

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 28 June 2021 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 yaitya yarta-mathanya Wama Tarntanyaku tampinhi. Parnuku yaitya, 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 May 2021

1.5 DEFERRED / ADJOURNED ITEMS

Nil

2. PETITIONS/DEPUTATIONS

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Nil

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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

Nil

5.4 QUESTIONS WITHOUT NOTICE

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

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Nil

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Dog Waste Bins and Bags in Unley Parks	
2021 LGA Annual General Meeting - Call for Proposed Items of Business	
Single-Use Plastic Bags	

NEXT MEETING

Monday 26 July 2021 - 7.00pm

Council Chambers, 181 Unley Road Unley

DEPUTATION

REPORT TITLE: DEPUTATION RE: SUPPORT FOR
PROTECTING ADELAIDE'S TREE CANOPY

ITEM NUMBER: 2.1

DATE OF MEETING: 28 JUNE 2021

ATTACHMENTS: 1. DEPUTATION

1. Peter Croft, Parkside

Re. Request that Council support Conservation Council SA's recent publication A Call To Action – Protecting Adelaide's Tree Canopy to State Government

Deputation Request Form



Submission date: 2 June 2021, 9:28AM
 Receipt number: Public_Deputation16
 Related form version: 2

Part A - Representor Details

Representor Name: Peter Croft
 Telephone Number: 0401122547
 Email: peter.croft@mmc.com.au
 Address: 78 Young Street Parkside SA 5063

Part B - I will be speaking

As a Spokesperson

If you are a spokesperson please enter the Groups name here Unley Tree Action Group, Grow Grow Grow Your Own group

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

Part C - Additional Speakers (if required)

Representor 2 Name: Craig Wilkins
 Representor 2 Telephone Number: 0417879439
 Representor 2 Email: Craig.Wilkins@conservationsa.org.au
 Representor 2 Address: Conservation Council SA, The Joinery, 111 Franklin Street, Adelaide SA 5000

Representor 3 Name:

Representor 3 Telephone Number:

Representor 3 Email:

Representor 3 Address:

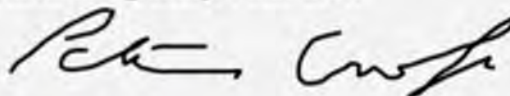
Part D - Deputation Details

This Deputation relates to the following subject matter: **Conservation Council SA has recently published A Call To Action - Protecting Adelaide's Tree Canopy. This report has many recommendations for State Government. The Council can assist in emphasising these recommendations to the Government.**

Part E - Deputation Details

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

Name of signatory: Peter Croft



[Link to signature](#)

Date:

02/06/2021

DEPUTATION

REPORT TITLE: DEPUTATION RE: PROPOSED KING WILLIAM
ROAD SEPARATE RATE COLLECTION FOR
THE 2021-22 FINANCIAL YEAR

ITEM NUMBER: 2.2

DATE OF MEETING: 28 JUNE 2021

ATTACHMENTS: 1. DEPUTATION

1. Arthur Koulasas, Hyde Park
Re. Proposed King William Road Separate Rate Collection for the 2021-22
Financial Year



DEPUTATION REQUEST FORM

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

To: The Chief Executive Officer

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

Representor Name:

Arthur Kaulalas

Telephone Number:

08 8366 2227

Email:

akaulalas@akfamilylaw.com.au

Address:

1/179 King William Rd
Hyde Park V81 5061

I will be speaking:

On my behalf:

☐

As a Spokesperson:

☒

Group:

King William Traders Association

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

Representor 2 Name:

Telephone Number:

Email:

Address:

Representor 3 Name:

Telephone Number:

Email:

Address:

This Deputation relates to the following subject matter:

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

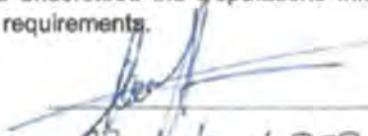
See attached.

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

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

Signed:

Date:


22 / 6 / 2021

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

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



Friday 11th June 2021

Mr Peter Tsokas
Chief Executive Officer
City of Unley
181 Unley Road Unley SA 5061

Dear Peter,

REQUEST FOR DEPUTATION – JUNE 2021 COUNCIL MEETING

I am writing to request the opportunity to make a deputation at the June 2021 Council meeting regarding the proposed King William Road separate rate collection for the 2021-2022 financial year.

It is my understanding that minimal trader feedback was received as part of Council consultation. This sample does not represent the true voice of the business community. It does however show the level of response consultation will achieve when communications consist of only a single standalone email that does not reach the entire business community.

To ensure Elected Members have sufficient information to make an informed decision regarding the rate endorsed, members of the King William Road Traders Association have collected feedback from business owners.

This feedback along with supporting documentation and a letter to Elected Members is attached.

I look forward to your reply and hearing the outcome of this deputation request.

With Kind Regards

Arthur Koufalis.

A handwritten signature in blue ink, appearing to read 'Arthur Koufalis', is written over the printed name and title.

Arthur Koufalis
Chairperson,
King William Road Traders Association.

E: akoufalis@akfamilylaw.com.au

cc: info@kingwilliamroad.com.au

T: 08 8366 2227

DEPUTATION

REPORT TITLE: DEPUTATION RE: MUSICAL PLAYGROUND
PROPOSAL FOR ORPHANAGE PARK

ITEM NUMBER: 2.3

DATE OF MEETING: 28 JUNE 2021

ATTACHMENTS: 1. DEPUTATION

1. Paul Prior, Millswood
Re. Item 4.1 Musical Playspace Feasibility Report



DEPUTATION REQUEST FORM

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

To: The Chief Executive Officer

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

Representor Name: PAUL PRIOR
Telephone Number: 0487 470 763
Email: ppriorconsulting@gmail.com
Address: 13 CRANBROOK AVE
MILLSWOOD 5034

I will be speaking:

On my behalf:



As a Spokesperson:



Group: _____

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

Representor 2 Name: _____
Telephone Number: _____
Email: _____
Address: _____

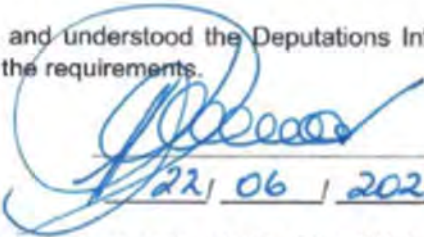
Representor 3 Name: _____
Telephone Number: _____
Email: _____
Address: _____

This Deputation relates to the following subject matter:*(Please give sufficient details of the matter to enable consideration of your request for a deputation)*

MUSICAL PLAYGROUND proposal for
Orphanage Park

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

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

Signed: Date: 22 / 06 / 2021

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

City of Unley Use Only

Received (date and time): ____/____/____ at ____ am/pm

Acknowledged by Presiding Member

Signed:

Dated: ____/____/____

Acknowledged by OCEO

Signed:

Dated: ____/____/____

Approved: Yes ☐ No ☐

Meeting Date: ____/____/____ at ____ am/pm

Representor Notified: Yes ☐ No ☐

DEPUTATION

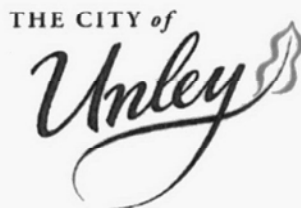
REPORT TITLE: DEPUTATION RE: OPPOSE THE
CONSTRUCTION OF A MUSICAL
PLAYGROUND IN ORPHANAGE PARK

ITEM NUMBER: 2.4

DATE OF MEETING: 28 JUNE 2021

ATTACHMENTS: 1. DEPUTATION

1. Adam Bald, Millswood
Re. Item 4.1 Musical Playspace Feasibility Report



DEPUTATION REQUEST FORM

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

CITY OF UNLEY

22 JUN 2021

REF:

To: The Chief Executive Officer

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

Representor Name:

Adam Bald

Telephone Number:

0414 955 670

Email:

adam.bald@abaproperty.com.au

Address:

4 DOUGLAS STREET
MILLSWOOD 5034

I will be speaking:

On my behalf:

☐

As a Spokesperson:

☒

Group:

#soundoff

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

Representor 2 Name:

Telephone Number:

Email:

Address:

Representor 3 Name:

Telephone Number:

Email:

Address:

22 JUN 2021

This Deputation relates to the following subject matter:

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

WE STRONGLY OPPOSE THE CONSTRUCTION OF A
MUSICAL PLAYGROUND IN ORPHANCE PARK AS
PER OUR EMAILS TO LOCAL ELECTED MEMBERS
AND THE MAYOR.

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

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

Signed:

Date:

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

City of Unley Use Only

Received (date and time): ____/____/____ at ____ am/pm

Acknowledged by Presiding Member

Signed:

Dated: ____/____/____

Acknowledged by OCEO

Signed:

Dated: ____/____/____

Approved: Yes ☐ No ☐

Meeting Date: ____/____/____ at ____ am/pm

Representor Notified: Yes ☐ No ☐

DEPUTATION

REPORT TITLE: DEPUTATION RE: OBJECTION TO
PROPOSED MUSICAL PLAYGROUND IN
ORPHANAGE PARK

ITEM NUMBER: 2.5

DATE OF MEETING: 28 JUNE 2021

ATTACHMENTS: 1. DEPUTATION

1. Rael's Shearer, Millswood
Re. Item 4.1 Musical Playspace Feasibility Report



DEPUTATION REQUEST FORM

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

CITY OF UNLEY

22 JUN 2021

To: The Chief Executive Officer

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

REF:

Representor Name:

RAELS SHEARER

Telephone Number:

0408833513

Email:

raelsjs@hotmail.com

Address:

2 Douglas Street

Millswood 5034

I will be speaking:

On my behalf:

☐

As a Spokesperson:

☒

Group:

sound of

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

Representor 2 Name:

Telephone Number:

Email:

Address:

Representor 3 Name:

Telephone Number:

Email:

Address:

22 JUN 2021

This Deputation relates to the following subject matter:

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

Objection to proposed Musical Playground
in Orphenage Park.

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

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

Signed:

[Signature]

Date:

21 / 6 / 2021

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

City of Unley Use Only

Received (date and time): ____/____/____ at ____ am/pm

Acknowledged by Presiding Member

Signed:

Dated: ____/____/____

Acknowledged by OCEO

Signed:

Dated: ____/____/____

Approved: Yes ☐ No ☐

Meeting Date: ____/____/____ at ____ am/pm

Representor Notified: Yes ☐ No ☐

DECISION REPORT

REPORT TITLE:	MUSICAL PLAYSPACE FEASIBILITY REPORT
ITEM NUMBER:	4.1
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	JARED WILSON
JOB TITLE:	LANDSCAPE ARCHITECT
ATTACHMENTS:	1. FEASIBILITY REPORT - MUSICAL PLAYSPACE & SENSORY GARDEN ORPHANAGE PARK, MILLSWOOD

1. **EXECUTIVE SUMMARY**

To present to Council for its consideration the findings of an investigation which has been undertaken into the feasibility of establishing a Musical Playspace and Sensory Garden at Orphanage Park.

At its meeting 22 March 2021, Council considered a deputation made by representatives of the Rotary Club of Unley proposing to donate funding to Council towards establishing a Musical Playspace and Sensory Garden at Orphanage Park. Following consideration of the deputation, Council resolved for an investigation into the proposal to be undertaken by the Administration and for the findings to be presented for consideration at its meeting to be held in May 2021.

The Administration has undertaken an investigation into the feasibility of the proposal and has developed a Feasibility Report. A briefing was held with Elected Members on 7 June 2021 at which the proposal at Orphanage Park was provided and well received. It was noted however, that there may be concerns raised by local residents regarding noise associated with the proposed playspace.

The investigation which has been undertaken has considered numerous locations within the City including Orphanage Park as requested by the Rotary Club of Unley. The investigation has identified that the proposal would be a welcomed unique feature within the City and that Orphanage Park is the most appropriate location.

The findings of the investigation are outlined in this report and Council can now make an informed decision regarding whether it wishes to pursue this initiative further and if Orphanage Park, or elsewhere within the City, is the most appropriate location.

2. RECOMMENDATION

That:

1. The report be received.
 2. Orphanage Park, Millswood, be endorsed as the appropriate location for the installation of a Musical Playspace and Sensory Garden.
 3. A Concept Design for a Musical Playspace and Sensory Garden be developed in collaboration with the Rotary Club of Unley, for the purpose of undertaking community consultation.
 4. Following the conclusion of community consultation, a further report be presented to Council for its consideration summarising the feedback received in relation to the proposed Musical Playspace and Sensory Garden so that Council can make a final determination regarding the proposal.
-

3. RELEVANT CORE STRATEGIES/POLICIES

1. Community Living
- 1.1 Our Community is active, healthy and feels safe.

4. BACKGROUND

The Rotary Club of Unley has proposed to donate to Council funding in the amount of \$150K – \$200K to design and build a Musical Playspace and Sensory Garden at Orphanage Park. The donation is to celebrate the centenary of the Rotary Club of Unley and will be raised through fundraising.

The proposal was submitted to Council in March 2021 via a deputation made by a number of representatives of the Rotary Club of Unley, outlining the intent of the project and a preliminary scope of works.

At the same meeting Council resolved that:

1. *An investigation of the feasibility of establishing a Musical and Sensory Playground at Orphanage Park (or other location recommended by Administration) based on the Rotary Club of Unley proposal (as set out in Attachment 1 to this Motion, Item 5.1.2, Council Meeting 22/03/2021) be undertaken.*
2. *As part of the feasibility study, a sketch plan and brief investigation report be prepared including:*
 - 2.1 *the estimated 'in kind' support that could be provided by Council by way of infrastructure to accommodate the musical equipment and garden;*

- 2.2 *a site plan, consideration of alternative park locations, access pathways, carpark connections and potential impact on existing activities and events;*
- 2.3 *A review of the scope of work required to extend existing services including potable water, irrigation and lighting to support the proposed playground;*
- 2.4 *Identification of potential issues regarding sound attenuation, stormwater interface, impact on heritage and any other foreseeable community concerns;*
- 2.5 *Confirmation of responsibilities and resources required for ongoing management, equipment maintenance, procurement and project management.*
3. *The investigation report on the feasibility of establishing a Musical and Sensory Park within the City of Unley to be presented to Council by May 2021.*

Resolution No. C0463/21

The Administration has undertaken an investigation into the feasibility of the proposal and has developed a report titled “Feasibility Report, Musical Playspace and Sensory Garden, Orphanage Park, Millswood” (Feasibility Report).

The Feasibility Report sets out an assessment of the proposal including site analysis, access, potential impact on events and activities, site services, indicative size of area required and identification of potential community and project issues.

The Feasibility Report is provided as Attachment 1.

Attachment 1

5. DISCUSSION

The proposal seeks to install a series of outdoor musical instruments within a sensory garden setting. The arrangement of instruments would allow for single use or for multiple instruments to be played in unison. Typically, outdoor musical playspaces utilise percussion instruments which are easily accessible and can be played by people of all ages and abilities.

The Feasibility Report reviews and explores multiple aspects of the proposal and establishes a set of criteria to determine the suitability of Orphanage Park compared to alternative sites.

The criteria considered was as follows:

District or Regional Level Park Classification: District or Regional level parks meet the needs of the whole community and provide facilities and events that appeal to visitors from across metropolitan Adelaide.

Area: The Musical Playspace and Sensory Garden is estimated to require a minimum of 100m² of open space to allow for the inclusion of multiple musical elements.

Neighbours: A buffer of 50m to the nearest residents is based on the expected sound attenuation to match the existing sound level range experienced within the park prior to any musical elements being installed.

Ease of Access: Ease of access considers the proximity to available parking, distance to facilities and the ability to cater for larger gatherings of users including those with mobility issues.

Parking: Ease of parking considers the ability to provide convenient and close access for visitors and to cater for potential bus/coaches for tour groups or school children.

Based on the analysis of the feasibility undertaken it is concluded that:

- The project is feasible, appropriate and fitting to the character and heritage of the site and will provide a unique opportunity for public enjoyment.
- After reviewing ten potential open space locations within Unley, Orphanage Park is considered to be the preferred location due to available space, proximity to existing amenities and it provides landscape buffers in all directions to neighbouring properties.
- The project will provide a new and unique recreation asset for the community that is not offered elsewhere within Council's open space.
- It is anticipated that concerns will be raised by residents who reside in close proximity to Orphanage Park regarding noise. Consideration of how best to address these concerns will be part of the community consultation process which is to be undertaken regarding the Concept Design to be developed for the proposal.

The Feasibility Report also highlights a number of likely community issues that could be associated with the introduction of 'sound producing' play equipment and discusses possible mitigation measures to lessen the impact on local residents whilst supporting the success of the project.

The mitigation measures include:

- Construction of sound barriers or screens.
- Reshaping of land form to increase the relative height of mounds.
- Planting of additional trees and understorey vegetation.
- Dampening of instruments with absorbent material.

The Feasibility Report includes commentary regarding existing acoustic conditions as well as anticipated acoustic performance based on Council staff understanding and opinion.

At this time, an independent acoustic engineering assessment is underway within Orphanage Park to establish baseline acoustic levels and provide expected noise contours of the Musical Playspace. Results will be considered in the Concept Design, should Council endorse the proposal to progress the project.

6. **ANALYSIS OF OPTIONS**

Option 1 –

1. The report be received.
2. Orphanage Park, Millswood, be endorsed as the appropriate location for the installation of a Musical Playspace and Sensory Garden.
3. A Concept Design for a Musical Playspace and Sensory Garden be developed in collaboration with the Rotary Club of Unley, for the purpose of undertaking community consultation.
4. Following the conclusion of community consultation, a further report be presented to Council for its consideration summarising the feedback received in relation to the proposed Musical Playspace and Sensory Garden so that Council can make a final determination regarding the proposal.

Under this option, Council would endorse the proposal and progress the project with Orphanage Park as the preferred location. The next step would be to develop a Concept Plan, in collaboration with the Rotary Club of Unley, and for community consultation to be undertaken on the Concept Design.

The feedback received during this process will be considered by Council prior to making a final determination regarding the proposal. Should Council endorse the proposal beyond that point, detailed design and documentation will be undertaken prior to construction.

Option 2 –

1. The report be received.
2. Another site located within the City of Unley be endorsed as the appropriate location for the installation of a Musical Playspace and Sensory Garden.

Under this option, Council would endorse the proposal but decide on an alternate site to Orphanage Park as the preferred location. In the event Council decides this is the best option moving forward, Council would need to nominate the alternate site.

A Concept Design would be developed for the alternate site and community consultation would be undertaken regarding the Concept Design. The feedback received during this process will be considered by Council prior to making a final determination regarding the proposal.

Option 3 –

1. The report be received.
2. The Rotary Club of Unley be advised that Council does not intend to accept the offer of funding to facilitate the installation of a Musical Playspace and Sensory Garden at Orphanage Park.

Council may decide, based on its consideration of the Feasibility Report and the likely concerns which may arise from residents regarding noise, that it does not wish to progress with the proposal any further.

If Council decides this is the best option, then no further action is required to be undertaken regarding the proposal and the CEO would inform the Rotary Club of Unley of Council's decision.

Option 4 –

1. The report be received.
2. *Council confirm a different course of action e.g. proceed with sensory garden only.*

Council may wish to decide on a different way forward. If that is the case, Council will need to articulate what that course of action is and the next steps in pursuing that option.

7. RECOMMENDED OPTION

Option 1 is the recommended option.

8. POLICY IMPLICATIONS

The proposal is consistent with the themes and objectives of the Council's Sport and Recreation Policy including:

- Participation for all
- Optimal facilities and optimal use
- Partnerships
- Involving our community

8.1 Financial/Budget

- The project is to be funded by the Rotary Club of Unley, namely the development of the Concept Design, detailed design and documentation and construction. It is understood that the Rotary Club of Unley does not currently have all the funding required for the project but intends to undertake fundraising once a location is confirmed by Council and direction on progressing the project is clear.

- Council has not allocated any funding towards the project. However, should Council decide to progress the proposal as recommended, Council staff will undertake the community consultation and project management aspects of the proposal as in-kind support.
- Once constructed, the newly built facility will become a Council asset. In this respect, ongoing future maintenance costs will be the responsibility of Council as well as the renewal costs when the asset needs to be replaced. The expected asset life is approximately 10-15 years.
- The anticipated annual maintenance cost to Council, as a first order estimate, is \$6,500 p.a. This has been estimated based on fortnightly visual inspections, monthly physical inspections and yearly condition reporting. The annual costs would cover general maintenance, minor repairs and cleaning which is comparable with other open space play equipment within the City. The asset depreciation would be valued at \$13,500 p.a.

8.2 Legislative/Risk Management

- The proposal is complementary to the purpose defined within the Orphanage Park Community Land Management Plan.
- As a Musical Playspace, the equipment, when used as intended, will create a range of sounds that could be audible to surrounding residents, in addition to the existing sound levels of the park and road surrounds.
- Should the project be endorsed by Council to progress to the next phase as recommended, a Concept Design will be developed by an external consultant and an independent acoustic assessment of the proposal will be undertaken and included as part of that process and will form part of the community consultation material.

8.3 Staffing/Work Plans

- Staff from City Design and Assets and Operations will provide input in the design, consultation, planning and delivery of the project.
- City Design staff will be required to adjust anticipated works program to accommodate for design and construction processes, if the project is supported by Council. This may affect our capacity to respond to other unplanned or unforeseen works during 2021/22.

8.4 Climate/Environmental Impact

- The Concept Design will consider siting and orientation in relation to Brownhill Creek and its potential flood risk.
- The specification of all elements will consider the materiality of each item and their source of origin in attempt to minimise the carbon footprint. Further consideration will be given to the construction methodology, use of recycled materials and reduction of carbon footprint as well.

- The Concept Design will strive to retain and incorporate all native trees within the instrument layout to utilise natural shade and provide a natural setting to the playspace.

8.5 Social/Economic

- The Concept Design will focus on ensuring all user groups including children and the elderly and those with mobility issues are able to access, experience, and enjoy the playspace.

8.6 Stakeholder Engagement

- Community consultation and engagement will be undertaken by Council staff to seek comment from the local community, schools and community groups and provide feedback on the Concept Design. The consultation material will acknowledge the Rotary Club of Unley as the sponsors of the proposed project.
- The results of the community consultation will be reviewed and presented to Council for further consideration prior to a final determination being made on progressing the project to detailed design, documentation and construction.

9. REPORT CONSULTATION

Consultation has occurred within City Development (including City Design, Assets, Finance and Operations).

10. REPORT AUTHORISERS

Name	Title
Ben Willsmore	Manager City Design
Claude Malak	General Manager, City Development

FEASIBILITY REPORT

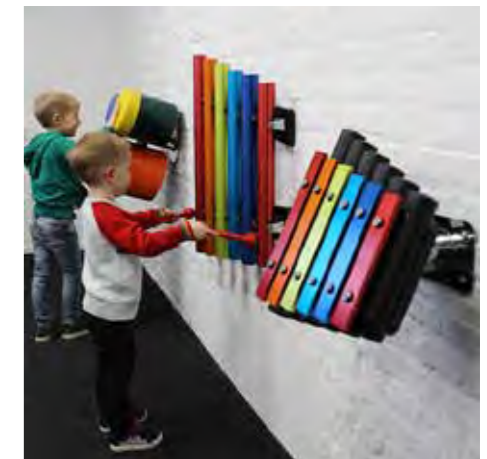
Musical Playspace & Sensory Garden

Orphanage Park, Millswood

City of Unley - City Design

Proposal by Rotary Club of Unley

28/6/21



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1. SUMMARY

The Rotary Club of Unley have proposed a musical playspace and sensory garden at Orphanage Park to commemorate the Club's Centenary.

The Musical Playspace and Sensory Garden proposal proposes to install a series of outdoor musical instruments within a sensory garden setting. The arrangement of instruments would allow for single use or for multiple instruments to be played in unison. Typically outdoor musical playspaces utilise percussion instruments that are easily accessible and can be played by all ages and abilities.

The proposal highlights the potential to **“make a significant contribution to the health and well being of the local residents as we develop an experiential environment to foster the joy of the senses through combining music and nature”**

The proposed music playspace provides an opportunity to improve the recreational assets of the park and create a new destination for the benefit and enjoyment of the community.

This feasibility study has assessed the practicality of the proposal, explored the potential scope of works, its potential geographic location and identified issues to be resolved in order to achieve a successful outcome.

A range of potential community issues have been identified with corresponding mitigation measures in order to effectively manage and maintain the playspace and sensory garden.

The Rotary Club of Unley are a local organisation committed to encouraging and fostering service to the community and their ongoing support within Unley is gratefully valued and appreciated.

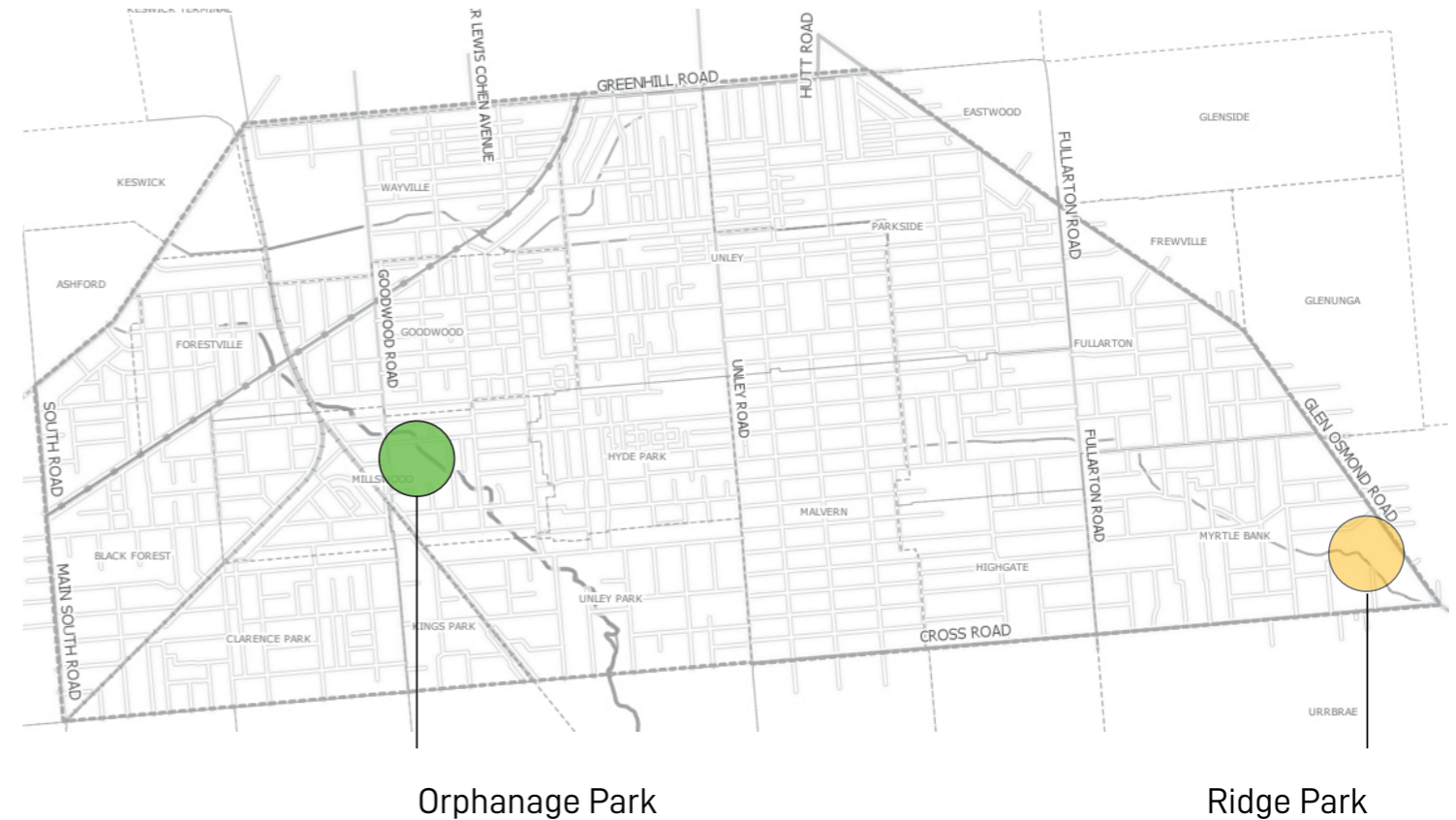
Based on the analysis contained within this Report the Administration concludes that:

The project is feasible:

- A music playspace and sensory garden is a unique asset offering the community an experience not available elsewhere within the City.
- The inclusion of a musical theme is considered appropriate and fitting to the character of the site and complements the music and education programs offered by the adjacent Tabor College.
- The proposal does not impact on the creekline heritage or the ability to facilitate current community sport and events.
- An appropriate area of open space is available.
- A vegetated open space buffer of 50m exists to all adjacent residents.

The proposal aligns with multiple City of Unley Community Plan 2033 'Community Living' objectives including:

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



Orphanage Park is the preferred location:

- Multiple open space locations were reviewed against common criteria to determine the preferred location.
- The Rotary Club of Unley have an ongoing relationship and interest in the site having previously contributed to the improvement of the amenities of Orphanage Park and the creation of recreational assets.

Potential Benefits:

- The project will provide a new and novel recreation asset for the community that is not offered elsewhere within Council's open space network.
- The project aims to encourage greater social interaction for the community and provide an accessible and inclusive teaching and learning environment.
- The instruments provide the community with a hands-on interactive experience that promotes coordination and teamwork.

- The potential inclusion of colour coded songbooks allow all users to play music even without the ability to read music.
- The musical playspace has the potential to expand the offerings of the existing play ground.
- The project provides a lasting legacy to celebrate the Rotary Club of Unley's centenary.

Potential Issues:

- The feasibility report recognizes public interest in the proposal will be high due to the high level of community ownership of the Park and the existing highly valued natural and built assets.
- A range of community issues will be raised and these should be resolved through a carefully considered concept design and consultation process.

2. ALTERNATIVE SITE ANALYSIS

Alternative Sites	District/Regional Park	Available area (~100m ²)	Neighbours more than 50m away	Ease of access	Ease of parking
Orphanage Park	✓	✓	✓	✓	✓
Ridge Park	✓	✓	✓	✗	✗
Forestville Reserve	✓	✓	✗	✓	✗
Heywood Park	✓	✓	✗	✗	✗
Goodwood Oval	✓	✓	✗	✗	✗
Howard Florey Reserve	✗	✓	✗	✗	✗
Soutar Park	✗	✓	✗	✓	✗
Scammell Reserve	✗	✓	✗	✓	✗
North Unley Play Park	✗	✓	✗	✗	✗
Page Park	✗	✓	✗	✗	✗

ASSESSMENT CRITERIA

District/Regional Parks

District or Regional level parks meet the needs of the whole community and provide facilities and events that appeal to visitors from across metropolitan Adelaide.

Area

The musical playspace is estimated to require a minimum of 100m² of open space to allow for the inclusion of multiple musical elements.

Neighbours

A buffer of 50m to nearest residences is based on sound attenuation to match the existing sound level range experienced within the Park prior to any musical elements being installed.

Ease of Access

Ease of access considers the proximity to available parking, distance to facilities and the ability to cater for larger gatherings of users including those with mobility issues.

Parking

Ease of parking considers the ability to provide convenient and close access for visitors and to cater for potential bus/coaches for tour groups or school children.

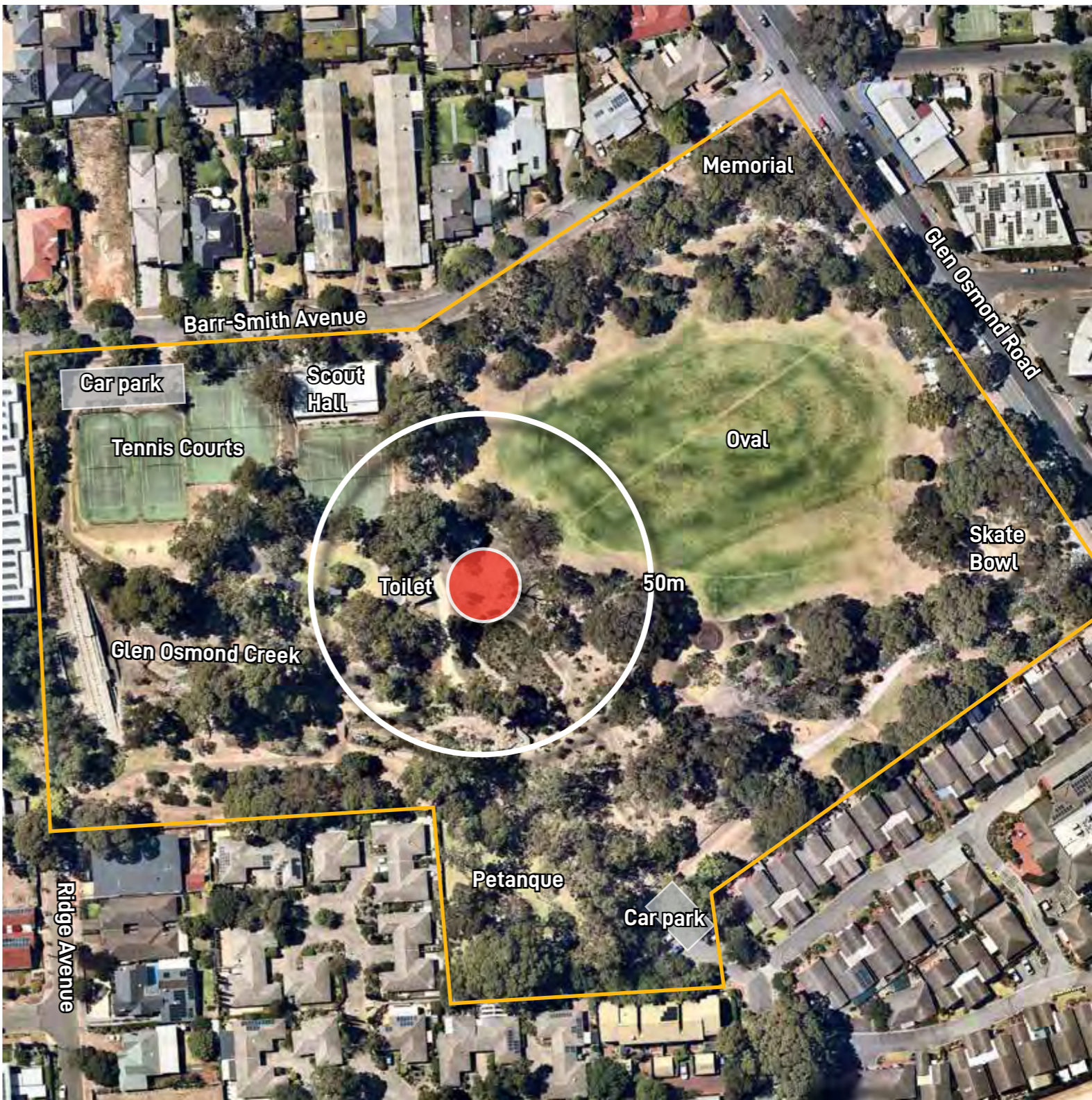
Further on-site analysis of Orphanage Park and Ridge Park is explored on the following pages to review potential siting of the playspace and garden within the context of each park.

3. SITE ANALYSIS



ORPHANAGE PARK, MILLSWOOD

Total Area:	36,169m ²
Off-street Parking:	96
Disabled Parking:	3
Planned Works:	Nil
Ambient Sound:	50-60dB
Goodwood Road:	70-80dB



RIDGE PARK, MYRTLE BANK

Total Area:	50,820m ²
Off-street Parking:	10 + 15 = 25
Disabled Parking:	1
Planned Works:	Master Plan 2021/22
Ambient Sound:	50-60dB
Glen Osmond Rd:	70-80dB (traffic burst)

ORPHANAGE PARK, MILLSWOOD



Central zone

LANDFORM

- Central flat area
- Existing earth mounds form a semi-amphitheatre
- Adjacent creek line with steep banks

SERVICES

- Power and water nearby
- Shelter nearby

VEGETATION

- Existing open space
- Retain Casuarina grove within design
- Smaller native trees and shrubs to be retained

FACILITIES

- Fenced playground and bbq nearby
- Toilets nearby
- Tennis courts nearby

ACCESS

- Existing paths nearby
- New pathway connections required

RIDGE PARK, MYRTLE BANK



1. Entry pathway

LANDFORM

- Multiple locations reviewed
- No existing flat areas exist that are min. 50m away from residents
- Retaining walls may be required or use of existing grades within the design
- Floodplain area exists along creek line
- Potentially hidden by existing structures and vegetation

SERVICES

- Maintain vehicle access to pump infrastructure
- Power and water connection available from existing toilet

VEGETATION

- Existing open space is limited
- Design to incorporate existing trees
- Existing tree risk assessment to be undertaken
- Biodiversity beds and wetland planting to be retained



2. Between Scammell Pavilion and toilet

FACILITIES

- Playground and bbq nearby
- Shelter and toilets nearby
- Fitness equipment loop around oval
- Tennis courts nearby
- Scout hall nearby

ACCESS

- Existing paths nearby
- New pathway connections required
- Wheelchair ramps may be required due to existing grades
- Potential reuse of existing stairs and handrail
- Design to allow movement between multiple play zones and oval



3. Oval - Creek batter

4. PREFERRED SITE

Analysis Summary

When viewed against the multi-criteria Orphanage Park is well suited to the establishment of a musical playspace and sensory garden. The proposed playspace will strengthen the existing relationship between the Club and the Park.

The Rotary Club of Unley have a history of providing community improvements through their previous works in establishing the boule/petanque rink and provision of park furniture during Australia's bicentenary.

The following assessment of Regional and District level open space within the City of Unley is provided for further context.

Ridge Park, Myrtle Bank

- Ridge Park is not suited to the proposal due to its undulating topography and potential extent of earthworks required to provide a usable open space.
- Retention of the existing tree canopy may limit the ability to place instruments in optimal locations and allow clear sightlines between users.
- Off-street parking capacity is limited and Barr Smith Avenue can become congested during peak times.
- A master plan for Ridge Park will be undertaken during 2021/22 to determine an appropriate vision and a staged schedule of the communities desired improvements.
- Ridge Park is not in the Rotary Club of Unley's zone.

Forestville Reserve, Forestville

- Forestville Reserve is classed as a Regional open space due to the location of the Unley Swimming Centre.
- The open space of the Reserve is not considered feasible due to the close proximity to residents on Ethel Street.
- Off-street parking capacity can be limited due to seasonal demand from the Swimming Centre, open space users and Park 'n' Ride commuters.

Heywood Park, Unley Park

- Heywood Park is not suitable due to the lack of appropriate open space.
- Heywood Park already has a Mini-Ninja course as a key playspace attraction.
- Residents are in close proximity to the Park on all sides.
- Limited on-street parking is available and is in high demand on weekends and during school holidays.

Goodwood Oval, Millswood

- Goodwood Oval is not suitable due to the lack of appropriate open space.
- Residents are in close proximity to the Park on all sides.
- Limited on and off-street parking is available and is in high demand on weekends and adjacent sporting activity..

Orphanage Park has:

- **better access**
- **more usable open space**
- **greater capacity of on-site parking**

5. ORPHANAGE PARK SITE PLAN



ORPHANAGE PARK, MILLSWOOD

The proposed location within Orphanage Park is centrally located and adjacent to the existing tennis court and bbq shelter.

The purpose of Orphanage Park is to provide sport, recreation and storm water functions.

The existing landform provides an open space of the required size and forms a partial amphitheatre due to earth bunding and planting beds.

Existing trees within the Brownhill Creek corridor will provide a natural backdrop to the instruments and are expected to be incorporated within the design.

Existing planting beds and edging is in average condition and may be realigned to suit the instrument layout.

6. SITE PHOTOS



Playground connection



Existing trees



Existing open space



BBQ shelter and adjacent garden bed



Eastern path connection

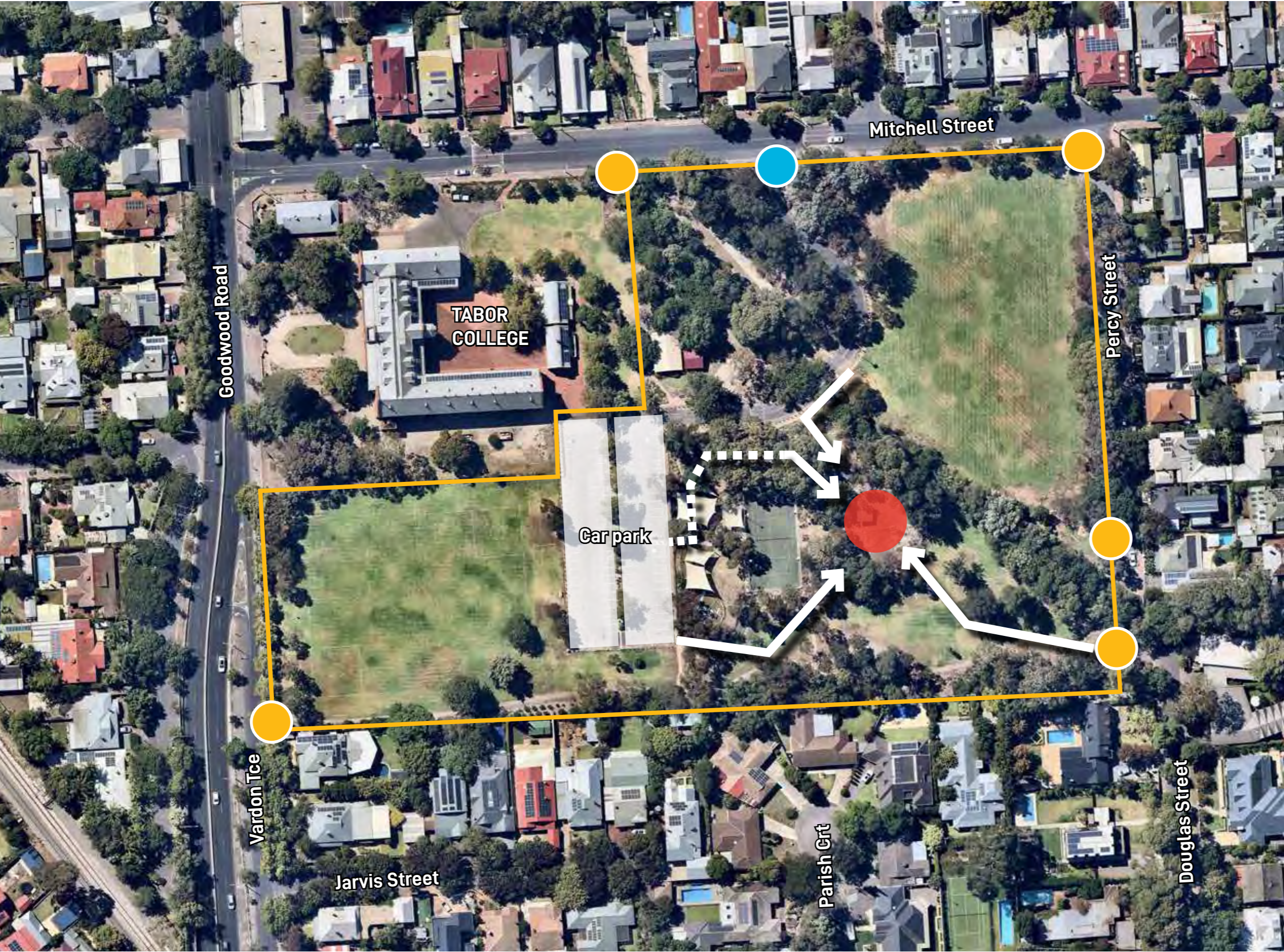


Existing Casuarina grove

7. LOCATION PHOTO



8. ACCESS



- Proposed Site
- Vehicle Entry
- Pedestrian Entries

Existing pedestrian entries provide multiple access points around the park and an existing vehicle entry from Mitchell Street provides vehicle access to the central car park.

The music playspace is expected to be open to the public during daylight hours.

Controlling access (if required) may require additional fencing and gates and may not be effective in reducing unwanted use at night.

Fencing styles need to be consistent with existing fencing of the adjacent playground.

An extension to existing footpath paving is expected to provide a paved surface suitable for wheelchair access to all instruments.

9. EXISTING ACTIVITIES



Multiple school, sporting and community groups utilise Orphanage Park throughout the year.

The proposed location is unlikely to impact existing users as it is not in an area currently used for organised sporting activity.

It is expected Dogapolooza would adjust its northern extent to suit if the event is repeated in the future.

Park user groups include:

- Goodwood Saints Girls, Womens and Inclusive Football Training
- Goodwood Cricket Club Juniors
- Unley United Soccer Club
- Goodwood Primary School Sport
- St Thomas Primary School Sport
- Sunrise Primary School Sport
- Highgate Primary School Sport
- Multiple school sports days
- Tabor College
- Dogapolooza
- Adelaide Showgrounds Farmers Market
- Fitness Training
- Fork on the Road
- Community Yoga

Community users include:

- Playground, BBQ and open space users
- Dog walkers
- Pedestrian access from Mitchell Street to Vardon Terrace

10. EXISTING SERVICES



- Irrigation
- Lighting
- Electrical (BBQ)
- Drinking Fountain

Dial before you dig records do not identify any services within the area of the proposed playspace.

On site review identified electrical connections for the adjacent bbq shelter and pipes for the existing irrigation system. A junction box and valve box are located adjacent to the bbq shelter.

- Brownhill Creek flows in a westerly direction towards Tabor College.
- Lighting for the tennis court is mains powered and solar lights are used along the entry driveway.
- Potable water is available from the nearby public toilet.
- Recycled water (Ridge Park aquifer)
- MAR pump infrastructure is located within the former female change rooms and a large tank provides on site storage.
- Storm water within the car park is directed to a central infiltration swale.

11. INSTRUMENT EXAMPLES



Bell Lyre



Tembos



Cavatina



Floor Piano



Posy



Chimes



Sambas



Colour coded sheet music



Xylophone and Swan drums - Bristow Smith Reserve, Goolwa



playandgo.com.au



Quentin Kenihan Inclusive Playground, Murlawirrapurka (Rymill Park) Adelaide



playandgo.com.au

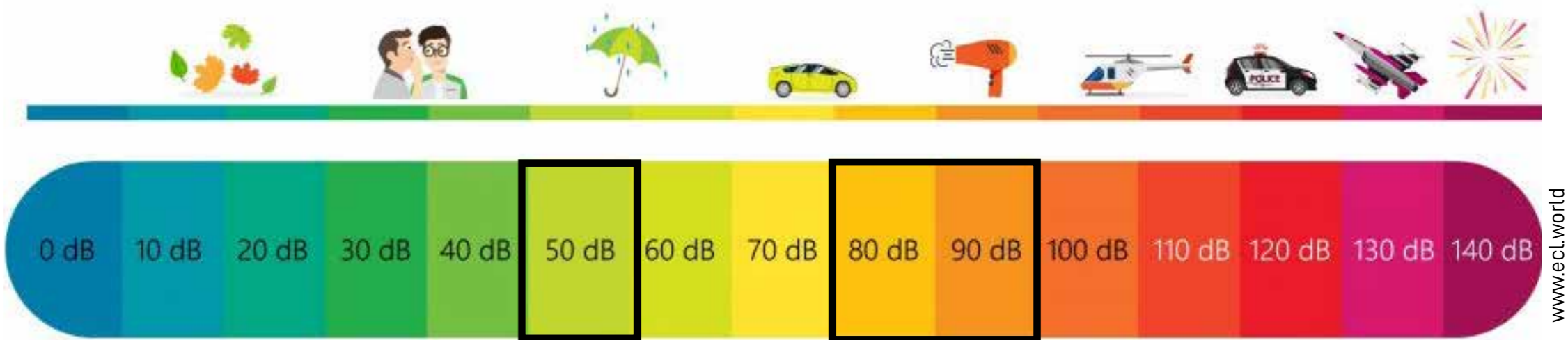
12. SOUND LEVELS

Existing Conditions

- The ambient sound level during the day at Orphanage Park in the proposed location is 50-60dB.
- Traffic noise from Goodwood Road and the reflected sound of the underpass contribute to the ambient sound level within the western side of the Park.
- Traffic noise from Mitchell Street is noticeable, particularly when vehicles speed up after crossing the road humps.
- Typically sound sources are all intermittent not continuous.

Proposed musical elements

- Instrument selections will occur during the concept design phase.
- Music playspace instruments when struck are typically in the 80-90dB range.
- At the source the sound level is comparable to a lawn mower or hairdryer although it is a different type of sound.
- The music playspace sound is intermittent, melodic and spread over multiple frequencies.
- The sound output of music instruments is dependent on how hard the player uses the hammer/hands/mallet.
- Tabor College has an electronic keyboard in the eastern building which is able to be heard within the park when played by staff and students when doors and windows are open.
- Music playspace sound will diminish by around 50% over a distance of 50m which is consistent with the ambient sound level of the Park.
- Goodwood Primary School has a similar music playspace.



Additional mitigation measures

The existing landform provides a natural amphitheatre. Provision of additional elements to reduce sound transmission if required may include:

- Construction of acoustic barriers or screens in strategic locations.
- Reshaping of land form to increase the relative height of earth mounds.
- Planting of additional trees and understorey vegetation.
- Dampening of equipment with absorbent materials to limit sound output.

Average Vehicle Count Per Day

Goodwood Road	28,300
Mitchell Street	4,791
Vardon Terrace	401

Ambient sound level within the proposed site is 50-60dB.

Acoustic analysis from the instrument supplier indicates the sound attenuation results in a sound level of 50-60dB measured at 50m from source (assuming no other mitigation is used).

Typical music playspace sound level measured at the source between 80-90dB.

On site measurements recorded spikes within this range from Corellas, Cockatoos and Parrots.

13. SOUND ATTENUATION



SOUND SOURCE	SOUND LEVEL RANGE
Goodwood Road	70-80dB
Mitchell Street	50-60dB
Ambient sound at proposed location	50-60dB
Waste collection truck (Tuesday)	60-70dB

INSTRUMENT	AT SOURCE	10M AWAY	50M AWAY
Marimba (Aluminium)	90dB	66dB	53dB
Emperor Chimes	97dB	67dB	57dB
Bell Lyre	81dB	61dB	50dB

Example 1: Marimba (Aluminium)



Example 2: Emperor Chimes



Example 3: Bell Lyre



14. COMMUNITY ISSUES DISCUSSION

POTENTIAL ISSUE	MITIGATION/MANAGEMENT STRATEGY
Noise	<ul style="list-style-type: none"> • Placement of instruments and equipment to consider natural sound attenuation. • Design to target ambient sound levels at 50m from source. • Minimum buffer distances to adjacent properties to be incorporated within design. • Additional shaping of landform or other physical mitigation measures to be undertaken if required to contain sound.
Pedestrian access	<ul style="list-style-type: none"> • New connecting footpaths will provide access from the existing car park, tennis court and playground spaces. • Fencing and gates may be required if access needs to be controlled.
Hours of use	<ul style="list-style-type: none"> • Designated 'open times' to be displayed on signage (proposed daylight hours only). • Appropriate hours of use to be explored with the local community during consultation. • Use of the instruments at night will be more noticeable when ambient sound levels are lower. • Weather-proof basic song books may be provided to assist users.
Impact on events	<ul style="list-style-type: none"> • Proposed location is outside of the existing sport fields and regular event spaces. • The location is currently used for ad-hoc bbq's and gatherings. • Dog walking following adjacent existing paths is not affected.
Impact on heritage/creek/ vegetation	<ul style="list-style-type: none"> • Proposed location is outside of heritage listed section of Brownhill Creek storm water channel. • Equipment to be installed at a height to avoid future flood damage. • Sound may impact existing fauna within the park. Wildlife boxes to be reviewed during design. • Bunding to be used if required and existing natives trees to be incorporated into design.
Security concerns	<ul style="list-style-type: none"> • Lighting of pathways and instruments to be explored with the local community during consultation. • Passive surveillance may occur from surrounding open space areas. • Active surveillance (cameras) to be investigated based on the design and hours of use.
Safety for users	<ul style="list-style-type: none"> • Design to incorporate a landscape buffer to the steep creek embankments. • Dogs access or restrictions to be explored during consultation. • Access paths to be as flat as possible. • Signage to be provided directing users to destinations.
Maintenance	<ul style="list-style-type: none"> • Asset maintenance by Council Depot Operations Team. • Design of sensory garden to consider ongoing maintenance resources. • Robust material selections to ensure longevity. • Layout to enable maintenance by existing equipment.
Specialist Maintenance	<ul style="list-style-type: none"> • Any specialist maintenance may require third party expertise and expense.
Community awareness	<ul style="list-style-type: none"> • Community consultation and engagement to be carried out on the concept design. • Feedback to be considered and incorporated within the design development. • Online and on-site promotion of consultation to be used. • Council to direct use of the existing YourSay engagement portal.
Asset Life	<ul style="list-style-type: none"> • It is expected the selected instruments will have a warranty period and the playspace will have a minimum 10-15 year asset life. • Spare parts may be ordered and held at the depot to ensure ease of future replacement.

15. ROLES & RESPONSIBILITIES

PROJECT TEAM MEMBER	ROLES & RESPONSIBILITIES
Rotary Club of Unley	<ul style="list-style-type: none"> • Project initiator • Project advocacy • Funding • Design inputs
Council	
Elected Members	<ul style="list-style-type: none"> • Project advocacy • Project approval
City Design Team	<ul style="list-style-type: none"> • Feasibility report • Project support • Project management • Consultation and engagement (YourSay portal) • Tender and procurement
City Assets Team	<ul style="list-style-type: none"> • Construction management • Asset owner
City Operations Team	<ul style="list-style-type: none"> • Enabling works • Maintenance

16. COUNCIL SUPPORT (IN KIND)

ELEMENT	DETAIL
Project Management	<ul style="list-style-type: none"> • Co-ordination of design and Council approval process.
Consultation and Engagement	<ul style="list-style-type: none"> • Minimum of four weeks community consultation. • Use of Council's YourSay online engagement tool. • Council social media and online promotion.
Tender and Procurement	<ul style="list-style-type: none"> • Use of Tenders SA online tender platform if required. • Tender assessment and recommendation for engagement of contractor.
Construction Management	<ul style="list-style-type: none"> • Site attendance during construction. • Progress claim assessment.
Maintenance	<ul style="list-style-type: none"> • Ongoing inspections and general maintenance.

17. EXPECTED BUDGET

The Rotary Club of Unley have proposed the playspace as a major project celebrating their centenary. It is understood multiple Rotary Clubs will contribute to fundraising and that a budget target of \$150,000-\$200,000 is expected.

18. INDICATIVE TIME FRAME

	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		Jan 2022	Feb	March	April	May	June
Motion on Notice	22/3/21																
Feasibility Report																	
Council Workshop				7/6/21													
Council Report				28/6/21													
Concept Design																	
Consultation																	
Council Report							27/9/21										
Design Development																	
Tender																	
Construction																	
Opening																	

Time frame Notes

- The process above outlines the task sequence required to deliver the project.
- Time frames assume the required approvals for design, consultation and funding processes are not delayed and that subsequent tasks will follow on immediately.
- Sufficient time for community consultation, procurement, lead times on equipment and the monthly frequency of Council meetings is required to be built into the program.
- Public and industry holidays will impact activities required over the Christmas period.

DECISION REPORT

REPORT TITLE:	CLIMATE AND ENERGY PLAN FOR ENDORSEMENT
ITEM NUMBER:	4.2
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	KAT RYAN
JOB TITLE:	COORDINATOR ENVIRONMENTAL PROJECTS & STRATEGY
ATTACHMENTS:	1. CLIMATE AND ENERGY PLAN CONSULTATION FEEDBACK SUMMARY 2. CLIMATE AND ENERGY PLAN

1. **EXECUTIVE SUMMARY**

This report presents a summary of the feedback received regarding the draft Climate and Energy Plan and seeks Council's adoption of the final Plan, as amended in response to community feedback received. The Plan sets out a path for Council to achieve carbon neutral operations by 2030.

At its meeting held on 22 March 2021, Council endorsed the draft Plan for community consultation. Community consultation was undertaken between 12 April 2021 and 10 May 2021 via Council's Your Say online engagement portal. There were 238 individual visitors to the Your Say Unley page, 39 formal survey responses and 3 emails received. Overall, the feedback for the draft Plan was positive and no major changes are recommended.

Common elements of the submissions received related to completing actions faster and accelerating the purchase of offsets to become certified carbon neutral. There were many suggestions of new actions to consider implementing and a number have been recommended for inclusion in the final Plan.

There was strong interest in Council's role to support reduction of broader community emissions. While this is not the scope of the operational focus of the Plan, this information will be retained and will provide a useful resource for future consideration of a Community Carbon Reduction Plan.

If Council endorses the Plan, an internal Council staff working group will be established to ensure the actions of the Plan are delivered as required. This will include finalisation of an implementation plan, nominating appropriate Council roles/areas of responsibilities for each of the main actions and outline cost estimates.

Feedback from the community consultation process has been considered and amendments have been incorporated in the final Plan to reflect the input from the engagement process. The final Plan is now presented to Council for adoption.

2. RECOMMENDATION

That:

1. The report be received.
2. The Climate and Energy Plan set out in Attachment 2 to this report (Item 4.2, Council Meeting 28/06/2021) be adopted.
3. The Chief Executive Officer be authorised to make minor editorial or formatting amendments as required, in conjunction with the graphic design, in order to finalise the document.

3. RELEVANT CORE STRATEGIES/POLICIES

2. Environmental Stewardship

2.3 The energy efficiency of the City is increased and our carbon footprint reduced.

The Plan is also intended to complement and leverage Council's existing Corporate Strategies and Plans including:

- Asset Management Plans
- Environmental Sustainability Strategy
- Integrated Transport Strategy
- Walking and Cycling Plan
- Living City – Open Space Plan
- Living Well Plan

Climate Change and Greenhouse Emissions Reduction Act 2007

South Australian Government Climate Change Action Plan 2021 – 2025.

United Nations, 2015, Paris Agreement,

unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement

4. BACKGROUND

The draft Annual Business Plan and Budget for 2020/2021 includes an initiative to develop a Climate and Energy Plan to better track, manage and reduce Council's operational carbon and energy footprint.

Setting an emissions target and development of a Climate and Energy Plan are also requirements of Council's commitment to the Global Covenant for Mayors for Climate and Energy (GCoM), which it became a member of in November 2020.

At its meeting held on 22 March 2021, Council considered the draft Climate and Energy Plan and resolved that:

1. *A target to become a carbon neutral organisation for corporate emissions by 2030 be set.*
2. *The Draft Climate and Energy Plan set out in Attachment 1 to this report (Item 4.3, Council Meeting 22/03/2021) be endorsed for the purpose of undertaking community consultation.*
3. *The Chief Executive Officer be authorised to make minor editorial or formatting amendments as required in conjunction with the graphic design of the Draft Climate and Energy Plan, in order to finalise the document for the purpose of undertaking community consultation.*
4. *Following the conclusion of community consultation, a further report outlining a summary of the feedback received and updated final Climate and Energy Plan including a 10-year implementation plan, be presented to Council.*

Resolution No. C0468/21

Following Council's resolution, Council staff have completed the community consultation process, collated feedback received, and prepared a final Plan.

5. DISCUSSION

Community consultation on the draft Plan was open from 12 April 2021 to 10 May 2021 in accordance with Council's Community Engagement and Consultation Policy. The engagement included the following:

- A detailed online survey through the *Your Say Unley* website.
- Promotion across social media platforms.
- Advertised in the Adelaide East Herald newspaper 15 April 2021.
- Two drop-in sessions were provided, with opportunity to meet and discuss the draft plan with Council staff and the technical consultant on Earth Day, Thursday, 22 April 2021.
 - 10am–1pm at the Goodwood Library
 - 5pm–8pm at the Unley Library

The community consultation survey was structured around questions to determine the level of understanding and support for the draft Plan and to allow direct feedback on the proposed actions.

Due to the technical topic, the survey questions included direct examples and definitions to support a broad range of community knowledge bases on climate and carbon accounting concepts and jargon.

In addition to key questions, the community were also provided the opportunity to provide any additional comments they wished to make.

Overall, the survey received a good level of interest and response with 238 individual visitors to the Your Say Unley page to access information about the draft Plan and/or provide feedback.

In total, 39 survey responses and 3 emails were received. Of the emails received, 1 was from an individual, the other 2 were from groups with 13 and 71 names included.

A summary of the results to the survey questions, and additional feedback provided as part of the engagement process has been presented in Attachment 1. A full copy of all individual responses received has been provided separately for Elected Members' information.

Attachment 1

General Comments

Overall, the feedback for the draft Plan was positive and no major changes are recommended to the document to finalise.

From the feedback received, the following is a summary of common responses:

- 92.8% of respondents are supportive of the aim to be Carbon Neutral for Council operations.
- Strong majority support the proposed initiatives to reduce our carbon footprint across scope 1, 2 and 3.
- Seeking faster implementation of actions was a consistent theme, particularly heating of the swimming centre.
- While often acknowledging it is outside the scope of this plan, there was strong interest in expanding actions to support community emissions reduction efforts.
- Six requests to purchase 100% renewable electricity with the next bulk contract with LGA.
- Many comments advocating circular economy and how Council works with service and material providers in relation to a reduced carbon footprint.
- 82% of respondents were comfortable with at least some level of price premium for lower carbon asset purchases, but there was no consensus on where that threshold should be.
- A small number of respondents sought action that sits outside Council jurisdiction (such as debate on Nuclear Energy and incentives for residents to purchase electric vehicles).

- Some opposing views were evident in the responses, mostly around the financial approach, for example:
 - 56% of survey respondents preferred that the carbon neutral target date was accelerated to 2025, noting that it will cost more in accredited offsets.
 - Two comments to transition to electric vehicles (EV) only if economical to do so with two specific comments to be a market leader in EV transition with higher premiums paid immediately.
 - Two respondents' support was contingent on no additional cost to ratepayers, another suggested that residents can afford to pay more, and at least two commented that the future cost of inaction far outweighs cost of action now.

In response to the community feedback, the following amendments have been made to the Plan to improve the content, understanding, community alignment or to address minor omissions. A summary of the recurrent improvement suggestions with response or amendment made are provided in Table 1:

Table 1: Recurrent Improvement Suggestions

Suggestion	Response / Amended Revision
Seeking transition Swimming Centre gas heating earlier.	Noted. No change proposed. The gas fired pool heating plant at the Unley Swimming Centre is approximately 7 years old and by current standards operates effectively and efficiently. Initial assessment is that it is not worthwhile to fast-track compared to other initiatives. However, a specific note has been added to the plan to reassess the viability of upgrading heat pumps as key part of a review in 2025.
Accelerating Carbon Neutral Date	<p>Noted. No change proposed. 2030 is 20 years earlier than the State Government Target and Paris Agreement. The recommendation from both the Global Covenant of Mayors and the technical consultants of best practice is to first work to reduce and/or transition to low carbon alternatives and use the purchase of offsets as a final step on a carbon neutral path.</p> <p>However, a specific action has been added to the plan to reassess the proposed carbon neutral date as a key part of review in 2025.</p> <p>It should be noted that accelerating the carbon neutral date to earlier than 2030 (current date) would not substantially alter the actions in the Plan. It would only commit Council to purchasing ongoing carbon offsets earlier.</p>

Suggestion	Response / Amended Revision
Move to 100% renewable energy through LGA tender for bulk electricity contract	Agree pending costs. Proposed inclusion to Plan to advocate for 100% renewable energy option in next bulk electricity contract.
Electric Vehicles are already a proven product, don't need to pilot them just start roll out as practical	Agree. Amended wording to focus on transitioning over fleet as replacements are due and viable (both practical and economical) low carbon option available.
Include small items like blower vacs in Electric Vehicle transition	Agree. Added to action plan.
Include context / information on environmental and health reasons for action	Agree. The Mayor's Message incorporates context / "why" information within the text. There is detailed background information in the Technical Report which for brevity was initially left out of draft Plan.
Better quality standards for buildings on materials and energy efficiency / No gas connections to new Council buildings / passive cooling from trees	Agree. Proposed inclusion to Plan to develop design standards guideline for Council owned buildings in year two of Plan.
Public reporting of data and progress	Agree. The Plan includes a commitment to better monitor and report on the Council's footprint and actions to reduce it. Both Global Covenant of Mayors on Climate and Energy and Climate Active guidelines promote transparency through better reporting. An annual report will be provided to Council.
Partner and/or advocate for support from other levels of government and related groups on common challenges especially scope 3 alternatives	Agree. It is acknowledged that Council is not alone in reducing carbon emissions and will collaborate and partner with others to pursue commitments. This was always intended but not explicit. Added to action plan.
Consider postponing asset management work if low emissions materials not yet available	Noted. No change proposed. Work based on agreed asset management principals in Asset Management Plans will continue to be scheduled as planned. The Asset Management Plans have been developed to maximise the life of assets.

