgate Street is evenly split east and west of King William Road, with the eastern side, where the substandard pedestrian refuge is located being slightly higher.

# Transport Data and Observations

## Bus Services and Stops



**Key**

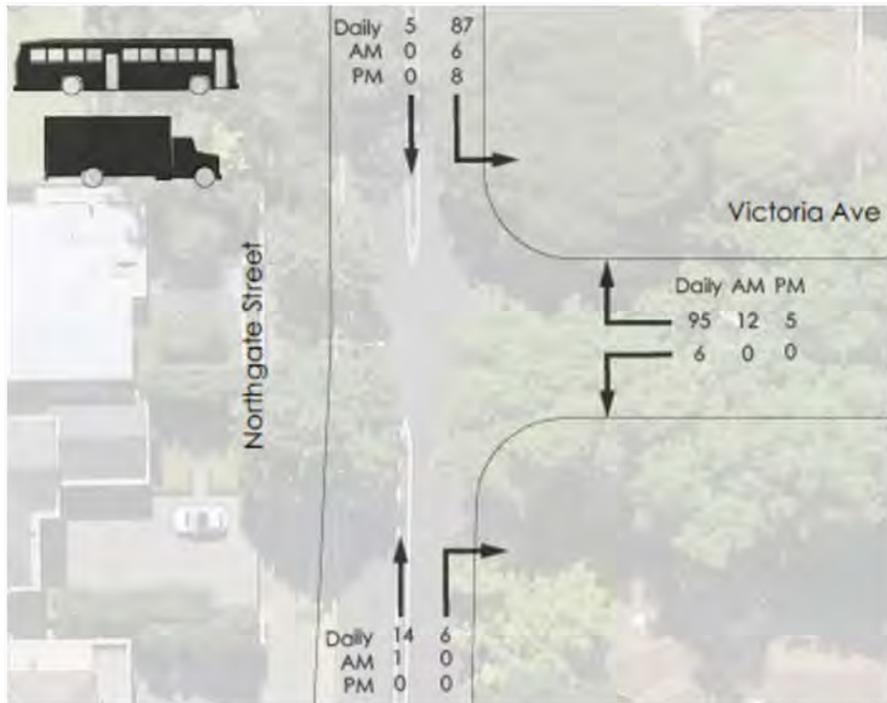
-  Bus route
-  Bus stop
-  Train station
-  Rail corridor pedestrian crossing

A bus route runs along King William Road, Northgate Street and Victoria Avenue (services 200,200B, 200C). Along Victoria Avenue there are 5 bus stops. On average bus stops are located about 200m to 250m apart.

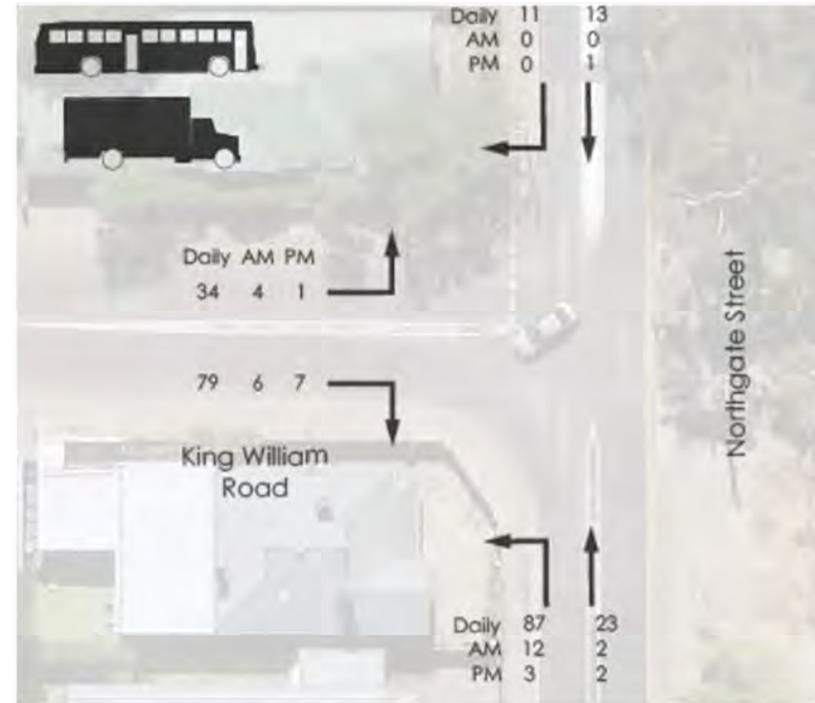
# Transport Data and Observations

## Bus Turn Counts

### Northgate Street and Victoria Avenue



### Northgate Street and King William Road



A bus/truck count was undertaken at Northgate Street intersections with Victoria Avenue and King William Road on Thursday 17 November 2022 between 7am and 7pm. Weather conditions were fine at 19 degrees and no rain.

# Transport Data and Observations Traffic Volumes and Road Widths



# Transport Data and Observations

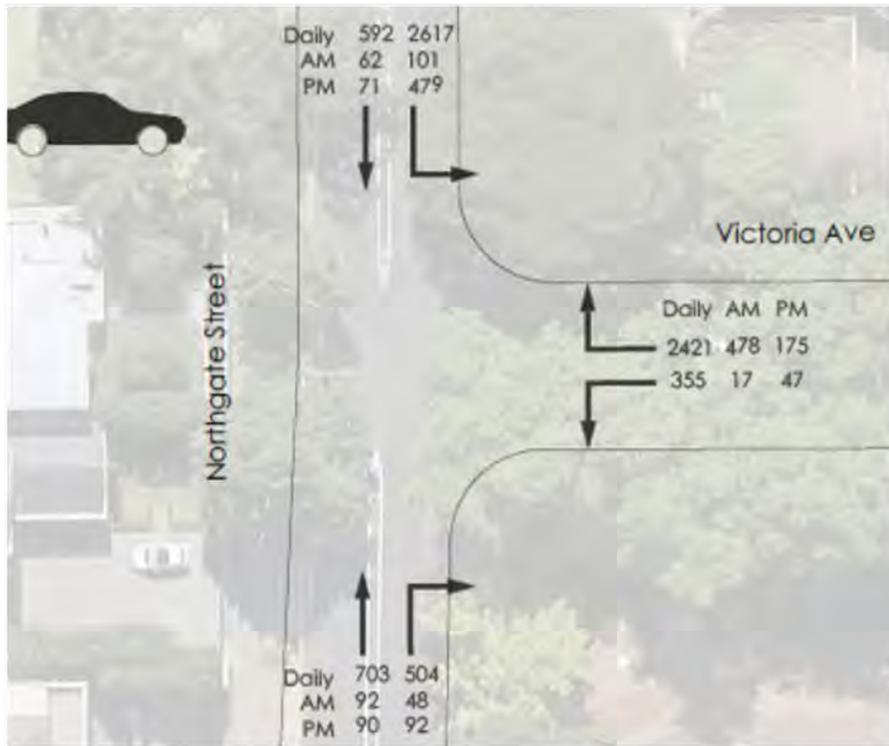
## Traffic Volumes and Road Widths (cont)

STREET NAME	AVERAGE DAILY TRAFFIC VOLUMES (VPD)	85TH PERCENTILE SPEED (KM/H)	ROAD WIDTH	ON-STREET PARKING
Whistler Avenue	480	41.5	8.4 to 10m	Unrestricted 84
Victoria Avenue	8,800	52.5	12m	Unrestricted 108
Northgate Street (Wood to KWR)	6940	46.7	8.3m	Unrestricted 10
Hatherley Avenue	130	42.5	7.5m	Unrestricted 50
King William Road (Northgate to Hatherley)	10,400	45.5		Unrestricted 6

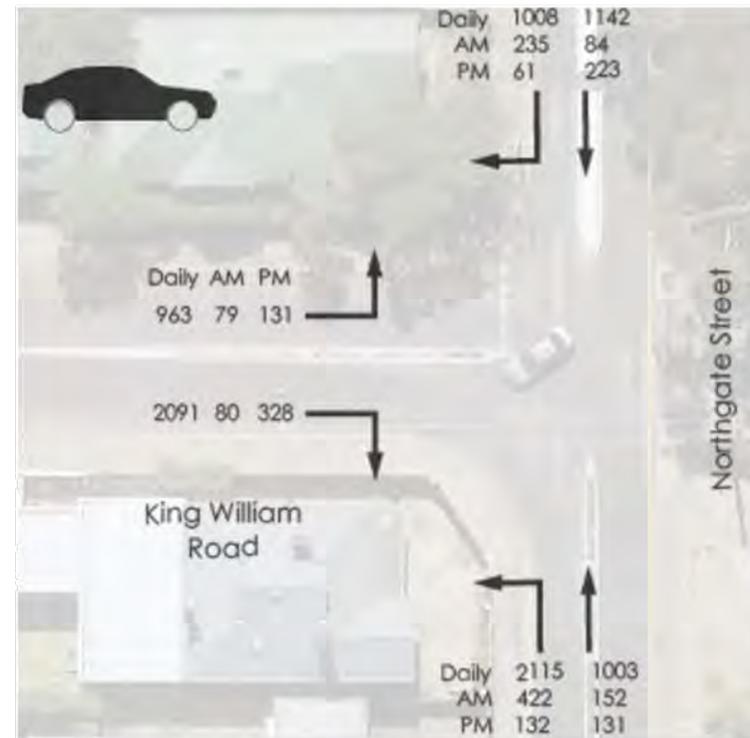
# Transport Data and Observations

## Traffic turn counts

Northgate Street and Victoria Avenue



Northgate Street and King William Road



A traffic count was undertaken at Northgate Street intersections with Victoria Avenue and King William Road on Thursday 17 November 2022 between 7am and 7pm. Weather conditions were fine at 19 degrees and no rain.

# Transport Data and Observations

## Crash Data (2017-2021)



Key

-  Crash
-  Crash involving a cyclist
-  Crash involving a ped

**8** mid-block crashes on Victoria Avenue, including 1 pedestrian and 1 cyclist crash

**0** mid-block crashes on Whistler Avenue or Hatherley Avenue

# Mixed Use vs Cyclist Separation

CYCLIST FACILITY	Traffic Volume (Vehicles per day)			85th percentile Traffic speed (km/h)		
	<3000	3000-5000	>5000	<40	40-50	>50
Mixed Traffic	0.5k				41 km/h	
Consider Cyclist Separation			6.9k		46 km/h	
Cyclist Separation			8.8k			52 km/h

To accommodate for the 60% Interested But Concerned Bike Rider Type cyclist separation will be required along Victoria Avenue and Northgate Street. The traffic volumes and speeds along Whistler Avenue is appropriate for a mixed use traffic calmed environment.

Table 1 Source: City of Unley Walking & Cycling Plan 2022-2027

- Victoria Avenue
- Northgate Street
- Whistler Avenue

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# High Level Multi Criteria Analysis

## Criteria

- Crashes
- Traffic speeds and volumes
- Buses
- Directness
- Design difficulty
- Parking
- Greening
- Cost to implement

The route impact assessment is high level, based on low, medium and high impact. Low impact = good, and high impact = not so good/issue(s) observed. A basic scoring system has been applied based on level of impact to assist with identifying preferred option(s) to proceed to concept design.



# High Level Multi Criteria Analysis

Criteria	OPTION A	OPTION B	OPTION C
	Northgate Street / Whistler Avenue	Northgate Street / Victoria Avenue	Hatherley Avenue / Whistler Avenue
Crashes total	0	8	0
Crashes - cyclists / pedestrians	1	3	0
Traffic speeds 85th percentile (posted)	43 km/h (40 km/h)	53 km/h (50 km/h)	45km/h (40 km/h)
Traffic volumes	480 vpd	8,800 vpd	130vpd
Bus route/stops	No / 0 Stops	Yes/ 5 stops	Yes / 2 stops
Directness	Direct to Wood-Weller Bikeway (via Northgate St)	Direct to Wood-Weller Bikeway	Indirect to Wood-Weller Bikeway (via KWR)
Design difficulty	Moderate - separated bikeway on Northgate St	High -separated bikeway on Victoria Ave, 5 bus tops	Moderate - separated bikeway on KWR, 2 bus stops
Parking (design impact)	Low - few existing on-street parks on Northgate Street	High - likely impact on Victoria Ave to achieve separation	Moderate - likely impact on KWR to achieve separation
Cost	Medium	High	Medium
<b>Total</b>	<b>46</b>	<b>22</b>	<b>42</b>

## Unley BUG Feedback

Unley BUG reviewed the information/data provided in this design study and their preferred option out of the three proposed options is:

**OPTION B - Northgate St/ Victoria Ave** in the form of a separated bi-directional bikeway on the western side of Victoria Avenue along its entire length.

### **Key reasons included:**

- Provides the most direct, intuitive and seamless connection to the City of Mitcham for people bike riding.
- Provides the most likely safest connection to the City of Mitcham at Cross Road and the link via Hilda Terrace at Victoria Ave / Cross Rd traffic signals.
- A separated bicycle facility would better cater for the 60% 'Interested but Concerned' bike rider type.

The next preferred option was OPTION A - Northgate St / Whistler Ave. OPTION C - Hatherley Ave / Whistler Ave was not supported.

Unley BUG were also keen to see as part of the project, regardless of the preferred option, pedestrians improvements at King William Road and Westall Streets with Northgate Street.

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## **Recommended option for concept design**

Based on the findings of this design study and the high-level multi criteria analysis, the Administrations preferred recommended option is to proceed to concept design for only **Option A - Northgate St / Whistler Ave.** Although it is noted that Unley BUGs preference is Option B - Northgate St / Victoria Ave, it is considered that implementing a bicycle facility along Victoria Avenue will come with a significant cost (both from a resource and budget perspective), particularly noting the high traffic volumes, bus access / stops and likely loss of on-street parking.

Option A can provide a convenient and safe connection for the 60% interested but concerned bike rider type. Preliminary design work along Northgate Street and Northgate Street / Victoria Avenue intersection has been undertaken to demonstrate options on how this can be achieved.

Pedestrian improvements to access Heywood Park to/from King William Road, will also be considered in the design, noting its a key pedestrian desire line.

Discussions will be held with DIT, on how access from Whistler Avenue to Hilda Terrace could be improved at Cross Road.



**Unley Bicycle User Group**  
City of Unley, South Australia

## Wood-Weller Bikeway Stage 5 Design Study

Please accept this submission from the committee and members of the Unley BUG. This submission is prepared by the Unley BUG Committee on behalf of our 270 current members to ensure the interests of people who cycle, walk and use mobility aids in, to and through our City are met in the above stated project.

Thank you for taking the time to discuss the high-level options the council is exploring for Stage 5 of the Wood-Weller Bikeway. After reviewing the three route options proposed by the council design team and discussing each at a meeting together on-site in person, the Unley BUG have the following comments around each of the proposed options:

### Option B (Northgate St / Victoria Ave) - Preferred option



Option B was the preferred option amongst members of the Unley BUG committee of the three from council's design study.

This route provides the **most direct, intuitive, seamless and likely safest connection** to and from Wood St. In particular. We believe that the width of Victoria Avenue would allow for a separated, bi-directional cycleway to be installed to the Western side of Victoria Avenue along its entire length. A bi-directional cycleway would have the advantage of minimising interactions and potential conflict between people cycling and people driving along the busy Victoria - Northgate - King William route - refer to diagram above. This safety benefit would be applicable to cyclists travelling in both directions along the route. It will also have safety benefits for motorists as the



**Unley Bicycle User Group**  
City of Unley, South Australia

## Wood-Weller Bikeway Stage 5 Design Study

location and trajectory of cyclists will be more predictable. Furthermore, a route along Victoria St will bring people cycling directly to a signalised intersection at Cross Rd, better facilitating connection to the Hilda Tce route in Mitcham.

We understand that a route along Victoria Ave will have its challenges in regards to design detailing around bus stops, on-street parking, and at the intersections of Rutland and Glen Avenue. However, we believe safety should be a priority and, along with the greater convenience of this route, it will be more attractive to the 'interested but concerned' potential bike riders that Council is seeking to attract. We understand there are ample design precedents worldwide for safely and effectively negotiating interactions between people cycling, walking and alighting from buses. The bi-directional bikeways can take time for motorists to get used to looking 'both ways' for oncoming bikes but Rutland and Glen Avenues are low traffic environments and local motorists are likely to readily adapt to the change.

### Option A (Northgate St / Heywood Park / Whistler Ave)

Unley BUG committee members saw both positives and negatives to this route.

On the **positive** side, members remarked that the route would provide safe access through Heywood Park and its amenities to families and children (as witnessed while on the site visit). This is consistent with the ideal of taking cycling routes through the places people want to go, not merely nearby. The route through the park itself as well as Whistler Ave are also very pleasant to cycle on due to the minimal levels of car traffic.

However, some **concerns** were also raised. There is potential for conflict between people walking and people cycling where the path travels through Heywood Park. The connection between the bikeway and the signalised crossing at Cross Rd is also convoluted, requiring riders to negotiate a bus stop on a narrow footpath or potentially the installation of a new signalised crossing altogether.

Most concerningly, however, the connection between the southern end of Wood St and the path through Heywood Park asks people cycling to travel on sections of Northgate Street with high car traffic volumes and speed. This would involve negotiating the Victoria-Northgate and King William-Northgate intersections, sharing the busiest, narrowest section of Northgate St with traffic, and (for southbound riders) having to turn across Northgate street into Heywood Park itself. This is not a direct, cohesive route and we foresee significant challenges in keeping the target 'interested but concerned' cyclists safe from high levels of car traffic along Northgate St. If council decided to pursue this option, we would strongly recommend lowering the speed on Northgate St to assist in safer interactions between all road users.



**Unley Bicycle User Group**  
City of Unley, South Australia

## **Wood-Weller Bikeway Stage 5 Design Study**

### Option C (King William Rd / Heywood Park / Whistler Ave)

There was unanimous agreement that this route was **not ideal** due to its indirect nature and requirement to make (potentially) two crossings of roads with high levels of car traffic. Members felt that most cyclists would likely continue straight to Northgate St rather than taking the detour via King William.

### Walkability / other roadway improvements

Regardless of which design option the council decides to explore, we strongly recommend that the project incorporates walkability and wheelability improvements into its design. In particular, there is a need for a safer pedestrian crossing to and from the park at the intersection of King William Rd and Northgate St and Westall St and Northgate St - the latter which is also a designated neighbourhood cycling route. In both locations the central median strip is narrow and of a depth that would make safe crossing with a mobility aid, pram or even small children on foot impossible.

We also recommend raised intersections along Northgate Street Victoria, King William and Westall Streets to make it clear to motorists that they need to reduce their speed to keep everyone safe.

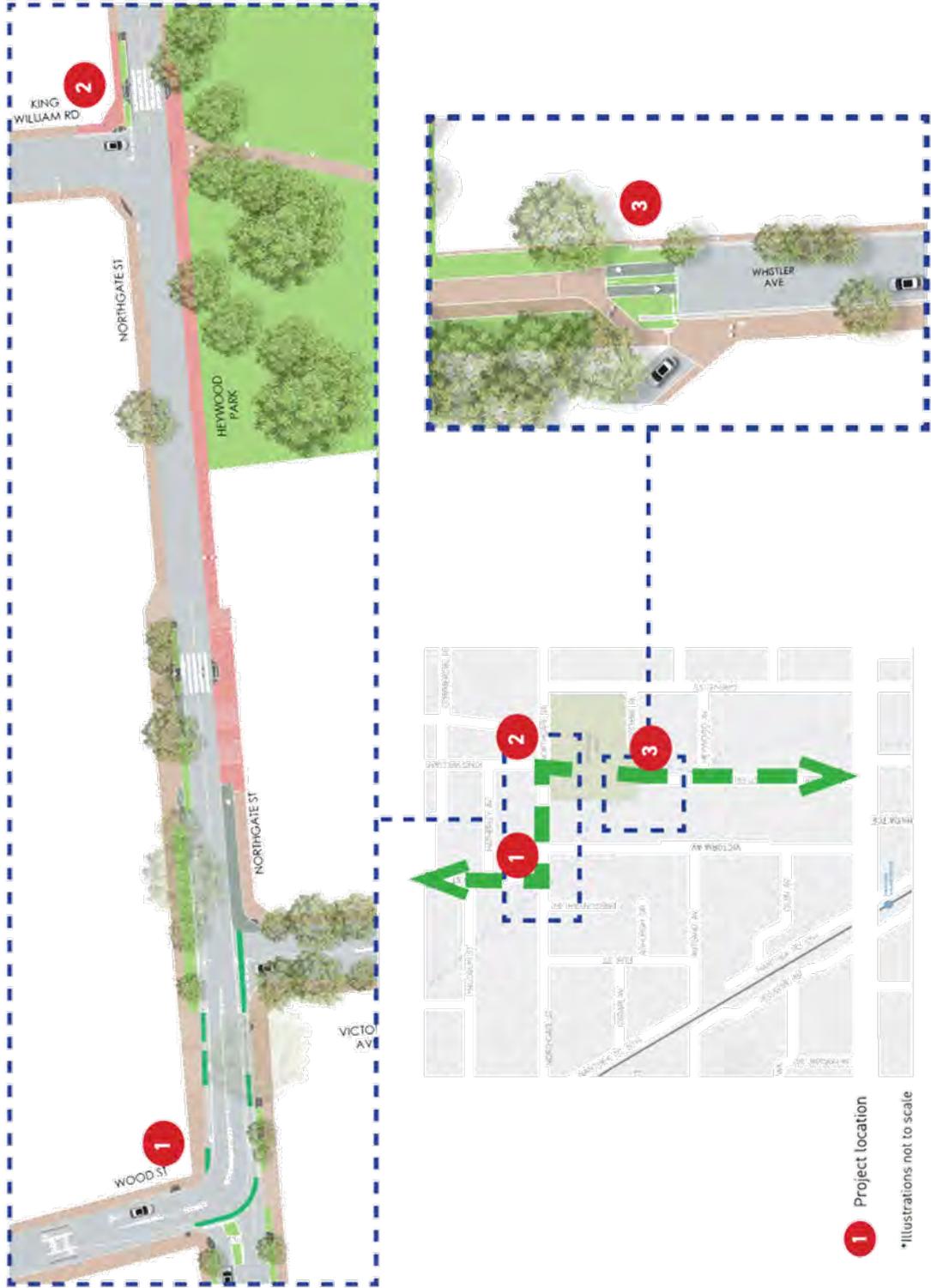
Overall, the Unley BUG committee is excited about the continued improvements to this important bikeway and look forward to continuing to work with council to achieve better outcomes for people cycling, walking and wheeling in our city.

Regards,

**Daniel Grilli**  
Spokesperson  
Unley Bicycle User Group  
0437 323 379  
[ubug.secretary@gmail.com.au](mailto:ubug.secretary@gmail.com.au)

# ATTACHMENT 3 - CONCEPT DESIGN PROPOSAL

## Option A - Northgate St to Whistler Ave



**1** Project location  
\*Illustrations not to scale

Wood-Weller Bikeway - Stage 5  
Streetscape Improvements



## Location 1: Wood Street - Victoria Avenue Improvements

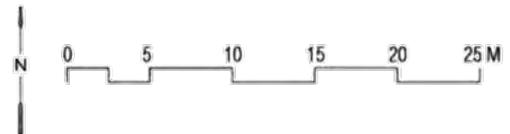


- D1** Modified T-junction at Wood St and Northgate St intersection with a change in priority, forming Wood St-Northgate St (east) as the main route, including a landscaped pedestrian refuge island on Northgate St (west) to improve safety and access for people walking and bike riding.
- D2** Section of on-road buffered bicycle lane (1.2m bicycle lane, with 0.5m buffer) on the north side of Northgate St from Wood St to a point 30m east of Victoria Ave, catering for eastbound bicycle movements.
- D3** Bicycle kerb ramp to support safe access to the zebra crossing from the on-road buffered bicycle lane.
- D4** Zebra crossing east of Victoria Ave providing priority for pedestrians and cyclists crossing Northgate St, including landscaped kerb extensions on the north side to improve sight lines and lower vehicle speeds approaching the priority crossing.
- D5** Section of on-road buffered bicycle lane (1.5m bicycle lane, with 0.5m buffer) on the south side of Northgate St from Victoria Ave to Wood St, catering for westbound bicycle movements.
- D6** Short section of wide on-road bicycle lane on the south side of Northgate St (2.3m wide) from a point 30m east of Victoria Ave to Victoria Ave, catering for westbound bicycle movements. The bicycle lane is proposed to use a different material to the road (e.g. concrete) to improve the definition of the space for people riding bikes.
- D7** Shared use path on the south side of Northgate St (varying in width between 2.8m and 4.9m) from Heywood Park to a point 30m east of Victoria Ave.

### PARKING AMMENDMENTS

- P1** Three (3) parking spaces removed to accommodate an on-road bicycle lane on the west side of Wood St between the slow point and Northgate St
- P2** Three (3) parking spaces removed to accommodate the modified T-junction and landscaped pedestrian refuge on Northgate St west of Wood St.
- P3** Four (4) parking spaces removed to accommodate the zebra crossing east of Victoria Ave.

## Location 2: King William Road - Heywood Park Improvements



- D7** Shared use path on the south side of Northgate St (varying in width between 2.8m and 4.9m) from Heywood Park to a point 30m east of Victoria Ave.
- D8** Change of speed limit along Northgate St between Victoria Ave and King William Rd from 50 km/h to 40km/h to achieve a consistent 40km/h speed limit along the length of Northgate Street, and to support a lower speed environment for the zebra crossings on Northgate St.
- D9** Zebra crossing east of King William Rd providing priority for pedestrians and cyclists crossing Northgate St, connecting King William Rd to Heywood Park and Whistler Ave, including landscaped kerb extensions on the north side to improve sight lines and lower vehicle speeds approaching the priority crossing.

## Location 3: Whistler Avenue - Heywood Park Improvements



- D10** Enhanced Heywood Park entry treatment at the northern end of Whistler Ave to improve access for people walking and bike riding, including landscaping and WSUD treatments.
- D11** Cross Road and Whistler Avenue intersection safety and access improvements for pedestrians and cyclists to be further discussed with the Department for Infrastructure and Transport (DIT) and the City of Mitcham.

### PARKING AMMENDMENTS

- P4** One (1) parking space removed to accommodate the enhance Heywood Park entry treatment at the northern end of Whistler Avenue.



## DECISION REPORT

<b>REPORT TITLE:</b>	RAILWAY TERRACE SOUTH COMMUNITY CONSULTATION OUTCOMES & NEXT STEPS
<b>ITEM NUMBER:</b>	4.7
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	TANYA BACIC, TRANSPORT LEAD
<b>DIVISION:</b>	CITY DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. RAILWAY TERRACE SOUTH STREETSCAPE IMPROVEMENTS CONSULTATION LETTER</li><li>2. RAILWAY TERRACE SOUTH STREETSCAPE IMPROVEMENTS COMMUNITY ENGAGEMENT SUMMARY REPORT</li><li>3. KEY STAKEHOLDER FEEDBACK</li><li>4. COUNCIL'S DESIGN RESPONSE TO COMMUNITY FEEDBACK</li><li>5. RAILWAY TERRACE SOUTH STREETSCAPE IMPROVEMENTS UPDATED CONCEPT DESIGN</li></ol>

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### 1. **PURPOSE**

This report presents to Council the outcomes of the community consultation process which has been undertaken regarding the proposed streetscape improvements along Railway Terrace South, between Devon Street South and Goodwood Road.

The report also seeks approval from Council to progress the project to the next step of developing detailed design and documentation, and for the Administration to establish with the Department for Infrastructure and Transport (DIT) the required agreement to deliver some of the on-ground works associated with the project on DIT rail land.

### 2. **RECOMMENDATION**

That:

1. The report be received.

2. The Railway Terrace South Streetscape Improvements Concept Plan, as set out in Attachment 5 to this report (Item 4.7, Council Meeting, 22/05/2023) be endorsed as the final concept design and for the project to progress to detailed design and documentation.
  3. The Administration be authorised to establish a draft agreement with the Department for Infrastructure and Transport (DIT), to enable some of the on-ground works associated with the project to be delivered on State Government owned railway land.
  4. A further report be presented to Council for its consideration, outlining the terms and conditions of the draft agreement, which is to be established with DIT and to seek Council's endorsement of the document to formalise the arrangements.
- 

### **3. RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

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

### **4. BACKGROUND**

The Walking & Cycling Plan 2022-2027 (W&CP) was endorsed by Council in August 2022. The W&CP aims to continue delivering on Council's vision of *more people of all ages and abilities walking and bike riding for transport and recreation purposes*. The W&CP also seeks to build on the progress made in delivering well-established walking and cycling networks across the City over the last 20+ years.

