

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 26 June 2023 7.00pm

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

A handwritten signature in black ink, appearing to be 'P.S.', followed by a long horizontal line extending to the right.

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 yailtya, parnuku tapa purruna yalarra puru purruna.**

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

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

*Kurna Translation provided by Kurna Warra Karrpanthi

PRAYER AND SERVICE ACKNOWLEDGEMENT

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

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

Lest We Forget.

WELCOME

ORDER OF BUSINESS

ITEM

PAGE NO

1. ADMINISTRATIVE MATTERS

1.1 APOLOGIES

Nil

1.2 LEAVE OF ABSENCE

Nil

1.3 CONFLICT OF INTEREST

Members to advise if they have any material or general conflict of interest in any Items in this Agenda and a Conflict of Interest Disclosure Form is to be submitted.

1.4 MINUTES

1.4.1 Minutes of the Ordinary Council Meeting held Monday,
22 May 2023

1.4.2 Minutes of the Special Council Meeting held Monday,
5 June 2023

1.5 DEFERRED / ADJOURNED ITEMS

Nil

2. PETITIONS/DEPUTATIONS

Nil

3. REPORTS OF COMMITTEES

Nil

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Shaping Unley Tree Canopy on Private Land	
Draft Communications and Engagement Strategy for Adoption	
Waste Management and Resource Recovery Plan 2021-25 Implementation	
Living Young Action Plan 2023 - 2027	
Council By-Law Review - Local Government Land Amendment By-law No.6	

NEXT MEETING

Monday 24 July 2023 - 7.00pm

Council Chambers, 181 Unley Road Unley

DECISION REPORT

REPORT TITLE:	2023-24 ANNUAL BUSINESS PLAN AND BUDGET
ITEM NUMBER:	4.1
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	ALEX BROWN, MANAGER FINANCE AND PROCUREMENT
DIVISION:	BUSINESS SUPPORT AND IMPROVEMENT
ATTACHMENTS:	1. 2023-24 ANNUAL BUSINESS PLAN & BUDGET

1. **PURPOSE**

This report presents to Council the 2023-24 Annual Business Plan and Budget for adoption, and the resolutions necessary to formally adopt the valuations in relation to the Council area, and declare the rates applicable to the 2023-24 financial year

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 2023-24 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 2023-24 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 4.1, Council Meeting 26/06/2023 – the Council adopts, firstly, the 2023-24 Annual Business Plan and secondly, the 2023-24 Budget.

- (b) The Chief Executive Officer be authorised to correct errors of fact or make minor editorial amendments to the 2023-24 Annual Business Plan and Budget as part of the finalisation of the document for publication.

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 2024.

Rateable Assessed Capital Values	\$ 22,496,911,817
Non Rateable	\$528,828,843
Total Assessed Capital Value as reconciled with the Valuer-General at 1 July 2023	\$23,025,740,660

2.3 Declaration of General Rates

MOVED:

SECONDED:

That for the year ending 30 June 2024 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 resolves as follows:

- (a) In respect to land with a land use category of **Residential**, a differential general rate in the dollar of 0.001803.
- (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 0.003947.
- (c) In respect to land with a land use category of **Commercial Office or Commercial Other**, a differential general rate in the dollar of 0.004681.

2.4 Minimum Amount (General Rates)

MOVED:

SECONDED:

That for the year ending 30 June 2024 a minimum amount payable by way general rates of \$955 shall be payable, 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 2024 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 2024 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 individually resolves as follows:

MOVED:

SECONDED:

- (a) A rate in the dollar of 0.00007509 on all land within the area of the Green Adelaide Board to reimburse the Council the amount to be contributed to the Board of \$1,666,190 in accordance with section 69 of the *Landscape South Australia Act 2019*.

MOVED:

SECONDED:

- (b) A rate in the dollar of 0.0002658 on land with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along the entirety of Unley Road, to raise \$121,706 for use by the **Unley Road Association Inc.** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

MOVED:

SECONDED:

- (c) A rate in the dollar of 0.000881 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 marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

MOVED:

SECONDED:

- (d) A rate in the dollar of 0.0014921 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 \$150,350 for use by the **King William Road Traders' Association Inc** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

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 2024, **in respect of each rateable assessment along Unley, Goodwood and King William Roads** that is subject to a separate rate in the dollar (as above) for marketing, street beautification and minor value-added infrastructure, 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 \$300 per rateable assessment 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 \$16,500 for use by the **Fullarton Road South Traders Association Inc.** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

2.7 Payment of Rates

MOVED:

SECONDED:

That for the fiscal year ending 30 June 2024, 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

- Friday 1 September 2023;
- Friday 1 December 2023;
- Friday 1 March 2024; and
- Monday 3 June 2024.

3. RELEVANT CORE STRATEGIES – FOUR YEAR DELIVERY PLAN

4. Civic Leadership

4.1 We have strong leadership and governance.

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 Budget for each financial year.

Each Annual Business Plan should 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 Annual 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 2023-24 Annual Business Plan and Budget has been developed through a process of community consultation, and consultation /review with Elected Members and Council Officers through two workshops and a Council Meeting.

The first Council Workshop held on 20 March 2023 considered:

- the draft budget position including the key financial ratios.
- project bids for Operating Projects and New Capital Projects proposed by Council Officers and Elected Members.
- the proposed Capital Renewal Program; and
- initial rating scenarios for general rates.

Following feedback received in the first workshop, the Draft Annual Business Plan and Budget was presented to Council on 24 April 2023 and approved for public consultation.

Following the approval of the Draft ABP&B for consultation, the Australian Bureau of Statistics advised that the Adelaide CPI for the March Quarter 2023 was 7.9%. The weighted average of the eight capital cities is 7%.

A second Council Workshop was held on 29 May 2023 following the conclusion of the public consultation to:

- Consider the community feedback.
- Receive an update on the estimated valuations and rating options; and
- Consider proposed amendments to the budget and proposed scenarios for general rates.

The Audit Committee considered the Draft 2023-24 Annual Business Plan and Budget on 16 May 2023, and made the following comments:

- Council should consider the 2023 Adelaide March Quarter CPI of 7.9% and the potential increase of costs not previously considered before finalising its Annual Business Plan and Budget for adoption in June.
- The key Financial Indicators within the Draft Annual Business and Budget illustrates Council maintains its long-term financial sustainability.
- The forecast Net Financial Liabilities Ratio of 16% compared to the target of less than 80%, indicates Council has the financial capacity to consider future renewal projects.

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.
- Council's Long Term Financial Plan.
- Key financial targets; and
- The economic environment.

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

Public Consultation

Public consultation on the Draft 2023-24 Annual Business Plan and Budget occurred between Monday 1 May and Monday 22 May 2023, and included:

- Submissions received via Your Say Unley, Council's PO Box 1 email facility or in writing.
- The development of a video for social media and website; and
- Feedback received from a Public Information Meetings.

In summary, public consultation generated:

- 4 attendees at the first public meeting.
- 23 survey responses through the Your Say Unley Survey; and
- Nine written submissions from members of the community.

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

Topic/Feedback	Response
<p>The proposed rate increase</p> <p>Ten responses supported the proposed rate increase of 4.0%, while nine responses were not supportive of an increase.</p>	<p>Noted. General Rate scenarios were presented for feedback at the Council Workshop in May, with potential rate increase between 4.0% and 5.5%, noting Adelaide CPI for the March Quarter was 7.9%.</p> <p>Discussion indicated a preference for an increase of 5.25% (before new developments and capital improvements) to achieve financial ratios closer to the target ratios.</p>
<p>Services and Operational Expenditure</p> <p>General feedback on services, including opportunities to expand and reduce services, increase maintenance, build new infrastructure, and feedback on the cost of delivering services. One response also provided an opinion on the future of the Swimming Centre.</p>	<p>Feedback noted and no changes are proposed for the 2023-24 ABP&B. Suggestions for changes in services, maintenance and new infrastructure will be considered further by General Managers during 2023-24.</p>
<p>Operating Projects</p> <p>General feedback on projects including suggestions for funding projects/initiatives and questions regarding the cost of specific projects.</p>	<p>Feedback noted and no changes are required.</p>
<p>Climate and Energy Plan and Environmental Education</p> <p>Feedback received regarding the emissions reduction and carbon offset program, proposals for solar panels, batteries and electric vehicle charging stations, community education and seeking clarity on the carbon emissions reduction including accounting for carbon emissions.</p>	<p>Noted. Council is progressing with Year 3 of the Climate and Energy Plan. Feedback received will help shape future years priorities.</p>

Topic/Feedback	Response
<p>Environmental Initiatives</p> <p>General feedback supporting the environmental initiatives, with two responses questioning budget and timing. Suggestions to expand the initiatives and programs.</p>	<p>Feedback noted but no changes are proposed.</p>
<p>Youth Development</p> <p>Feedback received on services and funding for youth, including proposals for greater youth infrastructure.</p>	<p>Feedback noted but no changes are proposed.</p>
<p>Unley Gourmet Gala and Tour Down Under Stage Start</p> <p>Feedback was received questioning the financial cost and benefit of the Unley Gourmet Gala.</p>	<p>Feedback noted. Council may choose to review the funding allocation for the Unley Gourmet Gala over the next few months.</p>
<p>Economic Development</p> <p>Two responses questioned the priority of the Economic Development initiatives.</p>	<p>Feedback noted but no changes are proposed.</p>
<p>Walking and Cycling Plan (CWP) and cycling infrastructure</p> <p>Support expressed for the continued implementation of the CWP, with specific feedback on various aspects of the CWP, cycling infrastructure and safety.</p>	<p>Feedback noted and will be considered as part of the continued implementation of the CWP.</p>
<p>Infrastructure and Capital Works</p> <p>Feedback on a range of issues including infrastructure, maintenance, traffic safety and management, ovals and reserves and bicycle and walking paths.</p>	<p>Feedback is noted. No changes are proposed, however specific matters will be reviewed by the General Manager City Development.</p>
<p>Other Feedback</p> <p>General feedback on the Annual Business Plan and Budget along with feedback on specific matters.</p>	<p>Feedback is noted. No changes are proposed, however specific matters will be reviewed and addressed as required by the General Managers.</p>

It should be noted that following community consultation, the Council considered the feedback at a workshop on 29 May 2023. No changes have been made to the services or level of services at this time.

All respondents will receive an acknowledgement, thanking them for 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.

Adjustments following Public Consultation

As discussed at the Budget Workshop on 29 May 2023, and detailed further in this report, minor revisions have been made to the operating budget following the release of Adelaide CPI for the year ended March 2023 of 7.9%.

The proposed average general rate increase is 5.25% compared to the draft budget of 4.0%, which combined with revisions to operating expenditure, result in a forecasted operating surplus ratio of 4.7%.

One new Operating Project, Shaping Unley - Trees on Private Land \$45,000 has been added, and revisions have been made to the Events Program with \$40,000 allocated for an additional Community Event and \$5,000 for an Australia Day Citizenship Ceremony. This reflects Council's recent resolution.

Net Financial Liabilities have reduced to 14% with borrowings forecasted to be \$0.6M at 30 June 2024.

2023-24 Budget Overview

The 2023-24 Budget presented for adoption incorporates:

- An increase in total general rate income of 5.92% consisting of:
 - An increase in general rates of 5.25% on average; and
 - General rates growth from new developments and capital improvements of 0.68%.
- Projected operating surplus (before equity accounted businesses) of \$2.7M.
- Operating Projects (net) of \$1.21M.
- New Capital Projects (net) of \$1.74M.
- Capital Renewal Program (net) of \$8.20M.
- Forecasted repayment of borrowings of \$0.6M; whilst
- Maintaining all existing services.

The forecast operating surplus, inclusive of a net loss of \$255K from equity accounted businesses, is \$2.4M. The net loss of \$255K from equity accounted businesses is attributable to the following:

- Centennial Park Cemetery Authority: \$254K loss which represents a 50% share of the \$508K operating loss for the entity.
- Brown Hill Keswick Creek Stormwater Project: \$20K loss which represents a 21% share of a \$95K operating loss for the entity; and
- East Waste: \$18K surplus which represents a 12.5% share of a \$146K operating surplus for the entity.

Centennial Park's estimated operating loss partially relates to the impact of the new revenue standards, recognising Deferred Interment Right (IR) revenue.

These budgeted losses in equity accounted businesses will be recognised in the Budgeted Financial Statements, 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 2023-24 financial year.

Operating Projects

The net value of the Operating Projects proposed for 2023-24 is \$1.21M. Key Projects for 2023-24 include:

- \$635K of Environmental Initiatives including:
 - The expansion of tree canopy on public land \$180K
 - Additional initiatives to reduce Council's carbon emissions \$130K
 - Greening of City Verges \$90K
 - Delivery of Water Wells to facilitate the capture of stormwater run-off to water trees \$50K
- Delivery of an annual calendar of events \$373K including the Unley Gourmet Gala (i.e. an associated event with the Tour Down Under) and a Stage Start for the Santos Tour Down Under;
- Economic Development initiatives including:
 - Trader Event Sponsorship Grants \$40K
 - Funding to support the delivery of economic projects identified by the Unley Business and Economic Development Advisory Committee \$20K
- Continuation of Council's Active Ageing Initiatives \$20K.

New Capital Projects

The net value of the New Capital Projects proposed for 2023-24 is \$1.74M. Key Projects for 2023-24 include:

- Council's contribution to the continuation of the Brown Hill Keswick Creek project \$840K.
- Continued implementation of the 2022-2027 Walking and Cycling Plan including:
 - Design of Railway Terrace South (Devon Street to Goodwood Road);
 - Improvements to the Marino Rocks Greenway on the bend between Cooke Terrace and Rose Terrace;
- Stage 3 of Wilberforce Walk upgrade between Second Avenue and Leah Street \$150K (net), co-funded with the South Australian Government.
- Solar Panels and Batteries for Council owned facilities \$100K, and an Electric Vehicle Fast Charging Station \$20K; and
- Unley Road Streetscape Upgrade (Stage 2) \$50K.

Capital Renewal Program

The net value of the Capital Renewal Program proposed for 2023-24 is \$8.20M and has been based on current asset information and asset management plans.

Key aspects of the program include:

- Transport Infrastructure \$3.9M including:
 - Road renewal \$1.0M
 - Kerb & Water Table \$2.1M
 - Footpaths \$775K
- Drainage and Stormwater \$330K;
- Reserves and Open Space \$550K; and
- Property (incl. Swimming Centre) \$1.2M.

Key Financial Indicators

Financial Indicator	Council Adopted Target	Proposed 2023-24 Budget
Operating Surplus Ratio (excluding equity accounted businesses)	5% or greater of total operating income	4.7%
Net Financial Liabilities Ratio	Less than 80% of total operating income	14%
Asset Funding Renewal Ratio (rolling 10-year average)	100% or greater of recommended spend in the Asset Management Plans	91%
Asset Renewal to Depreciation (rolling 10-year average)	100% or greater of recommended spend in the Asset Management Plans	70%

Council is forecast to achieve an operating surplus of \$2.7M, equating to an operating surplus ratio of 4.7% for the 2023-24 before equity accounted businesses.

The current service levels will be maintained, and proposed projects delivered, with existing financial resources. No additional external borrowings are required for the 2023-24 Budget.

The net financial liabilities ratio is forecast to be 14% which is well within the target of less than 80%.

The Asset Renewal Funding Ratio is forecast to be 91%. Although this is below 100%, it should be considered as a rolling average. The forecast average for 2019-20 to 2023-24 is 100%.

Council is forecasting an Asset Renewal to Depreciation Ratio of 70%. Depreciation is presently being reviewed as part of the asset condition audits and revaluations, which will inform longer term depreciation estimates. Any adjustments for the Asset Renewal program will be made for 2024/25 and onwards.

Council will maintain its current level of service provision, raise sufficient income to cover its operating expenses, and contribute to the repayment of its debt which is forecast to be \$0.6M as at 30 June 2024. As such, the impact of this Plan does not compromise Council’s long-term financial sustainability.

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 including the upgrade and development of King William Road streetscape.

No new borrowings are required in the 2023-24 financial year, with \$4.74M of the existing borrowings forecasted to be repaid in 2023-24.

Borrowing Summary	\$M’s
Forecast Opening Balance July 2023	5.36
Repayment of principal 2023-24	4.74
Forecast Closing Balance June 2024	0.62

Budget Framework

The income and expenditure forecasts in the Annual Business Plan and Budget for the financial year ending 30 June 2024, 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 32 and 33.

Attachment 1

Rating Information

Council prepared the Draft Budget for consultation based on a General Rates increase of 4.0%.

In late April the Australian Bureau of Statistics advised Adelaide CPI for the year ended March 2023 was 7.9%. The Administration reviewed the forecasts for operating expenditure in light of higher than forecast CPI and provided an update as part of the Budget Workshop on the 29 May 2023.

During a Council Workshop, Administration sought feedback from Members on potential General Rate scenarios. Feedback supported an average general rate increase of 5.25% to:

- Compensate for the increase costs due to the higher than forecast inflation; and
- Achieve an operating surplus ratio closer to the 5% target.

The revised budget is forecasted to achieve an operating surplus ratio of approximately 4.7%, subject to the final capital valuations from the Valuer General.

The proposed budget for adoption incorporates an increase in General Rate income of 5.25% before additional income from new developments and capital improvements of 0.68%. This increase of 5.25% has been achieved in each of the three differential rates by adjusting the rate in the dollar for each differential rate.

The additional income from new developments and capital improvements of 0.68% is 0.18% above the forecast of 0.5% and represents additional income of \$80K. If Council elects in the future to utilise a portion or all of this additional funding for open space, the operating surplus ratio would reduce by up to 0.14%.

The Annual Business Plan and Budget provides further information regarding the average increase in the rates payable for each land use category on page 23. It also advises that growth, defined as the increase in rateable assessments by the revised *Local Government (Financial Management) Regulations 2011*, is 0.34%.

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
2020-21	0.002420	0.004845	0.005736
2021-22	0.002352	0.005221	0.005939
2022-23	0.001869	0.004715	0.005425
2023-24	0.001803	0.003947	0.004681

It is proposed to increase the minimum rate from \$907 to \$955, being 5.3%.

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, street beautification and minor value-added infrastructure.

Council considered the requests from the four associations as follows:

- The Unley Road Association has requested a 3.5% increase for 2023-24.
- The Fullarton Road South Traders Association has requested an increase from \$250 to \$300 per rateable assessment for 2023-24.
- The King William Road Traders Association and Goodwood Road Business Association have both requested no increase for 2023-24.

This funding will be distributed as follows:

Main Street Trader Associations	Separate Rate raised 2022-23	Separate Rate 2023-24	% Increase (Decrease)
Unley Road	\$117,590	\$121,706	3.5%
King William Road	\$150,350	\$150,350	-
Goodwood Road	\$57,225	\$57,225	-
Fullarton Road	\$13,750	\$16,500	20%

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 2023-24 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 separate rate in the dollar (as above) for marketing, street beautification and minor value-added infrastructure. The rebate is applicable for any amount that exceeds a separate rate liability of \$2,000 in respect of a single assessment.

Regional Landscape 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).

Council is required to collect the levy via a separate rate for the Green Adelaide Board. The Board has advised the collection amount for 2023-24 is \$1.666M, which represents an increase of 14%. Council does not retain this revenue, nor determine how the revenue is spent.

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. POLICY IMPLICATIONS

Adoption of the 2023-24 Annual Business Plan and Budget will ensure the delivery of services that contribute towards the achievement of the Council's agreed Community Plan 2033.

The 2023-24 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

6.1 Financial/budget implications

- The Annual Business Plan and Budget will be the budget for the 2023-24 financial year upon adoption by Council on 26 June 2023.
- The Annual Business Plan and Budget incorporates analysis of Council's financial ratios and an updated 2023-2032 Long Term Financial Plan position.
- Council will raise sufficient income to cover its operating expenses and contribute to the repayment of its debt. As such, the impact of the 2023-24 Annual Business Plan and Budget does not compromise Council's long-term financial sustainability.
- The forecast Operating Surplus Ratio is 4.7%. Council will monitor the budget throughout the year to see if savings can be achieved.
- The Net Financial Liabilities of 14% is well within the target of less than 80%.
- The Asset Renewal Funding Ratio is forecast to be 91%. Although this is below 100%, it should be considered as a rolling average. The forecast average for 2019-20 to 2023-24 is 100%.
- Council is forecasting an Asset Renewal to Depreciation Ratio of 70%. Depreciation is presently being reviewed as part of the asset condition audits and revaluations, which will inform longer term depreciation estimates.

6.2 Risk Management (identification and mitigation)

- Section 123(3) of the *Local Government Act 1999* requires councils to prepare an Annual Business Plan and Budget.
- The 2023-24 Annual Business Plan and Budget meets all legislative requirements of the *Local Government Act 1999* and *Local Government (Financial Management) Regulations 2011*.

6.3 Staffing/Work Plans/Additional Resource Impact

- The 2023-24 Annual Business Plan and Budget does not propose any changes in existing service levels.
- Resourcing considerations for the delivery of Operating and Capital Projects have been considered and included where applicable as part the project bid process.

6.4 Climate/Environmental Impact

- Projects and initiatives are included in the 2023-24 Annual Business Plan and Budget to support the continued delivery of Council endorsed strategies and plans, including the Climate and Energy Plan and Tree Strategy.

6.5 Social/Economic

- Projects and initiatives are included in the 2023-24 Annual Business Plan and Budget to support the continued delivery of Council endorsed strategies and plans, including the Active Ageing Strategy, and Economic Development Strategy.

6.6 Stakeholder Engagement

- Community consultation on the Draft Annual Business Plan and Budget occurred between 1 May and 22 May 2023.
- Feedback from Community Consultation was presented to a Council Workshop held on Monday 29 May 2023

7. ANALYSIS OF OPTIONS

Option 1 – Adoption

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 2023-24 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 2023-24 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 4.1, Council Meeting 26/06/2023 – the Council adopts, firstly, the 2023-24 Annual Business Plan and secondly, the 2023-24 Budget.
- (b) The Chief Executive Officer be authorised to correct errors of fact or make minor editorial amendments to the 2023-24 Annual Business Plan and Budget as part of the finalisation of the document for publication.

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 2024.

<u>Rateable Assessed Capital Values</u>	<u>\$ 22,496,911,817</u>
<u>Non Rateable</u>	<u>\$528,828,843</u>
<u>Total Assessed Capital Value as reconciled with the Valuer-General at 1 July 2023</u>	<u>\$23,025,740,660</u>

2.3 Declaration of General Rates

MOVED:

SECONDED:

That for the year ending 30 June 2024 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 resolves as follows:

- (a) In respect to land with a land use category of **Residential**, a differential general rate in the dollar of 0.001803.
- (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 0.003947.
- (c) In respect to land with a land use category of **Commercial Office or Commercial Other**, a differential general rate in the dollar of 0.004681.

2.4 Minimum Amount (General Rates)

MOVED:

SECONDED:

That for the year ending 30 June 2024 a minimum amount payable by way general rates of \$955 shall be payable, 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 2024 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 2024 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 individually resolves as follows:

MOVED:

SECONDED:

- (g) A rate in the dollar of 0.00007509 on all land within the area of the Green Adelaide Board to reimburse the Council the amount to be contributed to the Board of \$1,666,190 in accordance with section 69 of the Landscape South Australia Act 2019.

MOVED:

SECONDED:

- (h) A rate in the dollar of 0.0002658 on land with a land use of Commercial Shop, Commercial Office and Commercial Other, with addresses along the entirety of Unley Road, to raise \$121,706 for use by the **Unley Road Association Inc.** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

MOVED:

SECONDED:

- (i) A rate in the dollar of 0.000881 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 marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

MOVED:

SECONDED:

- (j) A rate in the dollar of 0.0014921 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 \$150,350 for use by the **King William Road Traders' Association Inc** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

MOVED:

SECONDED:

- (k) 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 2024, **in respect of each rateable assessment along Unley, Goodwood and King William Roads** that is subject to a separate rate in the dollar (as above) for marketing, street beautification and minor value-added infrastructure, of any amount that exceeds a separate rate liability of \$2,000 in respect of a single assessment.

MOVED:

SECONDED:

- (l) A rate based upon a fixed charge of \$300 per rateable assessment 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 \$16,500 for use by the **Fullarton Road South Traders Association Inc.** to fund marketing, street beautification and minor value-added infrastructure for the financial year ending 30 June 2024.

2.7 Payment of Rates

MOVED:

SECONDED:

That for the fiscal year ending 30 June 2024, 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

- Friday 1 September 2023
- Friday 1 December 2023
- Friday 1 March 2024 and
- Monday 3 June 2024.

Adoption of the Annual Business Plan and Budget will result in the planning and delivery of projects to commence immediately, and the first quarter installment of rates to occur 1 September 2023.

Option 2 – Deferring adoption for one month

1. The report be received.
2. The 2023-24 Annual Business Plan and Budget (Attachment 1, Item 4.1, Council Meeting 26/06/2023) be amended as follows:
 - 2.1 Amendments to be determined by Council
 - Etcand returned to Council for adoption at the July Council Meeting.

Council may wish to amend the Annual Business Plan and Budget prior to adoption. If this is the case, to ensure the integrity of the Annual Business Plan and Budget, and the other six resolutions, it is appropriate to postpone the adoption of the Annual Business Plan and Budget until the following month. This will allow any recalculations and amendments to the proposed rates and budgeted financial statements to be made.

A delay in the adoption of the Annual Business Plan and Budget will result in the delay in the collection of rates and of a number of projects commencing. However, it is not envisaged that a one month delay would pose a risk to cashflow or the overall planned delivery of projects. All other day to day operations will not be affected

8. RECOMMENDED OPTION

Option 1 is the recommended option.

9. REPORT AUTHORISERS

Name	Title
Nicola Tinning	General Manager, Business Support & Improvement



2023-24

ANNUAL BUSINESS PLAN & BUDGET





KAURNA 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 2023-24 Annual Business Plan and Budget occurred between 1 May and 22 May 2023.

Feedback received was considered by Elected Members at a Budget Workshop prior to the Adoption of the 2023-24 Annual Business Plan and Budget.

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

Changes since Community Consultation

The proposed budget for 2023-24 was reviewed following Budget Consultation in May.

In late April the Australian Bureau of Statistics advised Adelaide CPI for the year ended March 2023 was 7.9%.

Council has reviewed the forecasts for operating expenditure in light of higher than forecast CPI. The operating budget has been revised to compensate for increased costs and achieve an operating surplus ratio closer to the 5% target.

This has necessitated an increase in the average increase in general rates from 4.0% to 5.25%.

One new Operating Project, Shaping Unley - Trees on Private Land \$45,000 has been added, and revisions have been made to the Events Program with \$40,000 allocated for Community Events and \$5,000 for an Citizenship and Australia Day Ceremony.

The forecast operating surplus ratio has increased from 4.0% to 4.7% while Net Financial Liabilities have reduced to 14%. Borrowings at 30 June 2024 are forecast to be \$0.6M.

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 an important policy-making role, requiring the identification of community needs, setting objectives to meet those needs, establishing priorities between competing demands and allocating resources.

There are 13 Elected Members on the Council of the City of Unley including the Mayor, Michael Hewitson AM.

MAYOR



Michael Hewitson AM

CLARENCE PARK Ward Councillors



Don Palmer



Rebekah Rogers

FULLARTON Ward Councillors



Jack Gaffey



Peter Hughes

GOODWOOD Ward Councillors



Chris Crabbe



Georgie Hart

PARKSIDE Ward Councillors



Jennifer Bonham



Luke Doyle

UNLEY Ward Councillors



Stephen Finos



Jane Russo

UNLEY PARK Ward Councillors



Monica Broniecki



Michael Rabbitt



CONTEXT OF THE ANNUAL BUSINESS PLAN

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 1 May and 22 May 2023.

All feedback collected during this period was distributed and considered by the Elected Members of Council at a Budget Workshop in order to finalise Council's 2023-24 Business Plan and Budget.

Purpose of the 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 2023-24
- 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
2023 - 2024**



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, measuring service delivery performance, 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 Business Plan and Budget for 2023-24 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.

Forecast rate income is based on the following assumptions:

- **General Rate Increase** **5.25%**
- **Increase from new rateable properties and improvements** **0.68%**

Council carefully considered the rates increase in context with Adelaide CPI which was 7.9% for the year ended March 2023.

Growth in the number of rateable assessments is 0.34%.

Further information, including the average increase for each land use category is contained on page 23.

The rates assessment (rates payable) for a specific property will be dependent upon the 2023-24 capital valuation for the property, as assessed by the Valuer General, and the movement in that valuation relative to all other properties with the same differential rate.

Key Financial Targets

Council has reviewed its Key Financial Targets after considering its draft Long Term Financial Plan.

The Key Financial Targets are:

Financial Indicator	Adopted Target	2023-24 Budget
Operating Surplus Ratio (excl. equity accounted businesses)	> 5.0%	4.7%
Net Financial Liabilities Ratio	< 80%	14%
Asset Renewal Funding Ratio (10 Year average)	≈ 100%	91%
Asset Renewals to Depreciation (10 year average)	≈ 100%	70%

Further information regarding the financial indicators are included on pages 30-31.

RATES OVERVIEW

As outlined on the previous page, General Rates revenue will increase by 5.9%, consisting of a 5.25% increase in general rates, plus an additional 0.68% from new rateable properties and capital improvements to existing properties.

The rates assessment (rates payable) for a specific property will be dependent upon the 2023-24 capital valuation for the property, as assessed by the Valuer General, and the movement in that valuation relative to all other properties with the same differential rate.

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.

Differential General Rates

Council will declare three differential General Rates according to the land use category, as outlined in the table below.

Category 1	Residential
Category 2	Commercial Shop Industrial Light Industry Other Vacant Land Other
Category 3	Commercial Office Commercial Other

Capital valuations have increased on average over the past 12 months. Accordingly, Council has reduced the differential rates in the dollar so the total income received by Council is consistent with the increase outlined above.

The average increase by Land Use Category is provided on page 23.

Minimum Rate

The minimum rate for 2023-24 is \$955, an increase of 5.3% from 2022-23.

There will be 3,869 assessments paying the minimum rate in 2023-24.

Separate Rate for Main Street Trader Associations

Council will continue to raise a separate rate for the promotion of businesses and traders along major shopping strips (excluding Glen Osmond Road). Council collects the separate rate and contracts with the Main Street Trader Associations for the provision of marketing, street beautification and minor value-added infrastructure projects.

Further details regarding the Separate Rate for the Main Street Trader Associations are provided on page 24.

FINANCIAL SUMMARY

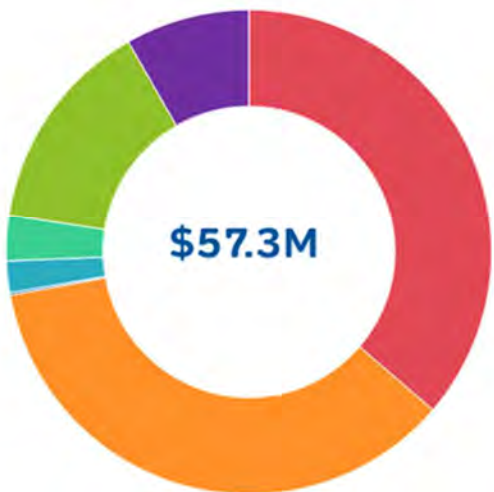
\$'000	2023-24 Budget	2022-23 Forecast
Income		
General Rates Income	46,723	44,114
All Other Income	10,588	10,601
Operating Projects	18	97
Total Income	57,329	54,812
Expenditure		
Employee Costs	20,813	19,426
Materials, Contracts & Other Expenses	20,556	19,679
Depreciation, Amortisation & Impairment	12,000	10,175
Finance Costs	50	267
Operating Projects	1,225	2,293
Less Total Expenditure	54,644	51,840
Operating Surplus/(Deficit)	2,686	2,972
Principal Repayment of loans	276	266
Cash surplus/(deficiency) after principal repayments	2,409	2,706
Capital Renewal less income to be received	8,204	10,891
New Capital less funding to be received	1,740	4,490
Less Total Capital	9,944	15,381
Sub-total	(7,534)	(12,675)
Add back Depreciation, Amortisation & Impairment	12,000	10,175
(Shortfall) / Improvement in cash position	4,466	(2,501)
Fixed Term Borrowings	288	565
Cash Advance Debenture (CAD Borrowings)	234	4,799
Total Borrowings	622	5,364
Repayment of Fixed Term Borrowings	277	266
Repayment/(draw-down) of CAD	4,465	(2,488)
Net repayment/(draw down) of borrowings	4,742	(2,222)
Operating Surplus Ratio (Target 5%) (before Equity Accounted Subsidiaries)	4.7%	5.4%
Net Financial Liabilities Ratio (Target <80%)	14%	23%
Asset Renewal Funding Ratio (Target 100% average over 10 years)	91%	129%
Asset Renewal to depreciation (Target 100% average over 10 years)	70%	112%

Where our funding comes from



■ General Rates	\$46.7M	81.5%
■ Other Rates & Levies (includes Landscape Levy)	\$2.15M	3.8%
■ Grants & Subsidies & Contributions	\$3.2M	5.6%
■ User Fees	\$2.25M	3.9%
■ Statutory Fees	\$1.75M	3.1%
■ Other Income	\$1.25M	2.1%

How we allocate our funding



■ Employee Costs	\$20.8M	36.3%
■ Materials, Contracts & Other	\$20.6M	35.8%
■ Finance Costs	\$0.05M	0.2%
■ Operating Projects (Net)	\$1.21M	2.1%
■ New Capital Projects (Net)	\$1.74M	3.0%
■ Capital Renewal (Net)	\$8.2M	14.3%
■ Repayment of Borrowings (Principal repayments)	\$4.74M	8.3%

This financial summary excludes the Equity Account Businesses (Centennial Park Cemetery Authority, Brown Hill & Keswick Creek Stormwater Board and East Waste). The Equity Accounted Businesses are included in the Budgeted Financial Statements.



Council’s project priorities for 2023-24 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 identified community need
- Projects were divided into three broad categories:
 - Operating Projects (including annual initiatives)
 - New Capital
 - Capital Renewal Program
- An Elected Member workshop was used to further prioritise, refine and finalise the project list for community consultation.

Our Project Expenditure



■ Operating Projects (net)	\$1.21M
■ New Capital (net)	\$1.74M
■ Asset Renewal (net)	\$8.20M

Further information regarding the projects is included on pages 38-49.

OPERATING PROJECTS

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

These projects are funded by Council's rates income.

The full list and further details of each project are included on pages 38-41.

Key Highlights include:

- \$635K of Environmental Initiatives including
 - The expansion of tree canopy on public land \$180K
 - Initiatives to reduce Council's carbon emissions \$130K
 - Grant funding to support the Greening of City Verges \$90K
 - Delivery of Water Wells to facilitate the capture of storm water run-off to water trees \$50K
- Delivery of an annual calendar of events \$373K including the Unley Gourmet Gala and a Stage Start for the Santos Tour Down Under
- Trader Event Sponsorship Grants \$40K.

NEW CAPITAL

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

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 42-44.

Key Highlights include:

- Council's contribution to the continuation of the Brown Hill Keswick Creek project \$840K
- Stage 3 of Wilberforce Walk upgrade between Second Avenue and Leah Street \$150K, co-funded with the South Australian Government.
- Continuing the implementation of Council's Walking & Cycling Plan \$130K
- Solar Panels and Batteries for Council owned facilities \$100K, and an Electric Vehicle Charging Station \$20K
- Unley Road Streetscape Upgrade (Stage 2) \$50K.

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 endorsed by Council in December 2020.

This 2023-24 Renewal Programs include:

- Transport Infrastructure \$3.9M including Road renewal \$1.0M, Kerb & Water Table \$2.1M and Footpaths \$775K
- Drainage and Stormwater \$330K
- Reserves and Open Space \$550K
- Property (incl. Swimming Centre) \$1.2M.

These projects are funded by Council's rates income. The full list and further details of each project are included on pages 46-49.

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 plans, including a strategic plan, long term financial plan, 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
- 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 34-37.

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.

INFLUENCES ON THE BUDGET

Significant Influences

Council is cognisant of the financial pressure many households and businesses are experiencing from high inflation and rising costs. While council is also experiencing increasing costs, especially in contractual services, it continues to carefully manage its budget and minimised increases in its expenditure budget while balancing it's long term financial sustainability.

This approach has enabled Council to minimise the average general rate increase to 5.25%, while maintaining an operating surplus ratio of 4.7%. This average general rate increase is well below the 7.9% increase in Adelaide CPI for the year ended March 2023.

The operating projects and new capital expenditure for 2023-24 are driven by the continued implementation of Council's plans and strategies. These include, but are not limited to, the following:

- Climate and Energy Plan
- Tree Strategy
- Walking and Cycling Plan
- Local Area Traffic Management Plan
- Economic Growth Strategy
- Active Ageing

Council is also commitment to continue long-term major projects including the Brown Hill Keswick Creek Storm Water Management Project.

The capital expenditure on new assets for 2023-24 is \$1.74M. The extent of these works can be met from existing financial resources without the need to borrow funds.

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. In recent years this has tracked close to CPI.
- Provision for Enterprise Bargaining Agreements which, for most staff, 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
- The Regional Landscape Levy, which Council collects and pays to the Green Adelaide Board, is increasing by 14%.

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



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

- Continued implementation of the 2022-2027 Walking and Cycling Plan including:
 - Design of Railway Terrace South (Devon Street to Goodwood Road)
 - Improvements to the Marino Rocks Greenway on the bend between Cooke Terrace and Rose Terrace
- Stage 3 of Wilberforce Walk upgrade between Second Avenue and Leah Street \$150K (net), co-funded with the South Australian Government
- Staging of the Unley Gourmet Gala and a stage start for the Santos Tour Down Under
- Delivery of initiatives relating to Council's Active Ageing Strategy endorsed by Council in 2020
- Construction of a pedestrian refuge in East Avenue, Clarence Park
- Safety and amenity improvements to Heywood Park.



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 financial contribution to the Brown Hill Keswick Creek regional project works
- Implementation of Year 3 of the Council's Climate and Energy Plan, including
 - initiatives to reduced Council's carbon emissions,
 - the installation of solar panels and batteries in Council facilities, and
 - installation of an electric vehicle charging station
- Continuing the implementation of Council's Tree Strategy to increase canopy cover across the district through the planting of 440 additional new trees
- The City Wide Greening Verges Program with the conversion of further 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.



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

- Implementing Year 3 of the Economic Development Growth Strategy including funding to support the delivery of economic projects identified by the Unley Business & Economic Development Board
- Event sponsorship for the four Mainstreet Trader Associations to stage events to attract visitation to the precincts and generate economic activity.