Suggestion	Response / Amended Revision
Although urban street trees cannot be used as Australian Carbon Credit Units (ACCUs), it should not stop Council from using trees as a Scope 2 emissions mitigation strategy.	<p>Noted. No change proposed. Currently there is no mechanism for urban street trees to be recognised as accredited carbon offsets by the national regulator.</p> <p>Council is proposing to reduce its emissions footprint as much as possible and then purchase accredited offsets for the remaining balance. These offsets are independently assessed and can be for projects like registered revegetation sites and renewable energy investment (eg wind farms).</p> <p>It is acknowledged that planting street trees has many benefits including removing carbon dioxide from the atmosphere and cooling the urban landscape. However, these reductions cannot currently count towards being accredited as carbon neutral so formal inclusion of street trees in carbon accounting is immature.</p> <p>Inquiries have been made to GCoM and TreeNet into how street trees might be incorporated under Climate Active, but it will not likely be resolved in the short term.</p>
Develop Circular Economy / Climate Policy	Agree and added to Plan. A policy will strengthen and support existing action to develop sustainable procurement procedure and templates. The circular economy aspect will also be a topic to be considered by Council when making a decision on the new waste contract.
Minor formatting and grammar edits were identified.	Included.

The final Plan including changes made as a result of community feedback (Attachment 2) is now presented to Council for adoption.

Attachment 2

Climate Risk Governance Assessment

In parallel to developing the Climate and Energy Plan, this year the City of Unley has participated in an external audit of our corporate governance. This work looks at how Council is embedding climate change and associated risk into its business as usual.

In collaboration with a number of other Resilient East councils, the City of Unley was benchmarked using the Informed City approach which over 300 councils have used to date.

Preliminary results from a presentation made on 27 May 2021 showed that the City of Unley is one of the leaders regarding climate change adaptation governance with a top score received for Strategic Planning, Public Risk Disclosure, Asset Management and Greenhouse Gas Emissions Reduction.

The final report is being prepared ready for the July Council agenda. It is mentioned briefly here to recognise the complimentary work and that some of the proposed improvements to the draft Plan (notably developing a standalone Climate Change Policy) were aligned recommendations from the governance assessment.

Next Steps

Whilst Council has been active in reducing its carbon footprint for many years (notably LED street lighting and solar installations), if endorsed, the Plan is a new journey into more strategic and transparent emissions reduction actions and reporting for Council operations. As such, it will take some time to establish new systems and standard processes and more than likely, there will be many learnings in the first year of the Plan.

The successful delivery of the Plan will rely on coordinated actions across multiple departments of the organisation. An internal Council staff working group will be formed to meet at least quarterly to ensure its delivery across relevant team areas. An initial task will be to finalise an implementation plan to clearly identify individual actions, key timings, cost implications and lead staff members responsible.

Year one costed projects have already been allocated for in the draft 2021/22 Annual Budget and Business Plan. The first annual report on carbon footprint and project progress should also place Administration in a better position to support Council in its annual consideration of project impacts on the long-term financial plan and budget process.

6. ANALYSIS OF OPTIONS

Option 1 –

1. The report be received.
2. The Climate and Energy Plan set out in Attachment 2 to this report (Item 4.2, Council Meeting 28/06/2021) be adopted.
3. The Chief Executive Officer be authorised to make minor editorial or formatting amendments as required, in conjunction with the graphic design, in order to finalise the document.

Under this option, Council would adopt the final Plan as amended following consideration of the feedback which has been received. This includes consideration from the findings of the community consultation outlined in Attachment 1.

The adopted Plan will guide actions and provide a measure of what success would look like over the next ten years and meet reporting obligations under the GCoM.

Option 2 –

1. The report be received.
2. Subject to the following amendments, the Climate and Energy Plan, as set out in Attachment 2 to this report (Item 4.2, Council Meeting, 28/06/2021), be endorsed for the purpose of community consultation:
 - *Amendments requested to be inserted here*
 - *Amendments requested to be inserted here*
3. The CEO be authorised to make minor editorial or formatting amendments to the Climate and Energy Plan, in order to finalise the document.

Council may wish to request to set an alternate target date for becoming a carbon neutral organisation and/or require other amendments to the Plan prior to reflect this change. Depending on the changes requested, any resultant changes in costs will also need to be considered.

If this is the case, the amendments should be articulated as part of the resolution, and this option provides the relevant wording to enable Council to articulate changes required. These changes can then be incorporated without the need to come back to Council for further consideration.

Option 3 –

1. The report be received.
2. The Climate and Energy Plan, as set out in Attachment 2 to this report (Item 4.2, Council Meeting, 28/06/2021), be further amended as outlined below and returned to Council for review, prior to endorsement:
 - *Summary of amendments required to be inserted here*

Council may wish to request further amendments to the Plan and for Council to consider the changes prior to its adoption. Depending on the changes requested, any resultant changes in costs will also need to be considered.

If this is the case, direction regarding the amendments should be articulated as part of the resolution. This option provides the relevant wording to enable Council to articulate any changes required, and to recommend that these be incorporated and brought back to Council for further consideration.

Option 4 –

1. The report be received.
2. The Climate and Energy Plan, as set out in Attachment 2 to this report (Item 4.2, Council Meeting, 28/06/2021), be received.

This option will receive the proposed Plan but not endorse the document at this time. It should be noted that it is a requirement of GCoM that Council must develop a Climate and Energy Plan within three years of joining (target date 2022).

7. RECOMMENDED OPTION

Option 1 is the recommended option.

8. POLICY IMPLICATIONS

8.1 Financial/Budget

- 8.1.1 The development of the Plan (including an initial Technical Report) has been undertaken by an external consultant and internal Council staff involvement within the approved project budget for 2020/2021 of \$40,000.
- 8.1.2 Adoption of individual initiatives and ongoing implementation will be managed and approved through adoption of Council's Annual Business Plan and Budget.
- 8.1.3 In the proposed 2021/22 Annual Business Plan and Budget, related actions include:
 - (a) LED upgrade of the external lighting as the Unley Swimming centre as part of capital assets works.
 - (b) Incorporating recycled plastics into road reseals as part of capital renewal works.
 - (c) Allocation within environmental initiatives towards technical consultant to support annual report requirements.
 - (d) Continued funding of existing staff that as part of their role will work on review and development of number of template/policy/process which will drive changes over the life of the Plan in project management and procurement.
- 8.1.4 There are no additional immediate costs to Council in accepting the recommendations. However, in considering the Plan and funding for future years, Council will need to consider various important asset management and long-term financial planning principles in assessing its capacity to undertake the work.
- 8.1.5 Many of the proposed projects are either a continuation of existing practices (eg internal LED lighting upgrades) or will require like for better cost premium to existing forecast expenditures (eg EV fleet transition).
- 8.1.6 Council direction will be required as part of the Annual Budget and Business Plan process in balancing the financial implications of new Climate and Energy Project actions against the priority and impact of delivery of other services and programs across Council.

- 8.1.7 It is envisaged the budget requirements of the Plan as indicated in the Technical Report would be refined as annual budget bids are prepared and market conditions change.
- 8.1.8 To be accredited as carbon neutral, Council will be required to make an ongoing, annual commitment to purchase accredited offsets from 2030 forward for whatever corporate carbon footprint is remaining. Current projections have this at approximately 1,350 tonnes carbon dioxide equivalent emissions which would cost \$27,000 per annum from 2030 onwards assuming an accredited carbon offset cost of \$20 per tonne.

8.2 Legislative/Risk Management

- 8.2.1 Setting an emissions target and development of the Plan will satisfy two of the requirements committed to under the GCoM obligations.
- 8.2.2 Reducing greenhouse gas emissions as quickly as possible is required as climate change risks increase the more emissions are released into the atmosphere.
- 8.2.3 Reducing emissions and increasing energy efficiencies should also reduce risks associated with increased costs driven by consumption (e.g. more power needs to cool buildings during heatwaves).

8.3 Staffing/Work Plans

- 8.3.1 The Plan will inform Council staff workplans, identifying new tasks and time requirements for specific initiatives, including additional reporting.
- 8.3.2 As an indication, likely resourcing requirements to implement the Plan include:
 - (i) Establishing new internal emissions tracking system, particularly for scope 3 emissions which is not proactively collected. Scope 1 and 2 data is already collected but process could be improved. This would be a once off set-up project of approximately four weeks effort for 1.0FTE.
 - (ii) Collating, analysing and reporting emissions and project data to both track effectiveness of the plan and meet reporting obligations under GCoM. Converting data into robust emissions reporting is a technical skill which could either be done in house or through an external service provider.
 - (iii) Concentrated effort to research and source lower carbon options, improve procurement procedures, seek grant opportunities, promote outcomes, support staff with technical advice and deliver new projects like EV fleet transition and leased building incentive will require management of existing resources.

- 8.3.3 Additional resources are likely to be required depending on the specific initiatives, and the timeframes required to be delivered. This assessment will be made over the next 6-12 months.

8.4 Climate/Environmental Impact

- 8.4.1 A strategic plan for reducing and offsetting our corporate emissions to achieve carbon neutrality will positively contribute to Council's Environmental Stewardship objectives.
- 8.4.2 Addressing climate change has broader environmental benefits for biodiversity and protection of plants and animals.

8.5 Social/Economic

- 8.5.1 Addressing our corporate emissions helps us to support low carbon technologies and approaches. In some instances, this will help us to make operational financial savings.
- 8.5.2 Addressing climate change has broader human health benefits for our community, as highlighted in Council's Living Well Plan.
- 8.5.3 Noting that a final decision on offsets is not required until 2030, in principle it is recommended that Council prioritise local South Australian offsets which will align with the State Government's 2021-25 Climate Change Action Plan supporting expansion of carbon farming. Offsets could benefit sand dune stabilisation, regeneration of degraded land, wildlife corridors, youth employment etc. Greenfleet, Trees for Life, and Greening Australia are three organisations providing local offsets within South Australia.

8.6 Stakeholder Engagement

- 8.6.1 Once endorsed, the Plan will be uploaded and publicly available on the Council website.
- 8.6.2 A revision of the climate information on the Council website will also be undertaken to reflect the increased commitment set out in the Plan.
- 8.6.3 An electronic link to the final Plan, along with a copy of the Feedback Summary will be sent to all consultation participants to close the loop on the community engagement.
- 8.6.4 A feature article on going carbon neutral for Unley Life Magazine will be undertaken later in the calendar year.

9. REPORT CONSULTATION

Consultation has been undertaken with key Council staff during the development of the Plan. This includes representatives across the City Design, Finance, Strategic Assets, Operations and Executive Management Team.

In particular, a small working group of the Manager Finance and Procurement, Senior Assets and Engineering Lead and Coordinator Environmental Projects and Strategy have worked closely on the Plan's development.

An Elected Member briefing overview of the basic concepts and scope of the Plan was held on 7 December 2020 and a subsequent briefing was then held on 9 March 2021.

10. REPORT AUTHORISERS

Name	Title
Ben Willsmore	Manager, City Design
Claude Malak	General Manager, City Development

COMMUNITY
Engagement
**SUMMARY
REPORT**

Draft Climate and Energy Plan

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1.

1 INTRODUCTION

The purpose of this report is to provide details of community consultation regarding Draft Climate and Energy Plan. This report aims to provide a summary of the consultation findings of the City of Unley Community regarding the Draft Climate and Energy Plan.

2 BACKGROUND

Council endorsed a Draft Climate and Energy Plan for the purpose of community consultation which sets out proposed direction and priorities for City of Unley Operations to be carbon neutral by 2030. It considers current and emerging issues, opportunities and trends in our community relating to carbon footprint.

2. The purpose of the community engagement is to allow the community to review and provide feedback in accordance with the *Local Government Act 1999* requirements and Council Engagement Policy.

3. Feedback will be considered in the development of the final Climate and Energy Plan.

3 CONSULTATION METHODOLOGY

- The engagement program was open to everyone and run in conjunction with the Draft Waste Management and Resource Recovery Plan.
- The City of Unley collected the views of the community via Your Say through a survey.
- The survey included the ability to provide feedback via comments and any open letter submissions were welcome via POBox1 direct to Council.
- Two drop-in times were provided with opportunity to meet and discuss the draft plan with Council staff and the technical consultant on Thursday 22 April.
 - 10am – 1pm at the Goodwood Library
 - 5 – 8pm at the Unley Library
- Council promoted the consultation via
 - a direct email to all registered users of Your Say
 - advertised in the Herald on Thursday 15 April
 - advertised on the Council website and social media platforms
 - promoted via Elected Members
 - direct email invitations to over 30 key stakeholder groups and individuals.

4 FINDINGS AND RESULTS

This community engagement initiative commenced 12 April 2021 and concluded on 10 May 2021 which covered four weeks.

Your Say attracted 238 individual page views and 80 visitors interacted with more than one page/feature.

Over the consultation period the following feedback participation rate was:

- 12 conversations related to climate and energy across the drop in sessions,
- 39 completed survey submissions,
- 3 written submissions via email
 - 1 x individual submission,
 - 1 x Tree Action Group / Grow Grow Grow Your Own (13 names) and
 - 1 x Unley Voices for Climate Action (71 names)

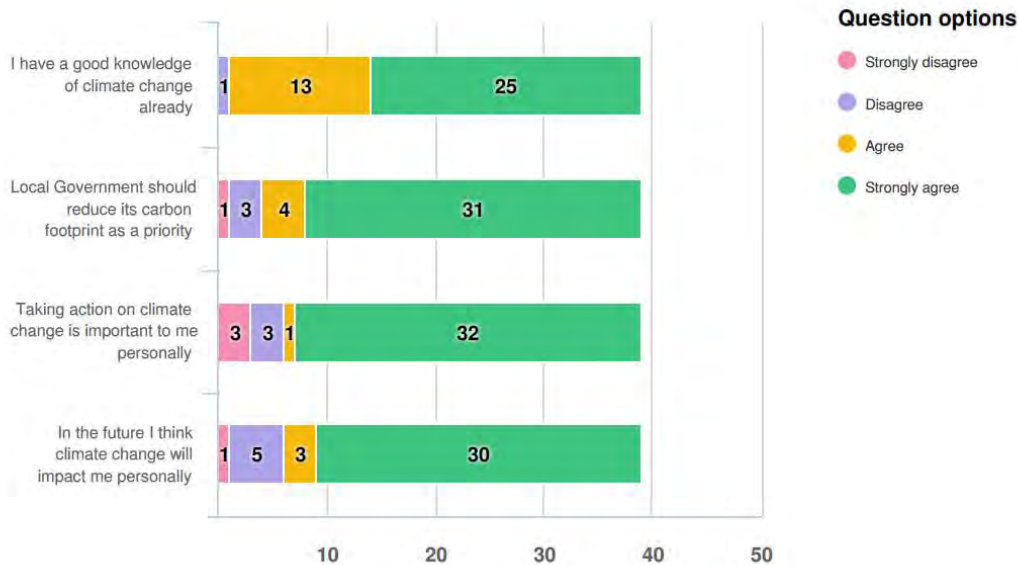
4.1 Survey Responses

The following feedback was provided in response to the engagement initiative/survey questions:

QUESTION 1: PLEASE TELL US YOUR SUBURB



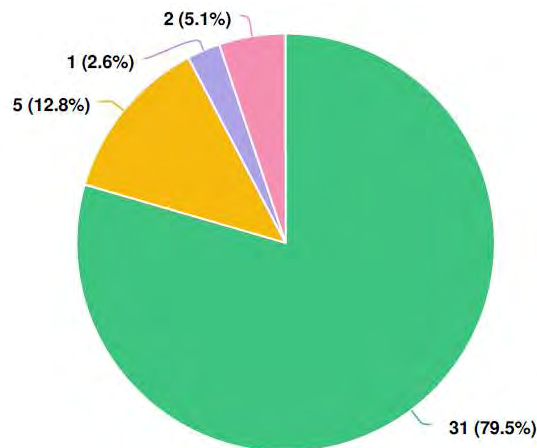
QUESTION 2: HOW STRONGLY DO YOU AGREE OR DISAGREE WITH THE FOLLOWING STATEMENTS?



GOING CARBON NEUTRAL

QUESTION 3: HOW SUPPORTIVE ARE YOU OF THE COUNCIL'S TARGET TO BE CARBON NEUTRAL FOR ITS OPERATIONAL EMISSIONS?

A carbon neutral target requires greenhouse gas emissions to be reduced as much as possible with the balance that cannot be directly eliminated addressed with the purchase of carbon offsets.



Question options

Strongly unsupportive Unsupportive Supportive Strongly supportive

- 92.8% were either supportive or strongly supportive of the aim to be Carbon Neutral. This result aligned with responses to question 2.

QUESTION 4A: CAN YOU PLEASE TELL US WHY YOU ARE STRONGLY UNSUPPORTIVE?

QUESTION 4B: CAN YOU PLEASE TELL US WHY YOU ARE UNSUPPORTIVE?

3 individual responses – summary below:

- Question impacts of climate change/evidence of causality
- Insufficient evidence of return on investment
- Prefer we focus on adapting to impacts of climate change rather than trying to stop the cause.

QUESTION 4C: CAN YOU TELL US WHY YOU ARE SUPPORTIVE?

QUESTION 4D: CAN YOU TELL US WHY YOU ARE STRONGLY SUPPORTIVE?

31 individual responses – summary below:

- Provide community leadership (11)
- Shared responsibility and right thing to do (10)
- Urgent action required (9)
- Crucial issue (5)
- Good first step (4)
- Lack of Federal leadership (3)
- Act local
- Important long term approach
- Pleased scope 3 emissions included
- Readily achievable

EMISSION REDUCTION ACTIONS

The following questions focus on the proposed actions to reduce our carbon footprint by 2030.

They are split into three groups:

- *Fuels and Natural Gas (scope 1 emissions)*
- *Electricity (scope 2 emissions)*
- *Embodied Energy (scope 3 emissions)*

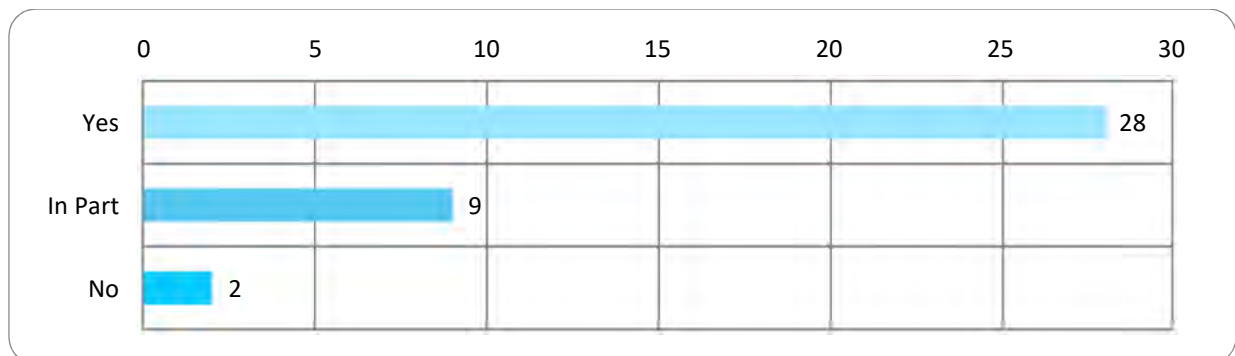
A key point to be aware of is that the South Australian Government has a target of the electricity grid being 100% renewable sources by 2030. Therefore many of the actions preference electricity as a carbon neutral energy source.

SCOPE 1 EMISSIONS (EG NATURAL GAS, PETROL AND DIESEL)

Key initiatives proposed to reduce fuels and gas include:

- *Gradually replace the light and heavy fleet to electric vehicles as suitable models become available*
- *Replace the swimming centre gas water heaters to low carbon option when they are due for replacement in 2027*
- *Preference energy efficient, electric heaters and appliances for all buildings as part of future renewals even if they have a higher upfront cost*

QUESTION 5: DO YOU SUPPORT THE INITIATIVES PROPOSED RELATING TO SCOPE 1 EMISSIONS?



- Vast majority supportive for initiatives proposed.

QUESTION 6: ARE THERE ANY SPECIFIC INITIATIVES RELATING TO NATURAL GAS AND/OR FLEET WHICH YOU WOULD LIKE TO PROVIDE FURTHER COMMENT ON?

Those responding *not supportive*, 2 made comments around:

- the local natural gas industry should be supported over imported solar panels
- increasing efficiency should be standard beyond climate goals.

Those responding *supportive in part*, 6 mentioned:

- Wanting transition swimming centre earlier (3)
- Seeking advocacy towards State Gov incentives for electric vehicles
- Preference for initiatives that are cost neutral
- Preference that actions are taken based on environmental need above cost
- Only upgrading vehicles when schedule replacements are due

Those responding *supportive*, 18 made comments around:

- Seeking faster timeframes for all actions (4)
- Earlier timeframe for gas heating upgrade (2)
- Excellent (2)
- Don't pilot EV, just transition as logical (2)
- Lead in EV transition (2)
- Faster timeframes with premium cost to act as leaders
- Consider hybrids as interim measure
- Consider Hydrogen from Tonsley
- Could some be "bulk bought" with other Councils?
- More ambitious
- Offsets purchase immediately
- Supplement with solar power
- Support renewable grid use
- Consider use of automated switches/lighting

QUESTION 7: ARE THERE ANY OTHER INITIATIVES WHICH COUNCIL SHOULD CONSIDER RELATING TO NATURAL GAS, PETROL AND/OR DIESEL USE?

23 individual responses – summary below

- Divest from fossil fuels including investments (3)
- Support for renewables (2)
- Consider Hydrogen from Tonsley
- Continue to adopt evidence based approach to expenditure of rates
- Decisions should be guided by urgency of global climate emergency
- Encourage on-line meetings to reduce staff travel
- Include small equipment (eg leaf blowers)
- Links to related articles/reference material
- Offer EVs to staff through leasing arrangements
- Offsets purchase earlier
- Optimise heating and cooling temperatures to reduce energy use
- Phase out gas connections for new properties
- Providing more electric bikes for staff as low carbon travel options
- Purchase 100% renewable electricity with LGA next opportunity
- Require contractors to use energy efficient/low carbon equipment
- Support for low carbon transport options
- Use best fit for purpose

Following comments were related to community emissions and/or outside scope of plan:

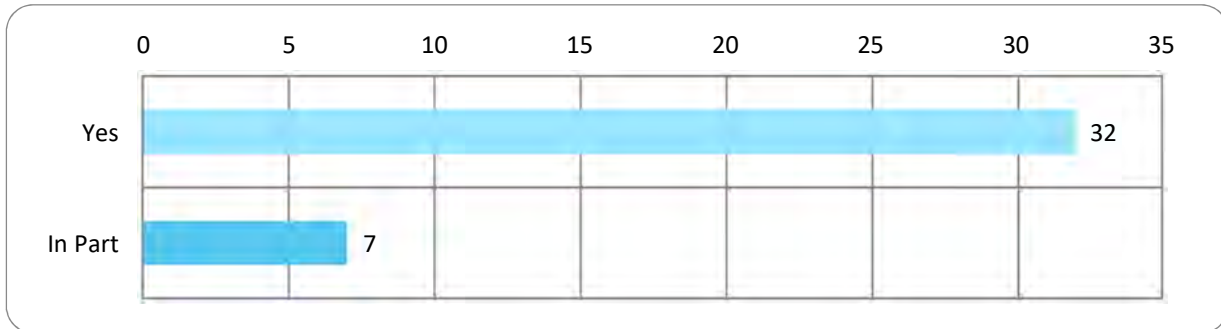
- Public EV charging points (3)
- Advocate for EV public transport
- Education for community to make better choices
- Suggest a debate on Nuclear Energy
- Incentives for residents to purchase EVs

SCOPE 2 EMISSIONS (EG ELECTRICITY FOR BUILDINGS AND STREET LIGHTS)

Key initiatives proposed focused on electricity include:

- *Continue to roll out energy efficient LED public lighting in parks and streets*
- *Continue to install solar panels on Council owned buildings (we already have over 100kW)*
- *Continue to improve energy efficiency as part of standard renewal and building maintenance*

QUESTION 8: DO YOU SUPPORT THE INITIATIVES PROPOSED RELATING TO SCOPE 2 EMISSIONS?



QUESTION 9: ARE THERE ANY SPECIFIC INITIATIVES RELATING TO ELECTRICITY WHICH YOU WOULD LIKE TO PROVIDE FURTHER COMMENT ON?

Those responding *in part*, 7 mentioned:

- Support LED street lights (2)
- Move more quickly on actions (2)
- Decisions should be guided by urgency of global climate emergency
- Advocate for LED lighting on State Government roads
- Use savings from reduced electricity costs to fast track actions

Those responding *yes*, 11 mentioned:

- Move more quickly on actions (3)
- Move to 100% renewable energy 2023 through LGA tender for bulk contract (2)
- Consider car sharing services like GoGet
- Consider covered parking with solar panels
- Energy efficiency as mandatory for new buildings (light roof, solar etc)
- Investigate solar to power street lighting
- Work with Climate Partners Fund
- Timed or sensor outdoor lighting to increase efficiency

QUESTION 10: ARE THERE ANY OTHER INITIATIVES RELATING TO ELECTRICITY USE WHICH COUNCIL SHOULD CONSIDER?

17 individual responses – summary below

- Move to 100% renewable energy asap (2)
- Strengthen link of urban trees in both mitigation for CO2 reduction and reduction of energy use from passive cooling (2)
- Timing on lighting adjusted to reduce non-peak use (2)
- Display graphs showing reduction annually
- Support and work with community organisations/clubs renting Council facilities to reduce emissions
- Timing on energy use to peak solar generation times
- Use rates wisely and not on virtue signalling

Following comments were related to community emissions and/or outside scope of plan:

- Support and education for community on installation of solar (2)
- Work with State Gov on social housing solar
- Community education to encourage others to become carbon neutral
- Support uptake of private EVs by having EV car parks
- Ensure solar access rights maintained for homes if new developments shadow
- Solar panel requirements for new builds
- Policy changes to reduce energy use across whole community
- Use building and planning approvals to require energy efficiency in construction and renovation

SCOPE 3 EMISSIONS (EG INDIRECT AND EMBODIED ENERGY IN BITUMEN AND CONCRETE USED)

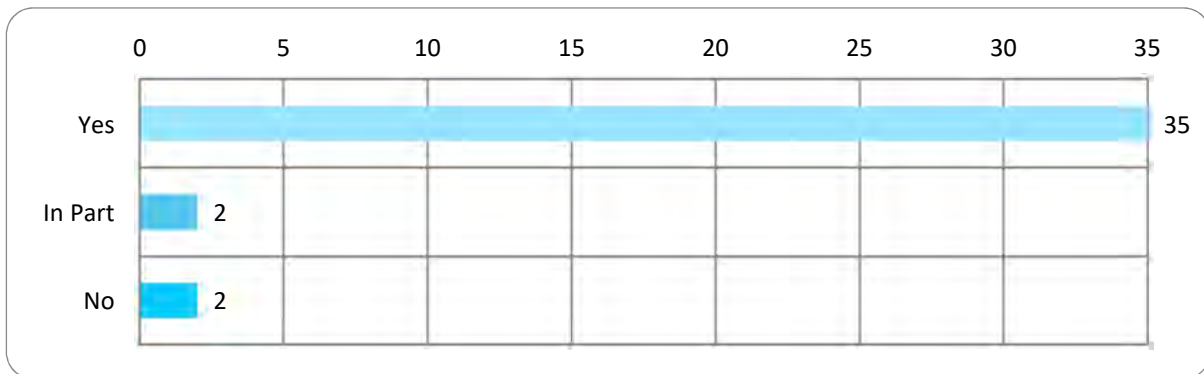
This category is for the amount of energy used to create, transport, provide and/or dispose of goods and services.

Key initiatives proposed focused on scope 3 emissions include:

- *Improve tracking and reporting of scope 3 emissions*
- *Develop and implement sustainable purchasing procedures to support lower carbon materials and services*
- *Continue to identify and trial new Scope 3 emissions reduction opportunities (eg four roads use recycled crumb rubber in reseal works in 2020)*
- *Implement low-carbon alternatives*

Existing initiatives such as zero waste Council run events and complimentary work to reduce waste at Council facilities will continue.

QUESTION 11: DO YOU SUPPORT THE INITIATIVES PROPOSED RELATING TO SCOPE 3 EMISSIONS?



QUESTION 12: ARE THERE ANY SPECIFIC INITIATIVES RELATING TO SCOPE 3 EMISSIONS WHICH YOU WOULD LIKE TO PROVIDE FURTHER COMMENT ON?

Those responding *no*, 1 mentioned:

- Some have merit but we should adapt to the changes than try and hold back the tide.

Those responding *in part*, 1 mentioned:

- In general, all initiatives should require zero waste as the key goal

Those responding yes, 12 mentioned:

- Support for inclusion of scope 3 emissions (3)
- Collaborate with other Councils on market signals for asphalt and concrete
- Commit to purchasing capital works materials from circular economy initiatives
- More emphasis on community kerbside waste reduction
- Organics public litter bins needed to make compostable packaging worthwhile
- Prioritise recycled materials eg recycled plastic seating
- Reduce scope 3 from design processes (eg less hard surface)
- Set target for reducing scope 3 emissions to drive changes
- Speed up implementation
- Support contingent on no additional cost to ratepayers
- Support electrification of waste collection trucks
- Support for purchasing low carbon concrete

QUESTION 13: ARE THERE ANY OTHER INITIATIVES RELATING TO SCOPE 3 EMISSIONS WHICH COUNCIL SHOULD CONSIDER?

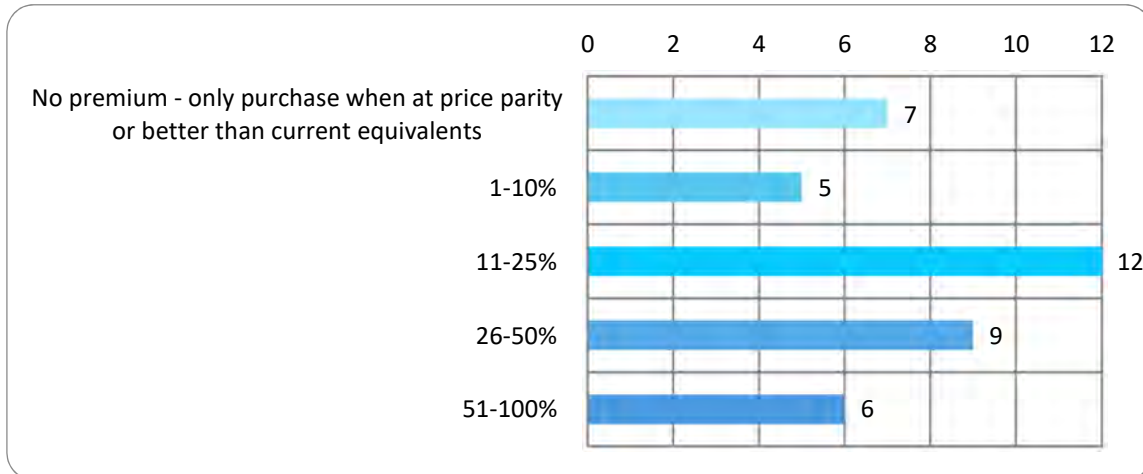
7 individual responses – summary below

- Aim to reduce damage to our roads from heavy vehicles
- Better quality standards for buildings on materials and energy efficiency
- Collaborate with other Councils to deal with scope 3 emissions
- Consider postponing asset management work if low emissions materials not yet available
- Education on benefits of reducing hard surface through design to help enable its success
- Ensure procurement is moving to circular economy practices
- Green concrete in paving
- Reduce hard surface and increase water harvesting so that less stormwater infrastructure/increase is needed
- Reflective road surface to reduce heat impacts
- Strong communication of the bold action on climate change
- Total transparency on scope 3 emissions on website to report results
- Waste education for local schools and businesses

BUDGETING AND IMPLEMENTATION

Many of the new actions will have a higher purchase cost, with lower anticipated running costs and/or lower carbon footprint. Some of these premiums will be higher for newer technology as it becomes established (eg electric vehicles).

QUESTION 14: WHAT PRICE PREMIUM WOULD YOU TYPICALLY SUPPORT FOR THE REPLACEMENT OF EXISTING ASSETS AS THEY COME UP FOR RENEWAL?



Responses to this question varied widely. 82% were comfortable with at least some level of price premium but there was no consensus on where that threshold should be.

SETTING A CARBON NEUTRAL TARGET DATE

Council has endorsed a draft target to be carbon neutral for its operations by 2030.

Accredited offsets will need to be purchased for any emissions remaining from 2030 onwards. Offsets can include investments in renewables like wind farms or independently assessed revegetation projects.

In developing the draft Plan three scenarios were considered of the milestone date (2025, 2030 and 2040). The indicative costs for having the target date earlier or later are outlined below.

Table 1: Summary of Carbon Neutral Target Date Options and Indicative Offset Cost Implications

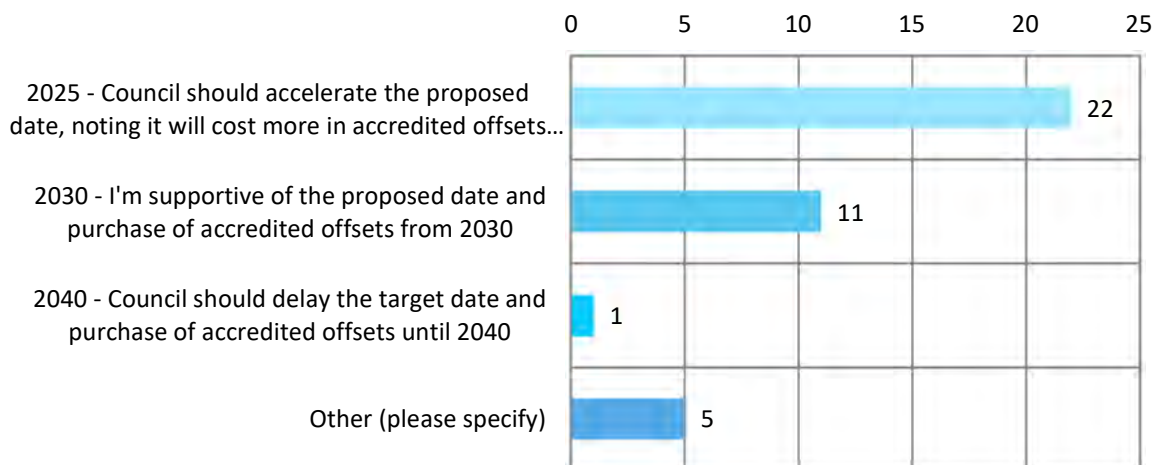
Carbon Neutral Target Year	2025	2030	2040
Anticipated remaining emissions for Scope 1, 2 & 3 (tonnes CO ₂ -e)	2277	1350	1350
Indicative Offset cost* per annum	\$45,540	\$27,000	\$27,000
Anticipated total Offset cost in 2050**	\$725,000 (25 years)	\$540,000 (20 years)	\$270,000 (10 years)

*Assumes an ACCU price of \$20/tonne

**Total is based on emissions calculated to 2030 as shown, and does not include CPI, further emissions reductions or changes in Offset rate

QUESTION 15: WHAT WOULD BE YOUR PREFERRED TARGET DATE FOR CARBON NEUTRAL OPERATIONS, NOTING THE CHANGE TO ANTICIPATED OFFSET COSTS?

What would be you...



The five respondents selected *Other* specified the following:

Council should abandon this foolish goal.
Do not set a date until the return on investment is presented.
I support Council attaining carbon neutrality from 1 July 2022. The offset costs will be higher initially but will reduce quickly at a faster rate if the trajectory for emissions reduction is steeper than that shown in the Plan. The total costs in the above Table are misleading as emissions reduction will continue after 2030. The figures in the table will skew community responses away from purchasing offsets earlier than 2030. A 'wealthy' community like Unley should take responsibility for paying a premium on reducing/offsetting emissions as soon as possible.
Not in favour of these so called "targets"
Purchase of offsets to ensure carbon neutrality should commence in 2020/21. This is a not a big cost item. Offset costs will come down as other initiatives such as electrification of the vehicle fleet occurs.

QUESTION 16: DO YOU HAVE ANY OTHER COMMENTS ON THE TARGET DATE OR PURCHASE OF OFFSETS?

18 individual responses – summary below

- Urgent action needed (7)
- Cost of inaction outweigh cost of action (2)
- Be ambitious
- Community education on offsets needed
- Create offsets from carbon producing plants in waterways
- Do nothing that will raise Council rates
- Don't set a date.
- Focus on reducing footprint so offset cost is low
- Put additional money to fast track actions that reduce footprint rather than offsets earlier
- Sell offsets if there is a market
- Setting target date for futile purpose is virtue signalling
- Supportive of 2030
- Would like more information on offsets are available

QUESTION 17: DO YOU HAVE ANY OTHER COMMENTS YOU WISH TO PROVIDE REGARDING THE DRAFT CLIMATE AND ENERGY PLAN?

23 individual responses – summary below

- Strongly support draft plan / well done (8)
- Would like inclusion of assisting community reduce emissions (6)
- Urgent action needed (4)
- Random survey of residents to see if they would like to estimate their carbon footprint. Offer to help with the calculations if needed. Encourage them to repeat the calculations each year for x years.* Prize for someone who participates.
- Cost of inaction far outweighs action
- Could LGA provide sustainability service for new build applications?
- Create community grants to implement emissions reductions
- Doesn't mention collaboration with climate community groups
- Focus on adaptation to changing climate also required
- Important to action the plan
- Increase environmental education articles in Unley Life issues
- Investigate carbon offset accreditation of urban trees
- Need holistic strategy across climate, water, trees, biodiversity and waste
- Page 3, paragraph 3 - mention health and overall environmental benefits
- Please promote on website
- Pleased scope 3 emissions included
- Seeks that feedback is listened to
- Strongly disagree with whole proposal
- Thanks for opportunity to provide feedback
- Use "take pledge" for carbon footprint

4.2 Drop In Sessions

Two drop-in times were provided with opportunity to meet and discuss the draft plan with Council staff and the technical consultant on Thursday 22 April. This also coincided with engagement on the draft Waste Management and Resource Recovery Plan.

- 10am – 1pm at the Goodwood Library
- 5 – 8pm at the Unley Library

The drop in sessions were attended minimally, with only 16 conversations across the 6 hours. (8 were specific to Climate, 4 to Waste and 5 were regarding both).

However, the quality of the conversations were high and most attending had intentionally visited rather than coincidence as part of trip to their local library.

Themes of discussion included:

- Hydrogen vs electric vehicles
- Reducing unnecessary travel in first instance
- Interest in solar capacity across Councils buildings
- Feasibility of using more recycled materials in roads
- Examples of offsets available
- Interest in more Unley Life articles on environmental topics
- Carbon Neutral date and rationale for 2030
- Heating at swimming centre
- Quality of capital works and if these could be delayed
- Lack of context and “why” in the draft plan compared to Technical Report

Overall the drop in sessions proved successful in providing an open opportunity for residents to speak with staff in detail about the draft plan face to face.

4.3 Written Submissions

In addition to the online survey responses, a total of 3 written submissions were also received via email. Feedback was comprehensive and included following themes:

- Strong support for City of Unley going carbon neutral (2)
- Seek earlier carbon neutral goal (eg from 2022) Some of the suggestions to help achieve this included:
 - EV as replacements due rather than pilot / seeking more detail (2)
 - Pool gas transition earlier
 - Switch 100% renewable energy in LGA bulk purchase electricity contract 2023
 - Accelerate capital projects like LED and solar
 - Deferring asset management renewals where possible
 - Stronger inclusion on role of trees in the plan including as mitigation and adaption
 - Set mini targets for scope 3 reductions
 - Consider less use of hard infrastructure in first instance
 - Develop Circular Economy Policy / Importance of Circular economy for success (2)

Other feedback and suggestions included:

- Will there be an efficient Management System(s) to monitor operational emissions?
- Annual reporting on emissions be against the forecast targets
- Commitment to public reporting of emissions and related decisions
- When will asset register be audited for potential contributions to plan?
- Establish community climate advisory group to support and extend plan
- Preference for net costs/benefits of projects to be articulated
- Request for back casting of carbon footprint for past achievements impact
- Increase link to other plans and strategies with related/complimentary objectives
- Divest from emissions intensive industries from its banking/investment.
- Advocate and work together with other levels of government on reducing emissions, in particular innovations around scope 3.

While outside the scope of the current engagement, the two group based emails strongly encouraged a plan to support emissions reduction for whole community. This feedback included a large number of suggestions and ideas in how to achieve this across education, engagement, active transport, electric vehicles, energy, trees and waste.

5 CONCLUSION

In summary, the engagement demonstrated that vast majority of participants supported the draft Climate and Energy Plan and proposed initiatives. Typically the main feedback was that the speed of proposed actions was not fast enough.

All comments provided as part of this engagement will be considered. The corresponding Council Report will include responses on common themes, questions and articulate which improvement suggestions are proposed for inclusion in the final adoption of the Climate and Energy Plan.

Those comments not in scope for this engagement will be provided to relevant staff/deferred as appropriate – in particular the detailed feedback and ideas around development of actions to support reduction of community emissions.



Climate and Energy Plan

Our path to carbon neutral operations by 2030

June 2021

Climate and Energy Plan

The City of Unley aims to be Carbon Neutral for its corporate emissions by 2030.

A carbon neutral target requires greenhouse gas emissions to be reduced as much as possible with the balance that cannot be directly eliminated addressed with the purchase of carbon offsets.

Measures taken to reduce Councils' carbon emissions will have a long-term positive impact on Councils' operating budget by lowering ongoing costs of fuel and electricity, reducing the organisations exposure to volatility in fuel, gas and electricity prices and increasing the resilience of the organisation as we transition to a low carbon economy.

Setting a target provides a framework for capturing the opportunities that are inherent in reducing energy consumption. The target also provides strategic guidance when it comes to allocating resources in future budgets.

On 23 November 2020 the City of Unley committed to become members of the Global Covenant of Mayors for Climate and Energy (GCoM), a global coalition of like-minded council/city leaders who have pledged to reduce greenhouse gas emissions to galvanise climate and energy action across cities worldwide. In joining GCoM, Councils are asked to measure emissions, set targets and develop a roadmap to support the emissions reductions. GCoM currently has more than 10,000 city members, covering a population of nearly 1 billion people. It is expected that these cities will collectively reduce carbon emissions by 24 billion tonnes by 2030.

Mayors Message

I am delighted to announce that Council has committed to be carbon neutral for its operations by 2030. This is consistent with the Paris Climate agreement which aims to limit global warming to 2C by the end of the century.

Climate change is a pressing issue that affects us all. Adelaide has already recorded increases in the long-term average temperature and has experienced more extreme heat days (those over 35C). Under our current emissions trajectory, the CSIRO projects that the number of days over 35C in Adelaide could increase from an average of 17 a year to 23 a year by 2030 and by as much as 36 days a year by 2070 with heat stress, loss of biodiversity, drought and flooding also increasing over time.

Council has been taking action to mitigate climate change for many years with the highlights outlined on page 5. The strength of this new plan is that we have a clear road map to continue reducing emissions and be transparent in reporting our progress.

The technical report that was developed as part of our plan also revealed that more than half of Council's operational emissions come from the materials and machinery we use to provide hard infrastructure such as roads, pavements and stormwater pipes. Therefore, a key focus area for Council will be to collaborate with other councils to identify suitable low-carbon alternatives.

Our plan includes

- A staged adoption of electric vehicles
- An electrification strategy to progressively switch from gas to electricity for space and water heating
- More solar pv installations including at community centres
- Continued energy efficiency upgrades including LED lighting and building upgrades.
- Sustainable procurement improvements aimed at supporting local low-carbon industry suppliers





Achievements to date

In considering a Carbon Neutral future, we recognise the significant work that Council has already completed and is currently doing to reduce emissions and seek to build upon it.

1. A total of 105kW of solar and a 9.8kWh battery have been installed since 2016.
2. Public electric vehicle charging station at Heywood Park funded through Federal grant installed in 2019.
3. Replacement of existing Council-owned streetlights to efficient LED lighting in residential streets and parks.
4. Energy-efficient upgrades, including a 70% power consumption reduction in the IT server room in 2018.
5. Ongoing delivery of the Walking and Cycling Plan is encouraging more active modes of transport which in turn reduces car use.
6. Six 'e-bikes', funded through State Government grants, are used by Council staff to reduce car trips.
7. Council run events have been zero waste since 2014.
8. Accelerated tree planting program on Council land.

**RESILIENT
EAST**

*Climate Ready
Eastern Adelaide*

Since 2012 the City of Unley has been an active partner with Resilient East which is working on landscape level adaptation for climate change across eight eastern Councils and the State Government. This work focuses on preparing for the changes of climate already locked in and therefore different from reducing emissions which mitigate the causes. However, they are complementary and can leverage off each other.

Carbon Language

Carbon Neutral

Over the course of a year, an organisation has accounted for and then “offset” its emissions footprint. Sometimes referred to as Net Zero.

Carbon Offsets

Activity that compensates for the emission of greenhouse gases by providing a reduction elsewhere.

Australian Carbon Credit Units (ACCUs)

Accredited and quality offsets that meet the Australian Governments National Carbon Offset Standard.

Footprint

Total of all the main greenhouse gas emissions. Carbon Dioxide is the primary one, so for simplicity the ‘Global Warming Potential’ of each gas is converted to a Carbon Dioxide equivalent (CO₂-E).

Scopes

The types of emissions are commonly grouped into three ‘scopes’ based on their similar origin sources. The following definitions are from ICLEI

Scope 1

Direct emission sources owned or operated by the local government (eg fuel, diesel and gas)

Scope 2

Indirect emission sources limited to electricity

Scope 3

All other indirect and embodied emissions over which the local government exerts significant control or influence (eg amount of energy used to create roads)

Current Footprint

In 2020, The City of Unley footprint has been estimated as approximately 1,700 tonnes of Carbon Dioxide equivalent emissions per annum Scope 1 & 2 and 1,900 for Scope 3.

Emissions are dominated by electricity used in buildings and by street lighting, diesel in heavy vehicles and gas to heat the Unley Swimming Centre. For Scope 3, the estimated footprint of roads, kerbs, footpaths and stormwater pipes dominates. More information on this assessment and data can be found in the *Climate and Energy Technical Report 2021*

SCOPE	TOTAL TONNES CO2-E	SUBCATEGORY	TONNES CO2-E
Scope 1	526	Gas	183
		Petrol	73
		Diesel	270
Scope 2	1,193	Streetlights, paths & parks	445
		DIT Lighting	276
		Buildings	472
Scope 3	1,897	Travel	4
		Electricity embodied in water	85
		Diesel use in waste collection	128
		Council Waste	180
		Roads, paths & stormwater	1,500

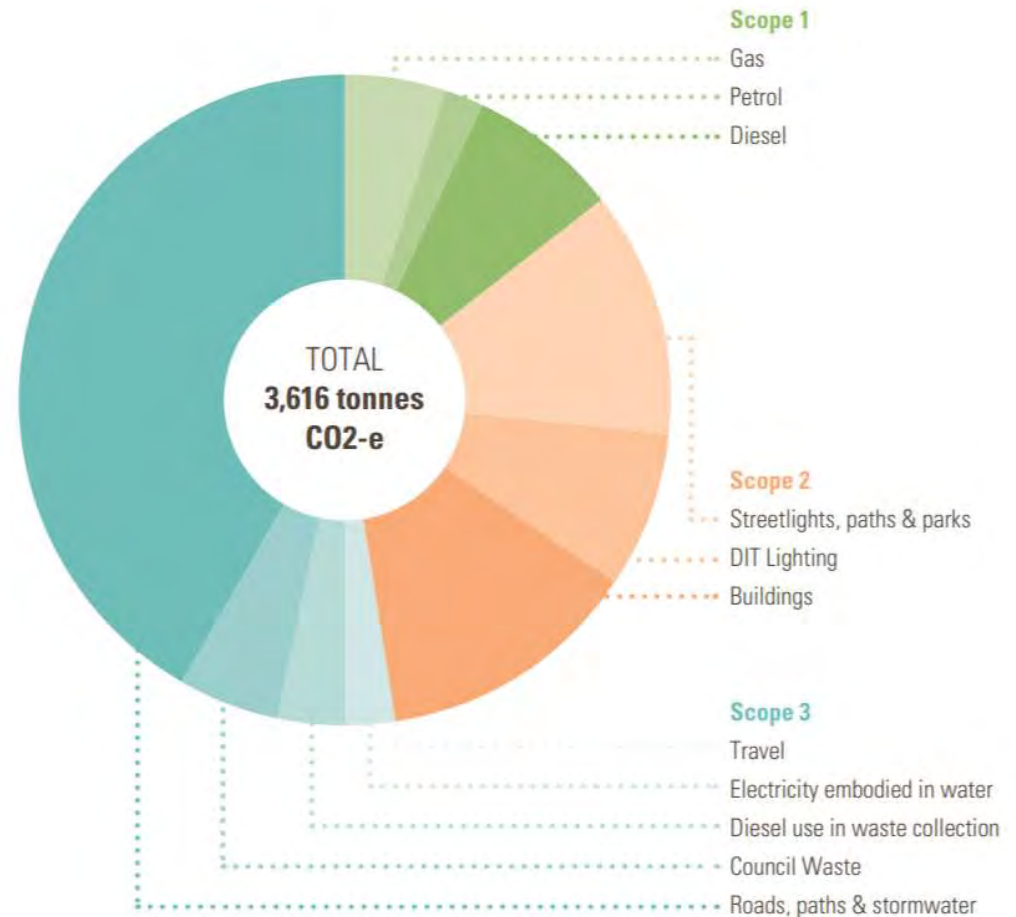


Figure 1: 2020 Estimate of Corporation of the City of Unley Emissions Scopes 1, 2 & 3

Carbon reduction pathways

Figure 2 depicts how multiple actions will work together to reduce corporate emissions for scope 1 & 2 for fuels, gas and electricity sources.



Transition to renewable electricity grid

Projected reductions as South Australian Government transitions to 100% renewable energy for electricity grid by 2030.



Electric Vehicles

Electrification of the passenger and specialist vehicle fleet to electric vehicles (EV) as suitable models become available.



Street Light Replacements

Continue roll out of LED efficient lighting.



Solar PV

Continue install renewable energy on Council owned buildings.



Building Upgrades

Continue energy efficiency improvements as part of normal asset maintenance.



Swimming Centre Upgrades

Replace gas heating boilers with low emission alternative such as electric heat pumps.



Remaining Emissions

Projected carbon footprint which Council has not reduced or made from renewable sources.

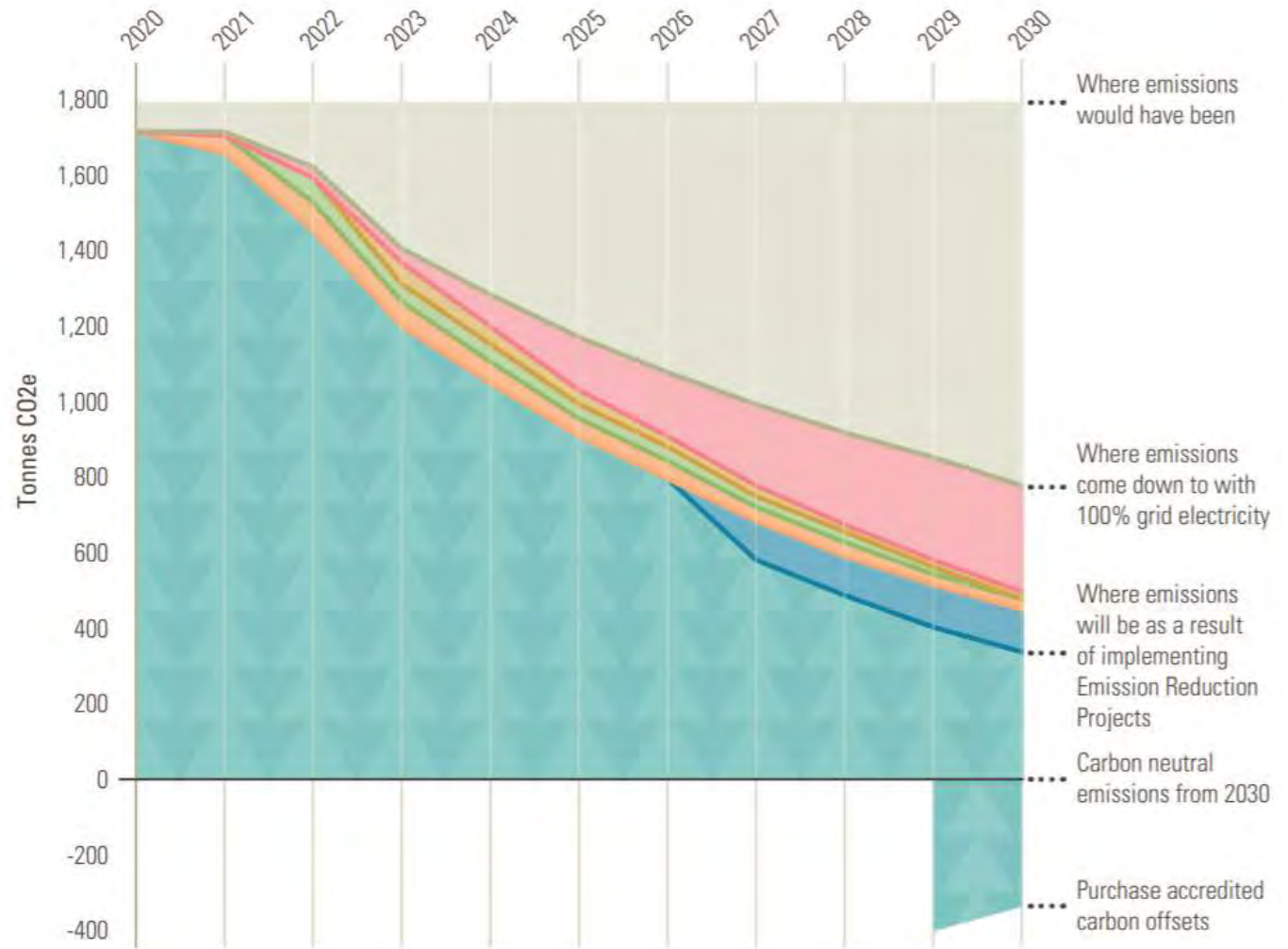


Figure 2: Effects of Emission Reduction Projects for Scope 1 & 2

Reducing Scope 3 emissions will be more difficult than Scope 1 and 2 where there are clear cost-effective alternatives in the market already. However, there has been significant progress made in the development of lower emission alternatives to concrete and asphalt which are amongst Council's largest sources of Scope 3 emissions.

Figure 3 shows a forecast scenario of how multiple actions will work together to reduce corporate emissions for Scope 3 for travel, corporate waste, water, civil works and fuel used in waste collection. It must be noted that Scope 3 emissions is an area that the City of Unley had not historically been measuring so there are limitations in the current estimate. Monitoring and reporting on Scope 3 emissions will be improved moving forward.

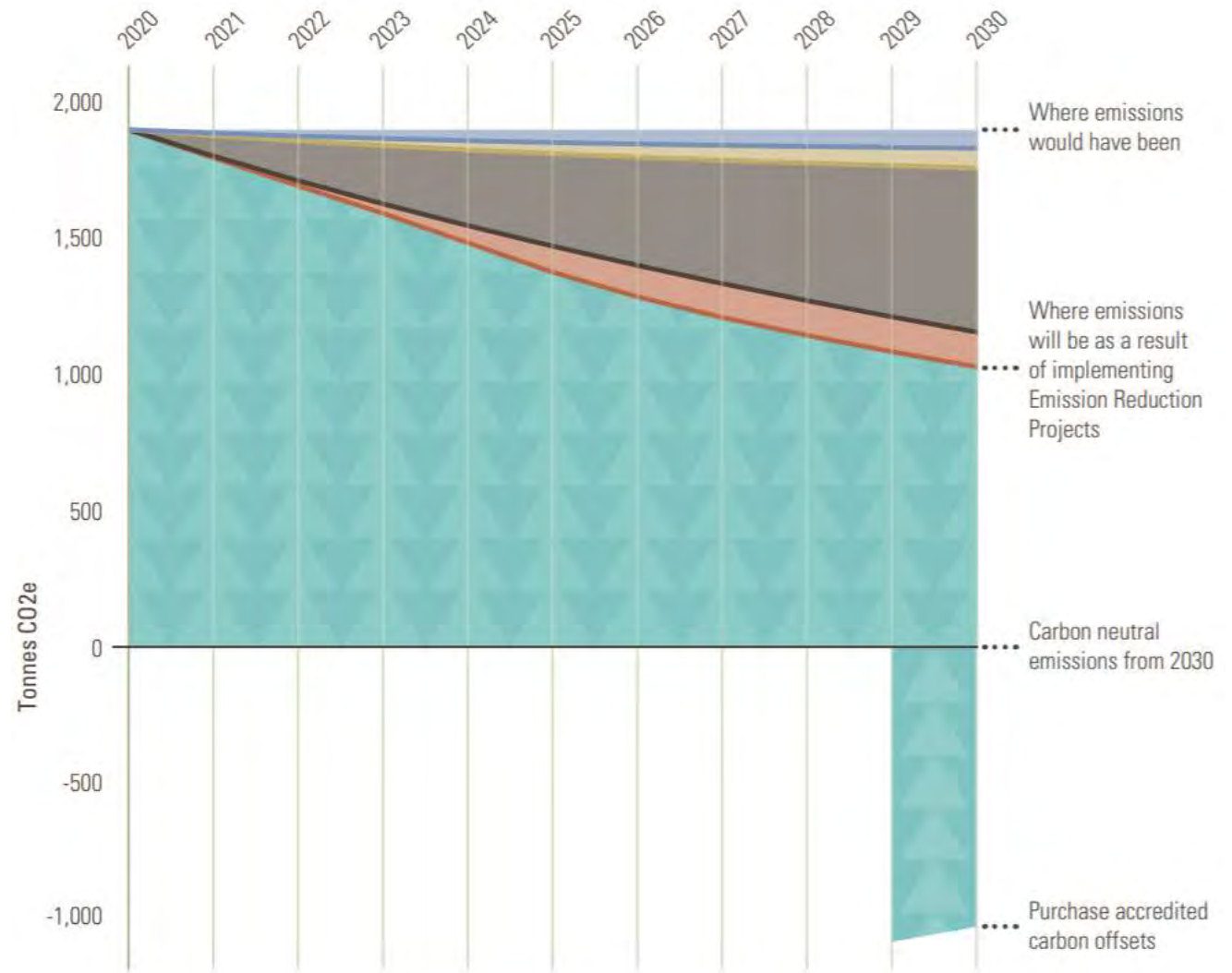


Figure 3: Effects of Emission Reduction Projects for Scope 3

Summary Action Plan

Action	Additional Cost	Existing Budget	Staff Time
Year1-2: 2021/22 and 2022/23			
Commence Electric Vehicle transition as replacements are due and viable alternatives are available.	X	X	
Continue LED / building efficiency upgrades.		X	
Establish a Climate / Circular Economy Council Policy.			X
Develop and implement sustainable procurement procedure and templates to support project management framework.			X
Advocate LGA for and consider 100% renewable electricity bulk contract in 2023.	X		X
Develop design standards guideline for Council owned buildings/assets in year 2.			X
Develop the Climate Partner Fund to assist lessees to reduce emissions.	X		
Establish internal staff working group to guide delivery of plan and in particular identify Scope 3 emission reduction opportunities. Includes advocating/partnering with other organisations towards shared challenges.			X
Improve and expand carbon management system to track Scope 3 emissions.	X		
Provide annual report on carbon footprint and projects undertaken.			X

Action	Additional Cost	Existing Budget	Staff Time
Years 3-5: 2023/24, 2024/25 and 2025/26			
Review and report on progress to Global Covenant of Mayors for Climate and Energy (GCoM).			X
Trial Scope 3 low carbon alternatives.	X		
Gradually replace light and heavy fleet with electric vehicles. This will be done as renewal is due AND suitable vehicles on market. <i>Includes smaller specialised items and other petrol based devices.</i>	X	X	
Install solar across Council buildings.	X		
Continue building efficiency upgrades and replacements low carbon options.		X	
<i>Major review of plan including consideration of accelerating Carbon Neutral date and/or viability of later year actions (eg swimming centre heat pumps).</i>			X
Years 6-9: 2026/27, 2027/28, 2028/29 and 2029/30			
Implement low-carbon alternatives.	X	X	
Replace Gas Boilers at Unley Swimming Centre.	X	X	
Complete electrification of fleet. Purchase of accredited, local offsets for remaining emissions for energy and utilities we cannot feasibly reduce or create from renewable sources.	\$27K* per annum	X	

*Assumes an ACCU price of \$20/tonne and remaining emissions of 1350 tonnes CO2-e

State Government Alignment

The South Australian Government has set a carbon reduction target of Carbon Neutral by 2050. This is broadly in line with the Paris Agreement to limit global warming to less than 2 degrees Celsius. As an interim target, South Australia aims to achieve at least 50% net reduction in emissions from 2005 levels by 2030¹, with 100% net renewable energy generation by 2030.

With the City of Unley aiming for Carbon Neutral by 2030, we are showing a leadership role in reducing carbon emissions ahead of the State Government targets. Neutralising these emissions by 2030 will require the purchase of offsets to be achieved without a material cost premium on investments in emissions reduction technologies. It also aligns with the South Australian electricity grid which is expected to be 100% net renewables.

City of Unley will continue to partner, advocate and work with the State Government on actions that support carbon reductions, circular economy and adapting to climate change.

¹ Garnaut, R, South Australia's Climate Change Challenge and Opportunity, September 2020

Community Emissions

While the actions to address climate change in community wide emissions remain outside of Council's direct control, there are key areas where we have some influence. Most notably in the areas of transport and waste management.

A Community Emissions Profile (CEP) for City of Unley was received in May 2020 through collaboration with other South Australian Councils and consultants, Ironbark Sustainability, which is available online at snapshotclimate.com.au.

The CEP includes estimates for Scope 1, 2 & 3 emissions but has limitations especially for products that were made elsewhere and international travel. For example, how much red meat consumed by residents and/or the number of flights per capita is currently impossible to assess at a local government scale.

In Figure 4 it is interesting to note that in 2018/19, 45% of community emissions were estimated from transport which highlights the important role Council continues to play in supporting the reduction of community emissions through active transport infrastructure. Council will:

- Continue to encourage and support residents to move food waste into organics bins for composting rather than landfill.
- Continue to invest in bikeways, and pedestrian friendly streetscapes.

