

# COUNCIL AGENDA

## **Council Meeting**

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

***Monday 22 November 2021 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 yaitya, parnuku tapa purruna yalarra puru purruna.\**

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

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

\*Kurna Translation provided by Kurna Warra Karrpanthi

## **PRAYER AND SERVICE ACKNOWLEDGEMENT**

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

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

Lest We Forget.

## **WELCOME**

## **ORDER OF BUSINESS**

### **ITEM**

### **PAGE NO**

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

##### **1.1 APOLOGIES**

Nil

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

Nil

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

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

##### **1.4 MINUTES**

1.4.1 Minutes of the Ordinary Council Meeting held Monday,  
8 November 2021

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

Nil

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

Nil

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Nil

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

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

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### **5.4 QUESTIONS WITHOUT NOTICE**

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

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Nil

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Nil

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## **SUGGESTED ITEMS FOR NEXT AGENDA**

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Waste Management and Resource Recovery Plan 2021-25 Implementation	
Performance Report CEO KPIs	
Proposed Active Participation Framework	

## **NEXT MEETING**

Monday 13 December 2021 - 7.00pm

Council Chambers, 181 Unley Road Unley





## DECISION REPORT

<b>REPORT TITLE:</b>	CONSERVATION GRANTS 2021/22
<b>ITEM NUMBER:</b>	4.1
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	GARY BRINKWORTH
<b>JOB TITLE:</b>	MANAGER DEVELOPMENT & REGULATORY
<b>ATTACHMENTS:</b>	1. CONSERVATION GRANT APPLICATION ASSESSMENT SHEET

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### 1. **EXECUTIVE SUMMARY**

The purpose of this report is to consider and determine allocation of funding for applications received for the City of Unley Conservation Grants, in line with Council's Conservation Grants Policy (the Policy).

This fund has been established to encourage and assist homeowners with the appropriate maintenance of the City's private heritage places (and representative buildings) and significant/regulated trees. The Conservation Grants complement other development support initiatives operated by the Unley Council, including the free Heritage Advisory service.

For 2021/22, a total of ten (10) applications were received, with nine (9) having met the eligibility criteria under the Policy. The works have a total eligible value of \$37,627. The proposed annual budget for this fund is \$50,000. Any remaining amounts will be used in a secondary round for grant applications once advertised.

### 2. **RECOMMENDATION**

That:

1. The report be received.
2. The following Conservation Grants be funded from the 2021/22 allocated budget to a total amount of \$37,627 as follows:
  - \$5,000 for 32 Cromer Parade Millswood for front façade and verandah renewal.
  - \$5,000 for 101 Young Street Parkside for front verandah repairs.
  - \$5,000 for 1 Northgate Street Unley Park for roof replacement.
  - \$5,000 for 26 Young Street Parkside for re-roofing of verandah.
  - \$4,752 for 31 Ormonde Avenue Millswood for verandah and façade restoration.

- \$4,675 for 24 Young Street Parkside for re-roofing of verandah.
- \$4,252 for 178 Goodwood Road Goodwood for re-instatement of heritage wall.
- \$3,453 for 180A Goodwood Road Goodwood for re-instatement of heritage wall.
- \$495 for 11 Thames Street Clarence Park for tree pruning.

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

#### 1. Community Living

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

#### 4. Civic Leadership

4.2 Council provides best value services to the community.

The City of Unley Conservation Grants Policy (the Policy) is the relevant Policy. A copy of the Policy can be found on Council's website <https://www.unley.sa.gov.au/Council/About-the-Council/Policies>

### 4. **BACKGROUND**

Council has established the Conservation Grants Policy to guide the distribution of funds with the intent of assisting in the retention of significant and regulated trees as well as preserving heritage places. This has been supported through the allocation of an annual budget of \$50,000 towards grants that meet the established criteria.

The Policy was last reviewed in August 2021 at which time it was updated to include the following amendments:

- Updated terminology to reflect the changes to the *Planning, Development, and Infrastructure Act 2016*
- Funding available for State and Local Heritage Places (all)
- Funding available for significant and regulated tree maintenance
- Requirement for Development Approval to be obtained prior to grant funding being approved
- Timing of release of call for grant applications to be altered to within 1 month of budget being endorsed
- Grant is not applicable where other grants have been obtained for the same purpose
- An individual can apply for a grant every 3 years for significant and regulated trees
- Inclusion of a weighting system to scoring the value of grant applications

Applications for grants were called in September 2021 for a period of three weeks following a brief campaign to promote the updated Policy. Applications have subsequently been assessed by staff and are now being presented to Council for consideration.

## **5. DISCUSSION**

The City of Unley's Conservation Grants encourage and assist residents to maintain heritage places, representative buildings, and significant/regulated trees. Grant applications are open to all residents, noting that there is currently no income or property value assessment undertaken as part of the grant application process. The grants provide funding of up to 50% of the total cost of works, with a maximum amount of \$1,000 for significant and regulated trees (advice, retention, and maintenance pruning) and \$5,000 towards restoration and maintenance for State/Local Heritage Places and representative buildings.

It is noted that given the timing for the endorsement of the updated Policy, it was not possible to undertake an extended promotional campaign on the changes that have been included. This will be undertaken, prior to the next release of the grants.

Under the Policy, grant availability was advertised for three weeks in September 2021, and a total of ten (10) applications were received. All applications provided the relevant information required under the Policy for consideration, and nine (9) eligible applications are recommended for support. Of these nine (9) eligible applications, four (4) relate to Heritage Places, four (4) to representative buildings, and one (1) relates to a significant tree. The total grant funding requested totals \$37,627. The one application not recommended for funding was due to the lack of detail provided in support of the scope of works.

## **6. ANALYSIS OF OPTIONS**

Option 1 –

That:

1. The report be received.
2. The following Conservation Grants be funded via the 2021/22 Annual Budget and Business Plan to a total amount of \$37,627 as follows:
  - \$5,000 for 32 Cromer Parade Millswood for front façade and verandah renewal.
  - \$5,000 for 101 Young Street Parkside for front verandah repairs.
  - \$5,000 for 1 Northgate Street Unley Park for roof replacement.
  - \$5,000 for 26 Young Street Parkside for re-roofing of verandah.

- \$4,752 for 31 Ormonde Avenue Millswood for verandah and façade restoration.
- \$4,675 for 24 Young Street Parkside for re-roofing of verandah.
- \$4,252 for 178 Goodwood Road Goodwood for re-instatement of heritage wall.
- \$3,453 for 180A Goodwood Road Goodwood for re-instatement of heritage wall.
- \$495 for 11 Thames Street Clarence Park for tree pruning.

In this round, Council has received eligible grant applications totalling \$37,627. Should Council endorse this option, any remaining budget allocation for these grants can be advertised at a later time, or it can be retained as savings.

These applications all met the relevant criteria under the Policy and by supporting this option, the intent of assisting in the retention of built form character and the preservation of significant trees will be achieved.

#### Option 2 –

#### That:

1. The report be received.
2. Council makes the following changes to the recommendations for funding:

Council may wish to change the funding allocations to reflect alternate funding priorities. In making any changes, Council should consider the budget, the Policy and probity of decision making. If Council determines alternate funding allocations are priorities, this will need to be reflected in the wording of the resolution.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

- There is an allocation of \$50,000 in the 2021/22 budget for Conservation Grants to implement the recommendation.

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

- By providing the funding under the Policy, Council will minimise the risk presented in disappointing the applicants who have applied and been recommended for support in alignment with the Policy.

**8.3 Staffing/Work Plans**

- There will be minor impacts to staff in progressing with the allocation of funding in administering the grants. This work is already resourced in existing operations.

**8.4 Climate/Environmental Impact**

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

**8.5 Social/Economic**

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

**8.6 Stakeholder Engagement**

Nil

**9. REPORT CONSULTATION**

Council’s Heritage Advisor and Arborist have been consulted in relation to the assessment of the applications.

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Megan Berghuis	General Manager, City Services



Conservation Grants 2020/2021

Number	Address	Suburb	Description	Reason	Amount Sought	Eligible Amount	Heritage Advisers & Arborist Comments	Score for proposed conservation value	Weighting score	Total Score	Recommended for Grant
1	32 Cromer Parade	Millswood	Front façade and terrazzo on verandah	Representative	\$5,000	\$5,000	The grant application is supported. Proposed works will conserve historic masonry and the terrazzo verandah floor. A lime mortar should be used for repointing stonework.	10	5%	10.2	Yes
2	101 Young Street	Parkside	Front verandah repairs	LHP	\$5,000	\$5,000	The grant application is supported subject to Development Approval being issued. The conservation of the historic verandah is important. (A development application has been lodged and supported in principle but additional information was requested).	10	20%	12.0	Yes
3	1 Northgate Street	Unley Park	Roof re-placment	LHP	\$5,000	\$5,000	The grant application is supported. The original tiles are at the end of their useful life. The new tiles closely match the original. A development application has been lodged and has been supported in relation to heritage impact.	10	20%	12.0	Yes
4	180A Goodwood Road	Goodwood	Re-instate heritage wall	LHP	\$5,000	\$4,252	The grant application is supported subject to development approval. As the wall is included in the extent of heritage listing, a development application should be lodged. There is reference to an iron or tubular fence in the quotation. If an iron or tubular fence is to be added, it will need to be to an appropriate design and will need development approval. This has been explained to the Applicants before.	10	20%	12.0	Yes
5	178 Goodwood Road	Goodwood	Re-instate heritage wall	LHP	\$5,000	\$3,453	The grant application is supported subject to development approval. As the wall is included in the extent of heritage listing, a development application should be lodged. There is reference to an iron or tubular fence in the quotation. If an iron or tubular fence is to be added, it will need to be to an appropriate design and will need development approval. This has been explained to the Applicants before.	10	20%	12.0	Yes
6	11 Thames Street	Clarence Park	Pruning tree	Significant Tree	\$908	\$495	The tree is in good health with no notable defects. The pruning specified including the removal of rubbing hanging branches is supported; Crown lift to 5 metres over the neighbour's shed and laneway. This level of pruning is maintenance and therefore development approval is not required.	10	40%	14.0	Yes
7	51 King William Rd	Unley Park	Façade Restoration	LHP	\$5,000	\$5,000	There is insufficient appropriate technical information and insufficient specification of materials and methods to support the grant application. Furthermore, the information provided indicates substantial replacement of historic fabric is intended using new material whereas original historic fabric should be retained wherever possible. There is no detail concerning repairs and repair methods. It is also evident that future stages require appropriate technical input from a consultant experienced in heritage conservation. For instance, the nature and source of moisture ingress in masonry and the porch should be properly investigated and handrailing to steps and new lighting should be properly designed to avoid adverse impact on heritage value. The extent and nature of work is such that development approval should be sought, noting that the subject place is a local heritage place. It is therefore recommended that the Club engage a heritage architect to assist them in properly scoping and documenting conservation works. The intent of the works is good and appropriate for grant support but the works need to be properly documented.	0	20%	0.0	No
8	26 Young Street	Parkside	Re-roof & verandah	Representative	\$5,000	\$5,000	The grant application is supported. The new roofing material (corrugated profile steel) is compatible with the historic character of the semi-detached dwelling (although deep profile corrugated is preferred to Custom Orb). The nominated colour: "Colorbond Woodland Grey" is appropriate and the grant is supported on the basis of this colour. Roll-top ridge and hip cappings should match the original as closely as possible. As a substantial section of guttering is to be replaced, it is recommended that consideration be given to replacing all existing guttering, (which is not original), with ogee profile guttering for consistency with the historic character of the dwelling.	10	5%	10.5	Yes
9	31 Ormonde Avenue	Millswood	Verandah & façade	Representative	\$5,000	\$4,752	The grant application is supported. A similar application was supported in the 2020-21 round of grants. The quote from MG masonry appears to be more thorough. In accordance with previous heritage advice (refer schedule 4 March 2021): Test boarding for asbestos prior to proceeding with work and remove and dispose of appropriately. Mortar mixes for new work should be softer than existing. New dampcourses should extend through the full base of walls. Cleaning of masonry need not involve acid but warm water with an appropriate biocide should be sufficient. Linework should match historic linework.	10	5%	10.5	Yes
10	24 Young Street	Parkside	Re-roof & verandah	Representative	\$5,000	\$4,675	The grant application is supported. The new roofing material (corrugated profile steel) is compatible with the historic character of the semi-detached dwelling (although deep profile corrugated is preferred to Custom Orb). The nominated colour: "Colorbond Woodland Grey" is appropriate and the grant is supported on the basis of this colour. Roll-top ridge and hip cappings should match the original as closely as possible. As a substantial section of guttering is to be replaced on no. 26 adjacent, it is recommended that consideration be given to replacing all existing guttering, (which is not original), with ogee profile guttering for consistency with the historic character of the dwelling.	10	5%	10.5	Yes





## DECISION REPORT

<b>REPORT TITLE:</b>	COMMUNITY GRANTS PROGRAM - ALLOCATION OF FUNDING SEPTEMBER 2021 (ROUND1 OF THE 2021/22 FUNDING)
<b>ITEM NUMBER:</b>	4.2
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	MATTHEW IVES
<b>JOB TITLE:</b>	COORDINATOR CULTURAL DEVELOPMENT
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. COMMUNITY GRANTS SEPTEMBER 2021 GUIDELINES</li><li>2. COMMUNITY GRANTS SEPTEMBER 2021 EVALUATION MATRIX</li><li>3. COMMUNITY GRANTS SEPTEMBER 2021 SUMMARY OF APPLICATIONS</li></ol>

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### 1. **EXECUTIVE SUMMARY**

This report seeks endorsement of the recommendations for funding under the Community Grants Program for Round 1 of the 2021-22 financial year.