CIVIC LEADERSHIP

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

- The continued development of digitised systems and processes within Development and Regulatory Services to improve customer experience and operating efficiency
- Installation of vehicle tracking to improve operational planning, achieve improved environmental outcomes and improve staff safety when in the field
- Implementation of carbon accounting system to support the monitoring and reporting of carbon emissions.



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.

In setting the rates for 2023-24 Council will 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 19,666 assessments in 2023-24 including:

- 17,638 assessments within residential Category 1
- 891 assessments within non-residential Category 2 (including commercial shops, industrial, and vacant)
- 924 assessments within non-residential Category 3 (commercial offices and commercial – other).
- 213 non-rateable assessments.



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.

2023-24 General Rates

General Rates income will increase by 5.25%, plus an additional 0.68% representing the increase in revenue from new developments and capital improvement to existing properties.

Council carefully considered the rates increase in context with Adelaide CPI which was 7.9% for the year ended March 2023.

The rates assessment (rates payable) for a specific property will be dependent upon the 2023-24 capital valuation for the property, as assessed by the Valuer General, and the movement in that valuation relative to all other properties with the same differential rate.

COUNCIL'S RATES

Differential General Rates

Council will declare three differential General Rates according to the land use category. The land use categories provided in the table below.

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.

Category 1 Income estimate \$36.9M	Residential
Category 2 Income estimate \$4.0M	Commercial Shop Industrial Light Industry Other Vacant Land Other
Category 3 Income estimate \$5.8M	Commercial Office Commercial Other

Minimum Rate

Council has decided that there will be a minimum rate on every rateable property. Council 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 2023-24 is \$955, an increase of 5.3% from 2022-23.

There will be 3,869 assessments paying the minimum rate in 2023-24.

Rate Revenue Summary

General Rate Revenue is forecast to increase from \$44.206M to \$46.798M before discretionary rebates. This represents an increase of 5.9% compared to the 2022-23 financial year. This consists of an average General Rate increase of 5.25%, and additional income from new developments and capital improvements of 0.68%.

Growth in the number of rateable assessments is 0.34%.

The average rates payable for each differential rate category, which are based on the land use categories, will increase as outlined in the table on page 23.

The rates assessment (rates payable) for a specific property will be dependent upon the 2023-24 capital valuation for the property, as assessed by the Valuer General, and the movement in that valuation relative to all other properties with the same differential rate.

Estimated rate increase by land use category

The rates assessment (rates payable) for a specific property will be dependent upon the 2023-24 capital valuation for the property, as assessed by the Valuer General, and the movement in that valuation relative to all other properties with the same differential rate.

Differential Rate Category/ Land Use Category	Average Rates Payable \$		Average Increase	
	2022-23	2023-24	\$	%
Category 1				
Residential	1,986	2,100	114	5.7%
Category 2				
Commercial - Shop	3,242	3,536	295	9.1%
Industrial Light	3,891	4,125	235	6.0%
Industry Other	7,454	8,055	602	8.1%
Vacant Land	4,857	4,378	(479)	(9.9%)
Other	9,836	10,056	219	2.2%
Category 3				
Commercial - Office	6,575	6,739	163	2.5%
Commercial - Other	5,464	5,834	369	6.8%
Minimum Rate Payable	907	955	48	5.3%

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 major shopping strips (excluding Glen Osmond Road). Council collects the separate rate and contracts with the Main Street Trader Associations for the provision of marketing, street beautification and minor value-added infrastructure projects.

The revenue generated by the separate rates for 2023-24 has been considered following consultation with the Main Street Trader Associations.

Unley Road

Currently there are approximately 465 ratepayers with a land use of Commercial Shop, Commercial Office and Commercial Other that pay the separate rate. The Unley Road Association has requested a 3.5% increase for 2023-24.

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. The King William Road Traders Association has requested no increase for 2023-24.

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. The Goodwood Road Business Association has requested no increase for 2023-24.

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. The Fullarton Road South Traders Association has requested an increase from \$250 to \$300 for 2023-24.

Main Street Trader Associations	Separate Rate raised in 2022-23	Separate Rate 2023-24	% Increase (Decrease)
Unley Road	\$117,590	\$121,706	3.5%
King William Road	\$150,350	\$150,350	Nil
Goodwood Road	\$57,225	\$57,225	Nil
Fullarton Road	\$13,750	\$16,500	20%

Discretionary Rebates

The Council may grant a discretionary rebate of rates under Section 166 of the *Local Government Act 1999*.

To ensure all ratepayers contribute an amount towards basic service provision, the maximum discretionary rebate is 75%.

Applicants seeking a discretionary rebate are required to submit an application form to the Council on or before 1 May prior to the rating year. When deciding an application for a Discretionary Rebate, Council considers whether the applicant:

- is not-for-profit
- provides services or activities that are aligned to Councils Community Plan and key strategies
- provides a direct benefit to the residents of the City of Unley
- allows access to the services or activities by the community and general public
- provides direct services to the community as distinct from administration or advocacy.

Council's Rate Rebate Policy is available on the City of Unley website, www.unley.sa.gov.au.

Regional Landscape Levy

(Formerly the Natural Resources Management Levy)

The Green Adelaide Board has advised the collection amount for 2023-24 is \$1.666M, and increase of 14%.

Council does not retain this revenue, nor determine how the revenue is spent.

Expected Impact on Rate Payers

To deliver the proposed outcomes of the Annual Business Plan for 2023-24, the total General Rates Income required is \$46.7M inclusive after discretionary rebates. This equates to an average general rate increase of 5.25% plus 0.68% increase from new developments and capital improvements.

Council is cognisant of the financial pressure many households and businesses are experiencing from high inflation and rising costs. While council is also experiencing increasing costs, especially in contractual services, it continues to carefully manage its budget and minimised increases in its expenditure budget while balancing it's long term financial sustainability.

The average general rate increase of 5.25% is well below the 7.9% increase in Adelaide CPI for the year ended March 2023.

FEES AND 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.

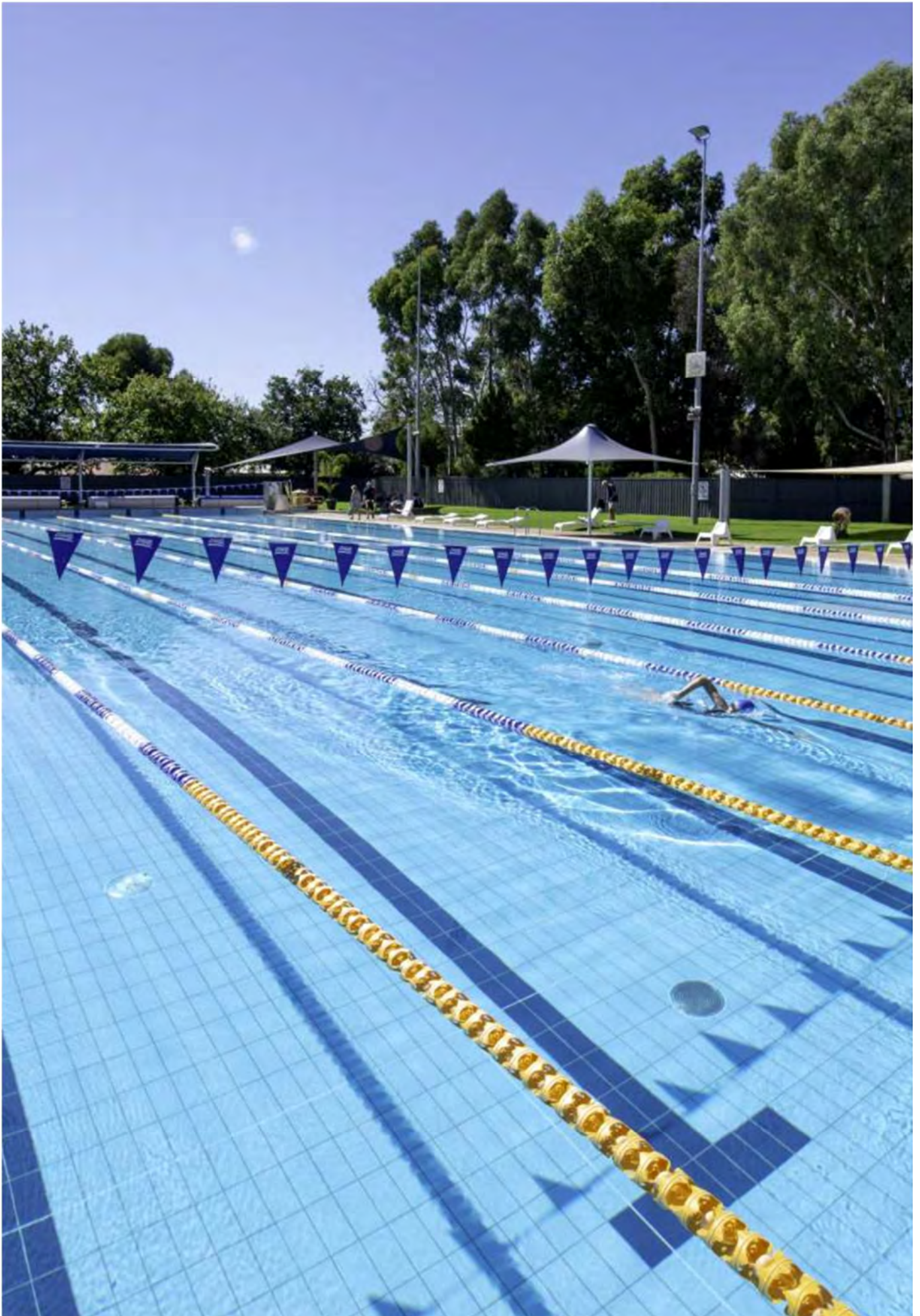
Council reviews its fees and charges each year, in conjunction with the development of the annual budget.

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.

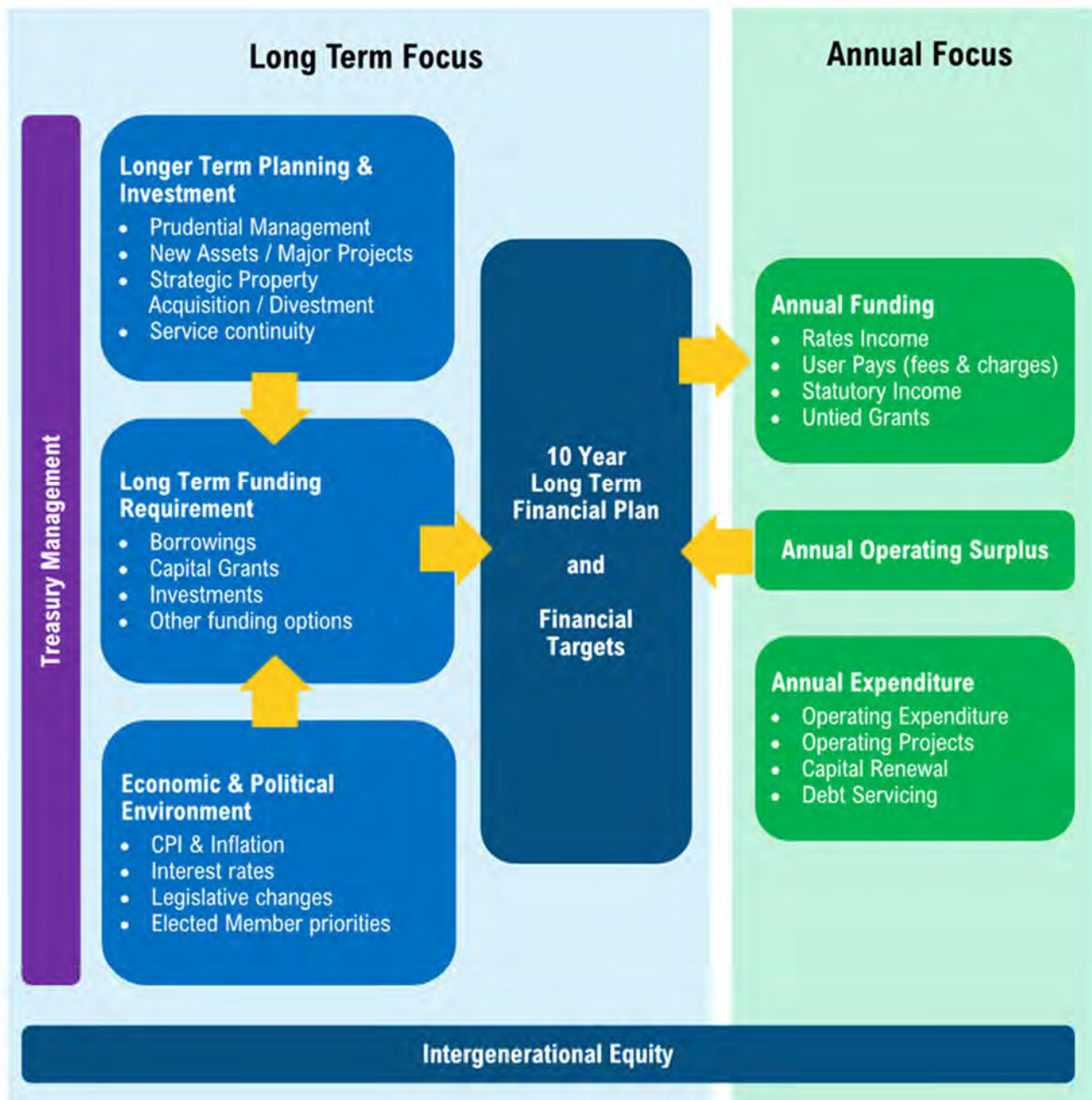
Council's Fees and Charges Register is available with on the City of Unley website, <https://www.unley.sa.gov.au/Council/About-the-Council/Fees-Charges>.



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 diligent 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 considered
- Consideration of Council's appropriate role and responsibilities in service delivery
- Aligned with the Community Plan and 4 Year Delivery Plan and maintenance of high priority strategies
- Aligned with agreed service provision and delivery standards
- Consider Asset Management Plans and Maintenance Standards
- Supported 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 the following ratios:

- Operating Surplus Ratio
- Net Financial Liabilities Ratio
- 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 draft 2023-2031 Long Term Financial Plan.

Financial Indicator	Adopted Target
Operating Surplus Ratio *	5% of total operating income
Net Financial Liabilities Ratio	Less than 80% of total operating income
Asset Renewal Funding Ratio (rolling 10-year average)	100% of recommended spend in the Asset Management Plans
Asset Renewals to Depreciation (10 year average)	100% of recommended spend in the Asset Management Plans

*(excluding equity accounted businesses)

FINANCIAL SUSTAINABILITY

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 repay its borrowings.

Council is forecasting an operating surplus ratio of 4.7% for the 2023-24 Budget, which is marginally below the target of 5%.

The lower target is primarily due to an increase in depreciation arising from increases in construction costs.



Net Financial Liabilities Ratio

Net financial liabilities as a percentage of operating surplus.

The net financial liabilities ratio measures Council's net debt relative to its operating income.

Council is forecasting a net financial liabilities ratio of 14% for the 2023-24 Budget, well 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 reduce by \$4.7M in 2023-24 to \$0.6M.



Asset Funding Renewal Ratio

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

The Asset Funding Renewal 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 asset management plans.

Council is forecasting an Asset Funding Renewal Ratio of 91%, noting the forecast for 2022-23 is 131%.



Asset Renewals to Depreciation

Capital renewal expenditure as a percentage of depreciation.

This ratio compares capital renewal expenditure relative to the annual consumption of the asset lives.

Council is forecasting an Asset Renewals to Depreciation Ratio of 70%.

Depreciation is presently being reviewed as part of the asset condition audits and revaluations, which will inform longer term depreciation estimates.



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 34-37. Council approval will be required where total operating expenditure varies from its approved budget as presented in the Statement of Comprehensive Income on page 51.

Operating Projects

Operating Projects and programs have been developed in consultation with Council, and are detailed on pages 38-41.

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 42-44

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 provided on pages 46-49.

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.	1,331	1,492	161
Animal Management Promote community safety through education, awareness and compliance with the legislation relating to the <i>Dog and Cat Management Act</i> and <i>Local Government Act</i> .	190	252	63
Arts & Cultural Development Provision of Art and Cultural Development programs to support a vibrant and active community.	-	169	169
Business Support & Improvement Provides general management, executive support and leadership to the services provided by Business Support & Improvement Division and supports Elected Members.	-	515	515
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	3,418	3,415
City Development Management Provides general management, executive support and leadership to the services provided by City Development and to Elected Members.	-	473	473
City Services Management Provide general management, executive support and leadership to the services and programs provided by City Services and to Elected Members.	-	523	523
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.	8	129	121
Community Centres Management and provision of a thriving network of Community Centres that promote social inclusion, belonging and connection.	463	1,038	575
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).	-	155	155

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.	-	180	180
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.	-	213	213
Community Grants Funding for community organisations, groups and individuals to implement programs and initiatives that promote community connectivity, belonging, participation and cultural diversity.	-	137	137
Corporate Activities The accumulation of corporate costs including leave on-costs, treasury management, levy and taxes and insurances.	2,622	3119	497
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.	-	40	40
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	652	652
Development Services Planning and building control within the City in accordance with the <i>Development Act</i> and Regulations and other legislative requirements.	564	1955	1,392
Economic Development Manage the implementation, monitoring and evaluation of economic development activities and strategic initiatives within the City of Unley.	351	720	369
Environmental Initiatives Drive improved environmental sustainability through policies, strategies, programs and projects.	101	249	147
Finance & Procurement Delivers accounting, financial, procurement, risk management and treasury management services required to support Council's operations, including statutory and financial reporting obligations.	46,961	1,871	(45,090)
Governance Undertakes administration of legislative and corporate governance requirements.	-	354	354

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.	-	1,498	1,498
Library Services Provision of library services, programs and facilities to encourage literacy, lifelong learning and social inclusion and connection.	337	2,360	2,022
Marketing & Communications Coordinate and manage the City of Unley reputation and brand in digital and printed communications and media relations.	-	634	634
Office of the CEO Organise and manage the governance of the City of Unley, including support for Elected Members and Civic Functions.	352	1,548	1,195
Operational Services Provides maintenance services to Council's infrastructure, property, open space, street and park trees, plant and equipment assets.	1,115	16,374	15,259
Parking Enforcement Promote community safety through education, awareness and compliance with the legislation relating to the <i>Road Traffic Act</i> and <i>Local Government Act</i> , and Council By Laws.	1,108	800	(309)
Property Services Provides sustainable strategic management of Council's building and property asset portfolio.	684	3,309	2,625
Public & Environmental Health Promote community health and safety through education, awareness and compliance with the legislation relating to the <i>Environment and Protection Act</i> and the <i>Local Government Act</i> .	48	441	393
Strategic Asset Management Provides sustainable strategic management of Council's asset portfolio.	-	690	690
Strategic Projects Facilitates delivery of major strategic initiatives from the 4 Year Delivery Plan and Community Plan.	-	182	182
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.	-	744	744
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.	6	172	167
Unley Swimming Centre Provision of a premier outdoor swimming facility, encouraging community health, wellbeing and water safety.	903	1,203	299

Operating Programs continued	Income	Expenditure	Net Expenditure
	\$'000		
Urban Design (incorporating Recreation and Sport) 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.	-	501	501
Volunteer Development Provide coordination, administration and support for community based volunteer services and projects.	-	104	104
Waste Management Collection and disposal of general waste, kerbside recycling, green waste and a hard rubbish collection service.	165	5,096	4,931
Youth Development Engage and empower young people in the community by identifying, developing and providing activities, programs and events.	-	108	108
Total Operating Programs	57,311	53,419	(3,892)
Operating Projects (as per the following pages)	18	1,225	1,207
Total Operations (including Operating Projects)	57,329	54,644	(2,686)



OPERATING PROJECTS & INITIATIVES

Operating Projects & Initiatives	Income	Expenditure	Net Expenditure
Environmental Initiatives			
Sustainability Projects Officer (Year 2 of 3)	-	115,000	115,000
City Wide Greening Verges	-	90,000	90,000
Water Wells (Treenet Inlets) Program	-	50,000	50,000
Tree Strategy Expanding Canopy Target - Public Land	-	180,000	180,000
Shaping Unley—Trees on Private Land	-	45,000	45,000
Carbon Accounting and Communications	-	25,000	25,000
Council Operations Carbon Emissions Reduction	-	130,000	130,000
	-	635,000	635,000
Events			
Christmas In Unley	-	30,000	30,000
Australia Day 2024	-	5,000	5,000
2024 Tour Down Under Stage Start	-	55,000	55,000
Unley Gourmet Gala 2024	18,000	261,000	243,000
Community Events Program	-	40,000	40,000
	18,000	391,000	373,000
Economic Development Initiatives			
Trader Association - Major Event Sponsorship	-	40,000	40,000
Unley Business & Economic Development Board	-	20,000	20,000
	-	60,000	60,000
Other Projects			
Active Ageing Strategy Program (Year 7)	-	20,000	20,000
Clarence Park Community Contribution	-	15,000	15,000
RAHS Show Traffic Management	-	27,000	27,000
Unley Civic Precinct - 183 Unley Rd Car Park Design	-	32,000	32,000
Fleet Tracking	-	45,000	45,000
	-	139,000	139,000
Total Operating Projects	18,000	1,225,000	1,207,000

Operating Projects & Initiatives	Net Expenditure
Environmental Initiatives	
<p>Sustainability Projects Officer (Year 2 of 3) Funding a fixed-term contract position which assists with the implementation and delivery of the actions of Council's key sustainability strategies including: Climate & Energy Plan, Tree Strategy, Environment & Sustainability Strategy and Waste Management & Resource Recovery Plan 2021-25.</p>	115,000
<p>City Wide Greening Verges Convert Council verges located within the City from dolomite to loam which are then planted and maintained by residents. The program has enabled the conversion of over 449 verges and a total area of 7,933m² across the City in the last 6 years.</p>	90,000
<p>Shaping Unley - Trees on Private Land Continuation of the 'Shaping Unley' (Active Participation Framework) to better understand the issue of declining tree canopy cover on private land, and to find common ground to address this complex, city-wide issue.</p>	45,000
<p>Water Wells (Treenet Inlets) Program The continued delivery of Council's water wells initiative for 2023-24. The installation of inlets in Council verges across the City to assist with their greening and establishing new tree plantings by increasing moisture in the soil through capturing and retaining flows from the roadway.</p>	50,000
<p>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 land. This project will see the planting of 440 additional trees throughout the City in 2023-24.</p>	180,000
<p>Carbon Accounting and Communications To continue funding the licensing of a consolidated carbon accounting tracking system to enable Council to continue to monitor and prioritise its operations emission reduction actions and to communicate greenhouse emissions inventories, sustainability reporting and benchmarking.</p>	25,000
<p>Council Operations Carbon Emissions Reduction Reducing Council's operations carbon emissions in line with its Climate & Energy Plan:</p> <ul style="list-style-type: none"> • Contribution to purchasing up to 3 new Council Electric Vehicles • Installation of an Electric Vehicle charging station at Council's Operations Depot • Installation of a 30kw solar panel system at Council's Operations Depot • Investment in Scope 3 pilot materials such as road sealing. 	130,000
Total Environmental Initiatives	635,000

Operating Projects & Initiatives	Net Expenditure
Events	
<p>Christmas In Unley To provide festive decorations and theming on the front of the library building facing Unley Road and the entry to the Civic Centre building year to celebrate the festive season in Unley. This initiative also includes an Ignite Unley Outdoor Cinema Christmas community event to launch the festive season.</p>	30,000
<p>Australia Day 2024 To host a Citizenship and Australia Day Awards ceremony.</p>	5,000
<p>2024 Tour Down Under Stage Start Funding to host a stage start of the 2023 Santos Tour Down Under should the City of Unley receive an offer from Events SA. The hosting of a TDU Stage is dependent on a stage being granted by SA Tourism Commission.</p>	55,000
<p>Unley Gourmet Gala 2024 Staging of the Unley Gourmet Gala Street Party the evening prior to a Tour Down Under Stage Start.</p>	243,000
<p>Community Events Program Delivery of a program of community events aimed at neighbourhood development and place activation.</p>	40,000
Total Events	373,000



Operating Projects & Initiatives	Net Expenditure
Economic Development Initiatives	
<p>Trader Association - Major Event Sponsorship The provision of financial support to Council's four Trader Associations to stage annual events in 2023-24. The intent of the funding is to attract visitation to the precincts and generate spending on the back of a significant event on each of the main streets.</p>	40,000
<p>Unley Business & Economic Development Board One of the initiatives identified in Council's Economic Development Strategy is to establish an Advisory Committee that will provide advice and support to Council on Economic Development matters and opportunities. This funding supports the delivery of economic projects identified by the Advisory Committee.</p>	20,000
Total Economic Development Initiatives	60,000
Other Projects	
<p>Active Ageing Strategy Program (Year 7) Initiatives that have been developed in consultation with Council's Active Ageing Alliance. The project aims to realise Council's vision of the City of Unley to be celebrated as a great place to grow older. The program will include facilitation of the Active Ageing Alliance, an intergenerational Grandfriends connection project, a new research program called the Mid-life Chrysalis and an extensive education, information and communication program.</p>	20,000
<p>Clarence Park Community Contribution Request from the Clarence Park Community Centre to contribute to the salary of the Shed Coordinator.</p>	15,000
<p>Royal Adelaide Show Traffic Management Council's financial contribution to the cost of traffic management to stage the 2023 Royal Adelaide Show.</p>	27,000
<p>Unley Civic Precinct - 183 Unley Rd Car Park Design To deliver a detailed design for an upgrade of the car park which is part of the Unley Civic Precinct and establish a new Deed between Council and the land owner. This will inform future construction to continue the shared use of the car park by Council.</p>	32,000
<p>Fleet Tracking Installation of vehicle tracking to assist operation management, identify efficiencies and improved WHS for remote and isolated staff.</p>	45,000
Total Other Projects	139,000
Total Operating Projects	1,207,000

NEW CAPITAL

New Capital Projects	Income	Expenditure	Net Expenditure
Brown Hill Keswick Creek (BHKC) City of Unley Contribution	-	840,000	840,000
Walking and Cycling Plan Implementation (Year 1 of 5)	-	130,000	130,000
Wilberforce Walk (Stage 3)	150,000	300,000	150,000
Unley Road Streetscape Upgrade (Stage 2)	-	50,000	50,000
Local Area Traffic Management (LATM) Implementation	-	25,000	25,000
Development, Environmental Health and Regulatory - Mobility & Operational Management Improvements (Year 2 of 2)	-	45,000	45,000
East Avenue Pedestrian Refuge	-	70,000	70,000
Solar Panels	-	50,000	50,000
Batteries to Store Solar Power	-	50,000	50,000
Public Electric Vehicle (EV) Charging Station	-	20,000	20,000
Heywood Park Safety & Amenity Improvements	-	15,000	15,000
Improve amenity of Gladstone Street	-	30,000	30,000
Sub-total	150,000	1,625,000	1,475,000
Overhead Allocation	-	265,000	265,000
Total New Capital Projects	150,000	1,890,000	1,740,000



New Capital Projects	Net Expenditure
<p>Brown Hill Keswick Creek (BHKC) City of Unley Contribution 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.</p>	840,000
<p>Walking and Cycling Plan Implementation (Year 1 of 5) Continued implementation of priorities as endorsed by Council in its Walking & Cycling Plan 2022-2027. The projects to be delivered in 2023-24 are:</p> <ul style="list-style-type: none"> • Railway Terrace South (Devon Street to Goodwood Road) - detailed design and documentation • Wood-Weller Bikeway (Stage 5) Wood Street to Cross Road Connection – consultation • Young Street Neighbourhood Bicycle Route Stages 2 and 3 (Unley Road to Goodwood Road) - concept design • Jellicoe-Ningana Avenue Neighbourhood Bicycle Route - concept design. • Marino Rocks Greenway / Cooke Terrace / Rose Terrace Bend Walking and Cycling Improvements – construction • Bicycle End of Trip Facilities - installation of up to five bicycle racks and one bicycle repair station. 	130,000
<p>Wilberforce Walk (Stage 3) The construction of the Wilberforce Walk (Stage 3) between Second Avenue and Leah Street. The delivery of this project is proposed to be funded on a 50-50 basis between Council and the State Government. In this respect, the project will only proceed in the event Council is successful in securing grant funding.</p>	150,000
<p>Unley Road Streetscape Upgrade (Stage 2) The continued delivery of Council's Unley Road Public Realm Streetscape Upgrade which for 2023-24 will be in the section that is between Park Street and Thomas Street. The proposed Stage 2 streetscape works are:</p> <ul style="list-style-type: none"> • Street furniture (Seating, Bins, Bike Racks, Planter Boxes, Fencing etc) • Bollards (EAB or standard as required). • New planting beds and other greening opportunities. • Way-finding signage. <p>In addition to the streetscape upgrade works, renewal of footpaths and kerbing will also be undertaken and funded through Council's 2023-24 Capital Renewal Program.</p>	50,000
<p>Local Area Traffic Management (LATM) Implementation Continued implementation of recommendations and measures resulting from Local Area Traffic Management Plans developed, including:</p> <ul style="list-style-type: none"> • Thomas Street and Mornington Road Intersection Improvements (LATM 1) - concept design and consultation. • Haslop Reserve Walking and Cycling Improvements (LATM 2) - concept design and consultation. • Porter Street Parking Review - consultation and implementation. 	25,000
<p>Development, Environmental Health and Regulatory - Mobility & Operational Management Improvements (Year 2 of 2) Continuation of digitisation and mobility improvements to support the service review implementation across Development and Regulatory Services.</p>	45,000

New Capital Projects	Net Expenditure
<p>East Avenue Pedestrian Refuge The installation of a pedestrian refuge adjacent to Langdon Avenue for people crossing East Avenue to access cafes and Page Park.</p>	70,000
<p>Solar Panels To increase the kW production from solar panels installed on Council owned and occupied by Council properties. Staff will assess properties that would return the best value for money.</p>	50,000
<p>Batteries to Store Solar Power Council staff will investigate Council owned facilities that export power to the grid. The preferred facilities would have a reasonable degree of use to draw from battery when insufficient solar is being produced.</p>	50,000
<p>Public Electric Vehicle (EV) Charging Station Provide a publicly available electric vehicle (EV) rapid charging station on Council owned property. Charging Station should consider use of 100% renewable energy provider, provision of a portion of each charge for free and third-party opportunities.</p>	20,000
<p>Heywood Park Safety & Amenity Improvements Establishment of a natural barrier of low-level plantings on the eastern side of Heywood Park adjacent to Grove Street to reduce the risk of very young children wandering from the Ninja Playground onto the road.</p>	15,000
<p>Improve amenity of Gladstone Street To improve the condition and amenity of Gladstone Street by the following measures:</p> <ul style="list-style-type: none"> • Increase greening • Reduce opportunities for over-length vehicles parking in the street. 	30,000
Capitalised Project Delivery Costs	265,000
Total New Capital Projects	1,740,000





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 2023-24 the Capital Renewal Program has a projected net expenditure of \$8.2M.

CAPITAL RENEWAL

Capital Renewal Program	Income	Expenditure	Net Expenditure
Buildings			
Property Program	-	915,000	915,000
Swimming Facilities Program	-	275,000	275,000
	-	1,190,000	1,190,000
Open Space			
Reserves & Open Space Program	-	550,000	550,000
	-	550,000	550,000
Stormwater			
Drainage & Stormwater Program	-	330,000	330,000
	-	330,000	330,000
Transport			
Road Program	-	1,000,000	1,000,000
Kerb & Water Table Program	-	2,100,000	2,100,000
Footpath Program	-	775,000	775,000
	-	3,875,000	3,875,000
Plant, Fleet and Equipment			
Plant and Equipment	142,000	619,000	477,000
Light Fleet	75,000	118,000	43,000
	217,000	737,000	520,000
ICT Assets			
ICT Asset Renewal	-	552,000	552,000
Library RFID Kiosk Replacement	-	200,000	200,000
	-	752,000	752,000
Sub-total	217,000	7,434,000	7,217,000
Capitalised Project Delivery Costs	-	987,200	987,200
Total	217,000	8,421,200	8,204,200

Capital Renewal Program

Property Program

Facility	Component Renewal	Scope
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Civic Buildings

Unley Civic Centre	Renewal of A/C cooling tower
	Renewal of floor carpets
	Renewal of kitchen areas
	Renewal of blinds
	Renewal of customer service area
	Renewal of office furniture
	Renewal of staff changeroom amenities
Operations Depot	Renewal of amenities

Community Buildings

Sturt Lawn Tennis Club Walls	Repair/renewal of internal walls
Unley Oval	Renewal of toilet facilities
Unley Oval	Renewal of Oval lighting to LED
Goodwood Community Centre	Renewal of A/C system
Various	Various other works on Council buildings based on latest condition auditing which has been undertaken in 2023

Swimming Facilities Renewal Program

Component Renewal	Scope
Plant Room	Renew internal walls and floor
Pool Cover	Replace pool cover to main pool
Pumps	Replace heat pumps
Control System	Replace control system panel
Flow Sensors	Replace all flow sensors
Balance Tank	Repair to internal and external walls
Valves	Replace valves in all pools

Capital Renewal Program continued**Reserves and Open Space Program**

Location	Works
Dora Gild Reserve	Renew softfall to individual play equipment
Orphanage Park	Renew softfall – inlaid beach pattern
Soutar Park	Renew picnic tables and seating
Everard Park Reserve	Renew irrigation to turf and garden areas
Everard Park Reserve	Renew reserve lighting
Soldiers Memorial Park	Renew reserve memorial lighting
North Unley Park	Design and documentation for future renewal
Various parks and reserves	Renewal of failed timber slat seats

Drainage & Stormwater Renewal Program

Location	Works
Foundry Street, Goodwood	Renew laneway pipe and outlet
Northgate Street, Unley	Re-line failed pipe in easement
Side Entry Pits (Various)	Renew single side entry pits to double side entry pits during kerb renewal works
Ridge Park Managed Aquifer Recharge (MAR) Scheme	Renew SCADA (supervisory control and data acquisition) and telemetry system
Heywood Park Managed Aquifer Recharge (MAR) Scheme	Renew SCADA (supervisory control and data acquisition) and telemetry system

Road Renewal Program

Road Name, Suburb	To/From	Scope
Greer Street, Hyde Park	Commercial Road to Commercial Road (loop road)	Asphalt Resurfacing
Foundry Street, Wayville	Albert Street to End	Asphalt Resurfacing
Andrew Avenue, Millswood	Wood Street to Regent Street	Asphalt Resurfacing
Miller Street, Unley	Young Street to Roberts Street	Asphalt Resurfacing
Birks Street, Parkside	Fullarton Road to Myra Street	Asphalt Resurfacing
Myra Street, Parkside	Birks Street to Collins Street	Asphalt Resurfacing
Percy Street, Millswood	Mitchell Street to End	Asphalt Resurfacing
Leicester Street, Parkside	Porter Street to End	Pavement Patching
Miegunyah Avenue, Unley Park	Northgate Street to End	Asphalt Resurfacing

Capital Renewal Program continued**Kerb & Water Table Renewal Program**

Road Name, Suburb	To/From	Scope
Unley Road, Unley	Unley Shopping Centre to Park Terrace	Western side full reconstruction
Greer Street, Hyde Park	Commercial Road to Commercial Road	Both sides full reconstruction
Foundry Street, Wayville	Albert Street to End	Both sides full reconstruction
Bendall Lane, Wayville	John Street to End	Western side partial reconstruction
Andrew Avenue, Millswood	Wood Street to Regent Street	Both sides full reconstruction
Birks Street, Parkside	Fullarton Road to Myra Street	Both sides full reconstruction
Myra Street, Parkside	Birks Street to Campbell Road	Both sides full reconstruction
Miller Street, Unley	Young Street to Roberts Street	Both sides full reconstruction
Percy Street, Millswood	Mitchell St to End	Both sides full reconstruction
Hillsley Ave, Everard Park	Africaine Avenue to Nibley Avenue	Southern side partial reconstruction
Miegunyah Avenue, Unley Park	Northgate Street to End	Both sides full reconstruction

Footpath Renewal Program

Road Name, Suburb	To/From	Side, Scope
Unley Road, Unley	Thomas Street to Park Terrace	Western side renewal in line with Unley Rd guidelines
Greer Street, Hyde Park	Commercial Street to Commercial Street	Both sides partial pick up and relay
Trevelyan Street, Goodwood	Young Street to John Street	Both sides partial pick up and relay
John Street, Goodwood	Albert Street to Trevelyan Street	Both sides partial pick up and relay
Foundry Street Laneway, Wayville	Foundry Street to Bendall Street	Reconstruction linked with stormwater renewal
Bendall Street, Wayville	John Street to End	Both sides partial pick up and relay
Nibley Avenue, Everard Park	Hillsley Avenue to Africaine Road	Northern side adjacent reserve
Highgate Street, Highgate	Cross Road to Avenue Road	Northern side adjacent school
Collins Street, Parkside	Campbell Road to End	Eastern side renew with interlock pavers
Ridge Park, Myrtle Bank	Oval Path Loop	Renew gravel path with asphalt

Plant, Fleet & Equipment

Plant & Equipment Renewal	Renewal of major and minor plant.
Light Fleet Renewal	Replacement of three vehicles scheduled for replacement.

ICT Assets =

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.

Library RFID Kiosk Replacement Replacement of the Radio Frequency Identification (RFID) kiosks in the Unley and Goodwood Libraries and the associated technology.