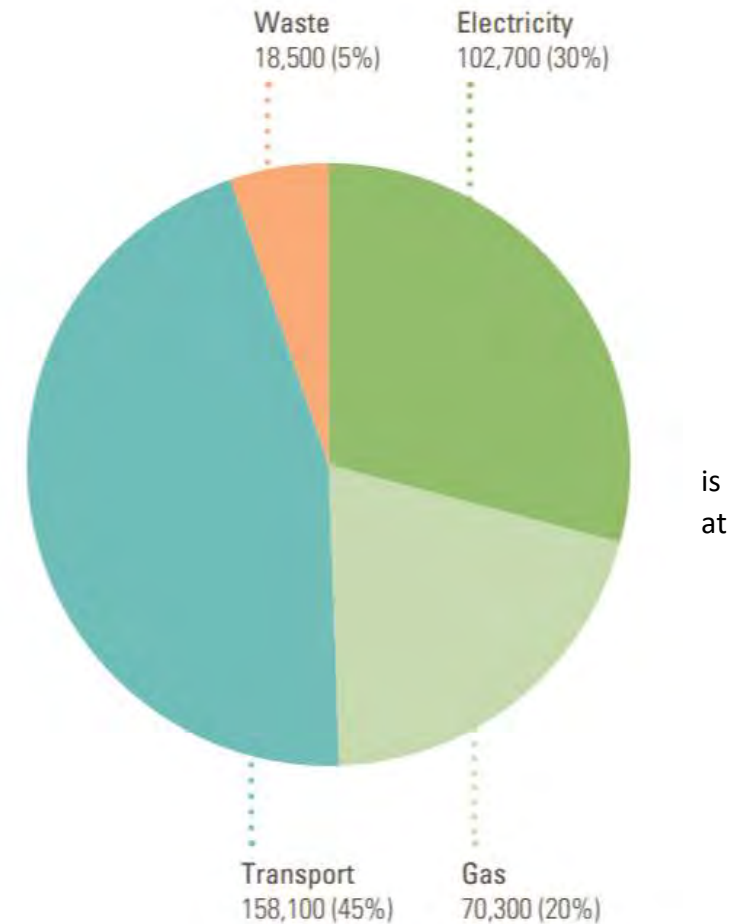


Figure 4: Unley 'Snapshot' 2018–19 data.
Total estimate of 349,600 CO2-e

Climate Partners Fund

Council can play an important leadership role which engages the broader community in their carbon emissions reduction plan by facilitating emissions reduction projects amongst its tenants.

City of Unley leases many buildings to community groups and sporting clubs. While emissions from these buildings does not count towards Council's carbon footprint, an opportunity exists to extend the benefits of energy efficiency projects undertaken in Council occupied buildings, to the broader community.

City of Unley is establishing a new Climate Partners Fund to offer incentives to not-for-profit tenants of Councils owned buildings to improve the energy efficiency of individual facilities.

There are also other supporting resources that are tailored to suit sport and recreational groups such as:

- Sport and Recreation Sustainability Guide - orsr.gov.au
- Conservation Council SA Green Hubs - conservationsa.org.au/green_hubs
- City of Unley Community Grant Funder - unley.grantguru.com.au

Household Carbon Calculators

There are many free calculators available to estimate personal and household carbon footprints.

While this plan is focused on Councils operational emissions, everyone can follow a similar process of assessing and then working to reducing carbon emissions impact.

For more information please visit unley.sa.gov.au/climate

Find out more – Unley.sa.gov.au/climate

This plan draws on the detail from The Energy Project (2021) City of Unley Climate and Energy Technical Report

Disclaimer

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



Civic Centre

181 Unley Road Unley

South Australia 5061

Postal PO Box 1

Unley, South Australia 5061

Telephone (08) 8372 5111

Email pobox1@unley.sa.gov.au

Unley.sa.gov.au

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DECISION REPORT

REPORT TITLE:	APPROVAL OF COMMUNITY IMPACT GRANTS - 2021-24
ITEM NUMBER:	4.3
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	MATTHEW IVES
JOB TITLE:	COORDINATOR CULTURAL DEVELOPMENT
ATTACHMENTS:	<ol style="list-style-type: none">1. COMMUNITY IMPACT GRANTS GUIDELINES MAY 20212. MULTI-YEAR COMMUNITY IMPACT GRANTS SUMMARY OF APPLICATIONS

1. **EXECUTIVE SUMMARY**

This report seeks Council's endorsement of the recommendations for grant funding under the multi-year Community Impact Grants Program.

The aims of the multi-year Community Impact Grants Program is to provide three-year funding to initiatives that directly benefit the City of Unley community in order to grow resilience and promote social inclusion and innovation. As the funding is for a three-year period, this is an entry application round. The Community Impact Grants complement and form part of Council's overall Community Grants Program.

A total of \$44,068 was endorsed for distribution through the Community Impact Grants Program in the 2020/2021 annual budget. A total of eight applications were assessed with a total funding request of \$76,985. Following assessment, funding of \$38,960 is recommended for four applicants, to be allocated annually for three years. Additionally, \$5,000 is recommended annually for two years to one applicant, with the remaining \$5000 in 2022/23 to be distributed via a Community Chest under General Manager delegation.

The applications and recommendations were presented for discussion to the Community Grants Working Group, comprising Councillors J. Boisvert, P. Hughes, D. Palmer, J. Russo, and N. Sheehan. These recommendations are now presented to Council for endorsement.

2. RECOMMENDATION

That:

1. The report be received
 2. Funding of \$43,960 be awarded for the Community Impact Grants Program as follows:
 - \$9,960 annually for 3 years to James Parker Artist Inc with Amelia Walker for Mapping the Family: Memory Books and the art of intergenerational interconnectivity.
 - \$10,000 annually for 3 years to Salvation Army for the Homelessness Support Project.
 - \$9,000 annually for 3 years to Unley Concert Band for the 2021-24 Concert Series and Community Engagement Program.
 - \$10,000 annually for 3 years to Unley Repair Café for Unley Repair Café - expanding our impact.
 - \$5,000 annually for 2 years to Student Robotics Club of South Australia, Inc - the RoboRoos for Robot Community Immersion.
 3. Subject to annual budget approval, \$5,000 be retained in the 2022/2023 Budget for a Community Chest application, with applications to be assessed and approved at the discretion of the General Manager City Services.
-

3. RELEVANT CORE STRATEGIES/POLICIES

1. Community Living
 - 1.2 Our Community participates in community activities, learning opportunities and volunteering.
- Community Grants and Sponsorships Policy.
Cultural Plan 2021- 2026.

4. BACKGROUND

The multi-year Community Impact Grants were introduced in 2017/2018 following a review of past ad hoc multi-year grants agreements and Memorandum of Understandings.

At its meeting on 26 June 2017 (Item 881), Council resolved that a model to allocate grant funding for multi-year community partnership initiatives within the City of Unley be endorsed:

That:

1. *The report be received.*
2. *The multi-year Community Impact Grants Program and associated Guidelines (Attachment 2 to Item 881/2017) be endorsed.*

This is the second time that the City of Unley has offered a competitive and open application process for the Community Impact Grants Program. The last round of applications and recommendations were endorsed by Council in November 2017.

This Program complements existing Council grants programs and builds on the strengths of the community to source and implement solutions to respond to identified community needs. The Program aligns to Local Government's strength as a broker rather than service provider. It presents an opportunity to strengthen the City of Unley's community leadership by community supporting groups to undertake new projects, which contribute to Council's strategic direction in social inclusion and promotes innovation and community capacity building.

Applications are assessed against pre-determined criteria and the capacity of the applicants to deliver stated program objectives. Community groups, organisations and businesses are eligible to apply for delivery of not-for-profit activities which benefit residents of Unley. Applicants can be from either within or outside of the City of Unley, provided the proposed activities directly benefit City of Unley residents.

In the 2020/2021 annual budget, a total amount of \$44,068 is available for allocation from the multi-year Community Impact Grants Program, with a maximum allocation of up to \$10,000 per annum, per application.

Associated guidelines (Attachment 1) outline the funding eligibility and criteria and are provided to all prospective applicants.

Attachment 1

These grants were promoted on Council's website and social media. Information was also circulated to groups within Council's community database.

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

5. DISCUSSION

Applications were evaluated using an assessment matrix based on the mandatory criteria outlined in the Multi-Year Community Impact Grants guidelines. Each application was also considered against the main themes and objectives of the newly endorsed Cultural Plan 2021-2026.

The administrative assessment panel (Internal Panel) comprised of the following:

- Cultural Development Coordinator
- Team Leader Community and Cultural Development
- Manager Community Connections
- General Manager City Service

The Internal Panel assessed the applications in accordance with the grant funding guidelines and proposed the funding of the projects as outlined in Attachment 2.

Attachment 2

A total of eight applications were received and the total funding requested was \$76,985. Applications were received from organisations with diverse priorities and the standard of applications was high. Four applications received higher scores via the assessment process:

- ***Mapping the Family: Memory Books and the art of intergenerational interconnectivity*** - (James Parker Artist Inc with Amelia Walker)

Meets the Cultural Plan 2021-2026 objective:

- The Culture of Us: provide voices for different demographics with an inclusivity lens on specific programs.
- Aligned to the City of Unley's Active Ageing Strategy.

- ***Homelessness Support Project*** (The Salvation Army)

Meets the Cultural Plan 2021-2026 objective:

- The Culture of Us: provide voices for different demographics with an inclusivity lens on specific programs.
- Aligned to the City of Unley's Living Well Strategy (2021-2025).

- ***2021-2024 Concert Series and Community Engagement Program*** (Unley Concert Band)

Meets the Cultural Plan 2021-2026 objective:

- The Culture of Creativity: provide ongoing opportunities for individuals and groups for artistic development and creative expression.

- ***Unley Repair Café - expanding our impact*** (Unley Repair Café)

Meets the Cultural Plan 2021-2026 objective:

- The Culture of Knowledge: activate Council facilities as spaces of skill-sharing, learning and shared experience.
- Aligned to the City of Unley's Waste Management & Resource Recovery Plan.

Based on the strength of the top four applicants, the Internal Panel is recommending full funding to these four organisations for 3 years, at a total annual allocation of \$38,960.

In addition to this, the Internal Panel also saw merit in some elements of one other application:

- ***Robot Community Immersion*** (Student Robotics Club of South Australia, Inc - the RoboRoos)
Meets the Cultural Plan 2021-2026 objective:
 - The Culture of Us: provide voices for different demographics with an inclusivity lens on specific programs.

With the remainder of the allocated budget, it is proposed that partial funding of \$5,000 is an appropriate amount to be allocated to RoboRoos for 2 years to develop the components of their application that focus on intergenerational activities, the scrimmage event, and the support provided to City of Unley based schools. These components can be delivered within a 2-year timeframe.

The remaining funding in Year 3 (2022/2023) of the Community Impact Grants will be offered as a Community Chest similar to the first round of Community Impact Grants. Successful applicants will be required to meet the same criteria and will be approved at the discretion of the General Manager City Services.

The remaining three applications scored lower via the assessment process, with the full amount of funding allocated, and therefore not recommended for funding.

Following assessment by the Panel, the applications and recommendations were presented for discussion to the Community Grants Working Group, comprising Councillors J. Boisvert, P. Hughes, D. Palmer, J. Russo, and N. Sheehan. The Internal Panel's recommendations were supported by the Working Group and are now presented to Council for consideration.

A copy of the Community Impact Grant applications, together with a summary of recommendations for funding, have been made available to all Elected Members prior to the Council meeting.

Following endorsement, individual agreements will be prepared with successful applicants. It will be a requirement of these agreements that the successful applicants provide Council with annual progress reports, evaluations and acquittals and also recognise Council for their support in promotional material. Council's Cultural Development Coordinator will closely monitor the delivery of each of the projects.

6. **ANALYSIS OF OPTIONS**

Option 1 –

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 - \$5,000 annually for 2 years to Student Robotics Club of South Australia, Inc - the RoboRoos for Robot Community Immersion.
3. Subject to annual budget approval, \$5,000 be retained in the 2022/2023 Budget for a Community Chest application, with applications to be assessed and approved at the discretion of the General Manager City Services.

This option provides Council support for 5 activities that will make a positive impact in the community and directly contribution to Council's strategic objectives, particularly in delivering the Community Living theme.

Option 2 –

1. The report be received.
2. Subject to the following amendments and/or additions, the funding recommendations as contained in this report are endorsed.
 - *Amendments requested to be inserted here*
 - *Amendments requested to be inserted here*

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, probity of decision-making, and direct benefits to the community.

7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

8. POLICY IMPLICATIONS

8.1 Financial/Budget

- The 2020/21 total annual budget allocation is \$44,068 for Community Grants.
- An allocation of \$43,960 being recommended for endorsement.

8.2 Legislative/Risk Management

- Nil

8.3 Staffing/Work Plans

- The Community Impact Grants process is administered within existing resources.

8.4 Environmental/Social/Economic

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

8.5 Stakeholder Engagement

- Nil

9. REPORT AUTHORISERS

Name	Title
Mandy Smith	Manager Community Connections
Megan Berghuis	General Manager, City Services

Multi-year Community Impact Grants Program Guidelines

What is the purpose of the grants program?

The Community Impact Grants program provides three-year funding for community initiatives that directly benefit the City of Unley community, enhance social inclusion and build skills in the community to grow resilience.

Being socially included means that people have the resources, opportunities and capabilities they need to:

- Learn (participate in education and training);
- Work (participate in employment, unpaid or voluntary work including family and carer responsibilities);
- Engage (connect with people, use local services and participate in local, cultural, civic and recreational activities); and
- Have a voice (influence decisions that affect them).

(Australian Social Inclusion Board 2012)

This program aims to build on the strengths of the community as the source of solutions to identified community need and foster partnerships across communities and industries. Grant funding can often be a catalyst for the establishment of partnerships.

Multi-year funding provides the opportunity to develop innovative projects, which require longer timeframes to achieve outcomes. In addition, multi-year funding allows grantees to develop their plans for sustainability and evaluate their project over time.

What funding is available?

We welcome applications for amounts between \$5,000 and \$10,000 per annum for the three years. Applications must be for the same amount each year.

This program is open for applications from 22 February 2021 until 20 May 2021.

What are we looking for?

We are looking for initiatives that build on the strengths of our community as the solution to local or global issues. This program provides an opportunity for new or existing initiatives to be developed and improved over three years into sustainable programs.

Your initiative and/or partnerships do not have to be fully developed at the stage of application. However we do ask that you detail a plan for how both will develop over the three years.

Applicants with a proven track record of engaging the community will be viewed favourably. However, new applicants should not be discouraged from applying, particularly if the initiative is innovative, creative and promotes new partnerships.

Please refer to *Multi-year Community Impact Grants Hypothetical Case Studies* for examples of projects which could be eligible for grant funding.

What is Eligible?

The following or a combination of the following can be funded as long as the focus of the initiative is community benefit and social inclusion and it has a life span of three years.

- Materials
- Equipment
- Professional development
- Services and contractors
- Project staff to undertake the specific project
- Data collection
- Research and evaluation
- Promotion
- Catering
- Venue hire (non-council facilities)
- Volunteer reimbursements

This is not an exhaustive list and we encourage you to discuss your application's eligibility with us.

Council may be able to provide in kind support for facilities, materials, staffing, etc., subject to negotiation.

What is ineligible?

- Projects already receiving funding from Council.
- An application that is considered to duplicate an existing initiative or program that operates in the City of Unley.
- Projects which will be repeated for three years without developing over time.
- Projects which are not aligned with Council's Community Plan 2033.
- Payment of ongoing salaries.
- Recurrent operating costs.
- Building maintenance costs.
- Items for private use.
- Reimbursement for travel allowances.
- Venue hire for Unley Council facilities.
- Gift vouchers or purchase of items to be donated to a third party.
- Applications for reimbursement of funds already spent.
- Projects which will generate profit, unless funds will be reinvested into the project.
- Applications better aligned to Council's other grant programs e.g. Community Events Sponsorship Program and Community Grants Program.

Applicants are encouraged to contact Council to discuss their application and eligibility.

Ineligible applications will not advance to the assessment stage and applicants will be notified.

Application Process

Funding operates per financial year in line with the City of Unley's Annual Business Plan and Budget process.

Applications will be assessed by a panel of City of Unley staff according to the eligibility criteria, assessment criteria and available funding. Outcomes are determined on the merit of the applications against their assessment criteria.

After the assessment process, funding recommendations will be referred to Council for endorsement. All applicants will be notified in writing of the outcome of their application.

Successful applicants will be required to enter into a partnership agreement, which will be negotiated on a case by case basis. Requests for in-kind Council support will be negotiated at this stage.

<u>22 February 2021</u>	Grants open for application
<u>20 May 2021</u>	Grants close
<u>May 2021</u>	Applications assessed
<u>June 2021</u>	Funding recommendations presented to Council for endorsement
<u>June 2021</u>	Applicants notified of funding request outcome Individual partnership agreements will be negotiated for projects commencing July 2021 and terminating December 2024.

Who can apply?

Individuals, groups, organisations or businesses can apply, as long as a legal entity auspices or manages the grant and the grant is used for not-for-profit activities to benefit the community.

What are the criteria for funding?

Applications will be assessed on their merits by a panel of City of Unley staff against the criteria below. The questions in blue are to be treated as prompts only, to assist in developing your answers.

Criterion	Weighting
<p>Benefit to community</p> <p>Projects must directly benefit the Unley community and demonstrate their likely impact and how they will address identified needs.</p> <p><i>Are local community groups and organisations involved?</i></p> <p><i>Are volunteers involved?</i></p> <p><i>What are the positive impacts on the local community?</i></p> <p><i>Will the program occur in a local place?</i></p> <p><i>Is there evidence that the project is important to our community?</i></p>	20%
<p>Promoting Social Inclusion</p> <p>Projects should be accessible and involve Unley's diverse community.</p> <p><i>Are people with differing levels of ability involved?</i></p> <p><i>Are you promoting respect for all genders, ages and backgrounds?</i></p>	20%
<p>Partnership</p> <p>Projects must have a plan for how they will engage and partner with community members, groups, businesses and/or organisations and demonstrate a commitment to fostering the partnership. Partnerships, particularly across industry sectors, maximise and strengthen outcomes for long term impact.</p> <p><i>Does your project work within an existing partnership or will it create a new partnership? Are you working with a group or organisation you haven't worked with before?</i></p>	20%
<p>Innovation</p> <p>A creative activity, new partnership, new way of working or new way of considering a community issue or possibility. Innovation can lead to more effective, efficient, sustainable or equitable community initiatives.</p> <p><i>Will your project propose a different solution to an issue?</i></p> <p><i>Is your project engaging people or organisations that haven't traditionally been involved?</i></p> <p><i>Are you trialling a new work method?</i></p>	10%
<p>Track record</p> <p>Applicants must demonstrate a track record of engaging the community and delivering measureable outcomes and/or knowledge and expertise about their project idea.</p> <p><i>Do you have the expertise to deliver the project successfully?</i></p> <p><i>Have you organised a community initiative before? Are you an industry leader?</i></p>	10%

<p>Sustainability</p> <p>Applications should demonstrate a plan and commitment to continuous quality improvement of the project over the three years and a movement towards further longevity. Applications should detail how they will undertake ongoing evaluation of their project. This program provides the opportunity to test a project idea or further develop an existing project.</p> <p><i>What will happen to your project over the three years?</i></p> <p><i>Could your project continue without grant funding?</i></p> <p><i>What is required to maintain the momentum of your project over the three years?</i></p>	10%
<p>Project Planning and Budget – applications must demonstrate project planning including timelines, resources (including additional resources, in kind contributions and support), estimates/quotes, risk management planning and the skills and techniques which will be utilised to meet the organisational or logistical challenges of the initiative.</p> <p>You must justify the monetary amount you ask for in your application.</p>	10%

Terms and conditions:

- Late applications will not be accepted.
- Applicants must not make commitments to third parties prior to receiving communication about the outcome of their application.
- Applicants must be a legal entity or auspiced by a legal entity.
- The project must be not-for-profit.
- Applicants cannot apply for other City of Unley grants and sponsorships to undertake the same project receiving a Multi-year Community Impact Grant.
- Grant funding must only be used for the project outlined in the proposal.
- Applicants must have or be willing to obtain Public Liability Insurance for a minimum of \$20 million. Funding will be withheld until the City of Unley receives a certificate of currency for this insurance.
- Applicants must have or be willing to obtain DCSI clearances and professional licenses relevant to their proposal. Funding will be withheld until the City of Unley receives evidence of relevant clearances and licenses.
- Applicants with outstanding debts to the City of Unley are ineligible.
- The City of Unley is not responsible for any budget shortfall.
- Any unspent grant money must be returned to the City of Unley.
- Applicants who meet eligibility and assessment criteria are not guaranteed funding, given the nature of the competitive grants process.
- The City of Unley's decision is final with no appeals accepted.
- Support of a project through grant funding does not negate the need to apply for Council permits and permissions as required.
- Successful applicants must provide Council with a tax compliant invoice for the agreed amount of funding plus GST (10%) if registered for GST along with a signed copy of the Partnership Agreement.

- The City of Unley must be acknowledged as a funding partner on all promotional material (printed and electronic).
- As part of the grant process, you may be requested to attend a function and/or share your project with other recipients and interested parties.
- The applicant must submit an interim report and financial statement about the project to Council annually.
- The grant will be acquitted no later than three months after completion of the project. This includes providing a financial report and a project evaluation report.
- All activities must adhere to Government restrictions and regulations in relation to COVID-19 and organisers will prepare and submit a COVID Safe or COVID Management plan for SA Health if required.

Taxation Requirements

To comply with Australian Taxation legislations, when funding is paid to a group, organisation, individual or business and the applicant has not provided an Australian Business Number (ABN), the funding body is obliged to withhold 48.5% of the funding and forward this amount to the Australian Tax Office.

Community groups/ organisations applying for sponsorship who are unable to provide an ABN must complete the 'Declaration Where No Australian Business Number is Required' form.

Contact

We encourage you to contact us to discuss your application.

Matthew Ives
Cultural Development Coordinator
City of Unley
mives@unley.sa.gov.au
8372 5134
0417 087 142

Attachment 1

MULTI-YEAR COMMUNITY IMPACT GRANTS PROGRAM FUNDING- 2021-2023

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
James Parker Artist Inc with Amelia Walker <i>Mapping the Family: Memory Books and the art of intergenerational interconnectivity</i>	\$9,960.00	\$9,960.00 annually for 3 years	RECOMMENDED FOR FULL FUNDING Social inclusion project for people living in aged care via collaborative creation of memory books as poetic art objects through community-based workshops with families and aged care workers. Workshop focus on techniques of creative writing, visual art and bookmaking. Project will be expanded over the 3 years with regular art exhibitions and the development of an online toolkit. The toolkit will be available for City of Unley residents to support intergenerational connection and the documentation of older residents' stories. The applicant is not Unley-based but the program will be delivered in the City of Unley and directly benefits Unley residents.
The Salvation Army <i>Homelessness Support Project</i>	\$10,000.00	\$10,000.00 annually for 3 years	RECOMMENDED FOR FULL FUNDING The Salvation Army (TSA) Unley Corps partnering with Sturt Football Club and the Salvation Army's Homelessness Team to assist a group of homeless people in the City of Unley. Under the partnership, Sturt FC will provide those sleeping rough with supervised access to the club's shower and laundry facilities while TSA works to resolve homelessness and address presenting needs by providing holistic, ongoing support towards a sustainable housing future. The applicant is Unley-based.
Unley Concert Band <i>2021-2024 Concert Series and Community Engagement Program</i>	\$9,000.00	\$9,000.00 annually for 3 years	RECOMMENDED FOR FULL FUNDING A 3 year concert series with new collaborations with local composers, professional musicians as mentors and performances with local schools. Expansion of the ensembles program working in a variety of locations and educational work with local students aim to increase both the participation in the Band and the local audiences.

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
			The applicant is Unley-based.
Unley Repair Café <i>Unley Repair Café - expanding our impact</i>	\$10,000.00	\$10,000.00 annually for 3 years	RECOMMENDED FOR FULL FUNDING Over 3 years, Unley Repair Café aims to run free workshops, build its volunteer capacity, partner with local suppliers, expand its reach of people and operations and foster community resilience through a 10 session/ year grassroots project. The applicant is Unley-based.
Student Robotics Club of South Australia, Inc - the RoboRoos <i>Robot Community Immersion</i>	\$10,000.00	\$5,000.00 annually for 2 years	RECOMMENDED FOR PARTIAL FUNDING Robo Roos in collaboration with Unley Community Shed and associated industry partners to develop, promote and execute a school robotics program, comprising teacher teach-ins, workshops, "robozoom" calls where Club students run fortnightly "helpdesk" for other teams, scrimmages for school teams to evaluate progress and develop competition strategies. Funding is recommended local inter-generational activities and promotion to local City of Unley schools. The applicant is Unley-based.
Growing With Gratitude <i>The Lads project</i>	\$8,025.00	0.00	NOT RECOMMENDED FOR FUNDING "The Lads" is a resilience, well being and physical activity school holiday project - delivering 8 programs each year reaching 96 8-11 year old boys. The program is a 1-day event (5 Hours) to be held at Unley Primary School. Although the criteria have been met, the project did not demonstrate sufficient benefits to justify funding in a competitive round.

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
			The applicant is Unley-based.
Working Women's Centre <i>Youth-led workshops: first jobs and workplace rights</i>	\$10,000.00	0.00	NOT RECOMMENDED FOR FUNDING Youth-led workshops for young people aged 15-24 designed to provide young people with knowledge and skills for entering the workforce. They will cover common challenges faced by young people when they start working, or looking for work: how to find work, knowing your workplace rights and how to deal with the challenges of looking for work and work-related stress. Although the criteria have been met, the project did not demonstrate sufficient local research and partnerships to justify funding in a competitive round. The applicant is not Unley-based but the program directly benefits City of Unley residents.
Gold Foundation <i>Life Skills Project</i>	\$10,000.00	0.00	NOT RECOMMENDED FOR FUNDING Aim of the project is to develop a "Life Skills Project" for 13 - 20 years olds with Asperger's Syndrome, to empower young people to build life skills which will assist in building positive and successful futures and careers. 2x 16-week Healthy Relationships and Employment Ready Programs each calendar year over three years. Although the criteria have been met, the project did not demonstrate sufficient benefits and local partnerships to justify funding in a competitive round. The applicant is not Unley-based but the program directly benefits Unley residents.
TOTAL	\$ 76,985.00	\$ 43,960.00	

INFORMATION REPORT

REPORT TITLE:	MANAGEMENT OF LARGE SCALE DEVELOPMENTS - UPDATE
ITEM NUMBER:	4.4
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	GARY BRINKWORTH
JOB TITLE:	MANAGER DEVELOPMENT & REGULATORY
ATTACHMENTS:	NIL

1. **EXECUTIVE SUMMARY**

This report provides an update to the Motion on Notice (22 June 2020) and Question on Notice (22 February 2021) regarding our approach and the resource capacity to respond and manage compliance matters relating to large-scale developments.

The Administration have provided details of the current measures available to respond to enquiries raised in relation to planning policy, traffic management, parking control, permits under the *Local Government Act 1999*, asset management, and building compliance, both at an Elected Members Briefing on 12 October 2020, and also in response to the Question on Notice. There was a further commitment to report back to Council following the implementation the Planning and Design Code and once the Development Services Review had been completed.

The impact of the introduction of the Planning and Design Code has now been considered and as part of the review, a new position of Senior Building Officer has been established (created from existing resources). A key responsibility of this position is to act as a single point of contact for large-scale development, liaising between the community and contractors, and providing coordination of related key internal stakeholders to ensure smooth facilitation and resolution of requests. As part of this new approach, this role will also create a Developer Facilitation Pack which provides information and advice for developers and their contractors when undertaking development in the City of Unley.

2. **RECOMMENDATION**

That:

1. The report be received.
-

3. RELEVANT CORE STRATEGIES/POLICIES

1. Community Living
 - 1.1 Our Community is active, healthy and feels safe.
4. Civic Leadership
 - 4.1 We have strong leadership and governance.

4. BACKGROUND

At the Council meeting of 22 June 2020, Council resolved:

Staff prepare a report outlining issues, options (including compliance or enforcement strategies) and resource requirements, to enable monitoring and management of impacts of developments on Council infrastructure, including street trees.

Resolution No. C0276/20

In response to this Motion, staff provided a briefing to members on 12 October 2020 outlining the service level and resourcing options required to respond to community concerns relating to the construction and impact of major developments. The briefing explored three options for management of development sites, these being:

1. No change;
2. Include Developer Facilitation Packs; and
3. Introduction of a Coordinator Role.

It was noted the general feedback was a preference for a combination of options 2 and 3 to provide a single point of contact and relevant information during the life of the project.

At the Council meeting held 22 February 2021, the following Question on Notice (Item 5.3.1) was asked:

1. *What current capacity does Council have to address concerns by residents relating to large developments?*
2. *Are there resource implications arising from the new Planning & Development Code in order to address the concerns of and impacts on residents?*

In response, the Administration provided the following:

1. The following resources are allocated to address concerns:
 - Policy Planning – providing input into the SCAP Development Assessment process that gives us an opportunity to flag local impact and planning concerns and considerations prior to approval of the development.
 - Traffic Management – consideration of traffic controls to facilitate construction and manage ongoing traffic flow and parking requirements post construction.

- Parking Enforcement – monitoring and managing compliance of on-street parking within the prescribed traffic controls and legislation.
 - Permits – issuing and management of related permits, such as hoarding and parking during and post construction.
 - Asset Management – public realm, waste, infrastructure, encroachments and environmental impacts of development including damage to Council infrastructure (including trees).
 - Building Compliance – responding to construction impacts including noise, nuisance and hours of operation.
2. Implications under the Planning and Design Code will remain consistent to those currently experienced under the *Development Act 1993*.

From 19 March 2021 the Planning and Design Code has been in operation. Concurrently, the outcomes of the Development Services Review were delivered to staff.

5. **DISCUSSION**

A review of Development Services has recently been undertaken to respond to the changes of the PDI Act. This review considered a number of improvements and included a recommendation to create a Senior Building Officer from existing resources. This role includes a single point of contact to act as a liaison between internal and external stakeholders.

Given that the volume of major projects is relatively small, and that there is existing resourcing provided to administer and respond to community concerns, the inclusion of this single point of contact will assist in bringing the internal service providers together to coordinate information from Council. It also provides an opportunity to build relationships with developers, their contractors and the community during the project.

Following the introduction of the Planning and Design Code on 19 March 2021, the impacts are now being appreciated, and it is considered an appropriate time to also explore the development of Developer Facilitation Packs in support of the new coordination role. The Packs will include references to where information can be sourced, outline compliance requirements, and identify the approvals and permits required from Council during the project and when they should be obtained. It is anticipated that the creation of these packs will commence when recruitment for the Senior Building Officer role is completed.

6. **REPORT AUTHORISERS**

Name	Title
Megan Berghuis	General Manager, City Services

DECISION REPORT

REPORT TITLE:	DELEGATIONS UNDER THE PLANNING DEVELOPMENT AND INFRASTRUCTURE ACT 2016
ITEM NUMBER:	4.5
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	GARY BRINKWORTH
JOB TITLE:	MANAGER DEVELOPMENT & REGULATORY
ATTACHMENTS:	1. UPDATED INSTRUMENT A

1. **EXECUTIVE SUMMARY**

This report is for Council to determine what powers and functions it will delegate under the *Planning, Development and Infrastructure Act 2016* (PDI Act) in relation to recent amendments made.

Council endorsed the existing delegations under Instruments A and B of the PDI Act at the Council meeting held 22 March 2021. Further amendments have recently been made to the *Planning, Development and Infrastructure Regulations 2016* that now require additional changes to the existing delegations. Under the legislation, there are various functions that Council as a Relevant Entity, Designated Authority, and Relevant Authority will be required to delegate to the CEO. Subsequently, sub-delegation to staff will enable efficient and timely actions under the PDI Act, and this report allows Council to delegate those functions.

The required changes are primarily administrative in nature with changes to the numbering of clauses, and updated language to reflect the final version of the PDI Act.

2. **RECOMMENDATION**

That:

1. The report be received.
2. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation (as set out in Attachment 1 to this Report (Item 4.5, Council Meeting, 28/06/2021) and entitled Planning Reform – Delegations under the *Planning, Development and Infrastructure Act 2016* and marked Attachment 1 – Instrument A – Head Delegations are hereby delegated this 28 June 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.

3. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
-

3. RELEVANT CORE STRATEGIES/POLICIES

4. Civic Leadership

- 4.1 We have strong leadership and governance.

4. BACKGROUND

At the 22 March 2021 meeting, Council endorsed the delegations for Instrument A and Instrument B under the PDI Act. This provided delegation of specific powers under the PDI Act to the CEO, who can then in turn sub-delegate these responsibilities to other staff as appropriate to facilitate the effective application of the PDI Act.

Legal advice was sought prior to Council considering the delegations in order to ensure the transition from the *Development Act 1993* to the PDI Act was appropriately considered.

5. DISCUSSION

On 12 May 2021, the following legislative documents were amended that affected the delegations under Instrument A:

- Planning, Development and Infrastructure (General) (Home Builder) Variation Regulations 2021
- Planning, Development and Infrastructure (General) (Site Contamination) Variation Regulations 2021
- Practice Direction 2
- Practice Direction 3
- Practice Direction 14
- Practice Direction 16
- Urban tree Canopy Off-set Scheme.

Legal advice provided through the Local Government Association SA (LGA SA) determined that the amendments did not affect Instrument B as previously endorsed.

The result of the changes is primarily administrative in nature with changes to numbering of clauses and updated language to reflect the final version of the PDI Act. However, to ensure valid delegations are in place it is necessary for Council to issue revised delegations under Instrument A.

A marked-up version of the amended Instrument A is included as Attachment 1 titled Instrument A – Head Delegations.

Attachment 1

6. ANALYSIS OF OPTIONS

Option 1

1. The report be received.
2. In exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation (as set out in Attachment 1 to this Report (Item 4.5, Council Meeting, 28/06/2021) and entitled Planning Reform – Delegations under the *Planning, Development and Infrastructure Act 2016* and marked Attachment 1 – Instrument A – Head Delegations are hereby delegated this 28 June 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
3. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.

This option proposes the necessary amendments to Instrument A of the delegations to enable effective application of the PDI Act following recent amendments. Council has sought legal advice on the delegations prior to the previous endorsement with supplementary advice provided through the LGA SA that has informed the development of this Report and proposed delegations. The implementation of the PDI Act is a legislative requirement and, on this basis, no other option has been provided for Council's consideration.

7. RECOMMENDED OPTION

Option 1 is the recommended option.

8. POLICY IMPLICATIONS

8.1 Financial/Budget

- There are no financial implications specifically arising from the endorsement of the new PDI Act delegations.

8.2 Legislative/Risk Management

- The proposed new delegation instrument provides the foundation for Council and Council staff to continue to meet the legislative requirements under the PDI Act 2016.
- As advised above, legal advice has been sought on the delegations originally endorsed by Council on 22 March 2021, with subsequent advice provided through the LGA SA on the subsequent amendments.

9. REPORT CONSULTATION

This report has been written in consultation with the Office of the CEO.

10. REPORT AUTHORISERS

Name	Title
Kathryn Goldy	Acting Executive Manager, Office of the CEO
Megan Berghuis	General Manager, City Services

INSTRUMENT A

INSTRUMENT OF DELEGATION UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING & DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A

COUNCIL AS:

- **A COUNCIL;**
- **A DESIGNATED AUTHORITY;**
- **A DESIGNATED ENTITY**

NOTES

1. Conditions or Limitations: conditions or limitations may apply to the delegations contained in this Instrument. Refer to the Schedule of Conditions at the back of this document.
2. Refer to the relevant Council resolution(s) to identify when these delegations were made, reviewed and or amended.

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

1.	Environment and Food Production Areas – Greater Adelaide
1.1	The power pursuant to Section 7(5)(b) of the Planning, Development and Infrastructure Act 2016 (the PDI Act), in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to concur in the granting of the development authorisation to the development.
2.	Functions
2.1	The power pursuant to Section 22(4)(a)(i) of the PDI Act to, if an inquiry is conducted by the Commission under Section 22(1)(e) of the PDI Act make submissions or representations.
3.	Planning Agreements
3.1	The power pursuant to Section 35(1)(a) of the PDI Act and subject to Section 35 of the PDI Act to enter into an agreement (a planning agreement) with the Minister relating to a specified area of the State subject to Section 35 of the PDI Act.
3.2	The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:
3.2.1	the setting of objectives, priorities and targets for the area covered

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30-October-2020 1 May 2021

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INSTRUMENT A
INSTRUMENT OF DELEGATION UNDER
THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING &
DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS: A COUNCIL, A
DESIGNATED AUTHORITY, A DESIGNATED ENTITY

	by the agreement; and
3.2.2	the constitution of a joint planning board including, in relation to such a board:
3.2.2.1	the membership of the board, being between 3 and 7 members (inclusive); and
3.2.2.2	subject to Section 35(4) of the PDI Act, the criteria for membership; and
3.2.2.3	the procedures to be followed with respect to the appointment of members; and
3.2.2.4	the terms of office of members; and
3.2.2.5	conditions of appointment of members, or the method by which those conditions will be determined, and the grounds on which, and the procedures by which, a member may be removed from office; and
3.2.2.6	the appointment of deputy members; and
3.2.2.7	the procedures of the board; and
3.2.3	the delegation of functions and powers to the joint planning board (including, if appropriate, functions or powers under another Act); and
3.2.4	the staffing and other support issues associated with the operations of the joint planning board; and
3.2.5	financial and resource issues associated with the operations of the joint planning board, including:
3.2.5.1	the formulation and implementation of budgets; and
3.2.5.2	the proportions in which the parties to the agreement will be responsible for costs and other liabilities associated with the activities of the board; and
3.2.6	such other matters as the delegate thinks fit.
3.3	The power pursuant to Section 35(5)(a) of the PDI Act, at the expiry of a planning agreement, to replace it with a new agreement (in the same or

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30-October-2020 1 May 2021

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INSTRUMENT A
INSTRUMENT OF DELEGATION UNDER
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	different terms).
3.4	The power pursuant to Section 35(5)(b) of the PDI Act, to vary or terminate a planning agreement by agreement between the parties to the agreement.
4.	Community Engagement Charter
4.1	The power pursuant to Section 44(6)(a) of the PDI Act, to make submissions in relation to any proposal to prepare or amend a designated instrument under Part 5 Division 2 Subdivision 5 of the PDI Act that is relevant to the Council (unless the proposal has been initiated by the Council).
4.2	The power pursuant to Section 44(9)(b) of the PDI Act to the extent that Section 44(9)(a) of the PDI Act does not apply, have regard to, and seek to achieve, any principles or performance outcomes that apply in a relevant case.
4.3	The power pursuant to Section 44(10) of the PDI Act to:
4.3.1	seek the approval of the Commission to adopt an alternative way to achieving compliance with a requirement of the charter; and
4.3.2	with the approval of the Commission, adopt an alternative way to achieving compliance with a requirement of the charter.
5.	Preparation and Amendment of Charter
5.1	The power pursuant to Section 45(2)(c) of the PDI Act to make representations (including in writing or via the SA planning portal) on a proposal to prepare or amend the charter.
6.	Preparation and Amendment
6.1	The power pursuant to Section 73(6) of the PDI Act where the Council is authorised or approved under Section 73 of the PDI Act, after all of the requirements of Section 73 of the PDI Act have been satisfied:
6.1.1	to prepare a draft of the relevant proposal; and
6.1.2	to comply with the Community Engagement Charter for the purposes of consultation in relation to the proposal; and
6.1.3	to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to a regional plan that has been prepared by a joint planning board where the amendment is not being proposed by the joint planning board –

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	consult with the joint planning board; and
6.1.4	to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to the Planning and Design Code that will have a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally) – to take reasonable steps to give:
6.1.4.1	an owner or occupier of the land; and
6.1.4.2	an owner or occupier of each piece of adjacent land,
	a notice in accordance with the regulations; and
6.1.5	to consult with any person or body specified by the Commission and any other person or body as the delegate thinks fit; and
6.1.6	to carry out such investigations and obtain such information specified by the Commission; and
6.1.7	to comply with any requirement prescribed by the regulations.
6.2	The power pursuant to Section 73(8) of the PDI Act, after the Council has furnished a report to the Minister under Section 73(7) of the PDI Act, to ensure that a copy of the report is published on the SA planning portal in accordance with a practice direction that applies for the purposes of Section 73 of the PDI Act.
6.3	The power pursuant to Section 73(9) of the PDI Act to enter into an agreement with a person for the recovery of costs incurred by the Council in relation to an amendment of the Planning and Design Code or a design standard under Section 73 of the PDI Act (subject to the requirement to charge costs under Section 73(4)(b) of the PDI Act (if relevant)).
7.	Parliamentary Scrutiny
7.1	The power pursuant to Section 74(8)(c) of the PDI Act if the ERD Committee is proposing to suggest an amendment under Section 74(4) of the PDI Act and the amendment is specifically relevant to the Council, to provide a comment and response within the period of 2 weeks.
8.	Complying Changes – Planning and Design Code
8.1	The power pursuant to Section 75(3) of the PDI Act to effect an amendment under Section 75 of the PDI Act by an instrument deposited on the SA Planning database (in accordance with requirements established by the Chief

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Executive).	
9. Entities Constituting Relevant Authorities	
9.1	The power pursuant to Section 82(d) of the PDI Act, subject to the PDI Act, to appoint an assessment panel.
10. Panels Established by Joint Planning Boards or Councils	
10.1	The power pursuant to Section 83(1) of the PDI Act in relation to an assessment panel appointed by the Council under Division 1 of Part 6 of the PDI Act, to:
10.1.1	appoint more than 1 assessment panel and if the delegate does so, to clearly specify which class of development each assessment panel is to assess;
10.1.2	determine:
10.1.2.1	the membership of the assessment panel, being no more than 5 members, only 1 of which may be a member of a Council, and, if the delegate thinks fit, on the basis that the assessment panel will be constituted by a different number of members depending on the particular class of development that is being assessed by the assessment panel; and
10.1.2.2	the procedures to be followed with respect to the appointment of members; and
10.1.2.3	the terms of office of members; and
10.1.2.4	conditions of appointment of members, or the method by which those conditions will be determined, (including as to their remuneration) and the grounds on which, and the procedures by which, a member may be removed from office; and
10.1.2.5	the appointment of deputy members; and
10.1.2.6	who will act as the presiding member of the panel and the process for appointing an acting presiding member.
10.2	The power pursuant to Section 83(1)(h) of the PDI Act to arrange the staffing and support required for the purposes of the operations of the panel.

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10.3	The power pursuant to Section 83(1)(i) of the PDI Act to substitute the existing members of the panel with new members if directed to do so by the Minister acting on recommendation of the Commission under Section 86 of the PDI Act.
10.4	The power pursuant to Section 83(2) of the PDI Act to form the opinion and be satisfied that a person to be appointed as a member of an assessment panel who is a member, or former member, of a Council is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.
11. Substitution of Local Panels	
11.1	The power pursuant to Section 86(2)(a) of the PDI Act to make submissions to the Commission in relation to an inquiry.
12. Notification of Acting	
12.1	The power pursuant to Section 89(b) of the PDI Act to require an accredited professional to provide such information or documentation as the delegate may require.
13. Matters Against which Development Must be Assessed	
13.1	The power pursuant to Section 102(1)(c)(iv) of the PDI Act in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) where land is to be vested in the Council, to consent to the vesting.
13.2	The power pursuant to Section 102(1)(d)(iv) of the PDI Act in relation to a proposed division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 where land is to be vested in the Council, to consent to the vesting.
13.3	The power pursuant to Section 102(11)(b) of the PDI Act to impose a reasonable charge on account of an encroachment over land under the care, control and management of the Council when the relevant development is undertaken.
14. Restricted Development	
14.1	The power pursuant to Section 110(2)(b) of the PDI Act to, in accordance with the regulations and within a period prescribed by the regulations, make representations to the Commission in relation to the granting or refusal of planning consent.

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14.2	The power pursuant to Section 110(c)(ii) of the PDI Act to appear personally or by representative before the Commission to be heard in support of the Council's representation.
14.3	The power pursuant to Section 110(7) of the PDI Act to appeal against a decision on a development classified as restricted development.
15.	Level of Detail
15.1	The power pursuant to Section 112(b) of the PDI Act to express views in relation to the level of detail required in relation to an EIS.
16.	Essential Infrastructure – Alternative Assessment Process
16.1	The power pursuant to Section 130(6) of the PDI Act to report to the Commission on any matters contained in a notice under Section 130(5) of the PDI Act.
16.2	The power pursuant to Section 130(14) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 130(5) of the PDI Act, expressed opposition to the proposed development in its report under Section 130(6) of the PDI Act, withdraw the Council's opposition.
17.	Development Assessment – Crown Development
17.1	The power pursuant to Section 131(7) of the PDI Act to report to the Commission on any matters contained in a notice under Section 131(6) of the PDI Act.
17.2	The power pursuant to Section 131(15) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 131(6) of the PDI Act expressed opposition to the proposed development in its report under Section 131(7) of the PDI Act, withdraw the Council's opposition.
18.	Land Division Certificate
18.1	The power pursuant to Section 138(1) of the PDI Act to enter into a binding agreement supported by adequate security and if the regulations so require in a form prescribed by the regulations.
18.2	The power pursuant to Section 138(2) of the PDI Act to furnish the Commission with appropriate information as to compliance with a particular condition and to comply with any requirement prescribed by the regulations.

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19. Action if Development Not Completed	
19.1	The power pursuant to Section 141(1) of the PDI Act, if:
19.1.1	an approval is granted under the PDI Act; but
19.1.2	-
19.1.2.1	the development to which the approval relates has been commenced but not substantially completed within the period prescribed by the regulations for the lapse of the approval; or
19.1.2.2	in the case of a development that is envisaged to be undertaken in stages - the development is not undertaken or substantially completed in the manner or within the period contemplated by the approval,
to apply to the Court for an order under Section 141 of the PDI Act.	
19.1.3	The power pursuant to Section 141(5) of the PDI Act, if the Court makes an order under Section 141(3)(a), (b) or (d) of the PDI Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and to recover the costs of that work, as a debt from the person.
19.1.4	The power pursuant to Section 141(6) of the PDI Act, if an amount is recoverable from a person by the Council under Section 141(5) of the PDI Act:
19.1.4.1	to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
20. Completion of Work	
20.1	The power pursuant to Section 142(1) of the PDI Act, if:
20.1.1	an approval is granted under the PDI Act; but
20.1.2	the development to which the approval relates has been substantially but not fully completed within the period prescribed by the regulations for the lapse of the approval,
to, by notice in writing, require the owner of the relevant land to complete the	

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	development within a period specified in the notice.
20.2	The power pursuant to Section 142(2) of the PDI Act, if an owner fails to carry out work as required by a notice under Section 142(1) of the PDI Act, to cause the necessary work to be carried out.
20.3	The power pursuant to Section 142(3) of the PDI Act to recover as a debt due from the owner, the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 142 of the PDI Act.
20.4	The power pursuant to Section 142(4) of the PDI Act, if an amount is recoverable from a person by the Council under Section 142 of the PDI Act:
20.4.1	to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
21. Notification During Building	
21.1	The power pursuant to Section 146(3) of the PDI Act to, subject to Section 146(4) of the PDI Act, direct a person who is carrying out building work to stop building work when a mandatory notification stage has been reached pending an inspection by an authorised officer who holds prescribed qualifications.
22. Classification of Buildings	
22.1	The power pursuant to Section 151(2) of the PDI Act to assign to a building erected in the Council's area a classification that conforms with the regulations.
22.2	The power pursuant to Section 151(3) of the PDI Act, if the Council assigns a classification under Section 151 of the PDI Act, to give notice in writing to the owner of the building to which the classification has been assigned, of the classification assigned to the building.
23. Certificates of Occupancy	
23.1	The power pursuant to Section 152(2) of the PDI Act to issue a certificate of occupancy.
23.2	The power pursuant to Section 152(3)(a) of the PDI Act to require an application for a certificate of occupancy to include any information required by the delegate.

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23.3	The power pursuant to Section 152(3)(c) of the PDI Act to determine the appropriate fee.
23.4	The power pursuant to Section 152(5) of the PDI Act to consider any report supplied under Section 152(4) of the PDI Act before deciding the application.
23.5	The power pursuant to Section 152(6) of the PDI Act to issue the certificate if the delegate is satisfied (in accordance with procedures set out in the regulations and on the basis of information provided or obtained under Section 152 of the PDI Act) that the relevant building is suitable for occupation and complies with such requirements as may be prescribed by the regulations for the purposes of Section 152(6) of the PDI Act.
23.6	The power pursuant to Section 152(10) of the PDI Act, if the Council refuses an application to notify the applicant in writing of:
23.6.1	the refusal; and
23.6.2	the reasons for the refusal; and
23.6.3	the applicant's right of appeal under the PDI Act.
23.7	The power pursuant to Section 152(12) of the PDI Act to issue a certificate of occupancy that applies to the whole or part of a building.
23.8	The power pursuant to Section 152(13) of the PDI Act to, in accordance with the regulations, revoke a certificate of occupancy in prescribed circumstances.
24. Temporary Occupation	
24.1	The power pursuant to Section 153(1) of the PDI Act to grant an approval to a person to occupy a building on a temporary basis without a certificate of occupancy.
24.2	The power pursuant to Section 153(2) of the PDI Act to grant an approval under Section 153(1) of the PDI Act on such conditions (if any) as the delegate thinks fit to impose.
24.3	The power pursuant to Section 153(3) of the PDI Act if the Council refuses an application to notify the applicant in writing of:
24.3.1	the refusal; and
24.3.2	the reasons for the refusal; and

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24.3.3 the applicant's right of appeal under the PDI Act.	
25. Emergency Orders	
25.1	The power pursuant to Section 155(5) of the PDI Act, if an owner fails to carry out work as required by an emergency order, to cause the necessary work to be carried out.
25.2	The power pursuant to Section 155(6) of the PDI Act to recover as a debt due from the owner the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 155 of the PDI Act.
25.3	The power pursuant to Section 155(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 155 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
26. Fire Safety	
26.1	The power pursuant to Section 157(16) of the PDI Act to establish a body and designate it as an appropriate authority under Section 157 of the PDI Act.
26.2	The power pursuant to Section 157(17) of the PDI Act to:
26.2.1	appoint to the appropriate authority:
26.2.1.1	a person who holds prescribed qualifications in building surveying; and
26.2.1.2	an authorised officer under Part 3 Division 5 or Section 86 of the Fire and Emergency Services Act 2005 who has been approved by the Chief Officer of the relevant fire authority to participate as a member of the appropriate authority; and
26.2.1.3	a person with expertise in the area of fire safety; and
26.2.1.4	if so determined by the delegate, a person selected by the delegate;
26.2.2	specify a term of office of a member of the appropriate authority (other than a member under Section 157(17)(a)(ii) of the PDI Act;
26.2.3	remove a member of the appropriate authority from office for any

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	reasonable cause;
26.2.4	appoint deputy members;
26.2.5	determine the appropriate authority's procedures (including as to quorum).
27. Consideration of Proposed Scheme	
27.1	The power pursuant to Section 166(1)(c) of the PDI Act to consult with a scheme coordinator in relation to a scheme in accordance with the Community Engagement Charter.
28. Funding Arrangements	
28.1	The power pursuant to Section 169(2)(b) of the PDI Act in relation to a scheme that provides for the collection of contributions under Subdivision 8 of the PDI Act to apply for any matter to be considered or determined by ESCOSA or some other prescribed person or body as part of a periodic review of the levels and amounts of those contributions.
28.2	The power pursuant to Section 169(9) of the PDI Act to make submissions to the Commission in relation to a funding arrangement that is specifically relevant to the Council.
29. Imposition of Charge by Councils	
29.1	The power pursuant to Section 180(7) of the PDI Act, if the Council incurs costs in recovering a charge as a debt, to claim the reimbursement of those costs (insofar as they are reasonable) from the relevant fund established under subdivision 9, Division 1, Part 13 of the PDI Act.
30. Authorised Works	
30.1	The power pursuant to Section 187(1) of the PDI Act, subject to Section 187(3) of the PDI Act, to carry out any infrastructure works if the Council is authorised to so do by or under the PDI Act or any other Act.
30.2	The power pursuant to Section 187(5) of the PDI Act, subject to Section 187(6) of the PDI Act, to in relation to a proposal that involves disturbing the surface of a road, or that otherwise relates to a road to:
30.2.1	inform the relevant road maintenance authority of the proposal at least 28 days before the proposed commencement of any work; and
30.2.2	give the relevant road maintenance authority a reasonable

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	opportunity to consult with the Council in relation to the matter; and
30.2.3	ensure that proper consideration is given to the views of the road maintenance authority.
30.3	The power pursuant to Section 187(5)(b) of the PDI Act to make submissions to the designated entity in relation to the matter.
30.4	The power pursuant to Section 187(6) of the PDI Act, in a case of emergency, to only comply with Section 187(5) of the PDI Act to such extent as is practicable in the circumstances.
31. Entry onto Land	
31.1	The power pursuant to Section 188(1) of the PDI Act to authorise a person for the purpose of undertaking any work or activity in connection with the exercise of a power under Division 2 of Part 13 of the PDI Act to:
31.1.1	enter and pass over any land; and
31.1.2	bring onto any land any vehicles, plant or equipment; and
31.1.3	temporarily occupy land; and
31.1.4	do anything else reasonably required in connection with the exercise of the power.
31.2	The power pursuant to Section 188(4) of the PDI Act to pay reasonable compensation on account of any loss or damage caused by the exercise of a power under Section 188(1) of the PDI Act.
32. Land Management Agreements	
32.1	The power pursuant to Section 192(1) of the PDI Act to enter into an agreement relating to the development, management, preservation or conservation of land with the owner of the land or a designated entity.
32.2	The power pursuant to Section 192(2) of the PDI Act to enter into an agreement relating to the management, preservation or conservation of the land with a greenway authority.
32.3	The power pursuant to Section 192(4) of the PDI Act in considering whether to enter into an agreement under Section 192 of the PDI Act which relates to the development of land and, if such an agreement is to be entered into, in considering the terms of the agreement, to have regard to:

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32.3.1	the provisions of the Planning and Design Code and to any relevant development authorisation under the PDI Act; and
32.3.2	the principle that the entering into of an agreement under Section 192 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.
32.4	The power pursuant to Section 192(5) of the PDI Act to register agreements entered into under Section 192 of the PDI Act in accordance with the regulations.
32.5	The power pursuant to Section 192(8) of the PDI Act to carry out on private land any work for which provision is made by agreement under Section 192 of the PDI Act.
32.6	The power pursuant to Section 192(9) of the PDI Act to include in an agreement under Section 192 of the PDI Act an indemnity from a specified form of liability or right of action, a waiver or exclusion of a specified form of liability or right of action, an acknowledgment of liability, or a disclaimer, on the part of a party to the agreement.
32.7	The power pursuant to Section 192(10) of the PDI Act to express a provision under Section 192(9) of the PDI Act as extending to, or being for the benefit of, a person or body who or which is not a party to the agreement.
32.8	The power pursuant to Section 192(11) of the PDI Act to consent to the owner of land entering into an agreement under Section 192 of the PDI Act where the Council has a legal interest in the land.
32.9	The power pursuant to Section 192(12) of the PDI Act to apply to the Registrar-General, to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.
32.10	The power pursuant to Section 192(15) of the PDI Act to apply to the Registrar-General in relation to an agreement to which a note has been made under Section 192 of the PDI Act that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.
32.11	The power pursuant to Section 192(16) of the PDI Act to provide in an agreement under Section 192 of the PDI Act for remission of rates or taxes on the land.
32.12	The power pursuant to Section 192(17) of the PDI Act to consent to an

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	agreement entered into by the Minister under Section 192 of the PDI Act, providing for the remission of rates or taxes payable to the Council.
32.13	The power pursuant to Section 192(18) of the PDI Act to take into account the existence of an agreement under Section 192 of the PDI Act when assessing an application for a development authorisation under the PDI Act.
33. Land Management Agreements – Development Applications	
33.1	The power pursuant to Section 193(1) of the PDI Act to, subject to Section 193 of the PDI Act, enter into an agreement under Section 193 of the PDI Act with a person who is applying for a development authorisation under the PDI Act that will, in the event that the relevant development is approved, bind:
33.1.1	the person; and
33.1.2	any other person who has the benefit of the development authorisation; and
33.1.3	the owner of the relevant land (if he or she is not within the ambit of Sections 193(a) or (b) of the PDI Act and if the other requirements of Section 193 of the PDI Act are satisfied).
33.2	The power pursuant to Section 193(2) of the PDI Act to enter into an agreement under Section 193 of the PDI Act in relation to any matter that the delegate agrees is relevant to the proposed development (including a matter that is not necessarily relevant to the assessment of the development under the PDI Act).
33.3	The power pursuant to Section 193(3) of the PDI Act to have regard to:
33.3.1	the provisions of the Planning and Design Code; and
33.3.2	the principle that the entering into of an agreement under Section 193 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.
33.4	The power pursuant to Section 193(5) of the PDI Act to register agreements entered into under Section 193 of the PDI Act in accordance with the regulations.
33.5	The power pursuant to Section 193(10) of the PDI Act to consent to an application to note the agreement against the relevant instrument of title or the land.

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33.6	The power pursuant to Section 193(11) of the PDI Act to consent to an owner of land entering into an agreement or giving a consent under Section 192(10) of the PDI Act where the Council has a legal interest in the land.
33.7	The power pursuant to Section 193(13) of the PDI Act to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.
33.8	The power pursuant to Section 193(15) of the PDI Act to apply to the Registrar-General in relation to an agreement under Section 193 that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.
33.9	The power pursuant to Section 193(16) of the PDI Act, if an agreement under Section 193 of the PDI Act does not have effect under Section 193 of the PDI Act within the period prescribed by the regulations, to by notice given in accordance with the regulations, lapse the relevant development approval.
34. Off-setting Contributions	
34.1	The power pursuant to Section 197(2) of the PDI Act to establish a scheme under Section 197 of the PDI Act that is designed to support or facilitate:
34.1.1	development that may be in the public interest or otherwise considered by the delegate as being appropriate in particular circumstances (including by the provision of facilities at a different site); or
34.1.2	planning or development initiatives that will further the objects of the PDI Act or support the principles that relate to the planning system established by the PDI Act; or
34.1.3	any other initiative or policy:
34.1.3.1	designated by the Planning and Design Code for the purposes of Section 197(2)(c)(i) of the PDI Act;
34.1.3.2	prescribed by the regulations for the purposes of Section 197(2)(c)(ii) of the PDI Act.
34.2	The power pursuant to Section 197(3) of the PDI Act to include in a scheme established under Section 197 of the PDI Act:
34.2.1	an ability or requirement for a person who is proposing to undertake development (or who has the benefit of an approval under the PDI

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Act):	
34.2.1.1	to make a contribution to a fund established as part of the scheme; or
34.2.1.2	to undertake work or to achieve some other goal or outcome (on an 'in kind' basis); or
34.2.1.3	to proceed under a combination of Sections 197(3)(a)(i) and (ii) of the PDI Act,
in order to provide for or address a particular matter identified by the scheme; and	
34.2.2	an ability for a provision of the Planning and Design Code to apply with a specified variation under the terms of the scheme; and
34.2.3	an ability for any relevant authority to act under or in connection with Sections 197(3)(a) or (b) of the PDI Act.
34.3	The power pursuant to Section 197(4)(b) of the PDI Act to apply the fund towards the purposes of the scheme in accordance with any directions or approvals of the Treasurer made or given after consultation with the Minister.
34.4	The power pursuant to Section 197(4)(c) of the PDI Act to invest money that is not immediately required for the purposes of the fund in accordance with provisions included in the scheme.
35. Open Space Contribution Scheme	
35.1	The power pursuant to Section 198(1) of the PDI Act, where an application for a development authorisation provides for the division of land in the Council's area into more than 20 allotments, and 1 or more allotments is less than 1 hectare in area to require:
35.1.1	that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or
35.1.2	that the applicant make the contribution prescribed by the regulations in accordance with the requirements of Section 198 of the PDI Act; or
35.1.3	that land be vested in the Council under Section 198(1)(c) of the PDI Act and that the applicant make a contribution determined in accordance with Section 198(8) of the PDI Act,

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	according to the determination and specification of the delegate, and to have regard to any relevant provision of the Planning and Design Code that designates land as open space and to seek the concurrence of the Commission to taking any action that is at variance with the Planning and Design Code.
35.2	The power pursuant to Section 198(3) of the PDI Act to enter into an agreement referred to in Section 198(2)(d) of the PDI Act.
35.3	The power pursuant to Section 198(4)(a) of the PDI Act to concur with an area being vested in the Council.
35.4	The power pursuant to Section 198(11) of the PDI Act in relation to money received under Section 198 of the PDI Act to immediately pay it into a fund established for the purposes of Section 198 of the PDI Act and apply it for the purpose of acquiring or developing land as open space.
35.5	The power pursuant to Section 198(12) of the PDI Act to form the opinion that the division of land is being undertaken in stages.
36. Urban Trees Fund	
36.1	The power pursuant to Section 200(2) of the PDI Act to effect the establishing of the fund by notice published in the Gazette.
36.2	The power pursuant to Section 200(3) of the PDI Act to define a designated area by reference to an area established by the Planning and Design Code.
36.3	The power pursuant to Section 200(5) of the PDI Act to invest any money in an urban trees fund that is not immediately required for the purpose of the fund and to pay any resultant income into the fund.
36.4	The power pursuant to Section 200(6) of the PDI Act to apply money standing to the credit of an urban trees fund:
36.4.1	to maintain or plant trees in the designated area which are or will (when fully grown) constitute significant trees under the PDI Act; or
36.4.2	to purchase land within the designated area in order to maintain or plant trees which are or will (when fully grown) constitute significant trees under the PDI Act.
36.5	The power pursuant to Section 200(7) of the PDI Act if, the Council subsequently sells land purchased under Section 200(6)(b) of the PDI Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 200 of the PDI Act, subject to the qualifications in Sections

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200(7)(a) and (b).	
37. Appointment of Authorised Officers	
37.1	The power pursuant to Section 210(1) of the PDI Act to:
37.1.1	appoint a person to be an authorised officer for the purposes of the PDI Act; and
37.1.2	appoint a person who holds the qualifications prescribed by the regulations to be an authorised officer for the purposes of the PDI Act if the Council is required to do so by the regulations.
37.2	The power pursuant to Section 210(2) of the PDI Act to make an appointment of an authorised officer subject to conditions.
37.3	The power pursuant to Section 210(3) of the PDI Act to issue each authorised officer an identity card:
37.3.1	containing a photograph of the authorised officer; and
37.3.2	stating any conditions of appointment limiting the authorised officer's appointment.
37.4	The power pursuant to Section 210(5) of the PDI Act to, at any time, revoke an appointment which the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.
38. Enforcement Notices	
38.1	The power pursuant to Section 213(1) of the PDI Act, if the delegate has reason to believe on reasonable grounds that a person has breached the PDI Act or the repealed Act, to do such of the following as the delegate considers necessary or appropriate in the circumstances:
38.1.1	direct a person to refrain, either for a specified period or until further notice, from the PDI Act, or course of action, that constitutes the breach;
38.1.2	direct a person to make good any breach in a manner, and within a period, specified by the delegate;
38.1.3	take such urgent action as is required because of any situation resulting from the breach.
38.2	The power pursuant to Section 213(2) of the PDI Act to give a direction under

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	Section 213(1) of the PDI Act by notice in writing unless the delegate considers that the direction is urgently required.
38.3	The power pursuant to Section 213(5) of the PDI Act, if a person fails to comply with a direction under Section 213(1)(b) of the PDI Act within the time specified in the notice, to cause the necessary action to be taken.
38.4	The power pursuant to Section 213(6) of the PDI Act to recover the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 213 of the PDI Act, as a debt due from the person whose failure gave rise to the PDI Action
38.5	The power pursuant to Section 213(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 213 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
39. Applications to Court	
39.1	The power pursuant to Section 214(1) of the PDI Act to apply to the Court for an order to remedy or restrain a breach of the PDI Act or the repealed Act.
39.2	The power pursuant to Section 214(2) of the PDI Act to consent to proceedings under Section 214 of the PDI Act being brought in a representative capacity on behalf of the Council.
39.3	The power pursuant to Section 214(4) of the PDI Act to make an application without notice to any person and to make an application to the Court to serve a summons requiring the respondent to appear before the Court to show cause why an order should not be made under Section 214 of the PDI Act.
39.4	The power pursuant to Section 214(6) of the PDI Act to make submissions to the Court on the subject matter of the proceedings.
39.5	The power pursuant to Section 214(9) of the PDI Act to appear before a final order is made and be heard in proceedings based on the application.
39.6	The power pursuant to Section 214(10) of the PDI Act to make an application to the Court to make an interim order under Section 214 of the PDI Act.
39.7	The power pursuant to Section 214(11) of the PDI Act to make an application for an interim order without notice to any person.
39.8	The power pursuant to Section 214(12) of the PDI Act, if the Court makes an order under Section 214(6)(d) of the PDI Act and the respondent fails to

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	comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and recover the costs of that work, as a debt, from the respondent
39.9	The power pursuant to Section 214(13) of the PDI Act, if an amount is recoverable from a person by the Council under Section 214(12) of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
39.10	The power pursuant to Section 214(17) of the PDI Act to apply to the Court to vary or revoke an order previously made under Section 214 of the PDI Act.
40.	Proceedings for Offences
40.1	The power pursuant to Section 219(1) of the PDI Act to commence proceedings for an offence against the PDI Act.
41.	Adverse Publicity Orders
41.1	The power pursuant to Section 223(2) of the PDI Act to make an application to the Court for an adverse publicity order.
41.2	The power pursuant to Section 223(4) of the PDI Act, if the offender fails to give evidence to the Council in accordance with Section 224(1)(b) of the PDI Act to:
41.2.1	take the PDI Action or actions specified in the order; and
41.2.2	authorise a person in writing to take the PDI Action or actions specified in the order.
41.3	The power pursuant to Section 223(5) of the PDI Act, if:
41.3.1	the offender gives evidence to the Council in accordance with Section 223(1)(b) of the PDI Act; and
41.3.2	despite the evidence, the delegate is not satisfied that the offender has taken the PDI Action or actions specified in the order in accordance with the order,
	to apply to the court for an order authorising the Council, or a person authorised in writing by the Council, to take the PDI Action or actions and to authorise a person in writing to take the PDI Action or actions.
41.4	The power pursuant to Section 223(6) of the PDI Act, if the Council, or a

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	person authorised in writing by the Council, takes an action or actions in accordance with Section 223(4) of the PDI Act or an order under Section 223(5) of the PDI Act, to recover from the offender an amount in relation to the reasonable expenses of taking the PDI Action or actions, as a debt, due to the Council.
42. Civil Penalties	
42.1	The power pursuant to Section 225(1) of the PDI Act, subject to Section 225 of the PDI Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the PDI Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Court, an amount as a civil penalty in respect of the contravention.
42.2	The power pursuant to Section 225(2) of the PDI Act, in respect of a contravention where the relevant offence does not require proof of intention or some other state of mind, to determine whether to initiate proceedings for an offence or take action under Section 225 of the PDI Act, having regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.
42.3	The power pursuant to Section 225(3) of the PDI Act to serve on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention.
42.4	The power pursuant to Section 225(13) of the PDI Act to seek the authorisation of the Attorney-General to the commencement of proceedings for an order under Section 225 of the PDI Act.
42.5	The power pursuant to Section 225(17) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 225 of the PDI Act.
43. Make Good Order	
43.1	The power pursuant to Section 228(7) of the PDI Act to apply to the Court to vary or revoke an order under Section 228 of the PDI Act.
44. Recovery of Economic Benefit	
44.1	The power pursuant to Section 229(5) of the PDI Act to apply an amount paid to the Council in accordance with an order under Section 229(1) of the PDI Act for the purpose of acquiring or developing land as open space and to hold it in a fund established for the purposes of Section 198 of the PDI Act.