The Community Grants Program provides Council funding to support the provision of programs, projects, and activities for the local community to participate in a wide range of recreational, cultural, community, and environmental initiatives. A total of \$77,452 was endorsed in the 2021-22 annual budget to be distributed across two community grant-funding rounds in the financial year. It is usual practice to split the annual budget between the two funding rounds (approximately \$38,500 per round) undertaken in September and March each year.

This report outlines the recommendations made by the Administration from the applications received in Round 1. A total of 16 applications were assessed with a total funding request of approximately \$49,760. After assessment, funding of \$32,450 is recommended for allocation in this round, to be distributed among 11 applicants. Following consideration by a working group made up of five Elected Members comprising Councillors J. Boisvert, P. Hughes, D. Palmer, J. Russo, and N. Sheehan, the recommended funding allocations are now presented to Council for endorsement.

## **2. RECOMMENDATION**

That:

1. The report be received.
  2. Funding of \$32,450 be awarded under Round 1 of the 2021/22 financial year for the Community Grants Program as follows:
    - \$4,000 to the Gold Foundation for delivery of two Life Skills programs for young people with Autism.
    - \$4,000 to Grow Grow Grow Your Own for workshops and community garden beds.
    - \$4,000 to Sturt Football Club for a waste minimisation program.
    - \$3,940 to Fullarton Scout Group for the refurbishment of a sailboat.
    - \$3,870 to Sturt Bowling Club for seating and stand-up bars.
    - \$2,680 to Goodwood Saints Club for equipment for football clinics with people with disability.
    - \$2,600 to the Caring Choir for a musical conductor and accompanist.
    - \$2,580 to Artfelt Ventures for art therapy workshops in partnership with Salvation Army.
    - \$2,190 to South Australian Society of Model and Experimental Engineers (SASMEE) for a ramp for disabled visitors.
    - \$1,300 to Unley Probus for new projector and screen.
    - \$1,290 to Alternative 3 for raised garden beds.
- 

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

Council's Community Plan and 4-year Delivery Plan:

1. Community Living

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

Community Grants and Sponsorships Policy

## **4. BACKGROUND**

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

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

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

An annual budget of \$77,452 has been allocated in 2021/22 for community grants. This funding is distributed over two funding rounds each financial year in September (Round 1) and March (Round 2). Associated guidelines (Attachment 1) outline the funding eligibility and criteria and are provided to all prospective applicants.

*Attachment 1*

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

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

**5. DISCUSSION**

Based on a 50% split per round of the total 2021-22 annual budget, a total of approximately \$38,500 is available for allocation to community grants for this funding round, with a maximum of \$4,000 available per application. A total of 16 applications were assessed as part of Round 1, with a total funding request of approximately \$49,760.

Applications were assessed and ranked using an assessment matrix (Attachment 2) based on the mandatory criteria outlined in the Community Grant Guidelines. A scoring system, consistent with the weighting of the criteria, produced a ranking for all projects. Ranking was then used to determine levels of funding, i.e., full, or partial.

*Attachment 2*

The aim of this program is to allocate funding to as many eligible projects as possible to maximise the value and opportunity to the Unley community. The diversity and number of applications and community groups is similar to applications received in past rounds, namely requests to purchase equipment, and undertake workshops, coaching sessions, and cultural and environmental activities.

The proposed allocated funding is within the current overall budget allocation for 2021-22. An administrative working group comprising Cultural Development Coordinator, Team Leader Community and Cultural Development, and Administration Support Officer met on 19 October 2021 to assess the applications and to recommend proposed funding of the projects and programs as outlined in Attachment 3.

*Attachment 3*

The applications and recommendations were then presented for discussion to the Community Grants Working Group, comprising Councillors J. Boisvert, P. Hughes, D. Palmer, J. Russo, and N. Sheehan. A copy of the Community Grant applications, together with a summary of recommendations for funding, have been made available to all Elected Members prior to the Council meeting.

**6. ANALYSIS OF OPTIONS**

Option 1 –

That:

1. The report be received.
2. Funding of \$32,450 be awarded under Round 1 of the 2021/22 financial year for the Community Grants Program as follows:
  - \$4,000 to the Gold Foundation for delivery of two Life Skills programs for young people with Autism.
  - \$4,000 to Grow Grow Grow Your Own for workshops and community garden beds.
  - \$4,000 to Sturt Football Club for a waste minimisation program.
  - \$3,940 to Fullarton Scout Group for the refurbishment of a sailboat.
  - \$3,870 to Sturt Bowling Club for seating and stand-up bars.
  - \$2,680 to Goodwood Saints Club for equipment for football clinics with people with disability.
  - \$2,600 to the Caring Choir for a musical conductor and accompanist.
  - \$2,580 to Artfelt Ventures for art therapy workshops in partnership with Salvation Army.
  - \$2,190 to South Australian Society of Model and Experimental Engineers (SASMEE) for a ramp for disabled visitors.
  - \$1,300 to Unley Probus for new projector and screen.
  - \$1,290 to Alternative 3 for raised garden beds.

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

Option 2 –

That:

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

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

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- The 2020-21 annual budget allocation is \$77,452 for Community Grants.
- An amount of \$32,450 is recommended for allocation in the September 2021 (Round 1) funding round. Noting a nominal underspend of \$6,050 for this Round 1 will be allocated towards the March 2022 Community Grants (Round 2).
- Successful applicants will be required to provide a grant acquittal.

**8.2 Legislative/Risk Management**

Nil

**8.3 Staffing/Work Plans**

- The Community Grants process is administered within existing resources.

**8.4 Social/Economic**

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

**8.5 Climate/Environmental Impact**

- Through the Community Grants Program funding is available to support local environmental initiatives that benefit the City of Unley residents.

**8.6 Stakeholder Engagement**

Nil

**9. REPORT CONSULTATION**

Other staff from other areas of Council were consulted for specialist advice, including:

- Community and Cultural Development
- Finance and Procurement
- Waste Management/ Operational Services
- Properties and Facilities
- Environmental Health

**10. REPORT AUTHORISERS**

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



# Community Grants Program

## September 2021 Guidelines

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

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

Grant funding of up to a maximum of \$4,000 is available. Projects and/or programs that commence prior to 1 December 2021 are not eligible and will not be funded.

Funding is offered twice a year and, for the 2021/22 financial year, applications close in September 2021 and March 2022.

**The closing date for the current round is Thursday 30th September 2021. Late applications will not be accepted.**

### WHO CAN APPLY?

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

### WHAT FUNDING IS AVAILABLE?

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

- Recreation (i.e. innovative community recreation and physical activity programs; new equipment, fitness programs new to Unley)
- Art and Culture (i.e. collaborative arts projects between artists and the community, cultural awareness programs, community art projects)
- Community (i.e. new initiatives and/or programs especially targeting disadvantaged or minority groups, learning and skill development, community health and safety programs, new equipment that increases the ability of a group to deliver a service or

program to the wider community, promotion of healthy eating and access to healthy food)

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

### WHAT IS THE CRITERIA FOR FUNDING?

Your project/program must:

- Meet an identified recreation, cultural, community and/or environmental need in the City that is clearly defined and researched.
- Not commence prior to 1 December 2021.
- Be of direct benefit to residents of the City of Unley.
- Encourage active citizenship and participation by the wider community to provide access to a unique and diverse opportunity.
- Have a clearly defined evaluation process.
- Show the ability to obtain additional resources if grant money forms only part of the funding needed. Resources could include fund raising, grants, volunteers, in kind support, use of existing funds, etc.

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

Will the funding be used for:

- Ongoing salary or salaries (a position created for the length of the project is considered eligible) or associated day-to-day operational costs.
- Reimbursement of moneys already spent or for projects, programs or purchases that have already been completed or costs/expenses that have already been incurred.
- Activities and purposes primarily associated with, and for the benefit of a commercial organisation.
- Renovations or capital works, defined as permanent improvements to a building or grounds that will increase its capital value.
- A purpose or purposes where the core funding responsibility normally rests with the State or Federal Government.

## WHAT ELSE?

- All applications must be received on the Council approved Application Form and by the closing date.
- Successful applicants must confirm their intention of accepting the grant and conditions by completing a Grant Acceptance Form, which must be received by Council before any grant funding is made.
- If your project requires additional support, approval or permissions from other areas of Council e.g. Development Applications, traffic management requests, reserve/park hire or environmental health issues, please ensure you seek advice from the appropriate area of Council prior to submission of your application. This includes SA Government requirements regarding COVID Safe and COVID Management plans and social distancing requirements, please visit [www.covid-19.sa.gov.au/recovery/create-a-covid-safe-plan](http://www.covid-19.sa.gov.au/recovery/create-a-covid-safe-plan) for details.
- You are required to submit a Final Financial Acquittal Report within two months of the project completion. Receipts for purchases must be included. Any applicant not meeting this obligation could be ineligible for future financial support.
- As part of the grant acceptance process, you may be required to attend an evening function to celebrate all community grant funding and to share your project/ event with other grant recipients.
- Any changes to the project expenditure must be submitted to Council in writing for approval.
- Successful applicants must acknowledge the City of Unley in any publications or publicity regarding the project.
- Council reserves the right to publish your organisation/ club name on the City of Unley web site.
- If your application is for purchases and/or services of \$500 and over, you must submit all quotes with your application.

- In-kind volunteer hours are to be calculated at \$45.10 per hour.
- Other in-kind contributions can include donated materials; professional expertise; venue hire; and/or other costs absorbed by the organisation/club.

## INSURANCE

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

## WHAT HAPPENS TO MY APPLICATION?

- You will be sent a notification that your application has been received.
- Applications are assessed by the Administration and recommendations submitted to an Elected Member working party prior to presentation to the December 2021 Council meeting for final endorsement.
- You will be notified of the outcome of your application within one week of the Council meeting.
- If your application is successful, prior to payment being made, all additional support, approvals or permissions from other areas of Council must have been obtained, and the Grant Acceptance form must be completed and returned to Council.
- The Council reserves the right to part-fund or refuse an application.

## NEED ADVICE?

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

## HOW TO APPLY?

Please ensure that you have completed the below checklist and return the application form and supporting documentation to the City of Unley.

- I have read the guidelines and, to the best of my knowledge, the organisation is eligible.
- I have completed all sections and signed the application form.
- I have attached quotes for all purchases and/or services costing \$500 and over.

### Post to:

Cultural Development Coordinator,  
Community Grants Program,  
City of Unley, PO Box 1, Unley SA 5061

### Email to:

[pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)

### Hand deliver to:

181 Unley Road, Unley SA



**Evaluation Matrix: Community Grants**

<b>Criteria</b>	<b>Max Assigned Points</b>	<b>Scoring Guide</b>	<b>Actual Points</b>	<b>Comment</b>
Contributes to positive physical, social or Mental Wellbeing (COVID19 response and recovery)	20	4 - Poorly addressed 12 - Fairly addressed 20 - Well addressed		
Creates a direct benefit to residents of the City of Unley	10	2- Minimal benefit 6 - Considerable benefit 10- Significant benefit		
Enhances the lifestyle and wellbeing of participants through innovative, learning and/or sustainable opportunities	9	1 - Poorly defined 5 - fairly defined 9 - Well defined		
Provides opportunities to extend the skills of participants and provides access to a unique and diverse opportunity	6	2- Poorly defined 4 - Fairly defined 6 - Well defined		
Applications from groups that are based in the Unley Council area and/ or can demonstrate that a significant proportion of the project participants are Unley rate payers	5	1- Minimal involvement of rate payers 3 - Considerable involvement of rate payers 5 – Based in the Unley area or significant involvement of Unley rate payers		
Demonstrated a need for financial support in undertaking the initiative along with the ability to contribute their own resources be it financial or in kind	3	1- Minimal contribution 2 - Considerable contribution 3 - Significant contribution		
Volunteers are engaged in the initiative	3	2- Some volunteers/ voluntary hours 3 – Significant number volunteers/ voluntary hours		
Has a clearly defined evaluation process	3	1 - Poorly defined 2 - Fairly defined 3 - Well defined		
The ability to obtain additional resources if grant money forms only part of the funding needed.	1	1 - Additional resources identified		
	<b>Total 60</b>		<b>Total</b>	



**COMMUNITY GRANTS PROGRAM FUNDING: ROUND 1 – 2021/2022**  
**SEPTEMBER 2021**

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
<b>Grow Grow Grow Your Own</b> <i>Workshops, presentations and community garden beds</i>	\$4000.00	\$4000.00	<b>RECOMMENDED FOR FULL FUNDING</b> Free workshops and presentations every 6 weeks on a wide variety of food-growing and food-using topics and installation of raised-garden wicking beds. The applicant is Unley-based.
<b>Sturt Football Club Double Blues go Green</b>	\$4000.00	\$4000.00	<b>RECOMMENDED FOR FULL FUNDING</b> A waste minimisation program to be implemented at 10 home league games. The applicant is Unley-based.
<b>The Gold Foundation</b> <i>Life Skills Program</i>	\$4000.00	\$4000.00	<b>RECOMMENDED FOR FULL FUNDING</b> Delivery of two extension programs related to the life skills program for 13–20-year-olds with Autism living in Unley. The applicant is not Unley-based.
<b>Fullarton Scout Group Sailboat Refit</b>	\$3938.80	\$3940.00	<b>RECOMMENDED FOR FULL FUNDING</b> Refurbishment of a sailboat for local youth members. The applicant is Unley-based.
<b>Sturt Bowling Club</b> <i>Pergola and Barbecue Area Upgrade</i>	\$3870.00	\$3870.00	<b>RECOMMENDED FOR FULL FUNDING</b> Seating and stand-up bars for members, visitors and hirers. The applicant is Unley-based.
<b>Goodwood Saints Football Club</b> <i>Saints Disability Football Clinic</i>	\$2683.46	\$2680.00	<b>RECOMMENDED FOR FULL FUNDING</b> Special equipment, items to play games and promotional material for a football clinic for young people with disability. The applicant is Unley-based.