BUDGETED FINANCIAL STATEMENTS

Uniform Presentation of Finances

\$'000s	2023-24 Budget	2022-23 Forecast
Income	57,329	54,812
less Expenses	(54,643)	(52,840)
Subtotal	2,686	2,972
Equity Accounted Subsidiaries	(255)	13
Operating Surplus / (Deficit) before Capital Amounts	2,431	2,985
less Net Outlays on Existing Assets		
Net Capital Expenditure on Renewal & Replacement of Existing Assets	(8,421)	(11,374)
less Depreciation, Amortisation and Impairment	12,000	10,175
less Amounts received specifically for Replacement of Existing Assets	-	-
less Proceeds from the Sale of Replaced Assets	217	483
Net Outlays on Existing Assets	3,796	(716)
less Net Outlays on New and Upgraded Assets		
Net Capital Expenditure on New and Upgraded Assets	(1,890)	(8,112)
less Amounts received specifically for New and Upgraded Assets	150	3,622
less Proceeds from Sale of Assets	-	-
Net Outlays on New and Upgraded Assets	(1,740)	(4,491)
Net Lending / (Borrowing) for the Financial Year (inclusive of Equity Accounted Businesses)	4,487	(2,222)
less Equity Accounted Businesses	255	(13)
Net Lending / (Borrowing) for the Financial Year excluding Equity Accounted Businesses	4,742	(2,235)
Net Financial Liabilities at Beginning of Year	12,410	10,443
Decrease / (increase) in Other	-	-
Net Financial Liabilities at End of Year	7,923	12,665

Statement of Comprehensive Income

\$'000s	2023-24 Budget	2022-23 Forecast
Income		
Rates	48,885	46,051
Statutory Charges	1,752	1,863
User Charges	2,253	2,091
Grants, Subsidies & Contributions	3,195	3,248
Asset Disposal	-	21
Investment Income	15	103
Reimbursements	286	487
Other Income	925	851
Operating Projects	18	97
Total Income	57,329	54,812
Expenditure		
Employee Costs	20,813	19,426
Materials, Contracts & Other Expenses	20,516	19,679
Depreciation, Amortisation & Impairment	12,000	10,175
Finance Costs	90	267
Operating Projects	1,225	2,293
Total Expenditure	54,643	51,840
Operating Surplus / (Deficit) before Equity Accounted Businesses	2,686	2,972
Net Gain/(loss) - Equity Accounted Businesses	(255)	13
Operating Surplus / (Deficit) inclusive of Equity Accounted Businesses	2,431	2,985
Asset Disposal & Fair Value Adjustments	217	585
Amounts received specifically for new, upgraded or replacement assets	150	3,519
Net Outlays on New and Upgraded Assets	367	4,104
Net Surplus / (Deficit)	2,798	7,089
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,543	1,050
Total Comprehensive Income	4,341	8,139

BUDGETED FINANCIAL STATEMENTS

Statement of Financial Position

\$'000s	2023-24 Budget	2022-23 Forecast
Assets		
Current Assets		
Cash & cash equivalents	1,485	1,485
Trade & other receivables	1,697	1,697
Other financial assets	2	2
Total Current Assets	3,184	3,184
Non-current Assets		
Financial Assets	-	-
Equity accounted investments in Council businesses	34,242	32,954
Infrastructure, Property, Plant & Equipment	547,793	549,482
Total Non-current Assets	582,035	582,436
Total Assets	585,219	585,620
Liabilities		
Current Liabilities		
Trade & Other Payables	6,181	6,181
Borrowings Fixed Term	288	277
Provisions	3,996	3,996
Total Liabilities Assets	10,465	10,454
Non-current liabilities		
Borrowings	334	5,087
Provisions	308	308
Total Non-current Liabilities	642	5,395
Total Liabilities	11,107	15,849
Net Assets	574,111	569,770
Equity		
Accumulated Surplus	182,781	178,441
Asset Revaluation Reserves	391,132	391,132
Other Reserves	197	197
Total Equity	574,111	569,770
Net Financial Liabilities	7,923	12,665

Statement of Cash Flow

\$'000s	2023-24 Budget	2022-23 Forecast
Cash Flows from Operating Activities		
Receipts		
Operating Receipts	57,314	54,710
Investment Receipts	15	103
Payments		
Operating Payments to suppliers and employees	(42,553)	(41,398)
Finance Payments	(90)	(267)
Net Cash provided by (or used in) Operating Activities	14,686	13,148
Cash Flows from Investing Activities		
Receipts		
Amounts specifically for new or upgraded assets	150	3,622
Amounts received specifically for Replacement of Existing Assets	-	-
Proceeds from Sale of Surplus Assets	-	-
Sale of replaced assets	217	483
Repayments of loans by community groups	-	-
Payments		
Expenditure on renewal/placement of assets	(8,421)	(11,374)
Expenditure on new/upgraded assets	(1,890)	(8,112)
Net purchase of Investment Securities	-	-
Capital Contributed to Equity Accounted Council Businesses	-	-
Distributions Received from Equity Accounted Council Businesses (Loss)	-	-
Net Cash provided by (or used in) Investing Activities	(9,944)	(15,382)
Cash Flows from Financing Activities		
Receipts		
Proceeds from borrowings	-	2,234
Payments		
Repayments of borrowings	(4,742)	-
Net Cash provided by (or used in) Financing Activities	(4,742)	2,234
Net Increase/(Decrease) in cash held	-	-
Plus: Cash & cash equivalents at beginning of period	1,485	1,485
Cash & cash equivalents at end of period	1,485	1,485

BUDGETED FINANCIAL STATEMENTS

Statement of Equity

\$'000s	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
2023-24 Budget				
Balance at end of previous reporting period	178,441	391,132	197	569,770
Net Surplus/(Deficit) for Year	2,798	-	-	2,798
Other Comprehensive Income				
Gain/(loss) on revaluation of Infrastructure and Assets	-	-	-	-
Share of Other Comprehensive Income – Equity Accounted Council Businesses	1,543	-	-	1,543
Other Comprehensive Income	1,543	-	-	1,543
Total Comprehensive Income	4,341	-	-	4,341
Balance at end of period	182,782	391,132	197	574,111
2022-23 Forecast				
Balance at end of previous reporting period	170,301	391,132	197	561,630
Net Surplus/(Deficit) for Year	7,090	-	-	7,090
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	8,140	-	-	8,140
Balance at end of period	178,441	391,132	197	569,770



REVISED LONG-TERM FINANCIAL PLAN

\$'000	2022-23	2023-24	2024-25
	Forecast	Budget	LTFP Year 2
Income			
General Rates Income	44,114	46,723	48,826
All Other Income	10,601	10,588	10,659
Operating Projects	97	18	-
Total Income	54,812	57,329	59,484
Expenditure			
Employee Costs	19,426	20,813	21,754
Materials, Contracts & Other Expenses	19,679	20,556	21,378
Depreciation, Amortisation & Impairment	10,175	12,000	12,070
Finance Costs	267	50	-
Operating Projects	2,293	1,225	1,274
Total Expenditure	51,840	54,644	56,476
Operating Surplus/(Deficit)	2,972	2,686	3,008
Principal Repayment of loans	266	277	288
Cash surplus/(deficiency) after principal repayments	2,706	2,409	2,720
Capital Renewal less income to be received	10,891	8,204	9,723
New Capital less funding to be received	4,490	1,740	3,500
(Shortfall) / Improvement in cash position	(2,500)	4,466	1,567
Fixed Term Borrowings	565	288	-
Cash Advance Debenture (CAD Borrowings)	4,799	334	(1,234)
Total Borrowings	5,364	622	(1,234)
Repayment of Fixed Term Borrowings	266	277	288
Repayment/(draw-down) of CAD	(2,488)	4,465	1,568
Net repayment/(draw down) of borrowings	(2,222)	4,742	1,855
Operating Surplus Ratio (Target 5%) (excl Equity Accounted Subsidiaries)	5.4%	4.7%	5.1%
Net Financial Liabilities Ratio (Target <80%)	24%	14%	10%
Asset Renewal Funding Ratio (Target 100% average over 10 years)	131%	91%	100%
Asset Renewal to depreciation (Target 100% average over 10 years)	113%	70%	81%

2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
LTFP Year 3	LTFP Year 4	LTFP Year 5	LTFP Year 6	LTFP Year 7	LTFP Year 8	LTFP Year 9	LTFP Year 10
50,412	52,051	53,612	55,221	56,877	58,584	60,341	62,151
11,015	11,385	11,761	12,152	12,561	12,979	13,433	13,906
-	-	-	-	-	-	-	-
61,427	63,435	65,373	67,373	69,438	71,563	73,774	76,057
22,464	23,081	23,659	24,250	24,856	25,478	26,115	26,767
21,966	22,570	23,134	23,713	24,306	24,913	25,536	26,175
12,140	12,212	12,286	12,361	12,439	12,518	12,599	12,683
-	-	-	-	-	-	-	-
1,309	1,605	1,379	1,413	1,448	1,765	1,522	1,560
57,879	59,469	60,457	61,737	63,049	64,674	65,772	67,185
3,548	3,967	4,916	5,635	6,389	6,889	8,002	8,873
-	-	-	-	-	-	-	-
3,548	3,967	4,916	5,635	6,389	6,889	8,002	8,873
10,255	10,325	10,514	10,815	11,298	11,580	11,870	12,166
3,500	3,596	3,686	3,778	3,873	3,970	4,069	4,171
1,933	2,257	3,001	3,403	3,658	3,858	4,663	5,218
-	-	-	-	-	-	-	-
(3,167)	(5,424)	(8,425)	(11,828)	(15,486)	(19,343)	(24,007)	(29,225)
(3,167)	(5,424)	(8,425)	(11,828)	(15,486)	(19,343)	(24,007)	(29,225)
-	-	-	-	-	-	-	-
1,933	2,257	3,001	3,403	3,658	3,858	4,663	5,218
1,933	2,257	3,001	3,403	3,658	3,858	4,663	5,218
5.8%	6.3%	7.5%	8.4%	9.2%	9.6%	10.8%	11.7%
7%	3%	(2%)	(7%)	(12%)	(17%)	(23%)	(29%)
100%	100%	100%	100%	100%	100%	100%	100%
84%	85%	86%	87%	91%	93%	94%	96%



Civic Centre

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DECISION REPORT

REPORT TITLE:	PROPOSED 2023-24 FEES AND CHARGES
ITEM NUMBER:	4.2
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	EDDIE PETERS, FINANCE BUSINESS PARTNER
DIVISION:	BUSINESS SUPPORT AND IMPROVEMENT
ATTACHMENTS:	1. PROPOSED 2023-24 FEES AND CHARGES SCHEDULE

1. **PURPOSE**

This report presents to Council the 2023-24 Fees and Charges Schedule for Council approval. The new fees and charges will be applicable from 1 July 2023 unless stated otherwise within the schedule.

2. **RECOMMENDATION**

That:

1. The report be received.
 2. The Fees and Charges Schedule for the 2023-24 financial year, as set out in Attachment 1 to this report (Item 4.2, Council Meeting 26/06/2023) be approved to take effect from 1 July 2023.
 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.
 4. The Chief Executive Officer be authorised to make minor editorial amendments to the 2023-24 Fees and Charges Schedule as part of the finalisation of the document.
-

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

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 have the Fees and Charges Schedule available on the Council's website 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 to assist customers and for completeness.

All other fees and charges are set by Council. In recent years, Council has set a CEO KPI to increase revenue from non-rate-based income. Fees and charges listed in the schedule are the fees that Council sets.

5. **DISCUSSION**

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;
- Consider 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.

The annual review of Council's Fees and Charges is undertaken as part of the 2023-24 Annual Business Plan and Budget process focusing on the following aspects:

- 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; and
- Other economic factors or impact during the 2023-24 financial year.

Mindful of the financial impact that rising inflation and interest rates are having on households and businesses, most fee increases are less than the Adelaide CPI of 7.9% for the year ended 31 March 2023. Where fees have increased above Adelaide CPI, the increases are generally due to:

- Increased costs in delivering the services. For example, transport to long-term animal impoundment fees have risen due to cost increases from contractors; or
- A step increase following no increase in the previous financial year.

Some fees and charges have not increased, including those relating to Commonwealth Home Support Programs, full day and night hall hire at the Town Hall, and hirer bonds across all community centres. This has occurred when it is considered that:

- The current fee is comparable to other similar service providers; or
- As a result of rounding, it makes sense to increase fees less often than annually.

New fees and charges have been introduced for the Goodwood Community Centre, Unley Oval Community Hub, and licence fees applicable to commercial fitness groups and commercial dog training in parks.

It is proposed that the new fees take effect from 1st July 2023.

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 links to the statutory fees be added to the Fees and Charges page on the Council's website once they have been gazetted. It is anticipated that this will occur early in the new financial year. 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 2023-24 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 2023-24 financial year, as set out in Attachment 1 to this report (Item 4.2, Council Meeting 26/06/2023) be approved to take effect from 1 July 2023.
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.
4. The Chief Executive Officer be authorised to make minor editorial amendments to the 2023-24 Fees and Charges Schedule as part of the finalisation of the document.

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 2023-24 financial year, as set out in Attachment 1 to this report (Item 4.2, Council Meeting 26/06/2023), be approved subject to the incorporation of the following amendments:
- *[insert details of amendment]*
to take effect from July 1 2023.
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.
4. The Chief Executive Officer be authorised to make minor editorial amendments to the 2023-24 Fees and Charges Schedule as part of the finalisation of the document.

This option allows for further amendments to the proposed fees and charges schedule. Should Council wish to make amendments, it would be recommended that the 2023-24 Annual Business Plan and Budget be deferred to July for adoption. This will enable the full impact of any amendment to be reflected in the Annual Business Plan and Budget.

7. POLICY IMPLICATIONS

7.1 Financial/budget implications

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

8. 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 2023-24 Fees and Charges Schedule was provided separately to Members for their review between 26 May and 1 June 2023.

One response was received, seeking clarity on the approach for setting the new fees for the Goodwood Community Centre. The Administration advised a comparison of fees had been undertaken to ensure parity across Council's other community centres, namely Fullarton Park and Unley Community Centres (noting Clarence Park fees are set independently by their Board). Additionally, consideration was given to the hire fees previously advertised by Goodwood Community Services, to ensure hirers are not unreasonably impacted by changes to fees.

9. RECOMMENDED OPTION

Option 1 is the recommended option.

10. REPORT AUTHORISERS

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



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Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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City of Unley

Unley Oval Community Hub

Council's Hire of Unley Oval Community Hub policy outlines discounts are available to: not for profit, schools, charities, local residents and local businesses.

Monday-Thursday all day hire (8am-10pm)	\$700.00	\$700.00	Y
Friday (8am-midnight); Saturday (8am-midnight); Sunday (8am-10pm) all day hire	\$875.00	\$875.00	Y
Hourly Rate (Monday-Thursday)	\$50.00	\$50.00	Y
Hourly Rate (Friday-Sunday)	\$70.00	\$70.00	Y
Cleaning Fee	\$145.00	\$150.00	Y

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)	\$700.00	\$700.00	Y
Friday, Saturday(8am- midnight) Sunday (8am-10pm)	\$875.00	\$875.00	Y
Hourly Rate - Monday to Thursday	\$50.00	\$50.00	Y
Hourly Rate - Friday - Sunday	\$70.00	\$70.00	Y
Cleaning Fee	\$145.00	\$150.00	Y

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	\$26.00	\$27.00	Y
Any Day Rate - Half Day (up to 4hrs)	\$78.00	\$82.00	Y
Any Day Rate - Full Day (up to 8hrs)	\$155.00	\$163.00	Y

MAIN HALL

Weekend (Up to 8 Hours)	\$295.00	\$310.00	Y
Weekend Rate - Per Hour	\$52.00	\$54.00	Y
Weekday (Up to 8 Hours)	\$230.00	\$240.00	Y
Weekday Rate - Per Hour	\$36.00	\$38.00	Y
Bond Standard Function < 80 people	\$200.00	\$200.00	N
Bond Large Function > 80 people	\$500.00	\$500.00	N

Main HALL & KITCHEN

Weekend (Up to 8 Hours)	\$325.00	\$340.00	Y
Weekend Rate per hour	\$62.00	\$65.00	Y
Weekday (up to 8 hours)	\$260.00	\$273.00	Y
Weekday Rate - per hour	\$42.00	\$44.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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KITCHEN / DINING ROOM

Any Day Rate - Full Day (up to 8 hours)	\$215.00	\$225.00	Y
Any Day Rate - Half Day (up to 4 hours)	\$108.00	\$113.00	Y
Any Day Rate - per hour	\$36.00	\$38.00	Y

NORTHERN MEETING ROOM

Any Day Rate - Per Hour	\$16.00	\$17.00	Y
Any Day Rate - Half Day (up to 4 hours)	\$36.00	\$38.00	Y
Any Day Rate - Full day (up to 8 hours)	\$72.00	\$75.00	Y

BACK VERANDA

Any Day Rate - Per Hour	\$16.00	\$17.00	Y
Any Day Rate - Half Day (up to 4 hours)	\$36.00	\$38.00	Y
Any Day Rate - Full day (up to 8 hours)	\$72.00	\$75.00	Y

COMPLETE FACILITY

Weekend (Up to 8 Hours)	\$500.00	\$525.00	Y
Weekend Rate - Per Hour	\$115.00	\$120.00	Y
Weekday (Up to 8 Hours)	\$395.00	\$415.00	Y
Weekday Rate - Per Hour	\$98.00	\$103.00	Y
Meal Service - from \$3.00 - \$12.00		\$3.00- \$12.00	Y
		Min. Fee incl. GST: \$3.00	

PROGRAMS

Craft Corner - from \$ 3.00 - \$ 10.00		\$3-\$10	Y
		Min. Fee incl. GST: \$3.00	
Drawing and Sketching	\$8.00	\$8.00	Y
Painting with Acrylics - from \$3.00 - \$ 8.00		\$3-\$8	Y
		Min. Fee incl. GST: \$3.00	
Programs and Events		\$1.00-\$50.00	Y
		Min. Fee incl. GST: \$1.00	
Watercolour painting	\$8.00	\$8.00	Y
Tai Chi	\$8.00	\$8.00	Y
Strength for Life	\$8.00	\$8.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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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	Y
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RED ROOM

Full Day Weekday	\$80.00	\$84.00	Y
Full Day Weekend	\$133.00	\$140.00	Y
Hourly rate	\$16.50	\$18.00	Y
Session Weekday	\$52.00	\$55.00	Y
Session Weekend	\$74.00	\$78.00	Y

HOWARD AND BOARD ROOMS - 30 sq m

Weekday - Single session	\$90.00	\$95.00	Y
Weekday - Double session	\$137.00	\$144.00	Y
Weekday - Evening session	\$90.00	\$95.00	Y
Weekend - Single session	\$100.00	\$105.00	Y
Weekend - Full day session	\$160.00	\$168.00	Y
Weekend - Evening session	\$122.00	\$128.00	Y
Hourly Rate	\$21.00	\$22.00	Y

COMMUNITY ROOM - 40 sq m

Weekday - Single session	\$108.00	\$114.00	Y
Weekday - Double session	\$175.00	\$184.00	Y
Weekday - Evening session	\$108.00	\$114.00	Y
Weekend - Single session	\$121.00	\$127.00	Y
Weekend - Full day session	\$206.00	\$217.00	Y
Weekend - Evening session	\$132.00	\$139.00	Y
Hourly Rate	\$26.00	\$28.00	Y

PARKVIEW ROOM - 85 sq m

Weekday - Single session	\$165.00	\$170.00	Y
Weekday - Double session	\$297.00	\$306.00	Y
Weekday - Evening session	\$165.00	\$170.00	Y
Weekend - Single session	\$221.00	\$228.00	Y
Weekend - Full day session	\$370.00	\$381.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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PARKVIEW ROOM - 85 sq m [continued]

Weekend - Evening session	\$297.00	\$306.00	Y
Hourly Rate	\$43.00	\$45.00	Y

LOUNGE, KITCHEN

Weekday-Single session	\$375.00	\$386.00	Y
Weekday-Double session	\$590.00	\$608.00	Y
Weekday - Evening session	\$375.00	\$386.00	Y
Weekend-Single session	\$460.00	\$474.00	Y
Weekend-Full day session	\$785.00	\$808.00	Y
Weekend-Evening session	\$625.00	\$644.00	Y
Hourly Rate	\$69.00	\$71.00	Y

BANQUET ROOM - 195 sq m

Weekday - Single session	\$355.00	\$365.00	Y
Weekday - Double session	\$555.00	\$571.00	Y
Weekday - Evening session	\$355.00	\$365.00	Y
Weekend - Single session	\$470.00	\$484.00	Y
Weekend - Full day session	\$735.00	\$758.00	Y
Weekend - Evening session	\$585.00	\$602.00	Y
Hourly Rate	\$62.00	\$64.00	Y

BANQUET ROOM & KITCHEN - 195 sq m

Weekday-Single session	\$395.00	\$407.00	Y
Weekday-Double session	\$635.00	\$654.00	Y
Weekday-Evening session	\$395.00	\$407.00	Y
Weekend-Single session	\$555.00	\$571.00	Y
Weekend-Full day session	\$855.00	\$880.00	Y
Weekend-Evening session	\$680.00	\$700.00	Y
Hourly Rate	\$70.00	\$72.00	Y

ENTIRE MAIN FUNCTION AREA - 390 sq m

Weekday-Single session	\$595.00	\$613.00	Y
Weekday-Double session	\$930.00	\$958.00	Y
Weekday-Evening session	\$595.00	\$613.00	Y
Weekend-Single session	\$770.00	\$793.00	Y
Weekend-Full day session	\$1,230.00	\$1,270.00	Y
Weekend - Evening session	\$975.00	\$1,005.00	Y
Hourly Rate	\$108.00	\$111.00	Y

WHOLE BUILDING (Hireable space) 575 sq m

Full Day Session - weekend	\$1,845.00	\$1,900.00	Y
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Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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ART STUDIO

Weekday - per hour	\$13.50	\$14.00	Y
Weekday – Full day session	\$110.00	\$113.00	Y
Weekend - per hour	\$13.50	\$14.00	Y
Weekend – Full day session	\$110.00	\$113.00	Y

STUDY

Per day = 8 hours	\$69.00	\$72.00	Y
Per half day = 4 hours	\$36.00	\$38.00	Y
Per hour	\$10.50	\$11.00	Y

RETREAT

Wellbeing Suite - half day	\$36.00	\$38.00	Y
Retreat - Per day	\$13.50	\$14.00	Y
Wellbeing Suite - per day	\$67.00	\$70.00	Y

GALLERY

Per Week	\$75.00	\$79.00	Y
22% Commission on all sales		22% commission on all sales	Y

CAR PARK

Hire of front car park	\$175.00	\$185.00	Y
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BONDS

Bond All Rear High Risk Hirer	\$1,500.00	\$1,500.00	N
Bond Lounge /Dining High Risk Hirer	\$1,000.00	\$1,000.00	N
Bond Parkview High Risk Hirer	\$500.00	\$500.00	N

PROGRAMS

Programs and Events		\$1.00-\$50.00	Y
		Min. Fee incl. GST: \$1.00	
Quilting Group and Tuesday Stitchers per person	\$3.00	\$3.00	Y
Friday Social Group	\$3.00	\$3.00	Y
Mah Jong Group per person	\$3.00	\$3.00	Y
English Language Program - Casual	\$4.00	\$4.00	Y
English Language Program - Term	\$36.00	\$36.00	Y

GOODWOOD COMMUNITY CENTRE

City of Unley will commence the management of the Goodwood Community Centre from the 1st July 2023

BANQUET HALL AND KITCHEN 216 sq m

Hourly Rate Mon-Fri 5pm		\$50.00	Y
Hourly Rate Fri 5pm-Sun		\$70.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
BANQUET HALL AND KITCHEN 216 sq m [continued]			
Whole Day Mon-Thurs		\$700.00	Y
Whole Day Fri-Sun		\$875.00	Y
ACTIVITY HALL 283 sq m			
Hourly Rate Mon-Fri 5pm		\$50.00	Y
Hourly Rate Fri 5pm-Sun		\$70.00	Y
Whole Day Mon-Thurs		\$700.00	Y
Whole Day Fri-Sun		\$875.00	Y
BOTH HALLS AND KITCHEN 499 sq m			
Hourly Rate Mon-Fri 5pm		\$100.00	Y
Hourly Rate Fri 5pm-Sun		\$140.00	Y
Whole Day Mon-Thurs		\$1,300.00	Y
Whole Day Fri-Sun		\$1,650.00	Y
INTERVIEW ROOM 9 sq m			
Hourly Rate Mon-Fri 5pm		\$10.00	Y
Hourly Rate Fri 5pm-Sun		\$10.00	Y
Whole Day Mon-Thurs		\$140.00	Y
Whole Day Fri-Sun		\$140.00	Y
ROSA OFFICE 12 sq m			
Hourly Rate Mon-Fri 5pm		\$10.00	Y
Hourly Rate Fri 5pm-Sun		\$10.00	Y
Whole Day Mon-Thurs		\$140.00	Y
Whole Day Fri-Sun		\$140.00	Y
COMMUNITY OFFICE 10 sq m			
Hourly Rate Mon-Fri 5pm		\$10.00	Y
Hourly Rate Fri 5pm-Sun		\$10.00	Y
Whole Day Mon-Thurs		\$140.00	Y
Whole Day Fri-Sun		\$140.00	Y
GROUP ROOM 10 sq m			
Hourly Rate Mon-Fri 5pm		\$10.00	Y
Hourly Rate Fri 5pm-Sun		\$10.00	Y
Whole Day Mon-Thurs		\$140.00	Y
Whole Day Fri-Sun		\$140.00	Y
BOARD ROOM 22 sq m			
Hourly Rate Mon-Fri 5pm		\$20.00	Y
Hourly Rate Fri 5pm-Sun		\$20.00	Y
Whole Day Mon-Thurs		\$280.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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BOARD ROOM 22 sq m [continued]

Whole Day Fri-Sun	\$0.00	\$280.00	Y
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Other

Wall opening/closing (per occasion)	\$0.00	\$100.00	Y
Cleaning fee - extra clean where required (2 hours)	\$0.00	\$150.00	Y
Car Park - hire of front Car Park	\$175.00	\$185.00	Y

ANIMAL MANAGEMENT ACT - Statutory**DOG REGISTRATIONS**

Rescue Dog First Year of Registration Free (AWL and RSPCA only)		No Charge	N
Puppy Fee (under 6 months) (new fee for 2023-24)	\$0.00	\$47.00	N
Non-Standard Dog	\$92.00	\$94.00	N
Accredited Assistance Dog		NO FEE	N
Racing Greyhound and Working Livestock Dog	\$19.00	\$19.00	N
Standard Dog	\$46.00	\$47.00	N
Standard Dog – Trained	\$37.00	\$38.00	N
Standard Dog – Concession	\$23.00	\$23.00	N
Standard Dog – Trained - Concession	\$19.00	\$19.00	N
Standard Dog – Temp Concession	\$23.00	\$23.00	N
Non-Standard Dog – Trained	\$74.00	\$75.00	N
Non-Standard Dog – Concession	\$46.00	\$47.00	N
Non-Standard Dog – Trained - Concession	\$37.00	\$38.00	N
Non-Standard Dog – Temp Concession	\$46.00	\$47.00	N

ANIMAL MANAGEMENT ACT - Non Statutory

Transport to Long Term Impounding	\$150.00	\$250.00	N
Fees for seizure and detention	\$64.00	\$65.00	N
Long Term Impounding Fee	\$250.00	\$262.50	N
Daily Holding Fee	\$85.00	\$89.00	N
Multi Dog Permit Application Fee	\$60.00	\$61.00	N
Multi Dog Permit Variation Application Fee	\$31.00	\$32.00	N

REGISTRATIONS

Business Registration (per dog)(not entitled to rebates)	\$95.00	\$97.00	N
Replacement Dog Registration Disc	\$10.00	\$10.00	N
Penalty for late Registration	\$11.00	\$12.00	N
Percentage rebate for partial year registration		50%	N

MISCELLANEOUS

Cat Cage Deposit	\$24.00	\$25.00	N
Cat Cage Deposit (Concession)	\$13.00	\$14.00	N
Late Return fee per day	\$6.00	\$6.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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MISCELLANEOUS [continued]

Replacement (lost or damaged)	\$160.00	\$180.00	Y
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FOOD ACT – Non Statutory**EVENTS / INSPECTIONS****Food Premises - 1 day event at the Showgrounds (per day)**

Mon - Fri 3Hrs	\$195.00	\$205.00	Y
Mon - Fri 4Hrs	\$254.50	\$267.50	Y
Mon - Fri 5Hrs	\$319.50	\$336.00	Y
Mon - Fri 6Hrs	\$379.00	\$398.00	Y
Sat/ Sun 3Hrs	\$287.00	\$301.50	Y
Sat/ Sun 4Hrs	\$379.00	\$398.00	Y
Sat/ Sun 5Hrs	\$487.50	\$512.00	Y
Sat/ Sun 6Hrs	\$558.00	\$586.00	Y

Food Premises - large events at the Showgrounds (per day)

Mon - Fri	\$574.50	\$603.50	Y
Sat/ Sun	\$807.50	\$848.00	Y

Other

Food Premises - Adelaide Show at the Showgrounds (up to 10 days)	\$4,254.00	\$4,467.00	Y
Food Premises - charitable/not for profit (ineligible for GST)		No Charge	Y
Food Premises - Stalls at fetes, trading tables etc.		No Charge	Y
Food Premises - nominal risk (newsagents, chemists)	\$64.00	\$67.50	Y
Food Premises - Food transport vehicle with Notification from another Council		No Charge	Y

FOOD SAFETY AUDITS

On-Site Audit (including re-audits) per hr	\$164.50	\$173.00	N
Desktop Audit (at Auditors Office) per hr	\$82.80	\$87.00	N
Desktop Audit (on-site) per hr	\$164.50	\$173.00	N
Travel (more than 50km away from Council Offices) per hr	\$82.80	\$87.00	N

WASTE MANAGEMENT SERVICES

The following grouped fees are applicable from 1/7/23 to 30/6/24. The fees will be billed by the Waste Contractor and payable to them.

Additional Garbage 140L MGB - domestic/Council/groups	\$209.40	\$231.00	Y
Additional Recycling 240L MGB - domestic/Council/groups	\$104.70	\$110.00	Y
Additional Green Organics 240L MGB - domestic/Council/groups	\$104.70	\$110.00	Y
Additional Garbage 140L MGB - Kindy/school/childcare	\$209.40	\$231.00	Y
Additional Recycling 240L MGB - Kindy/school/childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	\$87.75	\$92.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
WASTE MANAGEMENT SERVICES [continued]			
Additional Recycling 240L MGB - Kindy/school/childcare (in excess of 500 - fee per bin)	\$104.70	\$110.00	Y
Additional Green Organics 240L MGB - Kindy/school/ childcare	\$104.70	\$110.00	Y
Garbage 140L MGB - business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$209.40	\$231.00	Y
Recycling 240L MGB - business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy)	\$104.70	\$110.00	Y
Green Organics 240L MGB - business/industrial/ commercial for each multiple tenancy on a single assessment (per tenancy) subject to demonstrated need.	\$104.70	\$110.00	Y
Kitchen Caddy (inc roll of 150 liners & brochure)	\$15.00	\$0.00	Y
Roll of 150 Compostable liners	\$10.00	\$0.00	Y
Special Events (240L MGB hire costs)			
Event bins \$210 + \$20.00 per bin (Waste disposal + handling & cleaning)		\$210 + \$20.00 per bin	Y
Event bins - missing/ not recovered	\$86.50	\$91.00	Y
Compost / Other			
Collection of Illegal Dumped Rubbish (per hr per staff member)	\$104.70	\$110.00	Y
Disposal of Illegally Dumped Rubbish (per cubic metre)	\$200.00	\$214.50	Y
Immediate collection of hard refuse(within 5 days) not including mattresses	\$79.55	\$83.50	N
Waste Services			
Pack of Compostable Dog bags	\$5.00	\$5.00	Y
Dog pouch holder (1) Green	\$4.60	\$4.80	Y
TRAFFIC SERVICES			
PAID PARKING			
Paid Parking - Business Permits per hr	\$1.00	\$1.00	N
Paid Parking - Business Permits per day	\$4.00	\$4.00	N
Paid Parking per hr	\$1.50	\$1.50	Y
Paid Parking per day	\$6.00	\$6.00	Y
VEHICLE IMPOUNDING FEE			
Vehicle Impounding Fee	\$182.00	\$190.00	N
Storage fee per day	\$11.00	\$12.00	N
TEMPORARY ROAD CLOSURES			
Street Parties i.e. non-commercial (M-F)		Subject to quote	N
Street Parties i.e. non-commercial (Sat -Sun)		Subject to quote	N

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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TEMPORARY ROAD CLOSURES [continued]

Temporary hoarding on Council Roads	Application Fee: \$66.00, Standard Fee: \$6.50 per m2 per week (or part thereof) Min. Fee incl. GST: \$66.00		N
Street Party/ on Street Event - with commercial benefit	\$2,167.50	\$2,211.00	N

Temporary Parking Controls

Building work, filming, wide loads & works by public authorities - 1st Day	\$66.00	\$67.00	N
Rolling Closures at request of Police		FREE	N
Community Facility name signs	\$67.00	\$68.00	Y
Bin on Street / Skip/ Shipping Container approval (maximum of 7 days)	\$40.00	\$41.00	N
Street Parties i.e. non-commercial (Sat)		Subject to quote	N

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

Within Business Hours	\$73.70	\$77.40	N
Within Business hrs - Non Commercial		Subject to quote	N
After Hours/ Saturday per hr Minimum 3 Hours	\$163.70	\$171.90	N
After Hrs / Sunday per hr Minimum 3 hrs	\$218.95	\$229.90	N

RESIDENTIAL PARKING EXEMPTIONS/PERMITS

Resident Parking Permit for 2 years	\$41.00	\$43.00	N
Work Zone /Tradesperson permit	\$17.00	\$18.00	N
Joint Venture On-Street Car Park Annual Permit	\$600.00	\$630.00	N
Replacement Parking Permit / Exemption Label	\$8.00	\$9.00	N
Residential Parking Permit in Excess of Policy Entitlements Annual	\$66.00	\$70.00	N

STREET TRADERS

Street Traders - Mobile Street Traders - per month	\$47.00	\$50.00	N
Street Trading Table Licence/day	\$8.00	\$8.50	N
Display of goods on footway-roadway/yr	\$66.00	\$69.00	N
Street. Traders-Mobile Street Trader/ Yearly fee	\$475.00	\$499.00	N
Street. Traders - on-street public events (per day)	\$17.00	\$18.00	N

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	N
Defined retail precincts - with liquor	\$1.00	\$1.00	N
Defined retail precincts - without liquor	\$0.60	\$0.70	N
Other commercial areas - with liquor	\$0.95	\$1.00	N
Other commercial areas - without liquor	\$0.50	\$0.70	N

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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Renewed Outdoor Dining Permit - Rental per square metre of public land per week [continued]

Residential areas - with liquor	\$0.75	\$0.80	N
Residential areas - without liquor	\$0.45	\$0.50	N

BUSKING

BUSKING - fee per day (Permits for Business Purposes Policy S222 LGA)	\$7.50	\$8.00	N
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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)	\$24.00	\$24.00	N
Dumping of Waste - Self Funded Retiree (per service)	\$29.00	\$29.00	N
Gardening Volunteer based - Full Pensioner (per service)	\$19.00	\$19.00	N
Gardening Volunteer based - Self Funded Retiree (per service)	\$24.00	\$24.00	N
Domestic Assistance - Full Pensioner per hr	\$19.00	\$19.00	N
Domestic Assistance Self Funded Retiree per hr	\$24.00	\$24.00	N
Shopping Support - Full Pensioner per hr	\$16.00	\$16.00	N
Shopping Support - Self Funded Retiree per hr	\$21.00	\$21.00	N
Respite - Full Pensioner per hr	\$7.50	\$8.00	N
Respite - Self Funded Retiree per hr	\$10.50	\$11.00	N
Spring Clean - Full Pensioner per hr	\$24.00	\$24.00	N
Spring Clean Self Funded Retiree per hr	\$29.00	\$29.00	N
Handyman Services Full Pensioner per hr + materials	\$19.00	\$19.00	N
Handyman Services Self Funded Retiree per hr + materials	\$24.00	\$24.00	N
Gutter Clean - Full Pensioner per hr	\$35.00	\$35.00	N
Gutter Clean - Self Funded Retiree per hr	\$40.00	\$40.00	N
Gardening - Full Pensioner per hr	\$24.00	\$24.00	N
Gardening - Self Funded Retiree per hr	\$29.00	\$29.00	N
Window Cleaning Full Pensioner per hr	\$24.00	\$24.00	N
Window Cleaning Self Funded Retiree per hr	\$29.00	\$29.00	N
Social Activities and Trips - Full Pensioner per trip (Refreshments and activity costs at own expense)	\$8.50	\$9.00	N
Social Activities and Trips - Self Funded Retirees per trip (Refreshments and activity costs at own expense)	\$11.50	\$12.00	N
Social Support One on One Full Pensioner per hr	\$7.50	\$8.00	N
Social Support One on One Self Funded Retiree per hr	\$10.50	\$11.00	N
Centre Based Group Activities - Full Pensioner per session	\$13.00	\$13.00	N
Centre Based Group Activities - Self Funded Retiree per session	\$19.00	\$19.00	N
Volunteer based car service - Full Pensioner per trip (each way)	\$3.50	\$4.00	N
Volunteer based car service - Self Funded Retiree per trip (each way)	\$5.50	\$6.00	N

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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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	\$2.50	\$2.50	Y
Minimum Charge	\$55.00	\$55.00	Y
Late Cancellation fee	\$60.00	\$60.00	Y

Other

Shopping Bus Service (one way fee)	\$2.50	\$2.50	N
Community Bus Service - out and about Tours (refreshments & activity costs at own expense)	\$8.50	\$9.00	Y

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)	\$435.00	\$457.00	Y
Installation or removal of temporary parking controls and road closures - Sundays and Public Holidays (2 Staff members / 3 hour call out)	\$580.00	\$609.00	Y
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	N
Development of Traffic Management Plan		Subject to Quote	Y
Mandatory advertisement - notification of road closure (Newspaper - standard size)		Subject to Quote	N
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)	\$220.00	\$231.00	Y
Response Crew Assistance eg. delivery of bollards, bunting, assistance with installation of event infrastructure - Sundays & Public Holidays - (one staff member / three hour call out)	\$280.00	\$294.00	Y
Powerbox access fee (per powerbox / per day)	\$50.00	\$52.50	Y
Additional Toilet Cleaning, hourly rate	\$55.00	\$60.00	Y

TENNIS COURT (HARD COURTS)

Unley based residents / groups / schools / clubs per hr	\$8.10	\$8.10	Y
Non-Unley based residents / groups / schools / clubs per hr	\$11.70	\$11.70	Y

COMMERCIAL FITNESS GROUPS

1-4 people (not including fitness trainer) per location per month (new fee structure)		\$12.00	Y
5-10 people (not including fitness trainer) per location per month (new fee structure)		\$28.00	Y
11-20 people (not including fitness trainer) per location per month (new fee structure)		\$50.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
COMMERCIAL DOG TRAINING IN PARKS			
Standard monthly fee regardless of group size per location per month (new fee structure)		\$50.00	Y
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	\$117.10	\$120.00	Y
Small sized open spaces reserved for small scale events only: Forestville Reserve, North Unley Playground, Page Park, Scammell Reserve - Ratepayer discount / per day charge	\$59.35	\$60.00	Y
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	\$24.90	\$25.00	Y
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	Y
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	\$178.60	\$180.00	Y
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	\$92.15	\$90.00	Y
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	\$39.20	\$40.00	Y
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	Y
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	\$292.60	\$290.00	Y
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	\$146.25	\$145.00	Y
Large open spaces that can facilitate all types of event activity: Goodwood Oval, Orphanage Park, Ridge Park, Soldier's Memorial Gardens, Unley Oval – Schools and Sporting Groups within the City of Unley – per day	\$60.65	\$60.65	Y
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.Schools, Sporting Clubs, Groups and Sporting Associations within the City of Unley – per hr (new fee structure)		\$8.50	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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EVENTS IN OPEN SPACES [continued]