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45. Enforceable Voluntary Undertakings	
45.1	The power pursuant to Section 230(1) of the PDI Act to accept (by written notice) a written undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of the PDI Act.
45.2	The power pursuant to Section 230(4) of the PDI Act if the delegate considers that a person has contravened an undertaking accepted by the Council, to apply to the Court for enforcement of the undertaking.
45.3	The power pursuant to Section 230(7) of the PDI Act to agree in writing with a person who has made an undertaking to:
45.3.1	vary the undertaking; or
45.3.2	withdraw the undertaking.
45.4	The power pursuant to Section 230(11) of the PDI Act to accept an undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.
45.5	The power pursuant to Section 230(12) of the PDI Act if the delegate accepts an undertaking before the proceedings are finalised, to take all reasonable steps to have the proceedings discontinued as soon as possible.
45.6	The power pursuant to Section 230(14) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 230 of the PDI Act.
46. Advertisements	
46.1	The power pursuant to Section 231(1) of the PDI Act, if, in the opinion of the delegate, an advertisement or advertising hoarding:
46.1.1	disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality; or
46.1.2	is contrary to the character desired for a locality under the Planning and Design Code,
	to, by notice served in accordance with the regulations on the advertiser or the owner or occupier of the land on which the advertisement or advertising hoarding is situated, whether or not a development authorisation has been granted in respect of the advertisement or advertising hoarding, order that person to remove or obliterate the advertisement or to remove the advertising

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	hoarding (or both) within a period specified in the notice (of at least 28 days from the date of service of the notice).
46.2	The power pursuant to Section 231(3) of the PDI Act if a person on whom a notice is served under Section 231(1) of the PDI Act fails to comply with a notice within the time allowed in the notice to enter on the land and take the necessary steps for carrying out the requirements of the notice and to recover the costs of so doing, as a debt, from the person on whom the notice was served.
47. Professional Advice to be Obtained in Relation to Certain Matters	
47.1	The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a certificate of a person with prescribed qualifications.
47.2	The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.
48. Charges on Land	
48.1	The power pursuant to Section 239(1) of the PDI Act if a charge on land is created under a provision of the PDI Act in favour of the Council, to deliver to the Registrar-General a notice in a form determined by the Registrar-General, setting out the amount of the charge and the land over which the charge is claimed.
48.2	The power pursuant to Section 239(6) of the PDI Act if a charge in the Council's favour exists and the amount to which the charge relates is paid, to by notice to the appropriate authority in a form determined by the Registrar-General, apply for the discharge of the charge.
49. Registering Authorities to Note Transfer	
49.1	The power pursuant to Section 240(1) of the PDI Act to apply to the Registrar-General or another authority required or authorised under a law of the State to register or record transactions affecting assets, rights or liabilities, or documents relating to such transactions, to register or record in an appropriate manner the transfer to the Council of an asset, right or liability by regulation, proclamation or notice under the PDI Act.

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50. Reporting
50.1 The power pursuant to Clause 13(3)(b) of Schedule 2 of the PDI Act to require a report under Clause 13(2) of Schedule 2 of the PDI Act to contain any other information or report required by the delegate.
51. Review of Performance
51.1 The power pursuant to Clause 3(16) of Schedule 4 of the PDI Act to comply with a direction under Clauses 3(13) or (15) of Schedule 4 of the PDI Act.

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52. Mutual Liability Scheme – Rights of Indemnity
52.1 The power pursuant to Regulation 11B(1) of the Planning, Development and Infrastructure (General) Regulations 2019 (the General Regulations) to:
52.1.1 in being responsible under Section 83(1)(h)(ii) of the PDI Act for the costs and other liabilities associated with the activities of an assessment panel appointed by the Council; and
52.1.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under Section 84(1)(a) and (i) of the PDI Act,
have arrangements in place to indemnify the members of any such panel in respect of a claim against a member of the panel arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as a member of the panel.
52.2 The power pursuant to Regulation 11B(5) of the General Regulations to:
52.2.1 in being responsible under Section 87(f) of the PDI Act for the costs and other liabilities associated with the activities of an assessment manager for an assessment panel appointed by the Council; and
52.2.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under Section 87(1)(a) and (i) of the PDI Act,
have arrangements in place to indemnify an assessment manager for any

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	such panel in respect of a claim against the assessment manager arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as an assessment manager.
53. Performance Assessed Development and Restricted Development	
53.1	The power pursuant to Regulation 47(4)(d) of the General Regulations to determine the fee payable by the applicant as being appropriate to cover the reasonable costs of placing the notice on the land.
54. Underground Main Areas	
54.1	The power pursuant to Regulation 78(1) of the General Regulations if the delegate considers an area should be declared an underground mains area to seek a report from the relevant electricity authority in relation to the matter.
54.2	The power pursuant to Regulation 78(2) of the General Regulations after having received and considered a report from the electricity authority to declare the area to be an underground mains area.
55. Width of Roads and Thoroughfares	
55.1	The power pursuant to Regulation 81(4) of the General Regulations to dispense with a width prescribed by Regulations 81(1) or (3) of the General Regulations (and specify a different width) if the delegate is of the opinion that the width so prescribed is not necessary for the safe and convenient movement of vehicles or pedestrians, or for underground services.
55.2	The power pursuant to Regulation 81(5) of the General Regulations to subject to Regulation 81(6) of the General Regulations specify the width of the road at the head of every cul-de-sac in such dimensions as may be acceptable to the delegate.
55.3	The power pursuant to Regulation 81(6) of the General Regulations to dispense with a requirement under Regulation 81(5) of the General Regulations if it appears to the delegate that the cul-de-sac is likely to become a through road.
56. Road Widening	
56.1	The power pursuant to Regulation 82(1) of the PDI Act, subject to Regulation 82(2) of the General Regulations, if an existing road abuts land which is proposed to be divided, to form the view that the road should be widened in order to provide a road of adequate width having regard to existing and future

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requirements of the area.	
57. Requirement as to Forming of Roads	
57.1	The power pursuant to Regulation 83(1) of the General Regulations, subject to Regulation 83(2) of the General Regulations, to specify the width and manner of the formation of the roadway of every proposed road on a plan of division.
57.2	The power pursuant to Regulation 83(2) of the General Regulations to form the opinion that it is necessary to specify a width for a roadway to be formed under Regulation 83(1) in excess of 7.4m, in view of the volume or type of traffic that is likely to traverse that road.
57.3	The power pursuant to Regulation 83(4) of the General Regulations, to dispense with the requirements under Regulation 83(3) of the General Regulations, if the delegate is of the opinion that the cul-de-sac is likely to become a through road.
57.4	The power pursuant to Regulation 83(5) of the General Regulations, subject to Regulation 83(6) of the General Regulations to require every footpath, water-table, kerbing, culvert and drain of every proposed road to be formed in a manner satisfactory to the delegate.
57.5	The power pursuant to Regulation 83(6) of the General Regulations, to dispense with a requirement under Regulation 83(5) of the General Regulations.
58. Construction of Roads, Bridges, Drains and Services	
58.1	The power pursuant to Regulation 84(1) of the General Regulations to require the roadway of every proposed road within the relevant division to be constructed and paved and sealed with bitumen, tar or asphalt or other material approved by the delegate.
59. Supplementary Provisions	
59.1	The power pursuant to Regulation 85(1) of the General Regulations to approve the road location and grading plan for the manner of forming any proposed road, footpath, water-table, kerbing, culvert or drain required under Division 6 of the General Regulations.
59.2	The power pursuant to Regulation 85(2) of the General Regulations, subject to Regulation 85(4) of the General Regulations, to require all work referred to in Regulations 83 and 84 of the General Regulations to be carried out in a manner satisfactory to the delegate and in conformity with detailed

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	construction plans and specifications signed by a professional engineer or, at the discretion of the delegate, a licensed surveyor, and approved by the delegate before the commencement of the work.
59.3	The power pursuant to Regulation 85(4) of the General Regulations to form the opinion that all connections for water supply and sewerage services to any allotment delineated on the plan which, in the opinion of the Chief Executive of the South Australian Water Corporation are necessary and need to be laid under the surface of the proposed road, have been made.
60.	General Provisions
60.1	The power pursuant to Regulation 89(1) of the General Regulations to form the opinion that another form of arrangement is satisfactory for the purposes of Section 138(1) of the PDI Act.
60.2	The power pursuant to Regulation 89(3) of the General Regulations to provide a certificate which:
60.2.1	evidences the consent of the Council to an encroachment by a building over other land; and
60.2.2	sets out:
60.2.2.1	the date on which any relevant building was erected (if known); and
60.2.2.2	the postal address of the site.
60.3	The power pursuant to Regulation 89(6)(b) of the General Regulations to request a written copy of the certificate and plan (or certificates and plans) referred to in Regulation 89(3) of the General Regulations.
61.	Notifications During Building Work
61.1	The power pursuant to Regulation 93(1)(b) of the General Regulations to specify by notice to the building owner and to the licensed building work contractor responsible for carrying out the relevant building work (if any), when development approval is granted in respect of the work, any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.
61.2	The power pursuant to Regulation 93(1)(c) of the General Regulations to specify by notice in writing to the building owner on the granting of development approval in respect of the work any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of

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the PDI Act relate.	
62. Essential Safety Provisions	
62.1	The power pursuant to Regulation 94(13) of the General Regulations to require compliance with Regulation 94(10) of the General Regulations if:
62.1.1	the essential safety provisions were installed
62.1.1.1	under a condition attached to a consent or approval that is expressed to apply by virtue of a variance with the performance requirements of the Building Code; or
62.1.1.2	as part of a performance solution under the Building Code; or
62.1.2	the building has been the subject of a notice under Section 157 of the PDI Act.
63. Classification of Buildings	
63.1	The power pursuant to Regulation 102(3) of the General Regulations to require an application under Regulation 102(1) or (2) of the General Regulations to be accompanied by:
63.1.1	such details, particulars, plans, drawings, specifications, certificates and other documents as the delegate may reasonably require to determine the building's classification.
63.2	The power pursuant to Regulation 102(4) of the General Regulations, to subject to Regulation 102(5) of the General Regulations, assign the appropriate classification under the Building Code to a building if the delegate is satisfied, on the basis of the owner's application, and accompanying documentation, that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.
63.3	The power pursuant to Regulation 102(5) of the General Regulations, if an application under Regulation 102 of the General Regulations is made in respect of an existing Class 2 to Class 9 building, to require the applicant to satisfy the delegate that the provisions of any relevant Ministerial building standard relating to upgrading health and safety in existing buildings has been complied with (to the extent reasonably applicable to the building and its present or intended use).
63.4	The power pursuant to Regulation 102(6) of the General Regulations, on assigning a classification to a building (or part of a building) to, if relevant,

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	determine and specify in the notice to the owner under Section 151(3) of the PDI Act:
63.4.1	the maximum number of persons who may occupy the building (or part of the building); and
63.4.2	if the building has more than 1 classification—the part or parts of the building to which each classification relates and the classifications currently assigned to the other parts of the building.
64. Certificates of Occupancy	
64.1	The power pursuant to Regulation 103(2) of the General Regulations to, require the following documentation:
64.1.1	if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that the conditions have been satisfied;
64.1.2	if the application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, such evidence as the delegate may reasonably require to show:
64.1.2.1	in the case of a building more than 1 storey - that the requirements of any relevant Ministerial building standard have been complied with; or
64.1.2.2	in any other case - that the building is suitable for occupation.
64.2	The power pursuant to Regulation 103(3) of the General Regulations, to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after 12 March 2018, dispense with the requirement to provide a Statement of Compliance under Regulation 103(2)(a) of the General Regulations if:
64.2.1	the delegate is satisfied that a person required to complete 1 or both parts of the statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification or certifications; and
64.2.2	it appears to the delegate, after undertaking an inspection, that the relevant building is suitable for occupation.

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64.3	The power pursuant to Regulation 103(4) of the General Regulations if:
64.3.1	a building is:
64.3.1.1	to be equipped with a booster assembly for use by a fire authority; or
64.3.1.2	to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority; and
64.3.2	facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the PDI Act,
	to not grant a certificate of occupancy unless or until the delegate has sought a report from the fire authority as to whether those facilities have been installed and operate satisfactorily and to seek such a report from the fire authority.
64.4	The power pursuant to Regulation 103(5) of the General Regulations if a report is not received from the fire authority within 15 business days, to presume that the fire authority does not desire to make a report.
64.5	The power pursuant to Regulation 103(6) of the General Regulations to have regard to any report received from a fire authority under Regulation 103(4) of the General Regulations before the delegate issues a certificate of occupancy.
64.6	The power pursuant to Regulation 103(6a) of the General Regulations, on receipt of a notification of intended completion of building work under Regulation 93(1)(f) of the General Regulations, to determine that building work will be inspected by an authorised officer.
64.7	The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:
64.7.1	if:
64.7.1.1	there is a change in the use of the building; or
64.7.1.2	the classification of the building changes; or
64.7.1.3	building work involving an alteration or extension to the building that will increase the floor area of the building by more than 300m ² is about to commence, or is being or has

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	been carried out; or
64.7.1.4	the building is about to undergo, or is undergoing or has undergone, major refurbishment,
	and the delegate considers that in the circumstances the certificate should be revoked and a new certificate sought; or
64.7.2	if the delegate considers that the building is no longer suitable for occupation because of building work undertaken, or being undertaken, on the building, or because of some other circumstance; or
64.7.3	if a schedule of essential safety provisions has been issued in relation to the building and the owner of the building has failed to comply with the requirements of Regulation 94(10) of the General Regulations; or
64.7.4	if the delegate considers:
64.7.4.1	that a condition attached to a relevant development authorisation has not been met, or has been contravened, and that, in the circumstances, the certificate should be revoked; or
64.7.4.2	that a condition attached to the certificate of occupancy has not been met, or has been contravened, or is no longer appropriate.
65.	Mining Production Tenements
65.1	The power pursuant to Regulation 109(1)(b) of the General Regulations to make submissions to the appropriate Authority and object to the granting of the tenement.
66.	Register of Land Management Agreements (Section 193)
66.1	The power pursuant to Regulation 111(2) of the General Regulations to establish a register of agreements entered into by the Council under Section 193 of the PDI Act.
66.2	The power pursuant to Regulation 111(3) of the General Regulations to include in a register, or provide access to a copy of each agreement entered into by the Council under Section 193 of the PDI Act and such other information the delegate considers appropriate.

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67. Authorised Officers and Inspections
67.1 The power pursuant to Regulation 112(1) of the General Regulations to appoint at least 1 authorised officer under Section 210(1)(b) of the PDI Act:
67.1.1 who is an accredited professional who is:
67.1.1.1 an Accredited professional - building level 1; or
67.1.1.2 an Accredited professional - building level 2; or
67.1.1.3 an Accredited professional - building level 3; or
67.1.1.4 an Accredited professional - building level 4; or
67.1.2 who holds a current accreditation recognised by the Chief Executive for the purposes of this Regulation; or
67.1.3 who holds an approval from the Chief Executive.

PLANNING, DEVELOPMENT AND INFRASTRUCTURE (FEES, CHARGES AND CONTRIBUTIONS) REGULATIONS 2019

68. Calculation of Assessment of Fees
68.1 The power pursuant to Regulation 5(1) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to an application which is duly lodged under a related set of regulations (including via the SA planning portal):
68.1.1 to require the applicant to provide such information as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and
68.1.2 to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).
68.2 The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate acting under Regulation 5(1) of the Fees Regulations, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.
68.3 The power pursuant to Regulation 5(3) of the Fees Regulations to at any

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	time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of Regulations.
69. Waiver or Refund of Fee	
69.1	The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so:
69.1.1	waive the payment of the fee, or the payment of part of the fee; or
69.1.2	refund the whole or a part of the fee.

STATE PLANNING COMMISSION PRACTICE DIRECTION – 2 PREPARATION AND AMENDMENT OF DESIGNATED INSTRUMENTS

70. Requirements in Relation to Preparing an Engagement Plan	
70.1	The power pursuant to clause 5(1) of the State Planning Commission Practice Direction – 2 Preparation and Amendment of Designated Instruments (PD2), to prepare an community engagement plan that:
70.1.1	meets the principles and performance outcomes of the Charter;
70.1.2	describes the persons or bodies to be consulted <u>on the proposed amendment of the Designated Instrument, which must include any persons or bodies;</u>
70.1.2.1	<u>require to be consulted with under a condition imposed by the Minister under Section 73(5) of the PDI Act;</u>
70.1.2.2	<u>specified by the Commission under Section 73(6)(e) of the PDI Act;</u>
70.1.2.3	<u>who must be consulted with under the Charter;</u>
70.1.3	outlines any relevant previous engagement undertaken to inform the proposal;
70.1.4	describes the evaluation framework for the engagement.
70.2	The power pursuant to clause 5(2) of PD2 to submit the community all engagement plans <u>which relate to proposed preparation of or amendment to a State Planning Policy or a Regional Plan</u> to the Commission for approval

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prior to commencement of formal engagement on the proposal with the exception of an amendment to the Code and a Design Standard.	
71. Requirements in Relation to Preparing Preparation of an Engagement Report (Following Consultation)	
71.1	The power pursuant to clause 6(2) of PD2 to set out in the <u>an engagement</u> report:
71.1.1	details of the engagement undertaken and how that engagement met the agreed community engagement plan, and reasons for variations, if any to that the engagement plan;
71.1.2	the outcome of the engagement including a summary of the <u>written submission or feedback</u> made received ;
71.1.3	the response to the details of, and reasons for, changes to the proposal to prepare or amend a designated instrument when compared to the proposal that was engaged on, and to specifically indicate any proposed changes to the proposal to prepare or amend a Designated Instrument (when compared with the proposal that was engaged on) and the reasons for those proposed changes which specifically indicates:
71.1.3.1	where changes are proposed to the d Designated i instrument based on <u>or as a result of</u> the engagement; and
71.1.3.2	any other changes <u>which are</u> proposed based on <u>or as a result of</u> additional investigations or information <u>which was</u> not available when the proposal was released for engagement.
71.2	The power pursuant to clause 6(3) of PD2 to, in the engagement report also include an evaluation of the effectiveness of the engagement that considers whether:
71.2.1	the principles of the Charter have been achieved; and
71.2.2	all mandatory requirements identified in the Charter have been met <u>(where the consultation category is applicable)</u> .
72. Requirements in Relation to Initiating a Code Amendment Pursuant to Section 73 of the Act	
72.1	The power pursuant to clauses <u>7(1) and (2)</u> of PD-2 to <u>lodge provide a</u>

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p Proposal to <u>Initiate with the Department via the SA Planning Portal</u> <u>Commission to initiate a code amendment</u> that sets out:	
72.1.1	<u>Code Policy – an outline of:</u> <u>Area Affected – A map or description of the area affected by the proposed amendment;</u>
72.1.1.1	<u>any overlay, general policy, zone or subzones in the Code being proposed for amendment; and/or</u>
72.1.1.2	<u>the intended spatial application of an overlay, general policy, zone or subzone in the Code over an identified area;</u>
72.1.2	<u>Affected Area State Planning Policies – an identification of the relevant key state planning policies and a statement of assessment of the amendment's consistency with those policies;</u>
72.1.2.1	<u>a map or description of the Affected Area;</u>
72.1.3	<u>State Planning Policies Regional Plans – An indication of how the matters or issues proposed to be addressed by the amendment will relate to the relevant regional plan and any relevant infrastructure planning;</u>
72.1.3.1	<u>identification of the relevant principles or objectives of the State Planning Policies and an assessment of the proposed Code Amendment's alignment with those State Planning Policies;</u>
72.1.4	<u>Regional Plan Infrastructure Provision –</u>
72.1.4.1	<u>identification of relevant regional plans and assessment of how the matters or issues proposed to be addressed by the proposed Code Amendment will relate to the relevant regional plan;</u>
72.1.4.2	<u>an explanation of any infrastructure provision that is required and how the infrastructure provision will be provided; and</u>
72.1.4.3	<u>an indication whether it is likely that an infrastructure agreement or agreements will need to be entered into in connection with the code amendment process, identifying the tools that will be used for this process;</u>

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72.1.5	<u>Consultation - Joint Planning Board Comments</u> —that the Council has discussed the proposal with the relevant Regional Planning Board;
72.1.5.1	<u>matters raised by the relevant Council and/or a relevant Joint Planning Board on the Proposal to Initiate;</u>
72.1.5.2	<u>information regarding any consultation that has already occurred with respect to the proposed Code Amendment;</u>
72.1.5.3	<u>details of further consultation proposed to be undertaken with respect to the proposed code Amendment;</u>
72.1.6	<u>Investigations - Consultation</u> —information regarding any other consultation that has occurred;
72.1.6.1	<u>information regarding any investigations which have already been undertaken with respect to the proposed Code Amendment;</u>
72.1.6.2	<u>an outline of the further investigations that will be undertaken to support the proposed Code Amendment;</u>
72.1.6.3	<u>details of any infrastructure required to support development arising through proposed Code Amendment and how the infrastructure will be provided;</u>
72.1.6.4	<u>details of any infrastructure agreement (or agreements) or infrastructure scheme which will need to be established or entered into in connection with the proposed Code Amendment;</u>
72.1.7	<u>Timetable</u> in relation to designating a place as a place of local heritage value or a heritage area – a heritage review prepared by a heritage architect or historian or similar occupation in accordance with the Commission's guidelines prepared under Section 67(2)(c) of the PDI Act;
72.1.7.1	<u>an outline of the proposed timetable for each step of the Code Amendment process (ensuring that the process is completed within reasonable time limits), and a commitment from the Proponent (where it is also the Designated Entity) that it will take steps to update the timetable and seek approval from the Department if it appears that timeframes will not be met.</u>
72.1.8	<u>in relation to designating a tree a significant tree – an</u>

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	assessment of the tree against the criteria under Section 68(1)(a) of the PDI Act;
	72.1.9 in relation to designating a stand of trees to be significant trees – an assessment of the trees against the criteria under Section 68(1)(b) of the PDI Act.
72.2	The power pursuant to clause 7(23) of PD2 to, in addition relation to a Code Amendment which is intended to designate a place as a place of local heritage value, to provide a report which; provide:
72.2.1	includes a heritage datasheet for each proposed Local Heritage Place, which includes: Timetable – an outline of the proposed timetable for each step of the process (ensuring that the process is completed within reasonable time limits), and a commitment on the part of the Council that it will take steps to update this timetable if it appears at any stage that the Council will require an extension;
72.2.1.1	all relevant property details and descriptions (including images);
72.2.1.2	historical background and thematic analysis;
72.2.1.3	a statement of heritage value;
72.2.1.4	an assessment against the Local Heritage Criteria; and
72.2.1.5	the extent of listing (including any exclusions);
72.2.2	includes an analysis of historic themes of importance to the area; Investigations – an outline of the investigations and justifications that will be undertaken (and those that may have already been undertaken) and the form that those investigations will take in order to address the strategic and social, economic and environmental issues of the proposed amendment, or an explanation and summary of the investigations undertaken and how these support the amendment;
72.2.3	is prepared by a heritage architect, historian or person with similar qualifications, skills or experience; and
72.2.4	is otherwise prepared in accordance with any guidelines prepared and published by the Commission under Section 67(2)(c) of the PDI Act.
72.3	The power pursuant to clause 7(4) of PD2 in relation to a Code Amendment

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	<u>which is intended to designate a tree (or stand of trees) as a significant tree (or trees), to provide a report which:</u>
72.3.1	<u>includes relevant details and descriptions of the tree or stand of trees (including images as necessary);</u>
72.3.2	<u>includes an assessment of the tree (or stand of trees) against the Significant Tree Criteria;</u>
72.3.3	<u>is prepared by an urban planner, arborist or person with qualifications, skills or experience relevant to the assessment in the report.</u>
73.	<u>Requirements in Relation to Preparation of the a Draft Proposal Code Amendment (Prior to Consultation) and Decision</u>
73.1	<u>The power pursuant to clause 8(1) of PD-2 to, prior to consultation occurring on a draft Code Amendment, to: prior to consultation, provide to the Department;</u>
73.1.1	<u>carry out investigations and obtain such information; instructions that set out the intent of the proposed policy amendment for the purposes of the Department writing the draft Code Policy for the Council;</u>
73.1.1.1	<u>as provided in the Proposal to Initiate approved by the Minister;</u>
73.1.1.2	<u>as required under any conditions imposed by the Minister under Section 73(5)(b) of the PDI Act; and</u>
73.1.1.3	<u>as specified by the Commission under Sections 73(6)(e) or 73(6)(f) of the PDI Act;</u>
73.1.2	<u>provide the Department with any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council;</u>
73.1.2.1	<u>written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and</u>
73.1.2.2	<u>mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft</u>

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<u>Code Amendment:</u>	
73.1.3	<u>prepare the draft Code Amendment in accordance with the approved Proposal to Initiate and any conditions imposed by the Minister under Section 73(5)(b) of the PDI Act and the requirements of this Practice Direction;</u>
73.1.4	<u>provide the Department with written instructions (in a form acceptable to the Department) to prepare the SA Planning Portal for consultation on the draft Code Amendment; and</u>
73.1.5	<u>provide the Department with the engagement plan prepared (and approved, if required) under these Practice Directions, for the purpose of the Department publishing the engagement plan on the SA Planning Portal, in relation to heritage lists a local heritage data sheet and a significant trees data sheet.</u>
73.2	<u>The power pursuant to clause 8(2) of PD2, where an engagement plan is amended during any period of consultation or at any time prior to finalisation of the engagement report under the Practice Directions, to provide the Department with the engagement plan (as updated) for the purpose of the Department publishing the updated engagement plan on the SA Planning Portal, if amendments are proposed to the consultation versions, to provide to the Department:</u>
	<u>73.2.1 instruction to write the amendments to the Code Policy;</u>
	<u>73.2.2 amendments to the maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.</u>
74.	Requirements <u>For a in Relation to Preparation of the Draft Code Amendment Proposal for Consultation</u>
74.1	<u>The power pursuant to clause 9(1) of PD2 to, for engagement purposes, support a draft cCode aAmendment by the following information:</u>
74.1.1	<u>an explanation of the current code policy as it applies to the Affected Area (at the time of preparation of the draft Code Amendment) about why and how the Code is proposed to be amended;</u>
74.1.2	<u>an explanation of the amendments to the Code policy proposed for the Affected Area; an assessment of the amendment against the relevant provisions of State Planning Policies and the relevant regional plan;</u>

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74.1.3	<u>an assessment of the strategic planning outcomes intended to be achieved through the draft Code Amendment, including an analysis of the consistency of the draft Code Amendment with the relevant provisions of State Planning Policies, the Regional Plan and any other relevant strategic plans; if any amendment is not fully consistent with the State Planning Policies or the region plan, to so specifically identify that and include an explanation setting out the reason or reasons for the inconsistency;</u>
74.1.4	<u>a summary and explanation of the investigations undertaken and how these support the draft Code Amendment; and an explanation and summary of the investigations undertaken and how these support the amendment;</u>
74.1.5	<u>an explanation of any infrastructure or services required to support development facilitated by the proposed Code Amendment, and an explanation of how and when provision that is required and how the infrastructure will be provided.</u>
75. Requirements in Relation to Complying Changes to the Code Under Section 75	
75.1	The power pursuant to clause 11(1) of PD2, in relation to a proposal to agree to a complying change <u>to the Code under Section 75 of the PDI Act</u> , to provide the following information to the d Department:
75.1.1	<u>description of the relevant recommendations in the Regional Plan which relate to the proposed Code Amendment, including any specific maps or other specific information which clearly and expressly identify the changes relevant to the proposed Code Amendment; a reference to the documentation and recommendation in relation to the proposed amendment in the relevant regional plan;</u>
75.1.2	<u>a summary of the any consultation which has occurred in accordance with the Charter that has occurred in relation to the proposal-proposed Code Amendment or the relevant Regional Plan, including a copy of the engagement report including reference to the Engagement Report prepared for the relevant rRegional pPlan and any additional consultation that has occurred for the proposed Code Amendment;</u>
75.1.3	<u>written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment policy amendment for the purposes of the dDepartment writing the draft Code-Ppolicy for inclusion in the Councildraft Code Amendment; and</u>
75.1.4	<u>mapping instructions or a description of the Affected Area (in a form</u>

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	acceptable to the Department) in order to any maps in an industry standard GIS format to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment, production version of mapping to be prepared and returned to the Council.
76.	<u>Requirements in Relation to Early Commencement of a Code Amendment Under Section 78</u>
76.1	The power pursuant to clause 12(1) of PD2, in relation to a request for <u>early commencement of a Code Amendment under Section 78 of the PDI Act</u> to come into operation without delay, to provide to the Department:
76.1.1	explanation, justification and evidence as necessary to demonstrate how early commencement of the Code Amendment is; an explanation about how early commencement is required to counter applications for undesirable development (development that would detract from, negate the object of the amendment) during consultation and consideration of the code amendment;
76.1.1.1	<u>necessary in the interest of the orderly and proper development of an area of the state; and</u>
76.1.1.2	<u>required in order to counter applications for undesirable development (which should identify possible future development that would detract from or negate the object of the proposed Code Amendment) ahead of the outcome of consideration of the Code Amendment;</u>
76.1.2	<u>written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment policy amendment for the purposes of the Department writing the draft Code Policy for inclusion in the draft Code Amendment; and the Council;</u>
76.1.3	<u>mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment, any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.</u>

**STATE PLANNING COMMISSION PRACTICE DIRECTION – 3 (NOTIFICATION OF
PERFORMANCE ASSESSED DEVELOPMENT APPLICATIONS) 2019**

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INSTRUMENT A
INSTRUMENT OF DELEGATION UNDER
THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING &
DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS: A COUNCIL, A
DESIGNATED AUTHORITY, A DESIGNATED ENTITY

77. Responsibility to Undertake Notification

- 77.1 The power pursuant to clause 6(3)(b) of the State Planning Commission Practice Direction – 3 (Notification of Performance Assessed Development Applications) 2019 (**PD3**) to determine the relevant fee as being appropriate to cover the relevant authority's reasonable costs in giving public notice of the application under Section 107(3)(a)(ii) of the PDI Act.

STATE PLANNING COMMISSION PRACTICE DIRECTION
(COUNCIL INSPECTIONS) 2020

78. Mandatory Inspections

- 78.1 The power pursuant to clause 2(2) of Part 2 of the State Planning Commission Practice Direction (Council Inspections) 2020 (**PD9**) to, in carrying out an inspection under PD9, take all reasonable steps to ensure each inspection includes an inspection and assessment of the following elements (elements), as may be present at the time of inspection:

78.1.1 primary structural elements;

78.1.2 structural framing and roof trusses;

78.1.3 wet areas and waterproofing;

78.1.4 barriers to prevent falls;

78.1.5 cladding;

78.1.6 egress provisions;

78.1.7 bushfire protection systems;

78.1.8 passive and active fire safety elements;

78.1.9 private bushfire shelters; and

78.1.10 performance solutions.

79. Additional Inspections

- 79.1 The power pursuant to clause 3(2) of Part 2 of PD9 to consider carrying out an inspection in addition to any specified in clause 2 of Part 2 of PD9 (additional inspections) if the delegate has information to indicate that the

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INSTRUMENT A
INSTRUMENT OF DELEGATION UNDER
THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING &
DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS: A COUNCIL, A
DESIGNATED AUTHORITY, A DESIGNATED ENTITY

circumstances warrant it, having regard to the objects of PD9.	
80. Inspections Generally	
80.1	The power pursuant to clause 4(3) of Part 2 of PD9, in relation to building work listed in Schedule 7 of the General Regulations to consider if an additional inspection may be appropriate.
81. General Requirements	
81.1	The power pursuant to clause 1(2) of Part 3 of PD9 to ensure that an inspection under PD9 and subsequent assessment of each of the applicable elements in clause 2(2) of Part 2 of PD9 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.

**STATE PLANNING COMMISSION PRACTICE DIRECTION 10 (STAGED
OCCUPATION OF MULTI-STOREY BUILDINGS) 2020**

82. Conditions that Must be Met for the Staged Occupation of a Partially Completed Building	
82.1	The power pursuant to clause 5(2) of the State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings 2020 (PD10) to, agree to partial occupancy of a partially completed multistorey building.

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SCHEDULE OF CONDITIONS**CONDITIONS OR LIMITATIONS
APPLICABLE TO DELEGATIONS
CONTAINED IN THIS INSTRUMENT**

[Instructions for use: any conditions or limitations which apply to delegations under this Act should be inserted here – DELETE this note once conditions/limitations are entered. If no conditions apply insert 'NIL']

Paragraph(s) in instrument to which conditions/limitations apply	Conditions / Limitations
Nil	Nil

DECISION REPORT

REPORT TITLE:	2021-22 ANNUAL BUSINESS PLAN AND BUDGET ADOPTION
ITEM NUMBER:	4.6
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	ALEX BROWN
JOB TITLE:	MANAGER FINANCE AND PROCUREMENT
ATTACHMENTS:	1. 2021-22 ANNUAL BUSINESS PLAN & BUDGET

1. **EXECUTIVE SUMMARY**

This report presents to Council the resolutions necessary to formally adopt the 2021-22 Annual Business Plan and Budget, adopt the valuations in relation to the Council area, and declare the rates applicable to the 2021-22 financial year.

The proposed 2021-22 Annual Business Plan and Budget has been prepared after an extensive process including two Council workshops, a Council Meeting, and community consultation process. It has included careful consideration of Council's annual objectives and funding priorities in the context of the 4 Year Delivery Plan, the Long Term Financial Plan, key financial targets and the economic environment.

The proposed budget incorporates a 2.2% increase in general rates income before growth from new developments and capital improvements. This increase is based on 1% above Adelaide CPI for the March 2021 quarter, and follows no increase in 2020-21 due to the economic uncertainty following the outbreak of the COVID-19 pandemic.

Council is forecasting an operating surplus ratio of 4.6%, marginally below the target of 5.0%.

In summary, the 2021-22 Annual Business Plan and Budget presented for adoption incorporates:

- An increase in general rate income of 2.2% before growth;
- Rates growth from new developments and capital improvements of 0.68%;
- Projected operating surplus (before equity accounted businesses) of \$2.391M;
- Operating Projects (net) of \$1.033M;
- Renewal Capital Works (net) of \$7.691M;
- New Capital Projects (net) of \$2.963M;
- Forecasted repayment of borrowings of \$1.165M; whilst
- Maintaining all existing services.

Council has not included the forecast operating losses in equity accounted businesses of (\$571K) in the projected operating surplus of \$2.391M. These are attributable to Council's:

- 50% share in Centennial Park Cemetery Authority (\$555K); and
- 21% share in the Brown Hill Keswick Creek Stormwater Project (\$16K).

Centennial Park's estimated operating loss partially relates to the impact of the new revenue standards, recognising Deferred Interment Right (IR) revenue, and the ongoing financial impact of the COVID-19 pandemic.

These budgeted losses in equity accounted businesses will be recognised in the Statement of Comprehensive Income, but do not impact Council's proposed rate increase.

The projected income is sufficient to meet the projected operating expenses as well as the scheduled principal repayments for the 2021-22 financial year.

Expenditure reductions, the imposition of rates and an assessment of services delivered by Council, have all been considered in setting the proposed budget for adoption.

2. RECOMMENDATION

That:

1. The report be received.
2. That the following recommendations 2.1 to 2.7 be formally resolved and adopted separately in the following order:
 - 2.1 Adoption of the 2021-22 Annual Business Plan and Budget.
 - 2.2 Adoption of Valuations.
 - 2.3 Declaration of General Rates.
 - 2.4 Minimum Amount (General Rates).
 - 2.5 Maximum Increase (General Rates).
 - 2.6 Declaration of Separate Rates.
 - 2.7 Payment of Rates.

2.1 Adoption of the 2021-22 Annual Business Plan and Budget

MOVED:

SECONDED:

- (a) That pursuant to the provisions of section 123(6) and (7) of the *Local Government Act 1999* and regulations 6 and 7 of the *Local Government (Financial Management) Regulations 2011* and having considered all prescribed matters as per Attachment 1 to Item 4.6, Council Meeting 28/06/2021 – the Council adopts, firstly, the 2021-22 Annual Business Plan and secondly, the 2021-22 Budget.

2.2 Adoption of Valuations

MOVED:

SECONDED:

That in accordance with section 167(2)(a) of the *Local Government Act 1999*, the capital values provided by the Valuer-General for rating purposes in relation to the Council area and totalled below, be adopted for the year ending 30 June 2022.

Rateable Assessed Capital Values	\$15,673,471,719
Non Rateable	\$372,477,161
Total Assessed Capital Value as reconciled with the Valuer-General at 1 July 2021	\$16,045,948,880

2.3 Declaration of General Rates

MOVED:

SECONDED:

That for the year ending 30 June 2022 the Council declares differential general rates, based on the capital value of the rateable land subject to the rate and varying according to the use of the land, pursuant to sections 153 (1)(b) and 156(1)(a) of the *Local Government Act, 1999* and regulation 14(1) of the *Local Government (General) Regulations 2013* and otherwise resolves as follows:

- (a) In respect to land with a land use category of **Residential**, a differential general rate in the dollar of 0.002352.
- (b) In respect to land with a land use category of **Commercial Shop, Industry Light, Industry – Other, Primary Production, Vacant Land** or **Other**, a differential general rate in the dollar of 0.005221.
- (c) In respect to land with a land use category of **Commercial Office** or **Commercial Other**, a differential general rate in the dollar of 0.005939.

2.4 Minimum Amount (General Rates)

MOVED:

SECONDED:

That for the year ending 30 June 2022 a minimum fixed amount of \$875 shall be payable by way of general rates, on each piece of rateable land within the Council area, pursuant to section 158(1)(a) of the *Local Government Act 1999*.

2.5 Maximum Increase (General Rates)

MOVED:

SECONDED:

That for the year ending 30 June 2022 pursuant to section 153(3) of the *Local Government Act 1999* the Council will not fix a maximum increase in the general rate to be charged on any rateable land that constitutes the principal place of residence of a principal ratepayer.

2.6 Declaration of Separate Rates

That for the year ending 30 June 2022 the Council declares differential separate rates, based on the capital value of the rateable land subject to the rate and varying according to the use of the land, pursuant to sections 154 and 156(1)(a) of the *Local Government Act 1999* and regulation 14(1) of the *Local Government (General) Regulations 2013* and otherwise individually resolves as follows:

MOVED:

SECONDED:

- (a) A rate in the dollar of 0.00009257 on all land within the area of the Green Adelaide Board to reimburse the Council the amount to be contributed to the Board of \$1,426,382 in accordance with section 69 of the *Landscape South Australia Act 2019*.

MOVED:

SECONDED:

- (b) A rate in the dollar of 0.0002205, capped at \$2,000 per assessment, on land with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along the entirety of Unley Road, to raise \$69,835 for use by the **Unley Road Association Inc.** to fund a marketing program for the financial year ending 30 June 2022.

MOVED:

SECONDED:

- (c) A rate in the dollar of 0.001349, capped at \$2,000 per assessment, on land with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along Goodwood Road between Leader Street / Parsons Street to the north and Mitchell Street / Arundel Avenue to the south, to raise \$57,225 for use by the **Goodwood Road Business Association** to fund a marketing program for the financial year ending 30 June 2022.

MOVED:

SECONDED:

- (d) A rate in the dollar of 0.001231, capped at \$2,000 per assessment, in respect of land with a land use of Commercial Shop with addresses along King William Road between Greenhill Road and Commercial Road, to raise \$92,280 for use by the **King William Road Traders' Association Inc** to fund a marketing program for the financial year ending 30 June 2022.

MOVED:

SECONDED:

- (e) Pursuant to section 166(1)(m)(i) and (ii) of the *Local Government Act 1999*, to avoid a liability that is inconsistent with the Annual Business Plan and/or that is unfair or unreasonable, the Council provides a discretionary rebate for the year ending 30 June 2022, **in respect of each rateable assessment along Unley, Goodwood and King William Roads** that is subject to a marketing program separate rate in the dollar (as above), of any amount that exceeds a separate rate liability of \$2,000 in respect of a single assessment

MOVED:

SECONDED:

- (f) A rate based upon a fixed charge of \$250 on land with a land use of Commercial Shop, Commercial Office and Commercial Other with addresses along Fullarton Road situated between Cross Road and Fisher Street to raise \$13,000 for use by the **Fullarton Road South Traders Association Inc.** to fund a marketing program for the financial year ending 30 June 2022.

2.7 Payment of Rates

MOVED:

SECONDED:

- 3. That for the fiscal year ending 30 June 2022, all rates declared and imposed shall, pursuant to section 181(1) and 181(2) and subject to section 181(4)(b) of the *Local Government Act, 1999*, fall due in a single instalment on 1 September 2021 or four equal or approximately equal instalments on 1 September 2021, 1 December 2021, 1 March 2022 and 1 June 2022.

3. RELEVANT CORE STRATEGIES/POLICIES

4. Civic Leadership

4.3 Our business systems are effective and transparent.

4. BACKGROUND

In accordance with the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 2011*, Council must have an Annual Business Plan and a Budget for each financial year.

Each Business Plan must, among other things, outline Council's objectives for the financial year and the activities that the Council intends to undertake to achieve those objectives. It must also provide the measures (financial and non-financial) that the Council intends to use to assess the performance of the Council against its objectives over the financial year.

The Business Plan and Budget should set out its financial requirements by way of summarised operating expenditure, capital expenditure and sources of revenue. It should also set out the rates structure and policies for the year and assess the impact of the rates structure on the community.

5. DISCUSSION

Annual Business Plan and Budget Overview

The proposed 2021-22 Annual Business Plan and Budget has been developed through a process of consultation and review with Elected Members and Council Officers through two workshops and a Council Meeting.

The first Council Workshop held on 15 March 2021 considered:

- the revised Long Term Financial Plan and draft operating position;
- funding priorities for Operating Projects and New Capital Projects proposed by Council Officers and Elected Members; and
- the proposed Capital Renewal Program.

Following feedback received in the first workshop, the Draft Annual Business Plan and Budget was presented to Council on 27 April 2021 and approved for Public Consultation.

A second workshop was held on 31 May 2021 following the conclusion of Public Consultation to:

- Consider community feedback from Public Consultation;
- Receive an update on the proposed valuations and rates; and
- Consider the proposed changes to the operations budget and proposed Operating Projects.

The Audit Committee also considered a revised draft Long Term Financial Plan and key financial targets on 9 February 2021, and provided feedback on the Draft 2021-22 Annual Business Plan and Budget on 11 May 2021.

Throughout the budget preparation process, careful consideration has been given to:

- Council's annual objectives and funding priorities in the context of the 4 Year Delivery Plan;
- the Long Term Financial Plan;
- key financial targets; and
- the economic environment.

The budget is considered financially responsible and strengthens Council's financial sustainability.

Public Consultation

Public Consultation on the Draft 2021-22 Annual Business Plan and Budget occurred between Friday 30 April and Friday 21 May 2021. and included:

- Submissions received via Your Say Unley, Council's PO Box 1 email facility or in writing; and
- Two Public Information Meetings held on 11 May and 13 May 2021.

In summary, public consultation generated:

- 3 attendees at the 2 public meetings;
- 14 survey responses through the Your Say Unley Survey; and
- 4 written submissions, three of which were from groups.

The feedback received and Council's response is summarised in the table below.

Topic/Feedback	Response
The proposed rate increase Mixed feedback on the proposed rate with two responses in favour and four not in favour.	Noted. Given that there was no rate increase in 2020-21 when CPI was 2.4%, feedback from Council has been that an increase of 1% above CPI in 2021-22 is considered reasonable.
Separate Rate in the dollar for Unley Road The Unley Road Association advocated for an increase in the separate rate from \$92,280 to \$113,395 to support the Association's marketing activities.	Noted. The proposed revenue from the separate rate in the dollar has remained unchanged, in line with Council's endorsed position in March.
Separate Rate in the dollar for King William Road A business owner queried the basis of the separate rate noting it should only apply to a shorter segment of King William Road	Noted. The extent of businesses captured by the separate rate was set by Council some time ago. There have been discussions on increasing the categories of businesses contributing to the rate with no geographic reduction.
Feedback on Service level (as asked in the survey) General feedback and two requests to increase the frequency of waste collections.	Noted. Requests for additional waste to be addressed as part of the Waste Strategy currently being finalised.

<p>Events calendar</p> <p>Feedback on events, questioning the financial cost and benefit of the Tour Down Under, Australia Day and Christmas Decorations.</p>	<p>Noted, with feedback to be considered as part of the annual review of the annual events calendar. The Christmas Decorations incorporate a proportion of one-off costs, the funding for which could be redirected in future financial years.</p>
<p>Green Initiatives</p> <p>Support expressed for Council's Green initiatives, with suggestions to expand the Climate and Energy Plan and fast track towards achieving net zero emissions</p>	<p>Noted. Feedback on the Climate and Energy Plan has been considered as part of the final report to Council.</p>
<p>New Asset Projects</p> <p>Support expressed for the Edmund Ave Cottages, Mills Street LATM and McLeay Park Facility Improvements</p>	<p>Favourable feedback noted.</p>
<p>Capital renewals and maintenance</p> <p>Feedback was received regarding capital renewal funding, footpath maintenance and sweeping, and the apparent lack of general maintenance in Greer Street, Hyde Park.</p>	<p>Feedback regarding asset renewals and footpath maintenance to be incorporated as part of the ongoing renewal and maintenance programs. Concerns expressed by one resident regarding Greer Street, Hyde Park are ongoing and involve requests to remove trees and the installation of extensive parking controls. These have been considered by Council in the past.</p>
<p>Heritage</p> <p>A property owner sought further information regarding building heritage support, while another congratulated Council for maintaining building heritage.</p>	<p>Feedback noted, with a request for further information from a property owner to be followed up directly.</p>
<p>Other Feedback</p> <p>General feedback on the Annual Business Plan and budget, including apportionment of expenditure categories (as asked in the survey).</p>	<p>Feedback noted.</p>

All respondents will receive an acknowledgement of their participation in the feedback process. Where an action, concern or complaint has been raised, the relevant General Manager has been advised so that they are able to provide further follow up. Elected Members will be provided with an update on the progress of the actions.

2021-22 Budget Overview

The 2021-22 Budget presented for adoption incorporates:

- An increase in general rate income of 2.2% before growth;
- Rates growth from new developments and capital improvements of 0.68%;
- Projected operating surplus (before equity accounted businesses) of \$2.391M;
- Operating Projects (net) of \$1.033M;
- Renewal Capital Works (net) of \$7.691M;
- New Capital Projects (net) of \$2.963M;
- Forecasted repayment of borrowings of \$1.165M; whilst
- Maintaining all existing services.

Council has not included the forecast operating losses in equity accounted businesses of (\$571K) in the projected operating surplus of \$2.391M. These are attributable to Council's:

- 50% share in Centennial Park Cemetery Authority (\$555K);
- 21% share in the Brown Hill Keswick Creek Stormwater Project (\$16k).

Centennial Park's estimated operating loss partially relates to the impact of the new revenue standards, recognising Deferred Interment Right (IR) revenue, and the ongoing financial impact of the COVID-19 pandemic.

These budgeted losses in equity accounted businesses will be recognised in the Statement of Comprehensive Income, but do not impact Council's proposed rate increase.

The projected income is sufficient to meet the projected operating expenses as well as the scheduled principal repayments for the 2021-22 financial year.

Operating Projects

The net value of the Operating Projects proposed for 2021-22 is \$1.033M. Key Projects for 2021-22 include:

- Delivery of an annual calendar of events \$407K including:
 - City of Unley Sesquicentenary Celebrations
 - Santos Tour Down Under Stage Start and associated event
 - Australia Day Event
 - Neighbour Day
- The expansion of tree canopy on Public Land \$100K;

- Progression of the Tree Incentive and Education Program \$80K;
- Grant funding to support the Greening of City Verges \$50K;
- Delivery of Water Wells to facilitate the capture of stormwater run-off to water trees \$40K;
- Implementation of the Economic Growth Strategy \$40K;
- Trader Event Sponsorship Grants \$40K;
- Stage 1 in developing a City Wide Parking Strategy \$60K;
- Continuation of Council's Active Ageing Initiatives \$24K; and
- Cultural Tourism and Activation \$30K including the publication of a Public Art Brochure, Creative Activation Stations, and Busking Musicians.

As advised at the Workshop on 31 May 2021, the following two projects have been removed from the budget due to insufficient staff capacity to deliver the projects:

- Fringe in Unley \$15K; and
- All Connections to Unley Art – Schools' Artist in Residence Project \$5K.

New Capital Projects

The net value of the New Capital Projects proposed for 2021-22 is \$2.963M. Key Projects for 2021-22 include:

- The redevelopment of the Edmund Avenue Cottages to establish a Business Hub \$1.0M;
- Council's contribution to the continuation of the Brown Hill Keswick Creek Stormwater Project \$843K;
- Implementation of the Local Area Traffic Management Plan \$300K including upgrades to:
 - Mills Street
 - Devon Street South/Railway Terrace South bend
- Implementation of the Cycling and Walking Plan \$95K including:
 - Weller Street / Simpson Parade Streetscape Improvements
 - Bike facility improvement to King William Road (Simpson Parade and the Mike Turtur Bikeway)
- Construction of new clubrooms for the Millswood Bowling Club \$185K;
- Climate and Energy Plan Implementation (Year 1) with a Solar Panel Scheme for not-for-profit tenants \$75K;
- Concept and detailed design of replacement of Unley Swimming Centre Junior Pools \$66K;
- Stage 2 of the Ridge Park Master Plan \$30K; and
- McLeay Park Facility Improvements \$18K.

Carry forwards from 2020-21 into 2021-22 were foreshadowed in the 2020-21 Quarter 3 Budget Review and will be included in the 2021-22 Budget following the completion of the 2020-21 Preliminary End of Financial Year Report that will be presented in August 2021.

Capital Renewal Program

The net value of the Capital Renewal Program proposed for 2021-22 is \$7.691M and has been based on current asset information and asset management plans.

Key aspects of the program include:

- Transport Infrastructure \$3.5M including:
 - Road renewal \$1.8M
 - Kerb and Water Table \$1.3M
 - Footpaths \$250K
- Drainage and Stormwater \$940K;
- Reserves and Open Space \$544K; and
- Property (including Buildings and the Swimming Centre) \$1.0M.

Key Financial Indicators

Financial Indicator	Council Adopted Target	Proposed 2021-22 Budget
Operating Surplus Ratio (excluding equity accounted businesses)	5% or greater of total operating income	4.6%
Net Financial Liabilities Ratio	Less than 80% of total operating income	42%
Asset Sustainability Ratio	100% average over 10 years of recommended spend in the Asset Management Plans	88%

Council is forecast to achieve an operating surplus of \$2.391M, equating to an operating surplus ratio of 4.6% for the 2021-22. This is marginally below the target of 5%, due in part to the compounding impact of no increase in general rates for the 2020-21 financial year.

Council proposes that no external borrowings will be required to deliver all proposed projects and maintain current service levels from existing financial resources. The net financial liabilities ratio is forecast to be 42% which is within the target of less than 80%.

Proposed Capital Renewals are in line with the Asset Management Plans for all asset classes apart from major plant. A close review of the plant and equipment found that no significant items of major plant require renewal in 2021-22. As a consequence, the asset sustainability ratio is forecast to be 88%.

Loan Borrowings

Borrowings are an important funding source, especially for expenditure relating to capital works and improvements. Council undertook a heavier borrowing program in the 2019-20 financial year to complete a larger than usual capital works program.

No new borrowings are required in the 2021-22 financial year, with \$1.165M of the existing borrowings forecasted to be repaid in 2021-22.

Borrowing Summary	\$'000
Forecast Opening Balance July 2021	18,086
Repayment of principal 2021-22	(1,165)
Forecast Closing Balance June 2022	16,921

Budget Framework

The income and expenditure forecasts in the Annual Business Plan and Budget for the financial year ending 30 June 2022, have been set at a level that meets statutory requirements and provides accountability to the community to achieve the Council's goals and objectives. Council's Budget Framework is detailed in Attachment 1 on pages 40-41.

Rating Information

During the Public Consultation on the Draft Annual Business Plan and Budget, Council communicated its intention to increase General Rates by 1% above CPI, with the forecast CPI of 1.25%.

Adelaide CPI for the 12 months ended 31 March 2021 was 1.2%.

The proposed budget incorporates an increase in General Rate income of 2.2% before growth from new developments and capital improvements of 0.68%. This increase of 2.2% has been achieved in each of the three differential rates by adjusting the rate in the dollar for each differential rate.

Differential General Rates

In accordance with the *Valuation of Land Act 1971*, each year, the site and capital values for every property in South Australia are reviewed by the Office of the Valuer-General. These values are provided to statutory authorities to form the basis of property related council rates, water rates, emergency services levy and land tax (where applicable).

The change in the rate in the dollar for the three differential general rate categories (Residential, Commercial Shop, et al and Commercial Office/ Other) is provided in the following table:

Year	Residential	Commercial Shop, et.al	Commercial Office/Other
	Category 1	Category 2	Category 3
2017-18	0.002540	0.005060	0.005998
2018-19	0.002459	0.004959	0.005968
2019-20	0.002407	0.004764	0.005638
2020-21	0.002420	0.004845	0.005736
2021-22	0.002352	0.005221	0.005939

It is proposed to increase the minimum rate from \$855 to \$875, being 2.34%.

Differential Separate Rates

Council proposes to continue to raise a differential separate rate for the promotion of businesses and traders along major shopping strips (excluding Glen Osmond Road). Council collects the separate rate and passes the funds onto the Trader Associations for marketing and promotion purposes.

This funding will be distributed as follows:

Main Street Trader Association	\$
Unley Road	69,835
Goodwood Road	57,225
King William Road	92,280
Fullarton Road	13,000

In 2016-17, Council also adopted a recommendation from the Unley Business and Economic Development Committee to cap the separate rate at \$2,000. This principle continues for 2021-22 by way of a rebate pursuant to section 166(1)(m)(i) and (ii) of *the Local Government Act 1999* in respect of each rateable assessment along Unley, Goodwood and King William Roads that is subject to a marketing program separate rate in the dollar (as above). The rebate is applicable for any amount that exceeds a separate rate liability of \$2,000 in respect of a single assessment.

Regional Landscape Board (formerly the Natural Resource Management Levy

The *Landscape South Australia Act 2019* imposes the duty on councils to charge a levy, as though it were a separate rate under Chapter 10 of the *Local Government Act 1999*, on rateable land in the landscape region of Green Adelaide. Such a rate must be fixed and calculated so as to raise the same amount as the Council's share to be contributed to the Board (taking into account any rebates/remissions in Division 5, Chapter 10).

The amount to be contributed to the Green Adelaide Board for 2021-22 will be \$1.426m. This represents an increase of 0.91% over the contribution for 2020-21. Council will provide suitable information to residents explaining Council's role as an agent for the Green Adelaide Board in the collection of this levy.

6. ANALYSIS OF OPTIONS

Option 1 – Adopt the proposed 2021-22 Annual Business Plan and Budget in the format of the seven resolutions.

The 2021-22 Budget presented for adoption incorporates:

- An increase in general rate income of 2.2% before growth;
- Rates growth from new developments and capital improvements of 0.68%;
- Projected operating surplus (before equity accounted businesses) of \$2.391M;
- Operating Projects (net) of \$1.033M;
- Renewal Capital Works (net) of \$7.691M;
- New Capital Projects (net) of \$2.963M;
- Forecasted repayment of borrowings of \$1.165M; whilst
- Maintaining all existing services.

The Budget is considered financially responsible, maintains financial sustainability and delivers value for the community.

Option 2 – Council amends the proposed 2021-22 Annual Business Plan and Budget prior to adoption.

Any amendments to the Annual Business Plan and Budget at this stage may delay the adoption of the Budget as recalculations and amendments to the proposed rates will need to be undertaken.

If there is a delay in the adoption process, there may be an impact on the services delivered. The budget is a plan and Council has the opportunity to make changes to it at any of the legislated Budget Reviews that will occur in the coming financial year. These legislated Budget Reviews are designed to consider any changes that come to light that may impact the estimated year end result.

Furthermore, it may be necessary in light of any late changes to the Budget, to revisit the Annual Business Plan.

7. RECOMMENDED OPTION

Option 1 is the recommended option.

8. **POLICY IMPLICATIONS**

Adoption of the 2021-22 Annual Business Plan and Budget will ensure the delivery of services that contribute toward the achievement of the Council's agreed Community Plan 2033.

The 2021-22 Annual Business Plan and Budget is financially responsible and aims to deliver a well-managed, financially sustainable result for current and future generations of residents, businesses and other ratepayers.

8.1 **Legislative/Risk Management**

- *Local Government Act 1999* sections 123, 153, 154, 156, 158 and 181.
- *Local Government (Financial Management) Regulations 2011* Regulation 6 and 7.
- *Local Government (General) Regulations 2013*, Regulation 14(1).
- *Landscape South Australia Act 2019*, section 69, Division 1, Part 5. Stakeholder Engagement.
- Community Consultation on the 2021-22 Draft Annual Business Plan and Budget occurred between 30 April and 21 May 2021.
- The methodology for engagement listed below enabled Council to meet its requirements under the Act:
 - Online consultation via *Your Say Unley*;
 - Development of a video for social media website; and
 - Two public information meetings.

9. **REPORT CONSULTATION**

Public Consultation on the Draft 2021-22 Annual Business Plan and Budget occurred between Friday 30 April and Friday 21 May 2021. and included:

- Submissions received via *Your Say Unley*, Council's PO Box 1 email facility or in writing; and
- Two Public Information Meetings held on 11 May and 13 May 2021.

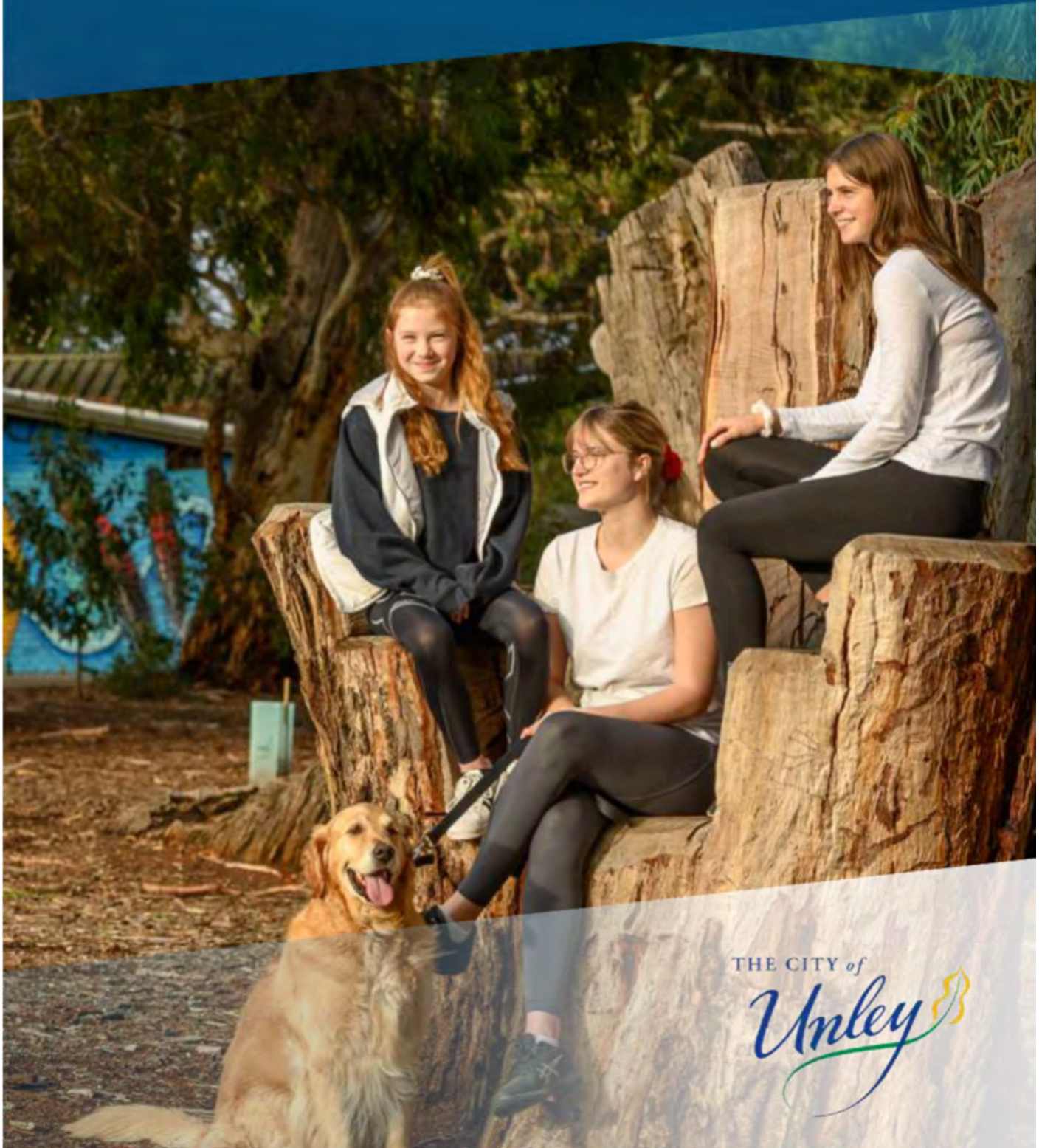
In addition, two Elected Member Workshops were conducted during which budget priorities and public feedback were discussed.