Item 4.2 - Attachment 3 - Community Grants September 2021 Summary of Applications

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
<p><b>The Caring Choir</b> <i>Reconnection 2022</i></p>	\$2600.00	\$2600.00	<p><b>RECOMMENDED FOR FULL FUNDING</b> Funding to cover partial costs of a musical conductor and accompanist for rehearsals and performances by members of an Unley-based community choir. The applicant is not Unley-based.</p>
<p><b>Artfelt Ventures - Salvation Army</b> <i>Art to Heart workshop program</i></p>	\$2580.00	\$2580.00	<p><b>RECOMMENDED FOR FULL FUNDING</b> 6 week x 2 hour sessions of art therapy for a disadvantaged and isolated cohort of people known to Salvation Army in Unley. The applicant is not Unley-based.</p>
<p><b>SA Society of Model and Experimental Engineers (SASMEE)</b> <i>Disability Entry to Steam House Green</i></p>	\$2194.00	\$2190.00	<p><b>RECOMMENDED FOR FULL FUNDING</b> Installation of a ramp for disabled visitors to SASMEE facility. The applicant is Unley-based.</p>
<p><b>Unley Probus</b> <i>Community Involvement program</i></p>	\$1,300.00	\$1,300.00	<p><b>RECOMMENDED FOR FULL FUNDING</b> New projector and screen to enhance participation by members. The applicant is Unley-based.</p>
<p><b>Alternative 3</b> <i>Raised Garden Beds</i></p>	\$1294.00	\$1290.00	<p><b>RECOMMENDED FOR FULL FUNDING</b> 2 raised garden beds to assist older members and visitors. The applicant is Unley-based.</p>

Item 4.2 - Attachment 3 - Community Grants September 2021 Summary of Applications

APPLICANT AND PROJECT	AMOUNT SOUGHT	AMOUNT RECOMMENDED	COMMENTS
<b>Arkaba Hotel</b>  <i>Glow X-Mas Disco</i>	\$4000.00	\$0.00	<b>NOT RECOMMENDED FOR FUNDING</b> Host a disco for up to 300 children under 12years on a Monday for 2 hours with children from different charities.  Although the criteria have been met, the project did not demonstrate sufficient benefits to the Unley community to justify funding. The applicant is Unley-based.
<b>Forestville Hockey Club</b>  <i>Junior development program</i>	\$4000.00	\$0.00	<b>NOT RECOMMENDED FOR FULL FUNDING</b> Partial costs of engaging a Coaching Director for the Junior Development program. The project is ineligible as it is commencing prior to the endorsement of community grant funding. The applicant is Unley-based.
<b>Jodi Lee Foundation</b>  <i>Trust your Gut</i>	\$3300.00	\$0.00	<b>NOT RECOMMENDED FOR FUNDING</b> One bowel cancer awareness event to cover costs of presenters and bowel cancer kits. Although the criteria have been met, the project did not demonstrate sufficient benefits to justify funding. The applicant is not Unley-based.
<b>The Anglican Parish of Parkside</b>  <i>Defibrillator purchase</i>	\$2000.00	\$0.00	<b>NOT RECOMMENDED FOR FUNDING</b> Purchase of a defibrillator for church and community users. Although the criteria have been met, the project did not demonstrate sufficient benefits to justify funding. The applicant is Unley-based.
<b>Millswood Bowls</b>  <i>Bi-fold doors</i>	\$4000.00	\$0.00	<b>NOT RECOMMENDED FOR FUNDING</b> Replace a sliding door with bi-fold doors to improve access issues. Although the criteria have been met, the project did not demonstrate sufficient benefits to justify funding. The applicant is Unley-based.
<b>TOTAL</b>	<b>49760.26</b>	<b>32450.00</b>	

## DECISION REPORT

<b>REPORT TITLE:</b>	SESQUICENTENARY UPDATE AND HISTORY OF UNLEY PUBLICATION
<b>ITEM NUMBER:</b>	4.3
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	MANDY SMITH
<b>JOB TITLE:</b>	MANAGER COMMUNITY CONNECTIONS
<b>ATTACHMENTS:</b>	NIL

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### 1. **EXECUTIVE SUMMARY**

The year 2021 marks the 150<sup>th</sup> Anniversary, or Sesquicentenary, of the formation of the Corporate Town of Unley. This report provides an update on the range of activities coordinated to celebrate the City of Unley's Sesquicentenary.

An initiative still to be delivered within this program is the publication of a book that documents the history of Unley. Since the project's inception, the scope of the type and quality of publication has varied and the initial cost estimates to produce a historical book are higher than the allocated budget.

This report outlines options for Council's consideration to proceed with this initiative.

### 2. **RECOMMENDATION**

That:

1. The report be received and the update of Sesquicentenary activities be noted.
  2. *The matter is for Council to determine. Options are provided at Section 6 of this report.*
- 

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

#### 1. Community Living

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

Additionally, this proposal supports the City of Unley's Culture Plan 2021-2026, acknowledges that the history of our City, heritage and people are vital to the cultural fabric of the community and honours and preserves local heritage and traditions.

#### 4. **BACKGROUND**

The year 2021 marks the 150<sup>th</sup> Anniversary, or Sesquicentenary, of the formation of the Corporate Town of Unley, which occurred when 2,000 signatories to a petition from residents of Unley, Parkside, Black Forest, Goodwood, and Fullarton requested the Governor allow them to form their own municipality and thus sever from the District Council of Mitcham.

At the April 2019 Council Meeting, the Sesquicentenary Celebration Working Group was established to consider the most appropriate way to acknowledge the 150<sup>th</sup> anniversary of the formation of the Corporate Town of Unley. At this meeting Council resolved as follows:

*The Sesquicentenary Celebration Working Group, comprising five (5) elected members, with administrative support, be established to develop recommendations for consideration of Council as to the most appropriate way to acknowledge the sesquicentenary of the formation of the Corporate Town of Unley.*

*The following five elected members be appointed to the Sesquicentenary Celebration Working Group:*

*Councillor D Palmer*

*Councillor N Sheehan*

*Councillor M Hudson*

*Councillor S Dewing*

*Councillor J Dodd*

*Resolution No. 1462/2019*

At the 23 September 2019 Council Meeting, the Working Group presented a range of activities that could be pursued to mark the Sesquicentenary in 2021. At this meeting it was resolved that:

*Staff be authorised to investigate options and develop cost estimates for activities to mark 2021 as the sesquicentenary, or 150<sup>th</sup> anniversary, of the formation of the Corporate Town of Unley.*

*Resolution No. C0103/19*

Cost estimates for events and activities to celebrate the occasion were presented as part of the annual budget process in 2020-21 and 2021-2022. In 2020-21 an allocation of \$50,000 was approved, and in 2021-22 \$117,000 was approved for associated activities.

The Sesquicentenary activities delivered to date include:

- **Logo competition**

A logo competition was conducted for local schools and children to develop a unique City of Unley sesquicentenary logo. The winning logo was used on all Sesquicentenary promotion material.

- **Marketing and Promotion**

A marketing campaign has been undertaken including City-wide street banners, bin corflutes, entry statement signs, and an extensive social media and print campaign.

- **Commemorative Coins**  
Commemorative coins have been provided to schools, community groups and attendees at Sesquicentenary events and activities.
- **City of Unley Newsreel**  
A “photofilm” was produced that celebrates 150 years in the City of Unley, drawing from existing material held by the Unley Museum. The photofilm was screened at the Unley Open House event at the Goodwood Capri Theatre, at Council’s Ignite Outdoor Cinema event and as part of the Museum’s 150 years in Unley exhibition.
- **Historic Tree Tour**  
Three bus tours and one cycling tour were conducted, showcasing significant trees in Unley.
- **Sesquicentenary Open House events**  
Historic buildings ‘opened’ their doors to the community to view and learn about the building’s history and experience a musical performance. These events were held at St Augustine’s Church, Gillingham Hall, Capri Theatre and Goodwood Institute, with approximately 1,000 people attending.
- **Sesquicentenary Museum Exhibition**  
*150 Years of Unley* exhibition was staged at the Unley Museum, as part of History Month from 13 May until 31 July 2021. The exhibition featured historic photographs of landmarks around Unley and compared them with photographs of the same sites today.
- **SALA at the Museum**  
A South Australian Living Artist (SALA) exhibition titled *150* launched at the Unley Museum, in which South Australian artists considered the concept of 150, anniversaries and Unley’s Sesquicentenary. This exhibition runs until 18 December 2021.
- **Post It Exhibition**  
An exhibition of photographs has been displayed along Goodwood Road throughout 2021, sharing images of key moments in the last 150 years.
- **Library and Community Centre Celebrations**
  - Talk by local Historian, Bridget Jolly, on the topic of the history of Unley’s architecture.
  - A musical recital performed in honour of former City of Unley Mayor George Illingworth (hosted by Mr Illingworth’s family).
  - A program where participants could create a piece of ‘tintype’ history through the creation of a unique photograph of their historical object.
  - *Time Slip* story and song writing competition is currently underway and encourages works that reflect how local life has changed between 1871 to present day.



- School holiday programs have been themed with the Sesquicentenary in 2021, with activity and craft packs available for younger people.
- A changing exhibition of historic costumes, showcasing the fashion over the past 150 years. Additionally, local history items from the Library collection have been displayed.
- **All Connections to Unley Art Prize**  
The 2021 All Connections to Unley Art Prize had a Sesquicentenary focus, with artists encouraged to provide a response to the theme. Artworks were displayed in Hughes Gallery.

In 2021-22 the following Sesquicentenary activities, planned to be delivered include:

- **Community Picnic**  
The year-long Sesquicentenary celebrations are planned to culminate with a community picnic, incorporating vintage activities and games that allow the community to come together and celebrate life in the City of Unley. This will be held on 5 December in Soldiers Memorial Gardens from 11am to 3pm and will feature live music including the “The Three Little Sisters” Andrews Sisters Tribute band. Vintage games, pony rides, face painting, an Unley Museum pop-up exhibition and walking tour will feature on the day.
- **Discover Historic Parkside Stage 3 Trail**  
Way finding signage is being developed for a Discover Historic Parkside walking tour the third stage in the suite of historic walking tours in the City of Unley. The content has largely been developed and concept designs for markers underway.
- **Sesquicentenary Publication**  
The production of a book to record the undocumented the history of Unley. The scoping of this initiative has explored various options in terms of documentation and format, and initial cost estimates have now been received and outlined below for Council’s consideration.

## 5. **DISCUSSION**

An amount of \$40,000 was allocated in the 2021-22 budget to produce a Sesquicentenary publication that chronicles the undocumented history of Unley.

Currently there are three publications, in various formats, that document Unley’s history including:

- **History of Unley 1871 – 1971** by G.B Payne and E Cosh
- **Whistler’s Unley: Then and Now** A Pictorial History, up to 1988 by Janet Maughan and Ron Praise
- **When and Where in Unley** A Chronology 1906 – 2006 by Margaret Paternoster OAM and Ron Praise OAM

As part of project scoping, a number of options have been explored in terms of the timespan, comprehensiveness and format of the proposed publication. Each have merit, however a high quality, more comprehensive option will require additional budget than allocated to produce. These are:

#### Option One – High Quality Publication on 150 Years of Unley

The first option is to produce a high-quality publication to capture the history, stories, and photos of Unley as a tribute to the Unley's Sesquicentenary. This would span 1871-2021 (the full 150 years) and include acknowledgement of country and reference to the Kaurna people of Adelaide Plains and provide a respectful, sophisticated title in keeping with the auspiciousness of the occasion. The book would be developed by an external publisher who would source an appropriate researcher/author to undertake this work, editorial work, and print. The copyright of the work would remain with the City of Unley, however the proceeds from sale would need to be negotiated as part of the contract of works.

Preliminary advice received from a publishing company and from another council who have produced a similar Sesquicentenary publication, is that a book of this size and scope is anticipated to take 18 months to produce, therefore be completed by mid – late 2022.

It is estimated that funding of approximately \$75,000 would be required to cover research, author fees, publishing, and production for a book of this nature. Printing costs are considered separately, as the publisher generally recoups these costs through book sales. As \$40,000 has been allocated in 2021-22 financial year, additional funding of \$35,000 would be required.

#### Option Two – 1971 Onwards (50 Years)

The second option is to proceed with a book that only covers the history of Unley from 1971 onward (50 years), leading on from the **History of Unley 1871 – 1971**. However, based on advice received, this is likely to be at a similar cost to the comprehensive publication as outlined above, due to the same amount of research effort required as the first 100 years has been documented in *History of Unley 1871 – 1971* by G.B Payne and E Cosh.

#### Option Three – 2007 Onwards

An alternative option is to produce a smaller, less comprehensive book, which complements the existing publications and details the history of the City of Unley from **2007 to end of 2021**. This could be produced within the allocated \$40,000.