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. Schools, Sporting Clubs, Groups and Sporting Associations outside the City of Unley – per hr (new fee structure)		\$18.50	Y
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. – External Sports and Recreation organisations – per hr (new fee for 2023-24)		\$28.50	Y
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 - per hr		No fee	Y

LIBRARIES - GENERAL

Book Club (fee or donation of 8 books)		\$200.00	Y
Book sale items (Range from \$0.50 to \$10.00)		Range from \$0.50 to \$10.00	Y
		Min. Fee incl. GST: \$0.50	
Library Bag		Range from \$2.50 - \$5.00	Y
		Min. Fee incl. GST: \$2.50	
Notice Fee	\$5.00	\$5.00	N
Processing fee for lost library material - One Card System	\$5.00	\$6.00	N
Replacement library card	\$2.50	\$2.50	N
Payment for lost library materials - One Card System		As per cost	N
Library programs and events		\$2.00 - \$40.00	Y

GOODWOOD LIBRARY

MEETING ROOM

Per full day	\$50.00	\$50.00	Y
Per hour	\$10.00	\$10.00	Y

Digital Literacy Classes

Tech Help drop in - 25 minute support sessions		Gold Coin	N
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LIBRARIES - UNLEY (CIVIC CENTRE)

Ear Bud Headphones	\$3.00	\$3.50	Y
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LIBRARIES - TOY

\$5 discount membership voucher/promotion as determined by Toy Library Coordinator	\$0.00	\$0.00	N
Cleaning fee (per item) - Small Item	\$5.00	\$5.00	N
Cleaning fee (per item) - Large Item (new fee for 2023-24)	\$0.00	\$10.00	N
Lost item tags - Toy Library	\$5.00	\$5.00	N
Family (per year from date of joining)	\$50.00	\$50.00	N

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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LIBRARIES - TOY [continued]

Group (per year from date of joining)	\$70.00	\$70.00	N
Concessions (per year from date of joining)	\$40.00	\$40.00	N
Damaged/Lost Toy		Replacement value	N
Temporary Member - Borrowing Fee per loan	\$10.00	\$10.00	N
Missing Pieces		\$3.00 - \$10.00	N
Processing fee for lost toy library material - One Card System	\$5.00	\$5.00	N
Replacement Toy Library card	\$2.50	\$2.50	N

MUSEUM

General Research Request	\$12.00	\$15.00	Y
Photograph of Unley Oval - SA v England 1903 (unframed)	\$40.00	\$42.00	Y
Photographic reproduction - Commercial use	\$110.00	\$115.00	Y
Special Events including school holiday program events	\$5.50	\$6.00	Y
Unley Museum – Promotional items including bags, magnets etc.		Range from \$4.00 - \$10.00 Min. Fee incl. GST: \$4.00	Y
Whistler's Unley : Then and Now	\$20.00	\$20.00	Y
From Cottage to Community Centre	\$6.00	\$6.00	Y
A History of Unley and Goodwood	\$6.00	\$6.00	Y
Mornington - A Gentleman's Residence	\$6.00	\$6.00	Y
Walford's Houses	\$6.00	\$6.00	Y
Braested - An English House	\$6.00	\$6.00	Y
House History Searches	\$35.00	\$45.00	Y
Photographic Scanning and Reproduction (minimum charge)	\$25.00	\$30.00	Y
Set of 4 historic images on cards with envelopes - \$1 per card - Set of 4 = \$4	\$4.00	\$4.00	Y

DAMAGE TO FOOTWAY

Bitumen

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

Pavers

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

KERB

KERB AND WATER TABLE-Per lineal metre		Subject to Quote	Y
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Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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REINSTATEMENT

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

DISPOSAL OF STORMWATER

Stormwater Pipe (80mm-100mm) per lineal metre		Subject to Quote	Y
Box Gutter per lineal metre		Subject to Quote	Y

WOODCHIPS/MULCH

1 Truck Load (3 tonne/4 cubic metres)	\$357.70	\$350.00	Y
0.5 Truck Load	\$178.80	\$175.00	Y

BOLLARDS & SIGNS

To hire - a sign or bollard per week or part thereof		Subject to quote	Y
To hire - a section of "fencing" per week or part thereof		Subject to quote	Y

KING WILLIAM ROAD DRIVEWAYS/ROADWAY - PAVERS

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

APPLICATIONS TO ALTER PUBLIC ROAD

Authorisation to alter public road	\$59.65	\$63.00	N
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TREE WATER WELLS

Installation of tree wells in verge		Subject to quote	Y
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BANNERS

Pole Banners		\$55 per pole banner	Y
		Min. Fee incl. GST: \$55.00	
Installation Cost/Banner	\$545.35	\$595.00	Y
Hire Cost /site/week - commercial organisation	\$432.00	\$450.00	Y

UNLEY SWIMMING CENTRE

Admission Costs

"Friday for a cause" Gold Coin Entry	\$0.00	\$0.00	N
Adult (70-80 years) photo ID required	\$2.60	\$2.70	Y
Adult (80-90 years) photo ID required	\$1.65	\$1.70	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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Admission Costs [continued]

Adult (90 - 100 years) photo ID required	\$0.80	\$0.90	Y
Adult 100+ (Free)	\$0.00	\$0.00	Y
Adults	\$8.30	\$8.50	Y
Children Under 12 months		Free of Charge	Y
Children 1 - 4 years	\$4.20	\$4.20	Y
Children (5 - 15)	\$6.80	\$7.00	Y
Carers for mobility impaired		Free of Charge	Y
Family (2 adults + 3 children)	\$27.00	\$28.00	Y
Pensions/Unemployed/Health Card Holder	\$6.80	\$7.00	Y
Book (10 tickets)	\$68.00	\$70.00	Y
Concession Book (10 tickets)	\$57.00	\$60.00	Y
Book (30 tickets)	\$174.00	\$180.00	Y
Concession Book (30 tickets)	\$145.00	\$150.00	Y
Spectators/ Supervising Adults	\$4.20	\$4.20	Y
School Groups (per person) invoice rate structured activity	\$4.45	\$4.70	Y
School Groups (per person) invoice rate unstructured activity	\$4.95	\$5.20	Y
Adult Groups (per person) invoice rate structured activity	\$5.50	\$5.80	Y
Adult Groups (per person) invoice rate unstructured activity	\$6.00	\$6.30	Y

Learn to Swim

Block of 10 babies and toddlers	\$188.00	\$190.00	N
Block of 10 (L1-L7)	\$210.00	\$210.00	N
One on One 1/2 hr	\$55.00	\$55.00	Y
One on One 1/2 hr (per lesson) - Multiple Lessons	\$42.00	\$45.00	Y
Two on one 1/2 hr	\$70.00	\$75.00	Y
Adult (Block of ten Lessons)	\$210.00	\$210.00	Y

Children Parties - 10 children

extra child	\$22.00	\$22.00	Y
Childrens Parties - 10 children	\$220.00	\$220.00	Y

Group Fitness Classes

Casual visit	\$14.00	\$14.50	Y
Concession casual visit	\$10.50	\$11.00	Y
Season pass holder only	\$7.50	\$8.00	Y
10 visit adult	\$123.00	\$125.00	Y
10 visit concession	\$85.00	\$87.00	Y
10 visit season pass holder	\$75.00	\$80.00	Y

Season Pass

Pre- Season discount of 10% off season passes	\$0.00	\$0.00	Y
Adult Season Pass	\$560.00	\$570.00	Y
Concession/ Children season Pass	\$420.00	\$430.00	Y
Family Season Pass (2+3)	\$1,120.00	\$1,140.00	Y

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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Hire Charges

Department for Education & Child development & VACSWIM Lane hire exemption	\$0.00	\$0.00	Y
Lane Hire (casual user per hour)	\$32.00	\$34.00	Y
Lane Hire (regular user per hour)	\$22.00	\$23.00	Y

Carnival Hire

10 books of 10 tickets to be provided for promotional purposes	\$0.00	\$0.00	Y
Entire Centre (including Junior pools, Centre closed to public) per hr (does not include participant entry fee)	\$325.00	\$340.00	Y
Main Pool (8 lanes of main pool, Junior pools open to public) per hour (does not include participant entry fee)	\$275.00	\$290.00	Y

Atlantis AUSSI Masters Swimming Club Membership and Hire Charges

Lane Hire	55% off the Regular Lane Hire Rate (per lane per hour)	Y
Adult Season Pass	20% off the Regular Rate	Y
Concession Season Pass	20% off the Regular Rate	Y

Unley Amateur Swimming Club Membership and Hire Charges

Lane Hire	55% off the Regular Lane Hire Rate (per lane per hour)	Y
Carnival Hire	55% off the Regular Carnival Hire Rate	Y
Carnival Entry Rate	55% off the Structured Activity Entry Rate	Y
Adult Season Pass	20% off the Regular Rate	Y
Concession Season Pass	20% off the Regular Rate	Y
Family Season Pass	20% off the Regular Rate	Y
Adult 30 visit Pass	20% off the Regular Rate	Y
Adult 10 visit Pass	20% off the Regular Rate	Y
Concession 30 visit Pass	20% off the Regular Rate	Y
Concession 10 visit Pass	20% off the Regular Rate	Y

DEVELOPMENT SERVICES

Public Notification Advertising Fee	\$250.00	\$265.00	N
Local Nuisance Exemption Application fee	\$101.00	\$106.50	N

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

COPIES DEVELOPMENT PLAN

Certificate of Title (required for planning assessment)*	\$41.00	\$43.50	N
Land Services Group advise increase annually*			

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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ASSETS AND INFRASTRUCTURE

ENCROACHMENT PERMIT

Application fee

Application Fee	\$60.40	\$63.40	N
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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 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	\$122.95	\$129.10	N
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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 verandah, pediment, cornice, awning, hood, sign, pergola, or covered way, expressed in square metres.

Minimum fee: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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Type of Encroachment - 2

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

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

Minimum fee: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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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 verandah, pediment, cornice, awning, hood, sign, pergola, or covered way, expressed in square metres.* +

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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Type of Encroachment - 3 [continued]

Minimum fee: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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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 : \$123.60	\$117.70	\$123.60	N
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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: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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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 overpass, bridge or other structure expressed in square metres.* +

Minimum fee: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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Type of Encroachment - 7

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

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

Minimum fee: \$193.75 per annum where applicable	\$184.50	\$193.75	N
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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: \$258.25 per annum where applicable	\$245.95	\$258.25	N
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MISCELLANEOUS ITEMS

S270 Internal Review Applications	\$20.00	\$20.00	N
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Council Documents

By Laws (full set)	\$5.10	\$5.40	N
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Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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Council Documents [continued]

By Laws (per page)	\$0.30	\$0.30	N
Code of Practice for Access to Meetings and Associated Documents	\$3.05	\$3.20	N
Code of Practice for Meeting Procedures	\$3.05	\$3.20	N
Fees and Charges (Full Document)	\$5.10	\$5.40	N
Fees and Charges (per page)	\$0.30	\$0.30	N
Minutes of Council, Committee or Sub-Committee Meeting	\$0.30	\$0.30	N
Notice of Agenda for Meetings of Council and Committees (per page)	\$0.30	\$0.30	N
Representation Options Papers and Reports on Reviews	\$10.60	\$11.15	N
Strategic Management Plans (full set)	\$10.60	\$11.15	N

Register

Allowances and Benefits – Elected Members (full set)	\$5.10	\$5.40	N
Allowances and Benefits – Elected Members (per page)	\$0.30	\$0.30	N
Community Land Register (per page)	\$0.30	\$0.30	N
Delegations Register (per page)	\$0.30	\$0.30	N
Financial Interests – CAP (per page)	\$0.30	\$0.30	N
Financial Interests – Elected Members (full set)	\$5.10	\$5.40	N
Financial Interests – Elected Members (per page)	\$0.30	\$0.30	N
Public Roads Register (full register)	\$5.10	\$5.40	N
Public Roads Register (per page)	\$0.30	\$0.30	N
Remuneration, Salaries and Benefits Register (full register)	\$5.10	\$5.40	N
Remuneration, Salaries and Benefits Register (per page)	\$0.30	\$0.30	N
Copy Register of Members' Interests (individual return)	\$6.50	\$6.80	N
Copy Register of Members' Interests (complete register)	\$37.15	\$39.00	N

Customer Service

Photocopying B&W A4 (per page)	\$0.30	\$0.30	Y
Photocopying B&W A3 (per page)	\$0.40	\$0.40	Y
Photocopying Colour A4 (per page)	\$1.40	\$1.40	Y
Photocopying Colour A3 (per page)	\$1.50	\$1.50	Y

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)	\$3.10	\$3.25	N
House of Assembly and Council Roll (Paper Copy)	\$90.00	\$94.50	N
House of Assembly and Council Roll per ward (Paper Copy) (after first copy)	\$20.10	\$21.10	N

Name	Year 22/23 Fee	Year 23/24 Fee (incl. GST)	GST
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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	N
Further copies of prior year rate notice reprints \$10 each	\$10.35	\$10.85	N
Investigation and Archival Retrieval where information not readily available from current data (per 30 minutes)	\$45.00	\$47.25	N
List Property Addresses & Names (Assessment Records) - cost per entry. As per S 174 (2) LG Act 1999	\$3.80	\$4.00	N

Fee Name	Parent Name	Page
Index of all Fees		
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]	21
10 visit concession	[Group Fitness Classes]	21
10 visit season pass holder	[Group Fitness Classes]	21
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) per location per month (new fee structure)	[COMMERCIAL FITNESS GROUPS]	16
1-4 people (not including fitness trainer) per location per month (new fee structure)	[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) per location per month (new fee structure)	[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 : \$123.60	[Type of Encroachment - 4]	24
Accredited Assistance Dog	[DOG REGISTRATIONS]	11
Across footpath +	[REINSTATEMENT]	20
Additional Garbage 140L MGB - domestic/Council/ groups	[WASTE MANAGEMENT SERVICES]	12
Additional Garbage 140L MGB - Kindy/school/ childcare	[WASTE MANAGEMENT SERVICES]	12
Additional Green Organics 240L MGB - domestic/ Council/ groups	[WASTE MANAGEMENT SERVICES]	12
Additional Green Organics 240L MGB - Kindy/ school/childcare	[WASTE MANAGEMENT SERVICES]	13
Additional Recycling 240L MGB - domestic/Council/ groups	[WASTE MANAGEMENT SERVICES]	12
Additional Recycling 240L MGB - Kindy/school/ childcare (in excess of 500 - fee per bin)	[WASTE MANAGEMENT SERVICES]	13
Additional Recycling 240L MGB - Kindy/school/ childcare (once off fee per bin; restricted to 1 per 100 children (max 5))	[WASTE MANAGEMENT SERVICES]	12
Additional Toilet Cleaning, hourly rate	[COMMUNITY EVENT COSTS]	16
Adult (70-80 years) photo ID required	[Admission Costs]	20
Adult (80-90 years) photo ID required	[Admission Costs]	20
Adult (90 - 100 years) photo ID required	[Admission Costs]	21

Fee Name	Parent Name	Page
A [continued]		
Adult (Block of ten Lessons)	[Learn to Swim]	21
Adult 10 visit Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Adult 100+ (Free)	[Admission Costs]	21
Adult 30 visit Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
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	[Atlantis AUSSI Masters Swimming Club Membership and Hire Charges]	22
Adult Season Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Adult Season Pass	[Season Pass]	21
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)]	14
After Hrs / Sunday per hr Minimum 3 hrs	[Installation and removal of temporary parking controls - Commercial (ie work zone, building work,filming etc)]	14
Allowances and Benefits – Elected Members (full set)	[Register]	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)	[BACK VERANDA]	6
Any Day Rate - Full day (up to 8 hours)	[NORTHERN MEETING ROOM]	6
Any Day Rate - Full Day (up to 8 hours)	[KITCHEN / DINING ROOM]	6
Any Day Rate - Half Day (up to 4 hours)	[BACK VERANDA]	6
Any Day Rate - Half Day (up to 4 hours)	[KITCHEN / DINING ROOM]	6
Any Day Rate - Half Day (up to 4 hours)	[NORTHERN MEETING ROOM]	6
Any Day Rate - Half Day (up to 4hrs)	[CONFERENCE ROOM]	5
Any Day Rate - per hour	[KITCHEN / DINING ROOM]	6
Any Day Rate - Per Hour	[CONFERENCE ROOM]	5
Any Day Rate - Per Hour	[BACK VERANDA]	6
Any Day Rate - Per Hour	[NORTHERN MEETING ROOM]	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]	14
Block of 10 (L1-L7)	[Learn to Swim]	21
Block of 10 babies and toddlers	[Learn to Swim]	21
Bond All Rear High Risk Hirer	[BONDS]	9
Bond Large Function > 80 people	[MAIN HALL]	5
Bond Lounge /Dining High Risk Hirer	[BONDS]	9
Bond Parkview High Risk Hirer	[BONDS]	9
Bond Standard Function < 80 people	[MAIN HALL]	5
Book (10 tickets)	[Admission Costs]	21
Book (30 tickets)	[Admission Costs]	21
Book Club (fee or donation of 8 books)	[LIBRARIES - GENERAL]	18
Book sale items (Range from \$0.50 to \$10.00)	[LIBRARIES - GENERAL]	18
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]	14
Business Registration (per dog)(not entitled to rebates)	[REGISTRATIONS]	11
BUSKING - fee per day (Permits for Business Purposes Policy S222 LGA)	[BUSKING]	15
By Laws (full set)	[Council Documents]	24
By Laws (per page)	[Council Documents]	25
C		
Car Park - hire of front Car Park	[Other]	11
Carers for mobility impaired	[Admission Costs]	21
Carnival Entry Rate	[Unley Amateur Swimming Club Membership and Hire Charges]	22

Fee Name	Parent Name	Page
C [continued]		
Carnival Hire	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Casual visit	[Group Fitness Classes]	21
Cat Cage Deposit	[MISCELLANEOUS]	11
Cat Cage Deposit (Concession)	[MISCELLANEOUS]	11
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]	22
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]	21
Cleaning Fee	[Unley Oval Community Hub]	5
Cleaning Fee	[Full Day and Night]	5
Cleaning fee - extra clean where required (2 hours)	[Other]	11
Cleaning fee (per item) - Large Item (new fee for 2023-24)	[LIBRARIES - TOY]	18
Cleaning fee (per item) - Small 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]	13
Community Bus Service - out and about Tours (refreshments & activity costs at own expense)	[Other]	16
Community Facility name signs	[Temporary Parking Controls]	14
Community Land Register (per page)	[Register]	25
Concession 10 visit Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Concession 30 visit Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Concession Book (10 tickets)	[Admission Costs]	21
Concession Book (30 tickets)	[Admission Costs]	21
Concession casual visit	[Group Fitness Classes]	21
Concession Season Pass	[Atlantis AUSSI Masters Swimming Club Membership and Hire Charges]	22
Concession Season Pass	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Concession/ Children season Pass	[Season Pass]	21
Concessions (per year from date of joining)	[LIBRARIES - TOY]	19
Copy Register of Members' Interests (complete register)	[Register]	25
Copy Register of Members' Interests (individual return)	[Register]	25
Craft Corner - from \$ 3.00 - \$ 10.00	[PROGRAMS]	6
D		
Daily Holding Fee	[ANIMAL MANAGEMENT ACT - Non Statutory]	11
Damaged/Lost Toy	[LIBRARIES - TOY]	19
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]	25
Department for Education & Child development & VACSWIM Lane hire exemption	[Hire Charges]	22
Desktop Audit (at Auditors Office) per hr	[FOOD SAFETY AUDITS]	12
Desktop Audit (on-site) per hr	[FOOD SAFETY AUDITS]	12
Development of Traffic Management Plan	[COMMUNITY EVENT COSTS]	16
Display of goods on footway-roadway/yr	[STREET TRADERS]	14
Disposal of Illegally Dumped Rubbish (per cubic metre)	[Compost / Other]	13
Dog pouch holder (1) Green	[Waste Services]	13
Domestic Assistance - Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Domestic Assistance Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Drawing and Sketching	[PROGRAMS]	6
Dumping of Waste - Full Pensioner (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Dumping of Waste - Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15

Fee Name	Parent Name	Page
E		
Ear Bud Headphones	[LIBRARIES - UNLEY (CIVIC CENTRE)]	18
English Language Program - Casual	[PROGRAMS]	9
English Language Program - Term	[PROGRAMS]	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)]	13
Event bins \$210 + \$20.00 per bin (Waste disposal + handling & cleaning)	[Special Events (240L MGB hire costs)]	13
extra child	[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	[Unley Amateur Swimming Club Membership and Hire Charges]	22
Family Season Pass (2+3)	[Season Pass]	21
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]	11
Financial Interests – CAP (per page)	[Register]	25
Financial Interests – Elected Members (full set)	[Register]	25
Financial Interests – Elected Members (per page)	[Register]	25
Food Premises - Adelaide Show at the Showgrounds (up to 10 days)	[Other]	12
Food Premises - charitable/not for profit (ineligible for GST)	[Other]	12
Food Premises - Food transport vehicle with Notification from another Council	[Other]	12
Food Premises - nominal risk (newsagents, chemists)	[Other]	12
Food Premises - Stalls at fetes, trading tables etc.	[Other]	12
Friday (8am-midnight); Saturday (8am–midnight); Sunday (8am-10pm) all day hire	[Unley Oval Community Hub]	5
Friday Social Group	[PROGRAMS]	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]	13
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]	15
Gardening Volunteer based - Self Funded Retiree (per service)	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
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]	13
Group (per year from date of joining)	[LIBRARIES - TOY]	19
Gutter Clean - Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Gutter Clean - Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15

Fee Name	Parent Name	Page
H		
Handyman Services Full Pensioner per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Handyman Services Self Funded Retiree per hr + materials	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
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]	8
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
Hourly Rate Fri 5pm-Sun	[BANQUET HALL AND KITCHEN 216 sq m]	9
Hourly Rate Fri 5pm-Sun	[ACTIVITY HALL 283 sq m]	10
Hourly Rate Fri 5pm-Sun	[ROSA OFFICE 12 sq m]	10
Hourly Rate Fri 5pm-Sun	[BOTH HALLS AND KITCHEN 499 sq m]	10
Hourly Rate Fri 5pm-Sun	[COMMUNITY OFFICE 10 sq m]	10
Hourly Rate Fri 5pm-Sun	[INTERVIEW ROOM 9 sq m]	10
Hourly Rate Fri 5pm-Sun	[GROUP ROOM 10 sq m]	10
Hourly Rate Fri 5pm-Sun	[BOARD ROOM 22 sq m]	10
Hourly Rate - Friday - Sunday	[Full Day and Night]	5
Hourly Rate - Monday to Thursday	[Full Day and Night]	5
Hourly Rate (Friday-Sunday)	[Unley Oval Community Hub]	5
Hourly Rate (Monday-Thursday)	[Unley Oval Community Hub]	5
Hourly Rate Mon-Fri 5pm	[COMMUNITY OFFICE 10 sq m]	10
Hourly Rate Mon-Fri 5pm	[ROSA OFFICE 12 sq m]	10
Hourly Rate Mon-Fri 5pm	[INTERVIEW ROOM 9 sq m]	10
Hourly Rate Mon-Fri 5pm	[BOARD ROOM 22 sq m]	10
Hourly Rate Mon-Fri 5pm	[ACTIVITY HALL 283 sq m]	10
Hourly Rate Mon-Fri 5pm	[GROUP ROOM 10 sq m]	10
Hourly Rate Mon-Fri 5pm	[BOTH HALLS AND KITCHEN 499 sq m]	10
Hourly Rate Mon-Fri 5pm	[BANQUET HALL AND KITCHEN 216 sq m]	9
House History Searches	[MUSEUM]	19
House of Assembly and Council Roll (Paper Copy)	[Voters Roll]	25
House of Assembly and Council Roll per ward (Paper Copy) (after first copy)	[Voters Roll]	25
I		
Immediate collection of hard refuse(within 5 days) not including mattresses	[Compost / Other]	13
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]	16
Installation or removal of temporary parking controls and road closures - Sundays and Public Holidays (2 Staff members / 3 hour call out)	[COMMUNITY EVENT COSTS]	16
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]	14
K		
KERB AND WATER TABLE-Per lineal metre	[KERB]	19
Kitchen Caddy (inc roll of 150 liners & brochure)	[WASTE MANAGEMENT SERVICES]	13
L		
Lane Hire	[Unley Amateur Swimming Club Membership and Hire Charges]	22

Fee Name	Parent Name	Page
L [continued]		
Lane Hire	[Atlantis AUSSI Masters Swimming Club Membership and Hire Charges]	22
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, Soldier's Memorial Gardens, Unley Oval – Schools and Sporting Groups within the City of Unley – per day	[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 - 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 - per hr	[EVENTS IN OPEN SPACES]	18
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]	16
Late Cancellation fee	[Special Purpose & Non-Profit Community Group (Charter)]	16
Late Return fee per day	[MISCELLANEOUS]	11
Library Bag	[LIBRARIES - GENERAL]	18
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
Long Term Impounding Fee	[ANIMAL MANAGEMENT ACT - Non Statutory]	11
Lost item tags - Toy Library	[LIBRARIES - TOY]	18
M		
Mah Jong Group per person	[PROGRAMS]	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

Fee Name	Parent Name	Page
M [continued]		
Minimum Charge	[Special Purpose & Non-Profit Community Group (Charter)]	16
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 1]	23
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 2]	23
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 3]	24
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 5]	24
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 6]	24
Minimum fee: \$193.75 per annum where applicable	[Type of Encroachment - 7]	24
Minimum fee: \$258.25 per annum where applicable	[Type of Encroachment - 8]	24
Minutes of Council, Committee or Sub- Committee Meeting	[Council Documents]	25
Missing Pieces	[LIBRARIES - TOY]	19
Mon - Fri	[Food Premises - large events at the Showgrounds (per day)]	12
Mon - Fri 3Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Mon - Fri 4Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Mon - Fri 5Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Mon - Fri 6Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Monday - Thursday (8am - Midnight)	[Full Day and Night]	5
Monday-Thursday all day hire (8am-10pm)	[Unley Oval Community Hub]	5
Mornington - A Gentleman's Residence	[MUSEUM]	19
Multi Dog Permit Application Fee	[ANIMAL MANAGEMENT ACT - Non Statutory]	11
Multi Dog Permit Variation Application Fee	[ANIMAL MANAGEMENT ACT - Non Statutory]	11
N		
NATURE STRIPS Per square metre	[REINSTATEMENT]	20
Non-Standard Dog	[DOG REGISTRATIONS]	11
Non-Standard Dog – Concession	[DOG REGISTRATIONS]	11
Non-Standard Dog – Temp Concession	[DOG REGISTRATIONS]	11
Non-Standard Dog – Trained	[DOG REGISTRATIONS]	11
Non-Standard Dog – Trained - Concession	[DOG REGISTRATIONS]	11
Non-Unley based residents / groups / schools / clubs per hr	[TENNIS COURT (HARD COURTS)]	16
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
On-Site Audit (including re-audits) per hr	[FOOD SAFETY AUDITS]	12
Other commercial areas - with liquor	[Renewed Outdoor Dining Permit - Rental per square metre of public land per week]	14
Other commercial areas - without liquor	[Renewed Outdoor Dining Permit - Rental per square metre of public land per week]	14
P		
Pack of Compostable Dog bags	[Waste Services]	13
Paid Parking - Business Permits per day	[PAID PARKING]	13
Paid Parking - Business Permits per hr	[PAID PARKING]	13
Paid Parking per day	[PAID PARKING]	13
Paid Parking per hr	[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]	11
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)]	16
Per lineal metre parallel to kerb	[REINSTATEMENT]	20
Per Week	[GALLERY]	9
Percentage rebate for partial year registration	[REGISTRATIONS]	11
Photocopying B&W A3 (per page)	[Customer Service]	25
Photocopying B&W A4 (per page)	[Customer Service]	25

Fee Name	Parent Name	Page
P [continued]		
Photocopying Colour A3 (per page)	[Customer Service]	25
Photocopying Colour A4 (per page)	[Customer Service]	25
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
Pole Banners	[BANNERS]	20
Powerbox access fee (per powerbox / per day)	[COMMUNITY EVENT COSTS]	16
Pre- Season discount of 10% off season passes	[Season Pass]	21
Processing fee for lost library material - One Card System	[LIBRARIES - GENERAL]	18
Processing fee for lost toy library material - One Card System	[LIBRARIES - TOY]	19
Programs and Events	[PROGRAMS]	6
Programs and Events	[PROGRAMS]	9
Public Notification Advertising Fee	[DEVELOPMENT SERVICES]	22
Public Roads Register (full register)	[Register]	25
Public Roads Register (per page)	[Register]	25
Puppy Fee (under 6 months) (new fee for 2023-24)	[DOG REGISTRATIONS]	11
Q		
Quilting Group and Tuesday Stitchers per person	[PROGRAMS]	9
R		
Racing Greyhound and Working Livestock Dog	[DOG REGISTRATIONS]	11
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]	13
Remuneration, Salaries and Benefits Register (full register)	[Register]	25
Remuneration, Salaries and Benefits Register (per page)	[Register]	25
Renewal Fee	[Permit Renewal and Cancellation]	23
Replacement (lost or damaged)	[MISCELLANEOUS]	12
Replacement Dog Registration Disc	[REGISTRATIONS]	11
Replacement library card	[LIBRARIES - GENERAL]	18
Replacement Parking Permit / Exemption Label	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Replacement Toy Library card	[LIBRARIES - TOY]	19
Representation Options Papers and Reports on Reviews	[Council Documents]	25
Rescue Dog First Year of Registration Free (AWL and RSPCA only)	[DOG REGISTRATIONS]	11
Resident Parking Permit for 2 years	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Residential areas - with liquor	[Renewed Outdoor Dining Permit - Rental per square metre of public land per week]	15
Residential areas - without liquor	[Renewed Outdoor Dining Permit - Rental per square metre of public land per week]	15
Residential Parking Permit in Excess of Policy Entitlements Annual	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Respite - Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Respite - Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
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]	7
Roll of 150 Compostable liners	[WASTE MANAGEMENT SERVICES]	13
Rolling Closures at request of Police	[Temporary Parking Controls]	14

Fee Name	Parent Name	Page
S		
S270 Internal Review Applications	[MISCELLANEOUS ITEMS]	24
Sat/ Sun	[Food Premises - large events at the Showgrounds (per day)]	12
Sat/ Sun 3Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Sat/ Sun 4Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Sat/ Sun 5Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
Sat/ Sun 6Hrs	[Food Premises - 1 day event at the Showgrounds (per day)]	12
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]	21
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]	16
Shopping Support - Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Shopping Support - Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
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
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
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. – External Sports and Recreation organisations – per hr (new fee for 2023-24)	[EVENTS IN OPEN SPACES]	18
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. Schools, Sporting Clubs, Groups and Sporting Associations outside the City of Unley – per hr (new fee structure)	[EVENTS IN OPEN SPACES]	17
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. Schools, Sporting Clubs, Groups and Sporting Associations within the City of Unley – per hr (new fee structure)	[EVENTS IN OPEN SPACES]	17
Spring Clean - Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Spring Clean Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Standard Dog	[DOG REGISTRATIONS]	11

Fee Name	Parent Name	Page
S [continued]		
Standard Dog – Concession	[DOG REGISTRATIONS]	11
Standard Dog – Temp Concession	[DOG REGISTRATIONS]	11
Standard Dog – Trained	[DOG REGISTRATIONS]	11
Standard Dog – Trained - Concession	[DOG REGISTRATIONS]	11
Standard monthly fee regardless of group size per location per month (new fee structure)	[COMMERCIAL DOG TRAINING IN PARKS]	17
Storage fee per day	[VEHICLE IMPOUNDING FEE]	13
Stormwater Pipe (80mm-100mm) 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]	14
Street Party/ on Street Event - with commercial benefit	[TEMPORARY ROAD CLOSURES]	14
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]	14
Temporary Member - Borrowing Fee per loan	[LIBRARIES - TOY]	19
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
Transport to Long Term Impounding	[ANIMAL MANAGEMENT ACT - Non Statutory]	11
Travel (more than 50km away from Council Offices) per hr	[FOOD SAFETY AUDITS]	12
Two on one 1/2 hr	[Learn to Swim]	21
U		
UNDERGROUND ELECTRICAL REINSTATEMENT	[REINSTATEMENT]	20
Unley based residents / groups / schools / clubs per hr	[TENNIS COURT (HARD COURTS)]	16
Unley Museum – Promotional items including bags, magnets etc.	[MUSEUM]	19
V		
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]	25
W		
Walford's Houses	[MUSEUM]	19
Wall opening/closing (per occasion)	[Other]	11
Watercolour painting	[PROGRAMS]	6
Weekday - Double session	[PARKVIEW ROOM - 85 sq m]	7
Weekday - Evening session	[PARKVIEW ROOM - 85 sq m]	7
Weekday - Evening session	[COMMUNITY ROOM - 40 sq m]	7
Weekday - Single session	[PARKVIEW ROOM - 85 sq m]	7
Weekday - Double session	[HOWARD AND BOARD ROOMS - 30 sq m]	7
Weekday - Double session	[COMMUNITY ROOM - 40 sq m]	7
Weekday - Double session	[BANQUET ROOM - 195 sq m]	8
Weekday - Evening session	[HOWARD AND BOARD ROOMS - 30 sq m]	7
Weekday - Evening session	[LOUNGE, KITCHEN]	8
Weekday - Evening session	[BANQUET ROOM - 195 sq m]	8
Weekday – Full day session	[ART STUDIO]	9

Fee Name	Parent Name	Page
W [continued]		
Weekday - per hour	[ART STUDIO]	9
Weekday - Single session	[HOWARD AND BOARD ROOMS - 30 sq m]	7
Weekday - Single session	[COMMUNITY ROOM - 40 sq m]	7
Weekday - Single session	[BANQUET ROOM - 195 sq m]	8
Weekday (up to 8 hours)	[Main HALL & KITCHEN]	5
Weekday (Up to 8 Hours)	[MAIN HALL]	5
Weekday (Up to 8 Hours)	[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]	8
Weekday-Double session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekday-Double session	[ENTIRE MAIN FUNCTION AREA - 390 sq m]	8
Weekday-Evening session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekday-Evening session	[ENTIRE MAIN FUNCTION AREA - 390 sq m]	8
Weekday-Single session	[LOUNGE, KITCHEN]	8
Weekday-Single session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekday-Single session	[ENTIRE MAIN FUNCTION AREA - 390 sq m]	8
Weekend - Evening session	[HOWARD AND BOARD ROOMS - 30 sq m]	7
Weekend - Evening session	[COMMUNITY ROOM - 40 sq m]	7
Weekend - Evening session	[PARKVIEW ROOM - 85 sq m]	8
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 - Full day session	[ART STUDIO]	9
Weekend - per hour	[ART STUDIO]	9
Weekend - Single session	[HOWARD AND BOARD ROOMS - 30 sq m]	7
Weekend - Single session	[COMMUNITY ROOM - 40 sq m]	7
Weekend - Single session	[PARKVIEW ROOM - 85 sq m]	7
Weekend - Single session	[BANQUET ROOM - 195 sq m]	8
Weekend (Up to 8 Hours)	[MAIN HALL]	5
Weekend (Up to 8 Hours)	[Main HALL & KITCHEN]	5
Weekend (Up to 8 Hours)	[COMPLETE FACILITY]	6
Weekend Rate - Per Hour	[MAIN HALL]	5
Weekend Rate - Per Hour	[COMPLETE FACILITY]	6
Weekend Rate per hour	[Main HALL & KITCHEN]	5
Weekend-Evening session	[LOUNGE, KITCHEN]	8
Weekend-Evening session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekend-Full day session	[LOUNGE, KITCHEN]	8
Weekend-Full day session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekend-Full day session	[ENTIRE MAIN FUNCTION AREA - 390 sq m]	8
Weekend-Single session	[LOUNGE, KITCHEN]	8
Weekend-Single session	[BANQUET ROOM & KITCHEN - 195 sq m]	8
Weekend-Single session	[ENTIRE MAIN FUNCTION AREA - 390 sq m]	8
Wellbeing Suite - half day	[RETREAT]	9
Wellbeing Suite - per day	[RETREAT]	9
Whistler's Unley : Then and Now	[MUSEUM]	19
Whole Day Fri-Sun	[GROUP ROOM 10 sq m]	10
Whole Day Fri-Sun	[COMMUNITY OFFICE 10 sq m]	10
Whole Day Fri-Sun	[BOTH HALLS AND KITCHEN 499 sq m]	10
Whole Day Fri-Sun	[ROSA OFFICE 12 sq m]	10
Whole Day Fri-Sun	[ACTIVITY HALL 283 sq m]	10
Whole Day Fri-Sun	[BOARD ROOM 22 sq m]	11
Whole Day Fri-Sun	[INTERVIEW ROOM 9 sq m]	10
Whole Day Fri-Sun	[BANQUET HALL AND KITCHEN 216 sq m]	10
Whole Day Mon-Thurs	[ACTIVITY HALL 283 sq m]	10
Whole Day Mon-Thurs	[BANQUET HALL AND KITCHEN 216 sq m]	10
Whole Day Mon-Thurs	[COMMUNITY OFFICE 10 sq m]	10
Whole Day Mon-Thurs	[BOTH HALLS AND KITCHEN 499 sq m]	10
Whole Day Mon-Thurs	[GROUP ROOM 10 sq m]	10
Whole Day Mon-Thurs	[INTERVIEW ROOM 9 sq m]	10
Whole Day Mon-Thurs	[ROSA OFFICE 12 sq m]	10
Whole Day Mon-Thurs	[BOARD ROOM 22 sq m]	10
Window Cleaning Full Pensioner per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15
Window Cleaning Self Funded Retiree per hr	[COMMONWEALTH HOME SUPPORT PROGRAM]	15

Fee Name	Parent Name	Page
W [continued]		
Within Business Hours	[Installation and removal of temporary parking controls - Commercial (ie work zone, building work, filming etc]	14
Within Business hrs - Non Commercial	[Installation and removal of temporary parking controls - Commercial (ie work zone, building work, filming etc]	14
Work Zone /Tradesperson permit	[RESIDENTIAL PARKING EXEMPTIONS/PERMITS]	14
Other		
\$5 discount membership voucher/promotion as determined by Toy Library Coordinator	[LIBRARIES - TOY]	18
"Friday for a cause" Gold Coin Entry	[Admission Costs]	20

DECISION REPORT

REPORT TITLE:	OPEN DATA POLICY AND PRIVACY POLICY
ITEM NUMBER:	4.3
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	NAOMI MOLLOY, FINANCE SYSTEMS ANALYST
DIVISION:	BUSINESS SUPPORT AND IMPROVEMENT
ATTACHMENTS:	1. COUNCIL POLICY - OPEN DATA 2. COUNCIL POLICY - PRIVACY

1. **PURPOSE**

This report seeks Council's endorsement of a new Open Data Policy and revised Privacy Policy.