10. **REPORT AUTHORISERS**

Name	Title
Nicola Tinning	General Manager, Business Support & Improvement

2021-22

ANNUAL BUSINESS PLAN & BUDGET



THE CITY of
Unley

Kurna Acknowledgement

We would like to acknowledge the City of Unley is part of the traditional lands for the Kurna people and we respect their spiritual relationship with their country.

We 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.



All images within this document are from the City of Unley portfolio of photos.



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COMMUNITY CONSULTATION

Community Consultation on the Draft 2021-22 Annual Business Plan and Budget occurred between 30 April and 21 May 2021.

Feedback received was considered by Elected Members at a Budget Workshop prior to the Adoption of the 2021-22 Annual Business Plan and Budget.

The City of Unley would like to thank to everyone who provided feedback during the consultation period.

ELECTED MEMBERS

The Mayor and Elected Members are elected by the local community to represent **the interests and needs of the community**.

Elected Members provide community leadership and guidance and facilitate communication between the community and the Council.

They play a very important policy-making role, requiring the identification of community needs, setting objectives to meet those needs, establishing priorities between competing demands and allocating resources. On the Council of the City of Unley, in addition to the Mayor, Michael Hewitson AM, there are 12 Elected Members.

MAYOR



Michael Hewitson AM

CLARENCE PARK Ward Councillors



Jennie Boisvert



Don Palmer

FULLARTON Ward Councillors



Jordan Dodd



Peter Hughes

GOODWOOD Ward Councillors



Nicole Sheehan



Emma Wright

PARKSIDE Ward Councillors



Kay Anastassiadis



Jennifer Bonham

UNLEY Ward Councillors



Sue Dewing



Jane Russo

UNLEY PARK Ward Councillors



Monica Broniecki



Michael Rabbitt

INTRODUCTION

Background

Under Section 123 of the Local Government Act 1999, Council is required to have a budget for each financial year. The budget must be considered as part of the Council's Annual Business Plan.

Before a council adopts its Annual Business Plan it must prepare a draft Annual Business Plan and undertake a public consultation process. Consultation on this plan occurred between 30 April and 21 May 2021.

All feedback collected during this period will be distributed and considered by the Elected Members of Council at a Budget Workshop in order to finalise Council's 2021-22 Business Plan and Budget.

Purpose of the Business Plan

The purpose of the Annual Business Plan is to impart an understanding of:

- Annual objectives for the year in the context of Council's long-term objectives
- Overview of the activities and services provided by Council
- Key financial information relating to revenue and expenditure
- New initiatives and projects
- Rating context and impact of rates for 2021-22
- Council's Financial Planning Framework including Long-Term Financial Plan and Asset Management Plans

Strategic Planning Framework

Resourcing Strategy

- Assets
- Long Term Financial Plan
- Other plans and strategies

Community Plan
2017 - 2033



VISION

Four Year Plan
2021 - 2025



Annual Plans
2021 - 2022



ACTION

Annual Business Plan & Budget

Annual Operating Plan

Measuring Performance

Council measures its achievements and financial performance through the following processes:

- Regular financial reporting to Executive and Council
- Quarterly corporate performance report to Executive and Council
- Budget Reviews in accordance with legislation
- Annual review of the Long-Term Financial Plan
- Review and input from Council's Audit Committee
- Production of an Annual Report including audited financial statements
- Community Engagement

BUDGET OVERVIEW

Background

The 2021-22 Business Plan and Budget has been prepared in accordance with the priorities of Unley's Community Plan 2033 and the 4 Year Delivery Plan 2021-2025, with due consideration of its key financial indicators.

The key financial information for 2021-22 is summarised on the following page.

Forecast rate income is based the following:

- **General Rate increase** **2.20%**
(1% above Adelaide CPI at March 2021)
- **Rates Growth** **0.68%**
(new rateable properties and capital improvements)

The rates increase follows no increase in general rates in the 2020-21 budget in recognition of the potential financial impact of the COVID-19 pandemic on the community.

Key Financial Targets

Council has reviewed its Key Financial Targets after considering its Long Term Financial Plan and receiving advice from its Audit Committee.

The Key Financial Targets, as outlined below, have remained unchanged from the 2020-21 financial year.

Financial Indicator (excl. equity accounted businesses)	Adopted Target	2021-22 Budget
Operating Surplus Ratio	> 5.0%	4.6%
Net Financial Liabilities Ratio	< 80%	42%
Asset Renewal Funding Ratio	≥ 100%	88%

Further information regarding the financial indicators are included on pages 28-30, including an explanation of each indicator and graphs charting the past three financial years and forecasts for the duration of the long term financial plan.

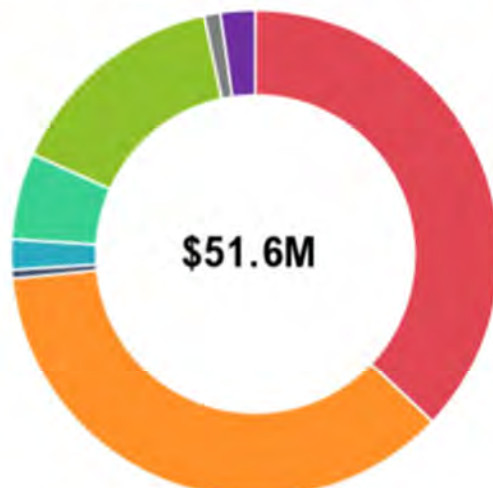


Where our funding comes from



■ Rates (includes Landscape Levy)	\$43.9M	85.0%
■ Grants & Subsidies	\$3.0M	5.8%
■ User Fees	\$1.9M	3.8%
■ Statutory Fees	\$1.6M	3.1%
■ Other Income	\$1.2M	2.3%

How we allocate our funding



■ Employee Costs	\$19.2M	37.1%
■ Materials, Contracts & Other	\$18.8M	36.3%
■ Finance Costs	\$0.3M	0.6%
■ Operating Projects	\$1.0M	2.0%
■ Capital Projects (Net)	\$3.0M	5.7%
■ Capital Renewal (Net)	\$7.7M	14.9%
■ Equity Accounted Subsidiary	\$0.6M	1.1%
■ Repayment of Borrowings (Principle repayments)	\$1.2M	2.3%



INFLUENCES ON THE BUDGET

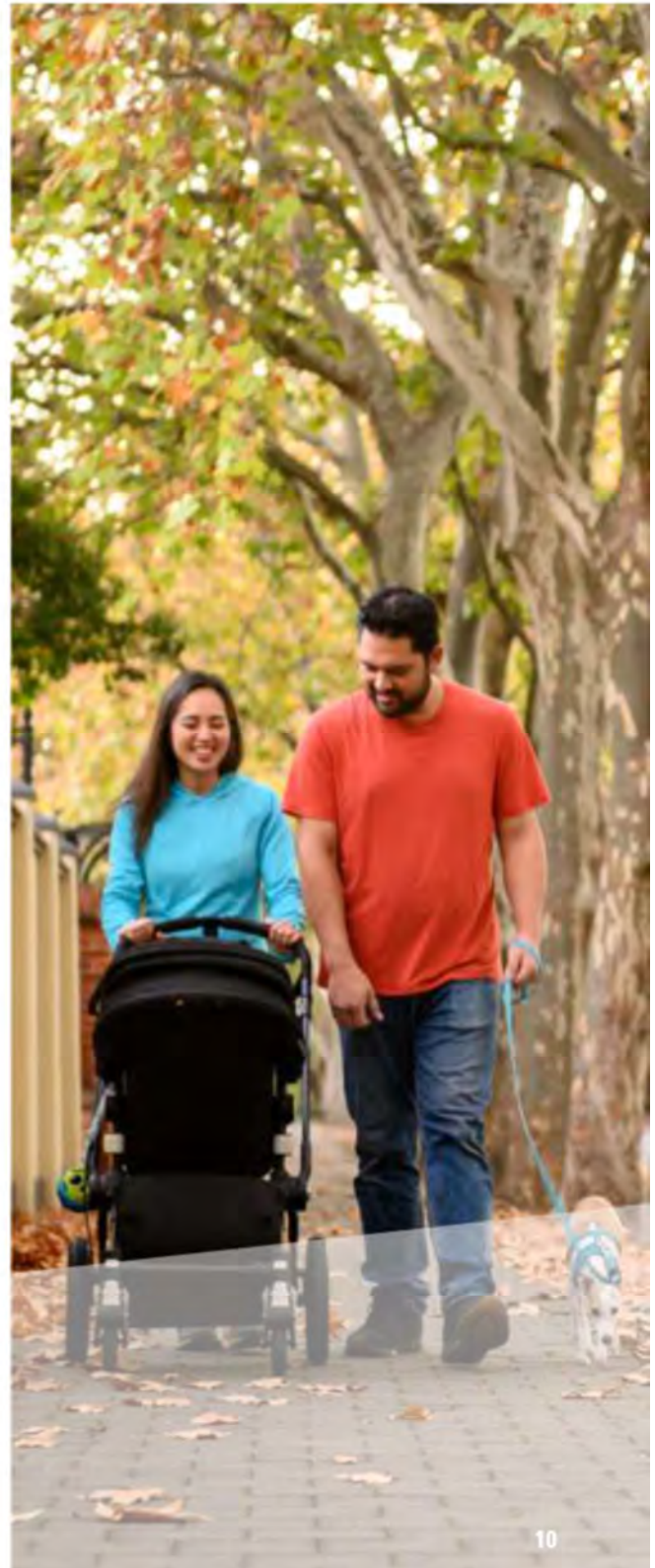
Significant Influences

A number of significant projects and external environmental changes have influenced the preparation of the Council's 2021-22 Annual Business Plan and Budget. These include:

- Commitments to continue long-term major projects including the Edmund Avenue Cottages Business Hub, Unley Oval Community Hub, and Brown Hill Keswick Creek
- The continued impact on the community and economic environment from the global pandemic COVID-19
- Absorbing cost pressures where possible to minimise increases in rates and fees and charges

In recognition of the financial difficulties being experienced by the community in 2020, Council decided not to increase the rates in the 2020-21 financial year. This had a significant impact on the Council's operating surplus in the 2020-21 Budget which was reduced to 2.5%.

Cognisant of the need for prudent financial management, Council has considered a modest rate increase of 1% above CPI in order to achieve a target operating surplus of 5% in the next three financial years.



Other Influences on the Budget

There are also other annual items that we consider when setting rates and deciding on council's program of works. These include:

- Local Government Price Index increases on relevant goods and services, which in recent years has tracked close to CPI
- Provision for Enterprise Bargaining Agreements for most staff, which determine conditions of employment and provide for annual salary and wages increases
- Maintaining asset management (renewal) expenditure in-line with Council's recently endorsed Asset Management Plans
- Additional maintenance costs due to increased capital works, and the construction of new assets over recent years

- Initiatives arising from Council's Climate and Energy Plan
- Regional Landscape Levy: Awaiting advice from the Green Adelaide Board of the increase in 2021-22.

Council has continued its review of service sustainability to minimise the burden on ratepayers.

Savings identified as part of 2021-22 Budget preparation include a \$250K reduction in operational maintenance costs.

The total capital expenditure on new assets for 2021-22 is expected to be \$3.0m. The extent of these works can be met from existing financial resources without the need to borrow funds.



SERVICES PROVIDED TO THE COMMUNITY

The Local Government Act 1999 (the Act) prescribes a system of local government to enable councils to govern and manage areas at a local level.

All councils have basic responsibilities under the Act and other relevant legislation. These include:

- Regulatory activities, including voters' roll maintenance and Elected Members' support
- Determining longer-term strategic management and management plans, financial plans, infrastructure and asset management plans and policies and procedures
- Setting rates, preparing an Annual Business Plan and Budget
- Management and maintenance of basic infrastructure including roads, footpaths, parks, public open space, playgrounds, street lighting and stormwater drainage
- Street cleaning and rubbish collection
- Development planning and control, including building safety assessment
- Provision of various environmental health services
- Management and maintenance of Councils urban forest in streets and parks, and
- Management and maintenance of Council owned Community Centres and other buildings.

A detailed list of Council's Operational Activities, including respective income and expenditure, is included on pages 42-45.



In response to community needs, Council also provides the following services and programs, over and above those listed above:

- Aged and Social Care
- Animal Management
- Arts & Cultural Development
- Community Centres
- Community Development
- Community Engagement
- Community Event Programs
- Community Services
- Community Transport
- Community Grants
- Corporate Services
- Economic Development
- Environmental Management
- Library Services
- Museum
- Open Space Management
- Parking Control
- Sport and Recreation
- Sustainable Landscapes
- Volunteers
- Urban Policy and Planning
- Youth Development

The Council also maintains a number of facilities and services on a fee for service basis, some of which are subsidised and include:

- Unley Swimming Centre
- Commonwealth Home Support Program (CHSP)
- Community Bus Service
- Halls for hire
- Ovals, courts, parks and reserves for hire.



COMMUNITY LIVING



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

Objectives

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

Key Projects

- Implementation of the Local Area Traffic Management works on Mills Street and Devon Street South/Railway Terrace South bend
- Construction of new clubrooms for the Millswood Croquet Club
- Walking Cycling Plan continuation – King William Road (Simpson Parade to Mike Turtur Bikeway), Weller Street/Simpson Parade
- Continuation of the Living Streets Program – Richards Terrace
- Place activation and community development through the staging of major events including a Tour Down Under stage start and associated event, public arts, a diverse Community Events Program and the celebration of Unley Council's Sesquicentenary
- Delivery of initiatives relating to Council's Age Friendly Strategy endorsed by Council on December 2015 and informed by research undertaken in 2016-17
- Design works for the replacement of the junior pools at the Swimming Centre



ENVIRONMENTAL STEWARDSHIP



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

Objectives


- 2.1 Unley's urban forest is maintained and improved
- 2.2 Excellence in waste management is achieved through avoidance, re-use and diversion
- 2.3 The energy efficiency of the City is increased and our carbon footprint reduced
- 2.4 Efficient, effective & sustainable water management is ensured
- 2.5 The City's resilience to climate change is increased

Key Projects

- Council's continued contribution to the Brown Hill Keswick Creek regional project works
- Implementation of Year 1 of the Council's Climate and Energy Plan, including offering a Solar Panel Incentive Scheme to non-for-profit tenants in Council's buildings
- Implementing Council's Tree Strategy to increase canopy cover across the district through the planting of 275 new trees
- Development of a tree incentive program and continuation of education programs to encourage residents to retain existing trees and plant new trees
- The City Wide Greening Verges Program with the conversion of a further 66 verges to support residents in beautifying their streets
- The continued installation of water wells to retain water flows from roadways to assist with greening and establishing new tree plantings
- Progressing policy updates in the Planning and Design Code for Significant Trees and Hazard (Flood) Planning



ECONOMIC PROSPERITY



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

Objectives

- 3.1 Unley is recognised as an easy place to do business
- 3.2 Thriving main streets and other business activities operate across our City

Key Projects

- Construction works to redevelop three of the Edmund Avenue Cottages to create a hub for business innovation and growth
- Implementing Year 1 of the Economic Development Growth Strategy including the:
 - Mainstreet Model Review and Implementation
 - Economic Development Communications Strategy
- Event sponsorship for the four Mainstreet Trader Associations to stage events with economic objectives
- Implementation of software to gather insights on consumer spending habits within the City of Unley



CIVIC LEADERSHIP

REGULATORY
SERVICES

THE CITY of
Unley

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

Objectives

- 4.1 We have strong leadership and governance
- 4.2 Council provides best value services to the community
- 4.3 Our business systems and solutions are effective and transparent

Key Projects

- Implementing the Digital Services Program to enhance and modernise existing online functionality and add delivery and self-help functions
- Undertaking a review of by-laws, required by the Local Government Act, prior to the expiration of the existing by-laws



PROJECT PRIORITIES

Council's project priorities for 2021-22 stem from the themes outlined in Council's Community and 4 Year Delivery Plan.

Council has undertaken a methodical and considered approach to determine its priorities for the upcoming financial year. These are the steps that were taken to determine the projects:

- The Capital Works Program was guided by Council's Asset Management Plans
- Council projects that aim to assist in achieving the Strategic Themes in Council's Community Plan and 4 Year Delivery Plan
- Elected Members submitted projects based on perceived community need
- Projects were divided into three broad categories:
 - Operating Projects (including annual initiatives)
 - New Capital
 - Capital Renewal Program
- Elected Member workshops were used to further prioritise, refine and finalise the project list.

Our Project Expenditure



■ Operating Projects	\$1.0M
■ New Capital	\$3.0M
■ Asset Renewal	\$7.7M

Further information regarding the projects is included on 46-57.



OPERATING PROJECTS

Operating Projects are either one-off, short term projects or annual initiatives delivering environmental, cultural or economic benefits to our community.

This 2021-22 Budget proposes net expenditure of \$1.033M for operating projects.

These projects are funded by Council's rates income. The funding in 2021-22 is inline with funding for prior to COVID-19.

The funding allocated in 2020-21 budget was reduced to less than \$0.7M following Council's decision not to increase Council rates following the financial implications of COVID-19 on our community.

The full list and further details of each project are included on pages 46-50.

Key Projects

- Delivery of an annual calendar of events \$407K including the
 - City of Unley Sesquicentenary Celebrations
 - Santos Tour Down Under Stage Start and associated event
 - Australia Day Event
 - Neighbour Day
- The expansion of tree canopy on Public Land \$100K
- Progression of the Tree Incentive and Education Program \$80K
- Grant funding to support the Greening of City Verges \$50K
- Delivery of Water Wells to facilitate the capture of storm water run-off to water trees \$40K
- Implementation of the Economic Growth Strategy \$40K
- Trader Event Sponsorship Grants \$40K
- Stage 1 in developing a City Wide Parking Strategy \$60K
- Continuation of Council's Active Ageing Initiatives \$24K
- Cultural Tourism and Activation \$30K including the publication of a Public Art Brochure, Creative Activation Stations and Busking Musicians



NEW CAPITAL

New Capital projects are capital works to construct new or to significantly upgrade existing infrastructure and buildings.

This 2021-22 Budget proposes net expenditure of \$2.963M for new capital.

These projects are expected to be funding from existing financial capacity without the need for further borrowings.

The full list and further details of each project are included on pages 52-53.

Key Projects

- The redevelopment of the Edmund Avenue Cottages to establish a Business Hub \$1.0M
- Council's contribution to the continuation of the Brown Hill Keswick Creek project \$843K
- Implementation of the Local Area Traffic Management Plan \$300K including upgrades to:
 - Mills Street
 - Devon Street South/Railway Terrace South bend
- Implementation of the Cycling and Walking Plan \$95K including:
 - Weller Street / Simpson Parade Streetscape Improvements
 - Bike facility improvement to King William Road (Simpson Parade and the Mike Turtur Bikeway)
- Construction of new clubrooms for the Millswood Croquet Club \$185K
- Climate and Energy Plan Implementation (Year 1) with a Solar Panel Scheme for not-for-profit tenants \$75K
- Concept and detailed design of replacement of Unley Swimming Centre Junior Pools \$66K
- Stage 2 of the Ridge Park Master Plan \$30K
- McLeay Park Facility Improvements \$18K



City of Unley | 2021-22 Annual Business Plan & Budget

CAPITAL RENEWAL

The Capital Renewal programs maintain an ongoing program of renewals for Council's \$500M of infrastructure, buildings and assets. They are based on Council's Asset Management Plans that were recently endorsed by Council in December 2020.

This 2021-22 Budget proposes net expenditure of \$7.691M for capital renewal Programs.

These projects are funded by Council's rates income, with the funding inline with the Asset Management Plans which are reviewed every four years.

The full list and further details of each project are included on pages 54-57.

Key Works

- Transport Infrastructure \$3.5M including:
 - Road renewal \$1.8M
 - Kerb & Water Table \$1.3M
 - Footpaths \$250K
- Drainage & Stormwater \$941K
- Reserves and Open Space \$544K
- Property (including Buildings and the Swimming Centre) \$1.0M



FINANCIAL SUSTAINABILITY

Council's Financial Sustainability is managed through its Financial Planning Framework and Long Term Financial Plan.

The following diagram illustrates the overall funding framework for the City of Unley and the use of the Annual Operating Surplus and longer-term funding sources including strategic property divestment.



LONG TERM FINANCIAL PLAN

Council uses a long term financial plan (LTFP) to guide its financial decisions to ensure it is prudent in its financial management and considers a longer-term view. The LTFP has been reviewed and updated to reflect the most current information available.

The key components of the plan are:

- Assessment of Council's current financial position and achieving longer-term financial sustainability
- Ensuring the Financial Targets are met
- Consideration of Council's appropriate role and responsibilities
- Ensuring alignment with the Community Plan and 4 Year Delivery Plan and maintenance of high priority strategies
- Ensuring all proposed strategies are costed before adoption
- Ensuring alignment with agreed service provision and delivery standards
- Ensuring alignment with Asset Management Plans and Maintenance Standards
- Ensuring alignment with internal support strategies
- Ensuring alignment with funding and treasury principles (rating stability, Treasury Policy, fees and charges, external funding and investments) as well as intergenerational equity.



FINANCIAL RATIOS

Under the requirements of Regulation 5(c) of the Local Government (Financial Management) Regulations 2011, Council's LTFP, Budget and Annual Financial Statements must include:

- an Operating Surplus ratio
- a Net Financial Liabilities ratio, and
- an Asset Renewal Funding ratio.

These ratios are to be presented in a manner consistent with the Financial Indicators required in the Model Financial Statements.

Council has adopted the following key financial targets relating to these ratios to guide the direction of the LTFP and Annual Business Plan and Budget. These targets have been reviewed by the Audit Committee as a part of the review of the 2021-2031 Long Term Financial Plan.

Financial Indicator	Adopted Target
Operating Surplus Ratio (excluding equity accounted businesses)	5% or greater of total operating income
Net Financial Liabilities Ratio	Less than 80% of total operating income
Asset Sustainability Ratio	100% average over 10 years of recommended spend in the Asset Management Plans



Operating Surplus Ratio

Operating surplus as a percentage of operating income.



The operating surplus ratio reflects Council's capacity to fund capital works (New Assets and major projects) and repay its borrowings.

Council is forecasting an operating surplus ratio of 4.6% for the 2021-22 Budget, which is marginally below the target of 5% or greater.

The operating surplus ratio for the 2020-21 budget was below the 5% target. This was primarily due to Council's decision not to increase general rates in 2020-21, in recognition of the potential financial impact of the COVID-19 pandemic on the community.

Net Financial Liabilities Ratio

Net financial liabilities as a percentage of operating surplus.



The net financial liabilities ratio reflects Council's indebtedness relative to its operating income. It is a broader measure than just borrowings, as it takes into account employee entitlements and other amounts payable, and also offsets liabilities by Council's cash and investments.

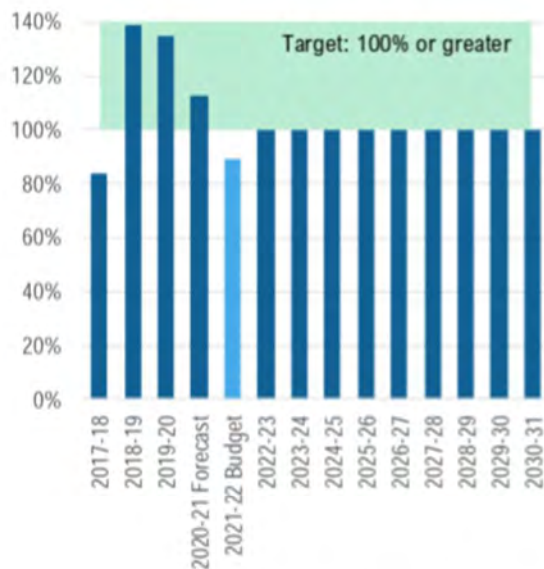
Council is forecasting a net financial liabilities ratio of 42% for the 2021-22 Budget, within the target range of 80%.

Council borrowed to undertake a significant capital works program in 2019-20 including the upgrade of King William Road. Council's borrowings are forecast to be reduced by \$1.2M in 2021-22.

FINANCIAL RATIOS

Asset Sustainability Ratio

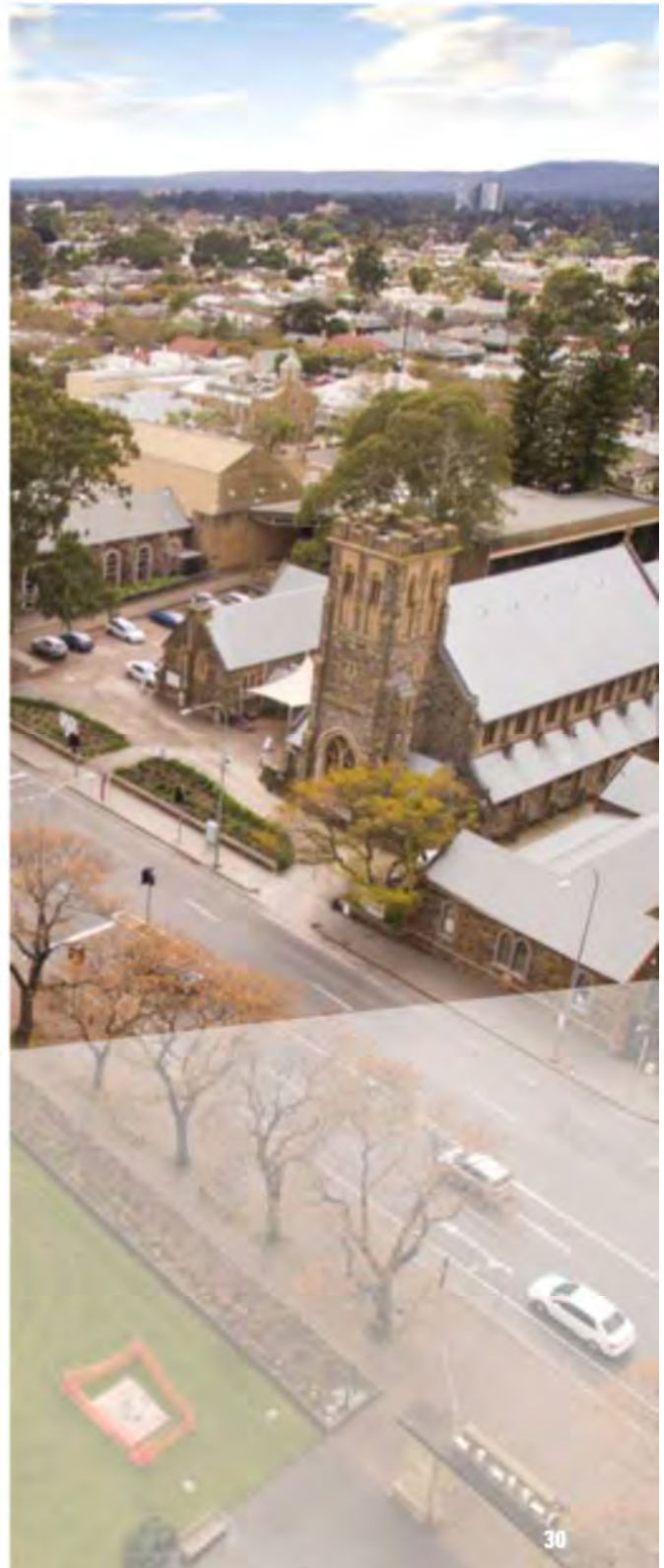
Capital renewal expenditure as a percentage of recommended expenditure in the Asset Management Plans.



The Asset Sustainability Ratio (also known as the Asset Renewal Funding Ratio) represents the level of capital expenditure on the renewal of assets relative to the level of such expenditure identified as warranted in a council's infrastructure and asset management plan.

Council is forecasting an Asset Sustainability Ratio of 88%.

This is below the recommended target, however the proposed asset expenditure for all asset classes is in line with the Asset Management Plans with the exception of plant and fleet, which is significantly lower due to no major items of plant requiring renewal in 2021-22.



INFRASTRUCTURE & ASSET MANAGEMENT PLANS

The City of Unley is responsible for the management, operation and maintenance of a diverse asset portfolio that provides services and facilities for City users. Asset Management Plans have been revised and were adopted by Council in December 2020.

The development of the Asset Management Plans demonstrate Council's ongoing commitment to operate and maintain its asset portfolio efficiently to both meet strategic and legislative requirements, and to deliver the required levels of service for the community.

Asset management is driven from a service perspective. Council has implemented an agreed level of service for property, bridge, road and footpath asset classes.

The asset system collects real time data coupled with ongoing regular condition audits, to allow more accurate predictive modelling in regard to treatments and life expectancy of each asset class.

Over the next few years the management of assets will balance the target levels of service for each specific asset with the long-term costs.

The Asset Management Plans provide the basis for the Capital Renewal Program included in Council's LTFP and is refined as part of the Annual Business Plan and Budget process. In 2021-22 the Capital Renewal Program has a projected net expenditure of \$7.7M.



FUNDING THE BUSINESS PLAN



Over 80% of Council's funding is generated from rates with the balance largely relating to fees and charges set by Council or statutory fees.

RATES CONTEXT

In setting the rates for 2021-22 Council proposes to continue with its current method of rating, which involves three differential rates with the application of a minimum rate, applied against the capital improved value of properties. Council considers this to be a fair and equitable method of rating for the City of Unley.

Rates income is used to deliver services. Rates are a form of property taxation, and property values determine how much each property contributes. This system of taxation means that the rates paid may not directly relate to the services used by each ratepayer.

Rate Statistics

Council has approximately 19,264 assessments including

- 17,451 residential
- 899 assessments within non-residential Category 2 (including commercial shops, industrial, and vacant)
- 914 non-residential Category 3 (commercial offices and commercial – other)
- 200 non-rateable assessments.

Last Year

Council elected to not apply a CPI increase to its rates revenue for 2020-21 other than that which was achieved through growth.

This was in recognition of the potential difficulties facing the community due to the COVID-19 pandemic.

2021-22

Recognising that there was no CPI applied on rates in 2020-21, the 2021-22 Budget has increased general rate income by 2.2%, 1% above Adelaide annual CPI for the March Quarter 2021 of 1.2%.

Growth represents new development, capital improvements to existing properties and changes to property values as a result of land divisions and will be confirmed by the Valuer General as part of completing the valuation of the Council area.

Rates relative to total operating income



■ Residential Rates	\$33.0M	64%
■ Non-Residential Rates	\$9.2M	18%
■ Other Income (including Landscape Levy)	\$9.5M	18%

COUNCIL'S RATES

Valuation Method

The Council uses the **capital value** method of valuing properties. This method values the land and all improvements on the land. It is the most widely used method across South Australian councils.

Council considers this valuation method the most equitable method to spread the rates burden across the measure of wealth within the City. It equates to the taxation principle that people should contribute to community, social and physical infrastructure in accordance with their capacity to pay as measured by property wealth.

In determining how rates are applied, and in determining the rate in the dollar, Council uses the following options.

Minimum Rate

In accordance with S158 of the Act, Council has decided that there will be a minimum rate on every rateable property. Council, in adopting a minimum rate, considers it appropriate that all rateable properties make a contribution to the cost of administering the Council's activities and creating and maintaining the physical infrastructure that supports each property. The minimum rate for 2021-22 is \$875.

In 2021-22 there will be 3,209 assessments paying the minimum rate with residential properties comprising 3,119 of these assessments.

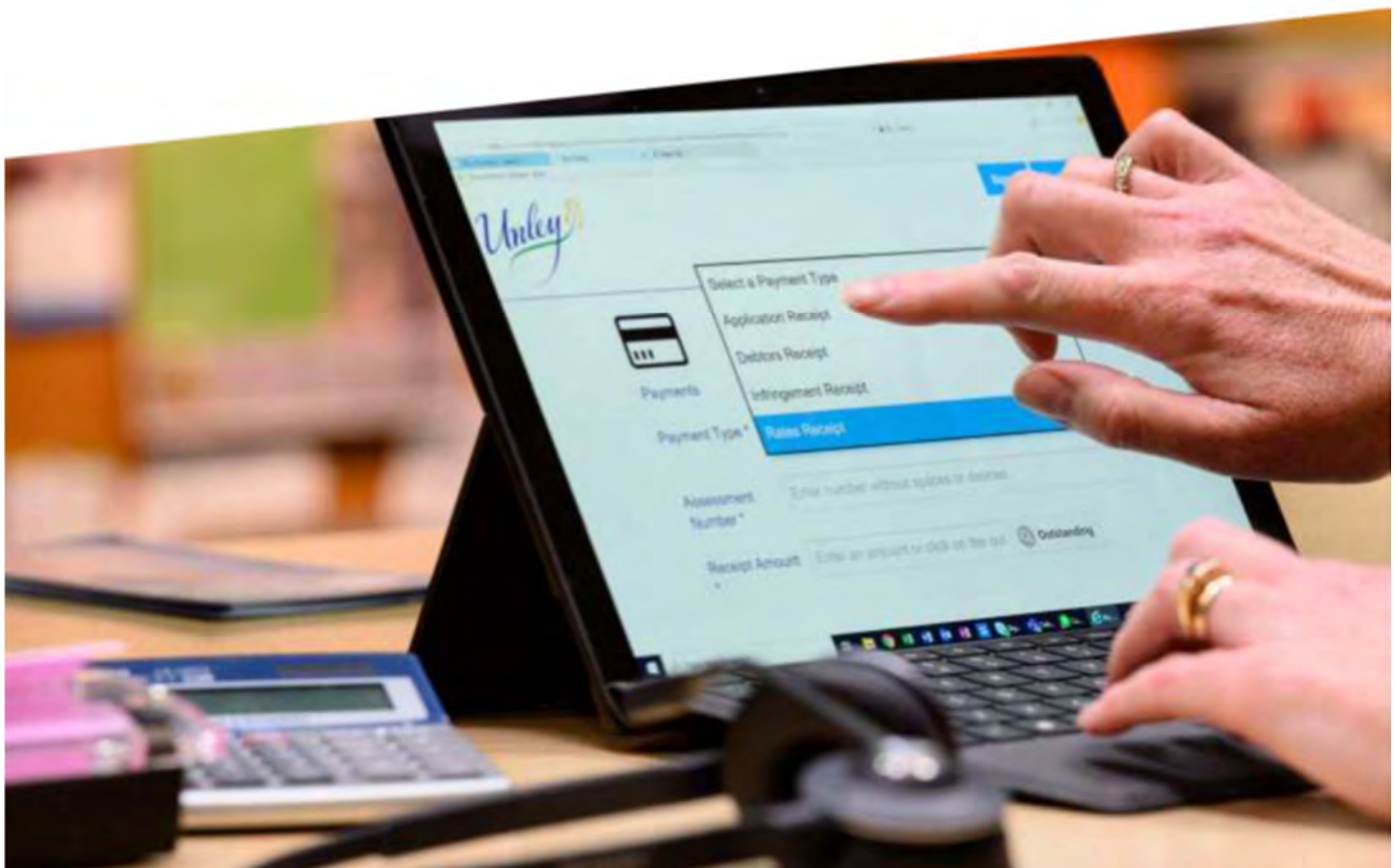


Differential General Rates

In accordance with Section 153 of the Act 1999, Council will declare three differential General Rates according to the land use category. The land use categories are as outlined in the table on the right.

Council considers the principle of rate stability when assessing the rates distribution across 3 categories. The change in capital value across the land use categories and the rates income provided by each category will also be considered.

Group 1	Residential
Non-residential Category 2	Commercial Shop Industrial Light Industry Other Primary Production Vacant Land Other
Non-residential Category 3	Commercial Office Commercial Other



COUNCIL'S RATES

Separate Rate for Main Street Trader Associations

Council proposes to continue to raise a separate rate for the promotion of businesses and traders along main shopping strips (excluding Glen Osmond Road). Council collects the separate rate and contracts with the Main Street Trader Associations for the provision of marketing and promotion activities.

In 2020-21 Council resolved to decrease the amount of the levy due to the impact of the COVID pandemic. In 2021-22 it proposes to not increase the amount raised.

Unley Road

Currently there are approximately 460 ratepayers with a land use of Commercial Shop, Commercial Office and Commercial Other that pay the separate rate.

King William Road

Currently there are approximately 130 ratepayers with a land use of Commercial Shop with addresses along King William Road between Greenhill Road and Commercial Road that pay the separate rate.

Goodwood Road

Currently there are approximately 95 ratepayers with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along Goodwood Road between Leader Street / Parsons Street to the north and Mitchell Street / Arundel Avenue to the south that pay the separate rate.

Fullarton Road

Currently there are approximately 55 ratepayers with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along Fullarton Road between Cross Road and Fisher Street that pay the separate rate.

Fullarton Road Traders pay a fixed amount of \$250.

Main Street Trader Associations	Separate Rate raised in 2020-21	Separate Rate 2021-22	% Increase (Decrease)
Unley Road	\$69,835	\$69,835	Nil
King William Road	\$92,280	\$92,280	Nil
Goodwood Road	\$57,225	\$57,225	Nil
Fullarton Road	\$13,000	\$13,000	Nil

Regional Landscape Levy

(Formerly the Natural Resources Management Levy)

From 1 July 2020 the new Landscape South Australia Act 2019 replaced the Natural Resources Management Act (NRM) 2004 as the new framework for managing the states land, water, pest animals and plants and biodiversity.

The new Act creates nine landscape management regions with NRM boards being replaced by eight new regional landscape boards and a metropolitan landscape board, namely Green Adelaide. The landscape levy collection process will remain largely the same as previous arrangements under the NRM Act. The levies to be raised for 2021-22 will be based on the existing NRM boundaries, but are likely to change in future years.

The Green Adelaide Board has advised the amount to be paid is \$1.426M, an increase of 0.91% compared to 2020-21.

Council does not retain this revenue, nor determine how the revenue is spent.



COUNCIL'S RATES

Expected Impact on Ratepayers

To deliver the outcomes of the Annual Business Plan for 2021-22, the total General Rates Income required is \$42.1m. This equates to an average general rate increase of 2.2% plus 0.68% rates growth. Rate growth is defined as added value for new development including improvements to existing properties and change in value as a result of land divisions.

Council will apply the following rates in the dollar to determine the total rate levied against an individual property. Council has sought to apply the rate increase as equitably as possible across the three categories.

Financial Year	Residential	Commercial Shop et al	Commercial Office/ Other
	Category One	Category Two	Category Three
2018-19	0.002459	0.004959	0.005968
2019-20	0.002411	0.004820	0.005705
2020-21	0.002420	0.004845	0.005736
2021-22	0.002352	0.005221	0.005939



FEES & CHARGES

Section 188 of the Act provides the legal context:

- fees and charges are determined by resolution of Council either as a direct resolution, via by-law or via delegation
- a council is unable to fix or vary fees or charges prescribed under other Acts
- in respect of fees for the use of facilities, services or works requests a council need not fix fees or charges by reference to the cost of the council
- council is required to keep the schedule of fees and charges on public display and provide updates where fees and charges are varied during the year.

Council reviews its fees and charges each year, in conjunction with the development of the annual budget.

As in previous years, a comprehensive review has been undertaken to ensure that the fees:

- reflect (or move progressively toward) the cost of the services given
- are comparable with market rates, where appropriate
- take into account benefit derived by users of community facilities
- are consistent with Council directions articulated through existing policy or plans
- are consistent with Council's LTFP assumptions.

Generally, this has resulted in fee increases that are in line with CPI or the Local Government Price Index, insofar as this is practicable.



BUDGET FRAMEWORK

The Budget Framework formalises changes in respect to the approved Annual Business Plan and Budget as a result of responding to opportunities, emergencies or other unforeseen events at the time of setting the budget.

Operating Budget (excluding Projects)

The core operations of the Council are detail by Operating Programs on pages 42 to 45. Council approval will be required where total operating expenditure varies from its approved budget as presented in the Statement of Comprehensive Income on page 59.

Operating Projects

Operating Projects and programs have been developed in consultation with Council, and are detailed on pages 46-50.

Council approval will be required where a change in individual project expenditure is required unless the projects are linked to an identical outcome and delivered by the same budget program. For these projects a relocation between projects can be undertaken without the need for separate Council approval.

In addition, where a Project has been approved by Council and the Project is allocated to sub projects, the budget can be reallocated across sub projects without Council approval. However, Council approval is required to increase or reduce the overall budget previously approved.

Where a new Operating Project is to be considered or an Operating Project deferred, this will require Council approval.

New Capital Projects

A list of New Capital Works Projects has been developed in consultation with the Council and is detailed on pages 52-53.

Where changes to the individual New Capital Project expenditure budget is necessary, Council approval is required. Further, where a new project is to be considered or an existing project deferred, this will also require Council approval.



Capital Renewal

These programs and the list of priority projects have been developed by reference to Council's Asset Management Plans based on condition, levels of service and Council's ongoing commitment to operate and maintain its asset portfolio.

Where changes to the relevant Asset Category expenditure budget is necessary, Council approval is required.

The individual program summary for Capital Renewal has been provide on pages 54-57.

When grant funding is received with equivalent income and expenditure, the budget can be adjusted to account for the grant without the need for separate Council approval.

In situations where grant funding requires matching or additional funding from Council, this represents an increase in net expenditure and Council approval is required.

Accounting Reclassification

Where a project requires reclassification between the Operating and Capital Budget to reflect accounting principles the reclassification will occur when practical and the relevant details will be provided to Council at the following Budget Review.

It is noted that transfers between Operating and Capital Budget have no cash impact on the overall budget.



OPERATING BUDGET

Operating Programs	Income	Expenditure	Net Expenditure
	\$'000		
Active Ageing Coordination, administration and support for community based services and projects aimed at facilitating independence and promoting social inclusion.	(1,242)	1,392	150
Animal Management Promote community safety through education, awareness and compliance with the legislation relating to the Dog and Cat Management Act and Local Government Act.	(160)	245	86
Arts & Cultural Development Provision of Art and Cultural Development programs to support a vibrant and active community.	-	161	161
Business Support & Improvement Provides general management, executive support and leadership to the services provided by Business Support & Improvement Division and supports Elected Members.	-	492	492
Business Systems & Solutions Manages and maintains Council's Information Communication Technology infrastructure, applications and supporting systems to provide high levels of secure service that support business operations and performance.	(3)	2,978	2,975
City Development Management Provides general management, executive support and leadership to the services provided by City Development and to Elected Members.	-	490	490
City Services Management Provide general management, executive support and leadership to the services and programs provided by City Services and to Elected Members.	-	465	465
Community Bus Program A community transport service within the City of Unley provided by fully trained and accredited volunteer drivers, aimed at improving mobility plus connection to more City Services.	(7)	117	111
Community Centres Management and provision of a thriving network of Community Centres that promote social inclusion, belonging and connection.	(287)	866	579
Community Development Provision of social planning and community development including the coordination of Age Friendly City, Welcoming City initiatives, responding to social issues (homelessness and suicide prevention).	-	129	129

Operating Programs continued	Income	Expenditure	Net Expenditure
	\$'000		
Community Development & Wellbeing Management Provide management, support and leadership of the projects, programs and services provided by the Community Development & Wellbeing Team.	-	167	167
Community Events Efficient and effective coordination of Council-run community and cultural events and activities, as well as the successful facilitation and attraction of external events into the City of Unley to encourage place activation, cultural celebration and vibrancy.	-	207	207
Community Grants Funding for community organisations, groups and individuals to implement programs and initiatives that promote community connectivity, belonging, participation and cultural diversity.	-	129	129
Corporate Activities The accumulation of corporate costs including leave on-costs, treasury management, levy and taxes and insurances.	(2,301)	3,053	752
Culture & Business Capability This service supports the continuous improvement of overall business capability focused on the provision of 'best value' services to customers. Critical to improved business capability and customer experience is having the best organisational culture possible.	-	41	41
Customer Experience Coordinate and manage the City of Unley brand through customer service, provision of frontline customer service plus resolve customer enquiries and build goodwill within the City of Unley community.	(1)	615	614
Development Services Planning and building control within the City in accordance with the Development Act and Regulations and other legislative requirements.	(453)	2,101	1,648
Economic Development Manage the implementation, monitoring and evaluation of economic development activities and strategic initiatives within the City of Unley.	(241)	503	261
Environmental Initiatives Drive improved environmental sustainability through policies, strategies, programs and projects.	(108)	242	134
Finance & Procurement Delivers accounting, financial, procurement and treasury management services required to support Council's operations, including statutory and financial reporting obligations.	(42,283)	1,612	(40,671)
Governance & Risk Undertakes administration of legislative and corporate governance requirements, and maintains robust controls through risk management and internal audit oversight.	-	371	371

Operating Programs continued	Income	Expenditure	Net Expenditure
	\$'000		
Human Resources Provides support in recruitment, change management, employee relations, injury management, occupational health & safety and Welfare.	(54)	1,324	1,270
Library Services Provision of library services, programs and facilities to encourage literacy, lifelong learning and social inclusion and connection.	(351)	2,125	1,775
Marketing & Communications Coordinate and manage the City of Unley reputation and brand in digital and printed communications and media relations.	(12)	553	541
Office of the CEO Organise and manage the governance of the City of Unley, including support for Elected Members and Civic Functions.	(319)	1,386	1,067
Operational Services Provides maintenance services to Council's infrastructure, property, open space, street and park trees, plant and equipment assets.	(1,222)	14,330	13,108
Parking Enforcement Promote community safety through education, awareness and compliance with the legislation relating to the Road Traffic Act and Local Government Act and Council By Laws.	(1,062)	735	(327)
Property Services Provides sustainable strategic management of Council's building and property asset portfolio.	(557)	3,202	2,645
Public & Environmental Health Promote community health and safety through education, awareness and compliance with the legislation relating to the Environment and Protection Act and the Local Government Act.	(46)	378	332
Recreation & Sport Planning Supporting a healthy and active community through the provision of structured and unstructured recreation, sport and leisure programs and facilities.	-	112	112
Strategic Asset Management Provides sustainable strategic management of Council's asset portfolio.	-	638	638
Strategic Projects Facilitates delivery of major strategic initiatives from the 4 Year Delivery Plan and Community Plan.	-	177	177
Transportation & Traffic Provides coordination, administration and support to provide an effective, safe and equitable management of transport spaces for all modes, ratepayers and visitors to improve local accessibility and safety.	(14)	752	738
Unley Museum Provision of the Unley Museum to showcase the cultural heritage and history of the area through the provision of collection, exhibitions and programs.	(5)	166	161
Unley Swimming Centre Provision of a premier outdoor swimming facility, encouraging community health, wellbeing and water safety.	(817)	1,053	236

Operating Programs continued	Income	Expenditure	Net Expenditure
	\$'000		
Urban Design Development and management of high quality public realm and open space. Coordination, administration and support to provide an effective, safe and equitable management of movement spaces for all modes, ratepayers and visitors to improve local accessibility and safety.	-	284	284
Urban Policy Planning Investigate and prepare the Council's planning strategy, policy and Development Plan Amendments, and review State Government strategic, policy and operations directions.	-	141	141
Volunteer Development Provide coordination, administration and support for community based volunteer services and projects.	-	101	101
Waste Management Collection and disposal of general waste, kerbside recycling, green waste and a hard rubbish collection service.	(31)	4,368	4,337
Youth Development Engage and empower young people in the community by identifying, developing and providing activities, programs and events.	-	108	108
Total Operating Programs	(51,575)	48,308	(3,268)
Operating Projects (as per the following pages)	-	1,053	1,053
Total Operations (including Operating Projects)	(51,575)	49,361	(2,214)



OPERATING PROJECTS

Operating Projects	Net Expenditure \$'000
Events	
Sesquicentenary Celebrations (July - December 2021)	117
2022 Australia Day Event	35
2022 Santos Tour Down Under Associated Event	175
2022 Santos Tour Down Under Stage Start	50
Event Attraction	10
2022 Neighbour Day	5
Christmas Decorations	15
	407
Environmental Initiatives	
Planning & Design Code Amendment - Significant Tree List Review (Stage 2)	30
Tree Strategy Expanding Canopy Target Public Land	100
Tree risk and condition audit	20
Planning & Design Code Amendment - Hazard (Flooding) Overlays Update (Stage 2)	30
Resilient East	10
City Wide Greening Verges	50
Water Wells	40
Tree Incentive and Education Program	80
Series of Community Workshops - 'Getting to Net Zero, Affordably'	17
	377
Economic Development Initiatives	
Economic Development Growth Strategy 2021-2025 Implementation (Year 1)	40
Trader Event Sponsorship	40
Economic Spend Data Software	20
	100
Other Projects	
Active Ageing Budget	24
Sport and Recreation Plan Update	10
City-wide Parking Strategy (Stage1)	60
By Law Review	10
Cultural Tourism in the City of Unley (Public Art Brochure)	10
Busking Musicians Activations	10
Creative Activation Stations	10
Clarence Park Community Centre - Community Shed Program	15
	149
Total Operating Projects	1,033

Operating Projects	Net Expenditure \$'000
Events	
Sesquicentenary Celebrations (July - December 2021) The year 2021 marks the 150th Anniversary (Sesquicentenary) of the formation of the Town of Unley. This project funds the events and activities as part of the Sesquicentenary from July to December, including a community picnic, implementation of Stage 3 of the Discover Historic Unley Trail, and the publication of a history of the City of Unley from 1971 onwards.	117
2022 Australia Day Event A free community event will be held in the Village Green in conjunction with the Citizenship and Australia Day Awards ceremony which is anticipated to attract up to 500 people.	35
2022 Santos Tour Down Under Associated Event Unley Gala street party to be held on the eve of our stage start, should the City of Unley receive an offer from Events SA to host a stage in 2022.	175
2022 Santos Tour Down Under Stage Start Funding to host a stage start of the 2022 Santos Tour Down Under should the City of Unley receive an offer from Events SA to host a stage in 2022.	50
Event Attraction The Event Attraction program is targeted at encouraging new events to be staged in the City of Unley by offering seed funding and increased support, with the aim for the event to become sustainable and be retained in Unley on an ongoing basis.	10
2022 Neighbour Day Neighbour Day is Australia's annual celebration of community, encouraging people to connect with their neighbours. A Neighbour Day event or a series of activities/activations will be run throughout Council's community centres to deliver the City of Unley's involvement in this campaign.	5
Christmas Decorations Funding to install Christmas decorations and themes on the front of the library building facing Unley Road for the festive season.	15
Total Events	407



Operating Projects continued	Net Expenditure \$'000
Environmental Initiatives	
Planning & Design Code Amendment - Significant Tree List Review (Stage 2) This project will deliver Stage 2 of the project review following completion of Stage 1 in 2020-21. Stage 2 of the project supports the Planning and Design Code Amendment process, including document preparation, Community Engagement Plan, consultation, review and approvals to pursue incorporation of an updated Significant Tree list in the Planning and Design Code.	30
Tree Strategy Expanding Canopy Target Public Land One of the key objectives of Council's Tree Strategy is to increase canopy cover within the City on Council owned land. This project will see 275 additional trees throughout the City in 2021-22.	100
Tree risk and condition audit Funding to undertake tree audit assessments within the City for 2021-22. The audit includes identifying opportunities for planting new trees as well as the collation of various condition and risk data to enable the sustainable management of trees within the City.	20
Planning & Design Code Amendment - Hazard (Flooding) Overlays Update (Stage 2) This project will deliver Stage 2 of the project review following completion of Stage 1 in 2020-21. Stage 2 of the project will support the Planning & Design Code Amendment process, including document preparation, Community Engagement Plan, consultation, review and approvals to pursue incorporation of updated Hazard (Flooding) Overlays in the Planning and Design Code.	30
Resilient East In order to increase our communities resilience to climate change this project aims to deliver community engagement and awareness raising activities, input to the urban planning reforms process, assess financial and legal risks of climate change to councils, support implementation of a Canopy and Green Cover Mission Statement, and support emergency management planning.	10
City Wide Greening Verges This project aims to encourage the conversion of verges located within the City of Unley from dolomite to loam which are then planted and maintained by residents. The program has been funded by Council for the past four financial years, enabling the conversion of 330 verges across the City of Unley in combination with the footpath replacement program. The green verge program is projected to complete 66 verges in 2021-22 bringing the total to 396.	50
Water Wells This project proposes the continued delivery of Council's water wells initiative for 2021-22. The installation of water wells in verges across the City assist with their greening and establishing new tree plantings by increasing moisture within the soil through capturing and retaining flows from the roadway.	40
Tree Incentive and Education Program Council has identified within its Tree Strategy a range of education, incentives and support to retain existing and/or plant more trees on private land to help keep the City of Unley leafy for future generations. This project will continue education initiatives, undertake further data collection of tree coverage, and undertake community consultation on rate incentive options.	80
Series of Community Workshops - 'Getting to Net Zero, Affordably The project will involve conducting a series of Workshops on Community reduction of Greenhouse Gas (GHG) Emissions. The overall aim is to work toward the development of a Community Action plan that will meet the City of Unley commitments to the Global Covenant for Mayors.	17
Total Environmental Initiatives	377

Operating Projects continued	Net Expenditure \$'000
Economic Development Initiatives	
Economic Development Growth Strategy 2021-2025 Implementation (Year 1) This project will undertake Year 1 actions of Council's Economic Development Growth Strategy 2021-2025 in anticipation of Council's endorsement of the Strategy by May 2021. Actions for Year 1 include the Mainstreet Model Review and Implementation, and an Economic Development Communications Strategy.	40
Trader Event Sponsorship The project provides financial grants to each of the four Mainstreet Trader Associations to stage events with economic objectives. This is additional to funds provided through the Separate Rate Levy and Council's Event Sponsorship program.	40
Economic Spend Data Software Funding for software to provide insights into the nature of retail spending in the City of Unley. Insights from the data will assist the City of Unley in understanding consumer spending habits, where visitors are coming from and what they are spending money on to assist Council in implementing the Economic Development Growth Strategy, and planning its operational activities.	20
Total Economic Development Initiatives	100



Operating Projects continued	Net Expenditure \$'000
Other Projects	
Active Ageing Budget	
This operating project funds pilot and ongoing initiatives which implement Council's Active Ageing Strategy and has been developed in consultation with Council's Active Ageing Alliance. Initiatives for 2021-22 include:	
<ul style="list-style-type: none"> • Connect - Active Ageing Alliance Project tackling loneliness. • Age Friendly Business; Mature Age Enterprise initiatives • Continuation of the Active Ageing Alliance • Education, Information and Communication Program • Continuation of Co-Housing Project. 	24
Sport and Recreation Plan Update	
This project will update the existing Plan and develop a new suite of actions for the next five years with consideration of multiple complementary and current plans including Federal, State and Local Government plans.	10
City-wide Parking Strategy (Stage1)	
This project proposes to commence the development of a City-wide Parking Strategy (Strategy) to be delivered in stages. The Strategy will provide a holistic and strategic framework to guide Council in decision making relating to the management of on-street parking, including resident and business parking permits.	60
By Law Review	
A review of by-laws is required by the Local Government Act, prior to the expiration of the current by-laws at the commencement of January 2023.	10
Cultural Tourism in the City of Unley (Public Art Brochure)	
Our current Arts Strategy, together with our Goodwood and King William Road upgrades and other Major Works, have resulted in many artistic installations throughout the City. A brochure will be produced identifying the locations of these, and previous installations still of note, to be available both to Unley residents and visitors to Unley.	10
Busking Musicians Activations	
This project will provide an opportunity to make the City of Unley an attractive location for buskers, through waiving permit fees and promoting Unley as a 'busking-friendly' City.	10
Creative Activation Stations	
This project will activate spaces in the City of Unley, for the period of the Adelaide Fringe Festival, in order to stimulate night time activity.	10
Clarence Park Community Centre—Community Shed Program	
Coordinator for the Community Shed Programs.	15
Total Other Projects	149
Total Operating Projects	1,033



NEW CAPITAL

New Capital Projects	Net Expenditure \$'000
Brown Hill Keswick Creek The City of Unley together with the Cities of Burnside, Mitcham, West Torrens and the Corporation of the City of Adelaide have collaborated to develop a catchment based approach to mitigating flood risk and use of stormwater where feasible in the Brown Hill and Keswick Creek catchment. The City of Unley contributes 21% of the Boards capital costs as identified in its Stormwater Management Plan.	843
Edmund Avenue Cottages Business Hub Redevelopment of the Council Cottages located at 72, 74 and 76 Edmund Avenue to establish an expanded collaborative working environment to support small and medium size enterprises and encourage sustainable business growth and innovation.	1,000
Millswood Croquet Club - New Clubrooms Construction Construction of the new Millswood Croquet Club following the completion of detailed design in 2020-21, co-funded through contributions from the Club and the Commonwealth Government.	185
Ridge Park Master Plan – Stage 2 Development of a Master Plan for Ridge Park, including community consultation, for Ridge Park following completion of Stage 1 which establish aspirational goals, expectations and levels of service for the Park.	30
McLeay Park Facility Improvements Improvements to McLeay Park including shelter and seating facilities, and planting of fruit trees.	18
North Unley Park Master Plan Development Development of a Master Plan to enable a holistic approach to the upgrade of the Park's facilities and renewal of existing assets.	25
Unley Swimming Centre Junior Pools Design Concept and detailed design for replacement of Swimming Centre Junior Pools.	66
Cycling and Walking Plan Implementation Continued implementation of priorities contained in Council's Walking and Cycling Plan as adopted in 2016: <ul style="list-style-type: none"> • King William Road (Simpson Parade to Mike Turtur Bikeway) • Weller Street / Simpson Parade Streetscape Improvements • Bicycle end-of-trip facilities. 	95
Local Area Traffic Management Plan Implementation Continued implementation of recommendations and measures resulting from Local Area Traffic <ul style="list-style-type: none"> • Devon Street South/Railway Terrace South 'bend' - design and documentation (LATM 3 Recommendation 2) • Mills Street Integrated Design - construction (LATM 3 Recommendation 4B). 	300

New Capital Projects continued	Net Expenditure \$'000
Climate & Energy Plan Implementation (Year 1) - Solar Panel Incentive Scheme This project will implement the Year 1 recommendation of Council's Climate and Energy Plan (Plan), offering incentives to partner with not-for-profit tenants of Council owned buildings to improve the energy efficiency of individual facilities.	75
Digital Services Program Key objectives for year 4 of this multiyear strategy to digitise paper based processes enabling the community to access services via the Council website will include: <ul style="list-style-type: none"> • Online request reporting and tracking • Temporary parking permits • Community facilities hire 	55
WiFi Installation - Unley Community Centres (Public) & Swimming Centre (Internal use only) Wi-Fi connectivity at Clarence Park Community Centre, Fullarton Community Centre, and the Unley Swimming Centre, providing high speed internet access for staff, facility hirers and the general public (Swimming Centre internal use only).	28
Sub-total	2,720
Capitalised Project Delivery Costs	243
Total New Capital Projects	2,963



CAPITAL RENEWAL

Renewal Program \$'000	Expenditure	Income	Net Expenditure
Buildings			
Property (including Swimming Centre & office equipment)	1,033	-	1,033
	1,033	-	1,033
Open Space			
Reserves & Open Space Renewal Program	544	-	544
	544	-	544
Stormwater			
Drainage & Stormwater Renewal Program	941	-	941
	941	-	941
Transport			
Road Renewal Program	1,784	-	1,784
Kerb & Water Table Renewal Program	1,260	-	1,260
Footpath Capital Renewal Program	250	-	250
Bus Shelter Replacement & DDA Compliance	30	-	30
Bridge Renewal Program	50	-	50
Street Lighting Renewal Program	20	-	20
Signs Renewal Program	18	-	18
Traffic Facility Renewal	32	-	32
Streetscapes	90	-	90
	3,534	-	3,534
Plant, Fleet and Equipment			
Plant and Equipment	60	(56)	4
Light Fleet	170	(100)	70
	230	(156)	74
ICT Assets			
ICT Asset Renewal	689	-	689
	689	-	689
Sub-total	6,971	(156)	6,815
Capitalised Project Delivery Costs	876		876
Total	7,847	(156)	7,691

Renewal Program**Gross
Expenditure
\$'000****Building Renewals**

Civic Community

- Unley Toy Library - mechanical services upgrade
- Swim Centre lighting replacement and various other asset renewals

Civic Operations

- Minor building works - various
- Window Blind replacements - Depot
- Landfill site - Mt Osmond

Lease Community

- Clarence Park Childcare Centre - childcare area upgrade
- Grandstand safety barriers - Unley
- Millswood Bowls - DDA accessibility works - minor
- Reroof - Unley Park Sports Club
- Unley Oval (NE) public toilets refurbishment
- Heywood Park public toilets refurbishment
- Minor works - Sturt Bowls club lighting upgrade
- Unley kindergarten - façade repairs

1,033

Lease Commercial

- Roof Gutter replacements - 2 sites

Multi-category Works

- Office Equipment Replacement Various Items
- Historic Encroachments - review / renewal process
- Minor building works - various locations
- Multi-site paint program
- Air conditioning upgrades - Split/package systems upgrade program
- Asbestos Registers - Review and Update

Open Space

- Howard Florey Reserve Retaining Wall Upgrade
- Howard Florey Reserve Masonry Fence Upgrade
- Howard Florey Reserve Irrigation Upgrade
- Howard Florey Reserve Shade Sail
- Goodwood Oval Playground Softfall and Path Upgrade
- Goodwood Community Centre Shade Sail
- Open Space Condition Audit
- Other Irrigation
- Drink Fountains

544

Renewal Program continued	Gross Expenditure \$'000
Drainage & Stormwater Renewal Program	
<ul style="list-style-type: none"> • Mills Street, Clarence Park (Stage 2) • Unley Road Various Upgrades following CCTV inspections • Culvert Creek Upgrades (Various) • SEP Replacement Program and Pipe Upgrades • Investigation • Design of Flood Prone Areas • Design Wattle Street, Fullarton • CCTV inspections 	941
Road Program Renewal	
<ul style="list-style-type: none"> • Whittam Street, Parkside • Roberts Place, Unley • Staunton Avenue, Fullarton • Stanley Street, Kings Park • Mills Street, Clarence Park • Austell Street, Unley • Braeside Avenue, Myrtle Bank • Fox Street, Goodwood • Erskine Street, Goodwood • Yeo Avenue, Highgate • Arthur Street, Fullarton • Killicoat Street, Unley • Duthy Street, Malvern (Wattle St to Fisher St) • Oxford Terrace, Unley (Duthy St to Windsor St) • Allenby Avenue, Millswood • Glenrowan Avenue, Myrtle Bank • Davenport Place, Wayville (Greenhill Ln to Rose Tce) • Laught Avenue, Black Forest • Crack sealing • Pavement Testing • Survey • Designs • Road Condition Audit (Road and Kerb) 	1,784
Kerb & Water Table Renewal Program	
<ul style="list-style-type: none"> • Whittam Street, Parkside (both sides) • Homer Road, Clarence Park (both sides) • Roberts Place, Unley (central spoon drain) • Cross Road, Myrtle Bank - from Fullarton Rd to Urrbrae Ave (northern side) • Chinner Street, Parkside (both sides) • Ross Street, Everard Park (northern side) • Arthur Street, Fullarton (both sides) • Killicoat Street, Unley (both sides) • Duthy Street, Malvern - from Wattle St to Fisher St (both sides) • Davenport Place, Wayville - from Greenhill Ln to Rose Tce (central spoon drain) • Various Kerb Patching prior to Reseals • Survey & Designs 	1,260