This alternative publication be a chronology of 2007 – 2021, featuring a year-by-year list of key activities/events with accompanying photos. An author would be engaged to research and source 50 facts per year from 2007 – 2021 and source four images per year and include captioning, referencing and stories. Initial cost estimates are that a publication of this nature could be delivered in the \$40,000 budget, with the aim to have this produced by mid-late 2022.

A copy of all 3 existing publications and the *Colonial Settlers on the River Torrens* publication undertaken as part of City of Campbelltown's Sesquicentenary celebrations (as an example of option 1) have been available in the Elected Member's room for reference ahead of the meeting.

## 6. **ANALYSIS OF OPTIONS**

### Option 1

#### That:

1. The report be received and the update of Sesquicentenary activities be noted.
2. The production of a comprehensive publication documenting the City of Unley's history for the period 1871 – 2021 be endorsed.
3. An additional of funding allocation of \$35,000 be considered as part of 2021-22 Budget Review 2 in February 2022.

This option enables the production of a comprehensive, high quality book that documents the history of Unley to mark the Sesquicentenary of the City of Unley.

Should Council choose to endorse Option 1, an additional \$35,000 would be required in the 2021-22 annual budget. This increase would be considered by Council in February 2022 as part of Budget Review 2.

It's worthwhile noting that this will form part of Council's budget carry forward process in July 2022.

### Option 2

#### That:

1. The report be received and the update of Sesquicentenary activities be noted.
2. The production of a comprehensive publication documenting the City of Unley's history for the period 1971 – 2021 be endorsed.
3. An additional of funding allocation of \$35,000 be considered as part of 2020-21 Budget Review 2 in February 2022.

This option enables the production of a comprehensive book that documents the last 50 years of history of Unley from 1971 - 2021 to mark the Sesquicentenary of the City of Unley. This option follows on from the existing publication, *History of Unley 1871 – 1971 by G.B Payne and E Cosh*.

Should Council choose to endorse Option 2, an additional \$35,000 would be required in the 2021-22 annual budget. This increase would be considered by Council in February 2022 as part of Budget Review 2, and again will be subject to Council's budget carry forward process in July 2022.

### Option 3

That:

1. The report be received and the update of Sesquicentenary activities be noted.
2. The production of a publication, which complements existing historical publications, and details the history of the City of Unley from 2007 to the end of 2021 be endorsed.

This option enables the documentation and publication of the City of Unley history not currently documented (2007 to present day). This book would complement existing publications and ensure that there is a published formal record of the 150 years of the City of Unley's history.

Should Council choose to endorse Option 3, the cost could be met from the current budget allocations and the publication would be funded through the existing 2021-22 budget.

### Option 4

That:

1. The report be received and the update of Sesquicentenary activities be noted.
2. The production of a book to capture the history of the City of Unley does not form part of the initiatives undertaken to pay tribute to the Sesquicentenary of the City of Unley in 2021.
3. The \$40,000 notionally allocated for the production of the 'Sesquicentenary publication' within the overall Sesquicentenary Celebrations budget be returned to Council's operating surplus.

This option would result in no further work occurring in relation to the development and publication of a book to capture the history of the City of Unley.

Should Council choose to endorse Option 4, the \$40,000 currently allocated for the production of a history book would be reallocated to Council's operating surplus and the repayment of Council's borrowings in the 2021-22 Quarter 2 Budget Review.

**7. RECOMMENDED OPTION**

The matter is for Council to determine.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

- \$40,000 forms part of the allocated funding included in the 2021-22 annual budget as an operating project to produce a Sesquicentenary publication.
- Should Council choose to increase the funding allocation to produce the publication this will decrease the current forecast operating surplus.
- If funding is reallocated from another project, the forecast operating surplus for 2021-22 will remain the same.

**8.2 Legislative/Risk Management**

Nil

**8.3 Staffing/Work Plans**

- All options presented can be delivered within existing resources.

**8.4 Climate/Environmental Impact**

Nil

**8.5 Social/Economic**

Nil

**8.6 Stakeholder Engagement**

Nil

**9. REPORT CONSULTATION**

<b>Name</b>	<b>Title</b>
Alex Brown	Manager Finance and Procurement
Kathryn Goldy	Acting Executive Manager Office of the CEO
Rebecca Cox	Manager Community and Cultural Centres
Karen Paris	Museum Curator
Kathryn McClintock	Events Coordinator

**10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Megan Berghuis	General Manager, City Services

## DECISION REPORT

<b>REPORT TITLE:</b>	2020-21 GENERAL PURPOSE FINANCIAL STATEMENTS
<b>ITEM NUMBER:</b>	4.4
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	MORGAN KRIS
<b>JOB TITLE:</b>	TEAM LEADER - FINANCIAL ACCOUNTING
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. 2020-21 GENERAL PURPOSE FINANCIAL STATEMENTS</li><li>2. 2020-21 FINANCIAL RESULTS COMPARED TO BUDGET</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The City of Unley's 2020-21 General Purpose Financial Statements have now been prepared and audited by Council's external auditors, Galpins. The auditors have provided an unqualified report advising that Council's financial position and financial performance for the reporting period ending 30 June 2021 present fairly in all material respects.

The statements were considered by the Council's Audit Committee on 27 October 2021, where it was resolved that they be presented to Council for endorsement.

Following Council endorsement, a copy of the statements will be forwarded to the Minister for Local Government and the South Australian Local Government Grants Commission in line with legislative requirements.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The Audited 2020-21 General Purpose Financial Statements contained in Attachment 1 to this report (Item 4.4, Council Meeting 22/11/2021) be adopted.
  3. The Audited 2020-21 Financial Results compared to Budget contained in Attachment 2 to this report (Item 4.4, Council Meeting 22/11/2021) be noted.
-

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

#### 4. Civic Leadership

4.1 We have strong leadership and governance.

### **4. BACKGROUND**

The 2020-21 General Purpose Financial Statements have now been prepared and are attached for members consideration. They have been prepared in accordance with the Australian Accounting Standards and the SA Local Government Model Financial Statements as prescribed in the *Local Government (Financial Management) Regulations 2011*. A copy of the Financial Statements is provided as Attachment 1.

*Attachment 1*

The financial statements were considered by the Audit Committee at its meeting held on 27 October 2021. The Audit Committee resolved that the financial statements present fairly the state of affairs of Council and that they be signed and presented to Council.

This report also includes the Audited 2020-21 Financial Results compared to Budget Report which is required by legislation to be presented by Council by no later than 31 December of the relevant year.

*Attachment 2*

### **5. DISCUSSION**

In accordance with the *Local Government (Financial Management) Regulations 2011*, the:

- Audit Committee resolved that the financial statements present fairly the state of affairs of Council;
- Council's Certificate of Auditor Independence has been certified by the Chief Executive Officer and Mr David Powell, the Presiding Member of the Audit Committee;
- Financial statements have subsequently been certified by the Mayor and the Chief Executive Officer; and
- Audit Reports have been signed by the external auditor, Mr Tim Muhlhausler of Galpins; and
- Audited 2020-21 Financial Results compared to Budget Report has been provided with the financial statements.

The following summary is made in relation to the General Purpose Financial Statements.

## 5.1 Statement of Comprehensive Income

The Statement of Comprehensive Income shows a net operating surplus (including Centennial Park Cemetery Authority and the Brown Hill Keswick Creek Stormwater Project) of \$3.4M for 2020-21 compared with \$3.7M in the previous year.

Statement of Comprehensive Income	2020-21	2019-20	Movement
	\$000s	\$000s	\$000s
<b>Council Operating Surplus</b>	<b>3,663</b>	<b>3,982</b>	(319)
Centennial Park Net loss	(204)	(225)	(21)
Brown Hill Keswick Creek Net loss	(10)	(9)	(1)
<b>Net Operating Surplus</b>	<b>3,449</b>	<b>3,748</b>	<b>(299)</b>
<b>Net Surplus</b>	<b>4,154</b>	<b>7,160</b>	<b>(3,006)</b>
Other Comprehensive Income	13,324	5,972	7,352
Total Comprehensive Income	17,478	13,132	4,346

As shown in the table above, Council's overall Net Operating Surplus has decreased from the previous year by \$299K. This decrease is due to the items explained below:

For the reporting period Council's operating income decreased by \$167K or 0.3% whilst expenditure increased by \$132K or 0.2%. Other than the change in timing of the Financial Assistance Grant, other key movements for 2020-21 include:

### Income:

- Rate revenue has reduced marginally by \$24K and in line with expectations; reflecting the council's decision not to increase general rates by a CPI of 2.4% (refer Note 2a in the Financial Statements).
- Other Grants, Subsidies and Contributions has increased marginally by \$136k, and this is attributable to the receipt of grants in 2020-21 for the LRCI program Grant as part of the Australian Government's wider economic response to COVID-19, \$462K and Daily Moves Program Funding of \$297K not replicated in 2020-21.
- Reimbursements have decreased by \$218K. This is due to a \$215K refund of power expenses from SA Power Network received in 2019-20 that was not replicated in 2020-21. 'Other' reimbursement was \$47K due to a wage reimbursement relating to Resilient East Coordinator partially offset by reimbursements received for Events Operating projects \$20K and Waste Management \$20K due to COVID-19 resulting in lesser outdoor events and waste services required.



- Other Income has decreased by \$178K for 2020-21. This is due to the waiving of the liability Guarantee Fee for Centennial Park Cemetery Authority from July 2020 to Dec 2020, \$160K. A reduction in Worker Compensation Rebate \$83K due to a one-off recovery of reimbursement claims \$130K in 2019-20 not replicated in 2020-21. The increase in artist exhibition openings, \$30K and increase in Commonwealth Home Support Programme client contributions \$29K partially offsets the loss in income.

**Expenditure:**

- Employee costs increased by \$906K (or 5.5%). The current Enterprise Agreement increase represents \$453K and the remaining is due to the filling of several vacant positions that existed in 2019-20. These positions include Part-Time, Full-time, Contract roles and variations of employee FTE hours (increase or decrease).

- Materials, Contracts, and other expenses decreased by \$1.2M over the year. Two key drivers were:

Contracts \$720K: The impact of COVID-19 pandemic and operational activities was reflected in the following areas:

- Temporary staff reduced by \$357K due to vacancies being filled in the City Development area.
- Temporary staff reduced by \$261K due to vacancies being filled in the Business Support and Improvement Area.
- Community related events reduced by \$160K.
- Training and Catering were reduced by \$70K.
- These were partially offset by an offset by an increase in Cleaning costs of \$145K.

Maintenance Contracts \$476K: Expenditure reduced across several cost centres in Assets and Operations including:

- Reduction in asset maintenance, \$207K across the asset categories partly offset by higher Street Tree Maintenance, Kerb & Water table Maintenance and Road Maintenance costs.
- Net reduction in Waste Management \$125K.
- Reduction in Property Maintenance \$75K.

- An increase in the cost of depreciation, \$534K reflecting the capitalisation of King William Road Streetscape project in late 2019-20. The following asset categories attributed to the increase in depreciation:

- Other Assets \$205K.
- Traffic & Lighting \$138K.
- Pathways \$111K.
- Roads, Lanes, Kerb & Water table, \$83K.

- A decrease in finance costs of \$84K has occurred because of Council paying down its cash advance facility during the year. Further, the Weighted Average interest rate on the loans has decreased from 2.2% to 1.69%.

## 5.2 Statement of Financial Position

The Statement of Financial Position discloses the total assets, liabilities, and Council Equity at the end of the reporting period. As at 30 June 2021 Council held net assets totalling \$546M, compared with \$528M for the previous year, representing an increase of \$18.0M.

Statement of Financial Position	2020-21	2019-20	Movement
	\$'000	\$'000	\$'000
Total Assets	566,114	552,231	13,883
Total Liabilities	20,088	23,966	(4,262)
<b>Net Assets</b>	<b>546,026</b>	<b>528,265</b>	<b>17,761</b>

The material movements in Council's Statement of Financial Position are summarised as follows:

### Assets:

- Council experienced a decrease in its year-end balance for current assets totalling \$622K. There were only minor movements in Cash & Cash equivalent assets and Other Financial Assets. However, Trade and other receivables reduced by \$0.5M over the year, primarily due to the delay in payments of rates arising from financial pressures and uncertainties on our community in the first wave of COVID-19. Further, as part of this unexpected business environment, Council also provided a rates waiver of \$0.48M.
- An increase of \$3.1M in equity accounted joint venture assets was recorded for the period. This is represented by the following equity increases:
  - \$3.3M from the Brown Hill Keswick Creek Stormwater Project who recognised (a) \$1.18M in additional capital contributions from owner councils, (b) \$2.07M in capital funding/grants from Stormwater Management Authority, NRM Water Sustainability Grant, Gifted infrastructure from Glenside Park, \$279K upward revaluation relating to infrastructure/Land improvements; and
  - A net decrease of \$186K from the Centennial Park Cemetery Authority who recognised equity adjustments due to the adoption of Accounting Standards AASB15, AASB16 and AASB1058 dealing with revenue and lease transactions.
- An increase of \$11.4M in Infrastructure, Property, Plant and Equipment assets reflects the increase in capital expenditure, particularly for projects such as the Goodwood Oval facilities upgrade, Wilberforce Walk shared use path, LED Street Lighting, Duthy Street roadworks, and capital replacement related projects (Roads, Kerbs, Watertable, Reserves, Drains etc) and investment in major plant.