2. **RECOMMENDATION**

That:

1. The report be received.
 2. The Open Data Policy, as set out in Attachment 1 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed.
 3. The Privacy Policy, as set out in Attachment 2 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed.
-

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

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

4. **BACKGROUND**

The City of Unley has a diverse range of data sets and recognises their value if appropriately available for the public to access, share and use.

Open data can deliver transparency, supports collaboration between the private and public sector and encourages informed participation in government by citizens.

As technology systems advance and various data is collected about how people live, work, travel and socialise within the City, Council should seek to appropriately share and utilise this data to maximise its value back to the community to support community outcomes and increase opportunities for innovation.

The Open Data Policy provides guidance and advice for managing the publication of data sets and the Privacy Policy is to safeguard the privacy for individuals and other stakeholders.

With the impending release of the Open Data Portal, a project listed in the current 4 Year Delivery Plan, these policies are important when making data freely available to the public.

5. DISCUSSION

The Smart Plan for the City of Unley 2023-27 (Plan) was recently released and describes how Council will use technology and data to enhance the lifestyle of residents, better manage the environment, support the local economy, and continuously improve the delivery of Council services.

The Plan sets out our commitment to use technology, data, and innovation in a coordinated and actionable way to address challenges our community is facing and to deliver social, environmental, economic and civic outcomes for the City.

The volume and potential use of data is growing and evolving. As Council collects and uses a vast array of data across its operations, it is recognised as an asset, and source of value to the community.

Open data is the concept where data is made freely available for anyone to access, share, and use. It is generally available online, published using common data standards and formats, machine readable, and openly licenced for reuse. In accordance with the International Open Data Charter, open data has been shown to support:

- Evidence based policy making
- Cross sector collaboration
- Illustration of public spending
- Improved governance of natural resources
- Monitoring impact of public programs
- Promoting equitable growth
- Geolocating data
- Improved decision making

The Open Data and Privacy Policies will provide guidance to the practice of data publication and sharing within the Open Data Portal.

The Open Data Policy is based on the following established frameworks:

- *Public Sector (Data Sharing) Act 2016* which outlines practices for sharing data with other public sector agencies using safe and trusted access principles; and
- *International Open Data Charter* which outlines principles for the publication of publicly available open data.

The Open Data Policy commits to the following principles:

Principle 1: Open by Default

Non-sensitive data will be published unless its availability is restricted for reasons of exception noted within the scope of this policy.

Principle 2: Timely and Comprehensive

To utilise data in its most valuable form, it must be complete and provided in a timely manner. Where possible, data will be made available as soon as practicable where it is covered by the scope of this policy, and will be appropriately classified, stored, and published to maintain a high standard of integrity.

Principle 3: Accessible and Usable

Data will be published in a manner that amplifies the user experience. This includes publishing data free of charge, and where possible in formats that are:

- Easily accessible and usable
- Machine readable
- Spatially enabled
- Available for reuse such as those published under a Creative Commons Attribution Licence

Principle 4: Comparable and Interoperable

Council data will be published with a multiplier effect in mind. Compounding and connecting datasets using a common standard increases the value and utilisation of data.

Principle 5: For Improved Governance and Citizen Engagement

Data will be published to promote transparency, accountability, and community confidence in Council services and operations.

Principle 6: For Inclusive Development and Innovation

Datasets will be prioritised for release to enable discovery and innovative use. High-value datasets aligned with demand from other Council business units, the public, and industry as determined through stakeholder consultation will be given priority.

This Policy also states that sensitive information held by Council is an exception to this policy and is therefore exempt from publication.

Attachment 1

To ensure that private and sensitive information remains protected, Council's Privacy Policy has also been reviewed and updated.

The revised Privacy Policy follows principles from the:

- *Privacy Act 1988;*
- *Australian Privacy Principles (APPs); and*
- *Department Premier and Cabinet Information Privacy Principles (IPPS) Instruction 2020.*

The Privacy Policy outlines how Council will collect, use, manage, store, and release personal information with the view to ensure a continued culture of valuing and protecting privacy.

In summary, the policy addresses the following under Section 3:

- Collection of personal information - All information will be collected in a fair and lawful manner as required / permitted by Local Government legislation or other legislation relevant to Local Government services.
- Maintenance and storage of personal information - Council will take reasonable steps and security measures to protect the personal information it holds from loss, misuse, interference, or unauthorised access, modification, or disclosure.
- Use of personal information - All personal information collected by Council is to be used only for the purpose of conducting and enabling Council business in accordance with the Local Government Act 1999 and other relevant Acts.
- Disclosing or releasing information - Council will not provide personal information it holds on residents, ratepayers, or the community to third parties except under specific circumstances. These are listed under section 3.4.

Attachment 2

6. POLICY IMPLICATIONS

6.1 Financial/budget implications

- The development and implementation of the Open Data Portal is being delivered within existing resources using existing platforms and systems.

6.2 Risk Management (identification and mitigation)

- The proposed Open Data Policy reflects best practice and well-established international principles to guide the publication of open data.
- The proposed Privacy Policy is based on best practice federal and state government principles for the protection of private and sensitive information.
- Both policies will be placed on Council's website for information and referenced under the website's pages named Smart Unley.

6.3 Staffing/Work Plans/Additional Resource Impact

- The development and implementation of the Open Data Portal is being delivered within existing resources and skillsets where possible and practical.

6.4 Climate/Environmental Impact

- Council already has released tree canopy measurement data in the Tree app. Any further release of relevant climate and environmental data is in line with the International Open Data Charter.

6.5 Social/Economic

- The publication of open data has been shown to have positive effects on economic and community outcomes, increase transparency and confidence in public operations, and contribute to improved decision making and evidence-based policy making.

7. ANALYSIS OF OPTIONS

Option 1 – Council endorses the Open Data Policy and Privacy Policy

1. The report be received.
2. The Open Data Policy, as set out in Attachment 1 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed.
3. The Privacy Policy, as set out in Attachment 2 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed.

This option ensures Council has a transparent and structured governance framework to support and guide the release of data to the public and the delivery of the Unley Smart Plan 2023-27.

Option 2 – Council endorses both policies with amendments

1. The report be received.
2. The Open Data Policy, as set out in Attachment 1 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed with the following amendments:
Council to determine

3. The Privacy Policy, as set out in Attachment 2 to this report (Item 4.3, Council Meeting 26/06/2023) be endorsed with the following amendments:

Council to determine

The Council may wish to amend the policies presented. This option also ensures Council has a transparent and structured governance framework to support and guide the release of data to the public and the delivery of the Unley Smart Plan 2023-27.

Option 3 – Council does not endorse the Open Data Policy or revised Privacy Policy

1. The report be received.

Public interest in the publicly available data is growing. Individuals are concerned that their private information will be open to interpretation and misused by governments and private organisations. Both policies assist the public with understanding the use of data and our intention to protect their private information.

8. **RECOMMENDED OPTION**

Option 1 is the recommended option.

9. **REPORT AUTHORISERS**

Name	Title
James Roberts	Manager Business Systems & Solutions
Nicola Tinning	General Manager, Business Support & Improvement



X0000: OPEN DATA POLICY

Policy Type:	Council Policy
Responsible Department:	Business Systems & Solutions
Responsible Officer:	Manager Business Systems & Solutions
Related Policies and Procedures:	<i>Freedom of Information Statement</i> <i>Smart City Action Plan 2023 - 2027</i> <i>Privacy Policy</i>
Community Plan Link	Civic Leadership 4.1 – We have strong leadership and governance 4.2 – Council provides best value services to the community 4.3 Our business systems are effective and transparent
Date Adopted:	
Last Council review:	
Next review date:	
ECM Doc Set ID:	

1. PURPOSE

The City of Unley recognises the value of its data and it being appropriately available for the public to access, share and use.

As technology systems advance and collect data on places that people live, work, and play, Council must identify ways to share and utilise this data to maximise the value back to the community.

Open Data supports Council to:

- Foster greater transparency, accountability and informed decision making
- Drive innovation and economic development
- Improve service delivery
- Be more cost effective and efficient
- Network and collaborate with other public and private organisations

The purpose of this policy is to provide guidance and advice for managing the publication of open data.

2. SCOPE

The volume and potential use of data is growing and evolving. As Council collects and uses a vast array of data across its operations, it is important to recognise this data as an asset, and source of value to the community.

Where possible, Council will prioritise open data where:

- Data is in demand and / or high value
- It improves the discoverability and usability of existing datasets
- New data collection and creation falls within the scope of this policy

Exceptions to open data will apply to protect sensitive information held by Council. These exceptions relate to requirements including but not limited to:

- Privacy
- Security
- Confidentiality
- Legal privilege
- Commercial considerations
- Public safety
- Public health
- Security and law enforcement
- Other legal compliance obligations

3. PRINCIPLES

The review, classification, and release of data is subject to the capacity of the Business Systems & Solutions team and relevant data custodians. Whilst all effort will be taken to make data available, other Council initiatives and projects may take resourcing priority.

For the purpose of data sharing directly with other public sector agencies, City of Unley will be guided by the principles in the Public Sector (Data Sharing) Act 2016 whereby data is shared using trusted access principles:

- Safe projects
- Safe people
- Safe data
- Safe settings
- Safe outputs

For the publication of open data, the City of Unley commits to the below principles outlined in the *International Open Data Charter*.

Principle 1: Open by Default

Non-sensitive data will be published unless its availability is restricted for reasons of exception noted within the scope of this policy.

Principle 2: Timely and Comprehensive

To utilise data in its most valuable form, it must be complete and provided in a timely manner. Where possible, data will be made available as soon as practicable where it is covered by the scope of this policy, and will be appropriately classified, stored, and published to maintain a high standard of integrity.

Principle 3: Accessible and Usable

Data will be published in a manner that amplifies the user experience. This includes publishing data free of charge and where possible in formats that are:

- Easily accessible and usable
- Machine readable
- Spatially enabled
- Available for reuse such as those published under a Creative Commons Attribution Licence.

Principle 4: Comparable and Interoperable

Council data will be published with a multiplier effect in mind. Compounding and connecting datasets using a common standard increases the value and utilisation of data.

Principle 5: For Improved Governance and Citizen Engagement

Data will be published to promote transparency, accountability, and community confidence in Council services and operations.

Principle 6: For Inclusive Development and Innovation

Datasets will be prioritised for release to enable discovery and innovative use. High-value datasets aligned with demand from other Council business units, the public, and industry as determined through stakeholder consultation will be given priority.

4. DEFINITIONS

Key Term / Acronym	Definition
International Open Data Charter	The International Open Data Charter is a set of principles and best practices for the release of governmental open data. The charter was formally adopted by seventeen governments of countries, states, and cities at the Open Government Partnership Global Summit in Mexico in October 2015. Australia adopted the Charter in 2017.
Open by Default	Open by Default, as widely used in the contexts of Open Government and Open Data, is the principle in which government makes its data accessible to the public by default, unless there is a sufficient justification to explain that greater public interest may be at stake, as a result of disclosure.
Creative Commons Attribution Licence	Creative Commons is a non-profit organisation that develops copyright licences free of charge. The licences allow owners of data to reserve and waive certain rights that foster innovation and creativity without compromising ownership. An "Attribution Licence" allows others to use data for non-profit and commercial purposes, but they must attribute the content source, e.g. The City of Unley.
Data custodian	A data custodian is a member of Council staff who has administrative or operational responsibility over Council data within their relevant business area.

5. LEGISLATION/REFERENCES

Public Sector (Data Sharing) Act 2016

6. POLICY DELEGATIONS

Nil applicable

7. AVAILABILITY

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

Civic Centre

181 Unley Road

Unley SA 5061

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

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

8. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
28/2/2020	Internal	Draft policy for initial consultation
16/11/2022	Internal	Updated draft policy for consultation



PRIVACY POLICY

Policy Type:	Council
Responsible Department:	Business Support & Improvement
Responsible Officer:	Manager Business Systems and Solutions
Related Policies and Procedures	<ul style="list-style-type: none"> • Freedom of Information Statement • Open Data Policy • Information Management Policy • Information Classification Procedure • Employee Code of Conduct • Model Behavioural Management Policy • Customer Complaint Policy • Procurement Policy
Community Plan Link	Civic Leadership 4.1 We have strong leadership and governance Civic Leadership 4.3 Our business systems are effective and transparent
Date Adopted	
Last review date	11 August 2014
Next review date	
Reference/Version Number	<i>[Insert policy reference number and version, eg COU0000: Version 1]</i>
ECM Doc set I.D.	<i>[Insert the ECM number of the policy]</i>

1. PURPOSE

City of Unley ('Council') recognises the importance of protecting the privacy of our community, staff, and stakeholders. This policy outlines Council's position on the collection, use, storage, and disclosure of personal information, and how Council will adopt a best practice approach to managing personal information and data to ensure the protection of privacy.

2. SCOPE

This policy applies to:

- Council staff
- Elected members
- Volunteers
- Work experience placements
- Trainees
- Software vendors

- Independent contractors and consultants, and all people with access to Council information systems and stores, whether electronic or physical.

3. POLICY

Council is committed to maintaining a culture that values and protects privacy. Council acknowledges that the principles outlined in the below legislation, while not directly applicable to Councils in South Australia, provide appropriate standards for privacy protection and will be applied within Council:

- Privacy Act 1988
- Australian Privacy Principles (APPs)
- Department Premier and Cabinet Information Privacy Principles (IPPS) Instruction 2020

3.1. Collection of personal information

All information will be collected in a fair and lawful manner as required / permitted by Local Government legislation or other legislation relevant to Local Government services. Where reasonable and practical, the purpose for collecting personal information will be made clear and that the collection is authorised and / or required by legislation.

Where reasonable to do so, information will be obtained directly from the person to which the information pertains, however information may also be received via other agencies or avenues including but not limited to:

- Other Local, State, or Federal Government agencies
- Third parties such as conveyancers, community, or health care organisations
- SA Water
- Market or customer research organisations
- Forms, communications, and enquiries
- Administration of Council activities
- Other ratepayers, residents, or members of the broader community

The type of personal information that is collected and held will depend on the services provided to residents, rate payers, and the broader community, and may include but is not limited to:

- Name and address (including postal, residential, social media, and / or email addresses)
- Telephone numbers
- Age and / or date of birth
- Property ownership and / or occupier details
- Details of resident's / ratepayer's spouse, partner, family, or household members
- Health and disability information
- Animal ownership
- Electoral roll details
- Financial, rental, or income details
- Pensioner / concession information
- Payment history and financial information, including bank account details
- Community service membership details



In collecting personal information, Council assumes that:

- a) Any information provided by residents and / or ratepayers is free from errors and omissions, is not misleading or deceptive, complies with relevant laws; and
- b) Residents and / or ratepayers have the necessary authority to provide any personal information to Council

Council will record such personal information in good faith and endeavour to ensure that personal information is up to date and accurate, however this may not involve a considered review. It is the responsibility of the resident and / or ratepayer to provide Council with details of any changes to their personal information as soon as practicable following such a change.

3.2. Maintenance and Storage of Personal Information

Council will take reasonable steps and security measures to protect the personal information it holds from loss, misuse, interference, or unauthorised access, modification, or disclosure.

Council will maintain its corporate and record keeping systems to ensure that all personal information collected is up to date and complete as is reasonably practical.

If personal information is no longer required for the purpose of conducting Council business and the information is:

- a) Not contained in a Commonwealth record; and
- b) Not required by or under an Australian Federal, State, or Local court / tribunal order; and
- c) Not required to be retained under Federal, State, or Local legislation

Council will take such steps as are reasonable to destroy the information or to ensure that it is de-identified.

3.3. Use of personal information

All personal information collected by Council is to be used only for the purpose of conducting and enabling Council business in accordance with the Local Government Act 1999 and other relevant Acts under which Council is charged with any responsibility, and in the provision of Council services or community engagement.

Council is committed to only using information for the purpose of conducting Council business. Personal information collected by one department is held by Council as an agency and may be used in carrying out functions or services in other areas of Council.

Any person who, on behalf of Council, uses or discloses personal information held by the Council must have appropriate authorisation to do so.

3.4. Disclosing or releasing information

Council will not provide personal information it holds on residents, ratepayers, or the community to third parties except where:

- a) The person to which the information relates has expressly or implied consent to the disclosure
- b) The provision of personal information is for the purpose of distributing materials or information related to Council business (e.g., the provision of information relevant for the distribution of Rates Notices)



- c) The third party has been contacted by Council to provide advice or services for the sole purpose of assisting Council to undertake its business and / or provide benefits to residents and / or ratepayers (e.g., State Electoral Office, Office of the Valuer General, insurers)
- d) Council is required by court order or legislation to provide personal information to a third party (e.g., provision of personal information to the Electoral Commission SA, Ombudsman enquiries, Dog Register etc) or to the public at large in accordance with the Local Government Act 1999 or to an applicant under the Freedom of Information Act 1991 where the information is not otherwise exempt
- e) Where the resident and / or ratepayer has been advised of Council's usual practice of disclosing personal information to that third party or a third party of that type for a particular purpose and the disclosure is consistent with that purpose
- f) Council is required under a funding agreement
- g) It pertains to public notification required and related to lodgement of a development application
- h) Disclosure is required to prevent or lessen a serious threat to the life or health of some person(s)
- i) Disclosure is part of an investigation into unlawful or suspected unlawful activity, or it is believed that a person has engaged or may engage in illegal or serious misconduct
- j) A document containing personal information is tabled at a Council or Council Committee meeting (which may be publicly available on Council's website e.g., petitions)

As a matter of principle, Council will not include personal details in public reports but rather extract a summary of the contents for use in the report, unless the relevant legislation requires such information to be declared (e.g., respondents to a development application under the Planning, Development and Infrastructure Act 2016). When a person elects to bring a matter to Council, their name and address may be used in public reports as required under Council, using open and transparent meeting and reporting principles, to ensure Council is fully informed.

Council may supply personal information about an individual to that individual as part of a standard communication or pursuant to a request made by the individual.

Council does not accept any responsibility for any loss or damage suffered by a person or persons because of their reliance on any personal information provided to them by Council or because of Council's inability to provide persons with any requested personal information.

Council will take reasonable steps to ensure that personal information is not provided to a third party located overseas unless required by law or court / tribunal order.

Council collects personal information through the provision of programs and services to children, young people, people living with a disability, elderly people, and other members of the community. This information will not be shared without the individuals / groups consent unless there is a legitimate reason to share information without consent if it is believed that failure to share information will lead to risk of serious harm.



3.5. Accessing or amending personal information

A person wishing to access the personal information that Council holds in relation to them can do so by contacting Council. The person making the request will need to satisfy Council of their identity prior to information being released and may need to pay a prescribed fee. Requests for access to personal information that is not publicly available will be responded to in a timely manner, having regard to the nature of the information requested.

If the resident and / or ratepayer can show that the personal information held by Council is inaccurate or incomplete, Council will take the appropriate steps to have it amended.

3.6. Suppression of personal information

Personal information may be suppressed from Council's Assessment Record and from Council's Voters Roll where the Chief Executive Officer of Council is satisfied that the inclusion of the name and / or address on the Assessment Records and / or Voters Roll would risk the personal safety of that person, a member of the person's family, or any other person.

Enquiries regarding the suppression of information should be directed to Customer Experience staff.

3.7. Information and data sharing

Council aims to proactively share and publish non-sensitive or personal information and data which can be used and reused for the benefits of individuals, the community, other government agencies, researchers, and businesses. This includes information both in physical and various electronic formats.

Information may be released where it does not breach the principles outlined within this policy and where Council is the custodian, or licenced user of the information. For further information on how Council publishes and shares information, refer to the Open Data Policy.

3.8. Freedom of Information

Council may release personal information to others if requested in accordance with the Freedom of Information Act 1991 (FOI). The FOI applicant will be required to satisfy Council as to their identity, the purpose of the request, and pay the prescribed fee. In some circumstances, the Act requires Council to consult with a person to obtain their view on the release of the information. Persons have the right to request a review of a decision prior to release of such personal information. If personal affairs are not being disclosed, consultation may not be required.

3.9. Contract and tender information

During procurement processes Council may receive confidential information from third parties wishing to form contractual relationships with Council for the provision of goods, works and services. In accordance with the Local Government Act 1999 and the Freedom of Information Act 1991, certain contract or tender information may become publicly available.



3.10. Grievance and complaints process

Persons that have any concerns regarding how Council handles personal information or required further information should contact the Customer Experience staff in the first instance.

If Customer Experience staff cannot satisfy the persons concerns, the person may lodge a formal complaint. Formal complaints should be made in writing to:

Chief Executive Officer
 City of Unley
 PO Box 1
 Unley SA 5061

4. DEFINITIONS

Access	The provision of personal information to a person in any manner the Council deems fit and in accordance with this Policy.
Collection	Gathering, acquiring or obtaining personal information from any source and by any means, including information that council has come across by accident or has not asked for.
Consent	Voluntary agreement to some act, practice or purpose.
Disclosure	The release of information to persons or organisations outside Council. It does not include giving individuals information about themselves.
Personal Information	Information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about a natural living person whose identity is apparent, or can reasonably be ascertained, from the information or opinion, including a photograph or other pictorial representation of a person, but does not include information that is in: <ul style="list-style-type: none"> a) Generally available publications b) Material kept in public records and archives such as the Commonwealth or State archives c) Anything kept in a library, art gallery or museum for the purpose of reference, study or exhibition
Sensitive Information	<ul style="list-style-type: none"> a) Information or an opinion about an individual's: <ul style="list-style-type: none"> i. racial or ethnic origin; or ii. political opinions; or iii. membership of a political association; or



	<ul style="list-style-type: none"> iv. religious beliefs or affiliations; or v. philosophical beliefs; or vi. membership of a professional or trade association; or vii. membership of a trade union; or viii. sexual orientation or practices; or ix. criminal record; <p>that is also personal information; or</p> <ul style="list-style-type: none"> b) Health information about an individual; or c) Genetic information about an individual that is not otherwise health information; or d) Biometric information that is to be used for the purpose of automated biometric verification or biometric identification; or e) Biometric templates; or f) Employment; or g) Financial status
Use	The handling of personal information within Council including the inclusion of information in a publication.

5. LEGISLATION

- *Local Government Act 1999*
- *Freedom of Information Act 1991*
- *Planning, Development and Infrastructure Act 2016*
- *State Records Act 1997*

6. AVAILABILITY OF POLICY

The Policy can be downloaded, free of charge, from Council’s website www.unley.sa.gov.au.

A printed copy can be provided free of charge on request at:

The Civic Centre,
 181 Unley Road
 Unley SA 5061

7. DOCUMENT HISTORY

Date	Ref/Version No.	Comment
11 August 2014	New policy	Policy endorsed C1223
January 2023	Policy review	



DECISION REPORT

REPORT TITLE:	APPLICATION FROM SAINT SPYRIDON GREEK ORTHODOX COMMUNITY FOR CONSERVATION GRANT FUNDING 2022/23
ITEM NUMBER:	4.4
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	GARY BRINKWORTH, MANAGER DEVELOPMENT & REGULATORY
DIVISION:	CITY SERVICES
ATTACHMENTS:	1. CONSERVATION GRANTS POLICY

1. **PURPOSE**

A request has been received from Saint Spyridon Greek Orthodox Community to provide financial support for emergency building restoration works of their Church, including the replacement of windows and waterproofing to prevent further water damage to the domed area of their building.

This report seeks Council's endorsement to grant Saint Spyridon Greek Orthodox Community funding through the unallocated funds remaining in the Conservation Grants fund within the 2022/23 annual budget.

2. **RECOMMENDATION**

That:

1. The report be received.
2. The following Conservation Grant be funded from the 2022/23 allocated budget:
 - \$5,000 to Saint Spyridon Greek Orthodox Community for window replacement and waterproofing works of the church dome at 50 Oxford Terrace, Unley.

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

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

4. **BACKGROUND**

The City of Unley's Conservation Grants encourage and assist residents to maintain heritage places, representative buildings, and significant/regulated trees.

Council has an existing Conservation Grants Policy (the Policy), that guides the distribution of funds. In 2022/23, an annual budget of \$50,000 was allocated towards Conservation Grants that meet the established criteria, outlined in the attached Policy (Attachment 1).

Attachment 1

The Conservation Grants provide funding for up to 50% of the total cost of works, with a maximum amount of \$5,000 towards the restoration and maintenance of State/Local Heritage Places and representative buildings.

Under the Policy, Council will call for applications by promoting availability on the website and social media. This public campaign aims to:

- Promote the release of the grants in advance, to enable applicants to gather the required information to submit in support of their proposal
- Provide community awareness of the Policy and grant program, including the works that it applies to and the type of information that is required.

Following this campaign, a period of three weeks is provided for the lodgement of applications.

For the 2022/23 financial year, there have been two rounds of applications for Conservation Grants, the first being called in July 2022. At the August 2022 Council Meeting, Resolution C0862/22 was endorsed that allocated a total of \$39,646 grant funding towards projects that met the criteria.

A second round of applications was sought in November 2022 to distribute the remaining unallocated amount of \$10,354 in the Conservation Grants fund. At the January 2023 Council Meeting, Resolution C0947/23 was endorsed to allocate a further total of \$825 grant funding towards a project that met the criteria. This resulted in a total of \$40,471 being distributed from the Conservation Grant fund, with a remaining value of \$9,529 unallocated.

A third round of funding was not released due to the timing required in the Policy that obligates the funds to be expended within the financial year of allocation. Additionally, there are currently no delegations in the Conservation Grants Policy that would enable the Administration to consider the expenditure of the remaining grant funds, hence any further requests must be considered by Council.

5. **DISCUSSION**

An application was received on 7 June 2023 from the Saint Spyridon Greek Orthodox Community seeking support for a grant application outside the Conservation Grants process, for emergency restoration works to the Local Heritage Place at 50 Oxford Terrace, Unley. The scope of works proposed includes replacement of windows and waterproofing to the dome of the church to prevent further water damage to their building.

Attachment 2

While the request has been received outside the formal Conservation Grants process, the application achieves compliance with the eligibility criteria within the Conservation Grants Policy as it:

- Relates to a Local Heritage Place.
- It has previously obtained development approval for the proposed works.
- It has not received funding in the previous 5 years for building works; and
- Works have not yet commenced, despite the erection of scaffolding on the site to support the works.

The application also complies with the type of work that is usually considered for grant funding as it relates to external structural repairs. These proposed works have been assessed as part of the approved development application that considered these restoration works as necessary to retain the original building fabric and is supported by information that details the replacement of windows and the waterproofing of the dome area required to prevent further water damage to the building.

The application includes only one written quote for works, while the Policy requires two written quotes. Given the specialised nature of the works and the emergency circumstances, the Community has only been able to obtain one quote. It is recommended that this application be considered.

Under the Policy, a maximum of \$5,000 is prescribed for funding restoration and maintenance works of eligible buildings, and it is recommended that this amount be applied for this request.

6. **POLICY IMPLICATIONS**

6.1 Financial/budget implications

- There is a remaining budget allocation of \$9,529 in the 2022/23 annual budget for Conservation Grants. To facilitate the work, funding will be provided in advance, with an acquittal to be provided to Council following completion of the works.

6.2 Risk Management (identification and mitigation)

- By providing financial support under clear criteria outlined in the Policy, Council will minimise the risk presented in disappointing applicants who may have applied and not been recommended for support as they were not aligned with the Policy.

6.3 Staffing/Work Plans/Additional Resource Impact

- Work associated with progressing the recommendation is already resourced within existing operations.

6.4 Climate/Environmental Impact

- *Natural Environment* – Council’s Conservation Grants seek to encourage the retention of significant and regulated trees through their ongoing maintenance.

6.5 Social/Economic

- Council’s Conservation Grants provide support in the retention of our built form character in relation to Local/State Heritage Places and representative buildings.

7. ANALYSIS OF OPTIONS

Option 1

1. The report be received.
2. The following Conservation Grant be funded from the 2022/23 allocated budget:
 - \$5,000 to Saint Spyridon Greek Orthodox Community for window replacement and waterproofing of the church dome at 50 Oxford Terrace, Unley.

The application submitted by Saint Spyridon Greek Orthodox Community in June 2023 complies with the eligibility criteria and the type of works that would be considered for funding. The only noted non-compliances to the Policy is that one written quote has been submitted, rather than the required two, and that the application has been received outside of the formal Conservation Grants process.

It is noted that providing the single written quote can be considered appropriate given the urgent nature of the works required to prevent further impact to the Local Heritage Place as it has the potential to compromise the structure of the building. The total quote for works is \$21,184.80 for window replacement and painting. Additional costs would be attributed to the waterproofing; however, these costs have yet to be quoted.

Although Council will generally consider applications made after they have been publicly released, it is noted that funds have remained unallocated despite two previous rounds having been made available and that Clause 5.7.2 of the Policy is considered to have been complied with. Council can therefore individually consider this new application in relation to unallocated funds.

The proposed works are considered urgent in relation to the preservation of the Local Heritage Place given the impact that water damage is observed to be making, hence the uniqueness of this current application. The allocation of the maximum \$5,000 for the restoration works is therefore considered appropriate.

Option 2

1. The report be received.
2. Funding of \$XX {Amount to be determined by Council} be awarded to Saint Spyridon Greek Orthodox Community for window replacement and waterproofing at 50 Oxford Terrace, Unley for the Community Grants Program as follows:
 - {Amount and Receipt to be determined by Council} to the XXX for a XXX
 - Etc

Council may wish to change the amount of funding it wishes to provide to reflect the unique circumstances of this application. However, in making any changes, Council should consider the budget, the guidelines, existing policy, and probity of decision-making.

The total quote for window replacement and painting works provided to Saint Spyridon Greek Orthodox Community is \$21,184.80.

The remaining amount of unallocated funding available in the budget for Conservation Grants totals \$9,529, and any allocation of funding above \$5,000 is outside of Council's Conservation Grants Policy.

Option 3

1. The report be received.
2. The remaining unallocated budget of \$9,529 be retained as savings in the 2022/23 annual budget.

Council has considered two previous rounds of funding to the Conservation Grants where the annual budget of \$50,000 was not fully allocated. Council may choose to retain the unallocated funds as savings in the annual budget.

A further opportunity may be provided for the application by Saint Spyridon Greek Orthodox Community once the 2023/24 annual budget is endorsed, should the Conservation Grants fund continue to be provided.

This option is not considered to be appropriate given the urgent nature of the works and the potential impact that water damage is having to the building. The application has demonstrated compliance with the eligibility of the Policy and therefore delaying consideration of the application to a future round has the potential to increase impacts to the Local Heritage Place.

8. RECOMMENDED OPTION

Option 1 is the recommended option.

9. REPORT AUTHORISERS

Name	Title
Megan Berghuis	General Manager, City Services



CONSERVATION GRANTS POLICY

Policy Type:	Council Policy
Responsible Department:	City Services
Responsible Officer:	Manager Development & Regulatory Services
Related Policies and Procedures	N/A
Community Plan Link	<i>Environmental Stewardship</i> 2.1 Unley's urban forest is maintained and improved.
Date Adopted	23 August 2004: C397
Last review date	23 August 2021: C0579/21
Next review date	August 2023
Reference/Version Number	COU0022: V7
ECM Doc set I.D.	2830313

1. PREAMBLE

- 1.1. Unley's vision is to become the 'City of Villages'; proud of its history, built character, landscaped environment and community well-being while ensuring sustainability into the future by responding to the need and expectations for change. The important valued features need to be retained and conserved to provide the context and foundation to build upon.
- 1.2. Unley's history, and built and natural character, are reflected in the extensive presence of early buildings and mature landscaping. The most notable examples have been specifically recognised by designation as heritage places, representative buildings within historic overlays and regulated and significant trees to ensure their protection.
- 1.3. Retention, care and pride are generally evident in these features by owners, but they are also often appreciated by the wider community for their contribution to Unley's unique character. Appropriate maintenance can sometimes involve greater or ongoing costs. Council acknowledges their special recognition and value to the community by offering additional support, including the Conservation Funds to subsidise conservation advice and work, together with other initiatives.
- 1.4. The Council operates an annual budget and review of allocations for the State and Local Heritage Places, representative buildings as well as Regulated and Significant Trees Conservation Funds. The provision of subsidies in accordance with the procedures detailed in this policy are dependent upon the Council's budget at any given time, and the availability of funds.

- 1.5. A clear and comprehensive framework and set of procedures is required to manage the Conservation Funds, guide eligibility for assistance and manage associated resources fairly, responsibly and effectively.

2. SCOPE

- 2.1. The purpose of this policy is to provide a framework for the application and operation of a Conservation Grant program established to encourage and assist with the appropriate maintenance of the City's private heritage places, representative buildings and regulated or significant trees.
- 2.2. The Conservation Grants complement other initiatives operated by Unley Council for many years including the free Heritage Advisory service.

3. POLICY PURPOSE/OBJECTIVES

- 3.1. The policy aims to:
 - support Council's vision, strategic plans and policies for preservation of the City's heritage places, representative buildings and regulated and significant trees;
 - encourage and assist private owners to manage recognised valued buildings and trees by subsidising the conservation of the long term heritage value of the place and its contribution to historic streetscape character;
 - encourage and assist private owners to manage regulated and significant trees by subsidising their management or maintenance in a safe, sound and aesthetically pleasing condition;
 - complement other support initiatives;
 - provide a clear framework for the operation of the Conservation Funds in an equitable, transparent and accountable manner.

4. DEFINITIONS

- 4.1. **Regulated Tree** has the same meaning and criteria as are currently applicable under the *Planning, Development and Infrastructure Act 2016* and associated Regulations, as amended.

This means having a trunk circumference of two (2) metres or more – or, in the case of trees with multiple trunks, a total circumference of two (2) metres or more and an average circumference of 625mm or more – measured one metre above natural ground level.

- 4.2. **Significant Tree** has the same meaning and criteria as are currently applicable under the *Planning, Development and Infrastructure Act 2016* and associated Regulations, as amended.

This means having a trunk circumference of three (3) metres or more – or, in the case of trees with multiple trunks, a total circumference of three (3) metres or more and an average circumference of 625mm or more – measured one metre above natural ground level. Significant Trees that are identified as declared trees under Part 10 of the Planning and Design Code are also eligible for consideration under this policy.

- 4.3. **State Heritage Place** means State Heritage Places as identified in the State Heritage Overlay of the Planning and Design Code.

- 4.4. **Local Heritage Place** means Local Heritage Places as identified in Part 11 of the Planning and Design Code.
- 4.5. **Representative Building** means representative buildings as identified in the Historic Area Statements and Character Area Statements of the Planning and Design Code.
- 4.6. **Privately owned** means not in government ownership i.e. residents, businesses, incorporated bodies etc. are all considered to be "private owners" for the purposes of this policy.

5. POLICY STATEMENT

5.1. Eligibility

- 5.1.1. Conservation grants may be considered in relation to regulated trees, significant trees or state and local heritage places, or representative buildings.
- 5.1.2. A regulated tree, significant tree heritage place or representative building that is the subject of an application for conservation funding must be situated within the City of Unley.
- 5.1.3. Applications will be accepted only from the owner(s) of a regulated or significant tree/place/item.
- 5.1.4. Where a tree is exempt from being classified as a significant or regulated tree under 3F (4)(a) of the *Planning, Development and Infrastructure (General) Regulations 2016* by virtue of the location of the tree being less than 10 metres from a dwelling or in-ground swimming pool, this Policy shall still apply.
- 5.1.5. Where development approval is required for works associated with a grant application, development approval must be obtained prior to the grant being approved by Council.
- 5.1.6. Properties that have previously received the maximum available funding will not be eligible to apply for funds for a period of:
 - 5.1.6.1. In the case of building work - five (5) years from the date that the maximum amount of funds has been received.
 - 5.1.6.2. In the case of regulated or significant tree pruning – three (3) years from the date that the maximum amount of funds has been received.
- 5.1.7. Work that has already commenced will not be eligible for funding assistance unless the work has been undertaken for urgent structural reasons and advice has been sought from a Council officer prior to undertaking the work.
- 5.1.8. Where other grant funding has been obtained for the proposed works, the Conservation Grant Policy will not apply.

5.2. What types of projects will be considered

- 5.2.1. The following types of projects will be considered, provided that as much of the original building fabric as possible is retained:
 - external structural repairs;
 - conservation works to the exterior of the building, including those that restore, conserve, enhance or reinstate heritage features to the front facade, walls, verandah, windows and/or roof of the building including:

- (i) re-pointing or repair of stonework;
 - (ii) removal of non-original paint and/or plaster;
 - (iii) painting external timber elements;
 - (iv) salt damp treatment; and
- - repairs to or reinstatement of original front fencing based on historic or archival records or side and/or rear fencing if such fencing is specifically listed as part of a Local Heritage Place.
 - Pruning to a significant or regulated tree.

5.3. What the Grant Scheme does not cover

5.3.1. Applications for the following works will not be considered:

- buildings owned or leased by a Council or Government Agency;
- conservation work with a value of less than \$1,000;
- work already commenced or previously completed, except in instances where emergency repair work is required, at the discretion of Council;
- routine maintenance such as termite treatment, pest control;
- electrical or plumbing work (unless it relates directly to improving the building's structural soundness or public appearance);
- internal works (unless required for structural stability of the building);
- side or rear boundary fencing (unless such fencing is specifically listed as part of a State or Local Heritage Place);
- the purchase of a building or site;
- construction of additions or outbuildings;
- relocation of a heritage building.

5.4. Information to be provided

5.4.1. Heritage Place or Representative Building

- Detailed description of the work
- Site plan identifying the location of the work
- Detailed drawings or photos as necessary to clearly define the scope of work
- Relevant plans and specifications prepared by suitable person or company
- Photos of relevant part of building
- Methodology or specification notes to detail the materials and techniques to undertake the works
- Two written quotes from suitable persons or companies based on the agreed scope of works

5.4.2. Regulated or Significant Tree

- Expert or technical report from a qualified arborist on the maintenance pruning proposed
- Two quotes from tree pruners
- Recent photos of the proposed maintenance pruning required

Applications that are submitted and not accompanied by the appropriate level of documentation (as detailed above) will be considered ineligible and will be returned to the applicant.