Renewal Program continued	Gross Expenditure \$'000
Footpath Renewal Program	
<ul style="list-style-type: none"> Whittam Street, Parkside (Lift and Relay Footpaths following kerbing works) Various locations requiring Lift and Relay and general Footpath Works DDA Access Ramps King William Road Telstra Pit Upgrades (x5) Survey & Designs 	250
Bus Shelter Replacement and DDA Compliance Program	
<ul style="list-style-type: none"> Replacement of failing plastic tactile indicators with concrete tactiles (various locations). Upgrade existing tactiles with compliant tactiles to meet DDA compliance (various locations). Replacement of old seating with new age friendly seating at bus stops (various locations). 	30
Bridge Renewal Program	
Design for future works proposed.	50
Street Lighting Renewal Program	
Various sites will be investigated and actioned in response to customer requests throughout the year.	20
Signs Renewal Program	
Replacement and renewal of signage at various locations	18
Traffic Facility Renewal	
Replacement and renewal of traffic management infrastructure at various locations	32
Streetscapes	
<ul style="list-style-type: none"> Streetscapes will be undertaken at the following sites: Winchester Street, Malvern Lloyd Avenue, Millswood Gray Street, Black Forest Alisa Street, Fullarton Mansfield Street, Goodwood Ormonde Avenue, Millswood 	90
Plant & Equipment	
Renewal of major and minor plant	60
Light Fleet	
Replacement of five vehicles scheduled for replacement.	170
ICT Renewals	
Replacement of various ICT assets, including server room equipment, network hardware and user computing devices. Enhancement and replacement (where applicable) of Council corporate software applications to improve operational efficiencies. Implementation of new and expansion of existing cloud technology solutions.	689

DRAFT BUDGETED FINANCIAL STATEMENTS

Uniform Presentation of Finances

\$'000s	2021-22 Budget	2020-21 Forecast
Income	51,645	49,941
less Expenses	(49,254)	(48,784)
Subtotal	2,214	1,157
Equity Accounted Subsidiaries	(571)	(645)
Operating Surplus / (Deficit) before Capital Amounts (inclusive of Equity Accounted Businesses)	1,819	512
less Net Outlays on Existing Assets		
Net Capital Expenditure on Renewal & Replacement of Existing Assets	(7,847)	(8,410)
less Depreciation, Amortisation and Impairment	10,000	9,500
less Amounts received specifically for Replacement of Existing Assets	-	476
less Proceeds from the Sale of Replaced Assets	156	471
Net Outlays on Existing Assets	2,309	2,038
less Net Outlays on New and Upgraded Assets		
Net Capital Expenditure on New and Upgraded Assets	(2,963)	(9,889)
less Amounts received specifically for New and Upgraded Assets	-	3,964
less Proceeds from Sale of Assets	-	17
Net Outlays on New and Upgraded Assets	(2,963)	(5,908)
Net Lending / (Borrowing) for the Financial Year (inclusive of Equity Accounted Businesses)	1,165	(3,358)
Net Financial Liabilities at Beginning of Year	(23,368)	(20,010)
Decrease / (increase) in Other	-	-
Net Financial Liabilities at End of Year	(22,203)	(23,368)

Statement of Comprehensive Income

\$'000s	2021-22 Budget	2020-21 Forecast
Income		
Rates	43,892	42,248
Statutory Charges	1,578	1,600
User Charges	1,964	1,841
Grants, Subsidies & Contributions	3,001	2,952
Investment Income	12	12
Reimbursements	415	379
Other Income	782	558
Operating Projects	-	351
Total Income	51,645	49,941
Expenditure		
Employee Costs	19,152	18,606
Materials, Contracts & Other Expenses	18,769	19,048
Depreciation, Amortisation & Impairment	10,000	9,500
Finance Costs	300	331
Net loss – Equity Accounted Council Businesses	571	645
Operating Projects	1,033	1,298
Total Expenditure	49,825	49,429
Operating Surplus / (Deficit) inclusive of Equity Accounted Businesses	1,819	512
Asset Disposal & Fair Value Adjustments	156	488
Amounts received specifically for new, upgraded or replacement assets	-	4,440
Net Outlays on New and Upgraded Assets	156	4,928
Net Surplus / (Deficit) inclusive of Equity Accounted Businesses	1,975	5,440
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,050	-
Total Comprehensive Income inclusive of Equity Accounted Businesses	3,025	5,440

DRAFT BUDGETED FINANCIAL STATEMENTS

Statement of Financial Position

\$'000s	2021-22 Budget	2020-21 Forecast
Assets		
Current Assets		
Cash & cash equivalents	1,679	1,679
Trade & other receivables	2,720	2,720
Other financial assets	69	69
Total Current Assets	4,468	4,468
Non-current Assets		
Financial Assets	7	7
Equity accounted investments in Council businesses	18,718	17,669
Infrastructure, Property, Plant & Equipment	539,518	538,708
Total Non-current Assets	558,243	556,384
Total Assets	562,711	560,852
Liabilities		
Current Liabilities		
Trade & Other Payables	5,383	5,383
Borrowings Fixed Term	256	246
Provisions	3,946	3,946
Total Liabilities Assets	9,585	9,575
Non-current liabilities		
Borrowings	16,665	17,840
Provisions	428	428
Total Non-current Liabilities	17,103	18,268
Total Liabilities	26,678	27,843
Net Assets	536,033	533,009
Equity		
Accumulated Surplus	162,422	159,398
Asset Revaluation Reserves	373,381	373,381
Other Reserves	230	230
Total Equity	536,033	533,009
Net Financial Liabilities	22,203	23,368

Statement of Cash Flow

\$'000s	2021-22 Budget	2020-21 Forecast
Cash Flows from Operating Activities		
Receipts		
Operating Receipts	51,632	49,929
Investment Receipts	12	12
Payments		
Operating Payments to suppliers and employees	(38,954)	(38,954)
Finance Payments	(300)	(331)
Net Cash provided by (or used in) Operating Activities	12,390	10,658
Cash Flows from Investing Activities		
Receipts		
Amounts specifically for new or upgraded assets	-	3,964
Amounts received specifically for Replacement of Existing Assets	-	476
Proceeds from Sale of Surplus Assets	-	17
Sale of replaced assets	156	471
Repayments of loans by community groups	-	-
Payments		
Expenditure on renewal/placement of assets	(7,847)	(8,410)
Expenditure on new/upgraded assets	(2,963)	(9,889)
Net purchase of Investment Securities	-	-
Capital Contributed to Equity Accounted Council Businesses	-	-
Distributions Received from Equity Accounted Council Businesses (Loss)	(571)	(645)
Net Cash provided by (or used in) Investing Activities	(11,225)	(14,016)
Cash Flows from Financing Activities		
Receipts		
Proceeds from borrowings	-	3,358
Payments		
Repayments of borrowings	(1,165)	-
Net Cash provided by (or used in) Financing Activities	(1,165)	3,358
Net Increase/(Decrease) in cash held	-	-
Plus: Cash & cash equivalents at beginning of period	1,679	1,679
Cash & cash equivalents at end of period	1,679	1,679

DRAFT BUDGETED FINANCIAL STATEMENTS

Statement of Equity

\$'000s	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
2021-22 Budget				
Balance at end of previous reporting period	159,398	373,381	230	533,009
Net Surplus/(Deficit) for Year	1,975	-	-	1,975
Other Comprehensive Income	-	-	-	-
Gain/(loss) on revaluation of Infrastructure and Assets	-	-	-	-
Share of Other Comprehensive Income – Equity Accounted Council Businesses	(1,050)	-	-	(1,050)
Other Comprehensive Income	(1,050)	-	-	(1,050)
Total Comprehensive Income	3,025	-	-	3,025
Balance at end of period	162,422	373,381	230	536,033
2020-21 Forecast				
Balance at end of previous reporting period	153,958	373,381	230	527,569
Net Surplus/(Deficit) for Year	5,440	-	-	5,440
Other Comprehensive Income	-	-	-	-
Gain/(loss) on revaluation of Infrastructure and Assets	-	-	-	-
Share of Other Comprehensive Income – Equity Accounted Council Businesses	-	-	-	-
Other Comprehensive Income	-	-	-	-
Total Comprehensive Income	5,440	-	-	5,440
Balance at end of period	159,398	373,381	230	533,009



LONGTERM FINANCIAL PLAN

\$'000	2020-21 Forecast	2021-22 Budget	2022-23 LTFP Year 2
CPI Forecast			1.50%
Rates Increase based on CPI			1.50%
Increase/(reduction) to CPI			-
Rates Growth			0.50%
Increase in Rates Revenue			2.00%
Income			
Rates Income	40,974	42,135	42,978
All Other Income	8,967	9,509	9,660
Total Income	49,941	51,644	52,638
Expenditure			
Employee Costs	18,606	19,152	19,439
Materials, Contracts & Other Expenses	19,047	18,769	19,050
Depreciation, Amortisation & Impairment	9,500	10,000	10,000
Finance Costs	331	300	281
Net loss – Equity Accounted Council Businesses	645	571	
Operating Projects	1,298	1,033	1,048
Total Expenditure	49,427	49,825	49,819
Operating Surplus/(Deficit)	514	1,820	2,819
Principal Repayment of loans	246	256	266
Cash surplus/(deficiency) after principal repayments	268	1,564	2,553
Capital Replacement less income to be received	7,418	7,691	8,662
Capital New less funding to be received	5,908	2,964	3,025
(Shortfall) / Improvement in cash position	(3,558)	909	866
Fixed Term Borrowings	1,086	831	565
Cash Advance Debenture (CAD Borrowings)	17,000	16,090	15,224
Total Borrowings	18,086	16,921	15,789
Operating Surplus Ratio (Target <5%)*	2.3%	4.6%	5.4%
Net Financial Liabilities Ratio (Target <80%)*	47%	42%	40%
Asset Renewal Funding (Target ≥100% average over 10 years)	113%	88%	100%

* The ratios are calculated excluding the \$571K loss from Equity Accounted Council Businesses (subsidiaries).

2023-24 LTFP Year 3	2024-25 LTFP Year 4	2025-26 LTFP Year 5	2026-27 LTFP Year 6	2027-28 LTFP Year 7	2028-29 LTFP Year 8	2029-30 LTFP Year 9	2030-31 LTFP Year 10
1.75%	2.00%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
1.75%	2.00%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
-	-	-	-	-	-	-	-
0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
2.25%	2.50%	2.75%	3.00%	3.00%	3.00%	3.00%	3.00%
43,945	45,043	46,282	47,670	49,101	50,574	52,091	53,654
9,838	10,044	10,280	10,546	10,820	11,101	11,389	11,684
53,783	55,088	56,562	58,217	59,921	61,674	63,480	65,338
19,779	20,175	20,629	21,145	21,673	22,215	22,771	23,340
19,383	19,771	20,216	20,721	21,239	21,770	22,315	22,872
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
312	333	341	318	227	120	2	-
1,067	1,088	1,113	1,140	1,169	1,198	1,228	1,259
50,542	51,367	52,299	53,325	54,309	55,304	56,315	57,471
3,241	3,720	4,263	4,892	5,612	6,370	7,165	7,867
277	288	-	-	-	-	-	-
2,965	3,432	4,263	4,892	5,612	6,370	7,165	7,867
8,857	9,111	9,562	9,605	9,781	10,060	10,509	10,772
3,065	3,249	3,133	3,191	3,162	3,177	3,169	3,242
1,043	1,073	1,567	2,096	2,669	3,133	3,486	3,852
288	-	-	-	-	-	-	-
14,181	13,108	11,541	9,445	6,776	3,643	157	-
14,469	13,108	11,541	9,445	6,776	3,643	157	-
6.0%	6.8%	7.5%	8.4%	9.4%	10.3%	11.3%	12.0%
37%	34%	30%	26%	21%	16%	10%	4%
100%	100%	100%	100%	100%	100%	100%	100%

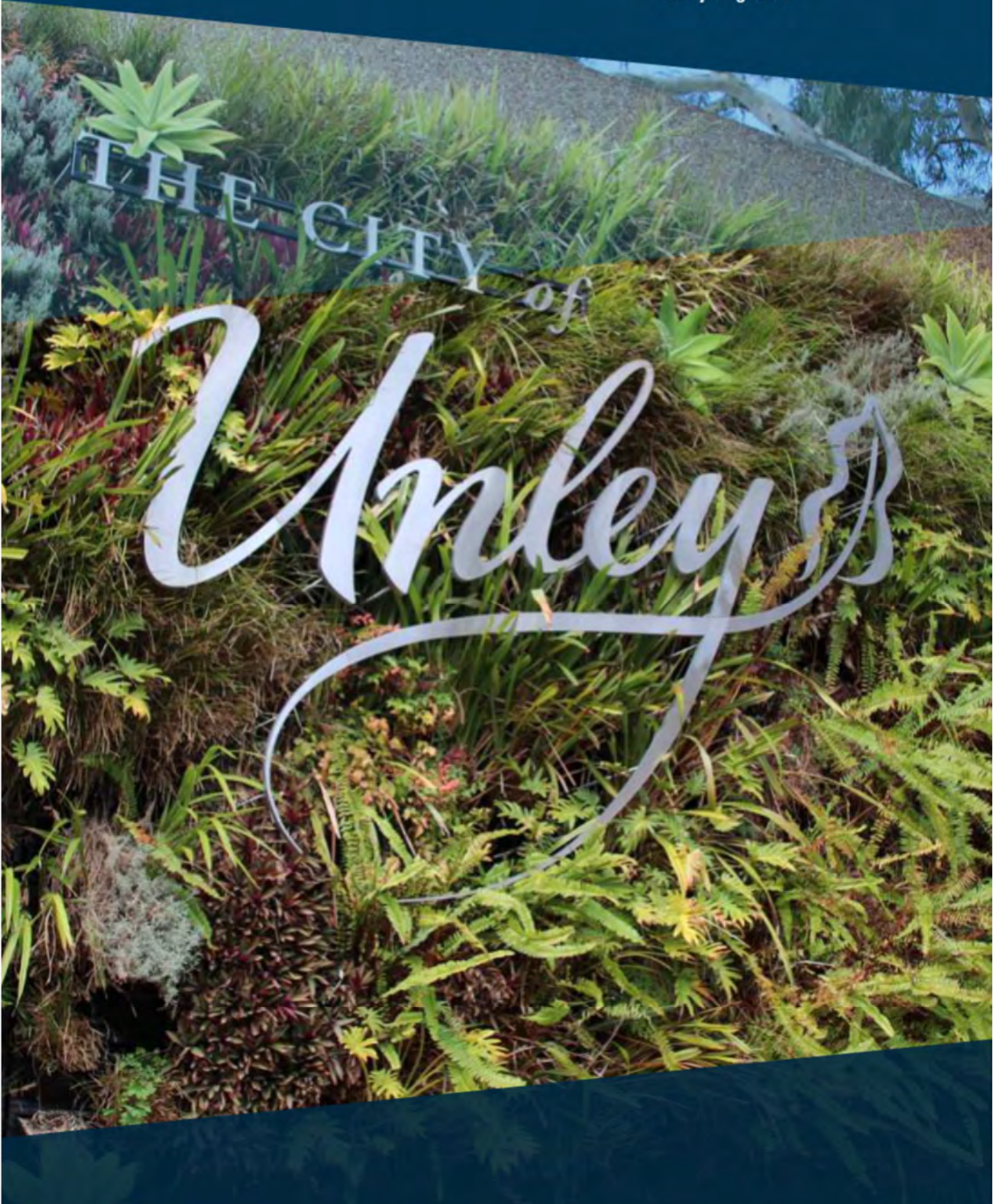
Civic Centre

181 Unley Road, Unley
South Australia 5061

Postal PO Box 1, Unley
South Australia 5061

Telephone (08) 8372 5111

Email pobox1@unley.sa.gov.au
unley.sa.gov.au



DECISION REPORT

REPORT TITLE:	PROPOSED 2021-22 FEES AND CHARGES
ITEM NUMBER:	4.7
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	ALEX BROWN
JOB TITLE:	MANAGER FINANCE AND PROCUREMENT
ATTACHMENTS:	1. 2021-22 FEES AND CHARGES SCHEDULE

1. EXECUTIVE SUMMARY

An annual review of Council's fees and charges has been undertaken as part of the 2021-22 Annual Business Plan and Budget process focusing on the following areas:

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

Generally, this has resulted in proposed fee increases that are in line with the forecast CPI (1.25%), however in applying an increase, fees in some instances have been rounded to an appropriate amount for ease of application which may have resulted in a change greater than CPI.

In addition, 49% of the 406 activities including some community programs, have a proposed fee that is the same or lesser than 2020-21. This has occurred when it is considered that the current fee is comparable to other providers or where it already adequately provides for cost recovery.

2. RECOMMENDATION

That:

1. The report be received.
2. The Fees and Charges Schedule for the 2021-22 financial year, as set out in Attachment 1 to this report (Item 4.7, Council Meeting 28/06/2021) be approved to take effect from 1 July 2021.

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

3. RELEVANT CORE STRATEGIES/POLICIES

4. Civic Leadership

4.2 Council provides best value services to the community.

4. BACKGROUND

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

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

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

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

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

5. **DISCUSSION**

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

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

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

There are 186 fees for which no increase is proposed for the 2021-22 financial year including printing and copying charges, recreational programs, bonds for room rentals, domestic assistance and compostable bags and liners. This has occurred when it is considered that:

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

It is proposed that the new fees take effect from 1 July 2021.

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

It is proposed that these statutory fees be added to the Fees and Charges Schedule available for public inspection once they have been gazetted. It is anticipated that this will occur in early July 2021. These fees include but are not limited to development lodgement; application and referral fees; Freedom of Information applications; and private parking infringement fees.

A copy of Council's proposed Fees and Charges Schedule for 2021-22 is provided as Attachment 1.

Attachment 1

6. **ANALYSIS OF OPTIONS**

Option 1 –

1. The report be received.
2. The Fees and Charges Schedule for the 2021-22 financial year, as set out in Attachment 1 to this report (Item 4.7, Council Meeting 28/06/2021) be approved to take effect from 1 July 2021.
3. Staff be authorised to include statutory fees and charges in the Fees and Charges Schedule available for public inspection, subsequent to those being published in the SA Government Gazette.

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

Option 2 –

1. The report be received.
2. The Fees and Charges Schedule referred to in Attachment 1 for 2021-22 financial year, as set out in Attachment 1 to this report (Item 4.7, Council Meeting 28/06/2021), be approved subject to the incorporation of the following amendments:
- *[insert details of amendment]*
to take effect from July 1 2021
3. Staff be authorised to include statutory fees and charges in the Fees and Charges Schedule available for public inspection, subsequent to those being published in the SA Government Gazette.

This option allows for further amendments to the proposed fees and charges schedule. Any amendments to the proposed Fees and Charges at this stage may require changes to forecast income in the 2021-22 Quarter 1 Budget Review.

7. **RECOMMENDED OPTION**

Option 1 is the recommended option.

8. **POLICY IMPLICATIONS**

8.1 Financial/Budget

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

9. REPORT CONSULTATION

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

The proposed 2021-22 Fees and Charges Schedule was provided separately to Members' for their review. Two responses were received, both of which were supportive of the proposed the fees and changes. A list of queries regarding fees and charges was received from Councillor D. Palmer. Responses to these queries were provided to all Members by email on Thursday 10 June 2021.

10. REPORT AUTHORISERS

Name	Title
Nicola Tinning	General Manager, Business Support & Improvement

2021-22

FEES AND CHARGES



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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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CITY OF UNLEY

TOWN HALL – including Kitchen

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

Full Day and Night

Monday – Thursday (8am – Midnight)	\$670.00	\$675.00	\$5.00
Friday, Saturday(8am– midnight) Sunday (8am-10pm)	\$835.00	\$845.00	\$10.00
Hourly Rate – Monday to Thursday	\$45.00	\$45.00	\$0.00
Hourly Rate – Friday – Sunday	\$65.00	\$65.00	\$0.00
Cleaning Fee			\$140 total

UNLEY COMMUNITY CENTRE

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

CONFERENCE ROOM

Any Day Rate – Per Hour	\$25.00	\$25.00	\$0.00
Any Day Rate – Half Day (up to 4hrs)	\$0.00	\$75.00	-
Any Day Rate – Full Day (up to 8hrs)	\$0.00	\$150.00	-

MAIN HALL

Weekend (Up to 8 Hours)	\$285.00	\$285.00	\$0.00
Weekend Rate – Per Hour	\$50.00	\$50.00	\$0.00
Weekday (Up to 8 Hours)	\$225.00	\$225.00	\$0.00
Weekday Rate – Per Hour	\$35.00	\$35.00	\$0.00
Bond Standard Function < 80 people	\$200.00	\$200.00	\$0.00
Bond Large Function > 80 people	\$500.00	\$500.00	\$0.00

Main HALL & KITCHEN

Weekend (Up to 8 Hours)	\$315.00	\$315.00	\$0.00
Weekend Rate per hour	\$60.00	\$60.00	\$0.00
Weekday (up to 8 hours)	\$250.00	\$250.00	\$0.00
Weekday Rate – per hour	\$40.00	\$40.00	\$0.00

KITCHEN / DINING ROOM

Any Day Rate – Full Day (up to 8 hours)	\$200.00	\$210.00	\$10.00
Any Day Rate – Half Day (up to 4 hours)	\$170.00	\$105.00	-\$65.00
Any Day Rate – per hour	\$35.00	\$35.00	\$0.00

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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NORTHERN MEETING ROOM

Any Day Rate – Per Hour	\$15.00	\$15.00	\$0.00
Any Day Rate – Half Day (up to 4 hours)	\$35.00	\$35.00	\$0.00
Any Day Rate – Full day (up to 8 hours)	\$70.00	\$70.00	\$0.00

BACK VERANDA

Any Day Rate – Per Hour	\$0.00	\$15.00	-
Any Day Rate – Half Day (up to 4 hours)	\$0.00	\$35.00	-
Any Day Rate – Full day (up to 8 hours)	\$0.00	\$70.00	-

COMPLETE FACILITY

Weekend (Up to 8 Hours)	\$485.00	\$485.00	\$0.00
Weekend Rate – Per Hour	\$110.00	\$110.00	\$0.00
Weekday (Up to 8 Hours)	\$385.00	\$385.00	\$0.00
Weekday Rate – Per Hour	\$95.00	\$95.00	\$0.00
Meal Service – from \$3.00 – \$12.00			\$3.00- \$12.00
			Min. Fee excl. GST: \$2.73

PROGRAMS

Craft Corner – from \$ 3.00 – \$ 10.00			\$3-\$10
			Min. Fee excl. GST: \$2.73
Drawing and Sketching	\$8.00	\$8.00	\$0.00
Painting with Acrylics – from \$3.00 – \$ 8.00			\$3-\$8
			Min. Fee excl. GST: \$2.73
Watercolour painting	\$8.00	\$8.00	\$0.00
Tai Chi	\$8.00	\$8.00	\$0.00
Strength for Life	\$8.00	\$8.00	\$0.00

FULLARTON PARK COMMUNITY CENTRE

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

General Hire Charges as below:

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

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

Evening Session – begins from 6pm.

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

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

Reusable Coffee cups – (Keep Cups)	\$8.00	\$8.00	\$0.00
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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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RED ROOM

Full Day Weekday	\$75.00	\$76.00	\$1.00
Full Day Weekend	\$125.00	\$127.00	\$2.00
Hourly rate	\$15.00	\$15.50	\$0.50
Session Weekday	\$50.00	\$50.00	\$0.00
Session Weekend	\$70.00	\$71.00	\$1.00

HOWARD AND BOARD ROOMS – 30 sq m

Weekday – Single session	\$85.00	\$86.00	\$1.00
Weekday – Double session	\$130.00	\$131.00	\$1.00
Weekday – Evening session	\$85.00	\$86.00	\$1.00
Weekend – Single session	\$95.00	\$96.00	\$1.00
Weekend – Full day session	\$150.00	\$152.00	\$2.00
Weekend – Evening session	\$115.00	\$116.00	\$1.00
Hourly Rate	\$20.00	\$20.00	\$0.00

COMMUNITY ROOM – 40 sq m

Weekday – Single session	\$100.00	\$101.00	\$1.00
Weekday – Double session	\$165.00	\$167.00	\$2.00
Weekday – Evening session	\$100.00	\$101.00	\$1.00
Weekend – Single session	\$115.00	\$116.00	\$1.00
Weekend – Full day session	\$195.00	\$197.00	\$2.00
Weekend – Evening session	\$125.00	\$126.00	\$1.00
Hourly Rate	\$25.00	\$25.00	\$0.00

PARKVIEW ROOM – 85 sq m

Weekday – Single session	\$155.00	\$157.00	\$2.00
Weekday – Double session	\$280.00	\$283.00	\$3.00
Weekday – Evening session	\$155.00	\$157.00	\$2.00
Weekend – Single session	\$210.00	\$212.00	\$2.00
Weekend – Full day session	\$350.00	\$354.00	\$4.00
Weekend – Evening session	\$280.00	\$283.00	\$3.00
Hourly Rate	\$42.00	\$42.00	\$0.00

LOUNGE, KITCHEN

Weekday-Single session	\$360.00	\$360.00	\$0.00
Weekday-Double session	\$565.00	\$565.00	\$0.00
Weekday – Evening session	\$360.00	\$360.00	\$0.00
Weekend-Single session	\$445.00	\$445.00	\$0.00
Weekend-Full day session	\$755.00	\$755.00	\$0.00

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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LOUNGE, KITCHEN [continued]

Weekend-Evening session	\$600.00	\$600.00	\$0.00
Hourly Rate	\$65.00	\$66.00	\$1.00

BANQUET ROOM – 195 sq m

Weekday – Single session	\$340.00	\$340.00	\$0.00
Weekday – Double session	\$535.00	\$535.00	\$0.00
Weekday – Evening session	\$340.00	\$340.00	\$0.00
Weekend – Single session	\$455.00	\$455.00	\$0.00
Weekend – Full day session	\$705.00	\$705.00	\$0.00
Weekend – Evening session	\$560.00	\$560.00	\$0.00
Hourly Rate	\$60.00	\$60.00	\$0.00

BANQUET ROOM & KITCHEN – 195 sq m

Weekday-Single session	\$380.00	\$380.00	\$0.00
Weekday-Double session	\$610.00	\$610.00	\$0.00
Weekday-Evening session	\$380.00	\$380.00	\$0.00
Weekend-Single session	\$530.00	\$530.00	\$0.00
Weekend-Full day session	\$815.00	\$815.00	\$0.00
Weekend-Evening session	\$649.00	\$649.00	\$0.00
Hourly Rate	\$67.00	\$67.00	\$0.00

ENTIRE MAIN FUNCTION AREA – 390 sq m

Weekday-Single session	\$560.00	\$567.00	\$7.00
Weekday-Double session	\$880.00	\$891.00	\$11.00
Weekday-Evening session	\$550.00	\$570.00	\$20.00
Weekend-Single session	\$730.00	\$739.00	\$9.00
Weekend-Full day session	\$1,160.00	\$1,174.00	\$14.00
Weekend – Evening session	\$925.00	\$936.00	\$11.00
Hourly Rate	\$100.00	\$101.00	\$1.00

WHOLE BUILDING (Hireable space) 575 sq m

Full Day Session – weekend	\$1,740.00	\$1,762.00	\$22.00
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CRAFT STUDIO

Weekday – per hour	\$13.00	\$13.00	\$0.00
Weekday – over 7 hours	\$105.00	\$106.00	\$1.00
Weekend – per hour	\$13.00	\$13.00	\$0.00
Weekend – over 7 hours	\$105.00	\$106.00	\$1.00

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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STUDY

Per day = 8 hours	\$65.00	\$66.00	\$1.00
Per half day = 4 hours	\$35.00	\$35.00	\$0.00
Per hour	\$10.00	\$10.00	\$0.00

RETREAT

Wellbeing Suite – half day	\$35.00	\$35.00	\$0.00
Retreat – Per day	\$13.00	\$13.00	\$0.00
Wellbeing Suite – per day	\$65.00	\$65.00	\$0.00

GALLERY

Per Week	\$70.00	\$71.00	\$1.00
22% Commission on all sales		22% commission on all sales	

CAR PARK

Hire of front car park	\$164.80	\$167.00	\$2.20
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BONDS

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

Additional Set up Time – Relevant Hourly Rate

Quilting Group and Tuesday Stitchers per person	\$3.00	\$3.00	\$0.00
Friday Social Group	\$3.00	\$3.00	\$0.00
Mah Jong Group per person	\$3.00	\$3.00	\$0.00
English Language Program – Casual	\$4.00	\$4.00	\$0.00
English Language Program – Term	\$35.00	\$35.00	\$0.00

GOODWOOD COMMUNITY CENTRE

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

Other

Car Park – hire of front Car Park	\$164.75	\$167.00	\$2.25
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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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ANIMAL MANAGEMENT ACT – Statutory

DOG REGISTRATIONS

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

ANIMAL MANAGEMENT ACT – Non Statutory

Fees for seizure and detention	\$62.00	\$62.80	\$0.80
Impounding Fee	\$160.00	\$162.00	\$2.00
Daily Holding Fee	\$57.00	\$57.70	\$0.70
Multi Dog Permit Application Fee	\$58.80	\$59.55	\$0.75
Multi Dog Permit Variation Application Fee	\$29.65	\$30.00	\$0.35
Hire Aboistop Collar	\$0.00	\$0.00	-

REGISTRATIONS

Business Registration (per dog)(not entitled to rebates)	\$92.00	\$93.15	\$1.15
Replacement Dog Registration Disc	\$10.00	\$10.15	\$0.15
Penalty for late Registration	\$10.00	\$10.15	\$0.15
Percentage rebate for partial year registration			50%

MISCELLANEOUS

Cat Cage Deposit	\$22.75	\$23.05	\$0.30
Cat Cage Deposit (Concession)	\$12.00	\$12.15	\$0.15
Late Return fee per day	\$6.00	\$6.05	\$0.05
Replacement (lost or damaged)	\$154.00	\$155.95	\$1.95

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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FOOD ACT – Non Statutory

EVENTS / INSPECTIONS

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

Mon – Fri 3Hrs	\$184.05	\$186.35	\$2.30
Mon – Fri 4Hrs	\$240.30	\$243.30	\$3.00
Mon – Fri 5Hrs	\$301.65	\$305.40	\$3.75
Mon – Fri 6Hrs	\$357.85	\$362.30	\$4.45
Sat/ Sun 3Hrs	\$270.95	\$274.35	\$3.40
Sat/ Sun 4Hrs	\$357.85	\$362.30	\$4.45
Sat/ Sun 5Hrs	\$460.10	\$465.85	\$5.75
Sat/ Sun 6Hrs	\$526.60	\$533.20	\$6.60

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

Mon – Fri	\$541.95	\$548.70	\$6.75
Sat/ Sun	\$761.75	\$771.25	\$9.50

Other

Food Premises – Adelaide Show at the Showgrounds (up to 10 days)	\$4,013.30	\$4,063.45	\$50.15
Food Premises – charitable/not for profit (ineligible for GST)			No Charge
Food Premises – Stalls at fetes, trading tables etc.			No Charge
Food Premises – nominal risk (newsagents, chemists)	\$61.35	\$62.10	\$0.75
Food Premises – Food transport vehicle with Notification from another Council			No Charge

FOOD SAFETY AUDITS

On-Site Audit (including re-audits) per hr	\$155.25	\$157.20	\$1.95
Desktop Audit (at Auditors Office) per hr	\$78.10	\$79.10	\$1.00
Desktop Audit (on-site) per hr	\$155.25	\$157.20	\$1.95
Travel (more than 50km away from Council Offices) per hr	\$78.10	\$79.10	\$1.00

WASTE MANAGEMENT SERVICES

The following grouped fees are applicable from 1/7/20 to 30/6/20. The fees will be billed by the Waste Contractor and payable to them.

Additional Garbage 140L MGB – domestic/Council/groups	\$198.00	\$200.00	\$2.00
Additional Recycling 240L MGB – domestic/Council/groups	\$98.65	\$100.00	\$1.35
Additional Green Organics 240L MGB – domestic/Council/ groups	\$98.65	\$100.00	\$1.35
Additional Garbage 140L MGB – Kindy/school/childcare	\$198.00	\$200.00	\$2.00
Additional Recycling 240L MGB – Kindy/school/childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	\$82.20	\$83.80	\$1.60

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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WASTE MANAGEMENT SERVICES [continued]

Additional Recycling 240L MGB – Kindy/school/childcare (in excess of 500 – fee per bin)	\$98.65	\$100.00	\$1.35
Additional Green Organics 240L MGB – Kindy/school/childcare	\$98.65	\$100.00	\$1.35
Garbage 140L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$198.00	\$200.00	\$2.00
Recycling 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$98.65	\$100.00	\$1.35
Green Organics 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy) subject to demonstrated need.	\$98.65	\$100.00	\$1.35
Kitchen Caddy (inc roll of 52 liners & sticker)	\$11.00	\$11.00	\$0.00
Roll of 100 Compostable liners	\$8.50	\$8.50	\$0.00
Roll of 52 Compostable liners	\$4.50	\$4.50	\$0.00
Roll of 75 Compostable Biobag liners	\$6.50	\$6.50	\$0.00

Special Events (240L MGB hire costs)

Event bins \$195 + \$10.00 per bin		\$200 + \$10.00 per bin	
Event bins – missing/ not recovered	\$85.00	\$85.00	\$0.00

Compost / Other

Compost Bin (two)	\$0.00	\$0.00	-
Compost Bin (each)	\$0.00	\$0.00	-
Collection of Illegal Dumped Rubbish (per hr per staff member)	\$99.55	\$100.00	\$0.45
Disposal of Illegally Dumped Rubbish (per cubic metre)	\$179.85	\$185.00	\$5.15
Immediate collection of hard refuse(within 5 days) not including mattresses	\$74.55	\$76.00	\$1.45

Waste Services

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

TRAFFIC SERVICES

PAID PARKING

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

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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PAID PARKING [continued]

Paid Parking(per hr/per day)		\$1.00/\$4.00	
		Min. Fee excl. GST: \$1.00	

VEHICLE IMPOUNDING FEE

Vehicle Impounding Fee	\$171.80	\$173.95	\$2.15
Storage fee per day	\$10.00	\$10.15	\$0.15

TEMPORARY ROAD CLOSURES

Street Parties i.e. non-commercial (M-F)			Subject to quote
Street Parties i.e. non-commercial (Sat -Sun)			Subject to quote
Temporary hoarding on Council Roads		Application Fee: \$62.25, Standard Fee: \$6.20 per m2 per week (or part thereof)	
		Min. Fee excl. GST: \$62.25	
		Last YR Fee Application Fee: \$61.50, Standard Fee: \$6.10 per m2 per week (or part thereof)	
Street Party/ on Street Event – with commercial benefit	\$2,045.00	\$2,070.55	\$25.55

Temporary Parking Controls

Building work, filming, wide loads & works by public authorities – 1st Day	\$63.50	\$64.30	\$0.80
Rolling Closures at request of Police			FREE
Community Facility name signs	\$64.50	\$65.30	\$0.80
Bin on Street / Skip/ Shipping Container approval (maximum of 7 days)	\$38.85	\$39.35	\$0.50
Street Parties i.e. non-commercial (Sat)			Subject to quote

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

Within Business Hours	\$69.55	\$70.40	\$0.85
Within Business hrs – Non Commercial			Subject to quote
			Last YR Fee As per quote
After Hours/ Saturday per hr Minimum 3 Hours	\$154.40	\$156.35	\$1.95
After Hrs / Sunday per hr Minimum 3 hrs	\$206.50	\$209.10	\$2.60

RESIDENTIAL PARKING EXEMPTIONS/PERMITS

Resident Parking Permit for 2 years	\$33.00	\$40.00	\$7.00
Work Zone /Tradesperson permit	\$16.00	\$16.20	\$0.20
Joint Venture On-Street Car Park Annual Permit	\$580.80	\$588.05	\$7.25

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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RESIDENTIAL PARKING EXEMPTIONS/PERMITS [continued]

Replacement Parking Permit / Exemption Label	\$7.50	\$7.60	\$0.10
Residential Parking Permit in Excess of Policy Entitlements Annual	\$64.00	\$64.80	\$0.80

STREET TRADERS

Street Traders – Mobile Street Traders – per month	\$46.00	\$46.60	\$0.60
Street Trading Table Licence/day	\$7.65	\$7.75	\$0.10
Display of goods on footway-roadway/yr	\$64.40	\$65.20	\$0.80
Street. Traders-Mobile Street Trader/ Yearly fee	\$459.00	\$464.75	\$5.75
Street. Traders – on-street public events (per day)	\$16.00	\$16.20	\$0.20

Renewed Outdoor Dining Permit – Rental per square metre of public land per week

Application fee for Administration (excl Development Application – \$79.80)	\$0.00	\$0.00	-
Defined retail precincts – with liquor	\$0.95	\$1.00	\$0.05
Defined retail precincts – without liquor	\$0.55	\$0.60	\$0.05
Other commercial areas – with liquor	\$0.90	\$0.95	\$0.05
Other commercial areas – without liquor	\$0.45	\$0.50	\$0.05
Residential areas – with liquor	\$0.70	\$0.75	\$0.05
Residential areas – without liquor	\$0.40	\$0.45	\$0.05

BUSKING

BUSKING – fee per day (Permits for Business Purposes Policy S222 LGA)	\$7.15	\$7.25	\$0.10
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COMMONWEALTH HOME SUPPORT PROGRAM

Fees are set as per Commonwealth Fund Agreement

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

Dumping of Waste – Full Pensioner (per service)	\$23.00	\$23.00	\$0.00
Dumping of Waste – Self Funded Retiree (per service)	\$28.00	\$28.00	\$0.00
Gardening Volunteer based – Full Pensioner (per service)	\$18.00	\$18.00	\$0.00
Gardening Volunteer based – Self Funded Retiree (per service)	\$23.00	\$23.00	\$0.00
Domestic Assistance – Full Pensioner per hr	\$18.00	\$18.00	\$0.00
Domestic Assistance Self Funded Retiree per hr	\$23.00	\$23.00	\$0.00
Shopping Support – Full Pensioner per hr	\$15.00	\$15.00	\$0.00
Shopping Support – Self Funded Retiree per hr	\$20.00	\$20.00	\$0.00
Respite – Full Pensioner per hr	\$7.00	\$7.00	\$0.00
Respite – Self Funded Retiree per hr	\$10.00	\$10.00	\$0.00
Spring Clean – Full Pensioner per hr	\$23.00	\$23.00	\$0.00
Spring Clean Self Funded Retiree per hr	\$28.00	\$28.00	\$0.00
Handyman Services Full Pensioner per hr + materials	\$18.00	\$18.00	\$0.00

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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COMMONWEALTH HOME SUPPORT PROGRAM [continued]

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

COMMUNITY BUS

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

Special Purpose & Non-Profit Community Group (Charter)

Per Kilometre	\$1.75	\$2.00	\$0.25
Minimum Charge	\$45.00	\$50.00	\$5.00
Late Cancellation fee	\$50.00	\$55.00	\$5.00

Other

Shopping Bus Service (one way fee)	\$1.50	\$2.00	\$0.50
Community Bus Service – out and about Tours (refreshments & activity costs at own expense)	\$5.00	\$7.00	\$2.00

COMMUNITY FACILITIES – COMMUNITY EVENT COSTS

COMMUNITY EVENT COSTS

Installation or removal of temporary parking controls and road closures – After hours (M-F) & Saturday (2 staff members / 3 hour call out)	\$410.00	\$415.00	\$5.00
Installation or removal of temporary parking controls and road closures – Sundays and Public Holidays (2 Staff members / 3 hour call out)	\$545.00	\$550.00	\$5.00
Large Scale Event Refundable Bond – Payable for events expecting 1000 or more attendees and/or involves road closures or speed restrictions and/or involves activity that council deems as high risk	\$200.00	\$200.00	\$0.00

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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COMMUNITY EVENT COSTS [continued]

Development of Traffic Management Plan			Subject to Quote
Mandatory advertisement – notification of road closure (Newspaper – standard size)			Subject to Quote
Response Crew Assistance eg. delivery of bollards, bunting, assistance with installation of event infrastructure – After Hours (M-F) & Saturday (one staff member / three hour call out)	\$210.00	\$210.00	\$0.00
Response Crew Assistance eg. delivery of bollards, bunting, assistance with installation of event infrastructure – Sundays & Public Holidays – (one staff member / three hour call out)	\$265.00	\$265.00	\$0.00
Powerbox access fee (per powerbox / per day)	\$42.95	\$44.00	\$1.05
Additional Toilet Cleaning, hourly rate	\$49.60	\$50.00	\$0.40

TENNIS COURT (HARD COURTS)

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

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

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

Seasonal use – max 20 hours or 2 terms	\$205.00	\$207.55	\$2.55
Casual Hire during daylight hours (per hr/ per court)	\$11.00	\$11.15	\$0.15
Casual Hire including lights (per hr/ per court)	\$16.00	\$16.20	\$0.20
Casual hire during daylight hours (per hr/ per court) Regular hirer / Clubs/ Schools	\$7.65	\$7.75	\$0.10
Casual hire including lights (per hr/ per court) Regular hirer/ Clubs/Schools	\$12.50	\$12.65	\$0.15
Bond for key to access tennis court lights	\$50.00	\$50.00	\$0.00

COMMERCIAL FITNESS GROUPS

Fitness training on community land.

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

1-4 people (not including fitness trainer)	\$132.90	\$134.55	\$1.65
5-10 people (not including fitness trainer)	\$312.05	\$315.95	\$3.90
11-20 people (not including fitness trainer)	\$584.00	\$591.30	\$7.30

COMMERCIAL DOG TRAINING IN PARKS

Standard annual fee regardless of group size	\$582.80	\$590.10	\$7.30
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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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EVENTS IN OPEN SPACES

Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – External event organiser / per day charge	\$110.45	\$111.85	\$1.40
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Ratepayer discount / per day charge	\$56.00	\$56.70	\$0.70
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools and Sporting Groups / per hour charge	\$23.50	\$23.80	\$0.30
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools with Community use agreements			No fee
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – External event organiser / per day charge	\$168.50	\$170.60	\$2.10
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Ratepayer discount / per day charge	\$86.90	\$88.00	\$1.10
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools and Sporting Groups / per hour charge	\$37.00	\$37.45	\$0.45
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools with Community use agreements			No fee
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – External event organiser / per day charge	\$276.00	\$279.45	\$3.45
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – Ratepayer discount / per day charge	\$138.00	\$139.70	\$1.70
One-off Sports booking – sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. (Schools & Sporting Groups) per hr	\$57.20	\$57.90	\$0.70
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – City of Unley based clubs	\$161.50	\$163.50	\$2.00
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – user groups based outside of Council area	\$533.00	\$539.65	\$6.65
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldier's Memorial Gardens, Unley Oval – Schools with Community use agreements			No fee

LIBRARIES – GENERAL

Book Club	\$0.00	\$0.00	-
Book sale items (Range from \$0.50 to \$10.00)			

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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LIBRARIES – GENERAL [continued]

Library Bag			Range from \$2.50 - \$5.00 Min. Fee excl. GST: \$2.50
			Last YR Fee New fee - range from \$2.50 - \$5.00 Min. Fee excl. GST: \$2.50
Lost Toy packaging	\$0.00	\$0.00	-
Toy – deleted item (Range from \$0.50-\$10)			
Notice Fee	\$5.00	\$5.00	\$0.00
Processing fee for lost library material – One Card System	\$5.00	\$5.00	\$0.00
Replacement library card	\$2.50	\$2.50	\$0.00
Payment for lost library materials – One Card System			As per cost
Inter Library loans – (eg Interstate libraries)			\$18.50 - \$70.50
Library programs and events			\$2.00 - \$40.00

GOODWOOD LIBRARY

MEETING ROOM

Per full day	\$30.00	\$40.00	\$10.00
Per hour	\$10.00	\$10.00	\$0.00

Digital Literacy Classes

Tech Help drop in – 25 minute support sessions			Gold Coin
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LIBRARIES – UNLEY (CIVIC CENTRE)

Ear Bud Headphones	\$3.00	\$3.00	\$0.00
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LIBRARIES – TOY

\$5 discount membership voucher/promotion as determined by Toy Library Coordinator	\$0.00	\$0.00	-
Cleaning fee (per item)	\$0.00	\$5.00	-
Lost item tags – Toy Library	\$5.00	\$5.00	\$0.00
Family (per year from date of joining)	\$50.00	\$50.00	\$0.00
Group (per year from date of joining)	\$70.00	\$70.00	\$0.00
Concessions (per year from date of joining)	\$40.00	\$40.00	\$0.00
Damaged/Lost Toy			Replacement value
Temporary Member – Borrowing Fee per loan	\$10.00	\$10.00	\$0.00
Missing Pieces			\$3.00 - \$10.00
Processing fee for lost toy library material – One Card System	\$5.00	\$5.00	\$0.00
Replacement Toy Library card	\$2.50	\$2.50	\$0.00

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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MUSEUM

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

DAMAGE TO FOOTWAY

Bitumen

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

Pavers

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

KERB

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

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

continued on next page ...

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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REINSTATEMENT [continued]

NATURE STRIPS Per square metre			Subject to Quote
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DISPOSAL OF STORMWATER

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

WOODCHIPS/MULCH

1 Truck Load (3 tonne/4 cubic metres)	\$337.45	\$341.65	\$4.20
0.5 Truck Load	\$168.70	\$170.80	\$2.10

BOLLARDS & SIGNS

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

KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS

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

APPLICATIONS TO ALTER PUBLIC ROAD

Authorisation to alter public road	\$56.25	\$56.95	\$0.70
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TREE WATER WELLS

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

BANNERS

Installation Cost/Banner	\$485.70	\$504.95	\$19.25
Hire Cost /site/week – commercial organisation	\$388.55	\$400.00	\$11.45

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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UNLEY SWIMMING CENTRE

Admission Costs

"Friday for a cause" Gold Coin Entry	\$0.00	\$0.00	-
Adult (70-80 years) photo ID required	\$2.50	\$2.50	\$0.00
Adult (80-90 years) photo ID required	\$1.60	\$1.60	\$0.00
Adult (90 – 100 years) photo ID required	\$0.80	\$0.80	\$0.00
Adult 100+ (Free)	\$0.00	\$0.00	-
Adults	\$7.90	\$8.00	\$0.10
Children Under 12 months			Free of Charge
Children 1 – 4 years	\$4.00	\$4.00	\$0.00
Children (5 – 15)	\$6.40	\$6.50	\$0.10
Carers for mobility impaired			Free of Charge
Family (2 adults + 3 children)	\$26.00	\$26.00	\$0.00
Pensions/Unemployed/Health Card Holder	\$6.40	\$6.50	\$0.10
Book (10 tickets)	\$65.00	\$65.00	\$0.00
Concession Book (10 tickets)	\$54.00	\$55.00	\$1.00
Book (30 tickets)	\$165.00	\$167.00	\$2.00
Concession Book (30 tickets)	\$140.00	\$140.00	\$0.00
Spectators/ Supervising Adults	\$4.00	\$4.00	\$0.00
Adult 5 visit pass (available month of May only)	\$32.50	\$33.00	\$0.50
Concession 5 visit pass (available month of May only)	\$27.00	\$27.00	\$0.00
Concession 5 visit Programs pass (available month of May only)	\$41.00	\$41.50	\$0.50
School Groups (per person) invoice rate structured activity	\$4.20	\$4.25	\$0.05
School Groups (per person) invoice rate unstructured activity	\$4.70	\$4.75	\$0.05
Adult Groups (per person) invoice rate structured activity	\$5.20	\$5.25	\$0.05
Adult Groups (per person) invoice rate unstructured activity	\$5.80	\$5.90	\$0.10
Adult 5 visit Programs pass (available month of May only)	\$58.50	\$59.00	\$0.50

Learn to Swim

Block of 10 babies and toddlers	\$165.00	\$180.00	\$15.00
Casual babies and toddlers	\$19.00	\$20.00	\$1.00
Block of 10 (L1-L7)	\$180.00	\$200.00	\$20.00
One on One 1/2 hr	\$48.00	\$50.00	\$2.00
One on One 1/2 hr (per lesson) – Multiple Lessons	\$37.00	\$40.00	\$3.00
Two on one 1/2 hr	\$62.00	\$65.00	\$3.00
Adult (Block of ten Lessons)	\$180.00	\$200.00	\$20.00

Children Parties – 10 children

extra child	\$20.00	\$20.00	\$0.00
1			

continued on next page ...

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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Children Parties – 10 children [continued]

Childrens Parties – 10 children	\$200.00	\$200.00	\$0.00
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Group Fitness Classes

Casual visit	\$13.20	\$13.40	\$0.20
Concession casual visit	\$10.20	\$10.30	\$0.10
Season pass holder only	\$7.20	\$7.30	\$0.10
10 visit adult	\$117.00	\$118.00	\$1.00
10 visit concession	\$82.00	\$83.00	\$1.00
10 visit season pass holder	\$72.00	\$73.00	\$1.00

Season Pass

Pre– Season discount of 10% off season passes	\$0.00	\$0.00	-
Adult Season Pass	\$530.00	\$535.00	\$5.00
Concession/ Children season Pass	\$400.00	\$405.00	\$5.00
Family Season Pass (2+3)	\$1,066.00	\$1,075.00	\$9.00

Hire Charges

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

Carnival Hire

10 books of 10 tickets to be provided for promotional purposes	\$0.00	\$0.00	-
Entire Centre (including Junior pools, Centre closed to public) per hr (does not include participant entry fee)	\$255.00	\$260.00	\$5.00
Main Pool (8 lanes of main pool, Junior pools open to public) per hour (does not include participant entry fee)	\$225.00	\$230.00	\$5.00
Unley Amateur Swimming Club			By negotiation
Water Polo (1/2 the main pool + set up fee)	\$155.00	\$155.00	\$0.00
Other Groups			By negotiation

DEVELOPMENT SERVICES

Category 3 Advertising Charge	\$500.00	\$506.25	\$6.25
Local Nuisance Exemption Application fee	\$97.60	\$98.80	\$1.20

The Nuisance and Litter regulations 6,1(b) prescribe that Council is to set the fee under the powers of 188 (1)(g) of the Local Government Act 1999.

Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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COPIES DEVELOPMENT APPLICATION Documents

Fee per A1 black & white copy	\$4.00	\$4.05	\$0.05
Fee per A2 black and white copy	\$3.50	\$3.55	\$0.05
Fee per A0 black and white copy	\$6.00	\$6.10	\$0.10

COPIES DEVELOPMENT PLAN

Request Copies of documents not on notice	\$25.00	\$25.30	\$0.30
Request to view plans not on notice*			No charge
Request to view plans when archived off site*			No charge
Certificate of Title (required for planning assessment)*	\$40.00	\$40.50	\$0.50
Land Services Group advise increase annually*			

Development Act 31(3)

Hard Copy	\$41.00	\$41.50	\$0.50
Electronic Copy	\$11.00	\$11.15	\$0.15

ASSETS AND INFRASTRUCTURE

ENCROACHMENT PERMIT

Application fee

Application fee	\$57.00	\$57.70	\$0.70
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Permit Renewal and Cancellation

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

The owner/occupier fails to comply

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

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

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

Renewal Fee	\$116.00	\$117.45	\$1.45
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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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Type of Encroachment – 1

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Type of Encroachment – 2

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Type of Encroachment – 3

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Type of Encroachment – 4

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

A one-off fee to be paid by the developer. The fee will be determined by independent valuation based on the value added to the site by the encroachment – Minimum fee : \$100 (adjusted with Adelaide Consumer Price index)	\$111.00	\$112.40	\$1.40
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Type of Encroachment – 5

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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Type of Encroachment – 6

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Type of Encroachment – 7

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

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

Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$174.00	\$176.20	\$2.20
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Type of Encroachment – 8

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

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

Minimum fee: \$200.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	\$232.00	\$234.90	\$2.90
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MISCELLANEOUS ITEMS

Council Documents

By Laws (full set)	\$5.00	\$5.00	\$0.00
By Laws (per page)	\$0.50	\$0.30	-\$0.20
Code of Practice for Access to Meetings and Associated Documents	\$3.00	\$3.00	\$0.00
Code of Practice for Meeting Procedures	\$3.00	\$3.00	\$0.00
Fees and Charges (Full Document)	\$5.00	\$5.00	\$0.00
Fees and Charges (per page)	\$0.50	\$0.30	-\$0.20
Minutes of Council, Committee or Sub-Committee Meeting	\$0.50	\$0.30	-\$0.20
Notice of Agenda for Meetings of Council and Committees (per page)	\$0.50	\$0.30	-\$0.20
Representation Options Papers and Reports on Reviews	\$10.00	\$10.15	\$0.15
Strategic Management Plans (full set)	\$10.00	\$10.15	\$0.15

Register

Allowances and Benefits – Elected Members (full set)	\$5.00	\$5.00	\$0.00
Allowances and Benefits – Elected Members (per page)	\$0.50	\$0.30	-\$0.20

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Name	Year 20/21 Fee	Year 21/22 Fee (incl. GST)	Increase \$
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Register [continued]

Campaign Donation Returns (full set)	\$5.00	\$5.00	\$0.00
Campaign Donation Returns (per page)	\$0.50	\$0.30	-\$0.20
Community Land Register (per page)	\$0.50	\$0.30	-\$0.20
Delegations Register (per page)	\$0.50	\$0.30	-\$0.20
Financial Interests – CAP (per page)	\$0.50	\$0.30	-\$0.20
Financial Interests – Elected Members (full set)	\$5.00	\$5.00	\$0.00
Financial Interests – Elected Members (per page)	\$0.50	\$0.30	-\$0.20
Public Roads Register (full register)	\$5.00	\$5.00	\$0.00
Public Roads Register (per page)	\$0.50	\$0.30	-\$0.20
Remuneration, Salaries and Benefits Register (full register)	\$5.00	\$5.00	\$0.00
Remuneration, Salaries and Benefits Register (per page)	\$0.50	\$0.30	-\$0.20
Copy Register of Members' Interests (individual return)	\$6.30	\$6.40	\$0.10
Copy Register of Members' Interests (complete register)	\$36.00	\$36.50	\$0.50

Customer Service

Photocopying B&W A4 (per page)	\$0.30	\$0.30	\$0.00
Photocopying B&W A3 (per page)	\$0.40	\$0.40	\$0.00
Photocopying Colour A4 (per page)	\$1.40	\$1.40	\$0.00
Photocopying Colour A3 (per page)	\$1.50	\$1.50	\$0.00

Voters Roll

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

Voters Roll for the Area (Candidates) (after first copy)	\$3.00	\$3.00	\$0.00
House of Assembly and Council Roll (Paper Copy)	\$85.00	\$86.00	\$1.00
House of Assembly and Council Roll per ward (Paper Copy) (First paper copy is free)	\$19.00	\$19.25	\$0.25

PHOTOCOPYING OF COUNCIL DOCUMENTS

Council Documents

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

Rate Notice reprints – 1st reprint of current year			Free
Further copies of prior year rate notice reprints \$10 each	\$10.00	\$10.15	\$0.15
Investigation and Archival Retrieval where information not readily available from current data (per 30 minutes)	\$42.50	\$43.00	\$0.50
List Property Addresses & Names (Assessment Records) – cost per entry. As per S 174 (2) LG Act 1999	\$3.60	\$3.65	\$0.05

Fee Name	Parent	Page
Index of all fees		
Other		
\$5 discount membership voucher/promotion as determined by Toy Library Coordinator	[LIBRARIES – TOY]	18
"Friday for a cause" Gold Coin Entry	[Admission Costs]	21
0		
0.5 Truck Load	[WOODCHIPS/MULCH]	20
1		
1 – 5 square metres	[Bitumen]	19
1 – 5 square metres	[Pavers]	19
1 Truck Load (3 tonne/4 cubic metres)	[WOODCHIPS/MULCH]	20
10 books of 10 tickets to be provided for promotional purposes	[Carnival Hire]	22
10 visit adult	[Group Fitness Classes]	22
10 visit concession	[Group Fitness Classes]	22
10 visit season pass holder	[Group Fitness Classes]	22
11 – 15 square metres	[Bitumen]	19
11 – 15 square metres	[Pavers]	19
11 – 15 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	20
11-20 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	16
1-4 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	16
1-5 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	20
2		
22% Commission on all sales	[GALLERY]	9
5		
5-10 people (not including fitness trainer)	[COMMERCIAL FITNESS GROUPS]	16
6		
6 – 10 square metres	[Bitumen]	19
6 – 10 square metres	[Pavers]	19
6 – 10 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	20
A		
A History of Unley and Goodwood	[MUSEUM]	19
A one-off fee to be paid by the developer. The fee will be determined by independent valuation based on the value added to the site by the encroachment – Minimum fee : \$100 (adjusted with Adelaide Consumer Price index)	[Type of Encroachment – 4]	24
Accredited Assistance Dog	[DOG REGISTRATIONS]	10
Across footpath +	[REINSTATEMENT]	19
Additional Garbage 140L MGB – domestic/Council/groups	[WASTE MANAGEMENT SERVICES]	11
Additional Garbage 140L MGB – Kindy/school/childcare	[WASTE MANAGEMENT SERVICES]	11
Additional Green Organics 240L MGB – domestic/Council/ groups	[WASTE MANAGEMENT SERVICES]	11
Additional Green Organics 240L MGB – Kindy/school/childcare	[WASTE MANAGEMENT SERVICES]	12
Additional Recycling 240L MGB – domestic/Council/groups	[WASTE MANAGEMENT SERVICES]	11

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Fee Name	Parent	Page
A [continued]		
Additional Recycling 240L MGB – Kindy/school/childcare (in excess of 500 – fee per bin)	[WASTE MANAGEMENT SERVICES]	12
Additional Recycling 240L MGB – Kindy/school/childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	[WASTE MANAGEMENT SERVICES]	11
Additional Toilet Cleaning, hourly rate	[COMMUNITY EVENT COSTS]	16
Adult (70-80 years) photo ID required	[Admission Costs]	21
Adult (80-90 years) photo ID required	[Admission Costs]	21
Adult (90 – 100 years) photo ID required	[Admission Costs]	21
Adult (Block of ten Lessons)	[Learn to Swim]	21
Adult 100+ (Free)	[Admission Costs]	21
Adult 5 visit pass (available month of May only)	[Admission Costs]	21
Adult 5 visit Programs pass (available month of May only)	[Admission Costs]	21
Adult Groups (per person) invoice rate structured activity	[Admission Costs]	21
Adult Groups (per person) invoice rate unstructured activity	[Admission Costs]	21
Adult Season Pass	[Season Pass]	22
Adults	[Admission Costs]	21
After Hours/ Saturday per hr Minimum 3 Hours	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	13
After Hrs / Sunday per hr Minimum 3 hrs	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	13
Allowances and Benefits – Elected Members (full set)	[Register]	25
Allowances and Benefits – Elected Members (per page)	[Register]	25
Any Day Rate – Full Day (up to 8hrs)	[CONFERENCE ROOM]	5
Any Day Rate – Full day (up to 8 hours)	[NORTHERN MEETING ROOM]	6
Any Day Rate – Full day (up to 8 hours)	[BACK VERANDA]	6
Any Day Rate – Full Day (up to 8 hours)	[KITCHEN / DINING ROOM]	5
Any Day Rate – Half Day (up to 4 hours)	[KITCHEN / DINING ROOM]	5
Any Day Rate – Half Day (up to 4 hours)	[NORTHERN MEETING ROOM]	6
Any Day Rate – Half Day (up to 4 hours)	[BACK VERANDA]	6
Any Day Rate – Half Day (up to 4hrs)	[CONFERENCE ROOM]	5
Any Day Rate – per hour	[KITCHEN / DINING ROOM]	5
Any Day Rate – Per Hour	[CONFERENCE ROOM]	5
Any Day Rate – Per Hour	[NORTHERN MEETING ROOM]	6
Any Day Rate – Per Hour	[BACK VERANDA]	6
Application fee	[Application fee]	23
Application fee for Administration (excl Development Application – \$79.80)	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Authorisation to alter public road	[APPLICATIONS TO ALTER PUBLIC ROAD]	20
B		
Bin on Street / Skip/ Shipping Container approval (maximum of 7 days)	[Temporary Parking Controls]	13
Block of 10 (L1-L7)	[Learn to Swim]	21
Block of 10 babies and toddlers	[Learn to Swim]	21
Bond – Banquet Room	[BONDS]	9
Bond – Lounge	[BONDS]	9
Bond – Parkview	[BONDS]	9
Bond All rear	[BONDS]	9
Bond All Rear High Risk Hirer	[BONDS]	9
Bond for key to access tennis court lights	[TENNIS COURT (HARD COURTS)]	16
Bond Large Function > 80 people	[MAIN HALL]	5
Bond Lounge /Dining High Risk Hirer	[BONDS]	9
Bond Standard Function < 80 people	[MAIN HALL]	5
Bonds – Red, Study, Howard, Board, Community Rooms	[BONDS]	9

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Fee Name	Parent	Page
B [continued]		
Book (10 tickets)	[Admission Costs]	21
Book (30 tickets)	[Admission Costs]	21
Book Club	[LIBRARIES – GENERAL]	17
Book sale items (Range from \$0.50 to \$10.00)	[LIBRARIES – GENERAL]	17
Box Gutter per lineal metre	[DISPOSAL OF STORMWATER]	20
Braested – An English House	[MUSEUM]	19
Building work, filming, wide loads & works by public authorities – 1st Day	[Temporary Parking Controls]	13
Business Registration (per dog)(not entitled to rebates)	[REGISTRATIONS]	10
BUSKING – fee per day (Permits for Business Purposes Policy S222 LGA)	[BUSKING]	14
By Laws (full set)	[Council Documents]	25
By Laws (per page)	[Council Documents]	25
C		
Campaign Donation Returns (full set)	[Register]	26
Campaign Donation Returns (per page)	[Register]	26
Car Park – hire of front Car Park	[Other]	9
Carers for mobility impaired	[Admission Costs]	21
Casual babies and toddlers	[Learn to Swim]	21
Casual Hire during daylight hours (per hr/ per court)	[TENNIS COURT (HARD COURTS)]	16
Casual hire during daylight hours (per hr/ per court) Regular hirer / Clubs/ Schools	[TENNIS COURT (HARD COURTS)]	16
Casual Hire including lights (per hr/ per court)	[TENNIS COURT (HARD COURTS)]	16
Casual hire including lights (per hr/ per court) Regular hirer/ Clubs/Schools	[TENNIS COURT (HARD COURTS)]	16
Casual visit	[Group Fitness Classes]	22
Cat Cage Deposit	[MISCELLANEOUS]	10
Cat Cage Deposit (Concession)	[MISCELLANEOUS]	10
Category 3 Advertising Charge	[DEVELOPMENT SERVICES]	22
Centre Based Group Activities – Full Pensioner per session	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Centre Based Group Activities – Self Funded Retiree per session	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Certificate of Title (required for planning assessment)*	[COPIES DEVELOPMENT PLAN]	23
Children (5 – 15)	[Admission Costs]	21
Children 1 – 4 years	[Admission Costs]	21
Children Under 12 months	[Admission Costs]	21
Childrens Parties – 10 children	[Children Parties – 10 children]	22
Cleaning Fee	[Full Day and Night]	5
Cleaning fee (per item)	[LIBRARIES – TOY]	18
Code of Practice for Access to Meetings and Associated Documents	[Council Documents]	25
Code of Practice for Meeting Procedures	[Council Documents]	25
Collection of Illegal Dumped Rubbish (per hr per staff member)	[Compost / Other]	12
Community Bus Service – out and about Tours (refreshments & activity costs at own expense)	[Other]	15
Community Facility name signs	[Temporary Parking Controls]	13
Community Land Register (per page)	[Register]	26
Compost Bin (each)	[Compost / Other]	12
Compost Bin (two)	[Compost / Other]	12
Concession 5 visit pass (available month of May only)	[Admission Costs]	21
Concession 5 visit Programs pass (available month of May only)	[Admission Costs]	21
Concession Book (10 tickets)	[Admission Costs]	21
Concession Book (30 tickets)	[Admission Costs]	21
Concession casual visit	[Group Fitness Classes]	22
Concession/ Children season Pass	[Season Pass]	22