### **Liabilities:**

- A decrease of \$1.2M in Trade and Other Payables related to decrease in outstanding creditors (purchased goods and services) and payments received in advance; and
- Council borrowings decreased by \$2.8M to \$11.9M for the year ending 30 June 2021. This reflects Council reducing the balance on its cash advance facility during the year.

### **5.3 Statement of Cash Flows**

Council generated \$12.9M from its Operating Activities during the financial year compared to \$5.8M during 2019-20. Details of how this reconciles with the net surplus and changes in net assets are shown in Note 11 of the Financial Statements.

During the year, Council spent \$11.3M on the construction and purchase of assets compared to \$23.2M in 2019-20. (refer Note 7a of the Financial Statements).

Council repaid borrowings by \$2.8M during the year. Further, there is an increase in net operating cash flow and a decrease in investing cash flow position.

As a result, the Cash Flow Statement shows a decrease in cash held of \$63K in 2020-21 compared to a decrease of \$1.1M in 2019-20.

### **5.4 Financial Key Performance Indicators**

The key financial indicators are summarised and discussed below and are also included as Note 15 Financial Indicators of the Financial Statements.

Financial Indicators	2020-21	2019-20	Adopted Target
	\$'000	\$'000	
Operating Surplus	3,449	3,748	
Adjusted Operating Surplus Ratio*	6.9%	7.4%	5%
Net Financial Liabilities Ratio	33%	40%	<80%
Asset Renewal Funding Ratio (#Refer to Note below)	83%	135%	100% over 10 years

*\*The Adjusted Operating Surplus Ratio removes the distortion of Federal Government advance payments made in 2020-21.*

*#In 2019-20 this ratio was calculated using depreciation as the denominator pending completion of the Asset Management Plan. In 2020-21 recommended renewal expenditure based on the Asset Management Plans has been used as the denominator*

The Financial Indicators have been calculated in accordance with Information Paper 9 – Local Government Financial Indicators, prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

Council's Operating Surplus Ratio and Net Financial Liabilities Ratio continue to perform better than Council's adopted targets whilst the Asset Renewal Funding Ratio on average performed lower than the Council adopted target for 2020-21. This is due to the net expenditure on capital renewal being lower than originally forecasted. The movement of carry forwards out for the 2020-21 financial year were \$891K, and net savings of \$336K. Combined, these were relative to 16% of the proposed expenditure, \$7,593K in the Asset Management Plans. These results suggest that Council has positioned itself to remain financially sustainable. Notwithstanding this result, Council will continue to review and monitor future financial results and its financial position in conjunction with its Long-Term Financial Plan (LTFP).

### **5.5 End of Year Result Compared to Budget**

Council is required, pursuant to *Regulation 10 of the Local Government (Financial Management) Regulations 2011*, to consider a report showing the audited financial results of the Council for the Statement of Comprehensive Income, Statement of Financial Position and Financial Indicators, compared with the estimated financial results set out in the budget, presented in a manner consistent with the Model Financial Statements.

The Statement of Comprehensive Income, Statement of Financial Position and Financial Indicators and associated commentary for 2020-21, are shown as Attachment 2.

*Attachment 2*

### **5.6 Centennial Park Cemetery Authority Financial Statements**

A copy of the Centennial Park Cemetery Authority's (CPCA) financial statements for 2020-21 have been submitted as required and are included as part of the CPCA Annual Report, which is presented separately.

Their Statement of Comprehensive Income reflects a Net Operating Deficit of \$407K for the reporting period compared to a deficit of \$450K for the previous year. Council's share of this loss is \$204K or 50% and is reflected in the City of Unley's Statement of Comprehensive Income (refer table in Section 5.1).

The Statement of Financial Position reflects Net Assets of \$31.9M as at 30 June 2021. This represents a decrease of \$0.4M for the reporting period. The equity accounted value of CPCA reflected in the City of Unley's Statement of Financial Position is \$15.9M compared to \$16.2M for the previous year.

## **5.7 Brown Hill Keswick Creek Stormwater Project Financial Statements**

A copy of the Brown Hill Keswick Creek Stormwater Project (BHKC) financial statements for 2020-21 has been submitted as required and is included as part of the BHKC Annual Report, which is presented separately. The BHKC Board was established on 27 February 2018 by Gazettal, and is under the control of City of Adelaide, City of Burnside, City of Unley, City of Mitcham, and City of West Torrens.

The Statement of Comprehensive Income reflects a Net Operating Deficit of \$49K compared to a deficit of \$45K for the reporting year. Council's share of this result is \$10K or 20% and is reflected in the City of Unley's Statement of Comprehensive Income (refer table in Section 5.1).

The Statement of Financial Position reflects Net Assets of \$25.9M as at 30 June 2021. This represents an increase of \$15.7M for the reporting period which is reflective of the entity increasing its activities. Council's share of equity accounted value of BHKC reflected in the City of Unley's Statement of Financial Position is \$5.4M compared to \$2.1M for the previous year.

## **6. ANALYSIS OF OPTIONS**

Option 1 –

That:

1. The report be received.
2. The Audited 2020-21 General Purpose Financial Statements contained in Attachment 1 to this report (Item 4.4, Council Meeting 22/11/2021) be adopted.
3. The Audited 2020-21 Financial Results compared to Budget contained in Attachment 2 to this report (Item 4.4, Council Meeting 22/11/2021) be noted.

The Audit Committee has reviewed the 2020-2021 General Purpose Statements and are satisfied that they present fairly the state of affairs of Council in accordance with the requirements of the *Local Government Act 1999*, the *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards.

Council is required to receive the General Purpose Financial Statements and pursuant to *Regulation 10 of the Local Government (Financial Management) Regulations 2011*, consider a report showing the audited financial results of the Council for the previous financial year compared with the estimated financial results set out in the 2020-21 budget presented in a manner consistent with the Model Financial Statements by 31 December 2021.

In accordance with legislation, a copy of the financial statements will be sent by Council to the Minister for Local Government and the SA Local Government Grants Commission by 30 November 2020.

There are no further options proposed.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

- Council must, on or before 30 November, submit a signed copy of the audited financial statements of Council to the Minister for Local Government and the Presiding Member of the South Australian Local Government Grants Commission.
- Council must also consider a report showing the audited financial results of the Council compared with the estimated financial results set out in the budget, by no later than 31 December of each year.

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

Nil

### **8.3 Staffing/Work Plans**

Nil

### **8.4 Climate/Environmental Impact**

Nil

### **8.5 Social/Economic**

Nil

### **8.6 Stakeholder Engagement**

Nil

## **9. REPORT CONSULTATION**

There has been considerable consultation with Council's external auditors, Galpins, in the preparation of the General Purpose Financial Statements.

## **10. REPORT AUTHORISERS**

<b>Name</b>	<b>Title</b>
Nicola Tinning	General Manager, Business Support & Improvement

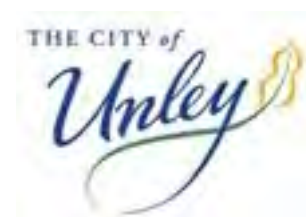
# City of Unley

## GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2021

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



# General Purpose Financial Statements

for the year ended 30 June 2021

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## General Purpose Financial Statements

for the year ended 30 June 2021

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### Certification of Financial Statements

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

**In our opinion:**

- the accompanying financial statements comply with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2021 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.

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Peter Tsokas  
Chief Executive Officer

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Michael Hewitson  
Mayor

Date : 22 November 2021

## Statement of Comprehensive Income

for the year ended 30 June 2021

\$ '000	Notes	2021	2020
<b>Income</b>			
Rates	2a	42,313	42,337
Statutory Charges	2b	1,653	1,577
User Charges	2c	1,666	1,615
Grants, Subsidies and Contributions	2g	3,493	3,357
Investment Income	2d	41	51
Reimbursements	2e	374	592
Other income	2f	741	919
<b>Total Income</b>		<u>50,281</u>	<u>50,448</u>
<b>Expenses</b>			
Employee costs	3a	17,459	16,553
Materials, Contracts and Other Expenses	3b	18,972	20,175
Depreciation, Amortisation and Impairment	3c	9,898	9,364
Finance Costs	3d	289	373
Net loss - Equity Accounted Council Businesses	19(a)	214	235
<b>Total Expenses</b>		<u>46,832</u>	<u>46,700</u>
<b>Operating Surplus / (Deficit)</b>		<u>3,449</u>	<u>3,748</u>
Asset Disposal & Fair Value Adjustments	4	(803)	(1,448)
Amounts Received Specifically for New or Upgraded Assets	2g	1,868	4,860
<b>Net Surplus / (Deficit)</b>		<u>4,514</u>	<u>7,160</u>
<b>Other Comprehensive Income</b>			
<b>Amounts which will not be reclassified subsequently to operating result</b>			
Changes in Revaluation Surplus - I,PP&E	9a	11,196	6,520
Share of Other Comprehensive Income - Equity Accounted Council Businesses	19	2,128	(548)
<b>Total Amounts which will not be reclassified subsequently to operating result</b>		<u>13,324</u>	<u>5,972</u>
<b>Total Other Comprehensive Income</b>		<u>13,324</u>	<u>5,972</u>
<b>Total Comprehensive Income</b>		<u>17,838</u>	<u>13,132</u>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

## Statement of Financial Position

as at 30 June 2021

\$ '000	Notes	2021	2020
<b>ASSETS</b>			
<b>Current assets</b>			
Cash & Cash Equivalent Assets	5a	1,616	1,679
Trade & Other Receivables	5b	1,699	2,204
Other Financial Assets	5c	15	69
<b>Total current assets</b>		<b>3,330</b>	<b>3,952</b>
<b>Non-current assets</b>			
Financial Assets	6a	–	7
Equity Accounted Investments in Council Businesses	6b	21,435	18,314
Infrastructure, Property, Plant & Equipment	7a(i)	541,349	529,958
<b>Total non-current assets</b>		<b>562,784</b>	<b>548,279</b>
<b>TOTAL ASSETS</b>		<b>566,114</b>	<b>552,231</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	8a	3,569	4,864
Borrowings	8b	256	246
Provisions	8c	4,318	3,946
<b>Total Current Liabilities</b>		<b>8,143</b>	<b>9,056</b>
<b>Non-Current Liabilities</b>			
Borrowings	8b	11,673	14,482
Provisions	8c	272	428
<b>Total Non-Current Liabilities</b>		<b>11,945</b>	<b>14,910</b>
<b>TOTAL LIABILITIES</b>		<b>20,088</b>	<b>23,966</b>
<b>Net Assets</b>		<b>546,026</b>	<b>528,265</b>
<b>EQUITY</b>			
Accumulated surplus		162,422	155,804
Asset revaluation reserves	9a	383,427	372,231
Other reserves	9b	177	230
<b>Total Council Equity</b>		<b>546,026</b>	<b>528,265</b>
<b>Total Equity</b>		<b>546,026</b>	<b>528,265</b>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

## Statement of Changes in Equity

for the year ended 30 June 2021

\$ '000	Notes	Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
<b>2021</b>					
Balance at the end of previous reporting period		155,804	372,231	230	528,265
Adjustments (Correction of Prior Period Errors)	24a	(47)	–	–	(47)
<b>Restated opening balance</b>		<b>155,757</b>	<b>372,231</b>	<b>230</b>	<b>528,218</b>
Net Surplus / (Deficit) for Year		4,514	–	–	4,514
<b>Other Comprehensive Income</b>					
- Gain (loss) on revaluation of IPP&E	7a	–	11,196	–	11,196
- Share of OCI - Equity Accounted Council Businesses		2,128	–	–	2,128
- Other Equity Adjustments - Equity Accounted Council Businesses	19	23	–	–	23
- Other Movements - Carpark and tree funds		–	–	(53)	(53)
<b>Other comprehensive income</b>		<b>2,151</b>	<b>11,196</b>	<b>(53)</b>	<b>13,294</b>
<b>Total comprehensive income</b>		<b>6,665</b>	<b>11,196</b>	<b>(53)</b>	<b>17,808</b>
<b>Balance at the end of period</b>		<b>162,422</b>	<b>383,427</b>	<b>177</b>	<b>546,026</b>
<b>2020</b>					
Balance at the end of previous reporting period		147,002	365,711	256	512,969
Adjustments (Correction of Prior Period Errors)	24a	877	–	–	877
<b>Restated opening balance</b>		<b>147,879</b>	<b>365,711</b>	<b>256</b>	<b>513,846</b>
Net Surplus / (Deficit) for Year		7,160	–	–	7,160
<b>Other Comprehensive Income</b>					
- Gain (loss) on revaluation of IPP&E	7a	–	6,520	–	6,520
- Share of OCI - Equity Accounted Council Businesses		(548)	–	–	(548)
- Other Equity Adjustments - Equity Accounted Council Businesses	19	1,313	–	–	1,313
- Other Movements - Carpark and tree funds		–	–	(26)	(26)
<b>Other comprehensive income</b>		<b>765</b>	<b>6,520</b>	<b>(26)</b>	<b>7,259</b>
<b>Total comprehensive income</b>		<b>7,925</b>	<b>6,520</b>	<b>(26)</b>	<b>14,419</b>
<b>Balance at the end of period</b>		<b>155,804</b>	<b>372,231</b>	<b>230</b>	<b>528,265</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