The W&CP contains an Infrastructure Implementation Plan, which sets out the priority projects and scheduled delivery over the five-year period of the Plan (i.e., 2022 to 2027). Railway Terrace South Streetscape Improvements is one of the identified projects.

Railway Terrace South, between Devon Street South and Goodwood Road, forms part of the popular Mike Turtur Bikeway, but has limited walking and cycling infrastructure. Over the years, concerns have been raised by the local community regarding safety, in particular, for young children walking and bike riding to/from the Goodwood Primary School. The proposals of this project seek to address these concerns.

In addition, this project also seeks to respond to the 2019 Local Area Traffic Management (LATM) Plan for the Clarence Park and Millswood areas. Council's endorsed LATM Plan contains Recommendation 2 - Devon Street South/Railway Terrace South Safety Improvements. The safety improvements of that recommendation are *"focused on reducing traffic speeds at the bend, ensuring that motorists do not cut the corner, as well as ensuring cyclists take adequate caution when entering the road from the underpass"*.

Council allocated funding in its 2021/22 Annual Business Plan and Budget, to develop a concept design and undertake community consultation regarding this project. Whilst the concept design was finalised as required, the community consultation process was delayed until June 2022, to separate the project from the State Government's proposal regarding the Mike Turtur Bikeway Overpass (MTBO).

Following the conclusion of the community consultation process, Council staff took a few months to update and finalise the design. This needed to be undertaken prior to engaging with DIT regarding some of the on-ground works being undertaken on their land. Council staff then liaised with DIT regarding the property matter in October 2022, noting that the details of the actual agreement are yet to be finalised. Given that the current financial year is about to end, it was important to finalise the consultation aspect of the project and seek certainty from Council to commence the formal process with DIT regarding the property matter.

It was always intended that this be a multiple year project. The community consultation phase was required to be completed in 2022/23 and this has been achieved. Council has allocated funding in its draft 2023/24 Annual Business Plan and Budget for the detailed design and documentation which is the next phase of the project. In this respect there is no carry forward of funds but rather progressing the project to the next phase should Council decide to do so.

## 5. **DISCUSSION**

### **Concept Design**

The key objectives of the project are to:

- Improve pedestrian safety at the:
  - tram pedestrian maze linking Hampton Street South and Hampton Street North; and
  - Goodwood Tram Underpass at Devon Street South Bend.
- Create a low-traffic and low-speed environment for people bike riding.
- Improve the amenity of the street.

In response to the key project objectives, streetscape improvements were proposed at three locations along the length of the project corridor:

- Location 1: Railway Terrace South and Devon Street South bend improvements.
- Location 2: Railway Terrace South and Hampton Street South improvements.
- Location 3: Railway Terrace North and Hampton Street North intersection improvements.

The details of the proposed streetscape improvements at each location are outlined in the consultation letter which is contained in Attachment 1.

*Attachment 1*

## Consultation Process

Community consultation was undertaken for a three-week period between 22 June 2022 and 15 July 2022.

In undertaking the community consultation process:

- A consultation letter was distributed to 174 local residents and property owners located along the project corridor and adjoining streets.
- Information signage was placed along the project corridor with a summary of the proposal and directing readers to Council's Your Say website ([yoursay.unley.sa.gov.au/railwaysouthterrace](https://yoursay.unley.sa.gov.au/railwaysouthterrace)).
- An email was sent to key stakeholders including Goodwood Primary School, Unley Bicycle User Group (Unley BUG), Bike Adelaide and Walking SA with a summary of the proposal and directing them to Council's Your Say website.
- An email was sent to registered users of the Your Say system inviting them to respond to the community consultation.
- Two posts were placed on Council's social media platform to promote the community consultation.

## Feedback Received

In response to the invitation to provide feedback, Council received a total of 84 written submissions. This comprised 82 survey responses and letters from Goodwood Primary School Governing Council and Unley BUG. Of the 82 survey respondents, 88% (70) were Council residents, of which 27% (22) live along, or in proximity to, the project corridor.

As mentioned earlier, community consultation was delayed until after DIT completed its consultation regarding the proposed MTBO at Goodwood Station, Forestville, which was undertaken in February/March 2022.

Based on some of the feedback that was received regarding Council's project, it was evident that there was some confusion regarding the linkage between the two projects. The MTBO project, which is a DIT proposal, and Council's project, need to consider each other due to their close proximity. However, regardless of the MTBO project and where it may end up, the improvements being proposed by Council along Railway Terrace South are considered important to the amenity of the area. The proposals will improve walking and cycling safety, particularly to/from the Goodwood Primary School, Forestville Reserve and Unley Swimming Centre.

Community feedback was sought on each of the three locations, including the level of support for the proposed improvements:

- For location 1, 80 responses were received. 57% (46) respondents supported the proposed improvements, and 14% (11) respondents were neutral (71% in total). A total of 29% (23) respondents did not support the proposed improvements, of which 7 were in relation to the Railway Terrace project (16 comments were in relation to DIT's MTBO project).

- For location 2, 79 responses were received. 67% (53) respondents supported the proposed improvements, and 10% (8) respondents were neutral (77% in total). A total of 23% (18) respondents did not support the proposed improvements, of which 5 were in relation to the Railway Terrace project (13 comments were in relation to DIT's MTBO project).
- For location 3, 80 responses were received. 65% (52) respondents supported the proposed improvements, and 13% (10) respondents were neutral (78% in total). A total of 22% (18) respondents did not support the proposed improvements, of which 4 were in relation to the Railway Terrace project (14 comments were in relation to DIT's MTBO project).

Despite some of the community confusion linking the two projects, overall, the streetscape improvements at each of the three locations were generally supported.

All community feedback was analysed and categorised into 25 key themes as summarised below:

1. Mike Turtur Design Bikeway Overpass Project (22 comments).
2. Design improvements at Location 1 (18 comments).
3. General comments in support of project (13 comments).
4. Design improvements at Location 3 (9 comments).
5. Improve northern verge area on Railway Terrace South (8 comments).
6. Trees and landscaping (7 comments).
7. Make Railway Terrace South one-way (7 comments).
8. Make a dedicated shared use path on northern side of Railway Terrace South (in rail corridor) (6 comments).
9. General project comments (6 comments).
10. Improve lighting (4 comments).
11. Improve footpath (4 comments).
12. Improve signage (4 comments).
13. Design improvements at Location 2 (3 comments).
14. Design improvements general (3 comments).
15. Widen tram underpass (2 comments).
16. Make Railway Terrace North one-way (2 comments).
17. Native animals (1 comment).
18. Leader Street and Devon Street North intersection (1 comment).
19. General comment in non-support (1 comment).
20. Railway Terrace South and Essex Street South intersection (1 comment).
21. Construction considerations (1 comment).
22. Victoria Street and Railway Crossing intersection (1 comment).
23. Automated Tram Pedestrian Crossing at Hampton Street South (1 comment).
24. Add rubbish bin (1 comment).
25. Devon Street North and Railway Terrace North improvements (1 comment).

A Community Engagement Report that summarises the key community comments/feedback is contained in Attachment 2.

*Attachment 2*

### **Key Stakeholder Feedback**

The Administration met with both the Goodwood Primary School Governing Council and Unley BUG to discuss their specific feedback as shown in Attachment 3.

*Attachment 3*

Both the Goodwood Primary School Governing Council and Unley BUG provided in-principal support for the proposed streetscape improvements. However, they advocated for the continuation of the Mike Turtur Bikeway shared use path along the rail corridor to better cater for the large number of young riders and walkers that often use Railway Terrace South (mostly travelling to and from school), and the desire to get more families walking and bike riding for both transport and recreation purposes.

Although the Administration acknowledges this desire, the creation of a shared use path along Railway Terrace South rail corridor, which is wholly on DIT land, presents a number of significant challenges noting the limited space, verge gradient and existing trees. In preliminary discussions with representatives of DIT, it was evident that their view is that given the low traffic volumes and speeds along Railway Terrace South, a mixed-use traffic environment is the most appropriate outcome.

This information was relayed to both the Goodwood Primary School Governing Council and Unley BUG, and it was acknowledged that their longer-term vision of a shared use path within the rail corridor should not deter from the proposed streetscape improvements taking place.

### **Revised Concept Plan**

Based on the community feedback received, the Administration made several improvements to the concept design, including:

1. At Location 1 - Railway Terrace South and Devon Street South Bend the proposed new kerb extension / crossing point has been shifted further west into an existing No Stopping restriction to maintain all on-street parking and better accommodate access to/from the property at 43 Railway Terrace South.
2. At Location 3 - Railway Terrace North and Hampton Street North intersection:
  - the proposed new kerb extension on the north-western corner has been shortened to facilitate a vehicle to store and allow on-coming traffic to pass.
  - the proposed new kerb extension on the north-western corner has been modified to facilitate pedestrian north-south crossing movements on the western side of the intersection, which was highlighted by the community as being the key desire line.

- an additional landscaped kerb extension is proposed to be provided on the eastern side of Hampton Street North to further calm traffic and increase greening opportunities; and
  - on the southern side of the intersection, it is proposed to relocate a small section of the tram fence and provide an extended path to better accommodate pedestrian access and crossing of the intersection on the western side.
3. Along the length of Railway Terrace South, an improved edge treatment is now proposed between the road and verge to reduce debris/mud run-off from the rail corridor onto the road, and improve safety for all street users, particularly during inclement weather conditions. The edge treatment design will need to be further considered as part of detailed design for road renewal works.
  4. At the Hampton Street North and Essex Street South intersections with Railway Terrace South, additional landscaped kerb extensions have been included to further support calming of traffic and to provide increased opportunities for greening.

The table presented in Attachment 4 further details regarding how the Administration has responded to all the key community comments received.

*Attachment 4*

The updated concept design to progress to detailed design is contained in Attachment 5.

*Attachment 5*

### **Next Steps**

Should Council support the revised concept plan for the Railway Terrace South Streetscape Improvements, the Administration will aim to progress to detailed design and documentation and, in parallel, will commence negotiations with DIT on establishing the appropriate agreements to undertake the works in future.

Council has allocated funding in the amount of \$30,000 in its draft 2023/24 Annual Business Plan and Budget, under the W&CP Implementation Project, to undertake the detailed design and documentation of this project next financial year. This project will be integrated with the detailed design and documentation of the road and kerb renewal works which are also being proposed to be undertaken.

A large portion of the proposed streetscape improvements are on DIT rail corridor land. The Administration have been in discussions with representatives of DIT, who have indicated support for the proposed improvements. However, Council will need to enter into appropriate agreements regarding the construction and maintenance of the works.

A further report will be presented to Council outlining the terms and conditions of the DIT agreements for Council's consideration, prior to the Administration seeking funding for the implementation of the project.

## **6. POLICY IMPLICATIONS**

### **6.1 Financial/budget implications**

- Council allocated funding in the amount of \$30,000 in its 2021/22 Annual Business Plan and Budget to undertake the concept design development and community consultation. Only \$15,615 of this budget allocation has been spent, with the remaining funds returned to Council as savings.
- Council has allocated funding in the amount of a further \$30,000 in its draft 2023/24 Annual Business Plan and Budget to undertake the detailed design and documentation of the concept design developed.
- The completion of the detailed design and documentation could assist Council in attracting State Government grant funding for the delivery of the on-ground works, which is anticipated for the 2024/25 financial year, subject to Council budget consideration.
- The detailed design and documentation process will establish pre-tender cost estimates for the delivery of the on-ground works associated with the project and assist in informing future budget submissions for Council's consideration.
- Devon Street South and Railway Terrace South have also been identified for road and kerb renewal works in the coming years. The delivery of the renewal works will be combined with the proposed streetscape improvement works, where possible, to gain cost efficiencies and reduce construction impact.

### **6.2 Risk Management (identification and mitigation)**

- Noting that a large portion of the on-ground works associated with the proposed streetscape improvements are on DIT land, the Administration has had a number of early discussions with representatives of DIT and Torrens Connect regarding Council's ability to deliver the works on ground. These early discussions should assist in the preparation of the appropriate agreements with DIT.

### **6.3 Staffing/Work Plans/Additional Resource Impact**

- Staff work plans will be considered as part of planning for the 2023/24 budget to manage the detailed design and documentation of phase of the project.
- An external design consultant will be engaged to develop the detailed design and documentation.
- If necessary, legal advice will be sought regarding the development of the DIT agreement.

#### **6.4 Climate/Environmental Impact**

- The proposal aims to provide streetscape improvements to encourage more people to walk and bike ride for transport and recreation, particularly to/from local community destinations including Goodwood Primary School, Goodwood Station, Forestville Reserve and Unley Swimming Centre.
- The proposal also aims to minimise disruption to local residents and on-street parking capacity, whilst integrating opportunities for increased greening as part of the traffic calming infrastructure.

#### **6.5 Social/Economic**

- The delivery of this project will improve the walking and cycling connections to key community facilities including Goodwood Precinct, Goodwood Primary School, Goodwood train and tram stations, Forestville Reserve and Unley Swimming Centre. By providing opportunities for more people to walk and cycle this will improve the community's health and well-being and make the City more socially inclusive and connected.

### **7. ANALYSIS OF OPTIONS**

#### Option 1 –

1. The report be received.
2. The Railway Terrace South Streetscape Improvements Concept Plan, as set out in Attachment 5 to this report (Item 4.7, Council Meeting, 22/05/2023) be endorsed as the final concept design and for the project to progress to detailed design and documentation.
3. The Administration be authorised to establish a draft agreement with the Department of Infrastructure and Transport (DIT), to enable some of the on-ground works associated with the project to be delivered on State Government owned railway land.
4. A further report be presented to Council for its consideration, outlining the terms and conditions of the draft agreement which is to be established with DIT and to seek Council's endorsement of the document to formalise the arrangements.

This option allows Council to endorse the concept design and progress the project to detailed design and documentation in 2023/24.

This options also authorises the Administration to liaise with DIT to establish a draft agreement, based on the requirements of the endorsed concept plan. The draft agreement would then be presented to Council for its consideration in a further report.

All respondents who provided feedback during the community consultation process will be informed of Council's decision.

Option 2 –

1. The report be received.

This option allows Council to receive and note the results of the community consultation process, but not endorse the final concept design. No further works will proceed at this time.

All respondents who provided feedback during the community consultation process will be informed of Council's decision.

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT AUTHORISERS**

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

# Streetscape Improvements Railway Terrace South



Dear Resident / Property Owner      22 June 2022

The City of Unley is seeking feedback on proposed improvements along Railway Terrace South (Devon Street South - Goodwood Road), and the intersection of Railway Terrace North and Hampton Street North. These improvements have been developed in response to concerns raised by the local community including Goodwood Primary School and users of the popular Mike Turtur Bikeway.

The aims of the project are to:

- Improve safety and access for people of all ages and abilities, including:
  - at the tram pedestrian maze linking Hampton Street South and Hampton Street North
  - at the Goodwood Tram Underpass at Devon Street South Bend.
- Create a lower traffic, lower speed road environment to support people bike riding along the Mike Turtur Bikeway.
- Improve the amenity of the street.

The design also responds to the 2019 Local Area Traffic Management Plan for the Clarence Park and Millswood areas - Recommendation 2 'Railway Terrace South / Devon Street South - Safety Improvements'.

Streetscape improvements have been proposed at three locations, and detailed further on the following pages:

1. Railway Terrace South and Devon Street South bend improvements.
2. Railway Terrace South and Hampton Street South intersection improvements.
3. Railway Terrace South and Hampton Street North intersection improvements.

The Council is in discussions with the Department for Infrastructure and Transport (DIT) regarding features which may impact DIT land.

Your views regarding the proposed improvements are important to us and will assist us in finalising the concept design. Once the concept design is completed Council aims to undertake the detailed design in 2022/23 to inform future streetscape renewal programs.



To provide feedback, please:



Go to [yoursay.unley.sa.gov.au/railwaysouthterrace](https://yoursay.unley.sa.gov.au/railwaysouthterrace) to complete an online form by Friday 15 July 2022.

Alternatively, please complete the attached feedback form and return to Council by Friday 15 July 2022.

If you require any additional information, or would like to discuss the project further, please contact the Transport Team by email at [pobox@unley.sa.gov.au](mailto:pobox@unley.sa.gov.au) or phone 8372 5111.

Your sincerely,  
Tanya Bacic  
Transport Lead, City Design

Civic Centre 181 Unley Road  
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Postal PO Box 1  
Unley, South Australia

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Facsimile (08) 8271 4886  
Email [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)  
Website [www.unley.sa.gov.au](http://www.unley.sa.gov.au)

# Streetscape Improvements Railway Terrace South



## DESIGN PROPOSAL

Location 1 - Railway Terrace South and Devon Street South bend improvements

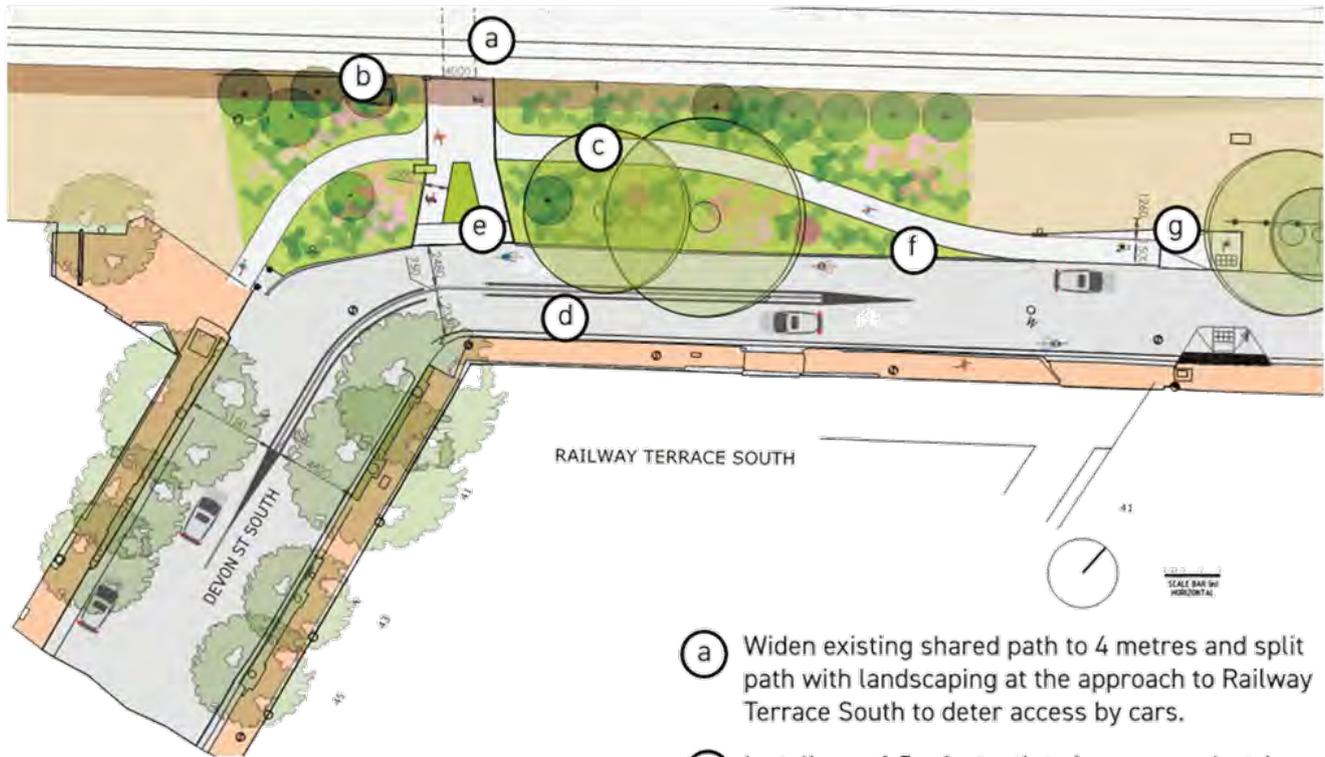


Illustration of proposed works -  
view from Devon Street South

- (a) Widen existing shared path to 4 metres and split path with landscaping at the approach to Railway Terrace South to deter access by cars.
- (b) Install new 1.5m footpath to improve pedestrian access to the Goodwood Tram Underpass.
- (c) New footpath alignment minimises impact to existing landscaping. Any planting to be removed (including one existing tree) will be replanted with new low level landscaping and additional trees.
- (d) Install new painted median to visually reduce lane widths and calm traffic.
- (e) Install new sharrows and wayfinding signage to direct people to Mike Turtur Bikeway and other local nearby Unley bikeway routes.
- (f) Install new Disability Discrimination Act crossing point with kerb extension to facilitate safer pedestrian crossing.
- (g) Upgrade lighting to ensure the proposed improvements are lit to Australian Standards and are safe to use in the evenings and at night.

Civic Centre 181 Unley Road  
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Unley, South Australia

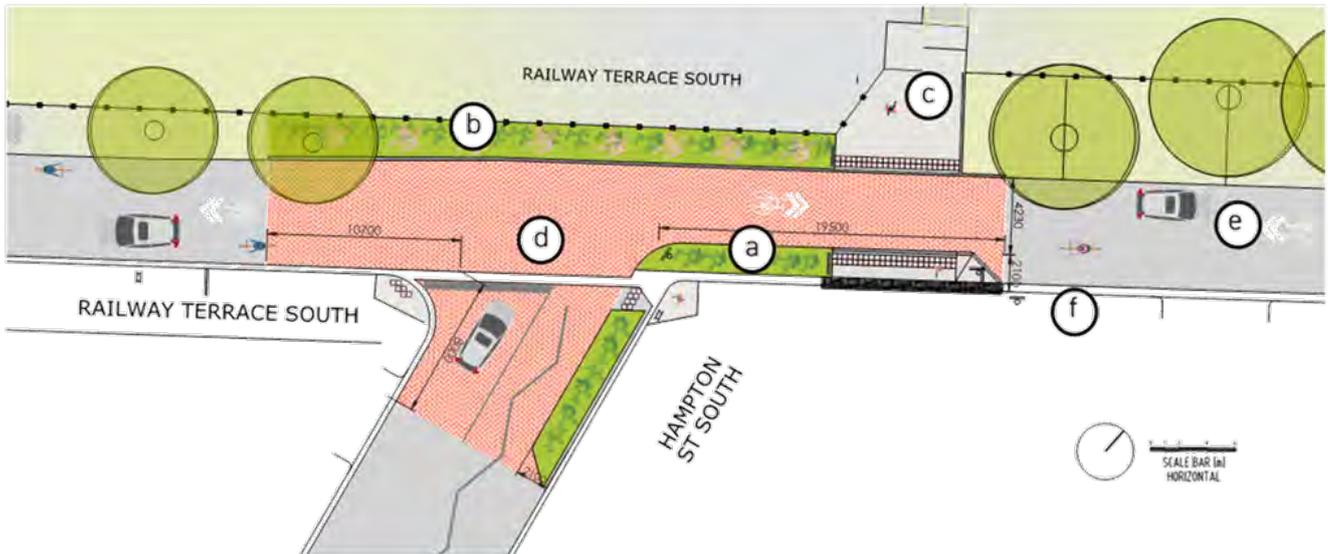
Telephone (08) 8372 5111  
Facsimile (08) 8271 4886  
Email pobox1@unley.sa.gov.au  
Website www.unley.sa.gov.au

# Streetscape Improvements Railway Terrace South



## DESIGN PROPOSAL

Location 2 : Railway Terrace South and Hampton Street South intersection improvements



*Illustration of proposed works - view from Railway Terrace South looking towards Hampton Street South*

- (a) Install new kerb extensions to reduce pedestrian crossing distance and slow turning vehicles. The planting will direct pedestrians to cross away from the intersection.
- (b) Restrict parking away from the intersection to improve localised safety. Identify opportunities with DIT Rail to expand areas of greening.
- (c) Install new 4.2 m wide all abilities pedestrian crossing point and path linking to the tram pedestrian maze.
- (d) Install new intersection pavement treatment to calm traffic and support safer interactions between all users – vehicles, bike riders and pedestrians.
- (e) Install new sharrows and wayfinding signage to direct people to Mike Turtur Bikeway and other local nearby Unley bikeway routes.
- (f) Prevent vehicles stopping during school times to improve the visibility of people using the crossing.

Civic Centre 181 Unley Road  
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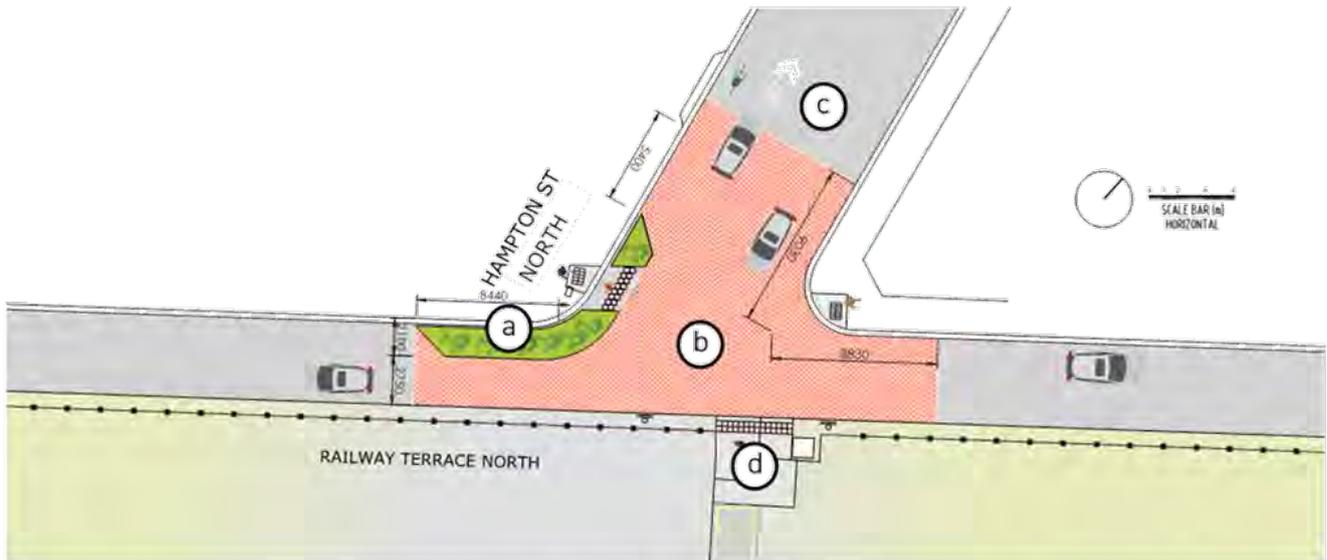
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# Streetscape Improvements Railway Terrace South



## DESIGN PROPOSAL

Location 3 : Railway Terrace South and Hampton Street North intersection improvements



- (a) Install new landscaped kerb extensions to calm traffic and reduce pedestrian crossing distance.
- (b) Install new intersection pavement treatment to calm traffic and support safer interactions between all users – vehicles, bike riders and pedestrians.
- (c) Install new sharrows and wayfinding signage to direct people to Mike Turtur Bikeway and other local nearby Unley bikeway routes.
- (d) Improve the pedestrian connection to/from the tram pedestrian maze by widening the area and installing tactile paving.

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**COMMUNITY**  
*Engagement*  
**SUMMARY  
REPORT**

**Railway Terrace  
Streetscape  
Improvements**

Tanya Basic  
Transport Lead  
City Design



THE CITY of  
*Unley*



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## 1 INTRODUCTION

The purpose of this report is to provide details of the community consultation undertaken on concept designs for Railway Terrace Streetscape Improvements to improve walking and cycling access and safety.