5.5. Grant Conditions

5.5.1. Grants are available only for the costs of:

- expert advice,
- conservation and restoration of heritage places or representative buildings to conserve original elements or reinstate the original appearance and the maintenance
- management of eligible trees.

All conservation work funded by a Council grant must be undertaken by suitably qualified and licensed contractors. Funding is not available for the removal of trees or for inappropriate lopping, pruning or "tree damaging activity" as defined by the *Planning, Development and Infrastructure Act 2016*.

- 5.5.2. Any liabilities arising from conservation work that is financially supported by the Council shall attach to the grant recipient and not to the Council.
- 5.5.3. All trees/places/items which are the subject of applications for conservation funds must be assessed by suitably qualified specialists in the relevant field, that is;
- (i) an arboriculturalist for a tree; or
 - (ii) an architect/contractor specialising in building conservation for a building.
- The reports of such assessments must be made available to the Council and its delegates to assist in allocating grants.
- 5.5.4. Conservation grants are available for up to 50% of the total cost of a single grant application:
- (i) of a regulated or significant tree up to a maximum amount of \$1,000 per application; and
 - (ii) of a heritage place and/or representative building up to a maximum of \$5,000.

Where the scope of the conservation work or the circumstances of the applicant warrant further consideration outside this framework, the request may be presented to the Council for determination of any special merit for additional funding.

- 5.5.5. A successful applicant must sign an agreement setting out the terms of a conservation grant which must include a time limit for the completion of any works funded with Council's assistance within the financial year that the grant was provided.
- 5.5.6. When a conservation grant is made, the applicant must accept the Council's right to photograph the subject trees, property and/or items, before and after conservation work. The applicant must also provide Council with photographic documentation of building work prior to and after completion.
- 5.5.7. Grants will be provided only while conservation funds remain in the budget allocated by Council for the relevant financial year.
- 5.5.8. Payment of grants is to be made only following inspection of the satisfactorily completed conservation work, by a Council officer. Grant recipients are to provide receipts and detailed invoices before payment is made. Where residents have particular cash flow difficulties, some provision may be made with the approval of the relevant senior manager. The Council preserves the right to withhold payment of allocated grants if conservation work does not meet appropriate standards and/or differs from the work that was proposed in the application.

5.6. Assessment of Applications

5.6.1. Council will allocate funding to applications as per the Policy based on the merits of the application to assist in preserving the City's heritage places, representative buildings and regulated and significant trees.

5.6.2. Weighting shall be applied to all applications based on the following evaluation table:

Priority Weighting	Conservation Grant Application Type
1 – 40%	Significant Tree Pruning
2 – 25%	Regulated Tree Pruning
3 – 20%	Local Heritage Place building works
4 – 10%	State Heritage Place building works
5 – 5%	Representative Buildings building works

5.6.3. Funding under this Policy shall be assessed based on the priority listing in 6.6.2 and the merits of the application against the eligible works proposed in 6.2.

5.6.4. Funds can be allocated to lower priority weightings where merit is displayed against the eligibility as defined in 5.2 for the proposed works. Any such funds would be allocated in priority order.

5.7. Administration

5.7.1. The Council Administration will receive and assess applications in accordance with this Policy, and make recommendations for the Council's consideration on the allocation of grants. The Administration will oversee the inspection of conservation work which is assisted by the Council through this funding scheme.

5.7.2. The availability of conservation funds (when allocated in the Council's budget) is to be advertised to the community as soon as practicable following the declaration of the budget and again, later in the financial year, if funds remain unallocated.

6. POLICY DELEGATIONS

6.1. The Manager Development and Regulatory is delegated to approve partial payments of allocated funding prior to completion of works where the applicant has provided information relating to cash flow issues in order to complete the approved scope of works.

7. LEGISLATION

- *Planning, Development and Infrastructure Act 2016 and associated Regulations*

8. AVAILABILITY OF POLICY

8.1. The Policy is available for viewing, download and printing free of charge from the Council's website www.unley.sa.gov.au

9. DOCUMENT HISTORY

Date	Ref/Version No.	Comment
23 Aug 2004	C397/04: V1	
22 Nov 2004	C476/04: V2	
24 May 2010	C665/10: V3	
28 May 2012	C420/12: V4	
24 Oct 2016	C633/16: V5	
26 Aug 2019	C0117/19: V6	
23 Aug 2021	C0579/21: V7	Changes required due to transition to Planning, Development and Infrastructure Act

DECISION REPORT

REPORT TITLE:	REFLECT RECONCILIATION ACTION PLAN
ITEM NUMBER:	4.5
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	MATTHEW IVES, COORDINATOR CULTURAL DEVELOPMENT
DIVISION:	CITY SERVICES
ATTACHMENTS:	1. DRAFT REFLECT RECONCILIATION ACTION PLAN

1. **PURPOSE**

The purpose of this report is to seek Council's endorsement of the draft Reflect Reconciliation Action Plan (RAP), that will then be submitted and considered by Reconciliation Australia.

2. **RECOMMENDATION**

That:

1. The report be received.
 2. The draft Reflect Reconciliation Action Plan as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 26/06/2023) be endorsed and submitted to Reconciliation Australia for consideration.
 3. The CEO be authorised to make minor editorial and formatting changes as part of the finalisation process for the Reflect Reconciliation Action Plan.
-

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

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

4. **BACKGROUND**

Council has been active in acknowledging Aboriginal and Torres Strait Islander culture for the past 20 years. The City of Unley's Cultural Plan 2021-2026 includes a commitment and series of actions to work further with the Indigenous, and particularly Kurna, communities. The key objective is to build understanding and respect for Aboriginal and Torres Strait Islander culture.

One of the key actions of the CEO Key Performance Indicators in 2021-22 was:

Cultural Plan - Complete a series of discussions with appropriate Kaurua representatives and Reconciliation SA to scope priorities for future initiatives to strengthen and progress Unley's efforts in respectful Reconciliation.

As a result of this, in June 2022 (Item 4.12, Council Meeting, 27/06/2022) this project was endorsed to proceed and was included in Council's 2022-23 Annual Business Plan.

RAP Framework

Reconciliation Australia is a not-for-profit agency leading the national action plan framework and provision of guiding principles towards reconciliation. Reconciliation Australia provides a range of support including training, information, and templates to guide organisation initiatives.

A Reconciliation Action Plan (RAP) is an organisational commitment to embed purpose and principles and plan meaningful actions to progress reconciliation. Reconciliation Australia recommends a framework for organisations to develop RAPs based around the core pillars of Relationships, Respect, and Opportunity.

More than 1,100 corporate, government (at all levels) and not-for-profit organisations have made a formal commitment to reconciliation through the RAP framework.

There are four (4) types of Reconciliation Action Plans in the RAP Framework. Reconciliation Australia identifies these as:

1. *Reflect: Scoping capacity for Reconciliation*
2. *Innovate: Implementing Reconciliation initiatives*
3. *Stretch RAP: Embedding Reconciliation*
4. *Elevate RAP: Leadership in Reconciliation*

Working through the different types of RAPs allows organisations to continuously develop their reconciliation commitments. There is no obligation for any organisation to progress through all stages of RAPs, but organisations are encouraged to extend their planning to fulfill the intention of reconciliation, based on local application.

5. DISCUSSION

In line with the endorsed operating project, the Administration sought and received advice from Reconciliation Australia to commence with the preparation of a Reflect RAP.

A Reflect RAP is used to lay the foundation and prepare a workplace for future RAPs and reconciliation initiatives. For this reason, Reflect RAPs are predominately focused on internal operations of an organisation, and make a formal commitment by an organisation to a wider reconciliation process. While Council's engagement and respect for First Nations cultures and peoples has increased over the years, the RAP Framework provides clear actions and deliverables to ensure the process has validation and rigour.

The draft Reflect Reconciliation Action Plan (2023-2025) has been developed in compliance with Reconciliation Australia's Framework.

Development was initially undertaken by a staff working group from across the organisation based on:

- The feedback from the Reconciliation Action Plan survey with Elected Members, staff, and volunteers.
- Meetings with the interim staff Reconciliation Working Group.
- Feedback from Kurna representatives.
- A workshop held with Reconciliation SA for Council's Executive Management team and members of the Reconciliation Working Group.
- Briefing with Elected Members on 5 June 2023, and subsequent input from Elected Members.

The purpose of the City of Unley's Reflect RAP is to:

- Strengthen knowledge and understanding of Aboriginal and Torres Strait culture.
- Commit to provide opportunities for First Nations peoples including a diverse workplace.
- Establish a RAP working group to develop and champion the project.
- Identify and establish partnerships to promote and acknowledge Aboriginal and Torres Strait culture.
- Set key principles and protocols.
- Establish and confirm annual actions.

It is intended that the Reflect RAP will be implemented over an 18-month period (November 2023 - May 2025).

The draft Reflect RAP follows the Reconciliation Australia standard template. There are 4 key themes in the template:

- Relationships
- Respect
- Opportunities
- Governance

This standard template has been tailored to address Council's key strategic directions and services. It is a whole of organisation plan for our staff, Elected Members, and volunteers. It includes 13 main actions which are predominantly an internal administrative and organisational plan which embeds 45 realistic deliverables under the 4 key themes. These deliverables acknowledge the work that Council has already started, will maintain, and continue to expand. They also highlight actions which are new for Council.

The deliverables include closer relationships with First Nations peoples, deeper understanding and celebration of First Nations culture, opportunities to explore greater participation in employment and procurement by First Nations peoples and review the Reflect RAP's success to scope the potential to develop an Innovate RAP in the future.

Attachment 1

Subject to the endorsement of the draft RAP by Council and then by Reconciliation Australia, the Reflect RAP implementation will be guided by a Reconciliation Working Group. The proposed Reconciliation Working Group will comprise two Elected Members, volunteers, staff, and Kurna representatives.

Next Steps

If endorsed by Council, the draft Reflect RAP will be submitted to Reconciliation Australia for feedback and approval. Once Reconciliation Australia have given conditional approval, the document will be designed professionally. The final document, with input incorporated by Reconciliation Australia will be presented to Council for endorsement in October 2023.

6. POLICY IMPLICATIONS

6.1 Financial/budget implications

- Funding for the development of a Reflect RAP has been allocated in the 2022/23 Business Plan.

6.2 Risk Management (identification and mitigation)

- Nil

6.3 Staffing/Work Plans/Additional Resource Impact

- The Reflect RAP development and implementation is being administered within existing resources. No further resourcing is required.

6.4 Climate/Environmental Impact

- Nil

6.5 Social/Economic

- The Program represents a positive cultural development process to deliver objectives associated with Council's 4 Year Delivery Plan and Cultural Plan 2021-2026.
- As the Reflect RAP is focussed on internal processes, community consultation is not required for the development of the document. However future consultation would be appropriate for future external facing RAPs.

7. ANALYSIS OF OPTIONS

Option 1 –

1. The report be received.
2. The draft Reflect Reconciliation Action Plan as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 26/06/2023) be endorsed and submitted to Reconciliation Australia for consideration.
3. The CEO be authorised to make minor editorial and formatting changes as part of the finalisation process for the Reflect Reconciliation Action Plan.

This option advances the draft Reflect Reconciliation Action Plan to the next stage of input and approval by Reconciliation Australia, confirming Council's commitment to the reconciliation journey of deeper respect, understanding and engagement of First Nations culture and peoples.

Option 2 –

1. The report be received.
2. Subject to the following amendments and/or additions, the draft Reflect Reconciliation Action Plan as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 26/06/2023) be adopted and submitted to Reconciliation Australia.
 - *Amendments to be determined by Council*
 - *Etc*
3. The CEO be authorised to make minor editorial and formatting changes as part of the finalisation process for the Reflect Reconciliation Action Plan.

Should Council wish to amend the draft Reflect Reconciliation Action Plan, consideration should be given to the role of local government, potential financial impacts and constraints, project timeframes and requirements of Reconciliation Australia.

Option 3 –

1. The report be received.

This option would mean that the process of developing a Reflect Reconciliation Action Plan would cease and no further work would be undertaken on the development of a Reflect RAP for the City of Unley. This option presents a missed opportunity to acknowledge the work that Council has already completed in reconciliation. It would also not formalise an organisational approach or commitment to any future work and/or promotion as specified in Council’s Culture Plan 2021-2026.

8. **RECOMMENDED OPTION**

Option 1 is the recommended option.

9. **REPORT AUTHORISERS**

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

City of Unley Draft Reflect Reconciliation Action Plan

Relationships			
Action	Deliverable	Timeline	Responsibility Lead
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	1.1 Maintain our existing stakeholder relationships and identify new Aboriginal and Torres Strait Islander stakeholders and organisations within our local area and sphere of influence.	November 2023	Cultural Development Coordinator supported by Reconciliation Working Group (RWG)
	1.2 Research and document best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	November 2023	Chair RWG
2. Build relationships through celebrating National Reconciliation Week (NRW).	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff, Elected Members and volunteers.	May 2024	Cultural Development Coordinator
	2.2 RAP Working Group representatives to participate in an external NRW event including Reconciliation SA National Reconciliation Week Breakfast.	27 May-3 June 2024	Chair RWG
	2.3 Encourage and support all staff and senior leaders to participate in at least one external (public) event to recognise and celebrate NRW.	27 May-3 June 2024	Chief Executive Officer (CEO)
	2.4 Deliver at least one National Reconciliation Week external (public) community event.	27 May-3 June 2024	Cultural Development Coordinator supported by Manager Community Connections and Manager Community and Cultural Centres
3. Promote reconciliation through our sphere of influence.	3.1 Communicate our commitment to reconciliation to all staff, Elected Members and volunteers by developing an internal communications framework.	November 2023 ongoing	Communications supported by Volunteer Coordinator
	3.2 Promote and display Council's Reconciliation Statement on Council's website and publicly in Council facilities.	January 2024	Manager Community and Cultural Centres
	3.3 Participate in networks, forums and activities at State and Local Government levels promoting reconciliation.	November 2023	CEO supported by Elected Members

	3.4 Investigate design for Council's electronic signatures based on artworks produced for Reconciliation Action Plan publication.	February 2024	Cultural Development Coordinator supported by Manager Business Systems and Solutions
	3.5 Maintain and identify new external stakeholders, including Reconciliation SA, that our organisation can engage with on our reconciliation journey as cultural representatives to educate and share both internally and externally to the organisation.	February 2024	RWG
	3.6 Identify like-minded organisations that have existing Reconciliation Action Plans we could approach to collaborate with on our reconciliation journey.	January 2024	RWG
	3.7 Promote the Reconciliation Action Plan internally and externally.	November 2023	RWG supported by CEO and Elected Members
	3.8 Celebrate and promote achievements and stories of the Reconciliation Action Plan actions and deliverables through Council internal and external communications.	February 2025	RWG supported by Communications
4. Promote positive race relations through anti-discrimination strategies.	4.1 Maintain and continually research best practice and policies in areas of race relations and anti-discrimination and share with the organisation.	May 2024	Office of the CEO supported by RWG
	4.2 Conduct a review of People and Culture policies and procedures to identify existing anti-discrimination provisions in accordance with legislation and current obligations.	May 2024	Manager People and Culture
	4.3 Ensure all new or updated policies are free of unconscious racism.		

Respect			
Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	5.1 Research and develop a report for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	January 2024	Cultural Development Coordinator
	5.2 Maintain, review and implement cultural learning needs within our organisation.	March 2024	Cultural Development Coordinator
	5.3 Maintain cultural awareness training for all staff, Elected Members and volunteers.	March 2024	Manager People and Culture supported by Cultural Development Coordinator and Volunteer Coordinator
	5.4 Undertake cultural mapping and site identification in conjunction with Kurna representatives.	November 2023	Cultural Development Coordinator supported by Manager City Design
	5.5 Maintain membership of Reconciliation SA.	November 2023.	General Manager City Services
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	6.1 Develop a deeper understanding of the Kurna people as the local Traditional Owners or Custodians of the lands and waters within within our organisation's operational area and its interconnection with areas beyond Unley.	November 2023	Manager City Design/ Cultural Development Coordinator
	6.2 Increase the understanding of staff, Elected Members and volunteers of the purpose and significance of Acknowledgement of Country and Welcome to Country protocols and develop appropriate and accessible protocols for the organisation.	January 2024	RWG
	6.3 Maintain the Acknowledgment of Country on Council's printed and electronic collateral for Council meetings.	January 2024	Office of the CEO
	6.4 Include an Acknowledgement of Country and/ or Welcome to Country at significant internal and all external (public) events.	November 2023	General Manager City Services supported by the Office of the CEO and Elected Members
	6.5 Include a statement of protocols in Council's Events Toolkit as a guide for internal and external event organisers staging events in the City of Unley.	November 2023	Event Coordinator

7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	7.1 Raise awareness and share information amongst our staff, Elected Members and volunteers about the meaning of NAIDOC Week.	June 2024	Cultural Development Coordinator
	7.2 Introduce our staff, Elected Members and volunteers to NAIDOC Week by promoting external events in our local area.	June 2024	Cultural Development Coordinator
	7.3 Support the Reconciliation Working Group to identify and attend an external (public) NAIDOC Week event.	July 2024	CEO supported by Chair RWG

Opportunities			
Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	8.1 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	November 2023	Manager People and Culture
	8.2 Explore and develop a case for Aboriginal and Torres Strait Islander employment within our organisation that may consider learning and/ or scholarship programs such as traineeships and apprenticeships.	May 2024	Cultural Development Coordinator supported by People and Culture
	8.3 Explore and support strategies to increase representation by Aboriginal and Torres Strait Islander peoples in Local Government.	September 2024	CEO
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	9.1 Investigate the adopted principles of procurement to include Aboriginal and Torres Strait Islander owned businesses.	August 2024	Principal Procurement & Contracts Advisor
	9.2 Investigate the feasibility of a Supply Nation membership.	August 2024	Principal Procurement & Contracts Advisor

Governance			
Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	10.1 Maintain a RWG to govern RAP implementation which includes representation from across the organisation.	November 2023	General Manager City Services
	10.2 Review the Terms of Reference for the Reconciliation Working Group.	December 2023	RWG
	10.3 Establish Aboriginal and Torres Strait Islander representation on the RWG.	February 2024	General Manager City Services
11. Provide appropriate support for effective implementation of RAP commitments.	11.1 Define resource needs for Reflect RAP.	November 2023	RWG
	11.2 Ensure RAP is a whole of organisation priority by engaging senior leaders in the delivery of RAP commitments.	November 2023	CEO
	11.3 Maintain a senior leader to champion our RAP internally.	November 2023	CEO
	11.4 Define appropriate systems and capability to track, measure and report on RAP commitments by supporting the RWG to monitor the deliverables and oversee the development of future planning and implementation.	November 2023	Cultural Development Coordinator
	11.5 Define resource needs for RAP implementation in the development of a future Innovate RAP.	January 2025	RWG
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	12.1 Provide progress reports to all staff, Elected Members and volunteers via internal communications channels.	June 2024, December 2024, May 2025	RWG
	12.2 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	May 2025	RWG
13. Continue our reconciliation journey by developing our next RAP.	13.1 Register via Reconciliation Australia's website to begin developing our Innovate Reconciliation Action Plan.	March 2025	Cultural Development Coordinator

INFORMATION REPORT

REPORT TITLE:	CORPORATE GREENHOUSE GAS INVENTORY FY21-22
ITEM NUMBER:	4.6
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	DIANE SALVI, ACTING COORDINATOR ENVIRONMENTAL PROJECTS & STRATEGY
DIVISION:	CITY DEVELOPMENT
ATTACHMENTS:	1. CITY OF UNLEY CORPORATE GREENHOUSE GAS INVENTORY FY21-22

1. **PURPOSE**

The purpose of this report is to provide Council with a report summarising the City of Unley's corporate greenhouse gas emissions and reduction actions for 2021-22 being the first year of implementing Council's Climate and Energy Plan.

2. **RECOMMENDATION**

That:

1. The report be received.
-

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

2. Environmental Stewardship

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

4. **BACKGROUND**

Council adopted its Climate and Energy Plan (Plan) in 2021. The Plan sets a target for Council to be carbon neutral, for its corporate operations, by December 2030.

The Plan provides a framework to guide Council's investment in actions to reduce its greenhouse gas emissions and highlights the need for greater accuracy in carbon accounting and reporting in the first two years of its implementation.

Council has been actively reducing its operations emissions for a number of years now by improving efficiencies, and utilising smart technology and renewable energy.

To build on the significant work already completed, the Plan:

- Identifies staged actions over a nine-year period that Council will undertake to reduce its operations carbon footprint, with the actions being aligned to asset management plans and whole-of-life assessments.
- Supports and encourages the Administration to embed low carbon mindset and behaviours.
- Includes improvements in data management for carbon accounting.
- Anticipates technology and market developments for low carbon alternatives.
- Includes the purchase of carbon offsets from 2030 to achieve carbon neutrality for operations carbon emissions that cannot be eliminated (with actions to reduce emissions continuing beyond 2030).

A report is contained in Attachment 1 which summarises Council's actions and projects undertaken in 2021-22, being the first-year achievements.

Attachment 1

5. DISCUSSION

Council endorsed the Plan in August 2021. The aim of the first two years of the Plan was to focus on systems improvements, and supporting the Administration to embed a low carbon mindset and behaviours.

There are 10 actions for delivery across the first two years of the Plan. Council achieved the following in 2021-22 (Year 1):

- Climate Change Policy adopted (June 2022).
- Climate Partner Fund established (\$26,173) in subsidies provided to leased community groups of Council owned buildings to increase energy efficiency.
- Unley Insights – 5 x Climate Change Community Focus Groups (May 2022) held to gather community understanding and suggestions.
- E-Scooter trial (commenced February 2022).
- Carbon Neutral presentations held at 7 staff team meetings to help increase understanding and implementation of carbon neutral activities relevant to individual business groups.
- Sustainable Procurement Review completed with recommendations to support Council staff to purchase products and services with lower carbon emissions.
- Use of online meetings where appropriate to avoid unnecessary travel.

- The City of Unley Corporate Greenhouse Gas Inventory FY2021-22 (Attachment 1):
 - Provides a summary of the carbon footprint with a comparison to the baseline year in the Plan.
 - Describes emissions reduction initiatives implemented by Council.
 - Presents the inventory (carbon footprint) in detail with explanations for significant changes.

The total Carbon Footprint FY2021-22 for Scope 1, 2 and 3 greenhouse gas emissions for Council's operations is 5,299 tonnes CO₂e. This represents a 47% increase in emissions compared to the FY2019-20 baseline of 3,616 tonnes CO₂e.

The significant jump in emissions is due to changing methodology for Scope 3 emission calculations. The FY2019-20 baseline emissions were based on estimates and the FY2021-22 analysis used actual spend data for Scope 3 activities. The changed methodology is a reflection of the Plan's first year action to 'improve and expand the carbon management system to track Scope 3 emissions'.

Scope 1 and 2 emissions from Council's operations are based on the quantities of fuels and electricity used. These are well documented and accurately measured. An overall reduction in reported emissions from FY202019-20 of 28% for Scope 1 and 2 is a result of:

- Reduced petrol consumption due to a reduction in the number of cars in the fleet; the introduction of hybrid vehicles to the fleet; and less travel to off-site meetings as staff preference online meetings post-Covid.
- A steady increase in the proportion of renewable electricity in the South Australian grid and a 12% reduction in electricity purchased from the grid due to on-site solar generation and consumption.

The greenhouse gas emissions for Scope 1 and 2 in FY2021-22 reduced 479 tonnes CO₂e from the baseline of 1,719 tonnes CO₂e to 1,240 tonnes CO₂e. It is expected that these emissions will continue to decrease as Council continues its fleet transition to electric vehicles and installs more solar, purchases renewable energy, and implements further energy efficiency measures as outlined in the Plan.

Scope 3 greenhouse gas emissions (indirect or embodied) are complex and difficult to track as they relate to upstream and downstream providers of products and services.

There were decreases in Scope 3 greenhouse gas emissions for some Council activities – travel, electricity embodied in water and Council waste disposal – amounting to a 50 tonne CO₂e reduction.

The Scope 3 emissions for Construction Materials and Services for FY2021-22 has increased 147% from an estimated 1,897 tonnes CO2e to an actual 4,059 tonnes CO2e. The FY2021-22 calculations use actual expenditure and an emissions factor from the Australian Government's Climate Active program, whereas the FY2019-20 estimate was based on an averaged amount of refurbished infrastructure from Council's Transport Asset Management Plan.

Scope 3 emissions will reduce as Council implements systems improvements such as data management, sustainable procurement and environmentally sustainable design guidelines as outlined in the Plan.

The City of Unley Corporate Greenhouse Gas Inventory FY2021-22 Summary Report (Attachment 1) provides a detailed explanation of Councils' emission reduction activities and carbon footprint.

6. REPORT AUTHORISERS

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



City of Unley Corporate Greenhouse Gas Inventory FY21-22

Comparison to Baseline Report

5 June 2023

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Kaurna Acknowledgement

We acknowledge the City of Unley is part of the traditional lands of the Kaurna people and we respect their spiritual relationship with their country. We acknowledge the Kaurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.

1 Executive summary

1.1 Background

The City of Unley has a commitment to achieving carbon neutrality for operations by December 2030 (Climate & Energy Plan, February 2023). This report describes the greenhouse gas emission inventory for the City of Unley for the 2021-22 financial year and contrasts this with the 'baseline year' inventory developed for 2019-20.

Inventories categorise emissions sources into three scopes:

- **Scope 1** or "direct emissions" are those released directly by Council Operations such as the combustion of petrol, diesel and gas.
- **Scope 2** refers to the emissions embodied in the electricity consumed by Council Operations.
- **Scope 3** refers to other "indirect" greenhouse gas emissions that are generated in the wider economy as a consequence of Council's operations.

The Scope 1 and 2 emissions from Council Operations are based on the quantities of fuels and electricity used. Generally, these are well documented and accurately measured. Scope 3 on the other hand is often based on applying standard "factors" to expenditures.

The Climate and Energy Plan's Technical Report acknowledged that a high degree of uncertainty existed in the scope 3 estimates. The Climate and Energy Plan included an action to improve and expand the carbon management system to track scope 3 emissions and that significant jump in scope 3 emissions is a reflection of this action.

1.2 Inventory summary

Table 1 shows the total inventory for the City of Unley for FY2021-2022 compared to the base year in the Climate and Energy Plan (FY2019-2020).

Scope	Sub Category	Base Year 2019-2020 (t/CO2e)	2021-2022 (t/CO2e)	% Change
Scope 1	Gas	183	213	+16%
	Petrol	73	63	-14%
	Diesel	270	267	-1%
Scope 2	Electricity	1,193	697	-42%
Scope 1 + 2 Total		1,719	1,240	-28%
Scope 3	Travel	4	1	-75%
	Electricity embodied in Water	85	38	-55%
	Diesel used in waste collection	128	139	+9%
	Council Waste	180	178	-1%
	Construction Materials & Services (formerly roads, paths & stormwater)	1,500	3,703	+147%
Scope 3 Total		1,897	4,059	+114%
Total Emissions, Scope 1, 2 & 3		3,616	5,299	+47%

Table 1: City of Unley Greenhouse Emissions Inventory FY2021-2022 vs FY2019-2020

An overall reduction in reported emissions from FY2019-20 of 28% for Scope 1 & 2 reflects reduced consumption of electricity and petrol and the increase in the

proportion of renewable electricity in the South Australian grid. Gas use has however increased 16% over the same period.

The estimate of Scope 3 emissions for Construction Materials and Services for FY2021-2022 has increased by over 2,000 tCO₂-e. The FY2021-22 estimate uses actual expenditure and an emissions factor from the Australian Government's Climate Active program whereas the FY2019-20 estimate was based on an averaged amount of refurbished infrastructure.¹

In addition to improved carbon accounting, the Climate and Energy Plan:

- Identified staged actions over a nine-year period that Council will undertake to reduce its carbon footprint. The actions are aligned to asset management plans and whole-of-life assessments.
- Supports staff to embed a low carbon mindset and behaviours, and
- Anticipates technology and market developments for low carbon alternatives.

1.3 Navigating this report

Section 2 describes the geographic, organisational and Greenhouse Gas Emission boundaries applicable to the emissions inventory.

Section 3 describes the emissions reduction initiatives implemented by Council.

Section 4 presents the Inventory in more detail and provides explanations for the significant changes between the two inventory years.

Section 5 summarises the key activities to be delivered in year 2 (2022/2023) of the Plan.

¹ [City of Unley, Climate and Energy Strategy, Technical Report, 3 March 2021](#)

2 Boundary

The City of Unley is located immediately south of the City of Adelaide with a total land area of 14 square kilometres. The City has a population of 39,416² with an annual growth rate of 0.4%. Unley is predominately residential with some commercial and light industrial areas.

The City of Unley (ABN 63 714 797 082) operates autonomously within the framework of the *Local Government Act 1999* and is responsible for providing strategic direction for the local area, planning and development control, setting policy, providing, and maintaining infrastructure and services, and regulating activities, whilst complying with and enforcing legislation.

The City of Unley boundary incorporates all Council owned and operated buildings, including the Civic Centre and Depot, libraries and community centres, swimming centre, public toilet facilities and numerous parks, carparks and reserves. The boundary does not include Council owned facilities that are leased for community or commercial use.

2.1 Data Sources

City of Unley staff provided data from several sources for this report including:

- Billing data entered into Trellis for electricity and water use.
- Audit committee reports.
- Financial data.

² [Population in local government areas | Centre for Population](#)

- Bespoke reporting prepared by staff.

2.2 Greenhouse Gas Emissions Boundary

The City of Unley greenhouse gas emissions boundary reflects emissions that occur as a result of Council activities within the organisation boundary (operational control) as well as emissions the organisation can strongly influence (for example, products and services purchased).

Table 2 shows which carbon emission sources are included in the emissions inventory for Scopes 1 and 2.

City of Unley, Carbon Emissions Boundary		
Scope 1 (Direct Emissions)	Gas Petrol Diesel	Acetylene Gas** Refrigerants**
Scope 2 (Indirect emissions from electricity generation)	Electricity use in buildings, parks & public lighting	

** Not yet calculated – data management plan in place

Table 2: City of Unley, Carbon Emissions Boundary (Scope 1 and 2)

Table 3 overleaf shows which carbon emission sources are included in the emissions inventory for Scopes 3.

Scope 3	Included Emissions	Excluded emissions
(Indirect emissions from value chain)	<ul style="list-style-type: none"> • Construction Materials & Services • Travel • Electricity Embodied in Water • Diesel use in waste collection • Council waste 	<ul style="list-style-type: none"> • Electricity and LPG use at downstream leased Facilities • Employee Commute • Working from Home • Accommodation • Cleaning • Cleaning equipment & chemicals • Food & catering • Horticulture & Agriculture • Products • ICT services & equipment • Machinery & vehicles • Office equipment & supplies • Paper • Postage, courier & freight • Professional services • Staff clothing & uniforms • Telecommunications

Table 3: City of Unley, Carbon Emissions Boundary (Scope 3)

3 Emission Reduction Activities

Guiding Strategy

The City of Unley has a long-term commitment to reducing carbon emissions and addressing the causes of climate change. The Climate and Energy Plan (2023) sets out actions to 2030 to measure and reduce the City of Unley's operational emissions, with any remaining unavoidable emissions balanced through a purchase of accredited carbon offsets.

The City of Unley has been actively reducing their direct emissions for a number of years by improving efficiencies and utilising smart technology and renewable energy.

Achievements to date include:

- A total of 105kW of solar and a 9.8 kW battery have been installed since 2016.
- A public electric vehicle charging station at Heywood Park funded through a Federal grant was installed in 2019.
- Replacement of existing Council-owned streetlights to LED lighting in residential streets.
- Six 'e-bikes', funded through State Government grants, are used by Council staff to replace car travel.

Emissions reduction actions during FY2021-2022

Council endorsed the Climate and Energy Plan & Carbon Neutral 2030 Target (updated 2023). The aim of the first two years of the plan was to focus on systems improvements and supporting staff to embed a low carbon mindset and behaviours.

City of Unley achieved the following in 2020-2022 (Climate & Energy Plan – Year 1):

- Climate Change Policy adopted (June 2022).
- Climate Partner Fund established: \$26,173 in subsidies provided to leased community groups of Council Owned buildings to increase energy efficiency.
- Unley Insights – 5 x Climate Change Community Focus Groups (May 2022) held to gather community understanding and suggestions.
- E-Scooter trial commenced Feb 2022.
- Carbon Neutral presentations held at 7 staff team meetings to help increase understanding and implementation of carbon neutral activities relevant to individual business groups.
- Sustainable Procurement Review completed with recommendations to support Council staff to purchase products and services with lower carbon emissions.
- Use of online meetings where appropriate to avoid unnecessary travel.

4 Greenhouse Gas Emissions Inventory FY2021-2022

Table 4 shows the total inventory for the City of Unley for FY2021-2022 compared to the base year in the Climate and Energy Plan (FY2019-2020).

Scope	Sub Category	Base Year 2019-2020 (t/CO2e)	2021-2022 (t/CO2e)	% Change
Scope 1	Gas	183	213	+16%
	Petrol	73	63	-14%
	Diesel	270	267	-1%
Scope 2	Electricity	1,193	697	-42%
Scope 1 + 2 Total		1,719	1,240	-28%
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Scope 3 Total		1,897	4,059	+114%
Total Emissions, Scope 1, 2 & 3		3,616	5,299	+47%

Table 4: City of Unley Greenhouse Emissions Inventory FY2021-2022

4.1 Explanation of Significant Changes

Category	Baseline 2019-20 tCO _{2-e}	2021-22 tCO _{2-e}	Comments
Gas	183	213	The 16% increase in emissions is due to increased consumption of natural gas at the Unley Swimming Centre. No changes were made to emissions factors between the two inventory years.
Petrol	73	63	The 14 % decrease in emissions is due to reduced km travelled by petrol vehicles that resulted from less cars in the fleet, introduction of hybrid vehicles to fleet and a preference for online meetings post COVID. .
Electricity (Scope 2)	1,193	697	The 42% reduction is due to the falling emissions factor for electricity in SA from 0.54 to 0.37 kgCO _{2-e} per kWh between the two years – the result of steadily increasing proportions of solar and wind power in the local grid – and a 12% reduction in electricity purchased from the grid due to onsite solar generation and consumption. .
Emissions embodied in Water	85	38	The decrease in reported emissions is due to water consumption being significantly lower in 2021-22 than 2019-20.
Category	Baseline 2019-20 tCO _{2-e}	2021-22 tCO _{2-e}	Comments
Diesel Used in Waste Collection	128	139	Increased access to data has allowed for a refinement of the methodology and a 9% increase in reported emissions. Future years will reflect changed management (now with East Waste).
Construction Materials & Services	1,500	3,703	The increase is a result of new methodology: moving from estimating emissions from refurbishment to calculations based on actual expenditure. This category refers to the

			<p>emissions embodied in roads, paths and stormwater infrastructure. Due to limitations in the detail of data collected, the approach taken FY2019-2020 was to:</p> <ul style="list-style-type: none"> • use the 'Greenhouse Gas Assessment Workbook for Road Projects' developed by The Transport Authorities Greenhouse Group (TAGG) to estimate the emissions created by a project to replace all roads, kerbing and footpaths in the Unley area. • Assume refurbishment generates half of the emissions as new construction • Divide this estimate by the average 'life' of the assets to generate an annual estimate of embodied emissions. <p>The 2020 Transport Asset Management Plan states that Council is responsible for 172km of roads, 329km of paths, 307km of kerbing and 38 bridges. The Workbook generates an estimate of the emissions that would be generated if this was all a new construction project: 150,000 tCO_{2-e} and that refurbishment generates half of the emissions as new construction (i.e. 75,000 tCO_{2-e}) and then dividing by an average asset life of 50 years to generate the estimate of 1,500 tCO_{2-e} per annum.</p> <p>Under the Climate Active approach, expenditure. data was aggregated into \$4.7M of 'construction materials and services' and an emission factor applied. The end result is a much higher estimate. In future years, being able to capture and report on more granular data will allow more accurate emissions intensity factors to potentially reduce the quantum of emissions in this category.</p>
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Note: The scope 3 inventory does not include all of the categories required to comply with the Australian Government's Climate Active approach to Carbon Neutral Certification for Organisations .

5 Next Steps

The following activities are scheduled to be delivered in Year 2 (FY2022-2023) of the Climate & Energy Plan (2023):

- Commence purchase of light fleet Electric Vehicles.
- 2022 second and final round of Climate Partner Fund subsidies offered.
- Fleet tracking software installed to improve fleet efficiencies and support electric vehicle transition.
- Solar installation at Goodwood Library and Community Centre.
- Introduction of carbon footprint evaluation criteria to Procurement Acquisition Plan (trial with City Development projects) - partially completed.
- Environmentally Sustainable Design (ESD) guidelines for Council Buildings.
- Data Management Plan for City of Unley Carbon Emissions - partially completed.

INFORMATION REPORT

REPORT TITLE:	CEO KPIS 2022/23 UPDATE
ITEM NUMBER:	4.7
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	PETER TSOKAS, CHIEF EXECUTIVE OFFICER
DIVISION:	OFFICE OF THE CEO
ATTACHMENTS:	1. CEO KPIS 2022/23 UPDATE

1. **PURPOSE**

As part of the CEO performance reporting framework, an update against agreed KPIs is provided to Elected Members for information periodically, detailing the achievements for a given period.

At the close of the financial year the CEO is required to provide a final update of achievements against the agreed milestones for that year.

A final progress report for the CEO's performance against the 2022/23 KPIs is now presented to Council for consideration

2. **RECOMMENDATION**

That:

1. The report be received.
-

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

4. Civic Leadership

4.1 We have strong leadership and governance.

4. **BACKGROUND**

Each year the CEO Performance Review Panel agrees on measurable and achievable KPIs for the CEO, creating a framework to evaluate the performance of the CEO against agreed benchmarks and milestones, and equally importantly, to provide the Council and community with a macro lens on strategic goals and projects.

5. DISCUSSION

To enable Council to effectively review the CEO's performance during reporting periods, a series of key performance indicators (KPIs) are set, against which performance is assessed. The KPIs are aligned with the strategic direction of the City of Unley and deliver clear and measurable results for the period under review.

This report provides a final progress report against the CEO KPIs 2022/23 and is provided to Members for their information as Attachment 1.

Attachment 1

As is indicated by the Attachment, most of the KPIs have been completed, and those still in progress are due to be completed in the next few months. Some of the delays have been as a result of the additional workload following the election of a new Council, longer community consultation processes associated with specific projects, and circumstances beyond our control relating to a specific project (State Government support).