## Statement of Cash Flows

for the year ended 30 June 2021

\$ '000	Notes	2021	2020
<b>Cash flows from operating activities</b>			
<u>Receipts</u>			
Operating Receipts		52,285	53,085
Investment Receipts		41	51
<u>Payments</u>			
Operating Payments to Suppliers and Employees		(39,074)	(47,010)
Finance Payments		(321)	(316)
<b>Net cash provided by (or used in) Operating Activities</b>	11b	<u>12,931</u>	<u>5,810</u>
<b>Cash flows from investing activities</b>			
Amounts Received Specifically for New/Upgraded Assets		1,868	4,860
Sale of Replaced Assets		372	214
Repayments of Loans by Community Groups		61	-
<u>Payments</u>			
Expenditure on Renewal/Replacement of Assets		(6,650)	(12,610)
Expenditure on New/Upgraded Assets		(4,665)	(10,655)
Loans Made to Community Groups		-	(68)
Capital contributed to Equity Accounted Council Businesses		(1,183)	(853)
<b>Net cash provided (or used in) investing activities</b>		<u>(10,197)</u>	<u>(19,112)</u>
<b>Cash flows from financing activities</b>			
<u>Receipts</u>			
Proceeds from Borrowings		-	12,221
Proceeds from Bonds & Deposits		2	-
<u>Payments</u>			
Repayment of Bonds & Deposits		-	(5)
Repayments of Borrowings		(2,799)	-
<b>Net Cash provided by (or used in) Financing Activities</b>		<u>(2,797)</u>	<u>12,216</u>
<b>Net Increase (Decrease) in Cash Held</b>		<u>(63)</u>	<u>(1,086)</u>
plus: Cash & Cash Equivalents at beginning of period		1,679	2,765
<b>Cash and cash equivalents held at end of period</b>	11a	<u>1,616</u>	<u>1,679</u>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

## Notes to and forming part of the Principal Financial Statements for the year ended 30 June 2021

### Contents of the Notes accompanying the General Purpose Financial Statements

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## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 1. Summary of Significant Accounting Policies

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

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

**(1) Basis of Preparation****1.1 Compliance with Australian Accounting Standards**

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

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011* dated 22rd Nov 2021

**1.2 Critical Accounting Estimates**

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

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

**1.3 Estimates and assumptions****1.4 Rounding**

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

**(2) The Local Government Reporting Entity**

The City of Unley is incorporated under the South Australian Local Government Act 1999 and has its principal place of business at 181 Unley Road, Unley. These consolidated financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

**(3) Income Recognition**

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

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

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

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

	Cash Payment Received	Annual Allocation	Difference
2018/19	\$1,808,917	\$1,430,009	+ \$378,908

continued on next page ...

## Notes to the Financial Statements

for the year ended 30 June 2021

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

2019/20	\$1,260,571	\$1,404,448	- \$143,887
2020/21	\$1,188,495	\$1,223,509	- \$35,014

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

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

**Construction Contracts**

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

For works undertaken on a fixed price contract basis, revenues are recognised over time using the input method, with costs incurred compared to total expected costs used as a measure of progress. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

**(4) Cash, Cash Equivalents and other Financial Instruments**

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

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

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

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

**(5) Infrastructure, Property, Plant & Equipment****5.1 Initial Recognition**

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

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

**5.2 Materiality**

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life.

Examples of capitalisation thresholds applied during the year are given below. No capitalisation threshold is applied to the acquisition of land or interests in land.

Buildings	\$3,000
Drainage / Recycled Water	\$3,000
Roads, Lanes, Kerb & Watertable	\$3,000
Pathways	\$3,000
Traffic & Lighting	\$3,000

continued on next page ...



## Notes to the Financial Statements

for the year ended 30 June 2021

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

Bridges	\$3,000
Other Assets	\$3,000
Equipment, Furniture & Fittings - Other	\$3,000
Equipment, Furniture & Fittings - Computers	\$500

#### 5.3 Subsequent Recognition

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

#### 5.4 Depreciation of Non-Current Assets

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

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

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

Equipment, Furniture & Fittings	1 to 10 years
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#### *Building & Other Structures*

Buildings	50 years
Building Fit Outs	15 years

#### *Infrastructure*

Roads, Lanes, Kerb & Watertable	20 to 100 years
Pathways	20 to 50 years
Drainage / Recycled Water	5 to 100 years
Traffic and Lighting	5 to 20 years
Bridges	50 to 75 years
Other Assets	5 to 20 years

#### 5.5 Impairment

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

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

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

#### 5.6 Borrowing Costs

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

### (6) Payables

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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#### 6.1 Goods & Services

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

#### 6.2 Payments Received in Advance & Deposits

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

#### (7) Borrowings

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

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

#### (8) Employee Benefits

##### 8.1 Salaries, Wages & Compensated Absences

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

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

Weighted avg. discount rate 0.73% (2020, 0.48%)

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

##### 8.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Statewide Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

#### (9) Leases

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. Note: For the FY 20/21, The council did not have any leases.

##### 9.1 Council as a lessee

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

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

The Council recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the commencement date less any lease incentives received and the estimate of costs to be incurred to restore the

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

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

#### ii) Lease Liabilities

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

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

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

#### (10) Equity Accounted Council Businesses

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

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

Council is party to an agreement with the cities of Burnside, Mitcham, West Torrens and the Corporation of the City of Adelaide in relation to the Brown Hill Keswick Creek Project which is accounted for under AASB 11 Joint Agreements as a joint operation. As such each party is responsible for its own direct costs, and joint assets, revenue and expenses are shared on the basis set out in the agreement and Stormwater Management Plan documentation. Council's share has been recognised in the Financial Statements by including its share of joint revenue and expenditure in the Statement of Comprehensive Income and Council's share of joint assets within the Statement of Financial Position. Further details are provided in Note 19.

#### (11) GST Implications

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

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

#### (12) New accounting standards and UIG interpretations

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

#### (13) COVID-19 Pandemic

The COVID-19 pandemic has impacted the 2020/21 financial results as it did with the 2019/20 financial year. This may impact on the comparability of some line items and amounts reported in this financial report.

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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

The impacts on the Council's financial performance are outlined below:

- A reduction in rate revenue of approximately (\$1.48M) due to Council's decision not to increase general rates by Adelaide CPI for March 2020 of 2.4% in light of the financial implications on the community arising from COVID-19 (\$1.00M) and the waiving of Council rates (\$0.48M);
- A reduction in user charges of approximately (\$260,000) primarily due to the implication of restrictions on the Unley Swimming Centre, the hire of Council venues, outdoor dining fees and parking ticket machine revenue. This revenue loss partially offset by a small, reduction in net operating expenses associated with managing these facilities, estimated to be approximately \$125,000.
- A reduction in the Liability Guarantee Fee from Centennial Park Cemetery Authority of approximately (\$160,000) due to the waiving of the Fee for 6 months from July 2020 to December 2020;
- Additional cleaning costs of (\$140,000) for proactive cleaning Council owned facilities; and
- A reduction in event costs of approximately \$100,000 due to the cancellation and scaling down of events.

Council estimates that the reduction in revenue and increase in expenditure resulted in a decrease of approximately (\$1.8M) in the 2020/21 net surplus.

It is expected that the restrictions arising from COVID-19 will continue to impact the financial results for the 2021/22 financial year. However, the impact is anticipated to be significantly reduced compared to 2021/22, and primarily relate to:

- reduced income from venue hire and outdoor dining fees,
- increased expenditure on cleaning, and
- reduced expenditure on events.

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

#### (14) Comparative Figures

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

#### (15) Disclaimer

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 2. Income

\$ '000	2021	2020
<b>(a) Rates</b>		
<b>General Rates</b>		
General Rates	41,531	41,498
Less: Mandatory Rebates	(900)	(915)
Less: Discretionary Rebates, Remissions & Write Offs	(110)	(108)
<b>Total General Rates</b>	<b>40,521</b>	<b>40,475</b>
<b>Other Rates (Including Service Charges)</b>		
Regional Landscape Levy	1,414	1,389
Separate & Special Rates	233	330
<b>Total Other Rates (Including Service Charges)</b>	<b>1,647</b>	<b>1,719</b>
<b>Other Charges</b>		
Penalties for Late Payment	124	97
Legal & Other Costs Recovered	21	46
<b>Total Other Charges</b>	<b>145</b>	<b>143</b>
<b>Total Rates</b>	<b>42,313</b>	<b>42,337</b>
<b>(b) Statutory Charges</b>		
Development Act Fees	495	381
Animal Registration Fees & Fines	183	173
Parking Fines / Expiation Fees	857	918
Environmental Control Fines	25	35
Search Fees	93	70
<b>Total Statutory Charges</b>	<b>1,653</b>	<b>1,577</b>
<b>(c) User Charges</b>		
Hall & Equipment Hire	116	158
Property Lease	560	441
Catering	33	32
Sales - Swimming Memberships	164	292
Parking Control	144	132
Swim School	156	168
Swimming User Groups	88	86
Swimming Centre Operations	193	125
Unley Community Centre	33	36
Other - User Charges across UCC	179	145
<b>Total User Charges</b>	<b>1,666</b>	<b>1,615</b>

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 2. Income (continued)

\$ '000	2021	2020
<b>(d) Investment Income</b>		
Interest on Investments		
- Local Government Finance Authority	41	51
<b><u>Total Investment Income</u></b>	<b><u>41</u></b>	<b><u>51</u></b>
<b>(e) Reimbursements</b>		
Corporate Activities	–	216
Depot	109	128
Parking Control	109	105
Strategic Projects	53	47
Events Operating Projects	18	38
Waste Management	2	22
Other	83	36
<b><u>Total Reimbursements</u></b>	<b><u>374</u></b>	<b><u>592</u></b>
<b>(f) Other income</b>		
Donations - General	14	22
Advertising - Other	97	79
Artisit - Exhibition Income	38	8
Contributions - CPCA Guarantee Fee	160	318
Contributions - Other	5	14
Community Services - Other	335	306
Book Club	1	2
Replacement Material	5	3
Workers Compensation Rebate	47	130
Insurance Claims Received	20	16
Fuel Tax Credits	16	17
CT Requests Fee	3	4
<b><u>Total Other income</u></b>	<b><u>741</u></b>	<b><u>919</u></b>

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 2. Income (continued)

\$ '000	2021	2020
<b>(g) Grants, Subsidies, Contributions</b>		
Amounts Received Specifically for New or Upgraded Assets	1,868	4,860
<b>Total Amounts Received Specifically for New or Upgraded Assets</b>	<b>1,868</b>	<b>4,860</b>
Other Grants, Subsidies and Contributions	3,493	3,357
<b>Total Other Grants, Subsidies and Contributions</b>	<b>3,493</b>	<b>3,357</b>
<b>Total Grants, Subsidies, Contributions</b>	<b>5,361</b>	<b>8,217</b>
The functions to which these grants relate are shown in Note 12.		
<b>(i) Sources of grants</b>		
Commonwealth Government	1,402	1,812
State Government	3,957	3,898
Other	2	2,507
<b>Total</b>	<b>5,361</b>	<b>8,217</b>

**(ii) Individually Significant Items**

Grant Commission (FAG) Grant Recognised as Income	648	683
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In June 2021 Council received payment for the 2021-22 Financial Assistance Grant (FAG).

As has been done in the previous years, these amounts are recognised as income upon receipt. Similarly in May 2020 the 2020-21 grant was paid and recognised as income in that year.

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 3. Expenses

\$ '000	Notes	2021	2020
<b>(a) Employee costs</b>			
Salaries and Wages		14,606	13,852
Employee Leave Expense		2,186	2,165
Superannuation - Defined Contribution Plan Contributions	18	1,526	1,473
Workers' Compensation Insurance		393	393
Less: Capitalised and Distributed Costs		(1,252)	(1,330)
<b>Total Operating Employee Costs</b>		<b>17,459</b>	<b>16,553</b>
Total Number of Employees (full time equivalent at end of reporting period)		173	168
<b>(b) Materials, Contracts and Other Expenses</b>			
<b>(i) Prescribed Expenses</b>			
Auditor's Remuneration			
- Current Year Audit Fees		23	34
Elected Members' Expenses		291	293
<b>Subtotal - Prescribed Expenses</b>		<b>314</b>	<b>327</b>
<b>(ii) Other Materials, Contracts and Expenses</b>			
Contracts		3,999	4,719
Maintenance Contracts		2,199	2,675
Legal Expenses		739	630
Levies Paid to Government - NRM levy		1,414	1,394
Parts, Accessories & Consumables		3,073	2,958
Insurance (Workers Compensation, Public Liability, Assets)		629	702
Brownhill Keswick Creek Contributions		94	74
Levies & Taxes		195	191
Other Contributions & Donations		96	61
Printing		21	37
Sitting Fees		36	32
Trader Associations Contributions		232	331
Valuation Fees (Property for Rating Purposes)		194	192
Electricity		721	753
Advertising		94	154
Bank Fees & Charges		105	105
Community Program Expenses		303	295
Economic Development Program Expenses		30	4
Community Grants & Sponsorship		250	411
Sundry Materials, Contract & Expenses		172	218
Waste Contract		4,062	3,912
<b>Subtotal - Other Material, Contracts &amp; Expenses</b>		<b>18,658</b>	<b>19,848</b>
<b>Total Materials, Contracts and Other Expenses</b>		<b>18,972</b>	<b>20,175</b>



## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 3. Expenses (continued)