## 2 BACKGROUND

### 2.1 Project Background

Railway Terrace South between Devon Street South and Goodwood Road forms part of the popular Mike Turtur Bikeway with up to 605 bike riders daily and experiences low traffic volumes (~ 700 vehicles per day) and low speeds (85th percentile speeds of ~ 33 km/h). Currently on Railway Terrace South there is limited walking and cycling infrastructure, and over the years a number of concerns have been raised by the local community regarding safety for people, in particular young children, walking and bike riding to/from the Goodwood Primary School, as well as users of the popular Mike Turtur Bikeway.

The aims of the project are to:

- improve pedestrian safety along key pedestrian desire lines, including:
  - at the tram pedestrian maze linking Hampton Street South and Hampton Street North.
  - at the Goodwood Tram Underpass at Devon Street South Bend.
- create a low-traffic, low speed mixed use environment for people bike riding.
- improve the amenity of the street.

The design also responds to the LATM Plan for the Clarence Park and Millswood areas - Recommendation 2 'Railway Terrace South / Devon Street South – Safety Improvements'.

Due to the length of the street (~380 metres) and that the proposed improvements are localised, the project was split into three locations:

Location 1: Railway Terrace South and Devon Street South bend improvements.

Location 2: Railway Terrace South and Hampton Street South improvements.

Location 3: Railway Terrace North and Hampton Street North intersection improvements.

The development of concept designs for Railway Terrace Streetscape Improvements was endorsed by Council as part of its 2021-22 Annual Business Plan.

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## 2.2 Community Engagement Plan

When delivering streetscape improvements along a street, Council typically undertakes a five-stage approach including: concept design, consultation, detailed design, construction, and project review.

This consultation forms part of the stage two *consultation*, with the aim to gain community support on a preferred concept design, to be furthered into detailed design.

## 3 CONSULTATION METHODOLOGY

- The engagement program was aimed at:
  - residents and property owners directly impacted along Railway Terrace South and North
  - existing and potential future users of Mike Turtur Bikeway
  - Goodwood Primary School staff, parents/guardians, and students.
- The City of Unley collected the views of the community via the YourSay Engagement Platform.
- 174 letters, including hard copy survey, were sent to residents and property owners bounding the impacted area, and within 20 to 30 metres.
- Registered users of the YourSay system were invited via email to respond.
- Signage promoting the engagement was installed along Railway Terrace South between Devon Street South and Goodwood Road and Railway Terrace North and Hampton Street North intersection.
- Direct email notifications of the YourSay engagement were sent to Goodwood Primary School, Unley Bicycle User Group (Unley BUG), Bike Adelaide and Walking SA.
- Two social media posts on City of Unley's Facebook page to promote the engagement.

## 4 FINDINGS AND RESULTS

Community engagement commenced on the 22 June 2022, for a three-week period, and concluded on the 15 July 2022.

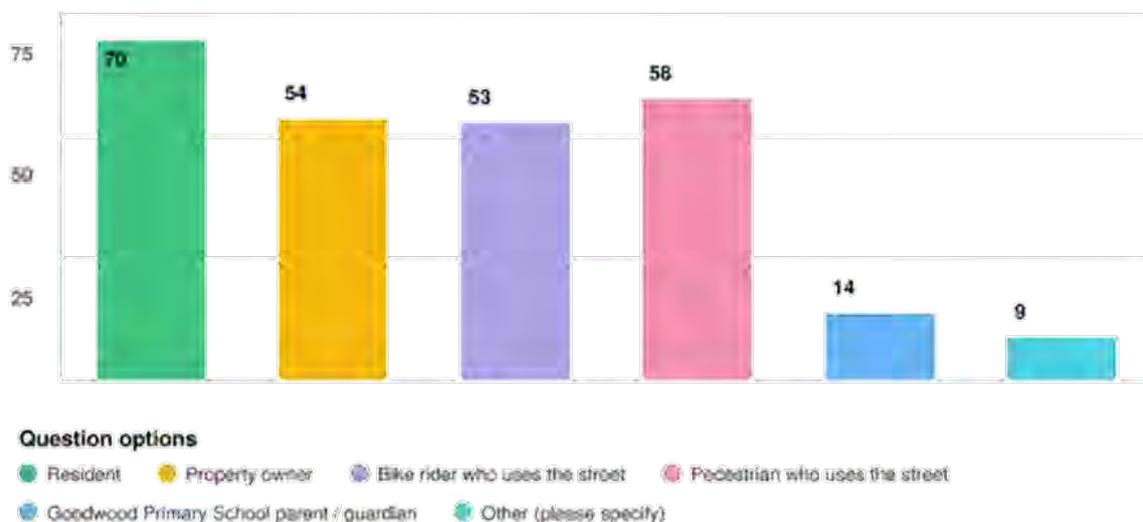
There was a total of **649** visits to the YourSay website, resulting in **323** informed visitors and **84** engaged participants.

The engaged participants provided **82** survey responses and **2** letters from Goodwood Primary School Governing Council and Unley BUG.

### 4.1 SURVEY RESPONDENT PROFILE

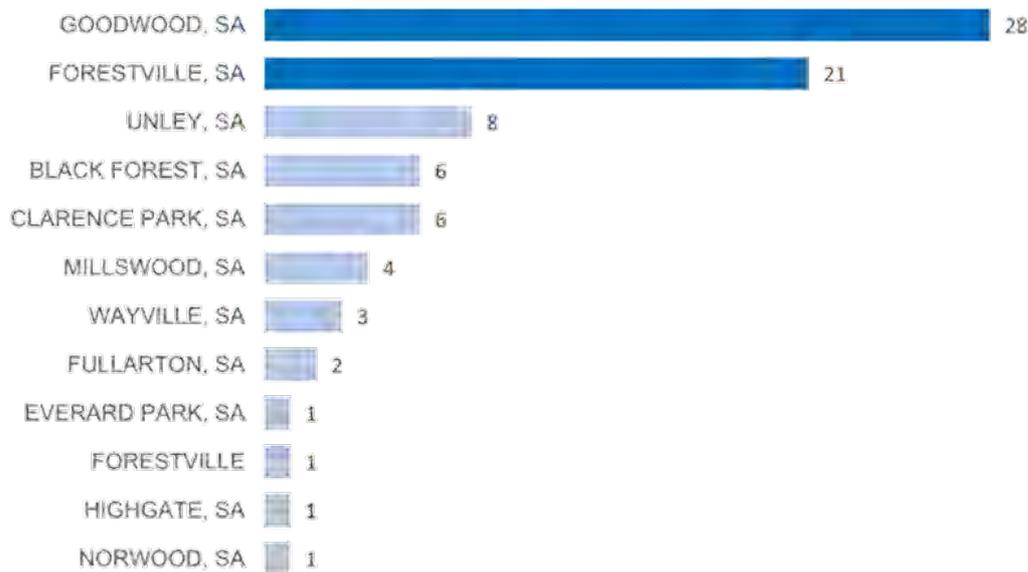
Respondents were asked to choose the stakeholder category that they are most aligned with. Each respondent was able to select multiple categories. All 82 survey respondents answered the question.

- 88% (70) of respondents indicated they are residents in the City of Unley area.
- 66% (54) of respondents indicated they are property owners in the City of Unley area.
- 65% (53) of respondents indicated they bike ride along Railway Terrace (project area).
- 71% (58) of respondents indicated they walk along Railway Terrace (project area).
- 17% (14) of respondents indicated they are parents/guardians of Goodwood Primary School.
- 11% (9) of respondents indicated they were other.



The suburbs of Goodwood 34% (28) and Forestville 26% (21) were the suburbs where the majority (60%) of respondents either live or have a property.

A summary of the respondents by suburb is shown in the chart below.



The top 10 most popular streets where people responded from include:

1. Charles Street 6
2. **Devon Street South 5**
3. **Hampton Street South 5**
4. **Hampton Street North 5**
5. **Railway Terrace South 5**
6. Second Avenue 4
7. Davenport Terrace 2
8. **Essex Street North 2**
9. Everard Terrace 2
10. Newman Street 2

#### 4.2 LEVEL OF SUPPORT FOR PROJECT

Due to the length of the street, and that the proposed improvements are localised, the project was split into three sections:

Location 1: Railway Terrace South and Devon Street South bend improvements.

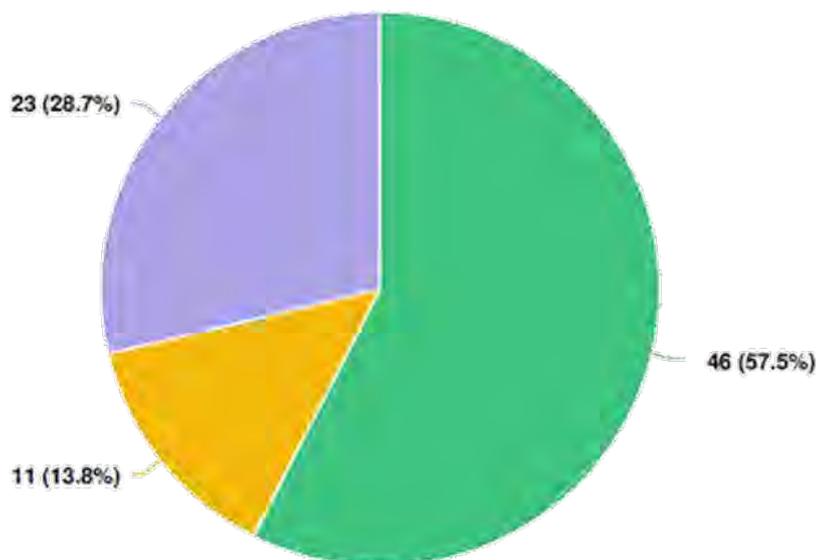
Location 2: Railway Terrace South and Hampton Street South improvements.

Location 3: Railway Terrace North and Hampton Street North intersection improvements.

Community feedback was sought on each location, including the level of support for the proposed improvements.

**Level of Support for Location 1: Railway Terrace South and Devon Street South Bend**

80 responses



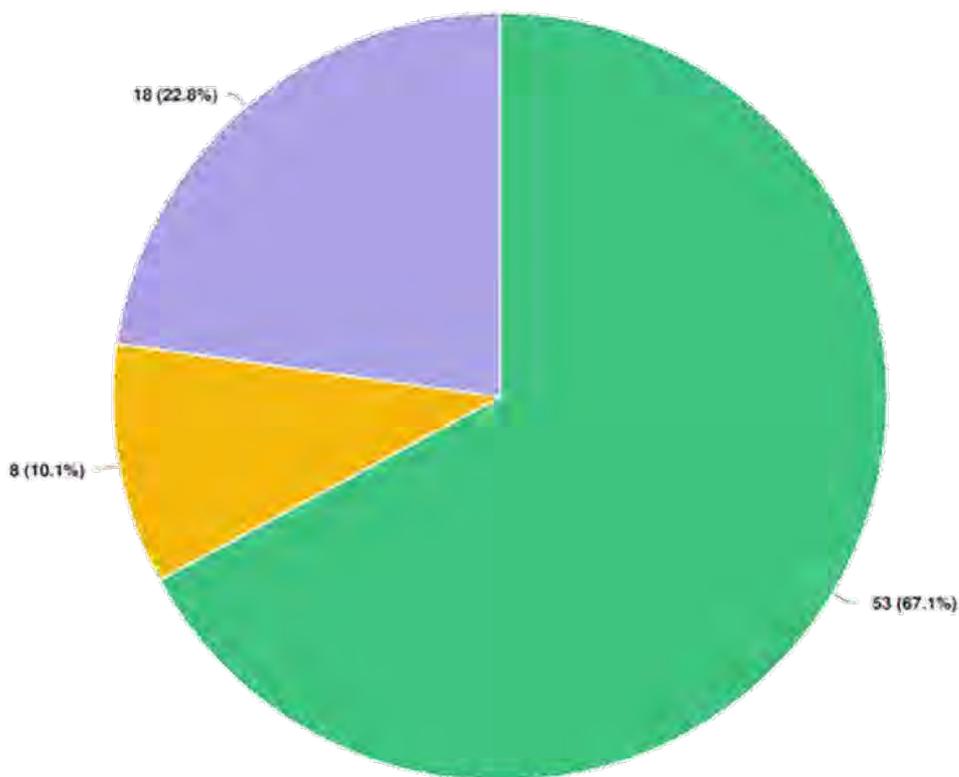
**Question options**

● Yes ● Neutral ● No

57% (46) of respondents supported the proposed improvements, and 14% (11) of respondents were neutral (71% in total).

It should be noted that of the 29% (23) of respondents who did not support the proposed improvements, 16 of them did not support the project as there were concerns regarding the Mike Turtur Bikeway Overpass project and their comments were not directly related to this project.

**Level of Support for Location 2: Railway Terrace South and Hampton Street South**  
79 responses



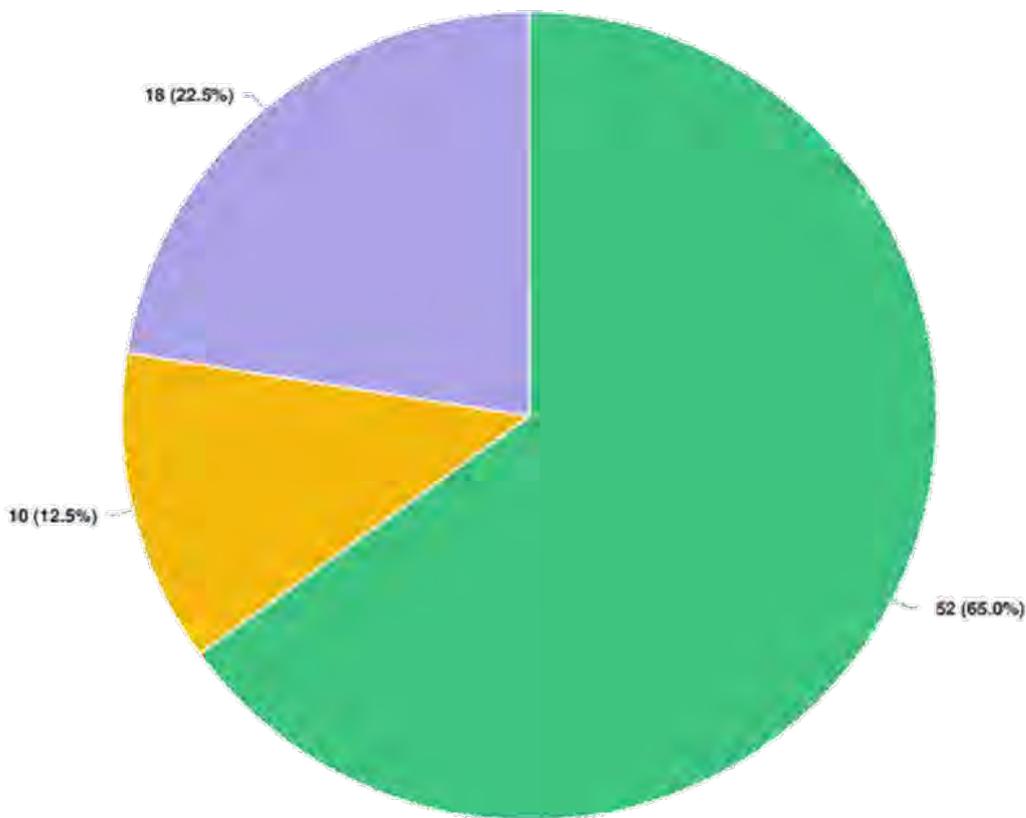
**Question options**

Yes Neutral No

67% (53) of respondents supported the proposed improvements, and 10% (8) of respondents were neutral (77% in total).

It should be noted that of the 23% (18) of respondents who did not support the proposed improvements, 13 of them did not support the project as there were concerns regarding the Mike Turtur Bikeway Overpass project and their comments were not directly related to this project.

**Level of Support for Location 3: Railway Terrace North and Hampton Street North**  
80 responses



**Question options**

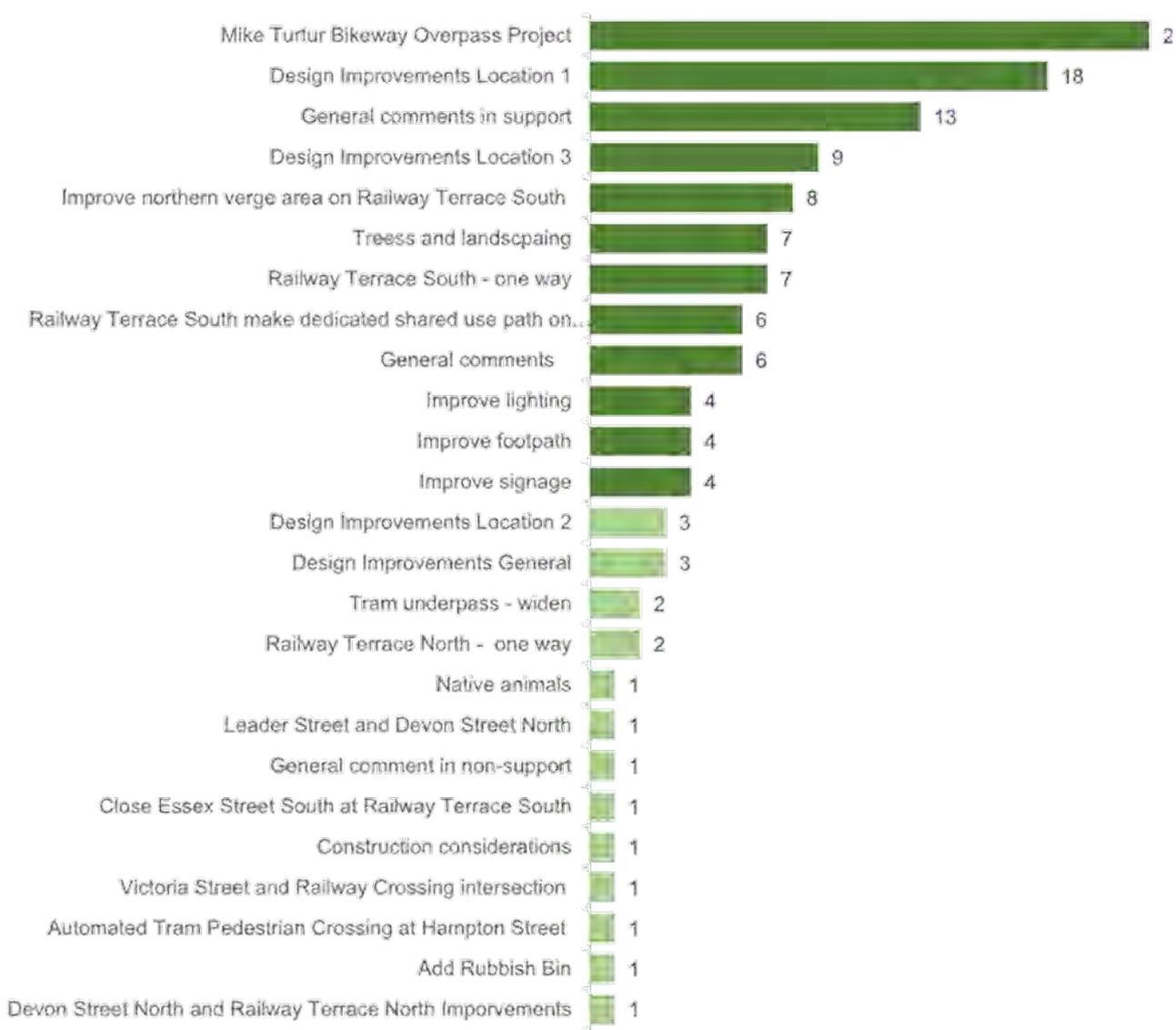
- Yes
- Neutral
- No

65% (52) of respondents supported the proposed improvements, and 13% (10) of respondents were neutral (78% in total).

It should be noted that of the 22% (18) of respondents who did not support the proposed improvements, 14 of them did not support the project as there were concerns regarding the Mike Turtur Bikeway Overpass project and their comments were not directly related to this project.

**4.3 SUMMARY OF KEY COMMENTS**

All feedback was analysed and categorised into 25 key themes as summarised in the chart below.



A summary of the key comments under each theme, and to be considered as part of the next steps of the project development, are summarised below.

1. *Mike Turtur Bikeway Overpass Project (22 comments)*
  - There was general community concern that DIT should confirm the alignment of the Mike Turtur Bikeway Overpass (MTBO) Project prior to finalising the Railway Terrace Streetscape Improvement project.
  - A number of comments were in non-support of the MTBO project, and it was viewed that this project supports the 'original' DIT proposed alignment.
2. *Design Improvements Location 1 (18 comments)*
  - Concerns raised in regard to the narrower divided entry / exit points. **Review the width of the 1.5m entry and exit points, and identify opportunity to widen.**



- Concerns raised regarding the blind corner and bike riders turning right to access the tram underpass. **Consider closing Railway Terrace South at Devon Street South.**
- Concerns raised that pedestrian footpath is too close to the tram underpass. **Review opportunity to shift path further south away from tram underpass.**
- Concerns raised that more needs to be done to improve safety and separation for pedestrians, bike riders and vehicles. Suggestion to:
  - **Install a STOP sign on Devon Street South.**
  - **Make the pedestrian crossing and path shared use for bikes, shifting bicycle access further away from bend.**
- Concerns raised about landscaping, and that it should be low-level plantings to maintain good visibility and sight lines and that the loss of trees needs to be minimised.
- Concerns raised about the area getting flooded in heavy rains, and that this should be considered in the design.
- Concerns raised about use of painted median at bend. **Review opportunity to make the median physical or install pavement bars.**
- Review convex mirror and if to be maintained, may need to be replaced.
- Concerns raised about the widened 4 m shared use path and the narrow underpass. **Cyclist dismount signs should be installed until underpass widened.**
- Resident at 43 Railway Terrace South raised concern about loss of on-street parking adjacent to his property, and location of refuge impacting on his driveway access/egress. **Resident requested that we review the location of refuge and to place further west within the existing No Stopping area.**

### 3. *General Comments in Support (13 comments)*

- A number of comments were made in general support of the project and appreciation of the work that Council is doing to make our streets safer and more accessible for people bike riding and walking.

### 4. *Design Improvements Location 3 (9 comments)*

- Suggestion made to shift the landscaped kerb extension to the eastern side of the intersection, as the current proposed location is often where cars wait, if a vehicle is heading in the opposite direction. By blocking this space with an island it would limit the opportunity to allow a car to wait and pass, especially if parking is fully occupied on northern side of road. **Review opportunity to relocate kerb extension to eastern side of road.**
- Concerns raised about heavy vehicle use at this intersection, which currently struggle to negotiate this intersection. **Review if heavy vehicle access can be restricted at this intersection and/or right turn movements.**
- Concerns raised about two-way traffic and narrow carriageway width of 2.75m.

- Concerns raised about the north-west pram ramp not being aligned with the pedestrian desire line, which is diagonal across the intersection.
- Request to explore the installation of more landscaped kerb build outs along Railway Terrace north.
- Request to consider providing an extended footpath on the south side along the length of intersection, by pushing the tram fence back. This would better support a one staged crossing, rather than a two staged or diagonal crossing (which is the current desire line).

5. *Improve northern verge area on Railway Terrace South (8 comments)*

- A number of concerns were raised about the inconsistent surface and levels between the road and dirt verge where vehicles are allowed to park. Local residents have raised that in wet weather conditions this area can be hazardous and unsightly, with often the area becoming a mud pit and dirt running onto the road. The difference in levels between the road and the dirt verge, often creates a hazard for bike riders, that at times enter this space to allow a vehicle to pass. Bike riders have been observed to fall of their bike as they try to reenter the road or slip on the edge. **Identify opportunities to improve the surface of this area and create a more defined parking / verge area including landscaping and stormwater considerations.**

6. *Trees and Landscaping (7 comments)*

- A number of comments were made to reiterate the need to provide more landscaping and trees, as part of this project, and that any tree removal needs to be carefully considered.
- Use WSUD treatments for all new landscaped buildouts where possible.
- Use native plants.

7. *Railway Terrace South make dedicated shared use path on northern side rail corridor (6 comments)*

- A number of comments were made that due to this section forming part of the Mike Turtur Bikeway, and the proximity to the Goodwood Primary School and use of the street by young children that it would be a missed opportunity to not extend the shared use path along the south side of the tram corridor,(northern side of Railway Terrace South) by shifting the fence (as per the recently upgraded section of Mike Turtur Bikeway east of Goodwood Road). This was also recommended to be considered by Unley BUG and Goodwood Primary School Governing Council. **To be discussed further with DIT.**

8. *Railway Terrace South – one way (7 comments)*

- Concerns raised about the narrow carriageway and the desired mixed-use environment that the proposed improvements are aiming to achieve.
- Comments were made to make Railway Terrace South one-way, at least between Hampton Street South and Goodwood Road (eastbound).
- **Review opportunity to make Railway Terrace South one-way.**

9. *General Comments (6 comments)*

- A number of general comments were made about the project and provided in the Appendix.

10. *Improve Lighting (4 comments)*

- Concerns raised regarding poor lighting levels along the street, in particular at the bend / tram underpass. **Review lighting along street and identify opportunities for improvements.**

11. *Improve footpath (4 comments)*

- Suggestion to widen footpath on the southern side of Railway Terrace South, as it is currently narrow and the only footpath along the street.

12. *Improve signage (4 comments)*

- Add more signage to create greater awareness of how to share space safely between all street users.

13. *Design Improvements Location 2 (3 comments)*

- Consider adding child friendly visuals/signage along the tram crossing to support young children to understand and follow the rules for safe crossings.
- Consider adding an additional landscaped kerb build out on the southwest corner to further calm traffic and improve the amenity of the street.
- Consider extending the school zone along Railway Terrace South to generate greater awareness and safety for students and parents during drop-off and pick-up.
- Could the crossing point act as an Emu or Koala Crossing during school drop-off and pick-up times.

14. *Design Improvements General (3 comments)*

- Consider adding more landscaped build outs along the street.
- Consider adding road murals along Railway Terrace South, similar to Norman Terrace, to support a calmer shared use environment.

15. *Tram underpass – widen (2 comments)*

- Two comments were made in relation to the need to widen tram underpass if more pedestrians and bike riders are to be encouraged to use it.

16. *Railway Terrace North – one-way (2 comments)*

- Concern raised about the narrow carriageway width and two-way traffic. **Review opportunity to make Railway Terrace North one-way.**

17. *Native animals (1 comment)*

- A bush rat was observed in the landscaped area of Location 1.

*18. Leader Street and Devon Street North (1 comment)*

- Requested that a pedestrian crossing is provided at Leader Street and Devon Street North to support access to Wayville Showgrounds. (Not in project scope).

*19. General comment in non-support (1 comment)*

- A comment was made that it was not clear how the proposed improvements would improve safety for people walking and bike riding.

*20. Close Essex Street South at Railway Terrace South (1 comment)*

- A suggestion was made to close off Essex Street South at Railway Terrace South to further improve pedestrian and bike rider safety along Railway Terrace South.

*21. Construction Considerations (1 comment)*

- It was queried if the tram underpass would be open during construction of the project.

*22. Victoria Street and Railway Crossing intersection (1 comment)*

- Concerns were raised about the Victoria Street and Railway Crossing intersection for people walking and bike riding. (Not in project scope)

*23. Automated Tram Pedestrian Crossing at Hampton Street (1 comment)*

- A comment was made that Council should advocate for the tram crossing at Hampton Street to be automated.

*24. Add Rubbish Bin (1 comment)*

- Consider adding a rubbish bin at Hampton Street South.

*25. Devon Street North and Railway Terrace North Improvements (1 comment)*

- Request for Council to consider streetscape improvements at Devon Street North and Railway Terrace North, which is currently very unattractive. (Not in project scope)

# Goodwood Primary School and Preschool



*Fairness, Achievement, Respect*

July 15th 2022

Dear Tanya,

Thank you for the work completed in preparing the Streetscape Improvement of Railway Tce Sth. As a key stakeholder in this project, given this is a main access route to the school, Goodwood Primary School (GPS) Governing Council appreciates the opportunity to provide feedback on the plan.