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Fee Name	Parent	Page
C [continued]		
Concessions (per year from date of joining)	[LIBRARIES – TOY]	18
Copy Register of Members' Interests (complete register)	[Register]	26
Copy Register of Members' Interests (individual return)	[Register]	26
Craft Corner – from \$ 3.00 – \$ 10.00	[PROGRAMS]	6
D		
Daily Holding Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Damaged/Lost Toy	[LIBRARIES – TOY]	18
Defined retail precincts – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Defined retail precincts – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Delegations Register (per page)	[Register]	26
Department for Education & Child development & VACSWIM Lane hire exemption	[Hire Charges]	22
Desktop Audit (at Auditors Office) per hr	[FOOD SAFETY AUDITS]	11
Desktop Audit (on-site) per hr	[FOOD SAFETY AUDITS]	11
Development of Traffic Management Plan	[COMMUNITY EVENT COSTS]	16
Display of goods on footway-roadway/yr	[STREET TRADERS]	14
Disposal of Illegally Dumped Rubbish (per cubic metre)	[Compost / Other]	12
Dog Bags Compostable Biobag	[Waste Services]	12
Dog bone holder (1) Blue	[Waste Services]	12
Dog pouch holder (1) Green	[Waste Services]	12
Domestic Assistance – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Domestic Assistance Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Drawing and Sketching	[PROGRAMS]	6
Dumping of Waste – Full Pensioner (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Dumping of Waste – Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
E		
Ear Bud Headphones	[LIBRARIES – UNLEY (CIVIC CENTRE)]	18
Electronic Copy	[Development Act 31(3)]	23
English Language Program – Casual	[Additional Set up Time – Relevant Hourly Rate]	9
English Language Program – Term	[Additional Set up Time – Relevant Hourly Rate]	9
Entire Centre (including Junior pools, Centre closed to public) per hr (does not include participant entry fee)	[Carnival Hire]	22
Event bins – missing/ not recovered	[Special Events (240L MGB hire costs)]	12
Event bins \$195 + \$10.00 per bin extra child	[Special Events (240L MGB hire costs)]	12
	[Children Parties – 10 children]	21
F		
Family (2 adults + 3 children)	[Admission Costs]	21
Family (per year from date of joining)	[LIBRARIES – TOY]	18
Family Season Pass (2+3)	[Season Pass]	22
Fee per A0 black and white copy	[COPIES DEVELOPMENT APPLICATION Documents]	23
Fee per A1 black & white copy	[COPIES DEVELOPMENT APPLICATION Documents]	23
Fee per A2 black and white copy	[COPIES DEVELOPMENT APPLICATION Documents]	23
Fees and Charges (Full Document)	[Council Documents]	25
Fees and Charges (per page)	[Council Documents]	25
Fees for seizure and detention	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Financial Interests – CAP (per page)	[Register]	26
Financial Interests – Elected Members (full set)	[Register]	26

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Fee Name	Parent	Page
F [continued]		
Financial Interests – Elected Members (per page)	[Register]	26
Food Premises – Adelaide Show at the Showgrounds (up to 10 days)	[Other]	11
Food Premises – charitable/not for profit (ineligible for GST)	[Other]	11
Food Premises – Food transport vehicle with Notification from another Council	[Other]	11
Food Premises – nominal risk (newsagents, chemists)	[Other]	11
Food Premises – Stalls at fetes, trading tables etc.	[Other]	11
Friday Social Group	[Additional Set up Time – Relevant Hourly Rate]	9
Friday, Saturday(8am– midnight) Sunday (8am-10pm)	[Full Day and Night]	5
From Cottage to Community Centre	[MUSEUM]	19
Full Day Session – weekend	[WHOLE BUILDING (Hireable space) 575 sq m]	8
Full Day Weekday	[RED ROOM]	7
Full Day Weekend	[RED ROOM]	7
Further copies of prior year rate notice reprints \$10 each	[Council Documents]	26
G		
Garbage 140L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	[WASTE MANAGEMENT SERVICES]	12
Gardening – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Gardening – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Gardening Volunteer based – Full Pensioner (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Gardening Volunteer based – Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
General Research Request	[MUSEUM]	19
Greater than 15 square metres	[Bitumen]	19
Greater than 15 square metres	[Pavers]	19
Greater than 15 square metres	[KING WILLIAM ROAD DRIVEWAYS/ROADWAY – PAVERS]	20
Green Organics 240L MGB – business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy) subject to demonstrated need.	[WASTE MANAGEMENT SERVICES]	12
Group (per year from date of joining)	[LIBRARIES – TOY]	18
Gutter Clean – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Gutter Clean – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
H		
Handyman Services Full Pensioner per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Handyman Services Self Funded Retiree per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Hard Copy	[Development Act 31(3)]	23
Hire Aboistop Collar	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Hire Cost /site/week – commercial organisation	[BANNERS]	20
Hire of front car park	[CAR PARK]	9
Hourly rate	[RED ROOM]	7
Hourly Rate	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Hourly Rate	[COMMUNITY ROOM – 40 sq m]	7
Hourly Rate	[PARKVIEW ROOM – 85 sq m]	7
Hourly Rate	[LOUNGE, KITCHEN]	8
Hourly Rate	[BANQUET ROOM – 195 sq m]	8
Hourly Rate	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Hourly Rate	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8

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Fee Name	Parent	Page
H [continued]		
Hourly Rate – Friday – Sunday	[Full Day and Night]	5
Hourly Rate – Monday to Thursday	[Full Day and Night]	5
House History Searches	[MUSEUM]	19
House of Assembly and Council Roll (Paper Copy)	[Voters Roll]	26
House of Assembly and Council Roll per ward (Paper Copy) (First paper copy is free)	[Voters Roll]	26
I		
Immediate collection of hard refuse(within 5 days) not including mattresses	[Compost / Other]	12
Impounding Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Installation Cost/Banner	[BANNERS]	20
Installation of tree wells in verge	[TREE WATER WELLS]	20
Installation or removal of temporary parking controls and road closures – After hours (M-F) & Saturday (2 staff members / 3 hour call out)	[COMMUNITY EVENT COSTS]	15
Installation or removal of temporary parking controls and road closures – Sundays and Public Holidays (2 Staff members / 3 hour call out)	[COMMUNITY EVENT COSTS]	15
Inter Library loans – (eg Interstate libraries)	[LIBRARIES – GENERAL]	18
Investigation and Archival Retrieval where information not readily available from current data (per 30 minutes)	[Council Documents]	26
J		
Joint Venture On-Street Car Park Annual Permit	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	13
K		
KERB AND WATER TABLE-Per lineal metre	[KERB]	19
Kitchen Caddy (inc roll of 52 liners & sticker)	[WASTE MANAGEMENT SERVICES]	12
L		
Lane Hire (casual user per hour)	[Hire Charges]	22
Lane Hire (regular user per hour)	[Hire Charges]	22
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	17
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldiers Memorial Gardens, Unley Oval – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	17
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldier's Memorial Gardens, Unley Oval – Schools with Community use agreements	[EVENTS IN OPEN SPACES]	17
Large Scale Event Refundable Bond – Payable for events expecting 1000 or more attendees and/or involves road closures or speed restrictions and/or involves activity that council deems as high risk	[COMMUNITY EVENT COSTS]	15
Late Cancellation fee	[Special Purpose & Non-Profit Community Group (Charter)]	15
Late Return fee per day	[MISCELLANEOUS]	10
Library Bag	[LIBRARIES – GENERAL]	18

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Fee Name	Parent	Page
L [continued]		
Library programs and events	[LIBRARIES – GENERAL]	18
List Property Addresses & Names (Assessment Records) – cost per entry. As per S 174 (2) LG Act 1999	[Council Documents]	26
Local Nuisance Exemption Application fee	[DEVELOPMENT SERVICES]	22
Lost item tags – Toy Library	[LIBRARIES – TOY]	18
Lost Toy packaging	[LIBRARIES – GENERAL]	18
M		
Mah Jong Group per person	[Additional Set up Time – Relevant Hourly Rate]	9
Main Pool (8 lanes of main pool, Junior pools open to public) per hour (does not include participant entry fee)	[Carnival Hire]	22
Mandatory advertisement – notification of road closure (Newspaper – standard size)	[COMMUNITY EVENT COSTS]	16
Meal Service – from \$3.00 – \$12.00	[COMPLETE FACILITY]	6
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	17
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools and Sporting Groups / per hour charge	[EVENTS IN OPEN SPACES]	17
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Local Schools with Community use agreements	[EVENTS IN OPEN SPACES]	17
Medium-sized open spaces that can facilitate small and medium scale events only: Heywood Park, Howard Florey Reserve, Soutar Park, Village Green, Goodwood Community Centre Grounds, Fullarton Park Community Centre Grounds – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	17
Minimum Charge	[Special Purpose & Non-Profit Community Group (Charter)]	15
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 1]	24
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 2]	24
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 3]	24
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 5]	24
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 6]	25
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 7]	25
Minimum fee: \$150.00 (paid per annum and adjusted with Adelaide Consumer Price Index).	[Type of Encroachment – 8]	25
Minutes of Council, Committee or Sub- Committee Meeting	[Council Documents]	25
Missing Pieces	[LIBRARIES – TOY]	18
Mon – Fri	[Food Premises – large events at the Showgrounds (per day)]	11

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Fee Name	Parent	Page
M [continued]		
Mon – Fri 3Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 4Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 5Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Mon – Fri 6Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Monday – Thursday (8am – Midnight)	[Full Day and Night]	5
Mornington – A Gentleman's Residence	[MUSEUM]	19
Multi Dog Permit Application Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
Multi Dog Permit Variation Application Fee	[ANIMAL MANAGEMENT ACT – Non Statutory]	10
N		
NATURE STRIPS Per square metre	[REINSTATEMENT]	20
Non-Standard Dog	[DOG REGISTRATIONS]	10
Non-Standard Dog – Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Temp Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained – Concession	[DOG REGISTRATIONS]	10
Non-Standard Dog – Trained – Temp Concession	[DOG REGISTRATIONS]	10
Notice Fee	[LIBRARIES – GENERAL]	18
Notice of Agenda for Meetings of Council and Committees (per page)	[Council Documents]	25
O		
One on One 1/2 hr	[Learn to Swim]	21
One on One 1/2 hr (per lesson) – Multiple Lessons	[Learn to Swim]	21
One-off Sports booking – sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. (Schools & Sporting Groups) per hr	[EVENTS IN OPEN SPACES]	17
On-Site Audit (including re-audits) per hr	[FOOD SAFETY AUDITS]	11
Other commercial areas – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Other commercial areas – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Other Groups	[Carnival Hire]	22
P		
Pack of Compostable Dog bags	[Waste Services]	12
Paid Parking – Business Permits (per hr/per day)	[PAID PARKING]	12
Paid Parking(per hr/per day)	[PAID PARKING]	13
Painting with Acrylics – from \$3.00 – \$ 8.00	[PROGRAMS]	6
Payment for lost library materials – One Card System	[LIBRARIES – GENERAL]	18
Penalty for late Registration	[REGISTRATIONS]	10
Pensions/Unemployed/Health Card Holder	[Admission Costs]	21
Per day = 8 hours	[STUDY]	9
Per full day	[MEETING ROOM]	18
Per half day = 4 hours	[STUDY]	9
Per hour	[STUDY]	9
Per hour	[MEETING ROOM]	18
Per Kilometre	[Special Purpose & Non-Profit Community Group (Charter)]	15
Per lineal metre parallel to kerb	[REINSTATEMENT]	19
Per Week	[GALLERY]	9
Percentage rebate for partial year registration	[REGISTRATIONS]	10
Photocopying B&W A3 (per page)	[Customer Service]	26
Photocopying B&W A4 (per page)	[Customer Service]	26
Photocopying Colour A3 (per page)	[Customer Service]	26

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Fee Name	Parent	Page
P [continued]		
Photocopying Colour A4 (per page)	[Customer Service]	26
Photograph of Unley Oval – SA v England 1903 (unframed)	[MUSEUM]	19
Photographic reproduction – Commercial use	[MUSEUM]	19
Photographic Scanning and Reproduction (minimum charge)	[MUSEUM]	19
Powerbox access fee (per powerbox / per day)	[COMMUNITY EVENT COSTS]	16
Pre– Season discount of 10% off season passes	[Season Pass]	22
Processing fee for lost library material – One Card System	[LIBRARIES – GENERAL]	18
Processing fee for lost toy library material – One Card System	[LIBRARIES – TOY]	18
Public Roads Register (full register)	[Register]	26
Public Roads Register (per page)	[Register]	26
Q		
Quilting Group and Tuesday Stitchers per person	[Additional Set up Time – Relevant Hourly Rate]	9
R		
Racing Greyhound and Working Livestock Dog	[DOG REGISTRATIONS]	10
Rate Notice reprints – 1st reprint of current year	[Council Documents]	26
Recycling 240L MGB – business/industrial/commercial for each multiple tenancy on a single assessment (per tenancy)	[WASTE MANAGEMENT SERVICES]	12
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – City of Unley based clubs	[EVENTS IN OPEN SPACES]	17
Regular Sports Bookings – ongoing sport activities/training. Sports use can occur at Unley Oval, Goodwood Oval, Ridge Park, Orphanage Park, Souter Park. Permit must be issued before activities commence. Maximum 20 hrs or 2 school terms – user groups based outside of Council area	[EVENTS IN OPEN SPACES]	17
Remuneration, Salaries and Benefits Register (full register)	[Register]	26
Remuneration, Salaries and Benefits Register (per page)	[Register]	26
Renewal Fee	[Permit Renewal and Cancellation]	23
Replacement (lost or damaged)	[MISCELLANEOUS]	10
Replacement Dog Registration Disc	[REGISTRATIONS]	10
Replacement library card	[LIBRARIES – GENERAL]	18
Replacement Parking Permit / Exemption Label	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Replacement Toy Library card	[LIBRARIES – TOY]	18
Representation Options Papers and Reports on Reviews	[Council Documents]	25
Request Copies of documents not on notice	[COPIES DEVELOPMENT PLAN]	23
Request to view plans not on notice*	[COPIES DEVELOPMENT PLAN]	23
Request to view plans when archived off site*	[COPIES DEVELOPMENT PLAN]	23
Resident Parking Permit for 2 years	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	13
Residential areas – with liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14
Residential areas – without liquor	[Renewed Outdoor Dining Permit – Rental per square metre of public land per week]	14

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Fee Name	Parent	Page
R [continued]		
Residential Parking Permit in Excess of Policy Entitlements Annual	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Respite – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Respite – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Response Crew Assistance eg. delivery of bollards, bunting, assistance with installation of event infrastructure – After Hours (M-F) & Saturday (one staff member / three hour call out)	[COMMUNITY EVENT COSTS]	16
Response Crew Assistance eg. delivery of bollards, bunting, assistance with installation of event infrastructure – Sundays & Public Holidays – (one staff member / three hour call out)	[COMMUNITY EVENT COSTS]	16
Retreat – Per day	[RETREAT]	9
Reusable Coffee cups – (Keep Cups)	[FULLARTON PARK COMMUNITY CENTRE]	6
Roll of 100 Compostable liners	[WASTE MANAGEMENT SERVICES]	12
Roll of 52 Compostable liners	[WASTE MANAGEMENT SERVICES]	12
Roll of 75 Compostable Biobag liners	[WASTE MANAGEMENT SERVICES]	12
Rolling Closures at request of Police	[Temporary Parking Controls]	13
S		
Sat/ Sun	[Food Premises – large events at the Showgrounds (per day)]	11
Sat/ Sun 3Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 4Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 5Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
Sat/ Sun 6Hrs	[Food Premises – 1 day event at the Showgrounds (per day)]	11
School Groups (per person) invoice rate structured activity	[Admission Costs]	21
School Groups (per person) invoice rate unstructured activity	[Admission Costs]	21
Season pass holder only	[Group Fitness Classes]	22
Seasonal use – max 20 hours or 2 terms	[TENNIS COURT (HARD COURTS)]	16
Session Weekday	[RED ROOM]	7
Session Weekend	[RED ROOM]	7
Set of 4 historic images on cards with envelopes – \$1 per card – Set of 4 = \$4	[MUSEUM]	19
Shopping Bus Service (one way fee)	[Other]	15
Shopping Support – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Shopping Support – Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – External event organiser / per day charge	[EVENTS IN OPEN SPACES]	17
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools and Sporting Groups / per hour charge	[EVENTS IN OPEN SPACES]	17
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Local Schools with Community use agreements	[EVENTS IN OPEN SPACES]	17
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve – Ratepayer discount / per day charge	[EVENTS IN OPEN SPACES]	17

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Fee Name	Parent	Page
S [continued]		
Social Activities and Trips – Full Pensioner per trip (Refreshments and activity costs at own expense)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Social Activities and Trips – Self Funded Retirees per trip (Refreshments and activity costs at own expense)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Social Support One on One Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Social Support One on One Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Special Events including school holiday program events	[MUSEUM]	19
Spectators/ Supervising Adults	[Admission Costs]	21
Spring Clean – Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Spring Clean Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	14
Standard annual fee regardless of group size	[COMMERCIAL DOG TRAINING IN PARKS]	16
Standard Dog	[DOG REGISTRATIONS]	10
Standard Dog – Concession	[DOG REGISTRATIONS]	10
Standard Dog – Temp Concession	[DOG REGISTRATIONS]	10
Standard Dog – Trained	[DOG REGISTRATIONS]	10
Standard Dog – Trained – Concession	[DOG REGISTRATIONS]	10
Standard Dog – Trained – Temp Concession	[DOG REGISTRATIONS]	10
Storage fee per day	[VEHICLE IMPOUNDING FEE]	13
Stormwater Pipe (80mm) per lineal metre	[DISPOSAL OF STORMWATER]	20
Strategic Management Plans (full set)	[Council Documents]	25
Street Parties i.e. non-commercial (M-F)	[TEMPORARY ROAD CLOSURES]	13
Street Parties i.e. non-commercial (Sat -Sun)	[TEMPORARY ROAD CLOSURES]	13
Street Parties i.e. non-commercial (Sat)	[Temporary Parking Controls]	13
Street Party/ on Street Event – with commercial benefit	[TEMPORARY ROAD CLOSURES]	13
Street Traders – Mobile Street Traders – per month	[STREET TRADERS]	14
Street Trading Table Licence/day	[STREET TRADERS]	14
Street. Traders – on-street public events (per day)	[STREET TRADERS]	14
Street. Traders-Mobile Street Trader/ Yearly fee	[STREET TRADERS]	14
Strength for Life	[PROGRAMS]	6
T		
Tai Chi	[PROGRAMS]	6
Tech Help drop in – 25 minute support sessions	[Digital Literacy Classes]	18
Temporary hoarding on Council Roads	[TEMPORARY ROAD CLOSURES]	13
Temporary Member – Borrowing Fee per loan	[LIBRARIES – TOY]	18
To hire – a section of "fencing" per week or part thereof	[BOLLARDS & SIGNS]	20
To hire – a sign or bollard per week or part thereof	[BOLLARDS & SIGNS]	20
Toy – deleted item (Range from \$0.50-\$10)	[LIBRARIES – GENERAL]	18
Travel (more than 50km away from Council Offices) per hr	[FOOD SAFETY AUDITS]	11
Two on one 1/2 hr	[Learn to Swim]	21
U		
UNDERGROUND ELECTRICAL REINSTATEMENT	[REINSTATEMENT]	19
Unley Amateur Swimming Club	[Carnival Hire]	22
Unley Museum – Promotional items	[MUSEUM]	19
V		

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Fee Name	Parent	Page
V [continued]		
Vehicle Impounding Fee	[VEHICLE IMPOUNDING FEE]	13
Volunteer based car service – Full Pensioner per trip (each way)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Volunteer based car service – Self Funded Retiree per trip (each way)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Voters Roll for the Area (Candidates) (after first copy)	[Voters Roll]	26
W		
Walford's Houses	[MUSEUM]	19
Water Polo (1/2 the main pool + set up fee)	[Carnival Hire]	22
Watercolour painting	[PROGRAMS]	6
Weekday – Double session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Evening session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Evening session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Single session	[PARKVIEW ROOM – 85 sq m]	7
Weekday – Double session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Double session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Double session	[BANQUET ROOM – 195 sq m]	8
Weekday – Evening session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Evening session	[LOUNGE, KITCHEN]	7
Weekday – Evening session	[BANQUET ROOM – 195 sq m]	8
Weekday – over 7 hours	[CRAFT STUDIO]	8
Weekday – per hour	[CRAFT STUDIO]	8
Weekday – Single session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekday – Single session	[COMMUNITY ROOM – 40 sq m]	7
Weekday – Single session	[BANQUET ROOM – 195 sq m]	8
Weekday (up to 8 hours)	[Main HALL & KITCHEN]	5
Weekday (Up to 8 Hours)	[MAIN HALL]	5
Weekday (Up to 8 Hours)	[COMPLETE FACILITY]	6
Weekday Rate – per hour	[Main HALL & KITCHEN]	5
Weekday Rate – Per Hour	[MAIN HALL]	5
Weekday Rate – Per Hour	[COMPLETE FACILITY]	6
Weekday-Double session	[LOUNGE, KITCHEN]	7
Weekday-Double session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Double session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekday-Evening session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Evening session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekday-Single session	[LOUNGE, KITCHEN]	7
Weekday-Single session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekday-Single session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend – Evening session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Evening session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Evening session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Evening session	[BANQUET ROOM – 195 sq m]	8
Weekend – Evening session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend – Full day session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Full day session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Full day session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Full day session	[BANQUET ROOM – 195 sq m]	8
Weekend – over 7 hours	[CRAFT STUDIO]	8
Weekend – per hour	[CRAFT STUDIO]	8
Weekend – Single session	[HOWARD AND BOARD ROOMS – 30 sq m]	7
Weekend – Single session	[COMMUNITY ROOM – 40 sq m]	7
Weekend – Single session	[PARKVIEW ROOM – 85 sq m]	7
Weekend – Single session	[BANQUET ROOM – 195 sq m]	8
Weekend (Up to 8 Hours)	[MAIN HALL]	5
Weekend (Up to 8 Hours)	[Main HALL & KITCHEN]	5
Weekend (Up to 8 Hours)	[COMPLETE FACILITY]	6
Weekend Rate – Per Hour	[MAIN HALL]	5
Weekend Rate – Per Hour	[COMPLETE FACILITY]	6
Weekend Rate per hour	[Main HALL & KITCHEN]	5
Weekend-Evening session	[LOUNGE, KITCHEN]	8

continued on next page

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Fee Name	Parent	Page
W [continued]		
Weekend-Evening session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Full day session	[LOUNGE, KITCHEN]	7
Weekend-Full day session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Full day session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Weekend-Single session	[LOUNGE, KITCHEN]	7
Weekend-Single session	[BANQUET ROOM & KITCHEN – 195 sq m]	8
Weekend-Single session	[ENTIRE MAIN FUNCTION AREA – 390 sq m]	8
Wellbeing Suite – half day	[RETREAT]	9
Wellbeing Suite – per day	[RETREAT]	9
Whistler's Unley : Then and Now	[MUSEUM]	19
Window Cleaning Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Window Cleaning Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Within Business Hours	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	13
Within Business hrs – Non Commercial	[Installation and removal of temporary parking controls – Commercial (ie work zone, building work, filming etc)]	13
Work Zone /Tradesperson permit	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	13

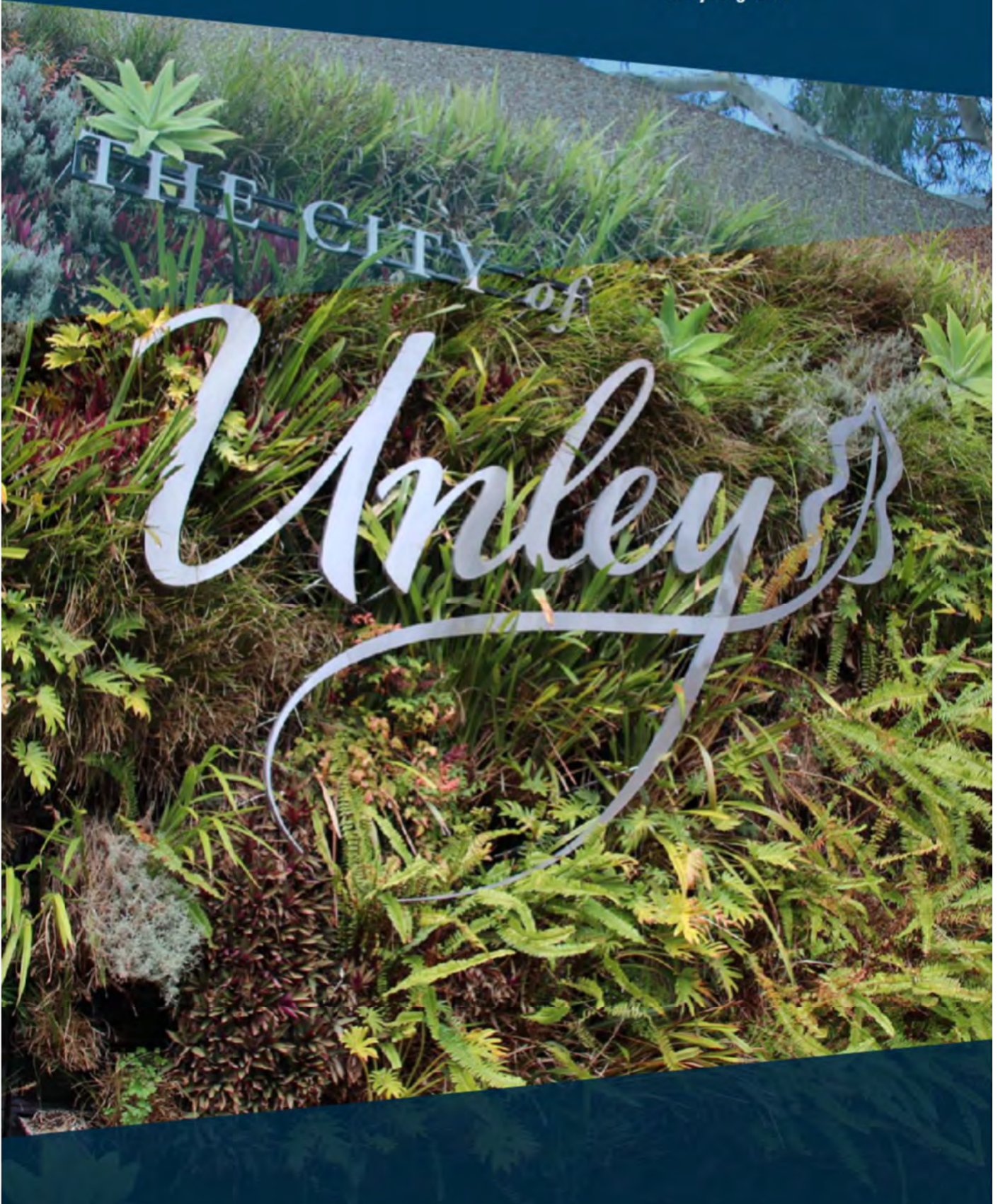
Civic Centre

181 Unley Road, Unley
South Australia 5061

Postal PO Box 1, Unley
South Australia 5061

Telephone (08) 8372 5111

Email pobox1@unley.sa.gov.au
unley.sa.gov.au



DECISION REPORT

REPORT TITLE:	REPRESENTATION REVIEW - OUTCOME OF 2ND COMMUNITY CONSULTATION AND SEEKING FINAL DETERMINATION
ITEM NUMBER:	4.8
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	KATHRYN GOLDY
JOB TITLE:	PRINCIPAL GOVERNANCE OFFICER
ATTACHMENTS:	<ol style="list-style-type: none">1. ATTACHMENT 1 - COPY OF SUBMISSIONS - SECOND PUBLIC CONSULTATION2. ATTACHMENT 2 - SUBMISSIONS REPORT - SECOND PUBLIC CONSULTATION

1. **EXECUTIVE SUMMARY**

In accordance with the requirements of section 12 of the *Local Government Act 1999*, Council is currently undertaking a Representation Review.

This report provides Council with the outcomes of the second mandatory round of public consultation (1 April 2021 and 30 April 2021), which provided the Representation Review Report to the community and sought feedback on the proposed option to:

- Retain a Mayor, elected by the community, as the principal member; and
- Introduce a new ward structure which will comprise five (5) wards, with each ward being represented by two (2) councillors (i.e. a total of ten (10) councillors).

The report seeks a final determination from Council on the Representation Review for submission to the Electoral Commissioner of South Australia pursuant to section 12 (12) of the *Local Government Act 1999*.

2. **RECOMMENDATION**

That:

1. The report be received.
2. The submissions received in response to the Representation Review Options Paper (released for public consultation between 1 April to 30 April 2021 - Second Public Consultation) as set out in Attachment 1 to this report (Item 4.8, Council Meeting 28/06/2021) be noted.

3. The principal member of Council continues to be a Mayor elected by the community.
 4. The Council area be divided into five (5) wards as per the Proposed Ward Structure presented in Attachment 2 to this report. (Item 4.8, Council Meeting 28/06/2021).
 5. The future elected body of Council comprise a Mayor and ten (10) ward councillors, each ward being represented by two (2) councillors.
 6. A separate process to identify appropriate names for each proposed ward be undertaken in accordance with the requirements of section 13 of the *Local Government Act 1999*, with the process to be completed for application to wards in the next scheduled Local Government Elections in November 2022.
 7. That the Council administration be authorised to prepare and forward the necessary report and documents to the Electoral Commission of SA, pursuant to the provisions of section 12 (11), (12) and (12a) of the *Local Government Act 1999*.
-

3. RELEVANT CORE STRATEGIES/POLICIES

4. Civic Leadership

4.1 We have strong leadership and governance.

4. BACKGROUND

Section 12 (4) of the *Local Government Act 1999* (the Act) requires each Council to undertake a review of all aspects of its composition and the division (or potential division) of the Council area into wards (the Representation Review), as prescribed by the Minister from time to time, by a notice published in the Government Gazette.

The City of Unley last completed a Representation Review in 2013. In accordance with the most recent Notice of Determination of Relevant Period for section 12(4) of *the Act*, published by the Minister in the SA Government Gazette on 1 August 2019, the City of Unley is currently undertaking a Representation Review.

At the Council Meeting held on 22 March 2021, Council resolved that:

1. *The report be received.*
2. *The Representation Review Report as set out in Attachment 1 to this Report (Item 4.5, Council Meeting, 22/03/2021), which provides that:*
 - 2.1 *The principal member of Council continues to be a mayor, elected by the community;*
 - 2.2 *The future elected body of Council is comprised of ten (10) councillors;*

- 2.3 *The Council area be divided into five (5) wards as depicted in Option 2 in the Representation Review Options Paper (Item 4.6, Council Meeting, 27/10/20); be endorsed for the purposes of public consultation for a three-week period.*
3. *The Chief Executive Officer be authorised to make editorial amendments or formatting changes of a minor nature to the Representation Review Report as part of the preparation for public consultation if required.*

Resolution No. C0470/21

5. DISCUSSION

The Representation Review Report underwent the required three (3) week public consultation period between 1 April 2021 and 30 April 2021.

Consultation Process

A summary of the community consultation process is as follows:

- A notice was placed in the Government Gazette on 1 April 2021;
- A notice was published in the Adelaide East Herald newspaper on 1 April 2021;
- Three (3) posts were published on Council's social media on 5 April, 21 April and 30 April 2021;
- A consultation page was established on Your Say Unley – with a direct email sent to 2037 subscribers;
- The LED Screen on Oxford Terrace promoted the community consultation period from 6 April to 10 April 2021;
- An article was placed on the Latest News section on the City of Unley website from 9 April 2021;
- A tweet on Twitter was published on 22 April 2021; and
- A3 posters were displayed in council facilities.

The Representation Review Report was also available to view at the Council's Civic Centre, Unley Civic Library, Goodwood Library, Clarence Park Community Centre, Fullarton Park Community Centre, Unley Community Centre, Goodwood Community Centre, and available to download from Your Say Unley website.

Thirty-four (34) responses were received from the community. Twenty-eight (28) of those submissions were received electronically via Your Say Unley and six (6) via email. A copy of the submissions received is incorporated within the Submissions Report - Second Public Consultation, Attachment 2.

Attachment 2

In accordance with section 12 (10) of *the Act*, every submission received was invited to make a verbal submission to Council in relation to their written submission on the proposed changes. One (1) person made a verbal submission to Council at the meeting held on 24 May 2021 which supported the option proposed being five (5) wards and ten (10) councillors.

Following consideration of submissions in response to the Representation Review Report, Council is asked to *finalise its report (including in its report recommendations with respect to such related or ancillary matters as it thinks fit)* (s.12(11)) and refer the report to the Electoral Commissioner.

If, having regard to the submissions received, Council determines to amend its preferred representation structure a further public consultation process for a minimum period of three (3) weeks, must be initiated (s.12(8a) and (9)). This would require the preparation of a further Representation Review Report. This action will require additional time and may impact on Councils ability to complete the review by the end of October 2021. If Council chooses to go back out to public consultation with an amended preferred representation structure it is advised that advice should be provided to the Electoral Commissioner.

As it currently stands Council must submit its final report to the Electoral Commissioner by October 2021 to enable the certification of the report and subsequent work to facilitate implementation of the review ahead of the November 2022 elections.

Ward Names

Wards can be identified through the allocation of numbers, alphabetical letters, direction, direction, geographical references, suburb names and/or names of European and/or Aboriginal heritage/cultural significance.

At this time, it is suggested to Council that for an interim period the ward names for the purposes of the Representation Review Report are known as Ward 1, 2, 3, 4 and 5.

Once the Electoral Commissioner has certified Councils proposed structure, Council can commence a six (6) week public consultation period under the provisions of section 13 of the Act and then following publication of a notice in the Government Gazette the ward names will be in place for the 2022 Local Government Elections. This delayed naming of the wards allows for the appropriate identification/allocation of ward names which has relevance and meaning to the local community and is an important element of Councils structure which should not be rushed.

Final Decision

Once Council has resolved its final decision in respect of its desired future composition and structure, a detailed report outlining its proposal, the rationale behind Council's decision and the review process undertaken will be prepared by the consultant assisting Council with the Elector Representation Review.

The report will be referred to the Electoral Commissioner, who will determine if the requirements of the Act have been satisfied and whether certification can be granted pursuant to sections 12 (12), (12a) and (13) of *the Act*.

Following formal certification by the Electoral Commissioner, Council must publish an appropriate notice in the Government Gazette (on a date specified by the Electoral Commissioner) which will provide for the implementation of the proposed (certified) future composition and structure of Council at the Local Government elections (scheduled for November 2022)

Council is requested to consider submissions in the context of the Representation Review report and make its final determination on the review so that the decision can be confirmed with the Electoral Commissioner pursuant to section 12 (12) of *the Act*.

6. ANALYSIS OF OPTIONS

Option 1 –

1. The report be received.
2. The submissions received in response to the Representation Review Options Paper (released for public consultation between 1 April to 30 April 2021 - Second Public Consultation) as set out in Attachment 1 to this report (Item 4.8, Council Meeting 28/06/2021) be noted.
3. The principal member of Council continues to be a Mayor elected by the community.
4. The Council area be divided into five (5) wards as per the Proposed Ward Structure presented in Attachment 2 to this report. (Item 4.8, Council Meeting 28/06/2021).
5. The future elected body of Council comprise a Mayor and ten (10) ward councillors, each ward being represented by two (2) councillors.
6. A separate process to identify appropriate names for each proposed ward be undertaken in accordance with the requirements of section 13 of the *Local Government Act 1999*, with the process to be completed for application to wards in the next scheduled Local Government Elections in November 2022.

7. Council administration be authorised to prepare and forward the necessary report and documents to finalise the Representation Review process to the Electoral Commissioner, pursuant to the provisions of section (11), (12) and (12a) of the *Local Government Act 1999*.

Option 1 sets out the final decision in respect of Councils desired future composition and structure, with the representation structure comprising five (5) wards, ten (10) elected members (two (2) members per ward) and a Mayor elected by the community.

A detailed report outlining the proposal, the rationale behind the decision, the review process undertaken, and incorporating the required supporting documentation will be prepared and referred to the Electoral Commissioner seeking formal certification.

Option 2 –

1. The report be received.
2. The following further option be prepared for the Representation Report:
 - 2.1 To be determined by Council
 - 2.2 etc

and a revised version of the Representation Review Report be presented to Council for endorsement for public consultation in accordance with the requirements of section 12(9) of the *Local Government Act 1999*.

Council may wish to request that a different option be developed for consultation with the community, and that a Representation Review Report be prepared on that basis. It should be noted that the Representation Review Report may only set out one preferred option for Council's future compositions and/or ward structure. The revised Representation Review Report would need to return to Council for endorsement at a future date, prior to consultation commencing.

Given that the Representation Review is due to be completed by October 2021, this option may mean that Council is unable to meet that deadline and it would be prudent for Council to write to the Electoral Commissioner outlining the reasoning for the anticipated delay.

7. RECOMMENDED OPTION

The matter is for Council to determine.

8. **POLICY IMPLICATIONS**

8.1 **Financial/Budget**

- \$30,000 has been allocated in the 2020/21 budget for the conduct of the Representation Review.
- Implementation of the outcomes of the Representation Review process will occur in preparation for the November 2022 elections. There will be some costs associated with this work which may require allocation of funding in future budgets.

8.2 **Legislative/Risk Management**

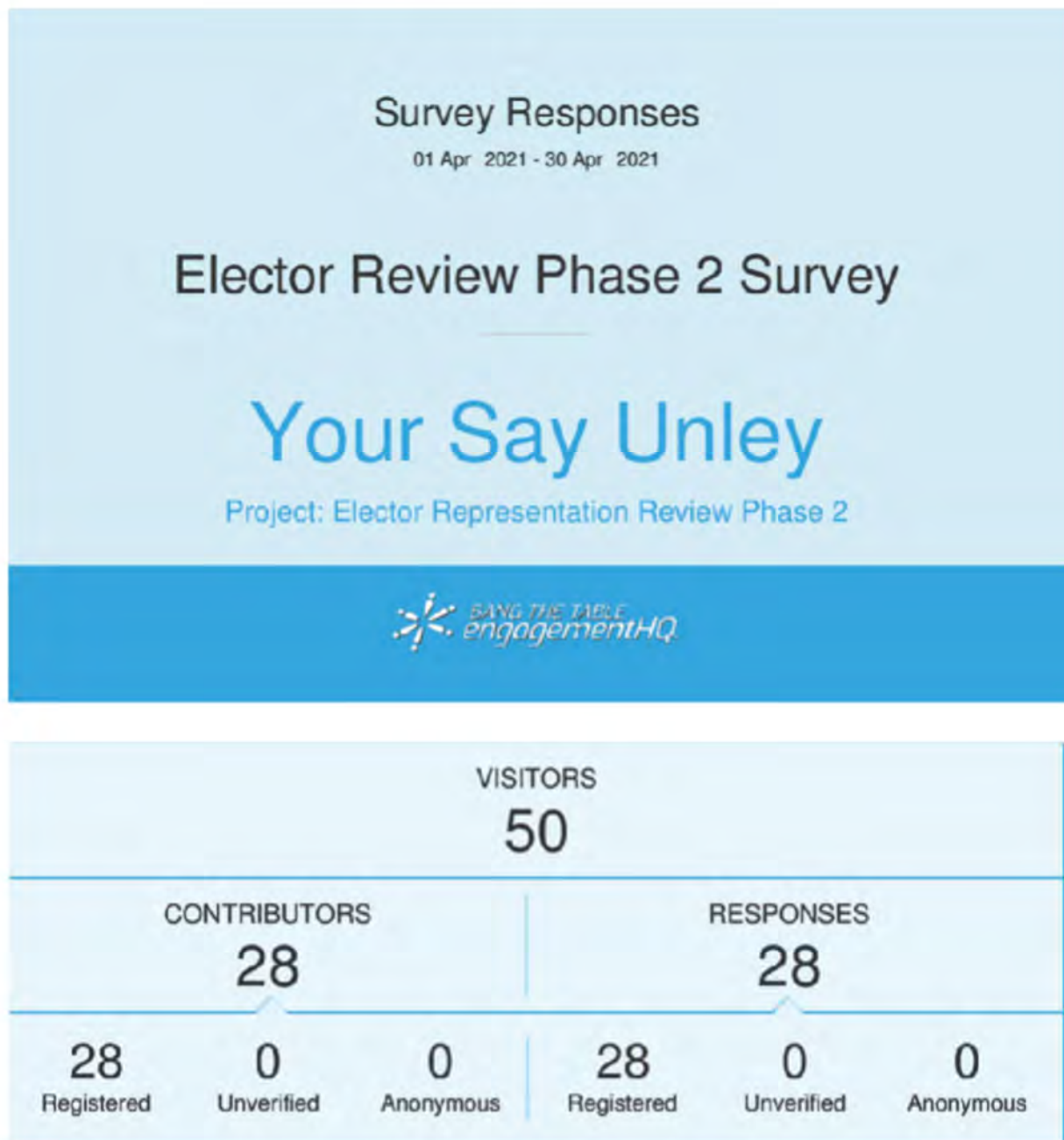
- Council is obligated under section 12 of *the Act 1999* to undertake a Representation Review. *The Act* also specifies requirements for the conduct of the review.
- Section 12(19) provides that if a council fails to undertake a review in accordance with the requirements of *the Act*, the CEO must refer the matter to the Electoral Commissioner, who may then take appropriate action to determine the representation structure that will apply. Failure to undertake a review attracts a maximum penalty of \$2,500, and in the event that the Electoral Commissioner determines the preferred representation, structure costs for the work involved may be recovered from Council.

8.3 **Stakeholder Engagement**

The Representation Review Report underwent the required three (3) week public consultation period between 1 April 2021 to 30 April 2021 as per the provisions of section 9 of *the Act*.

9. **REPORT AUTHORISERS**

Name	Title
Tami Norman	Executive Manager, Office of the CEO



	Respondent No: 1	Responded At: Apr 05, 2021 11:27:35 am
	[REDACTED]	Last Seen: Apr 05, 2021 01:54:32 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report


Q3. In relation to your response to Question 2 above, what are the reasons for your views?
I feel the new structure has achieved wards that contain suburbs of a longer shared community areas.

Q4. Do you have any suggestions for ward names that you would like Council to consider?
Ward 1 - Goodwood Ward Ward 2 - Unley Ward Ward 3 - Carence Park or Malswood Ward Ward 4 - Mavern Ward Ward 5 - Fularton Ward

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?
no answered

Q7. Please select your current ward. Carence Park

		Respondent No: 2 [Redacted] [Redacted]	Responded At: Apr 05, 2021 11:47:34 am Last Seen: Apr 05, 2021 02:11:23 am IP Address: [Redacted]
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Q1. Have you reviewed the Representation Review Report? Par a y

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I think a chairperson will suffice. I also agree that council member numbers should be at the lowest number possible.

Q4. Do you have any suggestions for ward names that you would like Council to consider?


Kaumā words denoting features of each ward.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

no answerd

Q7. Please select your current ward. Carence Park

	Respondent No: 3	Responded At: Apr 06, 2021 11:46:53 am
	[REDACTED]	Last Seen: Apr 06, 2021 02:14:36 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report


Q3. In relation to your response to Question 2 above, what are the reasons for your views? Agree that number of elected members should be reduced given the size and population of the Council.

Q4. Do you have any suggestions for ward names that you would like Council to consider? not answered

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments? no answered

Q7. Please select your current ward. Un ey

	Respondent No: 4	Responded At: Apr 06, 2021 17:27:05 pm
	[REDACTED]	Last Seen: Apr 06, 2021 07:46:39 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report?

No - not at all

Q2. Select the statement which best reflects your level of support for the above proposal.

I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

Great for our Council and key staff

Q4. Do you have any suggestions for ward names that you would like Council to consider?

I note one less ward with the original Unley ward being deleted. Note also have Unley in the title now about Unley/Parkside?

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission?


No

Q6. Any other comments?

no answer

Q7. Please select your current ward.

Unley Park

	Respondent No: 5	Responded At: Apr 06, 2021 17:46:26 pm
	[REDACTED]	Last Seen: Apr 06, 2021 07:50:48 am
	[REDACTED]	IP Address: [REDACTED]
	[REDACTED]	

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?
no answered

Q4. Do you have any suggestions for ward names that you would like Council to consider?
no answered

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?
no answered

Q7. Please select your current ward. Carence Park

	<p>Respondent No: 6</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>	<p>Responded At: Apr 06, 2021 18:41:25 pm</p> <p>Last Seen: Apr 06, 2021 09:03:09 am</p> <p>IP Address: [Redacted]</p>
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Q1. Have you reviewed the Representation Review Report? Par a y

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adop on of the proposa con a ned w h n the Representa on Review Repor

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I m gh have been good o take a s ep fur her o 4 wards and 8 coun o rs but h s s a good s ar

Q4. Do you have any suggestions for ward names that you would like Council to consider?


I don h nk the ward names need o be any h ng o her than a represen a on of the area bro g represen ed

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

no answered

Q7. Please select your current ward. Carence Park

	Respondent No: 7 [Redacted] [Redacted]	Responded At: Apr 07, 2021 09:53:53 am Last Seen: Apr 07, 2021 00:22:09 am IP Address: [Redacted]
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Q1. Have you reviewed the Representation Review Report?	Par a y
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Q2. Select the statement which best reflects your level of support for the above proposal.	I support the adoption of the proposal contained within the Representation Review Report
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Q3. In relation to your response to Question 2 above, what are the reasons for your views?	no answer
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Q4. Do you have any suggestions for ward names that you would like Council to consider?	no answer
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Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission?	No
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Q6. Any other comments?	no answer
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Q7. Please select your current ward.	Goodwood
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	Respondent No: 8	Responded At: Apr 07, 2021 11:11:30 am
	[REDACTED]	Last Seen: Apr 07, 2021 01:39:31 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Partially

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report


Q3. In relation to your response to Question 2 above, what are the reasons for your views?
Seems fair and reasonable - will be important to get diversity on Council

Q4. Do you have any suggestions for ward names that you would like Council to consider?
no

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?
as before - Diversity is important, starting with gender balance

Q7. Please select your current ward. Fulford

	Respondent No: 9	Responded At: Apr 07, 2021 15:29:56 pm
	[REDACTED]	Last Seen: Apr 07, 2021 05:55:59 am
	[REDACTED]	IP Address: [REDACTED]
	[REDACTED]	

Q1. Have you reviewed the Representation Review Report? Partially

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

We have too many councillors for the size of our city and a reduction is what is needed ASAP and before the next election. I believe the city of Adelaide should be run by one SUPER councillor to reduce duplication and high costs from councillors in the Adelaide.

Q4. Do you have any suggestions for ward names that you would like Council to consider?


Indigenous names

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? Yes

Q6. Any other comments?

I have never seen my elected members once in my area since elected. I go to Don Palmer who lives in Goodwood and Keith Jenn who lives in Adelaide.

Q7. Please select your current ward. Unsure

	Respondent No: 10	Responded At: Apr 08, 2021 09:24:43 am
	[REDACTED]	Last Seen: Apr 07, 2021 23:42:21 pm
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I support the proposal to reduce the number of elected members but believe there should be even fewer. Using the table in the report as a guide, Unley is a small council with a relatively large number of elected members. The communities of interest / ward boundaries are a good effort but could be simplified and improved. The major roads in the area, particularly Goodwood and Unley roads, act as significant boundaries and should be better incorporated.

Q4. Do you have any suggestions for ward names that you would like Council to consider?


I would be good to honour indigenous people, places or groups.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

I think the effort to reduce elected member numbers is commendable but could go further. I would also ask if any associated reduction in council staff and expenditure has been considered.

Q7. Please select your current ward. Goodwood

	Respondent No: 11 [Redacted] [Redacted]	Responded At: Apr 09, 2021 16:29:37 pm Last Seen: Apr 09, 2021 06:57:19 am IP Address: [Redacted]
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Q1. Have you reviewed the Representation Review Report?	No - not at all
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Q2. Select the statement which best reflects your level of support for the above proposal.	I support the adoption of the proposal contained within the Representation Review Report
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Q3. In relation to your response to Question 2 above, what are the reasons for your views?	Looks reasonable
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Q4. Do you have any suggestions for ward names that you would like Council to consider?	no
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Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission?	No
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Q6. Any other comments?	no answer
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Q7. Please select your current ward.	Unley
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		Respondent No: 12 [Redacted] [Redacted]	Responded At: Apr 14, 2021 19:25:46 pm Last Seen: Apr 14, 2021 09:53:28 am IP Address: [Redacted]
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Q1. Have you reviewed the Representation Review Report?	Yes - in full
Q2. Select the statement which best reflects your level of support for the above proposal.	I support the adoption of the proposal contained within the Representation Review Report
Q3. In relation to your response to Question 2 above, what are the reasons for your views?	Appears to have merit and reduce costs
Q4. Do you have any suggestions for ward names that you would like Council to consider?	Fisher for my ward
Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission?	No
Q6. Any other comments?	no answer
Q7. Please select your current ward.	Unley

	Respondent No: 13	Responded At: Apr 15, 2021 09:16:17 am
	[REDACTED]	Last Seen: Apr 14, 2021 23:43:29 pm
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report


Q3. In relation to your response to Question 2 above, what are the reasons for your views? I s re a vey sma and appropriate change n a s ua on where ha s a ha s needed.

Q4. Do you have any suggestions for ward names that you would like Council to consider? No sugges ons.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments? No h ng fur her.

Q7. Please select your current ward. Un ey

	Respondent No: 14	Responded At: Apr 15, 2021 10:00:23 am
	[REDACTED]	Last Seen: Apr 15, 2021 00:26:43 am
	[REDACTED]	IP Address: [REDACTED]
	[REDACTED]	

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views? Streamlines Council with resultant savings (hopefully) to Ratepayers

Q4. Do you have any suggestions for ward names that you would like Council to consider? no answer

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments? no answer

Q7. Please select your current ward. Unley Park

	Respondent No: 15	Responded At: Apr 15, 2021 10:31:32 am
	[REDACTED]	Last Seen: Apr 15, 2021 00:21:48 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

Agree that the Mayor be elected by the community and the continuance of the ward structure. Disagree with the reduction of council or ward numbers. Consider the rationale for reduction in the number of council or wards is not compelling nor of substantial benefit to the functionality of Council, and of little or no ongoing benefit to the community. The proposed representation is an amount of change for the sake of change. The reasons are: - to the best of my knowledge there has not been or is any dissatisfaction expressed by the community with the existing structure - given the existing and projected population growth, there is concern that a reduced number of council or wards would lead to increased workload resulting in a potential degradation in communication with ward residents in a timely manner

Q4. Do you have any suggestions for ward names that you would like Council to consider?


Leave as is

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

no answered

Q7. Please select your current ward. Parkside

	Respondent No: 16	Responded At: Apr 16, 2021 16:10:43 pm
	[REDACTED]	Last Seen: Apr 16, 2021 06:39:47 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views? I want Goodwood to be represented as a single area

Q4. Do you have any suggestions for ward names that you would like Council to consider? Keep current structure

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments? no answer

Q7. Please select your current ward. Goodwood

	Respondent No: 17	Responded At: Apr 21, 2021 12:35:21 pm
	[REDACTED]	Last Seen: Apr 21, 2021 02:56:51 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Par a y

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I would prefer to maintain the status quo but it seems that Council members prefer the reduction to 10 councillors/5 wards, am satisfied to go with his decision.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

No. Would prefer they have an area name as is currently used.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

It seems to me that Ward Councillors already have a quite heavy workload, especially when they have full-time jobs elsewhere. I hope the change to fewer councillors doesn't mean that fewer people will be prepared to stand for Council. I also believe that 22 responses to the first survey is a fairly adequate number to use as an indication of residents' views.

Q7. Please select your current ward. Un ey

	Respondent No: 18	Responded At: Apr 21, 2021 21:21:20 pm
	[REDACTED]	Last Seen: Apr 21, 2021 11:43:04 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views? Like the idea of having 5 Wards each represented by 2 Councillors

Q4. Do you have any suggestions for ward names that you would like Council to consider? Goodwood, Unley, Fulmeron, Unley Park and Garance Park

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments? no answer

Q7. Please select your current ward. Goodwood

	Respondent No: 19	Responded At: Apr 21, 2021 21:52:17 pm
	[REDACTED]	Last Seen: Apr 14, 2021 05:56:49 am
	[REDACTED]	IP Address: [REDACTED]
	[REDACTED]	

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I believe the community should elect the mayor, this hopefully protects the council from unnecessary factions. 10 ward councillors and 5 wards are more than enough considering the population represented. My only concern is the demographics of each ward I would prefer that each ward were more representative of the whole community.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

no answered

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

no answered

Q7. Please select your current ward. Un ey

	Respondent No: 20	Responded At: Apr 23, 2021 11:13:36 am
	[REDACTED]	Last Seen: Apr 23, 2021 01:34:00 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

Keeping 12 Councilors increases the chances of greater diversity. Conversely, reducing the number of Councilors will, in my opinion, reduce the possibility of a more diverse Council.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

I like the current suburb based naming. However, people would have become used to Naming Wards after houses or car figures would cause great uncertainty for many people for many years.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

not answered

Q7. Please select your current ward. Furrington

	Respondent No: 21	Responded At: Apr 23, 2021 16:52:37 pm
	[REDACTED]	Last Seen: Apr 23, 2021 07:17:38 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I can't see a compelling reason for change. I can see some significant downsides but not much in the way of upsides. The saving in Councilor costs is very minor in the scale of an overall Budget of around \$50 million pa. A particular concern is that the additional workload would put off good candidates from applying. Then we might end up with a much lesser Council and (perhaps) a more fractious one.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

I'm happy to be in Parks de Ward

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

Unless required by SA Government to reduce the number of Councilors, what is the rationale for change?

Q7. Please select your current ward. Parks de

	Respondent No: 22	Responded At: Apr 26, 2021 08:55:31 am
	[REDACTED]	Last Seen: Apr 25, 2021 23:20:55 pm
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - n fu

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I'm a great believer in the saying "if a n broke, don't fix ". Changes always cost. Why make more costs? Is the proposed reason of reducing by 2 councillors going to save money, or just throw more workload on the 10 councillors?

Q4. Do you have any suggestions for ward names that you would like Council to consider?


n/a

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

n/a

Q7. Please select your current ward. Parkside

	Respondent No: 23	Responded At: Apr 26, 2021 20:27:32 pm
	[REDACTED]	Last Seen: Apr 26, 2021 10:45:23 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

By making the wards larger will be more difficult and expensive for candidates to campaign in an election. They may seek assistance from political parties to help meet expenses.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

No, leave them as they are.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

Leave the wards as they are, if they become too large councillors can spend enough time helping people in their ward. Council administration have not made enough effort to let the residents know what they are planning. There has been minimal consultation, no letter box drop, nothing in the paper. Even the email sent out had his information about the bottom of the email. I am under the impression that the administration don't want us to know what is going on!

Q7. Please select your current ward. Goodwood

	Respondent No: 24	Responded At: Apr 27, 2021 16:48:15 pm
	[REDACTED]	Last Seen: Apr 27, 2021 07:14:14 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report


Q3. In relation to your response to Question 2 above, what are the reasons for your views?
Current representation is effective in practice & cost. Reduction of representation can only reduce accessibility and increase the / workload.

Q4. Do you have any suggestions for ward names that you would like Council to consider?
no answer

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?
no answer

Q7. Please select your current ward. Unley

	Respondent No: 25	Responded At: Apr 27, 2021 20:56:20 pm
	[REDACTED]	Last Seen: Apr 27, 2021 11:11:02 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I am concerned about the increased workload associated with a reduction in Ward Councilors. Council should encourage and support diversity amongst its Councilors and provide opportunities for people with other commitments, such as family, career or study responsibilities. This in turn will enable different perspectives and expertise to be brought to (or represented in) the Ward Council or roles.

Q4. Do you have any suggestions for ward names that you would like Council to consider?


I wonder if there are any relevant geographical indigenous names that could be incorporated?

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

no answer

Q7. Please select your current ward. Unley

	Respondent No: 26	Responded At: Apr 28, 2021 16:48:41 pm
	[REDACTED]	Last Seen: Apr 28, 2021 06:51:00 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I support the current representation structure of: The principal member of Council continues to be a Mayor, elected by the community; The Council area continues to be divided into wards; The future elected body of the Council comprises twelve (12) ward councillors; The Council area be divided into six (6) wards. Allows greater diversity of representatives which leads to better outcomes and governance. Provides better accessibility for ratepayers. As increasing urban density remains a desire of the state government, the number of residents in the local area is increasing. The ratio of representation will therefore be determined and impacted.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

Continue with existing ward names

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? No

Q6. Any other comments?

All local councilors should vote within their wards. Political parties should be excluded from involvement at the local council level. Any political party membership declarations should be declared when nominating for election.

Q7. Please select your current ward. Furberon



Respondent No: 27

Responded At: Apr 30, 2021 10:49:05 am

Last Seen: Apr 30, 2021 00:56:41 am

IP Address:

Q1. Have you reviewed the Representation Review Report?

Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal.

I do not support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

I don't support reducing the number of Unley Council Wards from 6 to 5; and reducing the number of councillors from 12 to 10. I was proposed in the past (probably ~ 7 years ago) and was overwhelmingly rejected by council. My reasons are as follows. A reduction in the number of councillors will reduce the diversity of council. A diversity of sex, religion, ethnicity and age is important. It will be difficult to achieve more diversity with a reduced number. Council must have a priority to enhance its diversity and its connection with the community. Larger wards will make it difficult for candidates to campaign and represent the constituents. Needs must be remembered. Almost all councillors also have a day-time job or other commitments. A larger ward would make it difficult for councillors to fully represent the residents. The larger wards would probably result in candidates being supported by political parties to help with the increased cost of election campaigns. That would be an unfortunate outcome. Unley Council is known for its City of Villages which corresponds to the local shopping strips and hubs eg. Back Forest, Goodwood, King William Road, etc. The larger wards would split some of these villages into different wards. That would make it difficult for residents to identify their ward. A smaller council would make it difficult for the community voice to be heard via a local councillor. A heavier workload for councillors would result in the voice and concerns of residents being diluted. A reduction in the number of councillors at Unley (and in a SA council) would probably over time result in increased allowances for councillors due to their heavier work commitments. That would not be a desirable outcome. I would also empower local parties to get involved. The current number of wards is just right. It works reasonably well with councillors being able to represent their ward. If the system isn't broken, then I ask "why break it"? In the scheme of things, there will be only a small cost saving. I urge Unley Council to vote against a reduction in the number of wards. I trust that my comments will be given due consideration.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

Unley is a city of villages and the ward names should be reflective of these villages eg. Goodwood, Fulham, Unley etc.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission?


No

Q6. Any other comments?

I know that this is a process that each council must undertake periodically, and it is a costly one. If the outcome is a reduction of ward numbers then we will result in a disconnection with the community with small pockets of residents' concerns being lost and probably ignored. The proposal must be voted down.

Q7. Please select your current ward.

Goodwood

	Respondent No: 28	Responded At: Apr 30, 2021 16:52:26 pm
	[REDACTED]	Last Seen: Apr 30, 2021 06:49:12 am
	[REDACTED]	IP Address: [REDACTED]

Q1. Have you reviewed the Representation Review Report? Yes - in full

Q2. Select the statement which best reflects your level of support for the above proposal. I support the adoption of the proposal contained within the Representation Review Report

Q3. In relation to your response to Question 2 above, what are the reasons for your views?

It is important that the wards are small enough for Councilors to know their area and respond to the residents LOCAL issues. While the proposed wards are larger than the six we currently have in Unley council area, there were only five wards in Unley until Aldermen were abolished about 35 years ago. Re-creating wards also makes fighting an election as an individual possible, without help from a party or an organisation.

Q4. Do you have any suggestions for ward names that you would like Council to consider?

I see no need to reinvent the wheel. Ward 1 Goodwood, 2 Unley, 3 Carence Park, 4 Unley Park, 5 Fularton. This is roughly in line with the current ward delineation.

Q5. Do you wish to make a verbal representation at a future meeting of Council in relation to your submission? Yes

Q6. Any other comments?

Some of the proposed ward boundaries look unduly complicated, the Mawson/Myde Park boundary between Ward 3 and Ward 4 for example. A straight line along Wood Street, ignoring the strange linked suburb boundary would be far simpler. I am glad there is no proposal to abolish wards, as I would have strongly opposed it, as making electioneering for councilors far more difficult, and the move away from truly LOCAL representation.

Q7. Please select your current ward. Unley

From: [REDACTED]
Sent: Sun, 18 Apr 2021 23:53:56 +0930
To: PO Box1
Subject: Representation Review Feedback

I disagree with the proposal to reduce from 12 councillors to 10 and reduce from 6 wards to 5.

. the number of residents if wards were reduced would increase councillors workload

. I value the current level of accessibility and support

. councils diversity is important - less councillors would have an impact on service

Thank you

[REDACTED] (resident of the Unley council

[REDACTED]

From: [REDACTED]
To: [PO Box 1](#)
Subject: Unley representation review
Date: Monday, 26 April 2021 8:55:29 AM

Dear Sir/Madam,

I am writing to provide my support for the retention of the existing number Councillor representation and Ward structure.

I believe that all residents seek support for various Council issues at times.

An increase in the number of residents per Councillor would reduce their effectiveness overall.

I am currently engaging the support of my two Councillors, Cr Bonham and Cr Anastassiadis, to solve a long term 'hard rubbish' problem at Stow Court Florence Street, FULLARTON. This is a complex issue and one that requires combined expertise and ideas.

Residents expect action when they seek the support of their Council.

A reduction in Councillors and wards would only place issues like this on to fewer Councillors.

I support the status quo and retain 12 Councillors and 6 wards.

Yours sincerely,

[REDACTED]

From: [REDACTED]
Sent: Tue, 27 Apr 2021 08:44:50 +0930
To: PO Box1
Subject: Representation Review Feedback

Addressed to CEO, City of Unley

I disagree with the plan to reduce the number of Councillors and Wards.

My husband and I are very satisfied with virtually everything that Council does and we do not want our representation changed.

We ;like the way Wards are designated by major suburb names.

Thanks,

[REDACTED]

Sent from my iPhone

[REDACTED]

From: [REDACTED]
To: [PO Box 1](#)
Subject: Representation Review Feedback
Date: Tuesday, 27 April 2021 9:22:10 PM

We are opposed to the proposal to reduce the number of Councillors as we see no benefit in the change. Fewer Councillors for the same number of ratepayers must inevitably lead to poorer representation. The current number is working well so why change it?

[REDACTED]

Sent from my Samsung Galaxy smartphone.

From: [REDACTED]
Sent: Tue, 27 Apr 2021 17:18:46 +0930
To: PO Box1
Subject: Representation Review Feedback

Dear City of Unley,

With regards to the proposal that the City reduce from 12 Councillors to 10 and from 6 ward to 5, I prefer arrangements stay as they are and disagree with the proposal for the following reasons:

1. This is local government so Councillors need to be in touch with the smallest, local issues; whereas these proposed changes – with fewer Councillors and larger wards – will place a larger distance or barrier between individual rate payers and Councillors.
2. I value the current arrangements where I have easy accessibility to my local Councillor about minute issues, e.g. tree coverage or dangerous footpaths in my specific street.
3. Councils need to be diverse to accommodate a range of views in contemporary society; but fewer Councillors reduces diversity.