\$ '000	2021	2020
<b>(c) Depreciation, Amortisation and Impairment</b>		
<b>(i) Depreciation and Amortisation</b>		
Infrastructure		
Stormwater Drainage / Recycled Water	1,188	1,173
Roads, Lanes, Kerb & Watertable	2,215	2,132
Pathways	1,417	1,306
Traffic & Lighting	323	185
Bridges	116	120
Equipment, Furniture & Fittings	1,646	1,681
Buildings - Level 2	1,413	1,392
Other Assets	1,580	1,375
<b>Subtotal</b>	<b>9,898</b>	<b>9,364</b>
<b>Total Depreciation, Amortisation and Impairment</b>	<b>9,898</b>	<b>9,364</b>
<b>(d) Finance Costs</b>		
Interest on Loans	289	373
<b>Total Finance Costs</b>	<b>289</b>	<b>373</b>

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

\$ '000	2021	2020
<b>Infrastructure, Property, Plant &amp; Equipment</b>		
<b>(i) Assets Renewed or Directly Replaced</b>		
Proceeds from Disposal	372	214
Less: Carrying Amount of Assets Sold	(1,175)	(1,662)
<b>Gain (Loss) on Disposal</b>	<b>(803)</b>	<b>(1,448)</b>
<b>Net Gain (Loss) on Disposal or Revaluation of Assets</b>	<b>(803)</b>	<b>(1,448)</b>

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 5. Current Assets

\$ '000	2021	2020
<b>(a) Cash &amp; Cash Equivalent Assets</b>		
Cash on Hand at Bank	23	16
Deposits at Call	1,593	1,663
<b><u>Total Cash &amp; Cash Equivalent Assets</u></b>	<b><u>1,616</u></b>	<b><u>1,679</u></b>
<b>(b) Trade &amp; Other Receivables</b>		
Rates - General & Other	619	1,207
Accrued Revenues	48	51
Debtors - General	661	843
Prepayments	371	103
<b><u>Subtotal</u></b>	<b><u>1,699</u></b>	<b><u>2,204</u></b>
<b><u>Total Trade &amp; Other Receivables</u></b>	<b><u>1,699</u></b>	<b><u>2,204</u></b>
<b>(c) Other Financial Assets</b>		
Loans to Community Organisations	15	69
<b><u>Total Other Financial Assets</u></b>	<b><u>15</u></b>	<b><u>69</u></b>

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 6. Non-Current Assets

\$ '000	2021	2020
<b>(a) Financial Assets</b>		
<b>Receivables</b>		
Loans to Community Organisations	–	7
<b>Subtotal</b>	<b>–</b>	<b>7</b>
<b>Total Receivables</b>	<b>–</b>	<b>7</b>
<b>Total Financial Assets</b>	<b>–</b>	<b>7</b>

\$ '000	Notes	2021	2020
<b>(b) Equity Accounted Investments in Council Businesses</b>			
Centennial Park Cemetery Authority	19	15,995	16,180
Brown Hill Keswick Creek Board		5,440	2,134
<b>Total Equity Accounted Investments in Council Businesses</b>		<b>21,435</b>	<b>18,314</b>

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

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

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

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 7. Infrastructure, Property, Plant &amp; Equipment &amp; Investment Property

## (a(i)) Infrastructure, Property, Plant &amp; Equipment

	Fair Value Level	as at 30/06/20				Asset movements during the reporting period								as at 30/06/21			
		At Fair Value	At Cost	Accumulated Depreciation	Carrying amount	Asset Additions New / Upgrade	Asset Additions Renewals	WDV of Asset Disposals	Depreciation Expense (Note 3c)	WIP Transfers	Adjustments & Transfers	Reversal of prior period Revaluation Decrements to the P&L (Note 4)	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated Depreciation	Carrying amount
Capital Work in Progress		–	5,673	–	5,673	–	–	–	–	(1,324)	–	–	–	–	4,349	–	4,349
Stormwater Drainage / Recycled Water	3	92,570	3,144	(43,041)	52,673	–	658	–	(1,188)	–	–	–	8,293	101,190	1,430	(42,184)	60,436
Roads, Lanes, Kerb & Watertable	3	186,880	4,469	(42,434)	148,915	–	3,300	(648)	(2,215)	–	–	–	–	185,395	7,769	(43,812)	149,352
Pathways	3	54,440	714	(12,007)	43,147	340	433	(95)	(1,417)	30	–	–	–	55,114	714	(13,390)	42,438
Traffic & Lighting	3	5,565	3,601	(1,920)	7,246	959	47	–	(323)	(120)	–	–	–	5,565	4,488	(2,244)	7,809
Bridges	3	9,388	16	(6,166)	3,238	–	12	–	(116)	–	–	–	2,903	11,899	–	(5,862)	6,037
Other Assets	3	10,172	12,599	(8,618)	14,153	144	508	(8)	(1,580)	(27)	–	–	–	10,097	13,223	(10,130)	13,190
Equipment, Furniture & Fittings		–	19,212	(11,215)	7,997	51	886	(386)	(1,646)	–	(47)	–	–	–	18,796	(11,941)	6,855
Land	2	48,140	1,415	–	49,555	–	–	–	–	–	–	–	–	48,140	1,415	–	49,555
Land	3	169,091	–	–	169,091	749	28	–	–	–	–	–	–	169,091	777	–	169,868
Buildings	2	54,970	1,721	(48,394)	8,297	–	228	–	(484)	–	–	–	–	25,892	1,996	(19,800)	8,088
Buildings	3	19,973	–	–	19,973	2,422	550	(38)	(929)	1,441	–	–	–	46,572	4,413	(27,613)	23,372
Recycled Water	3	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
<b>Total Infrastructure, Property, Plant &amp; Equipment</b>		<b>651,189</b>	<b>52,564</b>	<b>(173,795)</b>	<b>529,958</b>	<b>4,665</b>	<b>6,650</b>	<b>(1,175)</b>	<b>(9,898)</b>	<b>–</b>	<b>(47)</b>	<b>–</b>	<b>11,196</b>	<b>658,955</b>	<b>59,370</b>	<b>(176,976)</b>	<b>541,349</b>
Comparatives		650,020	43,131	(182,870)	510,281	10,655	12,610	(1,662)	(9,364)	–	918	(2,082)	8,602	651,189	52,564	(173,795)	529,958

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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#### (b) Valuation of Infrastructure, Property, Plant & Equipment & Investment Property

##### Valuation of Assets

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

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

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

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

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

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

##### Information on Valuations

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

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

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

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

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

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

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

##### Other Information

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

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 7. Infrastructure, Property, Plant &amp; Equipment &amp; Investment Property (continued)

**Other Information - Fair Value Level Classification**

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

**Other Information - City of Unley's Tree Strategy**

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

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

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

The financial life of a tree is defined with two major events that bookend its existence: (a) The costs of purchasing, planting and establishing and (b) the cost of removing the tree at the end of its life. Further implications of an increased urban forest will be realised insofar as Council's operational costs with respect to tree removal, pest and disease control, tree watering, street sweeping, civil infrastructure repairs associated with root growth, as some examples.

In the short to mid term, CoU will continue to support and invest in the Tree strategy until there is maturity in this space to ensure a consistent, reliable financial asset treatment that is uniform across councils.

**Highest and best use**

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

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

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

**Land & Land Improvements**

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

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

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

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

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

**Buildings : Market Approach**

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

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

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 7. Infrastructure, Property, Plant &amp; Equipment &amp; Investment Property (continued)

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

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

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

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

**Buildings & Other Structures**

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

**Infrastructure***Roads, Kerb and Gutter, Footpaths*

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

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

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

*Drainage / Recycled Water (Stormwater Drains, Creeks, Managed Aquifer Recharge Scheme)*

- Date of valuation: 30 June 2021
- Valuer: Public Private Property
- Basis of valuation: Level 3, please refer to summary table below
- All acquisitions made after the valuation date are recorded at cost.

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

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

*Bridges*

- Date of valuation: 30 June 2021
- Valuer: Wallbridge Gilbert Aztec
- Basis of valuation: Level 3, please refer to summary table below

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

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 7. Infrastructure, Property, Plant &amp; Equipment &amp; Investment Property (continued)

- All acquisitions made after the valuation date are recorded at cost.

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

Asset Type	Valuation Technique
Infrastructure <ul style="list-style-type: none"> <li>• Pathways</li> <li>• Other Assets</li> </ul>	Depreciated Replacement Cost (DRC) being the current replacement cost on an asset less, where applicable, accumulated depreciation calculated on the basis of such costs to reflect the already consumed or expired future economic benefits of the assets.
Infrastructure <ul style="list-style-type: none"> <li>• Bridges</li> </ul>	Current Replacement Cost (CRC) of the infrastructure asset minus any accumulated depreciation and impairment losses. Field inspections provided certainty of the type and condition of the assets. However, due to lack of information on bridge replacement costs at the time of valuation factored have been applied to industry rates to provide the replacement cost based on the professional judgement and experience of the Tonkin Consulting engineers.
Infrastructure <ul style="list-style-type: none"> <li>• Bridges</li> </ul>	Current Replacement Cost (CRC) of the infrastructure asset minus any accumulated depreciation and impairment losses. The valuation of assets were based on rates provided by the 2014 Rawlinson's handbook and rates obtained from Humes.



## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 8. Liabilities

\$ '000	2021 Current	2021 Non Current	2020 Current	2020 Non Current
<b>(a) Trade and Other Payables</b>				
Goods & Services	2,479	–	2,664	–
Payments Received in Advance	72	–	1,509	–
Accrued Expenses - Employee Entitlements	370	–	209	–
Accrued Expenses - Finance Costs	67	–	99	–
Accrued Expenses - Other	575	–	379	–
Deposits, Retentions & Bonds	6	–	4	–
<b><u>TOTAL Trade and Other Payables</u></b>	<b><u>3,569</u></b>	<b><u>–</u></b>	<b><u>4,864</u></b>	<b><u>–</u></b>
<b>(b) Borrowings</b>				
Loans	256	11,673	246	14,482
<b><u>TOTAL Borrowings</u></b>	<b><u>256</u></b>	<b><u>11,673</u></b>	<b><u>246</u></b>	<b><u>14,482</u></b>
All interest bearing liabilities are secured over the future revenues of the Council				
<b>(c) Provisions</b>				
Employee Entitlements (including oncosts)	4,318	272	3,946	428
<b><u>TOTAL Provisions</u></b>	<b><u>4,318</u></b>	<b><u>272</u></b>	<b><u>3,946</u></b>	<b><u>428</u></b>

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 9. Reserves

\$ '000	as at 30/06/20		Transfers	Impairments	as at 30/06/21	
	Opening Balance	Increments (Decrements)			Closing Balance	
<b>(a) Asset Revaluation Reserve</b>						
Infrastructure						
Stormwater Drainage	22,607	8,293	–	–		30,900
Roads, Lanes, Kerb & Watertable	76,957	–	–	–		76,957
Pathways	26,270	–	–	–		26,270
Traffic & Lighting	598	–	–	–		598
Bridges	2,453	2,903	–	–		5,356
Land	205,475	–	–	–		205,475
Buildings	25,616	–	–	–		25,616
Other Assets	583	–	–	–		583
JV's / Associates - Other Comprehensive Income	11,672	–	–	–		11,672
<b>Total Asset Revaluation Reserve</b>	<b>372,231</b>	<b>11,196</b>	<b>–</b>	<b>–</b>		<b>383,427</b>
Comparatives	365,711	6,520	–	–		372,231

\$ '000	as at 30/06/20		Tfrs to Reserve	Tfrs from Reserve	Other Movements	as at 30/06/21	
	Opening Balance					Closing Balance	
<b>(b) Other Reserves</b>							
Carpark Contribution Fund	129	–	–	–	–		129
Urban Tree Fund	33	6	(2)	–	–		37
Street Tree Amenity Fund	68	17	(74)	–	–		11
<b>Total Other Reserves</b>	<b>230</b>	<b>23</b>	<b>(76)</b>	<b>–</b>	<b>–</b>		<b>177</b>
Comparatives	256	(26)	–	–	–		230

## PURPOSES OF RESERVES

**Asset Revaluation Reserves**

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

## Note 10. Assets Subject to Restrictions

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2021	2020
<b>(a) Reconciliation of Cash</b>			
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:			
Total Cash & Equivalent Assets	5	1,616	1,679
<b>Balances per Statement of Cash Flows</b>		<b>1,616</b>	<b>1,679</b>
<b>(b) Reconciliation of Change in Net Assets to Cash from Operating Activities</b>			
<b>Net Surplus/(Deficit)</b>		4,514	7,160
<b>Non-Cash Items in Income Statements</b>			
Depreciation, Amortisation & Impairment		9,898	9,364
Equity Movements in Equity Accounted Investments (Increase)/Decrease		214	235
Grants for capital acquisitions treated as Investing Activity		(1,868)	(4,860)
Net (Gain) Loss on Disposals		803	1,448
Other		(54)	(69)
		<b>13,507</b>	<b>13,278</b>
<b>Add (Less): Changes in Net Current Assets</b>			
Net (Increase)/Decrease in Receivables		505	477
Net Increase/(Decrease) in Trade & Other Payables		(1,297)	(8,232)
Net Increase/(Decrease) in Unpaid Employee Benefits		216	287
<b>Net Cash provided by (or used in) operations</b>		<b>12,931</b>	<b>5,810</b>

**(c) Financing Arrangements**

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

Bank Overdrafts	500	500
Corporate Credit Cards	250	231
LGFA Cash Advance Debenture Facility	20,000	14,900

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 12(a). Functions

Income, Expenses and Assets have been directly attributed to the following Functions / Activities.  
Details of these Functions/Activities are provided in Note 12(b).