The GPS Governing Council has provided feedback to Unley Council regarding safer active commuter routes to school dated January 6th, 2021. Below is a list of key concerns from the GPS Governing Council has identified:

1. Reversing cars, from the car parking area immediately west of Goodwood Road are of concern with regards drivers not seeing cyclists, particularly small children.
2. The narrow roadway is a bottleneck, with a narrow footpath on the southern side and no footpath on the northern side. This causes vehicles, pedestrians, and cyclists to fight for space in both directions, particularly during pick up and drop off times.
3. The Mike Turtur Bikeway terminates immediately west of Goodwood Rd, and south of the tram underpass, forcing bikes to either share the narrow footpath with pedestrians, or use the road.
4. The northern edge of the Railway Tce Sth roadway is designed as an unfinished gravel lip with no gutter which is a hazard for riders. It remains in poor condition in parts due to cars necessarily driving over this lip to evade other cars in the narrow roadway. Please refer to Figure 1 below for an image outlining this issue.

The main concern of the Goodwood Primary School Governing Council is the safety of our children. Kids as active commuters have different needs to adult active commuters. For this reason, we propose the consideration of a separated active commuter pathway from the existing roadway. Can this be explored in this design?

The widening of the Mike Turtur Bikeway east of Goodwood Rd has successfully delivered more space for local pedestrians, cyclists, and other active commuters alike to utilise. A separated roadway of similar design on Railway Tce Sth will help us achieve our goal of enabling more active commuter access to Goodwood Primary School while improving the amenity of the Mike Turtur Bikeway and Unley Council as a prime area for all active commuters.

Respecting that this is a significant change in scope, representatives from GPS governing council would be happy to meet with council and discuss further details of this current plan (refer to Figure 2 below for simple markup showing some ideas), in addition to options and timelines to pursue a separated bikeway scope. Please advise an appropriate time and place for a face-to-face meeting.

Kind Regards,

Anthea Bartlett  
Acting Principal,  
Goodwood PS





Figure 1: Looking east along Railway Tce Sth between Essex and Hampton St. Note lip on edge of asphalt, narrow footpath and single-lane nature of the road given current parking arrangements.

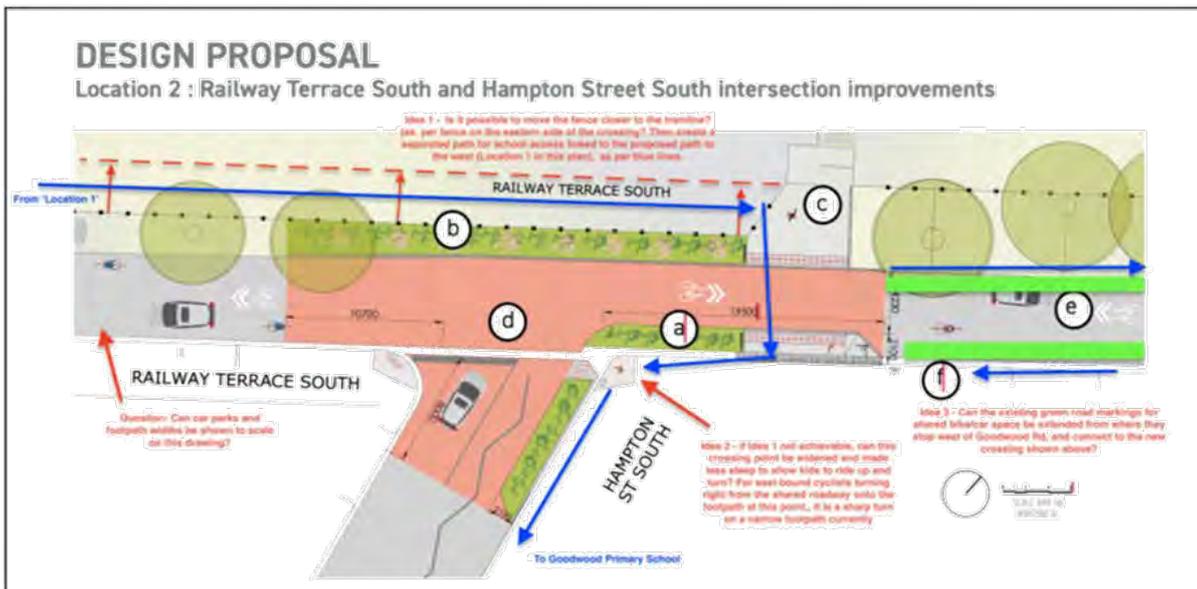


Figure 2: Annotations on Railway Tce South Improvements Document.



Government of South Australia  
Department for Education



**Unley Bicycle User Group**  
City of Unley, South Australia

## **Railway Tce South Improvements**

June 14<sup>th</sup>, 2022

Dear Tanya,

Thank you for the work completed in preparing the Streetscape Improvement of Railway Tce South and the opportunity to provide feedback on designs. This is a key section of the Mike Turtur Bikeway for commuters to the city and school families alike. This improvement project is a great opportunity to improve the safety of the active commuters of all ages within the Unley council area. The Unley BUG Committee, on behalf of its 245 current members, is grateful to provide feedback to ensure the interests of people who cycle, walk and use mobility aids in, to, and through our City are met.

Improvements to this section of roadway are sorely needed and the proposal is welcome. It is important to consider the children and families who use this section of road, and their unique requirements to keep safe as active commuters. This section of the Mike Turtur Bikeway is one of the last unimproved shared bikeway sections in the whole route, so a small additional benefit in improving this roadway will be seen and appreciated by the 1200+ active commuters who use this excellent infrastructure every day.

The following is arranged into two sections: Feedback on the current proposal, and ideas for improvement.

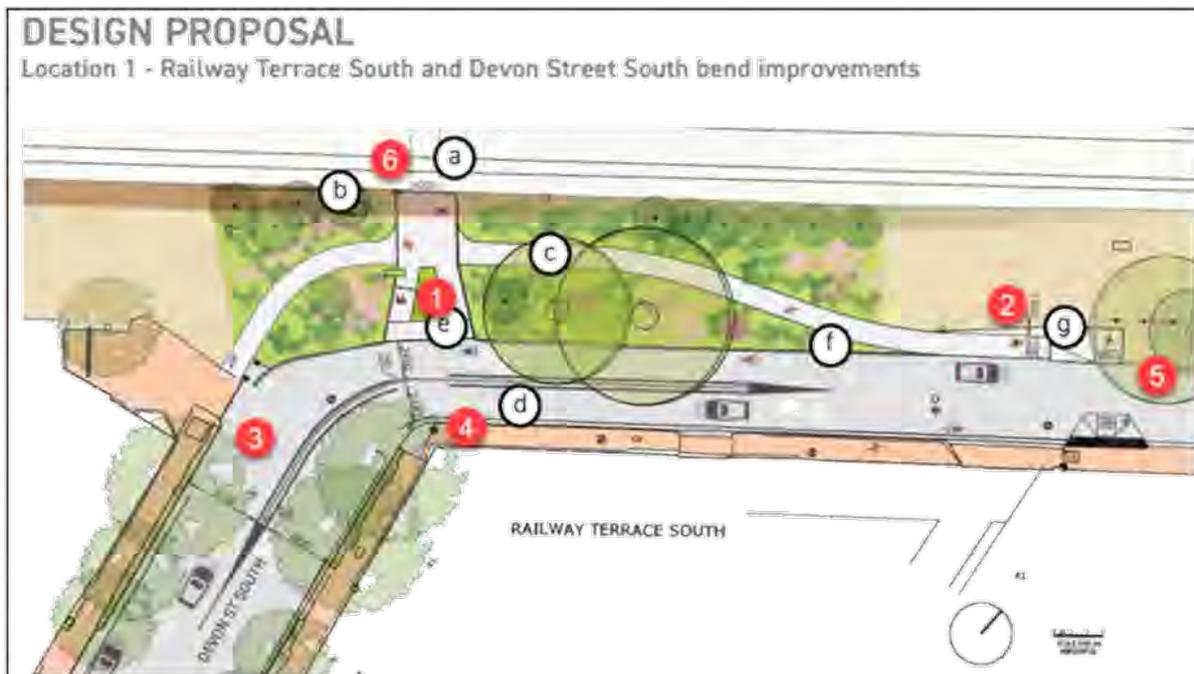


**Unley Bicycle User Group**  
City of Unley, South Australia

## Railway Tce South Improvements

### Feedback on Proposal

Location 1:



**Figure 1: Annotation of original design proposal showing points of concern below.**

**1:** Is the split path necessary given the narrow underpass? The split paths will be quite narrow for bikes. The existing area of the path is needed to have space off the road for bikes and walkers to wait for traffic coming the other way.

As shown in the design proposal, the split bikeways appear narrow. Are they intended to be both two-way on each side of the landscaped island? If so, the paths would likely be too narrow for two-way traffic.

**2:** Can this be extended to the Section 2 crossing to create a pathway wide enough for two-way traffic separated from the road?

**3:** Can this be upgraded to show on-road bike/car shared zone? Either by green bikeway surface or shared roadway surface treatment, consistent with the recent Norman Tce upgrade and presumably the Section 2 upgrade. Highlighting where the offroad bike lanes connect to the shared roadway is important in this.

**4:** What are the parking zones on this part of the street? We believe that parking should be managed in this area to ensure that visibility and safety through the bend is not compromised.



**Unley Bicycle User Group**  
City of Unley, South Australia

## Railway Tce South Improvements

**5:** What is the plan to improve the northern side of the road east of this point? There is a 30-40mm lip between the gravel and asphalt. This is particularly dangerous to cyclists/

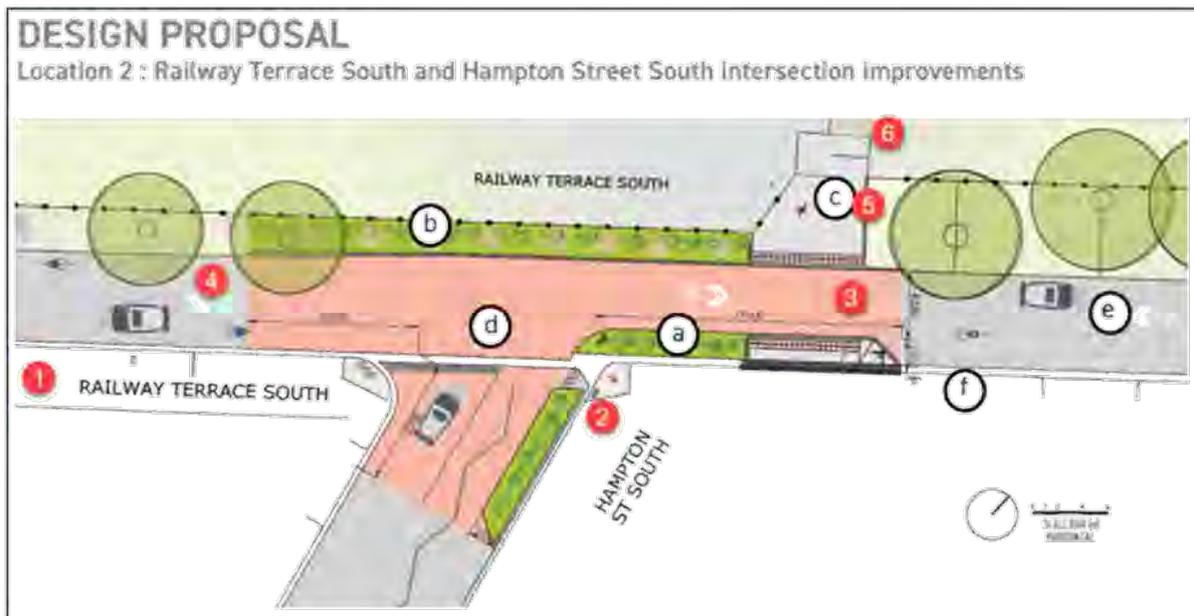
**6:** The existing arched underpass to the tram overpass is narrow and congested, leading to potential conflict between people walking and cycling. We understand that widening the underpass is out of the scope of this project, however we urge council to petition DIT / PTP to ensure that underpass widening becomes part of the MTB Overpass project scope.



**Figure 2: View east along Railway Tce Sth from near the tram underpass.**

## Railway Tce South Improvements

Location 2:



**Figure 3: Annotation of original design proposal showing points of concern below.**

**1:** We have concerns about sightlines and increased congestion during school start and end times at this location. We hope that the footpath widths are wide enough to accommodate congestion and safe sighting lines for road crossing at the “C” position.

**2:** Can this footpath ramp be adjusted such that it is wider and less steep? The current access is steep and the section of footpath it connects to is too narrow which makes the transition from shared bikeway-to-footpath tricky to navigate for both young children and adults.

**3:** Is there a plan for signage to accompany the road markings to indicate shared area? This diagram only has one direction shown on the line markings, we suggest both directions are shown and at a higher frequency to highlight the shared nature of the new crossing area.

**4:** What is the plan for the northern side of the road for the rest of Railway Tce Sth to the west of the intersection? See Figures 4 & 5 below for the current condition of the road edge close to this part of the project.

**5:** As like the Simpson Parade plaza area that is under construction, would it be suitable to add a bench as a rest stop at position “C” (per Location 2’s design proposal)?

**6:** Has the Council petitioned DIT to consider improving the accessibility at this crossing?

### Railway Tce South Improvements



**Figure 4: Looking east along Railway Tce at Hampton St intersection.**



**Figure 5: Looking west along Railway Tce Sth from near Hampton St.**

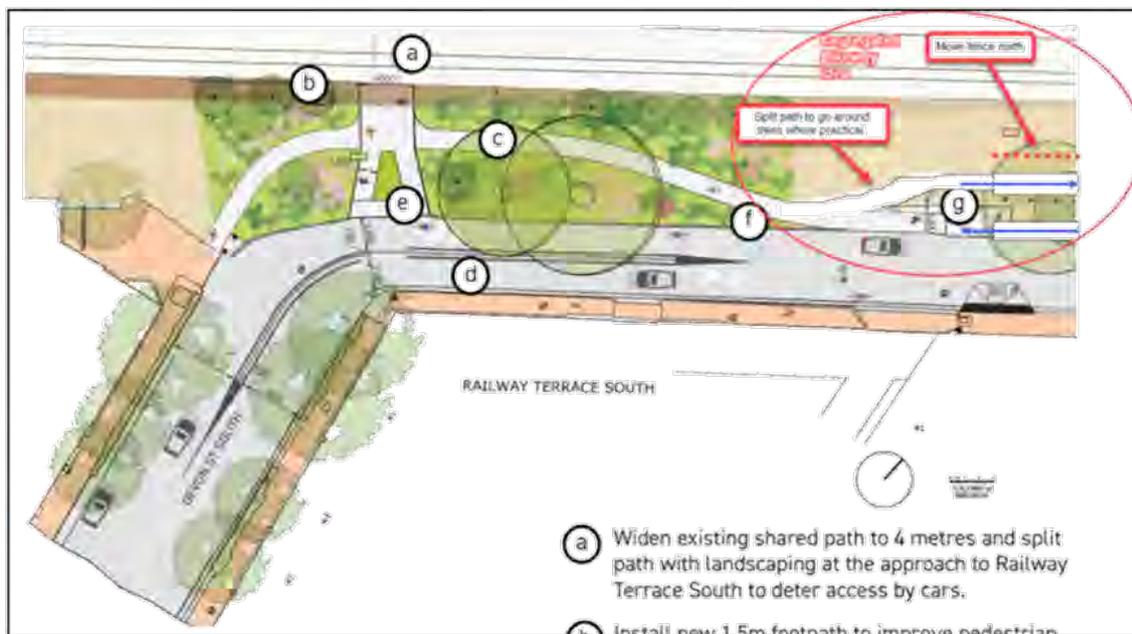
## Railway Tce South Improvements

### Ideas for Improvement

#### Segregated Bikeway

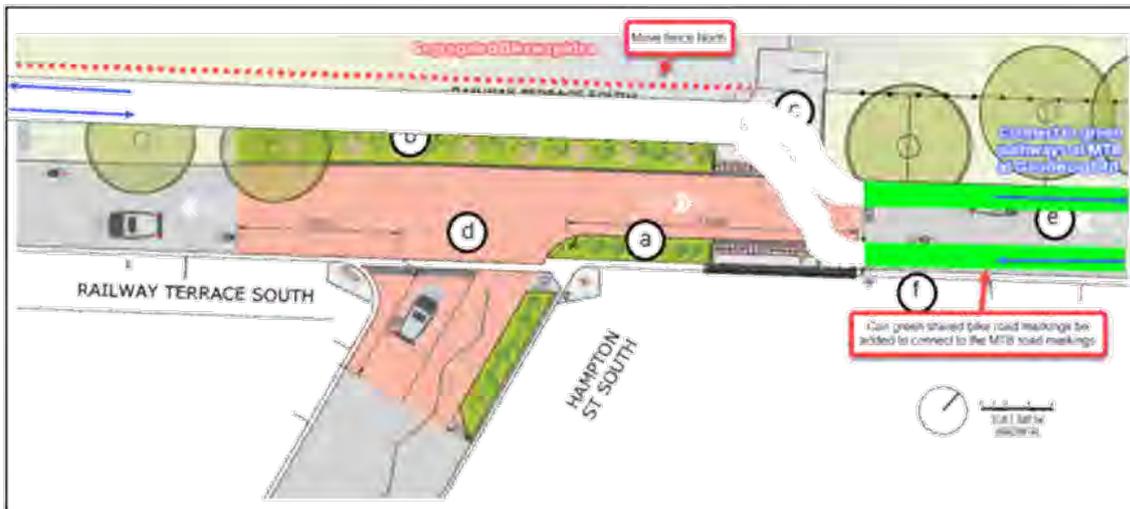
Figures 6 & 7 below describe a suggested segregated bikeway option. Has something like this been considered in the Railway Tce Sth upgrade work? Given a significant number of users of this section of shared roadway are children, widening the segregated off-roadway active commuter pathway is the safest option. This also improves amenity for drivers: This is a narrow section of road, removing cyclists and often pedestrians will improve this roadway for all users.

The widening of the MTB east of Goodwood Rd has been very successful in opening up more space for public use by pedestrians and other active commuters. This is an opportunity to extend this successful model to further enhance the Mike Turtur Bikeway through the Unley Council area.



**Figure 6: Markup on Section 1 image showing idea for segregated bikeway.**

**Railway Tce South Improvements**



**Figure 7: Markup showing idea integrating the existing Mike Turtur Bikeway with a segregated bikeway.**

**Essex St South / Railway Terrace South Consideration**

Although the proposed improvements target the most dangerous areas of Railway Terrace South, we wonder whether the treatment of the Essex St South / Railway Terrace South intersection would round out this series of targeted interventions. The Essex St South intersection lies between Location 1 and 2, so calming the traffic and assisting walking commuters between these locations would provide a more safe pathway along almost the entirety of Railway Terrace South.

**Final Thoughts**

While we would hope for a comprehensive treatment along the length of Railway Tce South, the proposed improvements do target the most dangerous areas and make them significantly safer, especially for people walking, which is excellent. The narrow points created by these improvements should act to calm traffic speeds along the entire street and thus improve safety for cyclists also.

We welcome these changes and hope they are a stepping stone to more improvements in the future.

Sincerely,

Unley Bicycle User Group Committee  
ubug.secretary@gmail.com

## Railway Terrace South Streetscape Improvements

### Council's Design Response to Community Feedback

Updates to the concept design are highlighted in 'red' text.

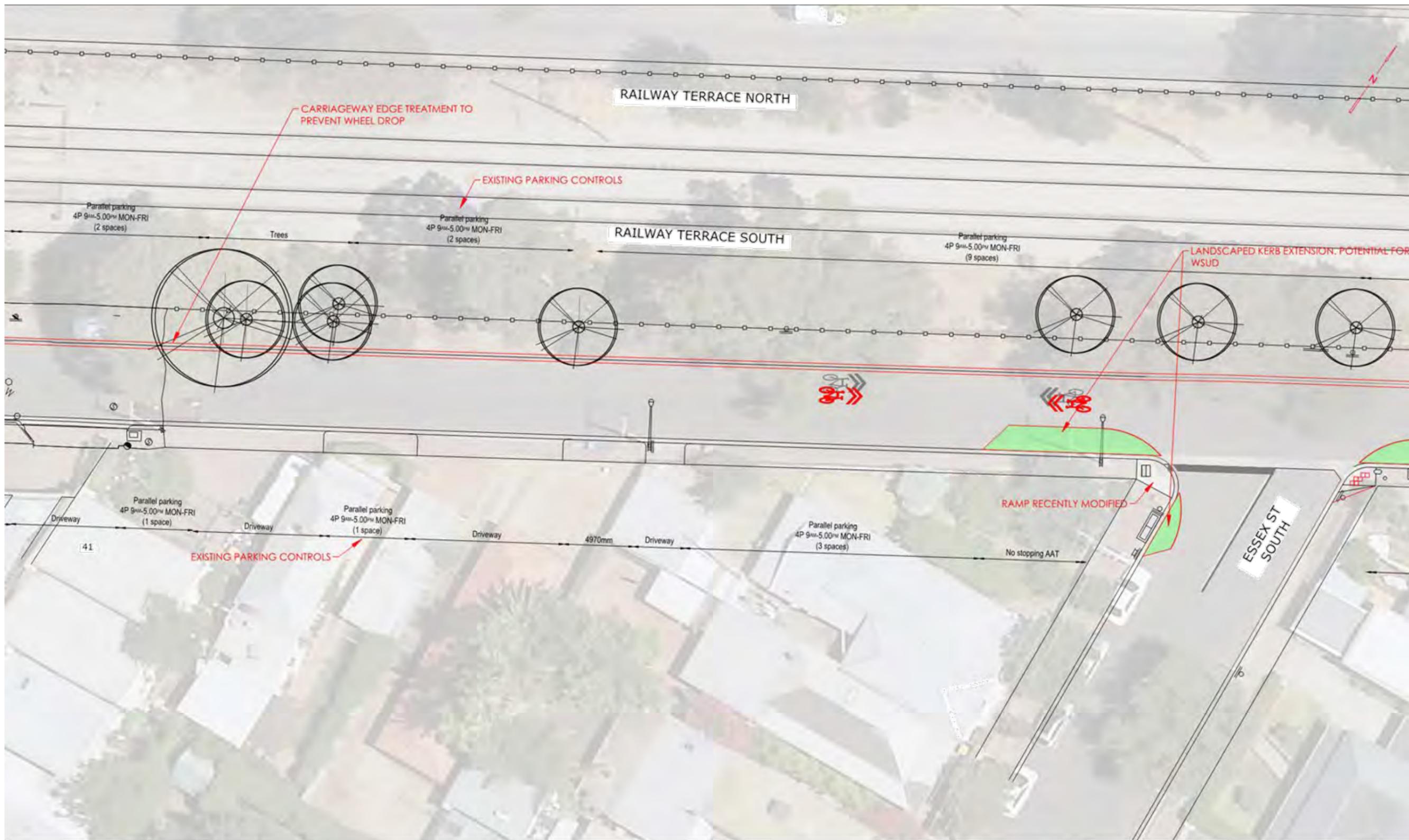
Community key comment	Design response	Comment
<b>Mike Turtur Bikeway Overpass Project</b>		
DIT alignment for the MTBO should be finalised before Railway Terrace South project commences.	Although it is acknowledged that this project needs to consider the alignment of the MTBO project (led by DIT), it is viewed that regardless of the preferred option that the improvements proposed along Railway Terrace South are still important to improve the amenity of the area, and its walkability and cyclability, particularly to / from the Goodwood Primary School, Forestville Reserve and Unley Swimming Centre.	The outcome of the DIT MTBO project is yet to be determined.
Railway Terrace South project supports current DIT alignment.		
<b>Design Improvements at Location 1 - Railway Terrace South /Devon Street South Bend</b>		
Narrow entry/exit paths.	Proposed 1.5m wide entry/exit paths to remain. <b>Line-marking will be added to be clear of directional path.</b>	The proposed 1.5m widths exceed the design code requirement of 1.4m. Wider entry/exit path widths are often misinterpreted by drivers as a continuation of the road.
Poor sight distance for cyclists turning right at the sharp bend.	Entry path is positioned to encourage cyclists to start the right turn from an improved sight line position.	Road geometry limits scope to significantly improve the current situation.
Path too close to tram underpass.	Path alignment kept at 3m offset from tram underpass.	A path aligned adjacent to the road would result in the loss of two mature trees.
Install STOP sign on Devon St South.	Current traffic arrangement of Railway Terrace South/Devon Street South has been maintained.	The DIT Design Code requirements for changing the priority and installing 'Stop' sign control on Devon Street South could not be achieved.
Change proposed footpath (from underpass to proposed new kerb extension/crossing point) to shared use path.	Path to remain for pedestrian use.	More confident cyclists are unlikely to use a shared use path, whilst less confident cyclists can use the footpath.

Low level landscaping should be used to maintain visibility and no loss of trees.	New landscaping is to be low level and no mature trees are to be removed.	With the path offset from the road it is essential to provide an open landscaped area to ensure natural surveillance is achieved.
Local drainage issues are a concern.	Stormwater flows will be catered for.	Stormwater modelling will inform the detailed design. This project will align with road and kerb renewal works along Devon Street South and Railway Terrace South.
Concerns with painted median at the bend.	Painted median to remain.	The path of vehicles through the tight geometry of the bend in the road prevents the use of a physical median.
Review convex mirror.	Mirror to be removed.	Latest DIT guidance does not support the installation of convex mirrors due to safety concerns with driver/rider/pedestrian interpretation of distorted images.
Concerns with a 4m wide shared use path connecting to a narrower underpass. Cyclists dismount signs to be installed.	4m wide shared use path to remain. No additional signing to be installed.	A 4m wide path allows for a pedestrian or cyclist to wait on one side allowing a path user to exit the underpass. Negotiations with DIT to widen the underpass to match the 4m width are ongoing. Cyclists can see if another path user is in the underpass and are required to give way to pedestrians by the Australian Road Rules.
Position of kerb extension results in loss of on-street parking and may interfere with my crossover manoeuvre at 43 Railway Terrace South.	<b>Kerb extension relocated further west into an existing no stopping restriction.</b>	Pedestrian safety and sightlines are maintained with relocation.
<b>Design Improvements at Location 3 - Hampton Street North and Railway Terrace North</b>		
Proposed new kerb extension on north-west corner occupies a place where vehicles pull	<b>Proposed kerb extension shortened to facilitate vehicles passing each other.</b>	The western side of the intersection has been identified as accommodating a key pedestrian movement, increasing the importance of

in to let oncoming traffic pass. Relocate to other side.	Additional landscaped kerb extension provided on eastern side.	providing a kerb extension, with cut-through.
Heavy vehicle movements maybe made more difficult.	Current design accommodates vehicles up to the size of a waste collection vehicle.	Frequent access for vehicles larger than a waste collection vehicle is not anticipated. Occasional larger sized vehicles cannot easily negotiate the current intersection layout.
Concerns with two-way traffic and narrow carriageway width of 2.75m.	2.75m width to remain.	2.75m width mimics the current road width when a vehicle is parked. A passing place has been maintained west of the kerb extension to facilitate two-way movement.
Pedestrian desire line is currently diagonal across the intersection.	Kerb extension and path extension on southern side of Railway Terrace North modified to accommodate identified pedestrian desire line.	
Request for more landscaped kerb extensions along Railway Terrace North.	Additional landscaped kerb extension is proposed to be provided on eastern side of Hampton Street North.	Accommodating movements of waste collection vehicles and maintaining current on-street parking prevents the installation of landscaped kerb extensions along Railway Terrace North.
Request for footpath on southern side to avoid crossing the road diagonally.	Footpath to be provided along tram corridor extending from maze crossing to western landscaped kerb extension with cut-through.	
<b>General</b>		
Level differences between edge of road and verge, poor drainage and muddy conditions.	Edge treatment added to design. To be further considered as part of detailed design for road renewal works.	
More landscaping, including trees, natives and WSUD along length of Railway Terrace South.	Additional landscaped kerb extensions provided at Hampton Street North, Essex Street South and Railway Terrace South.	Detailed landscape design will include WSUD and native species.
Provide a shared use path along the south side of the tram corridor as part of the Mike Turtur Bikeway.	No change to the design.	Due to the need to use part of the rail corridor and the complexity of land management agreements with DIT Rail, this is considered a longer-term goal for Council. Preliminary

		discussions were had with DIT, and the ability to accommodate a shared use path would be very challenging.
Railway Terrace South and Railway Terrace North needs one-way operation or road closures.	No change to the design.	One way operation often results in higher motor vehicle speeds. To provide a desired slow speed environment and to negate traffic displacement, a much wider local area traffic management scheme would be required. This is not being considered at this time.
Currently the street is poorly lit.	Lighting improvements will be considered as part of detailed design.	The new informal crossing facility and kerb extensions may require improved street lighting to meet the standard.
Widen existing footpath on Railway Terrace South.	No change to the design.	Cost implications of widening the existing footpath would be prohibitive.
Add more signage to promote safe sharing of the street.	Decal signage to be considered during the detailed design stage.	
Consider adding road murals along Railway Terrace South.	No change to the design.	Road murals although can be very effective in calming traffic, can be costly to install and maintain. Art features on the rail fence and stobie poles will be considered as an alternative. This could be undertaken as a collaboration with the school.
<b>Design Improvements at Location 2 - Railway Terrace South and Hampton Street South</b>		
Child friendly visuals along tram crossing to promote safety.	Signage to be considered during the detailed design stage.	
Request for landscaped kerb extension on the south-west corner of intersection.	No change to the design.	Accommodating the movements of waste collection vehicles prevents the installation of a landscaped kerb extension.
Consider extending the school zone along Railway Terrace South.	A school zone on Railway Terrace South was installed in January 2023 in response to this feedback.	
Install Emu or Koala crossing at informal crossing.	No change to the design.	Design code and warrants prescribed by DIT for an Emu and Koala crossing are not achieved.