6. REPORT AUTHORISERS

Name	Title
Peter Tsokas	Chief Executive Officer

Key Performance Indicators
<p>1. Customer Experience</p> <p>We will optimise the customer experience using people centred design and collaboration</p>
<p>Comments</p> <p>1. Customer Experience – Review of PO Box 1 Process</p> <ul style="list-style-type: none"> The current use of PO Box 1 is an inefficient repository for the receipt of customer requests (CRs). There are delays in the current process which can lead to frustration for the person lodging requests via PO Box 1. It is proposed to review the current process and investigate alternative options to initiate a CR into our corporate systems more quickly. The data obtained will also better inform future priorities for our customer experience improvement program. <p>2. Shaping Unley – Ideas to Maintain Unley’s Tree Canopy Cover</p> <ul style="list-style-type: none"> It is proposed to use the Shaping Unley framework to engage with the Unley Community on the topic of declining tree canopy on private land, and to explore ideas as to how this trend can be reversed. Ideas generated will be broader than those limited to actions that Council can take. This project will be undertaken in 2023 following completion of the Unley Shaping project for parking.
<p>Milestones</p> <p>1. Customer Experience – PO Box 1</p> <ul style="list-style-type: none"> Develop a project plan for the review of PO Box 1 (September 2022). Completed Present the improvement plan to the Executive Management Team for endorsement (November 2022). Completed Communicate the alternative solution and implement (February 2023). Completed <p>2. Shaping Unley</p> <ul style="list-style-type: none"> Develop a brief to engage a consultant to facilitate the process (November 2022). Completed Prepare a report for Council to endorse the Shaping Unley initiative for consultation (February 2023). In Progress Commence the ideas phase of the process (May 2023). Delayed to August/ September 2023
<p>Status</p> <p>1. Customer Experience – Review of PO Box 1 Process</p> <ul style="list-style-type: none"> A review of the use of PO Box 1 has been completed. Over the past 12 months, Council has received 11,500 emails, most of which require two levels of triaging which affects the response time. Many require more information to understand and lodge the customer request. In December, EMT selected three areas for further analysis to identify opportunities to decrease processing time and cost: Rates, Regulatory Services and Depot Operations. An update on these three areas are as follows: <ul style="list-style-type: none"> A 2-year Regulatory Digitisation project is mid-way through. The project team is currently designing and building the online permit system that will lodge all future permit requests directly into the approval workflow system, bypassing PO Box 1. A digital option for Expiation Reviews is available and promoted, however, it has shifted higher than 40% for some time. Shifting customers away from email remains a challenge due to the complex nature of these types of requests and at times staff still promote PO Box 1. IT staff are continuing to explore options for optimising and automating the workflow of expiation review emails. A specific Rates mailbox has been implemented, and a selection of email types are now being sent directly to Rates, thereby bypassing PO Box 1. Most of the Rates related correspondence are ‘Change of Ownership’ (from conveyancers) and ‘Change of Customer Details’ which still require pre-processing similar to PO Box 1. We will continue to work with conveyancers to find a win-win solution.

- A digitisation project for Depot Services is in the final stages of delivery and is optimising the end-to-end customer request process. In September 2022, the new online 'Report It' portal was launched providing an alternative to PO Box 1 emails and phone calls. The benefit of this portal is that customer requests are entered directly into the workflow system and bypass PO Box 1 and the Contact Centre. Since launching, the rate of requests being submitted online has increased from less than 5% to 36% overall. Customer Requests being emailed through PO Box 1 have declined by 50% overall and continue to trend downwards. The outcome of this is that requests go to the relevant area in a much shorter timeframe.
- Once the three areas identified above have been completed and trends are monitored, we will explore other areas to look at how we can reduce emails going to PO Box 1.

2. *Shaping Unley*

- An external partner has been selected to undertake the next shaping Unley project related to trees on private land. The project will incorporate three improvement recommendations outlined in the Learnings Report presented to Council. Unley Connect has been launched to increase the community database of contacts. At the end of the first week, we had an additional 500 persons registered. The end-to-end process for the next project will largely be online (the original intention of Shaping Unley) although there will also be some face-to-face focus groups following feedback from Elected Members. We are now assessing how this can be achieved without lengthening the overall engagement process. A report will be presented to Council to endorse the engagement process at its meeting in July. The three improvement areas identified for the engagement process are:
 - Creation of a community database to ensure a broader reach of participants. **Completed**
 - Engagement of an experienced survey questionnaire writer. **Completed**
 - Investigation of tools to enable more online input and deliberation. **Completed**

<p>Key Performance Indicators</p>
<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>The following initiatives form part of the ongoing work in making the City of Unley a preferred employer:</p> <p>1. Diversity Inclusion and Belonging Plan – Implement Year 1 Actions</p> <ul style="list-style-type: none"> • Develop an action plan to promote and brand the organisation as a workplace that encourages and supports diversity. • Provide LGTBQIA+ awareness training for all employees. <p>2. Leadership Development – Undertake 360 Reviews for Key Leaders in Organisation</p> <ul style="list-style-type: none"> • Complete 360 reviews of the General Managers and their respective Business Managers. <p>3. Safety – Compliance with LGRS Framework</p> <ul style="list-style-type: none"> • >90% completion rate on the Local Government Risk Services Work Health and Safety action plan.
<p>Milestones</p> <p>1. Diversity Inclusion and Belonging Plan</p> <ul style="list-style-type: none"> • Action and Communications plan developed for implementation (April 2023). Completed • LGTBQIA+ awareness training provided (May 2023). Completed <p>2. Leadership Development</p> <ul style="list-style-type: none"> • Reviews are complete for each identified individual (December 2022). Completed • Individual improvement plans developed and agreed (February 2023). In Progress <p>3. Safety</p> <ul style="list-style-type: none"> • Targets achieved in the Local Government Risk Services Plan (June 2023). In Progress
<p>Progress Update</p> <p>1. Diversity Inclusion and Belonging Plan</p> <ul style="list-style-type: none"> • The Diversity, Inclusion and Belonging Plan for City of Unley has been created, adopted, and launched with employees. All careers' pages have been updated to reflect Council's commitment to create a diverse, inclusive, and safe environment where everyone belongs. • The delivery of LGTBQIA+ awareness training is complete. Three sessions were held in March and the feedback was very positive. A further four sessions have been booked for September. • The suite of diversity awareness training program has been added to the annual organisation training program. Aboriginal Awareness training was recently held again and was well attended by new staff and volunteers. <p>2. Leadership Development</p> <ul style="list-style-type: none"> • The 360 Reviews of General Managers and their respective Business Managers are complete. The reviews were undertaken by an independent consultant and based on the following four themes of capability: Leadership and People Development; Strategic Thinking; Operations Management; and Stakeholder Relations. The response rates were high for each leader and overall, the capability of the leadership group is very good with an aggregate rating of greater than competent (i.e., a score greater than 4). The development of individual improvement plans has commenced. The target completion date has been extended to August 2023 and will form part of the annual review process for leaders.

3. Safety

- In November 2022 the City of Unley was selected and audited by the Local Government Risk Services Scheme to ensure that the industry maintains its self-insured status. The audit outcomes recommend areas for improvement that will form part of an Action Plan for implementation. The Plan was endorsed by EMT early in 2023 and the actions are nearing completion. The results of the final assessment by the Scheme that was conducted in June will be known in July or August 2023.

<p>Key Performance Indicators</p>
<p>3. Financial Sustainability</p> <p>Ensure the sustainability of the organisation through sound financial management principles and ongoing reviews of its operations to realise efficiency gains</p>
<p>Comments</p> <p>1. Annual Business Plan and Budget for 2023/24</p> <ul style="list-style-type: none"> Prepare the Draft 2023/24 Annual Business Plan in line with CPI (March 2023 quarter) and with agreed levels of service and a target operating surplus of 5%. <p>2. Establishing an ongoing Open Space Fund</p> <ul style="list-style-type: none"> It is proposed to develop an options paper for Council's consideration which explores setting aside a portion of the rates income derived from new property growth (e.g., major developments) for the purpose of creating an ongoing open space fund (for purchase of land).
<p>Milestones</p> <p>1. Draft Annual Business Plan</p> <ul style="list-style-type: none"> Draft 2023/24 Annual Business Plan prepared for consultation (May 2023). Completed <p>2. Open Space Fund (procurement of land)</p> <ul style="list-style-type: none"> Options paper developed for Council to consider (February 2023). Completed Prepare a final Open Space Fund policy for Council consideration based on the preference of the Briefing (May 2023). In Progress
<p>Progress Update</p> <p>1. Draft Annual Business Plan</p> <ul style="list-style-type: none"> The proposed Draft ABP&B for community consultation was presented to Council for endorsement at its April meeting. The Adelaide March 2023 CPI was 7.9%. The Draft ABP&B proposed a 4% increase in rates income and 4% operating surplus. At the final budget workshop in May, Council considered an increase in rates income above 4% to deliver an operating surplus closer to 5%. The proposed ABP&B now indicates a rate increase of 5.25%, with an operating surplus of 4.9%. A report will be presented to Council in June to adopt the budget and declare the rates. The proposed budget that will be considered by Council in June maintains long term financial sustainability. <p>2. Open Space Fund (procurement of land)</p> <ul style="list-style-type: none"> Due to the commitment required with the new Council's induction training program, it was not until 1 May that Council considered the various options for an Open Space Fund. Following feedback from the workshop, a draft policy is now being written for Council to consider early in the new financial year (July/August). The draft will incorporate the following elements for Council to consider: <ul style="list-style-type: none"> A % of new growth above the 0.5% used in the Long-Term Financial Plan is to be allocated to an open space fund. Open Space will be defined as usable green open space for passive and active recreation purposes. Criteria for the Strategic Property Committee to use when considering the purchase of property to increase existing open space areas. Criteria for the Strategic Property Committee to use when considering the purchase of property to fill the known open space gaps that exist across the City. <p>NOTE: a separate project, that will identify land for increasing open space in the City, is proposed to be a CEO KPI for 2023/24.</p>

<p>Key Performance Indicators</p>
<p>4. Engagement and Communications Strategy</p> <p>Develop an Engagement and Communications Strategy, that identifies opportunities for Council to enhance its engagement and communication methodologies with stakeholders and the community in a variety of forms and in a timely manner</p>
<p>Comments</p> <p>This project is a continuation and expansion of that which commenced in 2021, but was not completed because of resourcing challenges.</p> <p>As part of the project, a review will be undertaken of Council's current methods of community and stakeholder engagement (including projects) and communication. Feedback will be sought as to the effectiveness of our current methodologies and opportunities will be identified to better align methodologies and approaches with Council's strategic directions. Areas to be reviewed include a framework around consultation vs engagement, digital vs print, Unley Life etc.</p>
<p>Milestones</p> <p>1. Communications Strategy Brief</p> <ul style="list-style-type: none"> Develop a brief for the Engagement/Communications Strategy and engage a consultant (September 2022). Completed <p>2. Review Current Methodologies</p> <ul style="list-style-type: none"> Review effectiveness of current methodologies (December 2022). Completed <p>3. Draft Communications Strategy for Consultation</p> <ul style="list-style-type: none"> Prepare a draft Strategy for Council for consultation (April 2023). Completed <p>4. Draft Communications Strategy for Endorsement</p> <ul style="list-style-type: none"> Prepare final Strategy for Council endorsement (August 2023). In Progress
<p>Progress Update</p> <p>1. Communications Strategy Brief</p> <ul style="list-style-type: none"> A consultant was engaged in October 2022 for the development of a strategy and to review Council's current Engagement Toolkit. The consultant met with various internal and external stakeholders during December and January, and then with Elected Members at a Briefing in March. The Briefing with Council was later than originally planned due to the commitments associated with mandatory Elected Member induction training. <p>2. Review Current Methodologies</p> <ul style="list-style-type: none"> The consultant completed the review of current methodologies against better practice and current communication trends to inform the development of the draft strategy and review of the Toolkit. <p>3. Draft Communications Strategy for Consultation</p> <ul style="list-style-type: none"> The draft strategy has been reviewed by internal and external stakeholders, and by Members at a Briefing session held in May. Feedback provided by Members has been incorporated into the final version of the draft. <p>4. Draft Communications Strategy for Endorsement</p> <ul style="list-style-type: none"> The draft strategy considers the complex environment that local government operates. It is premised on six communication and engagement principles, and the Toolkit will move from three levels of engagement to four to encompass Shaping Unley. The Toolkit has been measured against the recently updated Local Government Better Practice Framework. The draft will be presented to Council for endorsement in July or August 2023.

Key Performance Indicators
<p>5. Strategic Projects</p> <p>We will explore, develop, and implement strategic projects that deliver future-proofing opportunities to the wider community and enhanced economic development frameworks to business</p>
<p>Comments</p> <p>1. Cultural Hub – Complete Investigations</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 and detailed design stage. <p>2. Aged Care Services - Future Directions</p> <ul style="list-style-type: none"> This project proposes to explore the future options and direction for Council’s service offering noting the pending changes related to the Aged Care Reforms and introduction of the “Support At Home” program (replacing the Commonwealth Home Support Program). <p>3. Economic Growth - Business Investment and Attraction</p> <ul style="list-style-type: none"> One of the key initiatives in Council’s Economic Growth Strategy is to attract business investment in the City. It is proposed to develop a campaign to promote investment and business attraction. As part of this, marketing material will be provided to real estate agents, Investment Attraction SA, and businesses looking to move to the region. The campaign will also form part of the City of Unley website and Business Portal and will be supported by a brief social media campaign. <p>4. Economic Growth - Review of Separate Rate and Association Model</p> <ul style="list-style-type: none"> The current model of how the Separate Rate is collected, administered, and ultimately spent, has been around for some time. Recent feedback from many businesses in the Council area is that the current process isn’t necessarily the most contemporary way that a fund should be managed. There has been previous work undertaken on possible alternative options to the current one, and this work involves presenting a report to Council for a decision. <p>5. City Wide Flood Mitigation Plan</p> <ul style="list-style-type: none"> While flooding issues associated with Brown Hill Creek are being addressed via the Brown Hill Keswick Creek (BHKC) Stormwater Management Plan, there are many localised flooding issues across the City that need to be addressed. This project proposes developing a five-year flood mitigation plan that collates known localised flooding locations and sets out a long-term prioritised drainage program to address these issues. <p>6. Unley Central</p> <ul style="list-style-type: none"> Whilst Council has concentrated its efforts on facilitating an integrated development on Unley Road, there are several other opportunities that could be explored to activate and rejuvenate the Unley Central Precinct. These include: <ul style="list-style-type: none"> Exploring opportunities to better utilise Mornington House Redevelopment of Mornington Flats Exploring opportunities to improve the Unley Community Centre site with a more modern facility Explore opportunities to better integrate the land between St. Augustine’s and Council’s Civic Centre. It should be noted that both Mornington properties are owned by the State Government and as such are outside the control of Council.

7. City-wide Parking Strategy

- Council is currently using the Shaping Unley framework to inform the development of a Parking Strategy. This stage of the project involves developing the strategy itself based on feedback and ideas generated from the current phase as well as expert technical input. Areas that are to be reviewed may include business parking, residential parking permits and associated fees, time limit zones etc.

8. Waste Management

- Implement the short-term priorities as contained in the Plan following confirmation of the new contractual arrangements to deliver Council's waste management contract.

9. Tree Land Offset Scheme- Community Consultation

- Undertake Community consultation to gauge the community's views on Council implementing a tree land offset scheme via additional rates for new developments that do not meet the 15% tree canopy cover.

Milestones**1. Cultural Hub**

- A feasibility assessment will be completed with options (including expansion of the Unley Museum, potential Gallery and Potters Guild functions) and a report will be provided to Council for consideration (December 2022). **Completed**

2. Aged Care Services Future Directions

- An options paper is presented to Council to propose the future direction for the City of Unley in providing aged care services, replacing the Commonwealth Home Support Program (CHSP) services (June 2023). **Completed**

3. Business Investment and Attraction Campaign

- Promotional campaign and investment attraction marketing material developed, distributed, and promoted. Our website portal has also been completed. **Completed**

4. Review of Separate Rate and Association Model

- A report will be provided to Council on a preferred model (September 2022), with the findings and recommendations for a more contemporaneous approach to be completed early in 2023, for introduction in the 2023/24 Financial Year. **Completed**

5. City-wide Flood Mitigation Plan

- Key localised flooding matter that requires resolution, identified and prioritised (September 2022). **Completed**
- Long-term drainage program to address identified issues developed (December 2022). **Delayed to August 2023**
- Draft Plan presented to Council (March 2023). **Delayed to September 2023**
- Community consultation on draft Plan undertaken (April 2023). **Delayed to October 2023**
- Final Plan considered by Council (June 2023). **Delayed to November 2023**

6. Unley Central

- An options paper on the Unley Community Centre prepared for Council's consideration (February 2023). **Completed**
- Concept Plans prepared for activating land between St Augustine's Church and Council's facilities (February 2023). **Completed**
- Feasibility study will be completed on the potential uses of Mornington House (December 2022). **Completed**

7. City Wide Parking Strategy

- Council endorsement of draft Strategy (May 2023). **Delayed to September 2023**
- Initiate community consultation on draft Strategy (June 2023). **Delayed to October 2023**

8. Waste Management

- Undertake investigations and report to Council (including cost-benefit analysis) on the short-term priority areas set by Council regarding:
 - a city-wide weekly organics waste collection (September 2022). **Completed**
 - introducing new services to Multi Unit Developments (MUDs) (December 2022). **Completed**
 - free hard waste collection for rental properties at time of vacating (December 2022). **In Progress**
 - providing organics waste bins/compostable dog bags in parks and reserves (March 2023). **In Progress**

9. Tree Land Offset Scheme- Community Consultation

- Present a report to Council on the outcomes of the community consultation process. **Delayed**
- Prepare a report/submission to the Minister of Planning with results of the community consultation **Delayed**

Progress Update**1. Cultural Hub**

- A feasibility assessment has been completed, with endorsement from Council at the March meeting to proceed to detailed design for both the Unley Museum and the Potters Guild buildings. Project planning for the detailed design stage is currently underway, with a view to engage a supplier by June 2023. Outcomes of the detailed design (including options and updated costings) will be presented to Council for endorsement once complete.

2. Aged Care Services Future Directions

- The Commonwealth Government has extended Council's funding agreement for the Commonwealth Home Support Program until June 2024 and have recently indicated a further extension until June 2025 (awaiting confirmation). An update has been provided via an Elected Member Briefing session in June 2023. An options paper considering future directions for the City of Unley in providing aged care services, replacing Commonwealth Home Support Program (CHSP) services will be submitted to Council once future information from the Federal Government has been confirmed.

3. Business Investment and Attraction Campaign

- New investment attraction material has been developed for Greenhill Road, Glen Osmond Road, Unley Road, and King William Road. This material is now live on Council's Business Portal and a campaign will be rolled out in 2023 with local real estate agents, industry groups, and the State government's Investment Attraction Department.

4. Review of Separate Rate and Association Model

- A Report was provided to Council on a range of potential models in January 2023. After considering the report and options, Council resolved to retain the current model of independent main street associations whereby Council collects a levy on behalf of each association, and they use those funds for marketing purposes as well as minor infrastructure improvements.

5. City-wide Flood Mitigation Plan

- The Administration has engaged an external consultant to undertake floodplain modelling and assist Council in its review. This work is expected to be completed by the end of June 2023.
- The Administration held an initial briefing for Elected Members on 11 April 2023, at which the following matters were presented:
 - Relevant stormwater management principles.
 - Council's Stormwater Asset Management Plan (AMP) and its review.
 - Overview of previous studies undertaken with the City.
 - Current investigation needed to be undertaken to address the known issues.

- On completion of the floodplain modelling, which is currently underway, a further briefing for Elected Member will be held to present a prioritised list of actions City-wide which will form the 'future demands' component in Council's new AMPs. This second follow-up briefing is expected to be held in August 2023.
- The endorsement of the draft Plan by Council for community consultation is expected to occur in September 2023.
- Community consultation on the draft Plan is expected to be undertaken in October 2023.
- The final Plan is expected to be adopted by Council in November 2023.
- There are very few specialists in South Australia who can undertake the required flood modelling. The consultant who has been engaged by the Administration to assist Council in undertaking this review is considered to be a leading expert but is currently providing advice on numerous projects, including some of the large-scale projects being delivered by the State Government. This has resulted in the delays in meeting the initial targets, but the project has progressed and is proposed to be closed out in the coming months

6. Unley Central

- Council Officers worked with the Alinea Group to determine the value of the Unley Community Centre site and to commission a feasibility study on future development options of this site with a view to selling air rights (over the top of a new Community Centre facility). An options paper was presented to Council in May 2023.
- Council staff met with representatives of St Augustine's in May 2022 regarding opportunities to partner in the enhancement of the shared lands between the Church and Council buildings. Additional background information was provided to the Church for consideration to inform the next steps. No further communication was received from the Church because of representative changes until early 2023 resulting in the inability of this project being completed in the current financial year. A budget allowance has been made in the 2023/24 ABP to develop designs for the car park area.
- Council Officers have been working closely with Housing SA regarding the possible purchase of Mornington House by Council. An initial value was placed on the site by Housing SA with Council Officers forming the view that this was higher than true market value. Council Officers engaged Knight Frank to undertake a valuation on Mornington House and provide independent advice on possible site uses (noting some of the limitations of the site). A report was presented to Council in May 2023 summarising the findings of the study and Council resolved not to proceed with a purchase of the site. Following Council's resolution, further discussions have been held with the Housing Authority and a further report may be presented to Council in due course. In terms of the flats, the Authority have advised that they do not intend to redevelop the site within the next 10 years.

7. City Wide Parking Strategy

- The Administration held workshops with Elected Members on 14 March and 3 April 2023, to seek feedback on numerous parking topics which have been prompted by the Shaping Unley engagement. Topics discussed included parking congestion, small 'yield' streets, driveway access line-marking, accessible parking zones adjacent residential properties, resident and business permits, pay for use parking and construction work zones.
- A report was presented to Council at its May 2023 meeting, outlining the principles and directions for developing the Strategy, which were adopted by Council.
- The Administration will develop the draft Strategy in June-July 2023 and it is planned to hold a further workshop with Elected Member in August 2023 to outline the key elements.
- A report is planned to be presented to Council at its September 2023 meeting to seek formal adoption of the draft Strategy for community consultation.
- Community consultation on the draft Strategy is planned to be undertaken in October 2023.
- The final Strategy incorporating feedback received from the community on the draft is planned to be presented to Council for consideration at its December 2023 meeting.

- The project has been delayed due to it being nominated as the 'pilot project' for implementing the Shaping Unley engagement process which was far more involved than initially thought. The community component of this process did not conclude until October 2022. The project team were delayed in engaging with Elected Members until mid-February due to the election and onboarding of new members. The engagement process with Members required two workshops to enable the various issues to be discussed. The time frame to deliver the Strategy was amended late last year to the end of 2023, noting the Council briefing, reporting and consultation requirements.

8. Waste Management

- The information regarding a City-wide organics waste collection and the introduction of new services to Multi Unit Developments (MUDs) has been collated.
- Free hard waste collection for rental properties at time of vacating and providing organics waste bins and compostable dog bags in parks and reserves have been considered, and details of cost estimates have been finalised.
- An Elected Member briefing is to be held on 5 July 2023, to present the information which has been collated and to seek feedback prior to a report being presented to Council.
- A report will then be presented to Council for its formal consideration of the outcomes of the cost/benefit analyses which have been undertaken, at its meeting to be held in August 2023.

9. Tree Land Offset Scheme- Community Consultation

- Following the adoption of the CEO KPIs there have been several developments on this front. Council submitted its offset scheme concept as part of the review into the State Planning system in December 2022. Discussions with the Minister for Planning indicate that he does not support an offset scheme on an ongoing basis but rather would consider an offset scheme that involves a once-off payment. However, this does not address the issue identified by Council. Council will undertake community engagement on the retention and planting of trees on private land via the Shaping Unley program in 2023, and it is proposed that a question regarding an offset scheme be raised during the engagement process (post identifying of ideas stage).

Key Performance Indicators
<p>6. Governance</p> <p>Timely and supportive delivery of an induction program for the New Council</p>
<p>Comments</p> <p>1. Induction for New Council</p> <ul style="list-style-type: none"> This project involves developing and implementing an induction program for the newly elected Council to assist the Elected Members to understand their roles and responsibilities to Council, with learning geared in a positive and supportive way, so that Members can feel confident in their new roles representing constituents and the community of the City of Unley. The program will involve the various formalities to be observed for each New Council (e.g., swearing in Ceremony), as well as mandatory training modules covering topics such as: Introduction to Local Government, legal responsibilities of Members, Council Meeting procedures, financial management and reporting; expectations for conduct and behaviours that reflect our values; working together as a team, and training on various topics that support the Council's values and plans e.g. diversity, reconciliation etc. <p>2. Council Policies and Procedures</p> <ul style="list-style-type: none"> This project involves undertaking a review of Council policies and procedures. This includes topics such as Meeting Procedures, Code of Conduct investigations etc. <p>3. Corporate Reporting Framework</p> <ul style="list-style-type: none"> Council currently receives quarterly performance reports on a range of activities and services. This project proposes to review how information is reported to Council and to also introduce a mechanism for reporting progress of actions against Strategies and Plans in a manner that is easy to understand and avoids duplication and multiple reports being presented.
<p>Milestones</p> <p>1. Induction of New Council</p> <ul style="list-style-type: none"> Council Induction Program prioritised and delivered within a 12-month period to the new Elected Members. Completed Several satisfaction Surveys are undertaken with the Elected Members during the induction program to identify any changes or potential inclusion of material/topics in the program. In Progress A summative satisfaction survey is undertaken after the program has been completed to gauge the impact and quality of the overall induction program. In Progress <p>2. Council Policies and Procedures</p> <ul style="list-style-type: none"> Policies and procedures have been reviewed and submitted to Council for consideration (November 2023). In Progress <p>3. Corporate Performance Framework</p> <ul style="list-style-type: none"> Review of how information is provided to Council (January 2023). Delayed to December 2023 New Corporate Performance reports to be finalised for introduction in 2023/24 (June 2023). Delayed to December 2023
<p>Progress Update</p> <p>1. Induction of New Council</p> <ul style="list-style-type: none"> The Council's Mandatory Induction Program was provided by Kelledy Jones Lawyers and was completed in the first three months of 2023. A series of non- mandatory sessions was also provided by staff and based on the themes of environment, community, strategic projects, and infrastructure. These were well received by the new and returning Members.

- A refresher session on meeting procedures, facilitated by Kelliedy Jones Lawyers, will be held in July or August 2023. It is also proposed that a half day City visit for Elected Members of Council facilities/ key sites will be arranged in August or September 2023 and this will complete the induction program.
- A survey of Elected Members seeking their feedback will be undertaken on completion of the program.

2. Council Policies and Procedures

- One policy has been presented to the new Council for endorsement. Several Council policies will be presented to Council for review in 2023, including the Code of Practice Meeting Procedures (currently being finalised). A workshop on this topic with an external facilitator was held in March 2023 and feedback obtained has been used to finalise the policy.
- A review of all delegations has also commenced and will be completed in the next 2-3 months. The progress of work in this area has been delayed due to staff shortages in the Governance area but with recent staff appointments being made will now progress in a timely manner.

3. Corporate Performance Framework

- Given the number of new Elected Members appointed to Council, it was decided that this review be delayed to the second half of the calendar year to enable Members to familiarise themselves with the existing Reporting Framework and many services provided by Council. Feedback from Members indicate that they appreciate the existing Reporting Framework and if any changes are to be made, they will be of a minor nature.

DECISION REPORT

REPORT TITLE:	CEO'S PROPOSED KEY PERFORMANCE INDICATORS 2023/24
ITEM NUMBER:	4.8
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	PETER TSOKAS, CHIEF EXECUTIVE OFFICER
DIVISION:	OFFICE OF THE CEO
ATTACHMENTS:	1. CEO'S PROPOSED KPIS 2023/24

1. **PURPOSE**

The CEO Performance Review Panel and the CEO have been engaged in a consultative process of determining a set of Key Performance Indicators (KPIs) for 2023/24, and they are presented in this report to Council.

2. **RECOMMENDATION**

That:

1. The report be received.
 2. The proposed CEO Key Performance Indicators for 2023/24, developed by the CEO Performance Review Panel in consultation with all Elected Members and the CEO, as set out in Attachment 1 to this report (Item 4.8, Council Meeting 26/06/2023), be adopted.
-

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

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

4. **BACKGROUND**

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 2023/24 year which also enable the longer-term delivery of the Strategic Plan.

5. **DISCUSSION**

The CEO Performance Review Panel met with the CEO on 12 May and 9 June 2023 to discuss potential priority areas as a basis for KPI's to be developed for the 2023/24 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. **POLICY IMPLICATIONS**

6.1 **Financial/budget implications**

- The development of a new City Plan will require some additional funds to undertake a review of specific elements of the Plan. Given that the KPI has not been endorsed at this stage, the quantum is unknown. Any additional funding would be sought via the quarterly budget reviews.

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

- Nil

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

- It is proposed that the work will be undertaken using a combination of internal staff and external support.

6.4 **Climate/Environmental Impact**

- Nil

6.5 **Social/Economic**

- Nil

7. **ANALYSIS OF OPTIONS**

Option 1 –

1. The report be received.
2. The proposed CEO Key Performance Indicators for 2023/24 developed by the CEO Performance Review Panel in consultation with all Elected Members and the CEO, as set out in Attachment 1 to this report (Item 4.8, Council Meeting 26/06/2023), be adopted.

Adoption of the 2023/24 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. Subject to the incorporation of the following amendments, the proposed CEO Key Performance Indicators for 2023/24 developed by the CEO Performance Review Panel in consultation with the CEO, as set out in Attachment 1 to this Report (Item 4.8, Council Meeting 26/06/2023) be adopted.
 - Amendments to be determined by Council
 - Etc

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

8. RECOMMENDED OPTION

Option 1 is the recommended option.

9. REPORT AUTHORISERS

Name	Title
Peter Tsokas	Chief Executive Officer

<p>Key Performance Indicators</p>
<p>1. Customer Experience</p> <p>We will optimise the customer experience using people centred design and collaboration</p>
<p>Comments</p> <p>1. <i>Shaping Unley- Ideas to Increase Unley’s Tree Canopy Cover</i></p> <ul style="list-style-type: none"> Engage with the Unley Community on the topic of declining tree canopy cover on private land and explore ideas as to how this trend can be reversed. The exercise could also include feedback on the proposed tree offset scheme applying to new developments.
<p>Milestones</p> <p>1. <i>Shaping Unley- Ideas to Increase Unley’s Tree Canopy Cover</i></p> <ul style="list-style-type: none"> Residents are surveyed via Shaping Unley, seeking ideas as to how trees can be retained on private land. Consultation results are then compiled and reported back to Council for consideration in line with the following milestones: <ul style="list-style-type: none"> Report is presented to Council to endorse the consultation process (June 2023). Step 1 “issues and ideas” online process to commence (August 2023). Steps 2 through 4 to progress and conclude with a presentation to Council by the Panel that provides the findings and recommendations of the process (November 2023).

<p>Key Performance Indicators</p>
<p>2. Financial Sustainability</p> <p>Ensure the sustainability of the organisation through sound financial management principles and ongoing reviews of its operations to realise efficiency gains</p>
<p>Comments</p> <p>1. <i>Non-rate Based Revenue</i></p> <ul style="list-style-type: none"> Identify opportunities to grow non-rate based revenue to increase source of income beyond rates. <p>2. <i>Asset Management Plans and Depreciation</i></p> <ul style="list-style-type: none"> Review the existing Asset Management Plans with regard to the terms of useful lives and unit rates and condition data. Adjust the depreciation levels accordingly to enable Asset sustainability level to be 100% over the 10-year life of the new Plans. <p>3. <i>Open Space Fund</i></p> <ul style="list-style-type: none"> Establish the framework and system to implement an open space fund in 2024/25 (subject to Council’s approval). Develop a policy for Council’s consideration, together with determining the criteria to be used with the fund.
<p>Milestones</p> <p>1. <i>Non-rate Based Revenue</i></p> <ul style="list-style-type: none"> Report to be presented to Council that identifies opportunities for increasing non-rates based revenue. This could include strategies for additional parking revenue and the acquisition of strategic properties as well as exploring subsidiary structures (February 2024). The report should also identify our current sources and amount of income, together with a future target (February 2024).

2. Asset Management Plans and Depreciation

- Draft Asset Management Plans for Transport, Open Space, Building and Stormwater Assets to be presented to the Audit Committee for consideration (October 2023).
- Consultation on the Draft Plans to occur in November 2023, prior to Council’s consideration of adoption of the Final Plans (December 2023).
- The Plans are to incorporate latest condition audit data.
- Depreciation is to be adjusted accordingly for the 2024/25 budget.

3. Open Space Fund

- Report to be presented to Council outlining the objectives of the fund and the criteria to be used, together with a policy for consideration (July 2023).
- Options paper to be presented to Council regarding the implementation of the fund and will include resource considerations (August 2023).

Key Performance Indicators

3. Governance

Provide timely leadership and guidance to the community

Comments

1. Community Plan

- Develop the framework and method for developing a new Community Plan in 2024/25.

Milestones

1. Community Plan

- Framework and method developed and presented to Council for endorsement, for inclusion in the 2024/25 Annual Budget and Business Plan (December 2023).

Key Performance Indicators

4. Strategic Projects

We will explore, develop, and implement strategic projects that deliver future proofing opportunities to the wider community and enhanced economic development framework to business

Comments

1. City Wide Flood Mitigation

- Finalise the Unley Stormwater Review 2023 formalising a 10-year program of works.

2. Waste Management

- Finalise the cost/benefit analysis for a City-wide weekly organics waste collection.

3. Traffic Safety

- Consider the warrant to impose a 40 km/hr speed limit on collector roads under the care, control and management of Council which are currently 50 km/hr.

4. City Plan

- Undertake a review of the current “City Plan” for the City of Unley and develop a new Plan that identifies the preferred development and integration of residential areas (including population growth), local open spaces, shopping, recreation and leisure precincts, Council facilities, walking and cycling routes, and road and footpath hierarchies, that will help Council “shape” the City over the next 20 years.

Milestones**1. City Wide Flood Mitigation**

- Finalise the City-wide stormwater review.
- A priority list of works for the next 10-years is presented to Council for consideration (September 2023).
- Integrate the endorsed works program, as required, in the revised Stormwater Asset Management Plan.

2. Waste Management

- Finalise the cost/benefit analysis, that was commenced in 2022/23, for Council's consideration (May 2024).
- Present an action plan to Council outlining the relevant details including a summary of the key outcomes of trials conducted by other councils (March 2024).

3. Traffic Safety

- Hold an Elected Member Briefing presenting the relevant information pertaining to this matter and the process employed by Council to seek approval from the Department of Infrastructure and Transport (DIT) to introduce measures (May 2024).
- Present a report to Council for its consideration of the technical warrant for introducing the lower speed limit (May 2024).

4. City Plan

- This project will be implemented over the span of several years, with the first milestones as follows:
 - A project scope is prepared and endorsed by Council.
 - A review of the current zonings and land use across the City is completed.
- The following activities are proposed to be undertaken (not necessarily in this order) over the next two/three years:
 - Desirable population and business growth precincts are identified in line with the State Government's new 30 Year Plan.
 - A review of the City's current open spaces (ie. useable open space for passive and active recreation) is completed and any gaps are identified to ensure that open space provision caters for future population growth.
 - Existing sport recreation facilities across the City are reviewed and gaps are identified (explore the potential for a recreational precinct for the land contained within Oxford Terrace, Rugby Street, Edmund Avenue and Trimmer Terrace).
 - Review the location and nature of Council's facilities to ensure that they meet the needs of our community.
 - Review the City's roads hierarchy and speed limits.
 - Review Council's footpath network to ensure than an accessible network is provided throughout the City.
 - Review Council's Walking and Cycling Plan to ensure that it meets the needs of our growing population.

DECISION REPORT

REPORT TITLE:	REQUEST TO FLY LATVIAN FLAG ON 18 NOVEMBER 2023
ITEM NUMBER:	4.9
DATE OF MEETING:	26 JUNE 2023
AUTHOR:	MARK LABAZ, MANAGER GOVERNANCE
DIVISION:	OFFICE OF THE CEO
ATTACHMENTS:	NIL

1. **PURPOSE**

Council has received a request from the Chairman of the Latvian Co-operative to fly the Latvian National flag at the Unley Civic Centre on Latvia's Independence Day on 18 November. This day marks the anniversary of the proclamation of Independence of Latvia.

Under the conditions of Council's Flag Policy, a resolution of Council is needed to fly the flag of other nations on any Council flagpole. The Flag Policy also requires that the protocols from the Department of Prime Minister and Cabinet are to be followed.

The request from the Latvian community meets the above requirements.

2. **RECOMMENDATION**

That:

1. The report be received.
2. The request to fly the National flag of Latvia at the Unley Civic Centre, in recognition of Latvia's Independence Day (18 November), be approved with the flag to be raised at 10.00am on Friday 17 November 2023 and lowered at 10am on Monday, 20 November 2023.

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

1. Community Living
 - 1.2 Our Community participates in community activities, learning opportunities and volunteering.
 - 1.4 Our Community is proud to be part of our City
 - 1.5 Our City is connected and accessible
4. Civic Leadership
 - 4.1 We have strong leadership and governance

4. BACKGROUND

The Latvian community have been active in Unley since 1955 when a house at the corner of Clark Street and Rose Terrace, Wayville was purchased through donations and converted into a cultural and social support centre. The Latvian Hall was established in 1966 on adjacent land and continues to be a much-enjoyed venue.

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

Similar requests were received in 2016, 2017, 2018, 2020, 2021 and 2022 with Council resolving to fly the Latvian National flag in accordance with those requests.

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

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

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

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

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

5. DISCUSSION

A request has been received from the Chairman of the Latvian Co-operative to fly the Latvian National flag at the Unley Civic Centre on Latvia's Independence Day. The day celebrates the foundation of the Republic of Latvia on 18 November 1918.

A small delegation from the Latvian Community may be present for the raising of the flag and they have suggested a time of 10.00am on Friday 17 November 2023. This will be coordinated by Council staff.

As 18 November is a Saturday this year and as representatives of the Latvia community would like to be present at the raising, the Chairman has requested that the flag be raised at 10am Friday 17 November 2023 and lowered on Monday 20 November 2023.

Council's Flag Policy specifies that a resolution of Council is needed to fly the flag of other nations on any Council flagpole and if there is insufficient time for a Council resolution, without holding a special meeting of Council, the CEO in consultation with the Mayor may approve or refuse a request.