Yours sincerely,

[REDACTED]

From: [REDACTED]
To: [PO Box1](#)
Subject: Review of Ward Changes
Date: Thursday, 29 April 2021 1:04:44 PM

Dear sir/ madam

I am strongly against possible changes to wards and reduction of the number of councillors.

I ask for status quo to be maintained.

Yours sincerely

[REDACTED]

Fullarton

Sent from my iPhone

SUBMISSIONS REPORT

ELECTOR REPRESENTATION REVIEW

Second Public Consultation

A Report to the

CITY OF UNLEY

JUNE 2021

Disclaimer

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1. INTRODUCTION

Section 12(4) of the Local Government Act 1999 (the Act) requires Council to undertake a review of all aspects of its composition and the division (or potential division) of the council area into wards, at least once in every period prescribed by the Minister for Local Government (generally eight years). Essentially, the objective of the review is to ensure fair and adequate representation of the electors within the council area.

The current review must be conducted and completed during the period June 2020 - October 2021.

At its meeting on the 22nd March 2021 Council agreed "in principle" that:

- the principal member of Council should continue to be a Mayor elected by the community;
- the Council area be divided into five wards (refer Proposed Wards - Attachment A), with each of the proposed wards being represented by two (2) councillors; and
- the future elected body of Council comprise the Mayor and ten (10) ward councillors.

Council also resolved to initiate the second of the prescribed public consultation stages.

Council has subsequently completed the second public consultation during which it presented, in accordance with the provisions of Section 12(9) of Act, its proposed future elector representation arrangement for consideration and comment by the local community.

Council must now consider the submissions received from the community and formally determine what elector representation arrangements it proposes to bring into effect at the next periodic Local Government elections in November 2022.

It should be noted that *Statutes Amendment (Local Government Review) Bill 2020* (the Bill) was passed in State Parliament on Thursday 10th June 2021. This Bill contains provisions which cap the number of members of a council; abolish the option of a Chairperson; and introduce an abridged review process. At the time of preparing this report the Bill had not been formally proclaimed.

It is understood that the provisions of the Bill which specifically relate to elector representation reviews will likely not come into effect until after the next Local Government election in November 2022. This being the case, Council will need to complete its current elector representation review in accordance with the current provisions and requirements of the Act. Notwithstanding this, it would also be prudent to consider the relevant provisions and intent of the Bill at this time.

2. PUBLIC CONSULTATION

The second public consultation commenced on Thursday 1st April 2021 with the publishing of public notices in the "Adelaide East Herald" newspaper and the Government Gazette.

A "news article" with a link to the Representation Review Report and the survey form was displayed on the website; and a copy of the Representation Review report was displayed (for viewing by the public) at the Civic Centre; the Unley Civic Centre Library; the Goodwood Library; the Clarence Park Community Centre; the Fullarton Park Community Centre; the Unley Community Centre; and the Goodwood Community Centre.

The "Your Say Unley" website page recorded 255 visits during the public consultation period; and 59 visits to the "Your Say Survey" page.

At the expiration of the public consultation period on Friday 30th April 2021, Council had received thirty-four (34) submissions, twenty-eight (28) via the "Your Say Unley" website page and six (6) via email. A summary of the submissions is provided in Attachment B.

Whilst thirty-four (34) submissions represent only a small sample (0.12%) of the eligible electors within the Council area (i.e. 27,505 as at March 2021), the response is considered to be reasonable, given that twenty-two (22) submissions were received during the first of the prescribed public consultation stages; and a total of only three (3) submissions were received during the whole of the last elector representation review which was undertaken by Council in 2012/2013.

All the recent respondents were given the opportunity to indicate whether they wanted to address Council in support of their submissions. One (1) respondent chose to address Council and, at a meeting convened on the 24th May 2021, made a verbal presentation in support of his preferred option (i.e. five wards, ten councillors).

The results of the consultation were not definitive. Of the responses received:

- **sixteen (16) supported the proposal to introduce a new five ward structure;**
- **fifteen (15) specifically favoured the retention of the existing ward structure;**
- **two (2) expressed support for a structure which comprised fewer elected members than the Council proposal;**
- **one (1) indicated no preferred structure; and**
- **collectively eighteen (18) or 52.9% favoured a reduction in the number of councillors to ten (10) or less.**

3. REVIEW PROCESS

Having completed the second of the prescribed consultation, Council is required to consider the submissions received from the community and either amend its proposal or *"finalise its report (including in its report recommendations with respect to such related or ancillary matters as it thinks fit)"*, pursuant to the provisions of Section 12(11) of the Act.

Should Council now prefer an alternative proposal (e.g. the abolition of wards, the retention of the existing ward structure, the introduction of an alternative ward structure and/or an option with a different number of elected members), it will need to prepare another Representation Review Report and initiate another public consultation for a minimum period of three (3) weeks.

This course of action will obviously take additional time (perhaps 4 – 6 weeks) and may impact upon Council's ability to complete its review by the end of October 2021. If Council proceeds down this path, it would be prudent to advise the Electoral Commissioner of the extenuating circumstances and the action being taken.

On the other hand, if Council resolves to proceed with the proposal previously presented to the community in the Representation Review Report, it will simply have to formalise its decisions in respect to its desired future composition and structure; and proceed to prepare a detailed report outlining its proposal, the rationale behind its decisions and the review process undertaken. The report must then be forwarded to the Electoral Commissioner who will determine whether the requirements of the Act have been satisfied and whether certification is warranted (refer Sections 12 (12) and 12(13) of the Act).

Upon receipt of certification from the Electoral Commissioner, Council will be required to publish an appropriate notice in the Government Gazette (on a date specified by the Electoral Commissioner) which will effectively provide for the implementation of the proposed (certified) future composition and structure of Council at the November 2022 Local Government elections.

4. FUTURE COMPOSITION AND STRUCTURE

Council is now at the stage in the review process where it must either confirm (by formal resolution) its proposed future composition and/or structure, as presented in the Representation Review Report, or amend its proposal and initiate another public consultation for a minimum period of three (3) weeks.

When making its final decisions Council must be mindful that the primary purpose of the review is to determine whether the electors/community will benefit from an alteration to the current composition and/or structure of Council.

To finalise its review and initiate preparation of a comprehensive report to the Electoral Commissioner, Council must now make final decisions regarding the following.

- Whether the principal member of Council should continue to be a Mayor elected by the community, or a Chairperson (with the title of Mayor) who is chosen by and from amongst the elected members.
- Whether the Council area should continue to be divided into wards or whether wards should be abolished.
- If the Council area is to be divided into wards, which ward structure is favoured; whether there is a need for area councillors (and the required number thereof) in addition to ward councillors; the level of representation in each of the proposed wards; and the name of each of the proposed wards.
- The number of councillors (ward, area and/or both) that are required to provide fair and adequate representation of the electors within the Council area.

Information and advice pertaining to the aforementioned matters has previously been presented to Council in the Information Paper (July 2020); the Representation Options Paper (September 2020); the first consultation "Submissions Report" (February 2021); and the Representation Review Report (March 2021).

The following information is provided to assist the elected members with their final deliberations in respect to the key issues.

4.1 Mayor/Chairperson

The principal member of Council has long been a Mayor who is elected by the community.

The issue of whether the principal member of Council should be an elected Mayor or a Chairperson (appointed by and from amongst the elected members) was not specifically raised for comment during the second public consultation. As such, little or no conclusions can be drawn from the consultation regarding this matter.

Council is reminded that it has previously resolved "in principle" to retain an elected Mayor; and the Bill includes a provision which abolishes the office of Chairperson. The timing of the commencement of the relevant provisions from the Reform Bill is not known and may take some time, however, the changes will preclude the option to appoint a Chairperson when they take effect. Should Council pursue the introduction of a Chairperson at this time it is likely that it will be required to undertake another Representation Review ahead of the 2026 Local Government Elections.

The arguments supporting the retention of an elected Mayor are as follows.

- A Mayor elected by the community is in accord with a fundamental principle of democracy – choice.

- The election of a Mayor affords all eligible members of the community the opportunity to express faith in a candidate, should they choose to do so, and provides Council with an identifiable principal member who is directly accountable to the community.
- The office of Mayor has served the City of Unley well since its proclamation in 1906.
- The retention of an elected Mayor brings stability and continuity to the Council, given the four-year term of office.
- Little practical benefit will likely be achieved by changing to a Chairperson at this time.
- The retention of an elected Mayor as the principal member is consistent with the structure of all metropolitan councils and most councils within the state,

On the downside, an elected Mayor is generally additional to the number of councillors and, as such, comes at an additional cost to Council (i.e. members allowances, administrative costs and the like); the election (or supplementary election) for a Mayor must be conducted across the whole of the Council area, at significant cost to Council (if contested); and candidates for the office of Mayor cannot also stand for election as a councillor and, as such, the experience and expertise of unsuccessful Mayoral candidates will be lost to Council.

The arguments in favour of the only alternative are that a Chairperson:

- provides flexibility and opportunity for several elected members to gain experience as the principal member during the four-year term of the council;
- affords the elected members of Council the opportunity to select the best person to be the principal member and the term of the office;
- allows the selected Chairperson to bring his/her personal characteristics, skill set and opinions to the position;
- serves to keep the number of elected members to a minimum (with some financial benefits to Council); and
- avoids the potential loss of high calibre candidates (as can occur under the Mayoral election process).

On the downside, a Chairperson is chosen by the elected members, not elected by the community.

Council needs to be reminded that any proposal to change from an elected Mayor to a selected Chairperson at this time cannot proceed unless a poll of the community has been conducted in accordance with the requirements of Section 12 (11a-d) of the Act (either during the review or at the time of the Local Government election in November 2022). Such a poll must be conducted by Electoral Commission SA at Council's cost. There is little likelihood that this could occur within the current review timeframe.

4.2 Wards/No Wards

The Council area has always been divided into wards; and Council is proposing to retain a ward structure, albeit in a five-ward structure rather than the previous six-ward configuration.

Whilst the recent consultation did not seek further comment from the community in respect to the retention or abolition of wards, it is noted that the submissions received generally favoured the existing or proposed ward structure.

The main arguments supporting a ward structure include:

- wards guarantee some form and level of direct representation to existing communities of interest within, and/or parts of, a council area;
- wards ensure local interests and/or issues are not overlooked in favour of the bigger "council-wide" picture;
- ward councillors should have some empathy for, and an affiliation with, all the communities within their ward;
- under the "no wards" structure Council must conduct elections and supplementary elections across the whole of the Council area (at a significant expense);
- concern that a single interest group could gain considerable representation on Council under a "no wards" structure;
- the task and expense of contesting council-wide elections could be prohibitive, and therefore may deter appropriate/quality candidates;
- without wards Council must conduct elections and supplementary elections across the whole of the Council area (at a significant expense); and
- under the "no ward" structure the more popular or known councillors may receive more enquiries from the public (i.e. inequitable workloads).

It is suggested that the arguments in favour of wards are slightly weakened by the fact that ward councillors are not required to reside in the ward that they represent.

The benefits to be achieved through the abolition of wards include the following.

- The community will be afforded the opportunity to vote for all members of Council.
- The most favoured candidates from across the Council area will likely be elected, rather than candidates who may be favoured by the peculiarities of a ward-based system (e.g. elected unopposed candidates or having attracted fewer votes than defeated candidates in another ward).
- The elected members should not have parochial ward attitudes.

- The “no wards” structure is not affected by fluctuations in elector numbers, the on-going need to review elector distribution and/or ward boundaries, and/or the constraints of complying with quota tolerance limits.
- Existing “communities of interest” are not affected or divided by arbitrary ward boundaries.
- In the event that an area councillor leaves Council, the casual vacancy can be carried by Council, thereby avoiding the need for, and cost of, a supplementary election.
- The lines of communication between Council and its community should be enhanced, given that members of the community will be able to consult with any and/or all members of Council, rather than be obliged to consult with their specific ward councillors.
- Under the proportional representation voting system the “no wards” structure affords opportunities for smaller communities to be directly represented on Council, provided they can muster sufficient support for a preferred candidate.

Whilst the Council area covers only 14.29 km², and therefore perhaps lends itself to being a single entity (as would be the case under the “no wards” scenario), there has been only three (3) of a total of fifty-six (56) submissions during the entire review process which have specifically called for the abolition of wards. This response is not compelling.

4.3 Number of Councillors

Council currently comprises twelve (12) ward councillors but has proposed a reduction to ten (10).

The results of the recent public consultation were not definitive, given that sixteen (16) respondents favoured the proposed reduction to ten (10) councillors; fifteen (15) respondents favoured the status quo (i.e. twelve (12) councillors); two (2) respondents did not support the proposal because wanted further reductions in the number of elected members; and one (1) respondent was silent on the matter.

Council is reminded that, during the initial public consultation, a similar diverse result was received, with sixteen (16) or 72.7% of the respondents favouring a reduction in the number of councillors, albeit to various numbers ranging from three (3) to eleven (11), whilst only five (5) or 22.7% favoured the retention of twelve councillors and one (1) proposed an increase to fifteen (15) councillors;

Sections 26 and 33 of the Act specify: *“the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term)”*.

In respect to the issue of over-representation, Council has previously been provided with details of the elector representation arrangements of all metropolitan councils. The updated data provided in Table 1 indicates that the City of Unley is one of the smaller metropolitan councils (in terms of area and elector numbers) and has a low elector ratio in comparison to most of the cited councils.

Table 1: Elector data and representation (Metropolitan Adelaide councils)

Council	Councillors	Electors	Elector Ratio
Walkerville (1.34 km ²)	8	5,763	1:720
Gawler (41.10km ²)	10	18,521	1:1,852
Prospect (7.81 km ²)	8	14,990	1:1,874
Norwood Payneham & St Peters (15.1 km ²)	13	25,790	1:1,984
Unley (14.29 km²)	12	27,505	1:2,293
Holdfast Bay (13.72 km ²)	12	28,433	1:2,369
Adelaide Hills (795.1 km ²)	12	29,468	1:2,456
Burnside (27.53 km ²)	12	32,019	1:2,668
West Torrens (37.07 km ²)	14	42,182	1:3,013
Campbelltown (24.35 km ²)	10	36,176	1:3,618
Mitcham (75.55 km ²)	13	48,841	1:3,757
Adelaide* (15.57 km ²)	7	28,279	1:4,040
Playford (344.9 km ²)	15	64,448	1:4,297
Port Adelaide/Enfield (97.0 km ²)	17	86,605	1:5,094
Charles Sturt (52.14 km ²)	16	87,838	1:5,490
Marion (55.5km ²)	12	66,559	1:5,547
Tea Tree Gully (95.2 km ²)	12	73,685	1:6,140
Salisbury (158.1 km ²)	14	96,326	1:6,880
Onkaparinga (518.4 km ²)	12	127,988	1:10,666

Source: Electoral Commission SA (March 2021)

* City of Adelaide also comprises four (4) "area councillors".

A reduction in the number of elected members, as proposed by Council, will be in accord with the intent of Sections 26 and 33 of the Act regarding avoiding "over-representation"; will afford some cost savings to Council; and will result in an elector ratio of 1:2,751, which is consistent with the elector ratios exhibited by the mid-sized metropolitan councils.

When reaching a final decision relating to its future composition, Council should be mindful of the need to ensure that:

- sufficient elected members are available to manage the roles and responsibilities of Council;
- the elected member's workloads do not become excessive;
- there is an appropriate level of elector representation;

- the potential for diversity in the skill sets, experience, expertise and backgrounds of the elected members is maintained; and
- adequate lines of communication will exist between the community and Council.

Further, it should also be noted that the Bill, in its final amended form, seeks to cap the size of councils at thirteen (13) members, including the principal member. As previously indicated, this provision is not likely to come into effect until after the Local Government elections in November 2022. This being the case, Council must continue its review in accordance with the current provisions of the Act, including consideration of the requirements which seek avoidance of over-representation in comparison with councils of a similar size and type.

4.4 Area Councillors (in addition to ward councillors)

Section 52 of the Act indicates that councillors can be elected as a representative of a ward, or alternatively, to represent the council area as a whole (whether or not the council area is divided into wards). If Council is considering the retention of wards, it will need to determine whether area councillors are required in addition to ward councillors.

Ward councillors generally consider themselves to represent not only their ward, but the council area as a whole. This being the case, the need for area councillors in addition to ward councillors is questionable, an assertion which is seemingly supported by the fact that only the City of Adelaide has a structure which incorporates two levels of representation. Further, it is noted that under such an arrangement area councillors hold no greater status than a ward councillor; have no greater responsibilities than a ward councillor; and need not comply with any extraordinary or additional eligibility requirements.

In addition, any contested election (and/or supplementary election) for area councillors must be conducted across the whole of the council area, at a significant cost to Council.

To date Council has not indicated the desire to introduce area councillors in addition to ward councillors. For the reasons previously provided during the review, it is considered that if the introduction of area councillors (in addition to ward councillors) would be an unwarranted, unnecessary and potentially costly additional tier of representation.

4.5 Ward Identification

Wards can be identified through the allocation of numbers, alphabetical letters, direction or geographical references (e.g. north, south, east, west, central); place or suburb names; and/or names of European and/or Aboriginal heritage/cultural significance.

The existing ward names are acceptable; and are likely to be known by the community. As such, they can be retained, if they suit the ward structure which Council ultimately proposes to bring into effect.

Recent suggestions received from the community include the current ward names; Fisher; suburb names; geographic indigenous names; Kurna words denoting local features; and Goodwood, Unley, Clarence park or Millswood, Malvern and Fullarton.

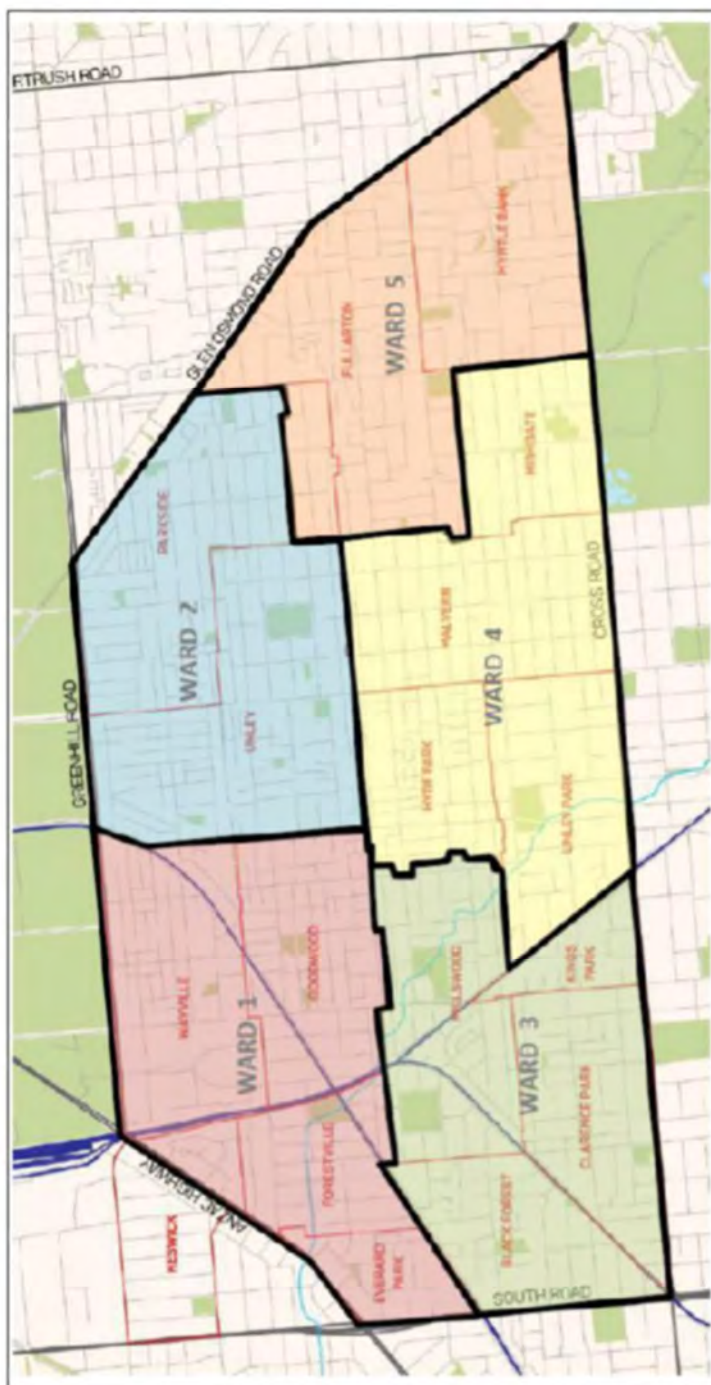
The identification/allocation of appropriate ward names which have relevance and meaning to the local community is an important element of Council's structure. If Council requires more time to determine appropriate ward names, it could opt to complete the current review by simply identifying the proposed wards (for an interim period) with numbers (as per the Representation Review Report). The provisions of Section 13 of the Act enables Council to re-name wards at any time, subject to the conduct of a six-week public consultation and the publication of an appropriate final notice in the Government Gazette. This process could occur any time before the 2022 Local Government elections.

5. RECOMMENDATIONS

It is recommended that the City of Unley resolve as follows:

1. To receive and note the thirty-four (34) submissions received from the community during the second of the prescribed public consultation stages of the review.
2. The future composition and structure be as follows.
 - The principal member of Council continues to be a Mayor elected by the community.
 - The Council area be divided into five (5) wards (as per the ward structure presented in the Representation Review Report), with each ward being represented by two (2) ward councillors.
 - The future elected body of Council comprise the Mayor and ten (10) ward councillors.
3. To determine appropriate ward names (as a separate exercise which is to be completed prior to the next scheduled Local Government election in November 2022,) in accordance with the process specified under Section 13 of the Local Government Act 1999.
4. Council administration be authorised to prepare and forward the necessary report and documents to the Electoral Commissioner, pursuant to the provisions of Sections 12(11) and 12(12) of the Act.

ATTACHMENT A – PROPOSED WARDS



ATTACHMENT B – SUMMARY OF SUBMISSIONS

Respondent	Preferences and comments
Respondent #1 Clarence Park Ward	<ul style="list-style-type: none"> • Support the proposal • Suggested ward names: Ward 1 – Goodwood Ward, Ward 2 – Unley Ward, Ward 3 - Clarence Park or Millswood Ward, Ward 4 – Malvern Ward, Ward 5 – Fullarton Ward
Respondent #2 Clarence Park Ward	<ul style="list-style-type: none"> • Do not support the proposal • In favour of chairperson • Lowest number of councillors possible • Suggested ward names: Karna words denoting features of each ward
Respondent #3 Unley Ward	<ul style="list-style-type: none"> • Support the proposal • Support a reduction in elected members
Respondent #4 Unley Park Ward	<ul style="list-style-type: none"> • Support the proposal • Suggested ward names: Unley/Parkside
Respondent #5 Clarence Park Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #6 Clarence Park Ward	<ul style="list-style-type: none"> • Support the proposal • Suggested ward names: Suburb names
Respondent #7 Goodwood Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #8 Fullarton Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #9	<ul style="list-style-type: none"> • Support the proposal • Suggested ward names: Indigenous names • We have too many councillors for the size of our council area
Respondent #10 Goodwood Ward	<ul style="list-style-type: none"> • Do not support the proposal • Suggested ward names: Indigenous names • Should reduce the number of councillors even further
Respondent #11 Unley Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #12 Unley Ward	<ul style="list-style-type: none"> • Support the proposal • Suggested ward names: Fisher
Respondent #13 Unley Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #14 Unley Park Ward	<ul style="list-style-type: none"> • Support the proposal
Respondent #15 Parkside Ward	<ul style="list-style-type: none"> • Do not support the proposal • Not a compelling rationale for reduction in the number of councillors

Respondent	Preferences and comments
Respondent #16 Goodwood Ward	<ul style="list-style-type: none"> Do not support the proposal Goodwood should be represented as a single area In favour of status quo
Respondent #17 Unley Ward	<ul style="list-style-type: none"> Support the proposal Would prefer the status quo, but satisfied with the proposal if that is what Council members prefer
Respondent #18 Goodwood Ward	<ul style="list-style-type: none"> Support the proposal Suggested ward names: Goodwood, Unley, Fullarton, Unley Park, Clarence Park
Respondent #19 Unley Ward	<ul style="list-style-type: none"> Support the proposal
Respondent #20 Fullarton Ward	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo Suggested ward names – keep current suburb naming
Respondent #21 Parkside Ward	<ul style="list-style-type: none"> Do not support the proposal Cannot see a compelling reason for change
Respondent #22 Parkside Ward	<ul style="list-style-type: none"> Do not support the proposal Cannot see a compelling reason for change
Respondent #23 Goodwood Ward	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #24 Unley Ward	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #25 Unley Ward	<ul style="list-style-type: none"> Do not support the proposal Suggested ward names: Geographic indigenous names Concerned about increased workload associated with a reduction on councillors
Respondent #26 Fullarton Ward	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo Continue with existing ward names
Respondent #27 Goodwood Ward	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #28 Unley Ward	<ul style="list-style-type: none"> Support the proposal Suggested Ward Names – Goodwood, Unley, Clarence Park, Unley Park, Fullarton Some of the proposed ward boundaries look complicated
Respondent #29	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #30	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #31	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #32	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #33	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo
Respondent #34	<ul style="list-style-type: none"> Do not support the proposal In favour of status quo

DECISION REPORT

REPORT TITLE:	CHIEF EXECUTIVE OFFICER'S PROPOSED KEY PERFORMANCE INDICATORS 2021/22
ITEM NUMBER:	4.9
DATE OF MEETING:	28 JUNE 2021
AUTHOR:	PETER TSOKAS
JOB TITLE:	CHIEF EXECUTIVE OFFICER
ATTACHMENTS:	1. CEO KPIS 2021/22

1. **EXECUTIVE SUMMARY**

2. The CEO Performance Review Panel and the CEO have been engaged in a consultative process of determining a set of KPIs for 2021/22, and they are presented in this report to Council.

3. **RECOMMENDATION**

That:

1. The report be received.
 2. The draft KPIs for 2021/22 developed by the CEO Performance Review Panel in consultation with the CEO, as set out in Attachment 1 to this report (Item 4.9, Council Meeting 28/06/2021), be adopted.
-

4. **RELEVANT CORE STRATEGIES/POLICIES**

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

5. **DISCUSSION**

2021/22 Draft KPIs

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

The KPIs ideally are aligned with Council's Strategic Plan and set out a series of KPIs for the 2021/22 year which also enable the longer-term delivery of the Strategic Plan.

The CEO Performance Review Panel met with the CEO on 6 May and 27 May to discuss potential priority areas as a basis for KPI's to be developed for the 2021/21 financial year. From the discussions, an initial draft set of KPIs were developed and circulated to the Panel for review and following further refinement from the Panel, a draft set of KPIs were developed and distributed to all Elected Members for review and/or comment before finalisation. These KPIs and suggested milestones and success measures are attached to this report (Attachment 1).

Attachment 1

6. ANALYSIS OF OPTIONS

Option 1 –

1. The report be received.
2. The draft KPIs for 2021/22 developed by the CEO Performance Review Panel in consultation with the CEO, as set out in Attachment 1 to this report (Item 4.9, Council Meeting 28/06/2021), be adopted.

Adoption of the 2021/22 KPIs will ensure that the CEO has 12 months to achieve the agreed milestones. This option endorses the proposed KPI's that have been the subject of consultation with Elected Members and the CEO.

Option 2 –

1. The report be received.
2. The draft KPIs for 2021/22 developed by the CEO Performance Review Panel in consultation with the CEO be adopted, subject to the following amendment:
 - Insert details of any amendments proposed.

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

7. RECOMMENDED OPTION

Option 1 is the recommended option.

8. POLICY IMPLICATIONS

Nil

9. REPORT CONSULTATION

- CEO Performance Review Panel
- Elected Members

10. ATTACHMENTS

- Attachment 1 – CEO KPIs for 2021/22

11. REPORT AUTHORISERS

Name	Title
Peter Tsokas	Chief Executive Officer
Tami Norman	Executive Manager, Office of the CEO

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators	
1. Customer Experience	We will optimise the customer experience using people centred design and collaboration
Comments <p>These initiatives continue to build on the work undertaken over the last 2-3 years which has seen an increased focus on transitioning to online transactions.</p> <p>1. Customer Experience Key Initiatives for 2021/22</p> <ul style="list-style-type: none"> • Implement the redesigned process, system changes and online tracking App for tree related customer requests (follow on from 2020/21). • Complete the implementation of the business portal to assist and promote small businesses in Unley (follow on from 2020/21). • Implement the LG Reform Portal (subject to State Government progress). • Develop website analytics and insights of our digital program to improve digital adoption rate and to inform future priorities of the ongoing customer experience continuous improvement program and framework. 	
Milestones <p>1. Optimisation of the Customer Experience</p> <ul style="list-style-type: none"> • Tree related customer requests will be managed, and action generated through the online tracking App. (June 2022). • Business Portal will be implemented and functional (March 2022). • LG Reform Portal ("Councils in Focus") implemented, subject to State Government progress (June 2022). • Website analytics developed and report with recommendations completed for endorsement by the Executive Management Team (EMT) (March 2022). Future priorities to be identified for 2022/23 CEO KPIs. 	

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators
<p>2. Organisational Culture</p> <p>We will continue to develop a performance-based culture across the organisation and build the capability and capacity of our people</p>
<p>Comments</p> <p>These initiatives continue to progress the work in making the City of Unley an Employer of Choice. There will be a renewed focus on Organisation Culture (following the March 2021 survey), Leadership within the organisation, and Workplace Health and Safety (WHS). The following actions are proposed:</p> <p>1. Organisation Culture</p> <ul style="list-style-type: none"> • Develop organisation-wide Action Plans and reporting framework against the Organisational Cultural Inventory results to improve organisational culture and performance. • Develop a Diversity and Inclusion Plan for EMT consideration. • Deliver Domestic Violence and Indigenous Staff Awareness training across Council. <p>2. Leadership</p> <ul style="list-style-type: none"> • Revise the Leadership Capability Framework and deliver relevant development activities. • Establish leadership metrics including Performance, Development and Review completion and feedback mechanisms. <p>3. Safety</p> <ul style="list-style-type: none"> • Develop an overarching Organisational Safety Strategy. • >90% completion rate on the Local Government Risk Services WHS action plan.
<p>Milestones</p> <p>1. Action Planning against the Organisational Cultural Inventory results</p> <ul style="list-style-type: none"> • Action Plans developed and reported against Framework (December 2021). • Diversity and Inclusion Plan prepared for consideration (February 2022). • Awareness training provided (March 2022). <p>2. Leadership Development</p> <ul style="list-style-type: none"> • Leadership Framework revised, and training/development delivered (February 2022). <p>3. Focus on Safety</p> <ul style="list-style-type: none"> • Safety Strategy completed (March 2022). • Targets achieved in LGRS Work Plan (June 2022).

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators	
3. Financial Sustainability	Ensure the sustainability of the organisation through sound financial management principles and ongoing reviews of its operations to realise efficiency gains
Comments	
1. 2022-23 Annual Business Plan <ul style="list-style-type: none"> • Prepare 2022/23 Annual Business Plan for consultation in line with CPI (March 2022 quarter) and with agreed levels of service and a target operating surplus of 5%. • The Long-Term Financial Plan incorporating the results for 2020/21, be revised. 	
2. Non-rates Income <ul style="list-style-type: none"> • Revenue received from non-rates income (especially from Parking) increased by 10% when compared to the FY 2020/21. 	
Milestones	
1. 2022-23 Annual Business Plan and Budget (ABP) <ul style="list-style-type: none"> • Draft Annual Business Plan prepared for consultation (May 2022). • The Long-Term Financial Plan is adopted by Council (February 2022). 	
2. Non-rates Income (Parking Related Income) <ul style="list-style-type: none"> • Establish 2020/21 Parking Income as baseline data (September 2021). • Report on 2021/22 Parking Income (June 2022). • Provide report to Council on parking revenue options based on findings of Parking Strategy (April 2022). 	

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators
<p>4. Smart City/Digital Strategy</p> <p>We will embrace new technologies, build adaptive business and operating models to drive organisational growth and decision making</p>
<p>Comments</p> <p>The initiatives outlined below progress Council's work on using technology to improve services and engagement with our community. One of the initiatives is to finalise an online deliberative engagement process that could be used to seek ideas from the community on strategic topics as well as testing strategic issues.</p> <p>1. Service Reviews</p> <ul style="list-style-type: none"> Investigate the service review outcomes for the Depot, Libraries and Development Services to identify any system and technology outcomes that may be implemented to increase efficiencies. <p>2. Smart Cities</p> <ul style="list-style-type: none"> Complete the development of the Smart City Plan and Framework. <p>3. Deliberative Engagement</p> <ul style="list-style-type: none"> Finalise the Deliberative Engagement Framework, establish a central database, and deliver a pilot project to test the new engagement model.
<p>Milestones</p> <p>1. Service Reviews</p> <ul style="list-style-type: none"> Service Reviews assessed in terms of possible system/technology improvements (March 2022). <p>2. Smart Cities</p> <ul style="list-style-type: none"> Smart City Plan and Framework developed for Council consideration (June 2022). <p>3. Deliberative Engagement</p> <ul style="list-style-type: none"> Framework and database established (December 2021) and pilot project identified (January 2022). Testing of the engagement model to commence (April 2022).

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators
<p>5. Communications Strategy</p> <p>Develop a Communications Strategy, that identifies opportunities for Council to enhance its communication with stakeholders and community in a variety of forms and in a timely manner.</p>
<p>Comments</p> <p>Council has expressed the desire to develop a Communications Strategy that identifies ways we can improve our communication with the community and key stakeholders.</p> <p>As part of the project, an audit/review of current methods of communication will be undertaken and an assessment of the effectiveness of print vs digital communications, Unley Life, Council forms, and social media channels will be undertaken. The review will identify opportunities to better align communication methodologies and approaches with Council's strategic directions and will inform the development of the required Strategy.</p> <p>Council's current approach to community engagement on projects and issues will not form part of this review.</p>
<p>Milestones</p> <ol style="list-style-type: none"> 1. Communication Audit/Review <ul style="list-style-type: none"> An audit/review of current communication channels and their effectiveness will be completed (September 2021). 2. Communications Strategy Brief <ul style="list-style-type: none"> Develop a brief for the Communications Strategy and engage a consultant (October 2021). 3. Draft Communications Strategy <ul style="list-style-type: none"> Prepare a draft Communications Strategy for Council for consultation (February 2022). 4. Communications Strategy Prepared for Endorsement <ul style="list-style-type: none"> Prepare final Strategy for Council endorsement (May 2022).

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators
<p>6. Operational</p> <p>Undertake Service Reviews and complete the implementation of various initiatives that support our Strategies, Plans and Priorities</p>
<p>Comments</p> <p>Council's ongoing Service Review program provides an opportunity to explore service levels and identify efficiencies, cost saving and opportunities for improvement and optimising value to the Unley community.</p> <p>1. Service Review</p> <ul style="list-style-type: none"> Undertake a Review of Regulatory Services including Environmental Health, Parking Enforcement, Animal Management and Permits to identify opportunities for greater levels of service and efficiencies that can be achieved. <p>2. Edmund Avenue Cottages Redevelopment</p> <ul style="list-style-type: none"> Following receipt of State Government Funding, and detailed designs being prepared, it is proposed to call tenders for the redevelopment of the three Council owned cottages located at 72, 74 and 76 Edmund Avenue for the purposes of creating a Business Hub. As part of the project, there will also be an upgrade to the open space amenities adjacent the properties. <p>3. Unley Oval Stage 2 Works</p> <ul style="list-style-type: none"> Development Approval and detailed designs have also been completed for Unley Oval Stage 2 Project. This project is ready to commence if the funding gap is closed. <p>4. Cultural Hub</p> <ul style="list-style-type: none"> As part of Stage 2 of the Edmund Avenue Cottages Redevelopment Project, it is proposed to undertake a feasibility assessment of establishing a Cultural Hub within the three remaining cottages (Potter's Guild, current Museum and adjacent cottage). This work will inform whether Council proceeds to a concept design stage in 2022/23. <p>5. Co-Housing</p> <ul style="list-style-type: none"> The final stage of this project is to prepare a Code Amendment for inclusion in the Planning and Design Code Library.
<p>Milestones</p> <p>1. Service Review</p> <ul style="list-style-type: none"> A review of Regulatory Services with documented outcomes to be completed (June 2022). <p>2. Edmund Avenue Cottages Redevelopment</p> <ul style="list-style-type: none"> Redevelopment of the three Council owned cottages located at 72, 74 and 76 Edmund Avenue will be completed, together with an upgrade to the open space amenities adjacent the properties (June 2022). <p>3. Unley Oval Stage 2 Works</p> <ul style="list-style-type: none"> Report provided to Council on options for progressing the project (September 2021). Completion of the Unley Oval Stage 2 works associated with the Oatey Grandstand, subject to funding being met (June 2022). <p>4. Cultural Hub</p> <ul style="list-style-type: none"> A feasibility assessment will be completed with options (including expansion of the Unley Museum, potential Gallery and Potters Guild functions) and a report provided to Council for consideration (June 2022). <p>5. Co-housing Code Amendment</p> <ul style="list-style-type: none"> Code Amendment is completed and submitted to the State Planning Commission for consideration (April 2022).

CEO KPIs 2021/22

22 June 2021

Key Performance Indicators
7. Implement Key Actions of Endorsed Strategies/Plans Implement and deliver on Council approved Strategies, Plans and Priorities
Comments Council have endorsed several key Plans and Strategies over the last year. These Plans have several Key Actions to be implemented in year 1 and this KPI identifies some key actions. <ol style="list-style-type: none"> 1. Economic Growth <ul style="list-style-type: none"> Deliver the Year 1 Priorities as contained in Council's newly adopted Strategy, including a review of the current Trader Association Model. 2. Waste Management and Resource Recovery Plan <ul style="list-style-type: none"> Deliver the Year 1 priorities including awarding a new waste collection and processing contract. 3. Climate and Energy Plan <ul style="list-style-type: none"> Deliver the Year 1 priorities, including improving and expanding our carbon management system to track Scope 3 emissions. and provide an annual report on carbon footprint and projects undertaken. 4. Tree Strategy <ul style="list-style-type: none"> Complete the work associated with providing financial incentives to encourage tree canopy cover on private properties. 5. Strategic Sites <ul style="list-style-type: none"> Work with key stakeholders to influence outcomes and progress redevelopment on strategic sites within the City of Unley (e.g. Unley Central, Mornington House, Le-Cornu's site, Julia Farr site) 6. Cultural Plan <ul style="list-style-type: none"> Complete a series of discussions with appropriate Kaurna representatives and Reconciliation SA to scope priorities for future initiatives to strengthen and progress Unley's efforts in respectful Reconciliation. 7. Disability Access and Inclusion Plan <ul style="list-style-type: none"> Develop a Disability Access and Inclusion Plan for Council consideration.
Milestones <ol style="list-style-type: none"> 1. Economic Growth Strategy Implementation <ul style="list-style-type: none"> Review of Mainstreet Association Model completed, and report provided to Council for consideration (January 2022). 2. Waste Management and Resource Recovery Plan 2021-2025 Implementation <ul style="list-style-type: none"> Report provided to Council for consideration outlining Business Use Case for potential new waste initiatives to be considered as part of new Waste contract (September 2021). New Waste contract entered into (April 2022). 3. Climate and Energy Plan Implementation <ul style="list-style-type: none"> Provide an initial annual report on carbon footprint and emissions reduction activities undertaken in 2020/21 (November 2021). Recommend improvements and expand carbon tracking system based on learnings from the annual report (January 2022). Develop a Climate Change policy that includes circular economy principles for Council's consideration (February 2022). Implement sustainable procurement procedure and templates to support project management in line with policies (May 2022).

CEO KPIs 2021/22

22 June 2021

4. *Tree Strategy*

- Provide report to Council on 2021 LIDAR results (September 2021).
- Provide information to all ratepayers about tree canopy cover on their property (December 2021).
- Seek feedback from ratepayers about potential financial incentives i.e. rate rebates (March 2022).

5. *Strategic Sites*

- Provide Quarterly update reports to Council on status of Strategic Property discussions.

6. *Year 1 Cultural Plan Actions*

- A Report be provided to Council identifying future opportunities and priorities with respect to Reconciliation initiatives (June 2022).

7. *Disability Access and Inclusion Plan*

- A Disability Access and Inclusion Plan is presented to Council for endorsement (March 2022).

COUNCIL ACTION REPORT

REPORT TITLE: COUNCIL ACTION REPORT
ITEM NUMBER: 4.10
DATE OF MEETING: 28 JUNE 2021
AUTHOR: MELANIE WILLIAMS
JOB TITLE: ADMINISTRATIVE SUPPORT OFFICER
OFFICE OF THE CEO
ATTACHMENTS: 1. COUNCIL ACTION REPORT

1. EXECUTIVE SUMMARY

To provide an update to Members on information and actions arising from resolutions of Council.

2. RECOMMENDATION

That:

1. The report be noted.
-

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2021					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
23/03/20	4.2	CULROSS AVENUE LIVING STREET INVESTIGATION 3. Six months following the completion of the developments at 402 Fullarton Road and 25 Culross Avenue, traffic volumes, speeds and on-street parking along Culross Avenue be reviewed to assess the impact the developments have had on the street and if any traffic calming measures are warranted.	GM City Development	A review of traffic and parking conditions has commenced and a report is to be presented to Council at its meeting to be held in August 2021.	August 2021
22/06/20	5.1.3	NOTICE OF MOTION FROM COUNCILLOR S. DEWING RE. MANAGEMENT OF DAMAGE TO COUNCIL INFRASTRUCTURE ADJACENT TO LARGE SCALE DEVELOPMENTS 1. Staff prepare a report outlining issues, options (including compliance or enforcement strategies) and resource requirements, to enable monitoring and management of impacts of developments on Council infrastructure, including street trees.	GM City Services	An EM Briefing was undertaken in October 2020. Following the completion of the Development Services review, an information report will be presented to Council in June 2021, outlining planned approach. Information Report included on Council Agenda June 2021.	Completed
28/09/20	5.1.2	NOTICE OF MOTION FROM COUNCILLOR S. DEWING RE: SINGLE USE PLASTICS 1. A report be prepared investigating opportunities to influence and educate retailers within the City of Unley with a view to achieving a reduction or total removal in the provision of plastic shopping bags by businesses across the City.	GM City Development	Council's recently adopted Economic Development Growth Strategy 2021/25 contains an action item that calls for Council to assist businesses within the City to understand their obligations and become single-use plastic free. A report will be presented to Council at its July 2021 meeting to outline how this is to be achieved.	July 2021
28/09/20	5.1.4	NOTICE OF MOTION FROM COUNCILLOR S. DEWING RE: DOG WASTE BINS AND BAGS AT CITY OF UNLEY PARKS 1. A report be prepared investigating the benefits and the costs of installing organic (green) waste bins at City of Unley parks and replacing the existing complimentary black plastic dog waste bags with complimentary compostable dog waste bags, with the investigations to consider relevance of other related plans/strategies such as the Animal Management Plan and Waste Management Strategy.	GM City Development	Council's Draft Waste Management and Resource Recovery Plan 2021-2025 has included an action to undertake a cost/benefit analysis to consider the installation of organic (green) waste bins and compostable dog waste bags in Council's parks. Once Council has adopted its Final Plan, a report will be presented to Council for consideration to confirm the way forward for this initiative.	August 2021
23/11/20	4.1	GLOBAL COVENANT OF MAYORS FOR CLIMATE AND ENERGY - INVITATION TO JOIN 2. The invitation received from ICLEI Oceania to the join the Global Covenant of Mayors for Climate and Energy be accepted, with the Chief Executive Officer authorised to submit the required letter of intent. 3. Once available, information relating to an initial community greenhouse emission inventory and hazards assessment, a greenhouse reduction target and adaptation goals and a Climate Energy Plan be submitted to the Global Covenant of Mayors for Climate and Energy as part of the City of Unley's commitment to join the group	Executive Manager Office of the CEO	Completed	Completed
				This matter cannot be actioned until the Climate and Energy Plan is finalised and endorsed by Council.	TBA
14/12/20	4.5	REVIEW OF NATURE STRIPS POLICY 4. The Nature Strips Policy be reviewed as soon as staff are able to provide more updated information in relation to artificial turf.	GM City Development	A report is expected to be presented to Council for its consideration at its meeting to be held in July 2021.	July 2021
27/01/21	4.2	E-SCOOTER TRIAL IN THE CITY OF UNLEY 2. The Mayor write to the Lord Mayor of the City of Adelaide requesting the inclusion of the South Park Lands in the City of Adelaide e-scooter trial. 3. Subject to the City of Adelaide approval of the inclusion of the South Park Lands in their e-scooter trial, an e-scooter trial to be undertaken in the City of Unley area and the Administration proceed to finalise a Use Case for submission to the Minister for Infrastructure and Transport. 4. The Administration be authorised to make technical amendments to the e-scooter trial Use Case to meet the requirements of the Minister, without significant departure from the substance/intent of the conditions as part of the finalisation process. 5. Subject to Ministerial approval, the use of the Shared Mobility Devices Model Permit developed by the Local Government Association for the establishment of an e-scooter trial in the City of Unley area based on the permit conditions as set out in Attachment 2 to this report (Item 4.2, Council Meeting 27/01/2020) be endorsed.	GM City Development	A letter was sent from the Mayor to the Lord Mayor of the City of Adelaide as resolved by Council. At its meeting held on 10 March 2021, the City of Adelaide supported the inclusion of the South Park Lands and will now write to the Minister to formally request the extension. The Administration will continue to work with representatives of the City of Adelaide and representatives of the Minister for Infrastructure and Transport to ensure the matter continues to progress to facilitate Council's trial.	October 2021
27/01/21	4.8	LIVE STREAMING OF COUNCIL AND COUNCIL ASSESSMENT PANEL (CAP) MEETINGS 3. A funding allocation of \$5,000 for the implementation of live streaming of audio and minutes for Council and Council Assessment Panel meetings be considered in the next quarterly budget review.	GM Business Support & Improvement	Live Streaming process will be implemented by June 2021	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2021					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
22/02/21	4.3	DRAFT ECONOMIC DEVELOPMENT GROWTH STRATEGY 2021-2025 4. Following community consultation, a further report outlining a summary of the feedback received and the final Economic Development Growth Strategy 2021-2025 be presented to Council for adoption in May 2021.	GM City Development	A report summarising the feedback which was received during the community consultation process has been presented to Council for its consideration along with the Final Strategy at its meeting held in May 2021.	Completed
22/03/21	5.1.2	NOTICE OF MOTION FROM COUNCILLOR M. RABBITT RE: ROTARY CLUB OF UNLEY PROPOSAL FOR A MUSICAL AND SENSORY PARK 1. An investigation of the feasibility of establishing a Musical and Sensory Playground at Orphanage Park (or other location recommended by Administration) based on the Rotary Club of Unley proposal (as set out in Attachment 1 to this Motion, Item 5.1.2, Council Meeting 22/03/2021) be undertaken. 2. As part of the feasibility study, a sketch plan and brief investigation report be prepared including: 2.1 the estimated 'in kind' support that could be provided by Council by way of infrastructure to accommodate the musical equipment and garden; 2.2 a site plan, consideration of alternative park locations, access pathways, carpark connections and potential impact on existing activities and events; 2.3 A review of the scope of work required to extend existing services including potable water, irrigation and lighting to support the proposed playground; 2.4 Identification of potential issues regarding sound attenuation, stormwater interface, impact on heritage and any other foreseeable community concerns; 2.5 Confirmation of responsibilities and resources required for ongoing management, equipment maintenance, procurement and project management. 3. The investigation report on the feasibility of establishing a Musical and Sensory Park within the City of Unley to be presented to Council by May 2021.	GM City Development	The feasibility study has been completed by the Administration. A briefing for Elected Members was held on 7 June 2021 at which the results of the feasibility study were outlined. A report has been presented to Council for its consideration at its meeting to be held in June 2021.	Completed
22/03/21	4.3	DRAFT CLIMATE AND ENERGY PLAN FOR CONSULTATION 2. A target to become a carbon neutral organisation for corporate emissions by 2030 be set. 3. The Draft Climate and Energy Plan set out in Attachment 1 to this report (Item 4.3, Council Meeting 22/03/2021) be endorsed for the purpose of undertaking community consultation. 4. The Chief Executive Officer be authorised to make minor editorial or formatting amendments as required in conjunction with the graphic design of the Draft Climate and Energy Plan, in order to finalise the document for the purpose of undertaking community consultation. 5. Following the conclusion of community consultation, a further report outlining a summary of the feedback received and updated final Climate and Energy Plan including a 10-year implementation plan, be presented to Council.	GM City Development	Community consultation on the Draft Plan commenced on 12 April 2021 and closed on 10 May 2021. A report outlining a summary of the feedback which has been received and proposed changes to the Draft Plan has been presented to Council for its consideration at its meeting to be held in June 2021.	Completed
22/03/21	4.4	DRAFT WASTE MANAGEMENT AND RESOURCE RECOVERY PLAN 2021-2025 2. The Draft Waste Management and Resource Recovery Plan 2021-2025, as contained in Attachment 1 to this report (Item 4.4, Council Meeting 22/03/2021), be endorsed for the purpose of undertaking community consultation. 3. The Chief Executive Officer be authorised to make minor editorial amendments as required, in order to finalise the Draft Waste Management and Resource Recovery Plan 2021-2025 for the purpose of undertaking community consultation. 4. Following the conclusion of community consultation, a further report be presented to Council for its consideration outlining a summary of the feedback received and a final Waste Management and Resource Recovery Plan 2021-2025.	GM City Development	Community consultation on the Draft Plan commenced on 12 April 2021 and closed on 10 May 2021. All feedback received is currently being collated by the Administration. A report outlining a summary of the feedback which has been received and proposed changes to the Draft Plan is expected to be presented to Council for its consideration at its meeting to be held in July 2021.	July 2021
24/05/21	2.4	PETITION OF RESIDENTS OF ANDREW AVENUE, MILLSWOOD, RE: INCREASE FREQUENCY OF STREET SWEEPING AND FOOTPATH CLEANING 2. The principal petitioner be notified that a review is proposed for October 2021 to measure the success of changes to the street sweeping service adopted in November 2020 and whether further efficiencies and improvements can be identified and implemented to enhance the street sweeping service.	Executive Manager Office of the CEO	Completed	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2021					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
24/05/21	4.1	TRADER ASSOCIATION QUARTER 3 REPORTS 1 JANUARY TO 30 MARCH 2021 2. The Goodwood Road Business Association Inc 2020/21 Expenditure Plan be amended to reallocate \$2,600 to Events and \$4,000 to Streetscape / Activation from Advertising / Promotion. 3. The Chief Executive Officer write to each of the Trader Associations expressing Council's concerns regarding the lack of timely expenditure of the Separate Rate throughout the 2020/21 financial year and reporting that there is still significant expenditure to be made to 30 June 2021.	GM City Development CEO	The Goodwood Road Business Association 2020/21 Expenditure Plan has been amended as resolved by Council. Letters have been sent to the Traders Association as resolved by Council.	Completed
24/05/21	4.2	EVENT FUNDING REQUEST - THE TRAVELLING TABLE 2. A new sponsorship agreement between the City of Unley and the Travelling Table be prepared for \$10,000 cash sponsorship and \$3,500 in-kind sponsorship for the delivery of one Travelling Table event in October 2021, with funding allocated from the existing Community Event Sponsorship budget in 2020/21.	GM City Services	Sponsorship agreement currently being scoped.	August 2021
24/05/21	4.6	REVIEW OF CONSERVATION GRANTS POLICY 2. Further work be undertaken on the Conservation Grants Policy, as set out in Attachment 1 to this report (Item 4.6, Council Meeting 24/05/2021) to enable: a. Consultation with key groups, including FOCUS and the Tree Action Group, regarding the proposed amendments. b. Consultation with Council's Heritage Advisor on the proposed amendments. c. Information to be presented to Council on the option to fund Representative Buildings under the Policy; and d. Consideration to be given to the proposed timelines for both building and tree applications. with a report addressing the above matters to return to Council for consideration.	GM City Services	Policy work continuing.	September 2021
24/05/21	4.8	REQUEST TO FLY LATVIAN FLAG ON 18 NOVEMBER 2021 2. The request to fly the National flag of Latvia at the Unley Civic Centre, in recognition of Latvia's Independence Day (18 November), be approved with the flag to be raised on Thursday 18 November 2021 and lowered on Friday, 19 November 2021.	Executive Manager Office of the CEO	Completed	Completed

MAYOR'S REPORT

REPORT TITLE: MAYOR'S REPORT FOR MONTH OF JUNE 2021
ITEM NUMBER: 6.1.1
DATE OF MEETING: 28 JUNE 2021
ATTACHMENTS: NIL

1. RECOMMENDATION

That:

1. The report be received.
-

Functions attended (19/05/21 to 15/06/21)

Legend for attendance type at Function/Event:	
Attendee – only, no duties	Guest – specifically invited as an event guest
Interview – on-air radio guest	Host – hosted a meeting as Mayor
Mayor – attended as the Mayor of City of Unley	Presenter – involved in presenting awards
Representative – attended as Council representative	Speaker – attended and gave a speech as Mayor

Date	Function/Event Description	Type
19/05/21	Meeting with Deputy Mayor	Mayor
20/05/21	“Meet the Mayor”	Host
20/05/21	Official Opening of The Startup @ Any Age	Speaker
21/05/21	Meeting with Hon Emily Bourke MLC, Shadow Minister for Local Government	Mayor
21/05/21	CPCA Owners’ Excutive Meeting	Mayor
22/05/21	Sturt v Central Football Game and pre-game Luncheon hosting Mayor and Deputy Mayor of Playford Council	Host
23/05/21	Grow Grow Grow Your Own workshop	Attendee
24/05/21	Council Meeting	Mayor
26/05/21	SA Chamber of Mines and Energy – Annual Resource Sector Dinner	Attendee
27/05/21	2021/22 CEO KPI’s Meeting	Mayor

Date	Function/Event Description	Type
27/05/21	"Meet the Mayor"	Host
27/05/21	ERA Mayors and CEOs Group Meeting	Mayor
28/05/21	Meeting with Unley Ward Elected Members	Mayor
29/05/21	North v Sturt Football Game	Mayor
29/05/21	Rotary – Youth Music GALA Concert	Speaker
31/05/21	EM Briefing	Mayor
02/06/21	Meeting with Deputy Mayor	Mayor
03/06/21	Green Adelaide Local Government Partnership Forum	Mayor
03/06/21	"Meet the Mayor"	Host
03/06/21	Meeting with Ms Jayne Stinson MP	Mayor
03/06/21	Private Medal Launch for Resident	Mayor
04/06/21	ERA Mayor's Breakfast	Mayor
04/06/21	Filming for Business SA Video	Mayor
04/06/21	All Connections to Unley Art Prize Launch	Speaker
04/06/21	Salvation Army Quiz Night	Attendee
05/06/21	EM Development Program	Mayor
07/06/21	EM Briefing	Mayor
08/06/21	2021/22 CEO KPI's Meeting	Mayor
09/06/21	Meeting with Deputy Mayor	Mayor
10/06/21	"Meet the Mayor"	Host
11/06/21	BNI Success – Business Entrepreneurs Breakfast	Attendee
11/06/21	ADCSA's Australian of the Year Luncheon	Mayor
11/06/21	Meeting with Clarence Park Elected Members	Mayor

One of the most important functions of Council is to review the performance of our CEO and set KPI's for the following year. Many thanks to our existing panel with Councillors E. Wright, J. Russo and P. Hughes. The 2021-2KPI's for the CEO are planned to be part of this June meeting agenda.

REPORTS OF MEMBERS

REPORT TITLE:	REPORTS OF MEMBERS FOR MONTH OF JUNE 2021
ITEM NUMBER:	6.3.1
DATE OF MEETING:	28 JUNE 2021
ATTACHMENTS:	<ol style="list-style-type: none">1. COUNCILLOR M. BRONIECKI2. COUNCILLOR P. HUGHES3. COUNCILLOR M. RABBITT4. COUNCILLOR D. PALMER

Council to note attached reports from Members:

1. Councillor M. Broniecki
 2. Councillor P. Hughes
 3. Councillor M. Rabbitt
 4. Councillor D. Palmer
-

REPORTS OF MEMBERS

REPORT TITLE: REPORT FROM COUNCILLOR MONICA BRONIECKI

Functions attended (19/05/21 to 15/06/21)

Date	Function/Event Description
20/05/2021	Start-up at Any Age event
24/05/2021	Council briefing: Unley Road & Civic Quadrant
25/05/2021	Unley over 65 bike ride
27/5/2021	Centennial Park Board meeting
31/05/2021	Council Briefing: 2021-22 Annual Business Plan & Budget
1/06/2021	Unley over 65 bike ride
3/06/2021	Ward Briefing
5/06/2021	Training: Strategic thinking and decision making
8/06/2021	Museum meeting
10/06/2021	Farewell function for outgoing Chair, Centennial Park Board
15/06/2021	Unley over 65 bike ride
15/06/2021	Unley Bicycle User Group meeting

REPORTS OF MEMBERS

REPORT TITLE: REPORT FROM COUNCILLOR PETER HUGHES

Functions attended (19/05/21 to 15/06/21)

Date	Function/Event Description
20 th May	Attended the 'Start Up @ Any Age Celebration Event' in our Town Hall. A significant project with Tertiary collaboration.
21 st May	Attended the Bowls SA Annual Presentation Event as a guest of the Sturt Bowling Club. Past member and former Australian Singles Champion Dr Jack Petchell, after whom the clubrooms are named, was inducted into the Bowls SA Hall of Fame.
27 th May	Participated in a meeting of the CEO Performance Review Committee to develop CEO KPIs for 2021/22.
29 th May	At the Invitation of the Rotary Club of Unley, attended the Youth Music Competition Gala Concert. Brilliant performances including many original compositions from musicians aged under 18.
1 st June	Attended the Business Breakfast in our Town Hall.
2 nd June	Attended Council's annual Reconciliation Week Event in our Town Hall.
4 th June	Joined an Elected Member table at the Salvation Army Quiz Night fundraising for people sleeping rough in Unley.
5 th June	Attended Elected Member Training day 'Strategic Thinking and Decision Making'.
8 th June	Participated in a meeting of the CEO Performance Review Committee to further develop CEO KPIs for 2021/22.
8 th June	Participated in a meeting of the Community Grants Advisory Panel.
11 th June	Attended a meeting of the Fullarton Lutheran Home's Men's Group.

REPORTS OF MEMBERS

REPORT TITLE: REPORT FROM COUNCILLOR RABBITT

Functions attended (19/05/21 to 15/06/21)

Date	Function/Event Description
20 May	Startup@Any Age Presentation
21 May	Buddies at Breakfast
21 May	The Making of France: From Clovis to Louis XVI – Conference 1 – Alliance Française
26 May	Alliance Française Annual General Meeting
27 May	Centennial Park Cemetery Authority - Board Meeting
28 May	Buddies at Breakfast
29 May	Rotary Youth Concert at Concordia College Chapel
1 Jun	Unley Business Breakfast
2 Jun	Active Ageing Alliance and joint meeting with Youth Advisory Group
3 Jun	Unley Park Ward Briefing with Admin Staff
4 Jun	Buddies at Breakfast
4 Jun	Salvo's Quiz Night Fundraiser
5 Jun	Elected Member Development Programme
10 Jun	Centennial Park Cemetery Authority – Meeting of Nominations Committee re recruitment of Independent Board Members
10 Jun	Centennial Park Cemetery Authority – Dinner for outgoing Board Chair
11 Jun	Buddies at Breakfast
11 Jun	The Making of France: From Clovis to Louis XVI – Conference 2 – Alliance Française
12 Jun	Going Green in Goodwood – open discussion with KESAB staff re the 6mth Weekly Organics Trial

REPORTS OF MEMBERS

REPORT TITLE: REPORT FROM COUNCILLOR X

Functions attended (19/05/21 to 15/06/21)

Date	Function/Event Description
20 May	Any Age Celebration
21 May	Buddies Breakfast
	Ward Catchup with Mayor
24 May	Council meeting
25 May	Neighbourhood Watch
26 May	Clarence Park Board of Management meeting
27 May	CEO Performance Review Panel meeting (as guest of Mayor)
28 May	Ward Briefing
31 May	Budget Workshop
1 Jun	Unley Business Breakfast
2 Jun	Reconciliation Week event
	Active Ageing Alliance May meeting with the Youth Reference Group
	North-South Corridor Reference Group meeting
4 Jun	Buddies Breakfast
	CEO Performance interview with Richard Altmann
	EM Development Program - Strategic Thinking and Decision Making
7 Jun	EM Briefing - Rotary Club of Unley Musical Playspace & Sensory Garden Proposal / Conservation Grants Policy
8 Jun	Community Grants Reference Group meeting
11 Jun	Buddies Breakfast

CORRESPONDENCE

REPORT TITLE: CORRESPONDENCE
ITEM NUMBER: 6.4.1
DATE OF MEETING: 28 JUNE 2021
ATTACHMENTS: 1. HELEN DYER, CHAIR, STATE PLANNING
COMMISSION

The correspondence from:

- Helen Dyer, Chair, State Planning Commission – Commendation for Co-housing for Ageing Well Initiative

be noted.



#17243912

17 June 2021

Level 5, 50 Flinders Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

08 7109 7466
saplanningcommission@sa.gov.au

Mr Peter Tsokas
Chief Executive Officer
City of Unley
PO Box 1
UNLEY SA 5061
ptsokas@unley.sa.gov.au

Dear Mr Tsokas

Co-housing for Ageing Well

On behalf of the State Planning Commission, I would like to take this opportunity to congratulate the City of Unley for being awarded the Local Government Community Partnerships and Collaboration award for the Co-housing for Ageing Well initiative. The Commission commends the cross Council collaboration between the City of Unley, City of Burnside, City of Prospect and Town of Walkerville.

The Commission acknowledges that this project focuses on applying innovative, flexible and smart design to existing houses in Adelaide to better suit co-housing arrangements for older residents wishing to age in place, while also enabling street character to be maintained.

Yours sincerely

A handwritten signature in black ink that reads 'Helen R. Dyer'.

Helen Dyer
Chair

Copy: Chris Cowley, CEO, City of Burnside
Nigel McBride, CEO, City of Prospect
Kiki Cristol, CEO, Town of Walkerville

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 7.2 - APPOINTMENT OF MEMBER TO THE BROWN HILL AND KESWICK CREEKS STORMWATER BOARD

ITEM NUMBER: 7.1

DATE OF MEETING: 28 JUNE 2021

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER, OFFICE OF THE CEO

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(a) and (j)(i) and (ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
 - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
 - 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.
2. In weighing up the factors related to disclosure:
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
 - non-disclosure of this item at this time will enable Council to make an informed decision in relation to Appointment of Member to the Brown Hill Keswick Creek Stormwater Board without unnecessarily disclosing personal affairs of the applicants, or information provided to another public authority on a confidential basis, before the decision is made.

On that basis, the public's interest is best served by not disclosing 7.2 Appointment of Member to the Brown Hill and Keswick Creeks Stormwater Board report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

ITEM 7.2

Confidential – removed from the public agenda – pages 396 – 405

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE FOR ITEM 7.2 - APPOINTMENT
OF MEMBER TO THE BROWN HILL AND
KESWICK CREEKS STORMWATER BOARD

ITEM NUMBER: 7.3

DATE OF MEETING: 28 JUNE 2021

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER, OFFICE OF THE CEO

1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.2 Appointment of Member to the Brown Hill and Keswick Creeks Stormwater Board, considered at the Confidential Council Meeting on 28 June 2021:

☒ Report

☒ Minutes

will remain confidential until such time as endorsement of the appointment is resolved by the five (5) Constituent Councils to the Brown Hill and Keswick Creeks Stormwater Subsidiary, with the CEO authorised to provide advice to the Subsidiary regarding Council's decision on this matter.

☒ Attachments

will remain confidential for the period of each Member's appointment to the Board, and not available for public inspection until the cessation of that period.

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