### Railway Tce South (Rail to Goodwood Rd)



Civic Centre  
181 Unley Road  
Unley SA 5061

Telephone (08) 8372 5111  
Facsimile (08) 8271 4886

Postal address:  
PO Box 1  
Unley SA 5061

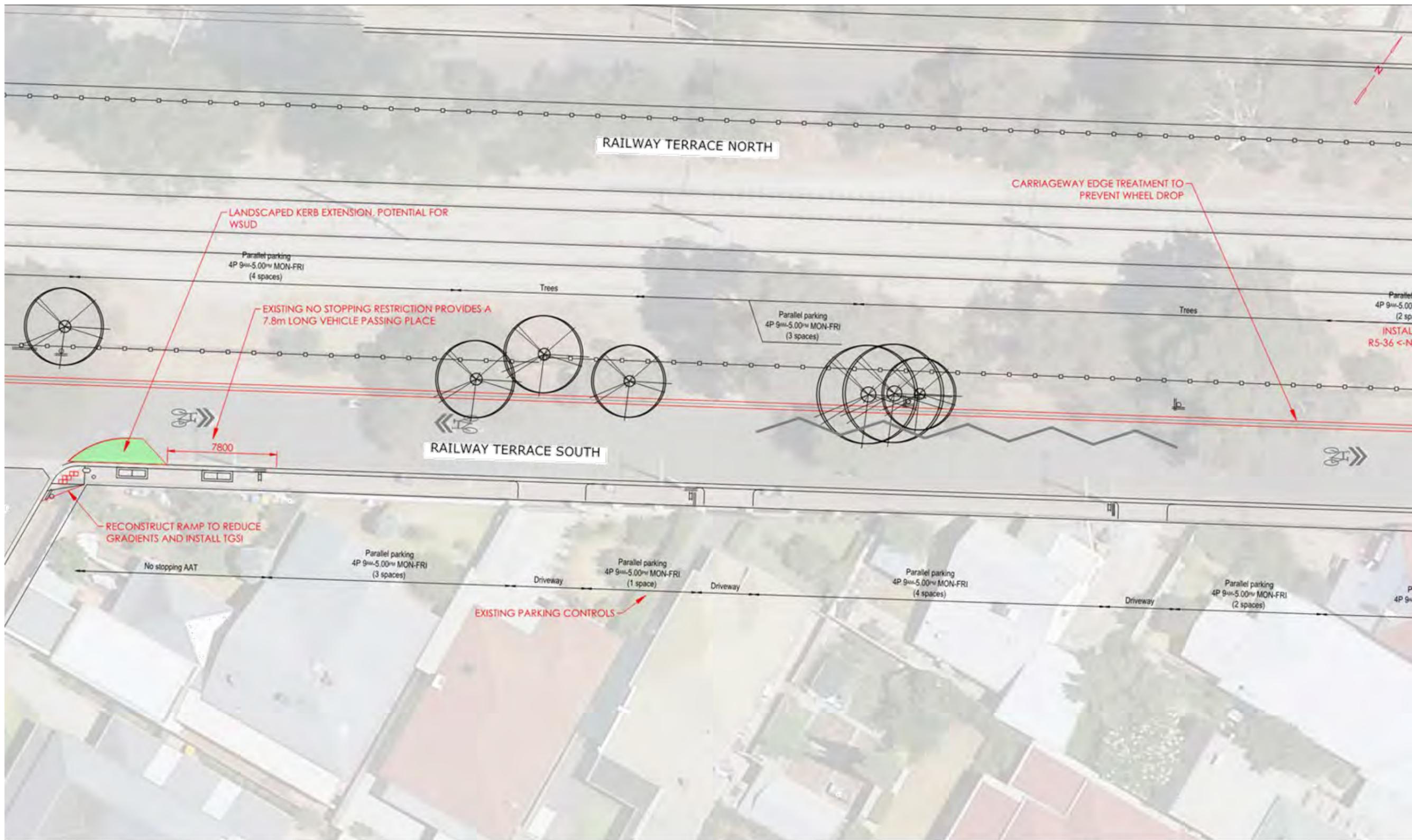
Email pobox1@unley.sa.gov.au  
Website www.unley.sa.gov.au

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Proposed: 4P x 15  
Difference: 1 space removed

DRAWN BY: NS/CH  
DATE: 6 APR 2023  
SCALE: 1:250  
SHEET SIZE: A3  
EDITION: 7

Concept Design  
Plan 02



### Railway Terrace South (Rail to Goodwood Rd)



Civic Centre  
181 Unley Road  
Unley SA 5061

Telephone (08) 8372 5111  
Facsimile (08) 8271 4886

Postal address:  
PO Box 1  
Unley SA 5061

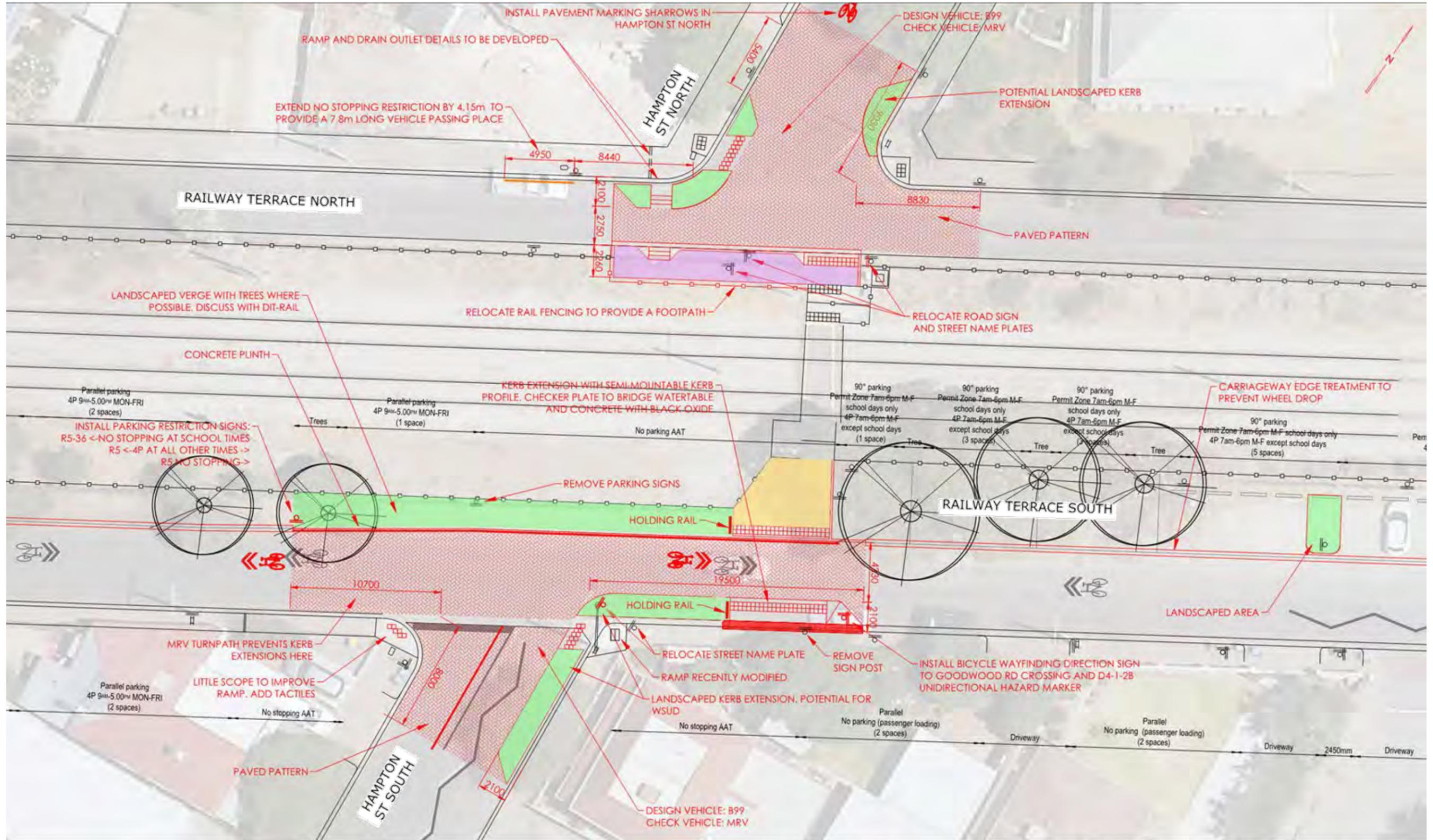
Email pobox1@unley.sa.gov.au  
Website www.unley.sa.gov.au

#### Parking summary for this sheet:

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No change

DRAWN BY: NS/CH  
DATE: 6 APR 2023  
SCALE: 1:250  
SHEET SIZE: A3  
EDITION: 7

Concept Design  
Plan 03



### Railway Terrace South (Rail to Goodwood Rd)



Civic Centre  
181 Unley Road  
Unley SA 5061

Telephone (08) 8372 5111  
Facsimile (08) 8271 4886

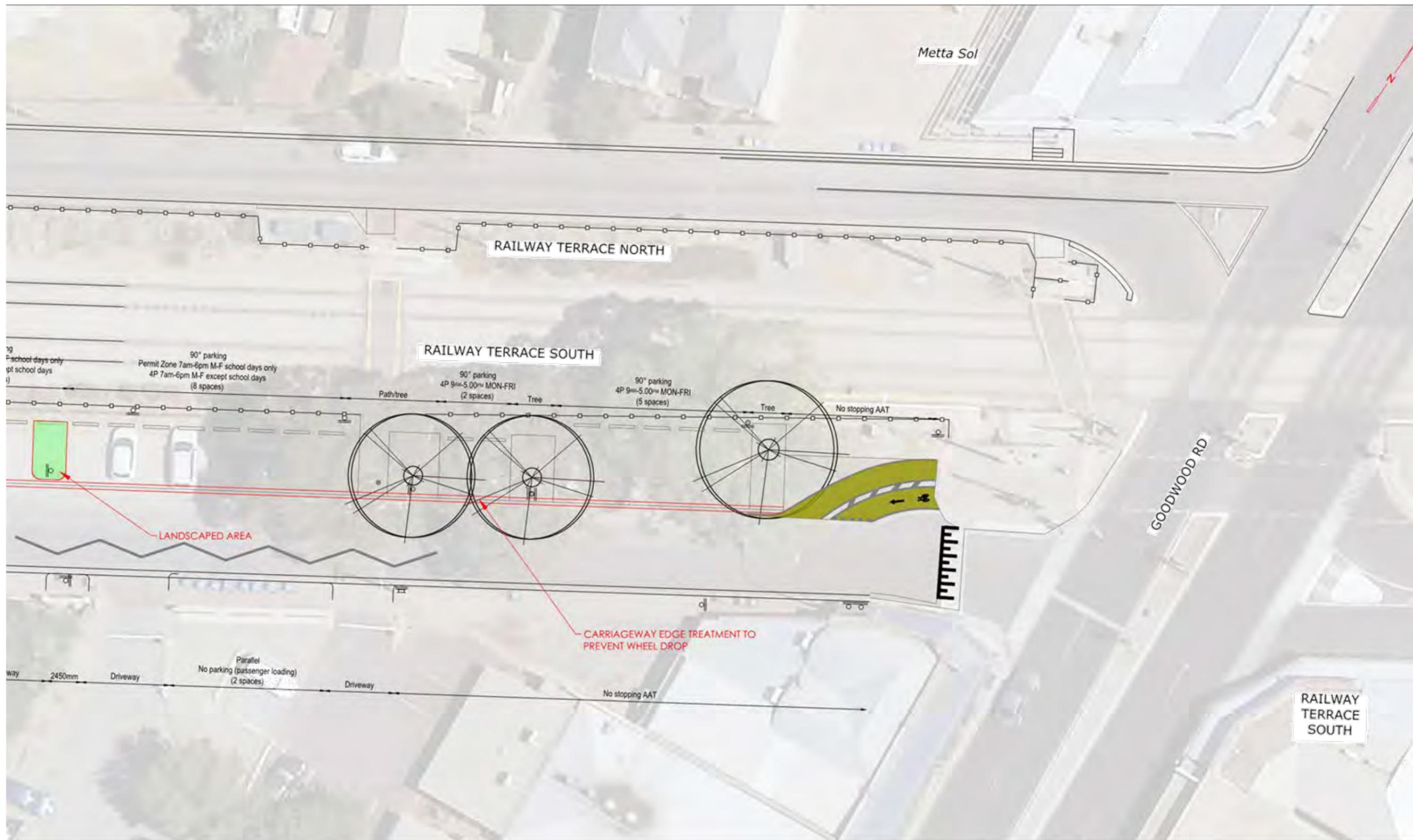
Postal address:  
PO Box 1  
Unley SA 5061

Email pobox1@unley.sa.gov.au  
Website www.unley.sa.gov.au

Parking summary for this sheet:  
Existing: 4P x 5, 4P/Permit x 12, No parking (passenger loading) x 4  
Proposed: 4P x 4, 4P/Permit x 12, No parking (passenger loading) and no stopping x 4  
Difference: 1 space removed

DRAWN BY: NS/CH  
DATE: 6 APR 2023  
SCALE: 1:250  
SHEET SIZE: A3  
EDITION: 7

Concept Design  
Plan 04



### Railway Terrace South (Rail to Goodwood Rd)



Civic Centre  
181 Unley Road  
Unley SA 5061

Telephone (08) 8372 5111  
Facsimile (08) 8271 4886

Postal address:  
PO Box 1  
Unley SA 5061

Email pobox1@unley.sa.gov.au  
Website www.unley.sa.gov.au

Parking summary for this sheet:  
Existing: 4P x 7, 4P/Permit x 8, No parking (passenger loading) x 2  
Proposed: 4P x 7, 4P/Permit x 7, No parking and no stopping (passenger loading) x 2  
Difference: 1 space removed

DRAWN BY: NS/CH  
DATE: 6 APR 2023  
SCALE: 1:250  
SHEET SIZE: A3  
EDITION: 7

Line Marking  
Plan 05

## DECISION REPORT

<b>REPORT TITLE:</b>	EASTERN WASTE MANAGEMENT AUTHORITY DRAFT 2023/24 ANNUAL BUSINESS PLAN
<b>ITEM NUMBER:</b>	4.8
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	CLAUDE MALAK, GENERAL MANAGER, CITY DEVELOPMENT
<b>DIVISION:</b>	CITY DEVELOPMENT
<b>ATTACHMENTS:</b>	1. EAST WASTE DRAFT 2023/24 ANNUAL BUSINESS PLAN & BUDGET

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### 1. **PURPOSE**

This report presents Council with the Eastern Waste Management Authority (East Waste) Draft 2023-24 Annual Business Plan for endorsement.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Eastern Waste Management Authority be advised that pursuant to Clause 52 of its Charter, the City of Unley has considered and approves its Draft 2023-24 Annual Business Plan, as set out in Attachment 1 of this report (Item 4.8, Council Meeting 22/05/2023).
- 

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

2. Environmental Stewardship
- 2.2 Excellence in waste management is achieved through avoidance, re-use and diversion.

### 4. **BACKGROUND**

East Waste is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of providing waste management services to its Constituent Members, comprising the City of Unley, the Adelaide Hills Council and Cities of Burnside, Campbelltown, Mitcham, Prospect, Norwood Payneham & St Peters and Town of Walkerville.

Pursuant to Clause 51 of the East Waste Charter (Charter), East Waste must prepare an Annual Business Plan which informs and supports its Annual Budget. Upon completion of the Draft Annual Business Plan and Budget, pursuant to Clause 52 of the Charter, East Waste must provide the Draft Plan to its Constituent Members for the purposes of obtaining their approval on or before 31 May.

The Annual Business Plan will be adopted by the East Waste Board following receiving absolute majority approval of its Constituent Members, to deliver the outcomes of the endorsed Annual Business Plan.

East Waste's Draft 2023-24 Annual Business Plan and Budget is contained in Attachment 1.

*Attachment 1*

## **5. DISCUSSION**

### **Financial Implications**

As a Constituent Member of East Waste, there are financial implications for Council's budget which emanates from the East Waste Draft 2023-24 Annual Business Plan. Pursuant to the Charter, whilst Constituent Members are not required to approve East Waste's Draft Budget, by virtue of endorsing the Draft Annual Business Plan, the Constituent Members are ostensibly endorsing East Waste's Draft Budget.

East Waste's Draft Budget is based on a Common Fleet Costing methodology, with Common Fleet Costs which predominantly relate to collection costs, being charged to Constituent Members based on the cost to undertake the collection of each Constituent Member's waste streams. The allocation of the Common Fleet Costs is based on East Waste's GPS System. It should be noted that in accordance with East Waste's Budget Policy, the Common Fleet Costs includes an additional charge to incorporate a return on revenue, which is currently set at 1% of the Common Fleet Costing Charge.

In addition, where Constituent Members use East Waste for other services such as disposal services, waste bin maintenance, etc, these services are on-charged to the respective Constituent Member at cost.

The estimated Member Fee for Unley is \$3,271,269 for 2023-24 compared to \$2,356,039 for 2022-23. However, it should be noted that:

- East Waste's 2022-23 budget was based on 11-months of service as Unley joined in August 2022 whereas the estimate is based on a full 12-months for 2023-24; and

- In 2022-23 Council had a direct contract with a service provider for processing recyclables until the end of January 2023. This service for a full year will now be provided by East Waste. The increased fee from East Waste is offset by the removal of the contract costs to the direct service provider.

### **Key Activities Planned for 2023-24**

East Waste's vision as contained in its 2030 Strategic Plan is "To be the leading waste logistics company in Australia through the delivery of innovative collection and resource management services to our Member Council's and their communities".

The East Waste 2030 Strategic Plan is based on the following objectives:

- Deliver cost-effective and efficient services facilities.
- Maximise source separation and recycling.
- Provide leading and innovative behaviour change and education.
- Help develop a local circular economy.
- Provide leadership.

A summary of the key activities planned for 2022-23 are:

#### *Deliver Cost Effective and Efficient Services and Facilities*

- Continue and expand core services.
- Investigate opportunities outside of existing Member Councils.
- Undertake a review of Business Facilities.
- Establish Service Level Agreements.
- Increase Customer Engagement Opportunities.

#### *Maximise Source Separation and Recycling*

- Continue to advance 'Choice & Flexibility model'. This program will draw together the latest research and findings to develop an "off-the-shelf" framework which will drive reduced material to landfill, particularly food waste.
- Identify options for identified problematic waste (ie soft plastic), and the role East Waste can play in providing viable solutions for the community.

#### *Provide Leading and Innovative Behaviour Change and Education*

- Delivery of the "Why Waste It?" behaviour change program and associated social media.
- Household Reporting.

#### *Help Drive a Local Circular Economy*

- Engage with Recycling and Organics Processors to identify research, markets and opportunities for the strengthening of circular economy opportunities.

*Provide leadership*

- Fleet Replacement.
- Enterprise Agreement.
- WHS Responsibility and Accountability.
- Risk Mitigation and Governance.
- Implementation of Service Vision, Values and Standards.

**6. POLICY IMPLICATIONS**

**6.1 Financial/budget implications**

- Council has allocated funding in the amount of \$3,280,000 in its Draft 2023-24 Budget specifically to meet East Waste's costs. In this respect, Council's Draft Budget provision is able to accommodate East Waste's estimated costs to deliver its services for Unley as submitted with its Draft Budget.
- Council's total Draft 2023-24 Budget for waste management is \$4,866,730 which comprises East Waste's cost, staff costs, contract cost for direct services provided and education and promotion.
- East Waste's Draft 2023-24 Budget is reporting an operating surplus of \$148,000. Council's share of this is \$18,500 based on an equal share of each of the Constituent Members.
- This report has been prepared in consultation with the Manager Finance & Procurement.

**6.2 Risk Management (identification and mitigation)**

- Pursuant to Clause 51 of the Charter, East Waste is required to prepare an Annual Business Plan which informs and supports its Annual Budget.
- Upon completion of the Draft Annual Business Plan, pursuant to Clause 52 of the Charter, East Waste must provide the document to all its Constituent Members for the purpose of obtaining endorsement.

**6.3 Staffing/Work Plans/Additional Resource Impact**

- Resources were reviewed at the time Council resolved to Join East Waste as a Constituent Member and at that time, a reduction of the Waste Management Officer role from 1.0FTE to 0.6FTE was made.
- Service Levels Agreement are proposed to be developed by East Waste. Any changes or amendments to resources for Council will need to be considered as part of finalising and formalising these agreements.

**6.4 Climate/Environmental Impact**

- East Waste's Draft Annual Business Plan has numerous KPIs and Targets which are aimed at achieving its vision of being a leader in the waste management and resource recovery industry.

- East Waste’s key environmental objectives, as contained in its Draft 2023-24 Annual Business Plan are summarised as follows:
  - Maximise source separation and recycling.
  - Provide leading innovative behaviour change and education.

### **6.5 Social/Economic**

- East Waste’s key economic objectives, as contained in its Draft 2023-24 Annual Business Plan, are summarised as follows:
  - Deliver cost effective and efficient services.
  - Help develop a local circular economy.

## **7. ANALYSIS OF OPTIONS**

### Option 1 –

1. The report be received.
2. The Eastern Waste Management Authority be advised that pursuant to Clause 52 of its Charter, the City of Unley has considered and approves its Draft 2023-24 Annual Business Plan, as set out in Attachment 1 of this report (Item 4.8, Council Meeting 22/05/2023).

Under this option, Council would endorse East Waste’s Draft 2023-24 Annual Business Plan as proposed. The Administration has reviewed the documentation that was submitted by East Waste and recommends to Council that it endorse the document.

The review which has been undertaken by the Administration has also included consideration of the proposed Member Fee for Unley to deliver the services expected of East Waste. Council’s Draft 2023-24 Annual Business Plan and Budget can accommodate the estimated cost.

### Option 2 –1. The report be received.

2. The Eastern Waste Management Authority (East Waste) be advised that the City of Unley has considered and does not approve its Draft 2023-24 Annual Business Plan, as set out in Attachment 1 of this report (Item 4.8, Council Meeting 22/05/2023).
3. The City of Unley requests East Waste make the following amendments to its Draft 2023-24 Annual Business Plan:
  - *Amendments to be determined by Council*
4. A further report be presented to Council confirming the revised East Waste Draft 2023-24 Annual Business Plan, as resolved by Council, for its consideration and endorsement.

Under this option, Council would decide not to endorse East Waste’s Draft 2023-24 Annual Business Plan as currently proposed. Should Council

decide on this option, it will need to articulate the amendments that it wishes to be made to the Draft Annual Business Plan.

East Waste would be requested to consider the amendments and the matter would then be brought back to Council in a further report for its consideration and endorsement.

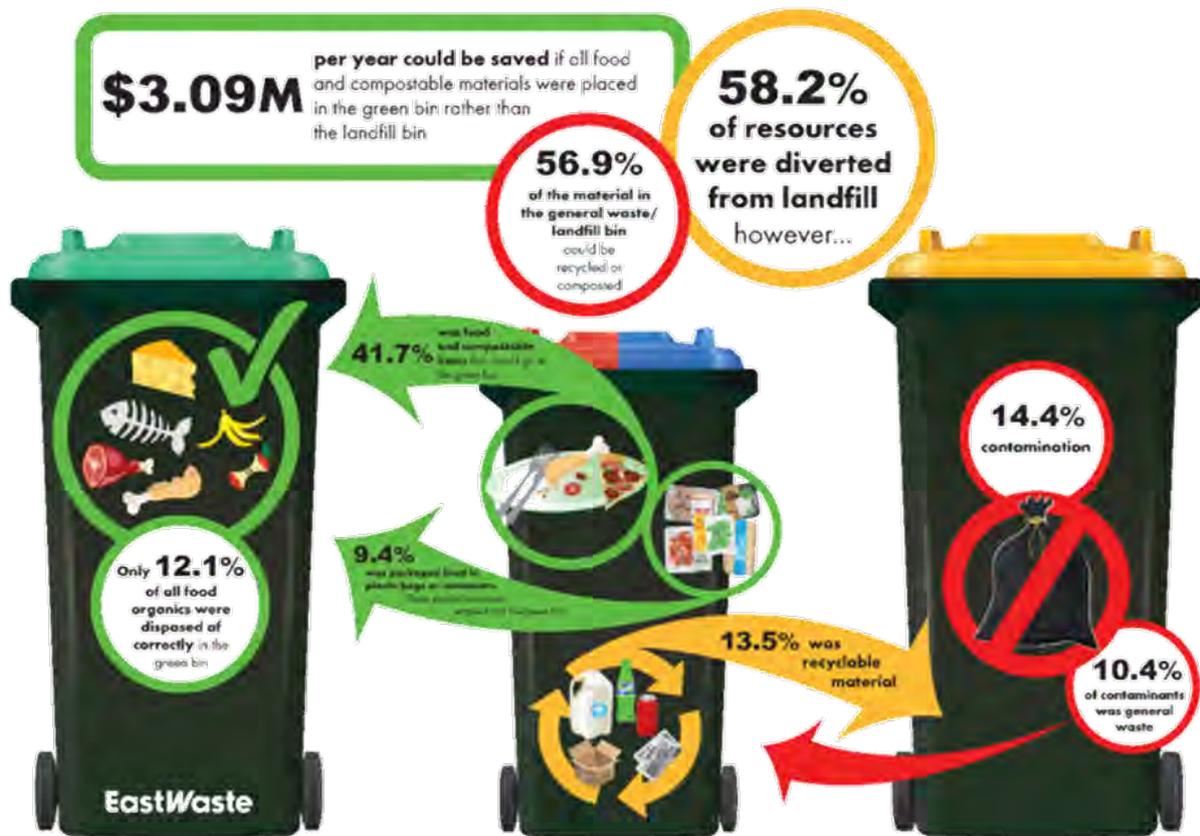
**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT AUTHORISERS**

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

# EastWaste



## 2023/24 Annual Plan

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## VISION

### **The Destination**

To be the leading waste logistics company in Australia through the delivery of innovative collection and resource management services.

## MISSION

### **The Vehicle**

Delivering leading-edge solutions and services for a cleaner and sustainable future.

East

20  
STRATEGIC  
PLAN  
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## Executive Summary

Having onboarded the City of Unley in the last half of 2022, East Waste now has eight high-quality Member Councils which it provides an array of kerbside waste and services to. This equates to over 40% of South Australia's metropolitan Councils and approximately 25% of the Adelaide population.

The focus of the FY24 Annual Plan is diverse, however has three primary focus areas:

1. A continuation of activities designed to improve the connection and interaction with residents seeking to engage with East Waste.
2. Progression of behaviour change programs, principally around food diversion from landfill to organics.
3. Strengthening the integrity of our internal systems, processes and framework in order to reduce risk and improve our already high Governance levels.