The policy also specifies that the protocols from the Department of Prime Minister and Cabinet (DPMC) are to be followed. Advice has previously been sought from the Commonwealth Flag Officer at the DPMC to confirm that Latvia is a country officially recognised by the Australian Government. Diplomatic protocols therefore allow for the Latvian National flag to be flown from Government buildings (which includes local government premises).

Last year Council also received a request to fly the Progress Pride Flag for the month of November 2022, replacing the Unley ensign in celebration of the Feast Festival. At this stage while a request has not yet been received to fly the Progress Pride Flag in November 2023, it is anticipated that one will be submitted. If such a request is received and approved by Council, and Council supports this current request to fly the Latvian Flag, the Flag display would be changed to include the Latvian flag in place of the Rainbow Flag for the dates requested (17 November to 20 November 2023), with placement of the flags managed in accordance with the above protocols. This approach will allow both community groups to receive recognition and support from Council.

6. POLICY IMPLICATIONS

6.1 Financial/budget implications

- Nil

6.2 Risk Management (identification and mitigation)

- Not applicable.

6.3 Staffing/Work Plans/Additional Resource Impact

- Given that the request to raise the Latvian National Flag is on Friday 17 November 2023, the recommendation stipulates that the flag will be lowered Monday 20 November 2022.

6.4 Climate/Environmental Impact

- Not applicable.

6.5 Social/Economic

- Council's strategic objective of "Our Community is proud to be part of our City", seeks to preserve and celebrate our City's history, heritage and local character.

- Approval of this requests supports cultural diversity and recognition. The Latvian community has a long-established presence in the Unley community.
- If Council was to decide not to raise the Latvian National Flag this could lead to disappointment for members of the Latvian community.

7. **ANALYSIS OF OPTIONS**

Option 1 –

1. The report be received.
2. The request to fly the National flag of Latvia at the Unley Civic Centre, in recognition of Latvia's Independence Day (18 November), be approved with the flag to be raised at 10.00am on Friday 17 November 2023 and lowered at 10am on Monday 20 November 2023.

The request to fly the Latvian National flag on Latvian Independence Day falls within the allowed protocols of DPMC and the Council's Flag policy.

The Latvian community has a long-established presence in the Unley community, and approval of this request supports cultural diversity and recognition.

The flag will be provided by the Latvian community. It will be displayed in the protocol order from the DPMC "Australian Flags" booklet, that is, between the Australian National flag and the State flag.

In order to fly the Latvian National Flag, a flag will need to be lowered to accommodate this request. If Council is still flying the Ukrainian National Flag on Friday 18 November 2023, the Ukrainian National Flag will be lowered to accommodate this request. If the Ukrainian National Flag is no longer being displayed at this time, then the City of Unley Ensign (bearing the City of Unley logo) will be lowered, unless Council specifies an alternative flag to be lowered to accommodate the Latvian Flag.

This option allows the Latvian Flag to be flown over a longer period of time (3 full days) due to the weekend. This option is outside of the request received by the Chairman of the Latvian community who has requested the flag be raised on the Latvian communities Independence Day being 18 November.

Option 2 –

1. The report be received.
2. The request to fly the National flag of Latvia at the Unley Civic Centre, in recognition of Latvia's Independence Day (18 November), is not approved.

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

Not approving the request to fly the Latvian National flag is inconsistent with Council's strategic objective of "Our Community is proud to be part of our City", which seeks to preserve and celebrate our City's history, heritage and local character.

Council has previously supported the same request in 2016, 2017, 2018, 2020, 2021 and 2022. In 2019 Council had already resolved to fly the Rainbow Flag on 18 November, which meant that the Latvian Community's request could not be accommodated.

Not approving the request this year may lead to disappointment for members of the Latvian community and potential frustration given that they are requesting their Country's flag be raised and flown for one day (being 18 November 2023 in commemoration of their Independence Day).

8. RECOMMENDED OPTION

Option 1 is the recommended option.

9. REPORT AUTHORISERS

Name	Title
Peter Tsokas	Chief Executive Officer

COUNCIL ACTION REPORT

REPORT TITLE: COUNCIL ACTION RECORDS
ITEM NUMBER: 4.10
DATE OF MEETING: 26 JUNE 2023
AUTHOR: LARA GREGORY, EXECUTIVE ASSISTANT
TO THE CEO AND MAYOR
DIVISION: OFFICE OF THE CEO
ATTACHMENTS: 1. COUNCIL ACTION REPORT

1. **PURPOSE**

To provide an update to Members on information and actions arising from resolutions of Council.

2. **RECOMMENDATION**

That:

1. The report be noted.
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COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
26/09/22	5.1.1	<p>NOTICE OF MOTION FROM COUNCILLOR P. HUGHES RE: ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT USING BEST PRACTICE PRINCIPLES</p> <p>2. The Mayor raises the topic of environmentally sustainable development at the next Eastern Regional Alliance (ERA) Mayors and CEOs meeting, seeking agreement for a joint project to be undertaken using ERA funds to create Best Practice Principles for Environmentally Sustainable Development with the intention to:</p> <ul style="list-style-type: none"> - be a guide for development being proposed in ERA Councils; - advocate for commensurate changes to the Planning and Design Code; and - advocate for better construction standards. 	CEO	A proposal was discussed at the ERA Mayors and CEOs Group Meeting 18 May 2023 regarding the development of a potential code amendment that addresses Environmental Sustainable Design principles and it was agreed that no further action was required for the ERA Group as the matter is being considered by the Local Government Association.	Completed
24/10/22	5.1.2	<p>NOTICE OF MOTION FROM COUNCILLOR K. ANASTASSIADIS RE: INVESTIGATE OPTIONS FOR HARD TO RECYCLE MATERIAL INCLUDING MEDICATION BLISTER PACKS</p> <p>1. Administration investigate options for recycling hard to recycle materials by:</p> <ol style="list-style-type: none"> a. considering the results of the RecycleSmart scheme currently being trialled by the City of West Torrens and the merits of adopting this program; b. exploring options for recycling medication plastic foil blister packs and other significant hard to recycle items not covered by the RecycleSmart scheme; and c. that a report be presented to Council for its consideration following the conclusion of the current investigations being undertaken into the various initiatives as contained within Council's Waste Management and Resource Recovery Plan for 2022/23. <p>2. A letter be sent to pharmaceutical and recovery industries including Green Industries SA, the Waste Management and Resource Recovery Association, and the Australian Packaging Covenant Organisation, advocating for changes to blister packaging to improve the ability to recycle these items and also provide alternative options to this type of packaging to reduce the amount of plastic entering landfill or requiring costlier recycling.</p> <p>3. Until Council considers the report regarding the RecycleSmart scheme and options for hard to recycle material not covered by the scheme, considers incorporating information for the community on recycling that is consolidated and easily accessible, about where all materials can be recycled, including hard to recycle items, as part of Council's current education programs and initiatives.</p>	GM City Development	The Administration will present a report for Council's consideration at its meeting to be held in September 2023. This report will be prepared following completion of the current priorities that have been set by Council in implementing the Waste Management and Resource Recovery Plan.	September 2023
				The Administration sent letters in December 2022, as resolved by Council. A letter has been received from GISA in response to Council's letter sent Dec 2022. A copy of the letter has been provided to Elected Members.	Completed
				The Administration is currently undertaking a review of the information contained on Council's website. Information regarding hard to recycle items has been considered and will be updated as part of this review. The review is expected to be completed in July 2023 with all new information uploaded on Council's website.	July 2023
23/01/23	4.1	<p>E-SCOOTER EXTENDED TRIAL EVALUATION</p> <p>2. The outcomes of the extended six-month trial (July to November 2022) as outlined in this report be noted.</p> <p>3. A further extension to the e-scooter trial for a further 12-month period (from 14 February 2023 to 14 February 2024) be approved, whilst the State Government review on e-scooters is being undertaken, and for the terms of conditions of the current permits to be retained.</p> <p>4. The CEO is authorised to write to the Department for Infrastructure and Transport, requesting approval to extend the e-scooter trial gazettal for the City of Unley up to (and including) 14 February 2024.</p> <p>5. The Administration continues to work with the e-scooter operators to address complaints and concerns raised during the further extended trial period from 14 February 2023 to 14 February 2024, and a report be presented to Council prior to 14 February 2024 to determine the next steps for e-scooter use within the City of Unley based on the State Government review outcomes.</p>	General Manager City Development	Completed	Completed
				Approval has been provided by the State Government for the extension of the trial by 12-months.	Completed
				Completed	Completed
				A further report will be presented to Council for its consideration to determine next steps for e-scooter use within the City of Unley.	January 2024

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
27/03/23	7.5	MANAGEMENT OF GOODWOOD COMMUNITY CENTRE 4. A review of the Goodwood Community Centre operations in terms of hours of service and programs offered be undertaken in 2023/24.	General Manager City Services	Negotiation of the transition of the Community Centre is currently underway. A review of Community Centre arrangements will only occur once centre management is returned to Council and adequate time has passed to assess the existing operation and determine opportunities for council consideration.	TBA
24/04/23	5.1.2	NOTICE OF MOTION FROM COUNCILLOR G. HART RE: COMMUNITY CONSULTATION REGARDING PROPERTY ACCESS TO THE FORESTVILLE RESERVE 1. In the event that the State Government decides to proceed with an infrastructure project (such as the Mike Turtur Bikeway Overpass) that impacts the Forestville Reserve, that: 1.1 Community consultation be undertaken by Council regarding any proposed amendments to the Forestville Reserve Community Land Management, and the License Agreement which is to be granted to the Minister for Infrastructure and Transport. 1.2 The Administration be authorised to negotiate the terms and conditions for the granting of the License Agreement (Forestville Reserve) and Permit (Railway Terrace and TBA), pursuant to Section 202 and Section 221 of the Local Government Act 1999, respectively. 1.3 A further report be presented to Council outlining the results of the community consultation processes for the amendment to the Forestville Community Land Management Plan and issuing of the License Agreement.	General Manager City Development	The State Government has not confirmed the way forward with this project and as such, no further action is required by the Administration at this time.	TBC
22/05/23	4.5	CITY-WIDE PARKING STRATEGY STAGE 1 OUTCOMES 2. The Shaping Unley Engagement Outcomes including the parking decision-making principles and ideas, as set out in Attachment 3 to the report (Item 4.5 Council Meeting 22/05/2023) be endorsed for the purpose of developing the draft City-wide Parking Strategy. 3. A further report be presented to Council outlining the details of the draft City-wide Parking Strategy, to seek Council's endorsement of the document for community consultation.	General Manager City Development	Report presented to Council in May 2023.	Completed
					TBA
22/05/23	4.6	STAGE 5 WOOD STREET TO CROSS ROAD CONNECTION CONCEPT DESIGN STUDY OUTCOMES 2. Option A (Northgate Street / Whistler Avenue), as set out in Attachment 3 to this report (Item 4.6, Council Meeting 22/05/2023), be endorsed by Council as its preferred concept design for Stage 5 of the Wood-Weller Bikeway, subject to the following changes. - An amendment to the concept design to improve the path be investigated by administration to enable connection within Heywood Park to better connect Whistler Avenue to the north west corner of the Park to direct people bike riding towards the Wood Weller bikeway, rather than King William Road, and separate bike riders from pedestrians. 3. A further report be considered by Council following the completion of investigation.	General Manager City Development	Endorsed by Council at its meeting in May 2023. The Administration will arrange for an engineering survey to be undertaken to assist in undertaking the investigation which has been requested by Council. The Administration will present a report for Council's consideration at its meeting to be held in August 2023 outlining the results of the investigation which has been requested by Council.	Completed
					July 2023 August 2023
22/05/23	4.7	RAILWAY TERRACE SOUTH COMMUNITY CONSULTATION OUTCOMES AND NEXT STEPS 2. The Railway Terrace South Streetscape Improvements Concept Plan, as set out in Attachment 5 to this report (Item 4.7, Council Meeting, 22/05/2023) be endorsed as the final concept design and for the project to progress to detailed design and documentation.	General Manager City Development	Endorsed by Council at its meeting in May 2023.	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JUNE 2023					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
		<p>3. The Administration be authorised to establish a draft agreement with the Department for Infrastructure and Transport (DIT), to enable some of the on-ground works associated with the project to be delivered on State Government owned railway land.</p> <p>4. A further report be presented to Council for its consideration, outlining the terms and conditions of the draft agreement, which is to be established with DIT and to seek Council's endorsement of the document to formalise the arrangements.</p>		<p>The Administration will commence the drafting of the agreement in discussions with representatives of the Department of Infrastructure and Planning (DIT).</p> <p>The Administration will present a report to Council for its consideration at its meeting to be held in March 2024. This is subject to DIT being able to endorse the agreement by this time.</p>	<p>November 2023</p> <p>March 2024</p>
22/05/23	4.9	<p>CITIZENSHIP CEREMONY - AUSTRALIA DAY</p> <p>2. Council's citizenship ceremony and Australia Day awards be held on the evening of 25 January.</p> <p>3. A workshop be held to discuss an associated free community event on the evening of 25 January with a report to be presented to council at its July 2023 meeting.</p>	General Manager City Services	Workshop scheduled for 10 July 2023.	<p>Noted</p> <p>July 2023</p>

MOTION OF WHICH NOTICE HAS BEEN GIVEN

REPORT TITLE:	NOTICE OF MOTION FROM COUNCILLOR S. FINOS RE: INTEREST IN COLLABORATING WITH THE STURT FOOTBALL CLUB TO HOST AN AFL GAME ON UNLEY OVAL AS PART OF THE AFL GATHER ROUND IN 2025 AND 2026
ITEM NUMBER:	5.1.1
DATE OF MEETING:	26 JUNE 2023
ATTACHMENTS:	NIL

Councillor S. Finos has given notice of intention to move the following motion at the Council meeting to be held on 26 June 2023.

MOTION

That:

1. The Council write to the State Government and AFL expressing its interest in hosting an AFL game on Unley Oval as part of the AFL Gather Round in 2025 and 2026.
 2. The CEO be authorised to collaborate with the Sturt Football Club (SFC) to develop details of a joint proposal for submission.
-

Background

The State Government of South Australia has secured the AFL Gather Round for the next three years. It is the intention of the Unley Council along with the Sturt Football Club to bid for and secure the rights to hold a Gather Round game located at Unley Oval, in 2025 and 2026. This excludes next year's fixtures as Council has scheduled maintenance work to be undertaken on Unley Oval. This also will give Council the opportunity to attend to any requirements/stipulations that may be required by the AFL to upgrade facilities in order to maximise Council's ability to host matches in the future.

With this extra lead up time, the Council will also have the opportunity to organise a community and city-based schedule of events leading up to the match. There is a myriad of approaches that can be used. A possibility exists, for example, to close Oxford Terrace on the day, to activate the Village Green with a football celebration theme and coordinate with businesses and social groups in the Unley area to allow for the maximum exposure and support for the participating AFL Clubs involved.

Unley Oval is one of the most picturesque ovals in the SANFL. Steeped in tradition and boasting the newly upgraded 7-million-dollar Jack Oatey Grandstand, the Unley Oval is an attractive platform to host a match. It can hold crowds comfortably of between eight to nine thousand fans (the likely number estimated to be attracted to a Gather Round fixture). Norwood Football Oval had an attendance of 9,300 in the 2023 Friday night Gather Round fixture. Recent AFLW Adelaide Football Club matches have been successfully held on Unley Oval catering for the same number, in addition to well attended local matches.

This year the Sturt Football Club hosted both the Collingwood and Carlton teams for training sessions at the Unley Oval during Gather Round. This was momentarily accepted by travelling interstate supporters from both clubs and general local football followers, attracting several thousand to each training session.

The Gather Round is a footy weekend phenomenon unlike any other in our nation's history. The Gather Round brought a range of benefits to regional and urban South Australia. Overall, more than 268,000 tickets were sold for the nine Gather Round matches that took place in SA with 80,000 fans also enjoying the Pepsi Max footy festival in Elder Park and Pinky Flat. Around one third of ticketholders were visitors to the State, with about 15,000 passengers passing through Adelaide Airport with thirty-five additional flights landing in Adelaide during Gather Round than from the previous week.

Figures from hotel data analytics firm STR, which takes data directly from hotel reservation systems showed the AFL Gather Round kicked Adelaide accommodation takings over the weekend to a record high. The Friday and Saturday of the footy festival scored 6.8 million dollars in hotel bookings alone. The Saturday of Gather Round now ranks as the highest ever revenue for a single night on record for Adelaide accommodation at 3.5 million dollars in takings and the Friday ranks the second highest on record at 3.3 million dollars.

The Economic Impact Statement figures for Gather Round by an independent agency estimated that solely for the suburb of Norwood, which hosted two matches, the total weekend spend for dining and entertainment was 2.215 million dollars or 370,000 dollars more than the average weekend spend. According to Norwood Payneham and St Peters Mayor Robert Bria, the Friday night spend in Norwood was 876,594 dollars, coinciding with the Fremantle / Gold Coast game. This total broke the spending record representing the single largest daily expenditure on dining and entertainment in the area. Restauranters and traders also claimed that the Parade was buzzing all day long, and that restaurants and cafes had to turn the tables around three times on the Friday night. The Hawthorn / Greater Western Sydney Sunday match recorded a spend of 774,184 dollars, again only for dining and entertainment. Mayor Bria added that the astonishing figures confirmed that AFL football is very much welcomed on the Parade given the number of hotels, cafes and restaurants that fans visited before and after the two matches. I believe the City of Unley can replicate and exceed these figures.

The event's success highlighted the power of Major Events in driving tourism, supporting local businesses, and fostering a sense of community pride.

This is a footy weekend dissimilar to any recent experiences. Significantly, it is so rewarding to see South Australian tourism and hospitality industries reaping the rewards. Hosting Gather Round was a powerful way to share our state's history and story and drive visitation, both to the event and to SA more generally. It is understood that many interstate visitors who travelled to SA also explored our regions and enjoyed all they have to offer, from unique accommodation and experiences, to our renowned food and beverages. Major events are vital for the state, as an instrument to attract visitation to SA and which will correspondingly fill hotel rooms restaurants, pubs and clubs. This will create and sustain jobs in our Tourism, Arts and Meetings, Incentives, Conference and Events (MICE) Industry post Covid. This festival is an ideal way for all South Australians to engage with Gather Round, and for visitors to our state to see just how well Adelaide and in particular Unley puts on a show. There was a great sense of pride within Adelaide and within the tourism and hospitality industry creating a momentum never seen before in South Australia.

Outgoing AFL CEO Gill McLaughlin said the community football engagement within The Gather Round had seen some of the best days and events the AFL had ever delivered.

He believes looking into the future dates of the Round with more notice will give councils more time to prepare for it. The reality is that Council only has a few months to pull this together, and it is hoped by locking the Gather Round dates in now for the next three years, all stakeholders will have a longer runway to put together a bigger and better event and give fans certainty around booking travel and accommodation.

The CEO went on to say that the two AFL matches played at Norwood Oval as part of the Gather Round proved to be an economic boost for the Local Economy with more than 2.2 million dollars spent on dining and entertainment, over the action-packed weekend in April this year.

Gather Round, the recent AFL event in South Australia, has had a transformative effect on the state's economy, as well as enhancing South Australia's well-earned reputation as the Festival State. It has showcased unique offerings of South Australia to the nation, attracting visitors, and stimulating economic growth.

The event's success highlights the clout of major events in steering tourism, supporting home-grown business, and cultivating a sense of community pride.

It is therefore with pleasure that I commend Council to consider this motion.

Administration Comments

The Administration supports this concept as an excellent opportunity to showcase the City of Unley as a vibrant destination and bring economic stimulus to the City leading up to and during the event. Hosting in April 2025 and April 2026 provides adequate time for developing a joint proposal with Sturt Football Club and to undertake event planning and preparation.

Council has ample experience in supporting AFL related events, particularly with the recent support of the AFLW matches.

The formal process for expressions of interest is currently not specified, however subject to this decision, a letter will be sent to the AFL and State Government confirming our interest.

Preliminary discussions with the CEO of Sturt Football Club (SFC) have confirmed their enthusiasm for this proposal and they will provide a letter of support to attach to Council's expression of interest.

Should Council's proposal to host a Gather Round match be successful, formal joint planning with SFC including developing an associated program of events and activities will commence, with options to be presented to Council for consideration.

This program could include:

- Pre-event lead-in activities such as training events and "Captain's runs", and Auskick come and try activities.
- Involvement of the Unley Road Trader Association and Duthy Street traders to seek their participation in activating the precincts, including street and window dressing, and associated promotions etc.
- Engagement of local schools and clubs in activities.
- Precinct activation on match days including pre-game and half-time entertainment and a post-show event on Village Green and Oxford Terrace.

Other key operational considerations include:

- Cost associated with ground preparation (covered by AFL)
- Resourcing in terms event management and scheduling of events
- Additional infrastructure including waste management, seating, toilets,
- Road Closures and oval closure leading up to match day
- Temporary parking and transport restrictions/ requirements
- Broadcasting and media requirement
- Impact to surrounding residents (temporary parking restrictions etc)
- Negotiation required with other clubs and users on the Unley Oval site

These matters have been considered in the past when Unley Oval has hosted a preseason AFL game and AFLW matches. Given that the proposal is for 2025 and 2026, a budget submission would be included as part of Council's 2024/25 and 2025/26 budget deliberations.

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

REPORT TITLE:	QUESTION ON NOTICE FROM COUNCILLOR L. DOYLE RE: OPENING UNLEY POOL THROUGH THE WINTER SEASON
ITEM NUMBER:	5.3.1
DATE OF MEETING:	26 JUNE 2023
ATTACHMENTS:	NIL

The following Questions on Notice have been received from Councillor L. Doyle and the answers are provided:

QUESTIONS

1. What would be the additional cost to keep the Unley Swimming Centre (Centre) open through the winter season (ie all year round)? Please provide an estimated break-down of :
 - pool running costs (heating, maintenance, cleaning)
 - staffing costs
2. Operating the Centre during the winter season may require upgrades to certain facilities; for example, heaters in change rooms. What would be the estimated costs for such upgrades if required?
3. If there was a trial to extend the pool opening season by an extra eight (8) weeks, how much additional cost would this incur in respect to pool running and staffing costs?

ANSWERS

A response outlining the detail requested will be provided to the July meeting of Council.

The current operating period for the Unley Swim Centre season is 36 weeks, between September and May each year. The Centre closes for a 16 week duration during the off season.

MAYOR'S REPORT

REPORT TITLE: MAYOR'S REPORT FOR MONTH OF JUNE 2023

ITEM NUMBER: 6.1.1

DATE OF MEETING: 26 JUNE 2023

ATTACHMENTS: NIL

1. RECOMMENDATION

That:

1. The report be received.

Functions attended (17/05/23 to 20/06/23)

Legend for attendance type at Function/Event:		
Attendee – only, no duties	Guest – specifically invited as an event guest	
Interview – on-air radio guest	Host – hosted a meeting as Mayor	
Mayor – attended as the Mayor of City of Unley	Presenter – involved in presenting awards	
Representative – attended as Council representative	Speaker – attended and gave a speech as Mayor	

Date	Function/Event Description	Type
17/05/23	National Volunteer Week Movie Night – Capri Theatre	Speaker
18/05/23	Meet The Mayor	Host
18/05/23	ERA Mayors & CEOs Group Meeting	Mayor
21/05/23	Community Music Event – St Augustine’s Church	Attendee
22/05/23	Council Meeting	Mayor
23/05/23	Unley Gardeners Plant Rescue 20 th Anniversary Morning Tea	Speaker
25/05/23	Meet The Mayor	Host
26/05/23	Meeting re Draft CEO KPIs	Mayor
	<i>27/05/23-23/06/23 Mayor on Leave</i>	

DEPUTY MAYOR'S REPORT

REPORT TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF JUNE 2023
ITEM NUMBER: 6.2.1
DATE OF MEETING: 26 JUNE 2023
ATTACHMENTS: NIL

1. **RECOMMENDATION**

That:

1. The report be received.
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Functions attended (17/05/23 to 20/06/23)

Date	Function/Event Description
17/05/2023	Lime upgraded e-scooter try out
17/5/2023	Volunteer Movie Night
18/05/2023	Unley Park Ward Briefing
18/05/2023	Bars & Brews Exhibition Opening
23/05/2023	Unley Community Centre Ride
24/05/2024	St Chad's Forum re homelessness
26/05/2023	Meeting with IT
26/05/2023	Meeting with CEO & Elected Member
26/05/2023	CEO Performance Review meeting (observer)
27/04/2023	Unley Museum Bars & Brews Ride
27/05/2023	Unley Sports Club Centenary Gala dinner
29/05/2023	Budget Workshop
30/05/2023	ICLEI Oceania virtual meeting
31/05/2023	City of Unley Reconciliation Event
1/06/2023	Meet the Mayor
1/06/2023	Event: French Chamber of Commerce
2/06/2023	ERA Mayor's Breakfast
5/06/2023	CPCA Owners' Executive Committee Meeting
5/06/2023	Council Briefing: Reconciliation Action Plan

Date	Function/Event Description
6/06/2023	Unley Community Centre Ride
6/06/2023	Unley Bicycle User Group meeting
6/06/2023	Meeting with St Spyridon's Church re Heritage Grant Funding
7/6/2023	Unley Bicycle User Group meeting
8/06/2023	Meet the Mayor
8/06/2023	Interview with Dr Antonio Dottore
9/06/2023	CEO Performance Review Committee
9/06/2023	Hughes Gallery: All Connections Art Prize Event
20/06/2023	Council Briefing: Parklands Strategy & Greenhill Road Accessibility Study
20/06/2023	Unley Community Centre Ride
20/06/2023	CEO Performance Review with Richard Altman

REPORTS OF MEMBERS

REPORT TITLE: REPORTS OF MEMBERS FOR JUNE 2023
ITEM NUMBER: 6.3.1
DATE OF MEETING: 26 JUNE 2023
ATTACHMENTS: 1. COUNCILLOR D. PALMER

Council to note attached reports from Members:

1. Councillor D. Palmer
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MEMBER REPORT

REPORT TITLE: REPORT FROM COUNCILLOR D. PALMER
DATE OF MEETING: 26 JUNE 2023

1. RECOMMENDATION

That:

1. The report be received.
-

Functions attended (17/05/23 to 20/06/23)

Date	Function/Event Description
17 May	Volunteer Week Celebration
18 May	Getter Older Conversation
	CEO Performance Review Committee meeting
	Brews & Bars Exhibition Launch
19 May	Buddies Breakfast
22 May	Council Meeting
23 May	Neighbourhood Watch meeting
24 May	Clarence Park Community Centre Board of Management meeting
25 May	CASTELLORIZIAN luncheon
26 May	Buddies Breakfast
	CEO Performance Review Committee meeting
27 May	Australian Lebanese Association - Officially open the Exhibition of the Association
29 May	Budget Workshop
30 May	Chat GPT: What Emerging AI Means for Your Business (online)
31 May	National Reconciliation Week Schools event in Town Hall
5 June	EM Briefing
7 June	CEO Performance Review Committee meeting
8 June	Getter Older Conversation
9 June	CEO Performance Review Committee meeting
	All Connections to Unley Art Prize Award Night

13 June	Walkthrough with Corey and Carissa (Dance School) & Cr Rogers
	SALA judging
14 June	Economic Development Advisory Committee meeting
	Goodwood Cricket Club AGM
15 June	Getter Older Conversation
	Deputised for Deputy Mayor at Meet the Mayor session
16 June	Buddies Breakfast
	Australian of the Year Luncheon
19 June	EM Briefing
20 June	Met with Richard Altman re CEO performance review
	CAP meeting

Met also with numerous rate payers re concerns.

CORRESPONDENCE

REPORT TITLE:	CORRESPONDENCE
ITEM NUMBER:	6.4.1
DATE OF MEETING:	26 JUNE 2023
ATTACHMENTS:	<ol style="list-style-type: none">1. THE HON NICK CHAMPION MP2. THE HON TOM KOUTSANTONIS MP3. THE HON TOM KOUTSANTONIS MP

The correspondence from:

- The Hon Nick Champion MP, Minister for Planning – Re. Various Unley Matters
- The Hon Tom Koutsantonis MP, Minister for Transport – Re. Railway Safety and Crossings in the City of Unley
- The Hon Tom Koutsantonis MP, Minister for Transport – Re. the Glen Osmond Road and Fullarton Road Intersection Upgrade and the Cross Road and Fullarton Road Intersection Upgrade

be noted.

MAYOR'S OFFICE



30 May 2023

Hon Nick Champion MP
Minister for Planning
Parliament House
ADELAIDE SA 5000
Via email: ministerchampion@sa.gov.au

Dear Minister

Thank you for recently taking the time to meet with our CEO Peter Tsokas and myself, where we discussed several planning matters relating to the City of Unley. I trust you now have a better understanding of the number and scale of developments forthcoming in our City, which provides you with comfort that Unley is playing its part in terms of "providing" additional housing.

Furthermore, I trust you can also appreciate Unley's long-term strategic planning position for additional housing whereby most new developments are on transport corridors. In return, the City's character suburbs would be protected from intensive infill. This position was agreed to with the previous State Labor Government and the then Planning Minister John Rau.

During the meeting we indicated there are two potential opportunities for the State Government to facilitate additional housing in Unley on State Government owned land.

Mornington Flats, 10 Thomas Street, Unley

Currently there are approximately 25 outdated and run-down flats. While these flats are not due for replacement for some years, the site remains underutilised and is an eyesore. Council has rezoned this site for five storeys, and modelling indicates that a development of 100-110 apartments is possible.

88 Unley Road

We believe the building located at 88 Unley Road is owned by the Art Gallery of South Australia and is used to store its material. Again, this site is currently underutilised as Council has rezoned it to allow for a five-storey development. A good outcome for the State Government and the City of Unley would be if an alternative site is found for the storage of the Art Gallery's material, allowing this site to be redeveloped.

You indicated that you would discuss both matters with the relevant Ministers and advise us of the outcomes. We look forward to hearing from you to this end.

CITY of VILLAGES

Civic Centre 181 Unley Road
Unley, South Australia 5061
Postal PO Box 1
Unley, South Australia 5061

Telephone (08) 8372 5111
Facsimile (08) 8271 4886
pobox1@unley.sa.gov.au
unley.sa.gov.au

Other Development Matters

- There are four potential Unley Road redevelopments currently going through the State Planning process, representing over \$250 million investment in both the City and State. Council is supportive of these developments and believes that traffic conditions/movements on Unley Road need to be reviewed by the Department of Infrastructure and Transport as a matter of priority. Council would like to see these developments commence soon.
- In terms of future opportunities, Council is pleased that the Keswick Barracks will be transferred to State Government ownership for future housing developments. Council urges the Government to consider master planning the entire area from Greenhill Road to Leader Street to ensure all possibilities are investigated.
- We also discussed Council's desire to explore a Code Amendment of Goodwood Road, between Greenhill Road and the tramline, as well as the northern part of King William Road. We seek the Government's support and participation in this process.

Open Space

A concern we continue to have is Unley's lack of open space. Unley has the least amount of open space of any council across the metropolitan area and this will worsen with new development.

Over the years we have created a series of pocket parks throughout the City, but due to their small size, they are limiting in what they can provide to the community. Similarly, we have held discussions with the City of Adelaide regarding the parklands, but a meaningful outcome is yet to be achieved.

To this end we request that the State Government assist us in increasing our open space via the following proposal consideration.

Namely, any fees payable to the Government via the *Development (Open Space Contribution Scheme)* for developments proposed in the City of Unley be redirected back to the City of Unley rather than to the Planning and Development Fund. These funds would then be used by Council to contribute towards the purchase of land for more open space within Unley.

Thank you once again for taking the time to meet, and for considering these matters. I look forward to hearing from you in due course.

With my best wishes



Michael Hewitson AM
Mayor
City of Unley

The Hon Tom Koutsantonis MP



Government
of South Australia

Minister for Infrastructure
and Transport

Minister for Energy and
Mining

Level 14, 83 Pirie Street
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Adelaide SA 5001

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23MIT7039

Mr Michael Hewiston AM
Mayor
City Of Unley
mhewiston@unley.sa.gov.au

Dear Mayor *Michael,*

Thank you for your letter dated 12 April 2023, about railway safety within the City of Unley (the Council). I apologise for the delay in responding to you.

The Department for Infrastructure and Transport (the Department) advises that it has reviewed all the railway crossings in the City of Unley, both for active protection and grade separation. These locations have not been identified for an upgrade at this time.

The Department undertakes long term planning on rail crossings across the state on the basis of risk and priority, considering a variety of criteria including but not limited to volume of traffic, demographics and incident history. This approach ensures funding is allocated to projects where the greatest safety benefit can be provided to the community as a whole.

I can confirm that all pedestrian crossings along the rail network are designed according to the relevant Australian Standards.

Yours sincerely

Tom Koutsantonis
Hon Tom Koutsantonis MP
Minister for Infrastructure and Transport

18/6 / 2023

The Hon Tom Koutsantonis MP



Government
of South Australia

Minister for Infrastructure
and Transport

Minister for Energy and
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22MIT1723

Mr Peter Tsokas
Chief Executive Officer
City of Unley
ptsokas@unley.sa.gov.au

Dear Mr Tsokas

A handwritten signature in blue ink that reads 'Peter'.

Thank you for your letter dated 8 November 2022, about the Glen Osmond Road and Fullarton Road Intersection Upgrade and the Cross Road and Fullarton Road Intersection Upgrade. I apologise for the delay in responding to you.

I understand City of Unley (the Council) and the Department for Infrastructure and Transport (the Department) have consistently liaised regarding both projects.

The Department advises that Cross Road and Fullarton Road traffic was switched to the new road alignment on 13 December 2022, with finishing works including landscaping and final line marking expected to be completed by the end of June 2023, weather permitting.

The Glen Osmond Road and Fullarton Road traffic switch and final completion is scheduled for mid-2023, weather permitting.

The Department is committed to identifying outcomes that deliver on project objectives, whilst balancing the needs of the various stakeholders, including local residents, as much as practically possible.

To ensure this local area traffic data was collected prior to commencement of the works and the Department is satisfied this data provides a suitable base level.

Furthermore, to ensure project objectives are achieved and to collaborate with the Council in local traffic management, the Department will undertake a traffic survey of the Glen Osmond Road and Fullarton Road Intersection Upgrade, including Campbell Road and the Cross Road and Fullarton Road Intersection Upgrade, approximately six months post opening.

The Department will continue to liaise with the Council on the outcome of the surveys.


Furthermore, the Department consulted with the Council and Parkside Traffic Group regarding community consultation about the installation of traffic treatments along Campbell Road.

This led to a community meeting being held on 26 November 2022, at the Fullarton Park Community Centre and the feedback closure date being extended to 4 December 2022, to allow local residents and business to further engage in the planning for the installation of traffic calming treatments on Campbell Road.

The Department reconfirms advice provided under the previous government and Chief Executive, that it will fund any traffic calming treatments required on Campbell Road resulting from the Glen Osmond Road and Fullarton Road Intersection Upgrade.

Prior to finalising and installing any treatments, the Department will liaise and consult with the Council and Campbell Road residents as requested.

Yours sincerely



Hon Tom Koutsantonis MP
Minister for Infrastructure and Transport

18 / 6 / 2023

NOTICE OF MOTION

REPORT TITLE: CONFIDENTIALITY MOTION - NOTICE OF MOTION FROM COUNCILLOR C. CRABBE RE: OPTIONS ANALYSIS FOR AN EVENT TO ACCOMPANY THE 2024 TOUR DOWN UNDER CITY OF UNLEY STAGE START

ITEM NUMBER: 7.1

DATE OF MEETING: 26 JUNE 2023

AUTHOR: LARA GREGORY, EXECUTIVE ASSISTANT TO THE CEO AND MAYOR

DIVISION: OFFICE OF THE CEO

1. RECOMMENDATION

That:

1. Pursuant to section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda Item 7.2, except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support & Improvement
- Mark Labaz, Manager Governance
- Lara Gregory, Executive Assistant to the CEO & Mayor

To enable the Council to consider Item 7.2 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.2 .

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council
- information the disclosure of which would, on balance, be contrary to the public interest.

ITEM 7.2

Confidential – removed from the public agenda – pages 238-239

NOTICE OF MOTION

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE - NOTICE OF MOTION FROM COUNCILLOR C. CRABBE RE: OPTIONS ANALYSIS FOR AN EVENT TO ACCOMPANY THE 2024 TOUR DOWN UNDER CITY OF UNLEY STAGE START

ITEM NUMBER: 7.3

DATE OF MEETING: 26 JUNE 2023

AUTHOR: LARA GREGORY, EXECUTIVE ASSISTANT TO THE CEO AND MAYOR

DIVISION: OFFICE OF THE CEO

1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.2 Notice of Motion from Councillor C. Crabbe Re: Options Analysis for an Event to Accompany the 2024 Tour Down Under City of Unley Stage Start, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3) (b)(i) and (b)(ii) .

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- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council
- information the disclosure of which would, on balance, be contrary to the public interest

2. This order shall operate:
 - For a period of 3 months; or
 - Until the execution of a contract.

and be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration)

3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer (or insert other officer title) the power to revoke this order in whole or in part.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION - CENTENNIAL PARK DRAFT 2023-24 BUDGET

ITEM NUMBER: 7.4

DATE OF MEETING: 26 JUNE 2023

AUTHOR: MORGAN KRIS, TEAM LEADER - FINANCIAL ACCOUNTING

DIVISION: BUSINESS SUPPORT AND IMPROVEMENT

1. **RECOMMENDATION**

That:

1. Pursuant to section 90(2) and (3)(d)(i) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda item 7.5 , except for the following persons:

- Peter Tsokas, CEO
- Megan Berghuis, General Manager City Services
- Claude Malak, General Manager City Development
- Nicola Tinning, General Manager Business Support & Improvement
- Mark Labaz, Manager Governance
- Lara Gregory, Executive Assistant to the CEO & Mayor

To enable the Council to consider Item 7.5 in confidence on the basis that Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.5 .

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.

ITEM 7.5

Confidential – removed from the confidential agenda – pages 242-258

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE - CENTENNIAL PARK DRAFT 2023-24 BUDGET

ITEM NUMBER: 7.6

DATE OF MEETING: 26 JUNE 2023

AUTHOR: MORGAN KRIS, TEAM LEADER - FINANCIAL ACCOUNTING

DIVISION: BUSINESS SUPPORT AND IMPROVEMENT

1. **RECOMMENDATION**

That:

1. Pursuant to section 91(7) of the *Local Government Act 1999* the Council orders that the following document(s) relating to Agenda Item 7.5 Centennial Park Draft 2023-24 Budget, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(d)(i).
 - Minutes
 - Report
 - Attachment
 - commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.
2. remain confidential until 30 November 2024 and not available for public inspection until the cessation of that period.
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer (or insert other officer title) the power to revoke this order in whole or in part.