Sharp CPI increases, including the highest quarter increase in the past 30 years, necessitates East Waste curbing expenditure in several other areas to mitigate the impost on Member Councils. Fuel continues to remain volatile, making confident forward projections challenging.

## Background

East Waste is the trading name of Eastern Waste Management Authority, which was established in 1928. The Authority is a regional subsidiary of the Adelaide Hills Council, City of Burnside, Campbelltown City Council, City of Norwood Payneham & St Peters, City of Mitcham, City of Prospect, City of Unley and Town of Walkerville.

East Waste is governed by a Charter ([the Charter](#)) pursuant to *Section 43* of the *Local Government Act 1999* and administered by a Board, which includes a director appointed by each Council and an Independent Chair. Through the admission of the City of Unley as a Member Council, East Waste undertook the required periodic review of the Charter which has now been endorsed by all Member Councils and is live.

Clause 51 of the Charter requires the Authority each year to have an Annual Plan which supports and informs the budget. Specifically, it is to include an outline of East Waste's objectives, the activities intended to be pursued, and the measurement tools defined to assess performance. It must also assess and summarise the financial requirements of East Waste and set out the proposals to recover overheads and costs from the Member Councils.

Sitting above the Annual Plan is the *East Waste 2030 Strategic Plan* which sets out a series of bold and ambitious targets (Key Performance Indicators) which we aspire to meet through five Key Objectives and a series of Strategies. The *2030 Strategic Plan* is summarised on the following page.

For full context this Plan should be read in conjunction with East Waste's broader strategic planning framework including the *Strategic Plan 2030*, Long-Term Financial Plan, and Risk Management Planning Framework.

As a regional subsidiary, East Waste recognises that success from this Annual Plan is not possible without the continued support, integration and active working partnership of all our Member Councils and key Strategic Partners. East Waste is committed to developing and continuing partnerships which ultimately drive value back to the communities we serve. The value East Waste offers is unique, in that we are continually working with our Member Councils to drive down costs. East Waste have established a model where we are nimble and respond swiftly to external impacts and Member Council requests, in a far more timely manner than industry counterparts. East Waste takes much of the worry and pressures associated with waste away from the Member Councils, allowing them to focus on other key matters of importance to them and their communities.

## East Waste 2030 Strategic Plan Vision, Objectives & Strategies

### VISION

To be the leading waste logistics company in Australia through the delivery of innovative collection and resource management services to our Member Councils & their Communities.

### OBJECTIVES

1. Deliver cost-effective and efficient services facilities
2. Maximise source separation and recycling
3. Provide leading and innovative behaviour change and education
4. Help develop a local circular economy
5. Provide leadership

### STRATEGIES

- |  |   |  |  |  |
|--|---|--|--|--|
| <ol style="list-style-type: none"> <li>1.1 Attract additional services and/or new councils where further economies of-scale can be achieved</li> <li>1.2 Offer a single contract for the management of the residual waste to all member councils</li> <li>1.3 Partner with other councils and organisations to achieve greater synergies and economies of scale in service delivery</li> <li>1.4 Investigate and implement collection technologies and innovation</li> <li>1.5 Provide a consistently high standard of Customer Service</li> </ol> | <ol style="list-style-type: none"> <li>2.1 Provide more service choice and flexibility to residents on kerbside services to support them to increase their recycling levels</li> <li>2.2 Provide a tailored 3-stream service to Multi-Unit Dwellings (MUDs) to support waste reduction and increased recycling</li> <li>2.3 Pilot a tailored service delivery model across a business precinct(s) to support waste reduction and increased recycling</li> </ol> | <ol style="list-style-type: none"> <li>3.1 Engage in research and projects delivering evidence-based data which increases behaviour change decision making</li> <li>3.2 Develop an integrated and tailored long-term community behaviour change and education program</li> <li>3.3 Identify and trial behaviour change programs aimed at reducing contamination</li> <li>3.4 Encourage and support councils to introduce an incentive(s) to households to reduce their landfill volumes</li> <li>3.5 Engage schools in behaviour change &amp; waste education</li> </ol> | <ol style="list-style-type: none"> <li>4.1 Support local reprocessing and procurement of recycled content products</li> <li>4.2 Encourage and support councils to procure and use recycled content products</li> <li>4.3 Support councils to implement sharing economy and reuse initiatives</li> <li>4.4 Investigate options to process and extract the highest value from collected resources</li> </ol> | <ol style="list-style-type: none"> <li>5.1 Implement best practice safety standards</li> <li>5.2 Advocate on behalf of our Member Councils</li> <li>5.3 Invest in our people</li> <li>5.4 Quality and transparent Corporate (Governance &amp; Financial) Activities</li> </ol> |
|--|---|--|--|--|

### KPIs

We will measure our success in reaching our objectives through the following KPIs...



## 2023/24 Focus

At a high level, progression towards the Vision and 2030 Strategic Plan Key Performance Indicators (KPIs) will be the primary focus and sit behind all the activities that East Waste undertake in the 12 months from 1 July 2023.

The KPIs set in the 2030 Strategic Plan were deliberately designed to be stretch targets and will require creative approaches and the support and engagement with our Member Councils and external Organisations in order to achieve them. The 15 programs listed below will step East Waste towards these goals, however, are by no means a silver bullet to achieving any of the KPIs.

*Objective 1: Deliver cost-effective and efficient services & facilities* ensure East Waste remains true to its core function of providing high quality and fiscally efficient services to Member Councils, while at the same time seeking external opportunities which add value to the East Waste model. In addition, ensuring that we continue to have contemporary modes of engagement and facilities to deliver services is paramount.

*Objective 2: Maximise Source Separation and Recycling* and *Objective 3: Provide leading and innovative behaviour change and education* are centred on improving material efficiency, diversion from landfill and actively working towards the Key Performance Indicators listed within the 2030 Strategic Plan. The actions are also designed to help East Waste as an entity, achieve the State Government 2025 diversions targets (specifically Municipal Solid Waste and Food). Within these targets are specific actions centred around improving food waste efficiency and driving down the \$3.09M of wasted resources and financial costs across Member Councils each year. Food diversion remains our single biggest opportunity and with growing Member Council support and enthusiasm, the FY24 year shapes as a pivotal formation year for several exciting and rewarding programs in this space. Undoubtedly, these will reinforce East Waste as leader in the space.

*Objective 4: Help Drive a Local Circular Economy*, recognises that East Waste has a role to play in assisting and supporting our Members to be more engaged and active within the local circular economy space.

*Objective 5: Provide Leadership*, actions assist East Waste to continue to strengthen the integrity of internal systems, processes and framework and invest in our people, in order to reduce risk and improve our already high Governance levels.

The actions are far from a prescriptive list, rather the key projects East Waste intends to undertake over the 2023/24 year and more detail on each is provided below. While these will be the key focus, East Waste will remain as a fluent and adaptable Organisation that is able to pivot and respond as required to maximise funding, partnerships, opportunities and projects that will fast-track the pursuit of our KPIs.

This Annual Plan is to be effective from 1 July 2023.



## Annual Plan 2023/24 Delivery Schedule

NO.	ACTIVITY/PROJECT	OVERVIEW	OBJECTIVE	STRATEGY	MAIN KPI/TARGET	BUDGET
<b>DELIVER COST EFFECTIVE AND EFFICIENT SERVICES AND FACILITIES</b>						
	Continue & Expand Core services	East Waste optimisation will come from providing a full suite of services to Member Councils. Where this doesn't occur, East Waste will work with the respective Councils in a bid to secure these services.	Deliver Cost Effective and efficient services and facilities	1.1	Vision Target	Recurrent
	Investigate opportunities outside of existing Member Councils.	When potential opportunities arise, East Waste will investigate service provision to non-member Councils where value to existing Members can be realised.	Deliver Cost Effective and efficient services and facilities	1.1	Vision Target	Recurrent
	Undertake a review of Business Facilities	East Waste currently leases Depot facilities at 1 Temple Court Ottoway. Ahead of the lease expiration, completion of a business case covering a review of existing arrangements, future needs and growth is appropriate.	Deliver Cost Effective and efficient services and facilities	1.3	Vision Target	Recurrent + Service Initiative \$0.025M
	Establish Service Level Agreements	The establishment of Service Level Agreements (SLA) with each Member Council will better clarify roles and responsibilities across the range of delivery areas.	Deliver Cost Effective and efficient services and facilities	1.5	Vision Target	Recurrent
	Increase Customer Engagement Opportunities	Further enhancement of customer access and engagement through online service portals for the booking of key East Waste services.	Deliver Cost Effective and efficient services and facilities	1.5	Vision Target	Recurrent + Service Initiative \$0.015M

MAXIMISE SOURCE SEPARATION & RECYCLING						
1.	Continue to advance a broadscale 'Choice & Flexibility model.'	Secure and deliver at least one 'Choice & Flexibility' trial with a Member Council with a view to enhancing knowledge on a full roll out for all Member Councils.	Maximise Source separation and recycling	2.1	<ul style="list-style-type: none"> <li>At least 75% of kerbside material separately collected &amp; recycled</li> <li>100% of food waste separately collected and recycled.</li> </ul>	Recurrent + Service Initiative \$0.075k
2.	Investigate options for identified problematic waste (ie. soft plastics) and the role East Waste can play in providing viable solutions for the community	There are several problematic waste streams and/or infant or proposed programs to address the problem. This project will investigate key issue waste streams and determine the best role East Waste can play in supporting, promoting, or implementing.	Maximise Source separation and recycling	2.1	<ul style="list-style-type: none"> <li>At least 75% of kerbside material separately collected &amp; recycled</li> <li>Reduce average contamination of kerbside comingled recycling stream to less than 7%</li> </ul>	Recurrent

<p align="center"><b>• PROVIDE LEADING AND INNOVATIVE BEHAVIOUR CHANGE AND EDUCATION</b></p>						
8.	Delivery of the “Why Waste It?” behaviour change program and associated social media.	Utilising the results of the reviews and biennial kerbside audits undertaken over the past 4 years, refine and deliver the ongoing successful “Why Waste It?” program.	Provide leading and innovative behaviour change and education	3.2	• Vision Target	Recurrent + Service Initiative \$0.170M
9.	Household Reporting	Utilising the latest proven technology, determine if individual household reporting, on key waste metrics can be collected and efficiently distributed to householders in a bid to improve awareness and landfill diversion.	Provide leading and innovative behaviour change and education	2.2	At least 75% of kerbside material separately collected & recycled	Recurrent + Service Initiative \$0.140M

HELP DRIVE A LOCAL CIRCULAR ECONOMY						
10.	Engage with Recycling and Organics Processors to identify research, markets and opportunities for the strengthening of circular economy opportunities	Through contracts with two proactive Material Recovery Facilities and a long-standing relationship with Jeffries, an opportunity exists to maximise local reuse opportunities. This project will investigate new and existing opportunities and pathways to adoption by East Waste and Member Councils.	Help Drive a Local Circular Economy	4.1	Vision Target	Recurrent

PROVIDE LEADERSHIP						
11.	Fleet Replacement	In line with the Long-Term Financial Plan, undertake the replacement of six (6) collection vehicles.	Provide Leadership	5.4	Vision Target	Capital \$2.155M
12.	Enterprise Agreement	Negotiate Enterprise Agreement for Operational Staff.	Provide Leadership	5.3	Invest in our People	Recurrent + Service Initiative \$0.020M
13.	WHS System Responsibility and Accountability	Work Health & Safety Management System Responsibility and Accountability were identified as an area for improvement within the recent LGRS risk audit.  East Waste will review current relevant WHSMS responsibilities and accountabilities and where required, implement improvements to ensure greater Organisational awareness and commitment.	Provide Leadership	5.1	Implement best practice safety standards	Recurrent
14.	Risk Mitigation & Governance	Review key finance and governance systems, and processes to identify one or more of;  <ul style="list-style-type: none"> <li>• Process efficiency;</li> <li>• Process integrity;</li> <li>• Improved governance; and</li> <li>• Knowledge improvement &amp; retention,</li> </ul>	Provide Leadership	5.4	Quality & Transparent Corporate Activities.	Recurrent
15.	Implementation of Service Vision, Values and Standards.	Generate and implement across the Organisation a tailored Service Vision, Values and Standards framework, that drives a clear vision, consistency and ultimately an enhanced customer experience	Provide Leadership	5.3	Invest in our People	Recurrent + Service Initiative \$0.025M



## Budget Management

East Waste operates its waste collection services on a Common Fleet Costing methodology, whereby each respective Member Council is charged directly according to the proportionate time it takes to undertake their respective collection services. This is achieved through the utilisation of a specialised, highly accurate and powerful cloud-based, real-time GPS based system, supported by detailed reporting capabilities. As a result of this, minor variations in the common fleet percentages (and therefore apportioning of Common Fleet costs) occur from year-to-year to account for realised efficiencies, changes in the number of collections undertaken and movement in collection operating costs (e.g. Development increases, Fire Ban days and events).

The Tables on the following page provide a detailed summary of the key business activities undertaken by East Waste on behalf of its Member Councils. Table 1 provides a summary of the operating and capital income and expenditure elements forecasted for waste collection activities for 2023/24. Unsurprisingly the most significant expenditure relates to the logistical requirements of serving the kerbside collections across eight Councils and over 25% of Adelaide's residential population. Fleet replacement, which occurs on a cyclical annual basis, is currently funded via external loan borrowings.

As can be seen from Tables 2 and 3, one of the significant benefits of being an East Waste member is that on top of the highly competitive prices received as a result of aggregated buying power, no administrative, handling or on-costs are charged in relation to resource processing contracts held by East Waste or bin maintenance services. All are charged at-cost.

Labour and fuel costs are the two largest operational costs relating to waste collection and processing activities undertaken by East Waste which have been subject to volatile movements in the past 18 months given the impact of domestic and global economic impacts. This has made budgeting exceedingly challenging when developing the 2023/24 budget and while all available information and indicators have been considered for inclusion in these figures, the potential for significant cost movement (in particular within fuel and finance costs) remains a high risk to East Waste achieving its desired financial targets.

A series of higher-than-expected CPI increases, including the annual December 2022 rate increasing for Adelaide of 8.6%, has necessitated the need to apply a higher-than-historical increase to several cost centres which have contracts tied to CPI increases. In order to keep Member Council cost increases to lower than CPI rates, East Waste have offset where possible with minimal and/or no increase across a number of other cost centres.

The budget to deliver this Annual Plan, along with all East Waste's Services and legislative requirements is detailed in the following proposed 2023/24 Financial Papers (refer Attachment 1 – 5).

**Table 1: 2023/24 Budget Summary - Waste Collection Services**

	Income \$	Expenditure \$	Net Surplus /Deficit \$
Recurrent- Waste Collection	16,712,597	16,383,473	329,124
Recurrent - Corporate Administration	326,347	-	326,347
Service Initiatives	50,000	540,000	(490,000)
Capital Program	-	2,155,000	(2,155,000)
<b>Total</b>	<b>17,088,944</b>	<b>19,078,473</b>	<b>(1,989,529)</b>

**Table 2: 2023/24 Budget Summary - Bin Maintenance Services**

	Income \$	Expenditure \$	Net Surplus /Deficit \$
Recurrent	1,310,575	1,310,575	-
Service Initiatives	-	-	-
Capital Program	-	-	-
<b>Total</b>	<b>1,310,575</b>	<b>1,310,575</b>	<b>-</b>

**Table 3: 2023/24 Budget Summary - Waste Processing Services**

	Income \$	Expenditure \$	Net Surplus /Deficit \$
Recurrent	5,757,171	5,757,171	-
Service Initiatives	-	-	-
Capital Program	-	-	-
<b>Total</b>	<b>5,757,171</b>	<b>5,757,171</b>	<b>-</b>

# Financial Statements

<b>EAST WASTE</b>				
Proposed Statement of Comprehensive Income (Budgeted)				
for the Financial Year Ending 30 June 2024				
<b>FY2022</b>		<b>FY2023</b>	<b>FY2023</b>	<b>FY2024</b>
<b>Audited</b>		<b>Adopted</b>	<b>BR2</b>	<b>Proposed</b>
<b>Actuals</b>		<b>Budget</b>		<b>Budget</b>
<b>\$'000</b>		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
	<b>Income</b>			
16,579	User Charges	21,955	21,581	22,747
10	Investment income	13	23	20
81	Grants, subsidies and contributions	75	75	50
932	Other	1,069	1,019	1,322
<b>17,602</b>	<b>Total</b>	<b>23,112</b>	<b>22,698</b>	<b>24,139</b>
	<b>Expenses</b>			
6,386	Employee Costs	7,164	7,174	7,675
9,303	Materials, contracts & other expenses	13,241	12,482	13,275
2,043	Depreciation, amortisation & impairment	2,346	2,346	2,657
246	Finance costs	406	371	384
<b>17,978</b>	<b>Total</b>	<b>23,157</b>	<b>22,373</b>	<b>23,991</b>
<b>(376)</b>	<b>Operating Surplus / (Deficit)</b>	<b>(45)</b>	<b>325</b>	<b>148</b>
7	Asset disposals & fair value adjustments	200	100	18
<b>(369)</b>	<b>Net Surplus / (Deficit)</b>	<b>155</b>	<b>425</b>	<b>166</b>
-	Other Comprehensive Income	-	-	-
<b>(369)</b>	<b>Total Comprehensive Income</b>	<b>155</b>	<b>425</b>	<b>166</b>

<b>EAST WASTE</b>				
Proposed Financial Statement Summary				
for the Financial Year Ending 30 June 2024				
<b>FY2022</b>		<b>FY2023</b>	<b>FY2023</b>	<b>FY2024</b>
<b>Audited</b>		<b>Adopted</b>	<b>BR2</b>	<b>Proposed</b>
<b>Actuals</b>		<b>Budget</b>		<b>Budget</b>
<b>\$'000</b>		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
	<b>Assets</b>			
	<b>Current</b>			
2,001	Cash & Cash Equivalents	2,056	2,355	2,886
935	Trade & Other Receivables	661	935	935
50	Inventory	-	50	50
<b>2,986</b>	<b>Total</b>	<b>2,717</b>	<b>3,340</b>	<b>3,871</b>
	<b>Non-Current</b>			
8,542	Infrastructure, Property, Plant & Equipment	11,022	11,024	10,490
<b>8,542</b>	<b>Total</b>	<b>11,022</b>	<b>11,024</b>	<b>10,490</b>
<b>11,528</b>	<b>Total Assets</b>	<b>13,739</b>	<b>14,364</b>	<b>14,361</b>
	<b>Liabilities</b>			
	<b>Current</b>			
1,436	Trade & Other Payables	1,145	1,361	1,311
1,940	Borrowings	2,355	2,355	2,200
778	Provisions	787	838	893
<b>4,154</b>	<b>Total</b>	<b>4,287</b>	<b>4,554</b>	<b>4,404</b>
	<b>Non-Current</b>			
6,410	Borrowings	8,351	8,361	8,287
114	Provisions	137	174	229
<b>6,524</b>	<b>Total</b>	<b>8,488</b>	<b>8,535</b>	<b>8,516</b>
<b>10,678</b>	<b>Total Liabilities</b>	<b>12,775</b>	<b>13,089</b>	<b>12,920</b>
<b>850</b>	<b>Net Assets</b>	<b>964</b>	<b>1,275</b>	<b>1,441</b>
	<b>Equity</b>			
850	Accumulated Surplus	964	1,275	1,441
<b>850</b>	<b>Total Equity</b>	<b>964</b>	<b>1,275</b>	<b>1,441</b>

<b>EAST WASTE</b>				
Proposed Statement of Cash Flows (budgeted)				
for the Financial Year Ending 30 June 2024				
<b>FY2022</b>		<b>FY2023</b>	<b>FY2023</b>	<b>FY2024</b>
<b>Audited</b>		<b>Adopted</b>	<b>BR2</b>	<b>Proposed</b>
<b>Actuals</b>		<b>Budget</b>		<b>Budget</b>
<b>\$'000</b>		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
	<b>Cash Flows from Operating Activities</b>			
	<b>Receipts</b>			
17,400	Operating Receipts	23,024	22,600	24,069
9	Investment Receipts	13	23	20
	<b>Payments</b>			
(6,245)	Employee costs	(7,071)	(7,054)	(7,565)
(9,613)	Materials, contracts & other expenses	(13,241)	(12,482)	(13,275)
(258)	Interest Payments	(406)	(371)	(384)
<b>1,293</b>	<b>Net Cash Flows from Operating Activities</b>	<b>2,319</b>	<b>2,716</b>	<b>2,865</b>
	<b>Cash Flows from Investing Activities</b>			
	<b>Receipts</b>			
86	Sale of Replaced Assets	200	100	50
	<b>Payments</b>			
(2,305)	Expenditure on Renewal/Replaced Assets	(2,223)	(2,231)	(2,115)
(244)	Expenditure of New/Upgraded Assets	(2,597)	(2,597)	(40)
<b>(2,463)</b>	<b>Net Cash Flows from Investing Activities</b>	<b>(4,620)</b>	<b>(4,728)</b>	<b>(2,105)</b>
	<b>Cash Flow from Financing Activities</b>			
	<b>Receipts</b>			
2,031	Proceeds from Borrowings	4,525	4,525	2,000
	<b>Payments</b>			
(237)	Repayment of Lease Liabilities	(263)	(263)	(285)
(1,791)	Repayment of Borrowings	(1,896)	(1,896)	(1,944)
<b>3</b>	<b>Net Cash Flow from Financing Activities</b>	<b>2,366</b>	<b>2,366</b>	<b>(229)</b>
<b>(1,167)</b>	<b>Net Increase (Decrease) in cash held</b>	<b>65</b>	<b>354</b>	<b>531</b>
<b>3,168</b>	<b>Cash &amp; cash equivalents at beginning of period</b>	<b>1,991</b>	<b>2,001</b>	<b>2,355</b>
<b>2,001</b>	<b>Cash &amp; cash equivalents at end of period</b>	<b>2,056</b>	<b>2,355</b>	<b>2,886</b>

<b>EAST WASTE</b>				
Projected Statement of Changes in Equity (Budgeted)				
for the Financial Year Ending 30 June 2024				
<b>FY2022</b>		<b>FY2023</b>	<b>FY2023</b>	<b>FY2024</b>
<b>Audited</b>		<b>Adopted</b>	<b>BR2</b>	<b>Proposed</b>
<b>Actuals</b>		<b>Budget</b>		<b>Budget</b>
<b>\$</b>		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
1,219	<b>Balance at Start of Period - 1 July</b>	809	850	1,275
(369)	Net Surplus / (Deficit) for Year	155	425	166
-	Contributed Equity	-	-	-
-	Distribution to Councils	-	-	-
<b>850</b>	<b>Balance at End of Period - 30 June</b>	<b>964</b>	<b>1,275</b>	<b>1,441</b>

<b>EAST WASTE</b>				
Proposed Financial Statements of Finance Unit Ltd for the Financial Year Ending 30 June 2024				
<b>FY2022</b>		<b>FY2023</b>	<b>FY2023</b>	<b>FY2024</b>
<b>Audited Actuals</b>		<b>Adopted Budget</b>	<b>BR2</b>	<b>Proposed Budget</b>
<b>\$'000</b>		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
17,602	Income	23,112	22,698	24,139
(17,978)	Expenses	(23,157)	(22,373)	(23,991)
<b>(376)</b>	<b>Operating Surplus / (Deficit)</b>	<b>(45)</b>	<b>325</b>	<b>148</b>
<b>Net Outlays on Existing Assets</b>				
(2,305)	Capital Expenditure on Renewal and Replacement of Existing Assets	(2,223)	(2,231)	(2,115)
2,043	Depreciation, Amortisation and Impairment	2,346	2,346	2,657
86	Proceeds from Sale of Replaced Assets	200	100	50
<b>(176)</b>		<b>323</b>	<b>215</b>	<b>592</b>
<b>Net Outlays on New and Upgraded Assets</b>				
(244)	Capital Expenditure on New and Upgraded Assets	(2,597)	(2,597)	(40)
-	Amounts Specifically for New and Upgraded Assets	-	-	-
-	Proceeds from Sale of Surplus Assets	-	-	-
<b>(244)</b>		<b>(2,597)</b>	<b>(2,597)</b>	<b>(40)</b>
<b>(796)</b>	<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(2,319)</b>	<b>(2,057)</b>	<b>700</b>

## DECISION REPORT

**REPORT TITLE:** CITIZENSHIP CEREMONY - AUSTRALIA DAY  
**ITEM NUMBER:** 4.9  
**DATE OF MEETING:** 22 MAY 2023  
**AUTHOR:** PETER TSOKAS, CHIEF EXECUTIVE OFFICER  
**DIVISION:** OFFICE OF THE CEO  
**ATTACHMENTS:** NIL

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### 1. **PURPOSE**

This report seeks direction from Council regarding the timing of the citizenship ceremony, that has traditionally been held on Australia Day (January 26), as well as providing options for holding an associated event.

### 2. **RECOMMENDATION**

That:

1. The report be received.
2. *The matter is for Council to determine. Options are provided at Section 7 of this report*

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### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

4. Civic Leadership

4.1 We have strong leadership and governance.

### 4. **BACKGROUND**

Like most other councils, the City of Unley has traditionally held a citizenship ceremony together with its Australia Day awards on Australia Day. These events have been held in the Town Hall or the Village Green or at Soldiers' Memorial Gardens and are followed by a small community event at the conclusion of the ceremony which is open to the broader community.

In late 2022, councils were notified by the Department of Home Affairs that there has been an amendment to the Australian Citizenship Ceremonies Code (the Code) allowing citizenship ceremonies to be held on Australia Day or the three days prior or three days after Australia Day. This advice is provided at Attachment 1.

*Attachment 1*

Prior to this announcement, the Code stipulated that to host any citizenship ceremonies, Councils must hold a citizenship ceremony on 26 January.

## **5. DISCUSSION**

In recent times there has been a debate across the nation about the current legislated date for Australia Day, 26 January. While all states and territories adopted the term 'Australia Day' approximately 75 years ago, it was only in 1994 when they agreed to standardise and celebrate a public holiday on the same day (26 January), to minimise business disruptions nationwide.

Even though the date of 26 January is regarded by many as Australia's 'start' from a British perspective and signifies national pride and belonging for most citizens, it is viewed by many Aboriginal, Torres Strait Islander and non-Aboriginal peoples as 'Invasion Day', 'Survival Day' or 'Day of Mourning' given the adverse outcomes for the Aboriginal population since the arrival of the First Fleet.

Whilst the Aboriginal community is not fully unified on changing the date, each year there are public protests with calls to change the date of the national holiday in recognition that 26 January is not a day of celebration for all Australians and therefore does not unify the nation.

Consequently, there have been changes to Australia Day celebrations in recent years. In South Australia, the Australia Day Council holds several events in the week leading up to January 26. This year, the program featured an indigenous themed event that celebrated Aboriginal culture on the evening of January 25. There is also the "Mourning in the morning" event on January 26 that acknowledges the Aboriginal people's history and experiences associated with the Day. The Australia Day event itself which celebrates multiculturalism and what it means to be an Australian, is still held on the evening of January 26.

In recognition of the current environment, the Federal Government has provided flexibility to councils in terms of when they can hold citizenship ceremonies. However, because of the late timing of the Federal Government's announcement and the planning already undertaken by councils, most councils held citizenship ceremonies this year on 26 January.

Several councils have indicated that they are now reviewing the date that they will hold citizenship ceremonies. Informal discussions indicate that those councils considering alternative dates to 26 January are considering the day/evening before (that is 25 January). This report discusses several options available to Council.

#### Option 1 – Australia Day (26 January)

Under this option, Council would continue to hold a citizenship ceremony as well as its Australia Day awards on 26 January. The ceremony could be held in the Town Hall or the Village Green. If the event were held on the Village Green, a marquee would need to be hired and erected in case of inclement weather (both cold and hot). Associated costs for a marquee are approximately \$10,000. If the event were held in the Town Hall, costs are minimal (\$5,000).

Council has also traditionally held an associated community event immediately after the citizenship ceremony, which has been open to all the community. This event used to be held in Oxford Terrace when the citizenship ceremony was held in the Town Hall, and more recently on the Village Green or Soldiers Memorial Gardens when combined with the citizenship and awards ceremonies. The event attracts relatively small numbers of people (100-200) and finishes early afternoon.

An alternative to a day community event could be to hold an Ignite Unley event in the evening on the Village Green (e.g. a Australian themed movie plus associated food and beverage stalls). Council's Ignite Unley events (outdoor cinema) have proven to be popular and attract over 700 people. A marquee would not be required if an outdoor cinema event were to be held.

#### Option 2 – Evening of 25 January

Under this option, Council could hold a citizenship ceremony as well as its Australia Day awards on the evening before 26 January. The ceremony could again be held in the Town Hall or the Village Green with an associated event on the Village Green.

It should be noted that Council could choose to conduct the citizenship ceremony on the evening of 25 January and a community event / outdoor cinema on Australia Day itself (day or evening of 26 January).

#### Option 3 – 27 January

Under this option the Council would hold a citizenship ceremony as well as its Australia Day awards, the day after Australia Day. While this would be on a Saturday in 2024, the timing would be after Australia Day which may reduce significance for new citizens or for holding a community event.

## **6. POLICY IMPLICATIONS**

### **6.1 Financial/budget implications**

- The cost of conducting Council's citizenship ceremony and awards is approximately \$5K if held in the Town Hall or \$15K if held on the Village Green. The cost of hiring a large marquee plus chairs etc is approximately \$10K.
- The staff costs are largely the same if the event was held after hours versus on the public holiday itself.
- The cost of conducting citizenship ceremonies in the Town Hall has been allowed for in the operating budget while the cost of holding them on the village green has been included as an operating project.
- An Operating Project proposal of \$45K has been included in the draft 2023/24 budget for staging both the Citizenship and Awards Ceremonies and a community event.

### **6.2 Risk Management (identification and mitigation)**

- All citizenship ceremonies must be delivered in accordance with the Australian Citizenship Ceremonies Code and the recommended change to the date to be within three days either side of 26 January would be in accordance with the Code and pose no legal or legislative risk.
- Changing the date of Australia Day and associated activities is still a divisive issue in the broader community and there may be some negative commentary if the Council supports changing the date of the citizenship ceremony.
- Messaging should note that the change is in line with the direction provided by the Department of Home Affairs.

### **6.3 Staffing/Work Plans/Additional Resource Impact**

- Resourcing of this event has been included in existing staff work plans.

### **6.4 Climate/Environmental Impact**

- Nil

### **6.5 Social/Economic**

- Australia Day continues to be an important day within the nation's cultural calendar.
- There are currently mixed views on the appropriateness of date Australia Day is celebrated (26 January).
- While it is not Council's role to debate or determine the future of Australia Day, the changes to the Code enable Council to more flexibly consider when and how to commemorate the day and explore opportunities to further demonstrate inclusion and respect.

## 7. **ANALYSIS OF OPTIONS**

### Option 1 –

1. The report is received.
2. Council’s citizenship ceremony and Australia Day awards be held on Australia Day (26 January).
3. The ceremony be held in the Town Hall or Village Green (Council to determine).
4. An associated free community event be held on the Village Green after the citizenship ceremony or in the evening (Council to determine).

Under this option, Council would continue to hold its citizenship ceremony on Australia Day and this would be in the Town Hall or on the Village Green. The option to hold a free community event has also been included either after the citizenship ceremony or in the evening.

The advantage of this option is that it continues the Australia Day tradition that Council has had in place for many years. The disadvantage of this option is that it may not be considered inclusive and may alienate some people who are opposed to the principle of the date itself.

### Option 2 –

1. The report is received.
2. Council’s citizenship ceremony and Australia Day awards be held on the evening of 25 January.
3. The ceremony be held in the Town Hall or Village Green (Council to determine).
4. An associated free community event be held on the Village Green after the citizenship ceremony or on 26 January (Council to determine).

Under this option, Council would hold its citizenship ceremony the evening prior to Australia Day, and this would be in the Town Hall or on the Village Green. The option to hold a free community event has also been included either after the citizenship ceremony or the day after (i.e., on 26 January).

The advantage of this option is that it allows the citizenship ceremony to be held close to Australia Day in a formal evening session and allow those individuals who wish to attend the “Mourning in the morning” session in Elder Park on January 26 to do so.

The disadvantage of this option is that it breaks with Council’s tradition but is now allowed given the Federal Government’s direction and modifications of the Australian Citizenship Ceremonies Code.

Option 3 –

1. The report is received.
2. Council’s citizenship ceremony and Australia Day awards be held on 27 January.
3. The ceremony be held in the Town Hall or Village Green (Council to determine).
4. An associated free community event be held on the Village Green after the citizenship ceremony or on 26 January (Council to determine).

Under this option, Council would hold the citizenship ceremony and associated event after Australia Day. This option is not recommended.

**8. RECOMMENDED OPTION**

The matter is for Council to determine.

**9. REPORT AUTHORISERS**

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

## DECISION REPORT

<b>REPORT TITLE:</b>	STRATEGIC PROPERTY COMMITTEE - OPERATIONAL GUIDELINES
<b>ITEM NUMBER:</b>	4.10
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>AUTHOR:</b>	PETER TSOKAS, CHIEF EXECUTIVE OFFICER
<b>DIVISION:</b>	OFFICE OF THE CEO
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. STRATEGIC PROPERTY COMMITTEE - TERMS OF REFERENCE</li><li>2. STRATEGIC PROPERTY MANAGEMENT - ACQUISITION AND DISPOSAL POLICY</li></ol>

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### 1. **PURPOSE**

This report seeks Council's endorsement of the revised Terms of Reference for the Strategic Property Committee, as well as endorsement of the draft "Strategic Property Management - Acquisition and Disposal" policy.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Strategic Property Committee Terms of Reference as set out in Attachment 1 to this report (Item 4.10, Council Meeting 22 May 2023) be endorsed.
  3. The Strategic Property Management- Acquisition and Disposal policy as set out in Attachment 2 to this report (item 4.10, Council Meeting 22 May 2023) be endorsed.
- 

### 3. **RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN**

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

#### 4. **BACKGROUND**

The Council at its meeting on 23 January 2023, established a Strategic Property Committee and appointed Mayor Hewitson and Councillors J. Russo, J. Bonham, M. Rabbitt, P. Hughes, L. Doyle and C. Crabbe to the Committee. The Council also endorsed the proposed Terms of Reference for the Committee (Attachment 1).

*Attachment 1*

#### 5. **DISCUSSION**

Following the 23 January 2023 Council Meeting, the Committee held an informal workshop to discuss its work plan and potential future topics for consideration. The Committee also discussed its Terms of Reference, as well as a draft Strategic Property Management Policy (Attachment 2) related to acquisition and disposal.

*Attachment 2*

The proposed changes to the Terms of Reference are minor and to do not change the intent of the Committee.

The Policy provides guidance to the Committee and Council as what may constitute a strategic property based on a number of criteria as well as a suggested process for acquisition and disposal.

The priority for the Committee over the next 12-18 months will be to identify and prioritise a list of strategic properties that meet the criteria listed in the policy.

#### 6. **POLICY IMPLICATIONS**

##### 6.1 **Financial/budget implications**

- Nil

##### 6.2 **Risk Management (identification and mitigation)**

- The Committee is established in accordance with the requirements of the Local Government Act 1999 and does not have any delegated authority from Council, all recommendations are to be presented to Council for a final decision.

##### 6.3 **Staffing/Work Plans/Additional Resource Impact**

- The CEO will provide administrative support to the Committee.

##### 6.4 **Climate/Environmental Impact**

- One of the criteria to be used in assessing potential properties is the expansion/provision of open space.

##### 6.5 **Social/Economic**

- The criteria developed support the Council's Community Plan.

**7. ANALYSIS OF OPTIONS**

Option 1 –

4. The report be received.
5. The Strategic Property Committee Terms of Reference as set out in Attachment 1 to this report (Item 4.10, Council Meeting 22 May 2023) be endorsed.
6. The Strategic Property Management- Acquisition and Disposal policy as set out in Attachment 2 to this report (item 4.10, Council Meeting 22 May 2023) be endorsed.

This option reflects the outcome of a workshop recently held by the Strategic Property Committee. All Members of the Committee were involved in the development of both documents and support the documents put forward to Council.

Option 2 –

1. The report be received.
2. Subject to the incorporation of the following amendments, the Strategic Property Committee Terms of Reference as set out in Attachment 1 to this Report (item 4.10, Council Meeting 22 May 2023) be endorsed:
  - *Amendments to be determined by Council*
3. Subject to the incorporation of the following amendments, the Strategic Property Management – Acquisition and Disposal policy as set out in Attachment 2 to this Report (item 4.10, Council Meeting 22 May 2023) be endorsed:
  - *Amendments to be determined by Council*
4. The CEO be authorised to make minor editorial and formatting changes to both documents in order to finalise them.

This option allows Council to make amendments to both documents. Any amendments should be included as part of the resolution.

**8. RECOMMENDED OPTION**

Option 1 is the recommended option.

**9. REPORT AUTHORISERS**

Name	Title
Peter Tsokas	Chief Executive Officer





**STRATEGIC PROPERTY COMMITTEE  
- TERMS OF REFERENCE -**

**1. ESTABLISHMENT**

- 1.1. The Council has established the Strategic Property Committee (referred to in these Terms of Reference as "the Committee") pursuant to Section 41 of the *Local Government Act 1999* ("the Act").
- 1.2. These Terms of Reference were adopted by Council on 23 January 2023 (C0953/23).
- 1.3. The Committee is not a "prescribed committee" as defined in the Remuneration Tribunal Determination No. 2 of 2022, *Allowances for Members of Local Government Councils*, as dated 5 July 2022.

**2. OBJECTIVES**

- 2.1. **The Committee is established to develop and recommend to Council an approach to strategic property acquisition and divestment. This approach may include the extent, criteria and priorities for property acquisition and divestment.**
- 2.2. The Committee assists in investigating and making recommendations to Council on **opportunities** for property acquisition or divestment in line with the approach it has developed to support the delivery of Council's Community Plan 2033 **and/or to meet the potential long term needs of the community.**
- 2.3. For purposes of the Committee's role, "property" may include civic buildings, open space, sport and recreation facilities, car parking, residential, industrial and commercial land and buildings.
- 2.4. "Community land" as recorded in Council's Community Land Management Plan must be managed in accordance with the Act.

**3. MEMBERSHIP**

- 3.1. The Committee will comprise six (6) Elected Members.
- 3.2. The Mayor is appointed ex officio to the Committee.
- 3.3. The term of appointment for Committee Members will be from the date of appointment until the end of the current term of Council.
- 3.4. Membership of the Committee continues for the term of appointment unless a member resigns, is otherwise incapable of continuing as a member, or is removed from office by the Council.
- 3.5. The Committee may, by a vote supported by at least half plus one of the members of the Committee, make a recommendation to the Council to remove a member of the Committee from office where a member has failed (without the leave of the Committee) to attend three consecutive meetings of the Committee.



#### 4. PRESIDING MEMBER

- 4.1. The Council will appoint the Presiding Member of the Committee.
- 4.2. The term of appointment for the Presiding Member will be from the date of appointment until the end of the current term of Council.
- 4.3. The Council authorises the Committee to determine if there will be a Deputy Presiding Member of the Committee and, if so, authorises the Committee to make the appointment to that position for a term determined by the Committee.
- 4.4. If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting. If there is no position of Deputy Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Committee are absent from a meeting of the Committee, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.
- 4.5. The role of the Presiding Member includes:
  - 4.5.1. overseeing and facilitating the conduct of meetings in accordance with the *Local Government Act 1999*, and the *Local Government (Procedures at Meetings) Regulations 2013*.
  - 4.5.2. ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner.
- 4.6. In accordance with clause 3.3.2 of the Remuneration Tribunal Determination No. 6 of 2018, the Presiding Member of the Committee is eligible for an allowance per meeting attended up to a determined aggregate amount per annum.

#### 5. OPERATIONAL MATTERS

- 5.1. Frequency of Meetings
  - 5.1.1. The Committee shall meet on an as needs basis. The CEO is authorised to determine the time and date of each meeting of the Committee.
  - 5.1.2. The CEO is authorised, after consulting with the Presiding Member of the Committee, to cancel the respective Committee meeting, if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
- 5.2. Delegation
  - 5.2.1. The Council has not delegated any of its powers to the Committee. Accordingly, all decisions of the Committee constitute recommendations to the Council.
  - 5.2.2. The Committee has no delegated authority to expend Council funds or contract external parties.
- 5.3. Notice of Meetings
  - 5.3.1. Notice of the meetings of the Committee will be given in accordance with sections 87 and 88 of the Act. Accordingly, notice will be given:-
    - (a) to members of the Committee by email, or in a form as otherwise agreed by Committee members, at least 3 clear days before the date of the meeting; and
    - (b) to the public as soon as practicable after the time that notice of the meeting is given to members by causing a copy of the notice and agenda to be displayed at the Council's offices and on the Council's website.

5.3.2. The agenda and reports for all meetings of the Committee must be delivered to members of the Committee at least 3 clear days before the meeting.

5.4. Reporting

5.4.1. For the purposes of section 41(8) of the Act, the Council determines that the Committee will satisfy reporting and other accountability requirements through the presentation of the minutes of each meeting of the Committee at the next ordinary meeting of the Council following each Committee meeting.

5.5. Public Access to Meetings

5.5.1. The Committee shall meet at the Offices of the Council located at 181 Unley Road, Unley SA 5061.

5.5.2. Members of the public are able to attend all meetings of the Committee, unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 of the Act.

**6. MEETING PROCEDURE**

6.1. The Council has resolved to apply Part 2 of the *Local Government (Procedures at Meetings) Regulations 2013* to this Committee.

6.2. Insofar as the Act, the Regulations, the Code of Practice - Meeting Procedures or these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedure.

6.3. Subject to clause 6.4 of these Terms of Reference, all decisions of the Committee shall be made on the basis of a majority of the members present.

6.4. A quorum is ascertained by dividing the total number of Committee members by two, ignoring any fraction resulting from the division, and adding one.

6.5. If the Mayor attends a meeting of the Committee as *ex-officio*, the Mayor's attendance will be included in the calculation of quorum.

6.6. All members of the Committee must (subject to a provision of the Act or Regulations to the contrary) vote on any matter arising for decision at a meeting of the Committee.

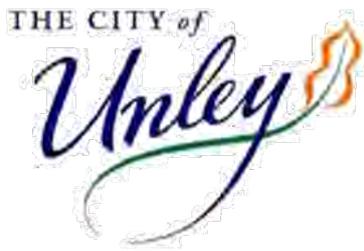
6.7. Every member of the Committee has a deliberative vote only. In the event of a tied vote the person presiding at the meeting does not have a second or casting vote and the matter will be referred to Council for decision.

6.8. Clause *UNCM Elected Member Non-Committee Member Contribution at Committee Meetings* of the Code of Practice: Procedures at Meetings provides that an Elected Member who is not a member of the Committee may, at the discretion of the presiding member, address members of the committee and provide contribution at any committee in accordance with the specified procedure.

6.9. Any decision of the Committee which does not arise from a recommendation of a Council officer must be supported in the minutes of the meeting by clear reasons for the decision.

<b>Responsible Department:</b>	City Development
<b>Responsible Officer:</b>	General Manager City Development
<b>Date Adopted</b>	
<b>Reference/Version Number</b>	8
<b>ECM Doc set I.D.</b>	2826802





## Strategic Property Management – Acquisition and Disposal

Policy Type:	Council Policy
Reference Number:	
Responsible Department:	City Development - Assets & Operational Services
Responsible Officer:	General Manager City Development
Legislation	Local Government Act 1999 – Chapter 11 Development Act 1193 Real Property Act
Relevant Delegations:	NA
Related Policies and Procedures	Disposal of Surplus non-community land
Community Goal	Civic Leadership - Implement a property investment/divestment strategy that will support the achievement of Council's goals
Previous Policy No	
Date Adopted:	
Review Date:	

### 1. POLICY STATEMENT

The acquisition or divestment (and/or other means of control) of property assets (buildings and land) shall only occur where a property is seen to be of future strategic significance to the City of Unley (i.e. enabling the objectives of the Community Plan **and/or the long term needs of the Community** to be met), or conversely where the property no longer has such strategic value.

Property acquisition may occur to meet an identified strategic objective in the Community Plan such as (but not limited to):

- Facilitate or meet growth demands in council-based services
- Enhance people movement for cars, cyclists, and pedestrians
- Replace, **expand**, or duplicate an existing facility to better meet service requirements
- To enhance car **and bike** parking provision **that support Unley's shopping and business precincts.**
- To create linkages between community spaces
- To facilitate development
- To increase existing open spaces
- **To maintain or increase the City's tree canopy cover.**
- **Shape the mix of businesses across the City.**
- **To increase the size of an existing Council property by purchasing adjacent contiguous land.**

Property divestment may occur when a property is deemed to no longer have strategic value.

## **2. GUIDING PRINCIPLES**

Council has developed this set of guiding principles to ensure assets are acquired in a responsible, systematic manner to meet the objectives of the Community Plan.

### **Principle 1 – Strategic consistency**

Any property proposed for acquisition will be assessed for its ability to be used to meet strategic objectives from the Community Plan **and/or the long term needs of the community.**

### **Principle 2 – Due diligence**

Properties will then be assessed against a suite of criteria that cover Legal, Financial and Technical due diligence.

### **Principle 3 - Risk sensitive**

Decisions will be made after associated risks are identified, understood, and deemed manageable. (Environmental, **Heritage**, Public Safety, **Reputational**).

### **Principle 4 – Equity across the community**

A balanced approach will be taken to ensure that residents **and businesses** across the city have reasonable access to required services.

### **Principle 5 – Advanced planning**

Council will assess properties that may not currently be on the market, and if deemed strategic will monitor them

### **Principle 6 – Opportunity**

Council may encounter unexpected opportunities to acquire property that adds to existing holdings or creates a significant new opportunity.

### **Principle 7 – Holding costs / income**

Properties that generate holding income will have a higher priority.

## **3. PLANNED STRATEGIC PROPERTY ACQUISITION / DIVESTMENT**

Council manages and regularly reviews its property and open space asset portfolio on an on-going basis and considers and assesses current and future needs in line with facility or site suitability, its fitness-for-purpose and growth and expansion opportunities.

Regular community scanning is utilised to identify and review opportunities that may prove beneficial to the City of Unley in growing, upgrading, or replacing building and property assets to better deliver a range of required Council activities.

## **4. ACQUISITION**

The acquisition of property will only occur in accordance with the guiding principles of this policy and where a property is assessed to be of future strategic significance to the City or where strategic master planning has clearly identified a requirement.

Where a planned acquisition is being considered, a full asset audit and management plan will be undertaken so that long term financial costs associated with maintenance, depreciation, legislative compliance, service delivery, refurbishment and redevelopment are understood.

## **5. SALE AND DISPOSAL**

Assets are owned by Council as a means of providing a service. An asset can be sold or disposed of when –

- (a) the strategic intent has been achieved
- (b) the requirement for the service is deemed to be no longer required by Council.
- (c) There is a better solution for ensuring the continuation of the same service, or a change in service level, which is in accordance with this policy's guiding principles; and
- (d) the asset is obsolete in that the long-term cost of maintaining the asset based on the asset management plan is considered financially too great for the perceived benefits being derived from the service (there is no need for the property in the foreseeable future).

Community and recreation assets can only be sold or disposed of in accordance with Council's Community Consultation policy, Community Land Management Plan and in accordance with the *Local Government Act 1999* and, where applicable, the *Development Act 1993*.

Council must first receive a report in accordance with the principles contained within this policy to determine if the asset is obsolete or no longer required for the purposes of determining if public consultation is justified. If Council choose to undertake public consultation, then Council must receive a final report based on the outcome of the public consultation and determine if the asset is to be sold or disposed of / divested.

All building and land assets determined by Council as suitable for sale should ideally be disposed of through an independent accredited agent (e.g., auctioneer, real estate agent) duly engaged in accordance with Council's procurement policy with the asking price set at an independent market rate. Where Council believes that there is a benefit to the Community by not selling at the independent market rate it may choose another approach.

## **6. OPPORTUNISTIC ACQUISITION**

Where a property that may be of future strategic significance is identified, an initial assessment guided by the relevant items in the Due Diligence Checklist shall be undertaken by the Administration. If the property is deemed potentially suitable following this assessment, a full Report will be forwarded to the Strategic Property Committee at the next programmed meeting for further consideration.

All matters pertaining to the acquisition or divestment of property(s) will be considered as 'commercial in confidence' and all reporting will be classified as Confidential unless determined otherwise.

## COUNCIL ACTION REPORT

**REPORT TITLE:** COUNCIL ACTION RECORDS  
**ITEM NUMBER:** 4.11  
**DATE OF MEETING:** 22 MAY 2023  
**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT  
TO THE CEO AND MAYOR  
**DIVISION:** OFFICE OF THE CEO  
**ATTACHMENTS:** 1. COUNCIL ACTION REPORT

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### 1. PURPOSE

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

### 2. RECOMMENDATION

That:

1. The report be noted.
-

COUNCIL ACTION REPORTS - ACTIONS TO MAY 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
26/09/22	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR P. HUGHES RE: ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT USING BEST PRACTICE PRINCIPLES</b></p> <p>2. The Mayor raises the topic of environmentally sustainable development at the next Eastern Regional Alliance (ERA) Mayors and CEOs meeting, seeking agreement for a joint project to be undertaken using ERA funds to create Best Practice Principles for Environmentally Sustainable Development with the intention to:</p> <ul style="list-style-type: none"> <li>- be a guide for development being proposed in ERA Councils;</li> <li>- advocate for commensurate changes to the Planning and Design Code; and</li> <li>- advocate for better construction standards.</li> </ul>	CEO	The matter was discussed at the ERA Mayors and CEOs Group Meeting in March 2023. The Mayors requested more information and the modules from City of Yarra were sent to the Group. The matter will be considered at the next ERA meeting scheduled for May 2023.	May 2023
24/10/22	5.1.2	<p><b>NOTICE OF MOTION FROM COUNCILLOR K. ANASTASSIADIS RE: INVESTIGATE OPTIONS FOR HARD TO RECYCLE MATERIAL INCLUDING MEDICATION BLISTER PACKS</b></p> <p>1. Administration investigate options for recycling hard to recycle materials by:</p> <ol style="list-style-type: none"> <li>a. considering the results of the RecycleSmart scheme currently being trialed by the City of West Torrens and the merits of adopting this program;</li> <li>b. exploring options for recycling medication plastic foil blister packs and other significant hard to recycle items not covered by the RecycleSmart scheme; and</li> <li>c. that a report be presented to Council for its consideration following the conclusion of the current investigations being undertaken into the various initiatives as contained within Council's Waste Management and Resource Recovery Plan for 2022/23.</li> </ol> <p>2. A letter be sent to pharmaceutical and recovery industries including Green Industries SA, the Waste Management and Resource Recovery Association, and the Australian Packaging Covenant Organisation, advocating for changes to blister packaging to improve the ability to recycle these items and also provide alternative options to this type of packaging to reduce the amount of plastic entering landfill or requiring costlier recycling.</p> <p>3. Until Council considers the report regarding the RecycleSmart scheme and options for hard to recycle material not covered by the scheme, considers incorporating information for the community on recycling that is consolidated and easily accessible, about where all materials can be recycled, including hard to recycle items, as part of Council's current education programs and initiatives.</p>	GM City Development	The Administration will present a report for Council's consideration in September 2023. This report will be prepared following completion of the current priorities that have been set by Council in implementing the Waste Management and Resource Recovery Plan.	September 2023
				The Administration sent letters in December 2022, as resolved by Council. A letter has been received from GISA in response to Council's letter sent Dec 2022. The letter will be made available to the elected members.	Completed
				A review of the information currently contained on Council's website is being undertaken by the Administration. Information regarding hard to recycle items will be considered and updated as part of this review. The review is expected to be completed in July 2023.	July 2023
23/01/23	4.1	<p><b>E-SCOOTER EXTENDED TRIAL EVALUATION</b></p> <p>2. The outcomes of the extended six-month trial (July to November 2022) as outlined in this report be noted.</p> <p>3. A further extension to the e-scooter trial for a further 12-month period (from 14 February 2023 to 14 February 2024) be approved, whilst the State Government review on e-scooters is being undertaken, and for the terms of conditions of the current permits to be retained.</p> <p>4. The CEO is authorised to write to the Department for Infrastructure and Transport, requesting approval to extend the e-scooter trial gazettal for the City of Unley up to (and including) 14 February 2024.</p> <p>5. The Administration continues to work with the e-scooter operators to address complaints and concerns raised during the further extended trial period from 14 February 2023 to 14 February 2024, and a report be presented to Council prior to 14 February 2024 to determine the next steps for e-scooter use within the City of Unley based on the State Government review outcomes.</p>	GM City Development	Completed	Completed
				Approval has been provided by the State Government for the extension of the trial by 12-months.	Completed
				Completed	Completed
				A further report will be presented to Council for its consideration to determine next steps for e-scooter use within the City of Unley.	January 2024

COUNCIL ACTION REPORTS - ACTIONS TO MAY 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
23/01/23	5.1	<b>NOTICE OF MOTION FROM COUNCILLOR J. GAFFEY RE: IMPROVEMENTS TO GLEN OSMOND ROAD</b> 1. The Mayor of the City of Unley write to the Mayor of the City of Burnside seeking to commence initial engagement and discussions to investigate the opportunity for the Cities of Unley and Burnside to work together in a joint partnership for the improvement of Glen Osmond Road.	CEO	Mayor Hewitson and the CEO City of Unley met with Mayor Morceaux and the CEO City of Burnside in May 2023 and agreed to develop a joint vision for the redevelopment of Glen Osmond Road, prioritising the section between Cross Road / Portrush Road and Fullarton Road as stage one. Councils have agreed to co-fund concept designs to be developed and will advise the Minister for Infrastructure and Transport of the matter and give DIT the opportunity to partner in the project.	Completed
27/03/23	5.1.1	<b>NOTICE OF MOTION FROM COUNCILLOR C. CRABBE RE: THE IMPORTANCE OF THE ADELAIDE PARK LANDS TO THE CITY OF UNLEY</b> 3. A letter be sent to the CEO of the City of Adelaide requesting a briefing by ACC staff to the City of Unley's Elected Members on the Adelaide Park Lands Management Strategy 2015-2025, highlighting opportunities for projects and further engagement in the review process in the vicinity of Greenhill Road, which would provide amenity to residents from both cities, as well as outline opportunities for Council to further engage in the City Council's current review of the Strategy.	General Manager City Development	A letter was sent to the CEO Adelaide City Council requesting a briefing by ACC staff to City of Unley's Elected Members. The CEO has responded advising that they will provide a briefing regarding the review of the Adelaide Park Lands Management Strategy 2015-2025 and explore projects for the two Councils to work together on.	Completed
27/03/23	5.1.5	<b>NOTICE OF MOTION FROM COUNCILLOR R. ROGERS RE: RAILWAY SAFETY WITHIN THE CITY OF UNLEY</b> 1. A letter be sent to the Hon Tom Koutsantonis MP, Minister for Infrastructure and Transport, indicating that the City of Unley requests that the Department of Infrastructure and Transport undertakes a safety audit to investigate either activating or grade separating railway crossings within the City of Unley as outlined below: (a) pedestrian crossings adjacent to train station platforms; (b) pedestrian crossings adjacent to train level crossings; (c) intermediate pedestrian crossings which do not comply with the risk assessment criteria.	General Manager City Development	A letter was sent to the Hon Tom Koutsantonis MP, requesting that DIT undertakes a safety audit to investigate railway crossing safety in the City of Unley.	Completed
27/03/23	7.5	<b>MANAGEMENT OF GOODWOOD COMMUNITY CENTRE</b> 4. A review of the Goodwood Community Centre operations in terms of hours of service and programs offered be undertaken in 2023/24.	General Manager City Services	Negotiation of the transition of the Community Centre is currently underway. A review of Community Centre arrangements will only occur once centre management is returned to Council and adequate time has passed to assess the existing operation and determine opportunities for council consideration.	TBA

COUNCIL ACTION REPORTS - ACTIONS TO MAY 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
24/04/23	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR J. BONHAM RE. GOODWOOD STATION / RAIL CORRIDOR ACCESS</b></p> <p>1. Council reiterates its support for the Department for Infrastructure and Transport (DIT) to construct an overpass at the Goodwood Railway Station to facilitate safe access to the station platform and across the railway for pedestrians, cyclists, and mobility aid users.</p> <p>2. Council reiterates its request to the Minister for Infrastructure and Transport to expand the scope of the overpass to include:</p> <p>2.1 Widening of openings beneath the existing tram overpass at Lyons Parade (western side) and Railway Terrace South (eastern side) to safely accommodate for increased pedestrian and cyclist movements.</p> <p>2.2 Establishment of a 4.0m wide shared use path (lit) and additional landscaping to connect the eastern ramp with Richards Terrace, which connects to the Marino Rocks Greenway (adjacent to the showgrounds).</p> <p>2.3 Improvement to the Goodwood Station subway and access ramps to allow Disability Discrimination Act compliant access to the station.</p> <p>2.4 Provision of useable open space within [any] eastern ramp loop (Lot 32/42 Devon Street)</p> <p>3. A letter be sent to the Minister for Infrastructure and Transport indicating the outcome of this motion.</p>	Office of the CEO	A letter was sent to the Hon Tom Koutsantonis MP.	Completed
24/04/23	5.1.2	<p><b>NOTICE OF MOTION FROM COUNCILLOR G. HART RE: COMMUNITY CONSULTATION REGARDING PROPERTY ACCESS TO THE FORESTVILLE RESERVE</b></p> <p>1. In the event that the State Government decides to proceed with an infrastructure project (such as the Mike Turtur Bikeway Overpass) that impacts the Forestville Reserve, that:</p> <p>1.1 Community consultation be undertaken by Council regarding any proposed amendments to the Forestville Reserve Community Land Management, and the License Agreement which is to be granted to the Minister for Infrastructure and Transport.</p> <p>1.2 The Administration be authorised to negotiate the terms and conditions for the granting of the License Agreement (Forestville Reserve) and Permit (Railway Terrace and TBA), pursuant to Section 202 and Section 221 of the Local Government Act 1999, respectively.</p> <p>1.3 A further report be presented to Council outlining the results of the community consultation processes for the amendment to the Forestville Community Land Management Plan and issuing of the License Agreement.</p>	Office of the CEO	No further action required by the Administration at this time.	TBA

## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR R. ROGERS RE: FORESTVILLE RESERVE GRAFFITI AND REMOVAL COSTS
<b>ITEM NUMBER:</b>	5.3.1
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>ATTACHMENTS:</b>	NIL

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

### **QUESTIONS**

1. Was there graffiti that appeared at Forestville Reserve after the Council Meeting on 24 April 2023 that read: *"SAVE OUR PARK FROM TREE-KILLER MAYOR AND COUNCILLORS"*?
2. Was this graffiti at Forestville Reserve removed by staff or volunteers?
3. If the graffiti at Forestville Reserve was removed by staff, how much did it cost Council?
4. What were the other costs associated with the graffiti removal at Forestville Reserve (materials, plant vehicles, etc)?
5. What were the total costs to Council for the graffiti removal at Forestville Reserve?

### **ANSWERS**

1. **Was there graffiti that appeared at Forestville Reserve after the Council Meeting on 24 April 2023 that read: *"SAVE OUR PARK FROM TREE-KILLER MAYOR AND COUNCILLORS"*?**

The Administration cannot confirm when the graffiti actually appeared.

The Administration became aware of it on 1 May 2023 and Council staff removed it on the same day.

2. **Was this graffiti at Forestville Reserve removed by staff or volunteers?**

The removal of the graffiti was undertaken by Council staff.

**3. If the graffiti at Forestville Reserve was removed by staff, how much did it cost Council?**

The removal of graffiti required 1-staff member and it took 2-hours for the works to be completed.

The cost to Council was \$110.

**4. What were the other costs associated with the graffiti removal at Forestville Reserve (materials, plant vehicles, etc)?**

Council incurred other costs for the removal of the graffiti associated with the use of a Council vehicle, paint and other materials.

The cost to Council was \$110.

**5. What were the total costs to Council for the graffiti removal at Forestville Reserve?**

The total cost to Council for the removal of the graffiti was \$220.

## MAYOR'S REPORT

**REPORT TITLE:** MAYOR'S REPORT FOR MONTH OF MAY 2023  
**ITEM NUMBER:** 6.1.1  
**DATE OF MEETING:** 22 MAY 2023  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (19/04/23 to 16/05/23)

Legend for attendance type at Function/Event:		
Attendee – only, no duties	Guest – specifically invited as an event guest	
Interview – on-air radio guest	Host – hosted a meeting as Mayor	
Mayor – attended as the Mayor of City of Unley	Presenter – involved in presenting awards	
Representative – attended as Council representative	Speaker – attended and gave a speech as Mayor	

Date	Function/Event Description	Type
20/04/23	CEO Performance Review Panel	Mayor
20/04/23	Meet The Mayor	Host
20/04/23	Strategic Property Committee Meeting	Attendee
21/04/23	Unley Park Ward Councillors Catch Up	Host
22/04/23	Goodwood Saints Anzac Day Presentation – Goodwood Oval	Mayor
23/04/23	Multiple Birth Festival, Unley Rotary – Orphanage Park	Mayor
24/04/23	Council Meeting	Mayor
27/04/23	Meet The Mayor	Host
27/04/23	Regenerating Australia, Community Screening by Living Young Reference Group – Town Hall	Attendee
29/04/23	Tennis SA Gala Dinner – Memorial Drive	Mayor
30/04/23	Gilles At The Grounds Market Birthday Celebrations	Attendee
30/04/23	Multi-Cultural Market Day – Goodwood Community Centre	Mayor

<b>Date</b>	<b>Function/Event Description</b>	<b>Type</b>
01/05/23	Probus Club 40 <sup>th</sup> Celebration – Fullarton Community Centre	Mayor
01/05/23	Citizenship Ceremony	Mayor
01/05/23	Meeting with Mayor Anne Monceaux, CEO Chris Cowley (City of Burnside), CEO Peter Tsokas (City of Unley) Re. Glen Osmond Road	Mayor
01/05/23	EM Briefing	Attendee
04/05/23	Meeting with Nick Champion MP	Mayor
04/05/23	Meet The Mayor	Host
04/05/23	Goodwood Ward Councillors Catch Up	Host
05/05/23	ERA Mayors Breakfast – Luigis Deli	Mayor
05/05/23	Unley Symphony Orchestra Concert – Walford	Mayor
08/05/23	Meeting with Hon Frank Pangalla MLC	Mayor
09/05/23	Official Launch of Bill Johnson Estate – Affordable Housing – Richmond	Mayor
10/05/23	Reception to Celebrate the Coronation of Their Majesties King Charles III & Queen Camilla – Government House	Mayor
11/05/23	Meet The Mayor	Host
11/05/23	Parkside Ward Councillors Catch Up	Host
11/05/23	Fish Tank Pitch Night	Speaker
12/05/23	CEO Performance Panel Meeting, Draft KPIs	Mayor
13/05/23	Sturt Football Club Pre-Match President's Function and Football Game	Mayor
14/05/23	Commencement of Church Centenary and St Augustine's Restoration Appeal	Speaker
15/05/23	Unley Ward Councillors Catch Up	Host
15/05/23	EM Briefing	Attendee
16/05/23	National Road Safety Week Seminar	Attendee

## DEPUTY MAYOR'S REPORT

**REPORT TITLE:** DEPUTY MAYOR'S REPORT FOR MONTH OF MAY 2023  
**ITEM NUMBER:** 6.2.1  
**DATE OF MEETING:** 22 MAY 2023  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (19/04/23 to 16/05/23)

Date	Function/Event Description
19/04/2023	Audit & Risk Committee interviews
21/04/2023	Unley Park Ward meeting with the Mayor
24/04/2023	Council Meeting
25/04/2023	Anzac Day Dawn Service
28/04/2023	Elected Member and Mayor catch up
29/04/2023	South Australian Society of Model and Experimental Engineers (SASMEE) Annual Interclub Run
1/05/2023	Council Briefing: Cat Management, Open Space
2/05/2023	Unley Community Centre Ride
4/05/2023	Budget consultation
7/05/2023	Unley Symphony Orchestra performance
8/5/2023	Meeting with Mayor
9/05/2023	Unley Community Centre Ride
9/05/2023	Budget Consultation
10/05/2023	Ward meeting with Michael Rabbitt
11/05/2023	Fish Tank
12/05/2023	Deputy Mayor Training
13/05/2023	Sturt Football Club match
14/05/2023	St Augustine's Anglican Church Centenary celebrations
15/05/2023	Council Briefing: Draft Communications Strategy, Open Data Policy and Privacy Policy

16/05/2023	Unley Community Centre Ride
16/05/2023	Audit Committee

## REPORTS OF MEMBERS

<b>REPORT TITLE:</b>	REPORTS OF MEMBERS FOR MAY 2023
<b>ITEM NUMBER:</b>	6.3.1
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>ATTACHMENTS:</b>	1. COUNCILLOR S. FINOS 2. COUNCILLOR D. PALMER

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Council to note attached reports from Members:

1. Councillor S. Finos
  2. Councillor D. Palmer
-

**MEMBER REPORT**

**REPORT TITLE:** REPORT FROM COUNCILLOR S FINOS

**DATE OF MEETING:** 22 MAY 2023

**1. RECOMMENDATION**

That:

1. The report be received.

**Functions attended (19/04/23 to 16/05/23)**

<b>Date</b>	<b>Function/Event Description</b>
19 April	Business Development Advisory Panel Meeting
24 April	Full Council Meeting
25 April	Anzac Day Dawn Service
28 April	Elected Member Mayoral Catch Up
1 May	Elected Member Briefing
2 May	Cremorne Plaza Body Corporate Meeting
11 May	Fish Tank Pitch Night
13 May	Attend Sturt Football Club President Lunch
15 May	Unley Ward Mayoral Meeting
15 May	Elected Member Briefing

**MEMBER REPORT****REPORT TITLE:** REPORT FROM COUNCILLOR D. PALMER**DATE OF MEETING:** 22 MAY 2023**1. RECOMMENDATION**

That:

1. The report be received.

**Functions attended (19/04/23 to 16/05/23)**

<b>Date</b>	<b>Function/Event Description</b>
19 April	Business & Economic Advisory Committee
20 April	CEO Performance Review Committee
21 April	Buddies Breakfast
22 April	Goodwood Saints v Sacred Heart including memorila service conducted by Unley RSL
24 April	Council Meeting
25 April	Anzac Day Memorial Service
1 May	GAROC meeting
5 May	Buddies Breakfast
9 May	Ward Briefing with CEO
10 May	Active Ageing Alliance meeting
11 May	Fish Tank Pitch night
12 May	CEO Performance Review Committee
13 May	Sturt FC luncheon with guests from the 3 trader associations and the Unley Rotary Club
14 May	St Augustine's Centenary of Gothic church building and launch of fund raising to repair the Willaim Morris Windows and the Organ
15 May	EM Briefing
16 May	Uluru Statement from the Heart - A Deeper Understanding @ the City of Adelaide Town Hall



## **CORRESPONDENCE**

<b>REPORT TITLE:</b>	CORRESPONDENCE
<b>ITEM NUMBER:</b>	6.4.1
<b>DATE OF MEETING:</b>	22 MAY 2023
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. THE HON DAVID SPEIRS MP</li><li>2. THE HON TOM KOUTSANTONIS MP</li><li>3. MAYOR ANNE MONCEAUX, CITY OF BURNSIDE</li></ol>

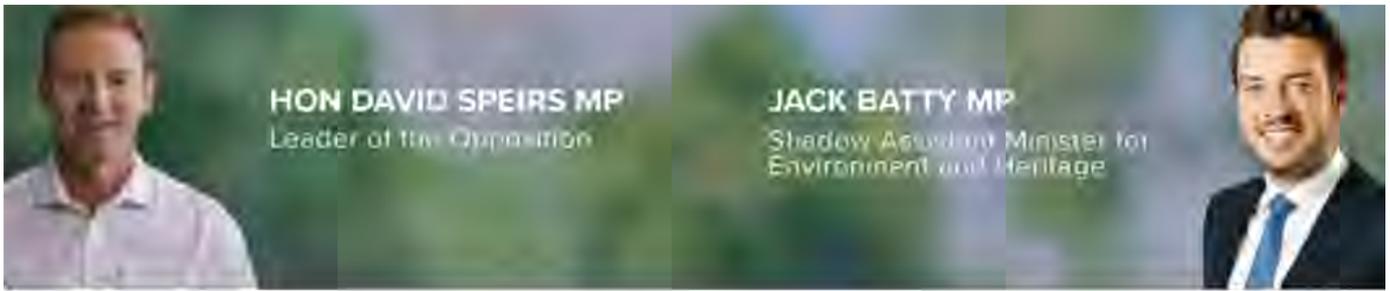
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The correspondence from:

- The Hon David Speirs MP, Leader of the Opposition – Re. Mirnu Wirra / Golden Wattle Park
- The Hon Tom Koutsantonis MP, Minister for Infrastructure and Transport – Re. Mike Turtur Bikeway Overpass Project
- Mayor Anne Monceaux, City of Burnside – Re. Glen Osmond Road

be noted.

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Mr Michael Hewitson AM  
Mayor  
City of Unley

[mhewitson@unley.sa.gov.au](mailto:mhewitson@unley.sa.gov.au)

Date: 19 April 2023

Dear Mayor,

We write in relation to the Malinauskas Labor Government's latest proposal to erode the Adelaide Park Lands through the development of Mirnu Wirra / Golden Wattle Park.

Labor has announced their intention to develop office blocks and stables at Park 21 West, to facilitate the relocation of the SAPOL police barracks and horses from the existing site at Thebarton. This has been announced as the government's preferred site, despite consideration being given to 14 other locations.

We are disappointed that this site has been chosen as it has the most significant native remnant vegetation remaining in the Adelaide Park Lands, which has been cared for by Bush for Life volunteers for over 15 years and is home to around 85 species of native plants and animals – including threatened species.

The Park Lands grab appears to be happening without consultation with the Park Lands Authority, the City of Adelaide, local conservation groups or Aboriginal representatives and flies in the face of Labor's pre-election commitment to "protect Adelaide's unique Park Lands."

The Liberals know that our unique Adelaide Park Lands set our city apart – supporting biodiversity, heritage and recreation in the heart of the city and it is unacceptable for any government to treat them as a land bank. This is one of the reasons why the Liberals want to lift the standard on the protection of our precious Park Lands.

We voted in Parliament to add the Park Lands to our State Heritage list (which was not supported by Labor) and have further announced that we will push for their recognition as a UNESCO World Heritage Site. If the Liberal Party form government at the next election, we will work in partnership with the City of Adelaide, to provide the financial and technical resourcing to advance the UNESCO application process.

During the last term of government, the Liberal Party reformed the way that natural resources were managed in South Australia through the decentralisation of natural resource management into the relevant regions. Green Adelaide was created through this reform, and is focused on creating a cooler, greener, wilder and climate resilient Adelaide.

**Contact Hon David Speirs MP**

Parliament House, North Tce, Adelaide SA 5000

T | (08) 8237 9137 E | [leaderoftheopposition@parliament.sa.gov.au](mailto:leaderoftheopposition@parliament.sa.gov.au)

**Contact Jack Batty MP**

357 Greenhill Rd, Toorak Gardens SA 5065

T | (08) 8332 4799 E | [bragg@parliament.sa.gov.au](mailto:bragg@parliament.sa.gov.au)



As part of our commitment to the Park Lands, we will establish a sub-committee of Green Adelaide, to drive biodiversity and conservation across the Park Lands, which are an intrinsic part of Adelaide's status as the second National Park City in the world.

A future Liberal government will work to increase the footprint of the Park Lands by 5%, through the consolidation of existing buildings and by removing unnecessary hard surfaces. These commitments will deliver tangible benefits for our environment and local communities, while also recognising the original vision for Adelaide as it was planned by Colonel Light in 1837, as a planned colonial settlement, surrounded by an outer ring of parklands.

It is our intention to seek to establish a Select Committee of the Legislative Council through the South Australian Parliament, when sitting of parliament occurs in May 2023. The Committee can make inquiries into the process that the Government has used to select Park 21 West as the site for the proposed SAPOL Police barracks and horses, and could make recommendations about alternate sites.

If you or your members share our concern, we encourage you to sign our petition (QR scan below) or at: [Protect Our Parklands Petition \(office.com\)](https://www.ourparliament.com.au/petitions/protect-our-parklands), as we call on Peter Malinauskas to bring an end to Labor's assault on our Park Lands.

Kind regards,

**Hon David Speirs MP**  
Leader of the Opposition

**Jack Batty MP**  
Shadow Assistant Minister  
for Environment and Heritage



**Contact Hon David Speirs MP**

Parliament House, North Tce, Adelaide SA 5000

T | (08) 8237 9137 E | [leaderoftheopposition@parliament.sa.gov.au](mailto:leaderoftheopposition@parliament.sa.gov.au)

**Contact Jack Batty MP**

357 Greenhill Rd, Toorak Gardens SA 5065

T | (08) 8332 4799 E | [bragg@parliament.sa.gov.au](mailto:bragg@parliament.sa.gov.au)

MAYOR'S OFFICE

Michael Hewitson AM



27 April 2023

Hon. Tom Koutsantonis MP  
Minister for Infrastructure and Transport  
GPO Box 2343  
Adelaide SA 5001  
Via email [minister.koutsantonis@sa.gov.au](mailto:minister.koutsantonis@sa.gov.au)

Dear Minister *TOM.*

**Re: Mike Turtur Bikeway Overpass Project**

At its Meeting on Monday 24 April 2023 the new Council echoed the previous Council in expressing our support for this Project to be built.

As you are well aware, the Mike Turtur Bikeway Overpass Project (Project) is an important project that is being delivered by the Department for Infrastructure and Transport (DIT). Last year, the Council wrote to you outlining the concerns from our community in relation to details of the proposed Project as well as the potential impacts on Forestville Reserve. Council was pleased to see that the State Government undertook to review the Project, and that DIT established a Project Reference Group to assist them with considering options for the Project.

The consultation period ended some time ago now and no announcements have been made by the Government as to the next steps for the Project. This in turn has caused confusion amongst the community about the status of the Project and whether it is still proposed to proceed or not.

I wish to advise you of the recent decisions made by Council regarding the Project, resolving at its Meeting of 24 April that:

1. Council reiterates its support for the Department for Infrastructure and Transport (DIT) to construct an overpass at the Goodwood Railway Station to facilitate safe access to the station platform and across the railway for pedestrians, cyclists, and mobility aid users.
2. Council reiterates its request to the Minister for Infrastructure and Transport to expand the scope of the overpass to include:
  - 2.1 Widening of openings beneath the existing tram overpass at Lyons Parade (western side) and Railway Terrace South (eastern side) to safely accommodate for increased pedestrian and cyclist movements.
  - 2.2 Establishment of a 4.0m wide shared use path (lit) and additional landscaping to connect the eastern ramp with Richards Terrace, which connects to the Marino Rocks Greenway (adjacent to the showgrounds).
  - 2.3 Improvement to the Goodwood Station subway and access ramps to allow Disability Discrimination Act compliant access to the station.
  - 2.4 Provision of useable open space within [any] eastern ramp loop (Lot 32/42 Devon Street).
3. A letter be sent to the Minister for Infrastructure and Transport indicating the outcome of this motion.

Resolution No. C1011/23

CITY of VILLAGES

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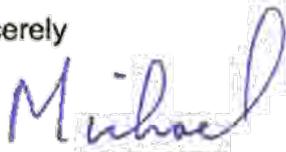
- 2 -

Further to Council's decision, I would like to meet with you to discuss what the next steps of the project are, and how community consultation is proposed to be undertaken by DIT.

Furthermore, Council requests a briefing from relevant DIT staff about the status of the Project, in particular if it is to proceed or not, and if so, what the alignment and design considerations are. We would be pleased to arrange the briefing and our Executive Assistant to the CEO and Mayor, Lara Gregory, would be happy to do so. Lara can be contacted on (08) 8372 5104 or via email [lgregory@unley.sa.gov.au](mailto:lgregory@unley.sa.gov.au)

Thank you and I look forward to your response at your earliest convenience.

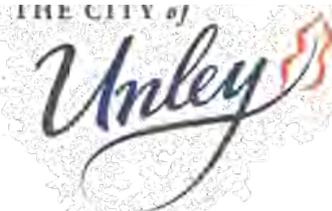
Yours sincerely

A handwritten signature in blue ink that reads "Michael".

**Michael Hewitson AM**  
Mayor

**MAYOR'S OFFICE**

**Michael Hewitson AM**



5 May 2023

Anne Monceaux  
Mayor  
City of Burnside  
Via email: [amonceaux@burnside.sa.gov.au](mailto:amonceaux@burnside.sa.gov.au)

Dear Anne

**Re: Glen Osmond Road**

I refer to our recent meeting with our CEOs where we discussed various matters of common interest to the Cities of Burnside and Unley. One outcome of that meeting was the agreement to develop a joint vision for the redevelopment of Glen Osmond Road. Given the length of the road, we agreed to prioritise the section between Cross Road/ Portrush Road and Fullarton Road as stage one.

To fund the development of this joint vision, I am following up on a request for both councils to jointly contribute \$50,000 per council in 2023/24 to enable concept designs to be developed. We also agreed to inform the Minister for Infrastructure and Transport of our plans so that the Department of Infrastructure and Transport (DIT) has the opportunity to partner with us in this project.

We have the experience of developing the Keswick TOD concept jointly with West Torrens Council in 2010 and then afterwards, using this vision to engage with the State Government. This work proved to be invaluable as opportunities for major work was enabled by the vision.

Thank you for taking the time to discuss this vital project, I look forward to Unley and Burnside continuing to work together.

Yours sincerely

**Michael Hewitson AM**  
Mayor

CC Peter Tsokas, CEO, City of Unley  
CC Chris Cowley, CEO, City of Burnside

**CITY of VILLAGES**

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## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION - MORNINGTON HOUSE  
**ITEM NUMBER:** 7.1  
**DATE OF MEETING:** 22 MAY 2023  
**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT TO THE CEO AND MAYOR  
**DIVISION:** OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda Item 7.2 , except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support & Improvement
- Mark Labaz, Manager Governance
- Ed Scanlon, Manager Economic Development & Strategic Projects
- Yazmin King, Executive Assistant to the GM City Services

To enable the Council to consider Item 7.2 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.2.

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council
- information the disclosure of which would, on balance, be contrary to the public interest

**ITEM 7.2**

**Confidential – removed from the public agenda – pages 313-376**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE - MORNINGTON HOUSE

**ITEM NUMBER:** 7.3

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT  
TO THE CEO AND MAYOR

**DIVISION:** OFFICE OF THE CEO

### 1. RECOMMENDATION

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.2 Mornington House, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3) (b)(i) and (b)(ii).
  - Minutes
  - Report
  - Attachment
  - information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
  - information the disclosure of which would, on balance, be contrary to the public interest.
2. This order shall operate until contracts have been exchanged and the sale of the property has been finalised with Council or another party and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration).
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive the power to revoke this order in whole or in part.

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION - UNLEY  
COMMUNITY CENTRE - STRATEGIC LAND  
USE

**ITEM NUMBER:** 7.4

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT  
TO THE CEO AND MAYOR

**DIVISION:** OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda item 7.5 , except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support & Improvement
- Mark Labaz, Manager Governance
- Ed Scanlon, Manager Economic Development & Strategic Projects
- Yazmin King, Executive Assistant to the GM City Services

To enable the Council to consider Item 7.5 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.5.

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
- information the disclosure of which would, on balance, be contrary to the public interest.

**ITEM 7.5**

**Confidential – removed from the confidential agenda – pages 379-429**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE - UNLEY COMMUNITY CENTRE  
- STRATEGIC LAND USE

**ITEM NUMBER:** 7.6

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT  
TO THE CEO AND MAYOR

**DIVISION:** OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.5 Unley Community Centre - Strategic Land Use, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3) (b)(i) and (b)(ii) .

- Minutes
- Report
- Attachment

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
- information the disclosure of which would, on balance, be contrary to the public interest.

2. This order shall operate:
  - For a period of 12 months; or
  - Until execution of contract.and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration)
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer the power to revoke this order in whole or in part.

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION - RSL UNLEY  
SUB-BRANCH PROPOSAL

**ITEM NUMBER:** 7.7

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT  
TO THE CEO AND MAYOR

**DIVISION:** OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(d)(i) and (d)(ii) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda item 7.8(, except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support & Improvement
- Mark Labaz, Manager Governance
- Ed Scanlon, Manager Economic Development & Strategic Projects
- Yazmin King, Executive Assistant to the GM City Services

To enable the Council to consider Item 7.8 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.8.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.
- commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.

**ITEM 7.8**

**Confidential – removed from the public agenda – pages 432-443**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE - RSL UNLEY SUB-BRANCH PROPOSAL

**ITEM NUMBER:** 7.9

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** LARA GREGORY, EXECUTIVE ASSISTANT TO THE CEO AND MAYOR

**DIVISION:** OFFICE OF THE CEO

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.8 RSL Unley Sub-Branch Proposal, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(d)(i) and (d)(ii).
  - Minutes
  - Report
  - Attachment
  - commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.
  - commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.
2. This order shall operate:
  - For a period of 12 months; or
  - Until the execution of a contract.and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration)
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer the power to revoke this order in whole or in part.

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION - APPOINTMENT OF INDEPENDENT AUDIT COMMITTEE MEMBERS

**ITEM NUMBER:** 7.10

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** ALEX BROWN, MANAGER FINANCE AND PROCUREMENT

**DIVISION:** BUSINESS SUPPORT AND IMPROVEMENT

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda item 7.11 , except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support and Improvement
- Alex Brown, Manager Finance and Procurement
- Yazmin King, Executive Assistant to the General Manager City Services

To enable the Council to consider Item 7.11 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.11.

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
2. Accordingly, on this basis, the Council is satisfied that the principle that meetings of the Council should be conducted in a place open to the public has been outweighed because information the disclosure of which would divulge information provided on a confidential basis to another public authority or official (not being an employee of the Council, or a person engaged by the Council) and would, on balance, be contrary to the public interest.

**ITEM 7.11**

**Confidential – removed from the public agenda – pages 446-452**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE - APPOINTMENT OF  
INDEPENDENT AUDIT COMMITTEE  
MEMBERS

**ITEM NUMBER:** 7.12

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** ALEX BROWN, MANAGER FINANCE AND  
PROCUREMENT

**DIVISION:** BUSINESS SUPPORT AND IMPROVEMENT

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.11 Appointment of Independent Audit Committee Members, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(a).

Report

information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

2. This order shall remain confidential for the period of the Member(s) appointment to the Committee, and not available for public inspection until the cessation of that period.
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer the power to revoke this order in whole or in part

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION - GOODWOOD COMMUNITY SERVICES INC PROPOSAL

**ITEM NUMBER:** 7.13

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** REBECCA COX, MANAGER COMMUNITY AND CULTURAL CENTRES

**DIVISION:** CITY SERVICES

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(d)(i) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda item 7.14 , except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support and Improvement
- Mark Labaz, Manager Governance
- Yazmin King, Executive Assistant to the General Manager City Services
- Rebecca Cox, Manager Community and Cultural Centres

To enable the Council to consider Item 7.14 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.14.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.

**ITEM 7.14**

**Confidential – removed from the public agenda – pages 455-481**

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE - GOODWOOD COMMUNITY SERVICES INC PROPOSAL

**ITEM NUMBER:** 7.15

**DATE OF MEETING:** 22 MAY 2023

**AUTHOR:** REBECCA COX, MANAGER COMMUNITY AND CULTURAL CENTRES

**DIVISION:** CITY SERVICES

### 1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.14 Goodwood Community Services Inc proposal, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3) (d)(i) .

- Minutes
- Report
- Attachment

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.

2. This order shall operate:

- For a period of 12 months; or
- Until the execution of a contract.

and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration)

3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer the power to revoke this order in whole or in part.