\$ '000	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020
<b>Functions/Activities</b>										
Business Undertakings	–	–	–	–	–	–	–	–	–	(468)
Office of the CEO	230	413	2,438	2,824	(2,208)	(2,411)	–	–	21,435	18,313
City Development	2,233	2,064	24,391	23,957	(22,158)	(21,893)	1,256	797	318,484	307,335
Business Support & Improvement	43,107	43,340	8,750	8,270	34,357	35,070	804	844	6,078	7,647
City Services	4,449	4,632	11,039	11,411	(6,590)	(6,779)	1,433	1,716	220,117	219,404
<b>Total Functions/Activities</b>	<b>50,019</b>	<b>50,449</b>	<b>46,618</b>	<b>46,462</b>	<b>3,401</b>	<b>3,987</b>	<b>3,493</b>	<b>3,357</b>	<b>566,114</b>	<b>552,231</b>

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 12(b). Components of Functions

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The activities relating to Council functions are as follows:

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

Governance, Marketing & Communications, Office of the CEO, Strategic Projects

#### **CITY DEVELOPMENT**

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

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

Business Support & Improvement Management, Business Systems & Solutions, Corporate Activities, People & Culture, Finance & Procurement, Risk, Human Resources, WHS

#### **CITY SERVICES**

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 13. Financial Instruments

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#### Recognised Financial Instruments

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

**Accounting Policy:**

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

**Terms & Conditions:**

Deposits are returning fixed interest rates of 0.35% (2020: 0.25% and 0.10%). Short term deposits have an average maturity of 30 days and an average interest rate of 0.65% (2020: 30 days and 1.21%).

**Carrying Amount:**

Approximates fair value due to the short term to maturity.

##### Receivables - Rates & Associated Charges

**Accounting Policy:**

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

**Terms & Conditions:**

Secured over the subject land, arrears attract interest of 5.2% (2020: 6.35%). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

##### Receivables - Fees & Other Charges

**Accounting Policy:**

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

**Terms & Conditions:**

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

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

##### Receivables - Other Levels of Government

**Accounting Policy:**

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

**Terms & Conditions:**

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

**Carrying Amount:**

Approximates fair value.

##### Liabilities - Interest Bearing Borrowings

**Accounting Policy:**

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 13. Financial Instruments (continued)

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**Terms & Conditions:**

Secured over future revenues, Credit Foncier loans are repaid on a 6-monthly basis, whilst Cash Advance Debentures (CAD) are repaid as surplus funds become available. Interest is charged at fixed and variable rates between 1.3% and 4.0% (2020: 2.2% and 4.0%).

**Carrying Amount:**

Approximates fair value.

**Liabilities - Leases**

**Accounting Policy:**

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 13. Financial Instruments (continued)

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>Financial Assets</b>					
<b>2021</b>					
Cash & Cash Equivalents	1,616	–	–	1,616	1,616
Receivables	1,328	–	–	1,328	1,328
Other Financial Assets	15	–	–	15	15
<b>Total Financial Assets</b>	<b>2,959</b>	<b>–</b>	<b>–</b>	<b>2,959</b>	<b>2,959</b>
<b>Financial Liabilities</b>					
Payables	3,497	–	–	3,497	3,497
Current Borrowings	297	–	–	297	256
Non-Current Borrowings	–	6,499	5,233	11,732	11,673
<b>Total Financial Liabilities</b>	<b>3,794</b>	<b>6,499</b>	<b>5,233</b>	<b>15,526</b>	<b>15,426</b>
<b>2020</b>					
Cash & Cash Equivalents	1,679	–	–	1,679	1,679
Receivables	2,101	–	–	2,101	2,108
Other Financial Assets	76	–	–	76	69
<b>Total Financial Assets</b>	<b>3,856</b>	<b>–</b>	<b>–</b>	<b>3,856</b>	<b>3,856</b>
<b>Financial Liabilities</b>					
Payables	3,355	–	–	3,355	3,355
Current Borrowings	297	–	–	297	246
Non-Current Borrowings	–	1,186	13,396	14,582	14,482
<b>Total Financial Liabilities</b>	<b>3,652</b>	<b>1,186</b>	<b>13,396</b>	<b>18,234</b>	<b>18,083</b>

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

\$ '000	2021		2020	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Other Variable Rates	1.69%	10,843	2.20%	1,308
Fixed Interest Rates	4.00%	1,086	4.00%	13,420
		<b>11,929</b>		<b>14,728</b>

**Net Fair Value**

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



## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 13. Financial Instruments (continued)

## Risk Exposures

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

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

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

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

## Note 14. Capital Expenditure and Investment Property Commitments

\$ '000	2021	2020
<b>(a) Capital Commitments</b>		
<b>Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:</b>		
Infrastructure	9,204	13,364
	<u>9,204</u>	<u>13,364</u>
<b>These expenditures are payable:</b>		
Not later than one year	9,033	10,306
Later than one year and not later than 5 years	171	3,058
	<u>9,204</u>	<u>13,364</u>
<b>(b) Other Expenditure Commitments</b>		
<b>Other non-capital expenditure commitments in relation to investment properties at the reporting date but not recognised in the financial statements as liabilities:</b>		
Maintenance Contracts on Investment Properties	3,406	2,117
Maintenance Contracts (Service & Consulting)	1,769	2,834
Waste Maintenance	5,245	6,593
	<u>10,420</u>	<u>11,544</u>
<b>These expenditures are payable:</b>		
Not later than one year	5,260	7,499
Later than one year and not later than 5 years	5,160	4,045
	<u>10,420</u>	<u>11,544</u>

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 15. Financial Indicators

\$ '000	Indicator 2021	Indicators 2020	Indicators 2019
Financial Indicators overview			
<i>These Financial Indicators have been calculated in accordance with Information paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</i>			
<b>1. Operating Surplus Ratio</b>			
Operating Surplus	<b>6.9%</b>	7.4%	9.3%
Total Operating Income			
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>			
<b>2. Net Financial Liabilities Ratio</b>			
Net Financial Liabilities	<b>33%</b>	40%	28%
Total Operating Income			
<i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i>			
<b>Adjustments to Ratios</b>			
<i>In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. These Adjusted Ratios correct for the resulting distortion in key ratios for each year and provide a more accurate basis for comparison.</i>			
<b>Adjusted Operating Surplus Ratio</b>			
Operating Surplus	<b>6.9%</b>	7.4%	8.7%
Total Operating Income			
<b>Adjusted Net Financial Liabilities Ratio</b>			
Net Financial Liabilities	<b>33%</b>	40%	28%
Total Operating Income			
<b>3. Asset Renewal Funding Ratio</b>			
Net Asset Renewals	<b>83%</b>	135%	139%
Infrastructure & Asset Management Plan required expenditure			
<i>Net asset renewals expenditure, as expressed in Council's Asset Management Plan, is used as the denominator in this indicator.</i>			
<i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.</i>			

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 16. Uniform Presentation of Finances

\$ '000	2021	2020
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	50,281	50,448
less Expenses	(46,832)	(46,700)
<b>Operating Surplus / (Deficit)</b>	<b>3,449</b>	<b>3,748</b>
<b>Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal and Replacement of Existing Assets	(6,650)	(12,610)
add back Depreciation, Amortisation and Impairment	9,898	9,364
add back Proceeds from Sale of Replaced Assets	372	214
	<b>3,620</b>	<b>(3,032)</b>
<b>Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New and Upgraded Assets (including Investment Property)	(4,665)	(10,655)
add back Amounts Received Specifically for New and Upgraded Assets	1,868	4,860
	<b>(2,797)</b>	<b>(5,795)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>4,272</b>	<b>(5,079)</b>

## Note 17. Leases

Council does not have any Leases.

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 18. Superannuation

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

#### **Accumulation only Members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2020/21; 9.50% in 2019/20). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

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

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2019/20) of "superannuation" salary.

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

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.34(a), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willie Towers Watson as at 30 June 2021. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

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

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

## Notes to the Financial Statements

for the year ended 30 June 2021

## Note 19. Interests in Other Entities

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

\$ '000	Council's Share of Net Income		Council's Share of Net Assets	
	2021	2020	2021	2020
<b>Council's Share of Net Income</b>				
Associates	(214)	(235)	21,435	18,314
<b>Total Council's Share of Net Income</b>	<b>(214)</b>	<b>(235)</b>	<b>21,435</b>	<b>18,314</b>

**((a)i) Joint Ventures, Associates and Joint Operations****(a) Carrying Amounts**

\$ '000	Principal Activity	2021	2020
Brown Hill Keswick Creek Board	Stormwater Management	5,440	2,134
Centennial Park Cemetery Authority	Cemetery Industry	15,995	16,181
<b>Total Carrying Amounts - Joint Ventures &amp; Associates</b>		<b>21,435</b>	<b>18,315</b>

**Brown Hill Keswick Creek Board**

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

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

**Centennial Park Cemetery Authority**

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

**(b) Relevant Interests**

	Interest in Operating Result		Ownership Share of Equity		Proportion of Voting Power	
	2021	2020	2021	2020	2021	2020
Brown Hill Keswick Creek Board	20.00%	20.00%	21.00%	21.00%	20.00%	20.00%
Centennial Park Cemetery Authority	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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

\$ '000	Brown Hill Keswick Creek Board		Centennial Park Cemetery Authority	
	2021	2020	2021	2020
Opening Balance	2,134	1,290	16,181	15,640
Share in Operating Result	(10)	(9)	(204)	(225)
Share in Other Comprehensive Income	2,133	–	(5)	(548)
New Capital Contributions	1,183	853	–	–
Adjustments to Equity	–	–	23	1,314
<b>Council's Equity Share in the Joint Venture or Associate</b>	<b>5,440</b>	<b>2,134</b>	<b>15,995</b>	<b>16,181</b>

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

## Statement of Financial Position

Cash and Cash Equivalents	12,135	5,002	7,328	10,564
Other Current Assets	271	325	1,503	1,570
Non-Current Assets	13,634	6,410	40,168	36,373
<b>Total Assets</b>	<b>26,040</b>	<b>11,737</b>	<b>48,999</b>	<b>48,507</b>
Current Trade and Other Payables	135	1,578	2,550	2,453
Current Financial Liabilities	–	–	111	169
Current Provisions	–	–	600	574
Non-Current Provisions	–	–	13,748	12,950
<b>Total Liabilities</b>	<b>135</b>	<b>1,578</b>	<b>17,009</b>	<b>16,146</b>
<b>Net Assets</b>	<b>25,905</b>	<b>10,159</b>	<b>31,990</b>	<b>32,361</b>

## Statement of Comprehensive Income

Other Income	472	389	9,467	9,930
Interest Income	25	25	85	166
<b>Total Income</b>	<b>497</b>	<b>414</b>	<b>9,552</b>	<b>10,096</b>
Employee Costs	285	270	4,833	4,753
Materials, Contracts & Other Expenses	199	152	3,483	4,102
Depreciation, Amortisation and Impairment	62	37	1,643	1,692
<b>Total Expenses</b>	<b>546</b>	<b>459</b>	<b>9,959</b>	<b>10,547</b>
<b>Operating Result</b>	<b>(49)</b>	<b>(45)</b>	<b>(407)</b>	<b>(451)</b>

## Contingent Liabilities of the Associate:

Each Member is Jointly and Severally Liable for the Debts of the Operation  
 - arising from Council's Share of Associate  
 - arising from Joint and Several Liability of all Members

The Centennial Park Cemetery Authority has contingent liabilities with respect to the redemption of unused licences in the event that the Authority ceases to take any business. The Burial and Cremation Act 2013 mandates the refund of unexercised licences at current prices less a provision for administration, maintenance and establishment costs. The calculation is determined in the regulations. The contingent liability as at 30 June 2021 is \$14,071,155 (2020: \$12,239,891). An actual liability will only arise if a claim is made by existing licence holders in the future. Based on the Board's understanding of the experience of Cemetery

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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operators interstate when similar legislation was introduced, it is considered that the likelihood of future claims arising which could have a significant impact on Centennial Park is remote.

Total unused interment rights account for approximately 7.25% (2020: 7.35%) of 44,513 (2020: 44,539) burial interment rights currently issued.

Total unused interment rights account for approximately 11.34% (2020: 8.59%) of 34,892 (2019: 36,771) memorial interment rights currently issued. Once an interment or placement of a monument has occurred a licence cannot be redeemed.

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

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

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

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

#### 1. LAND UNDER ROADS

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

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

#### 2. POTENTIAL INSURANCE LOSSES

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

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

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

#### 3. BANK GUARANTEES

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

#### 4. LEGAL EXPENSES

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 15 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

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

## Notes to the Financial Statements

for the year ended 30 June 2021

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

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

### Note 22. Events after the Balance Sheet Date

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Events that occur after the reporting date of 30 June 2021, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

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

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

At this stage, the financial impacts on Council's operations have not been significant and Council does not expect that further financial impacts to flow into the 2021/22 financial year to be significant.

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

Accordingly, the "authorised for issue" date is 22/11/21.

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



## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 23. Related Party Transactions

#### Key Management Personnel

##### Transactions with Key Management Personnel

The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the Local Government Act 1999. In all, 17 persons (2020 : 29 persons) were paid the following total compensation:

\$ '000	2021	2020
<b>The compensation paid to Key Management Personnel comprises:</b>		
Short-Term Employee Benefits	2,859	2,725
Long-Term Benefits	637	479
<b>Total</b>	<b>3,496</b>	<b>3,204</b>

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

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

St Augustines Anglican Church, Diocesan Council of Adelaide Anglicans, Goodwood Primary School, Open Space Contemporary Arts, Unley Bicycle User Group, Sturt Football Club, Athletics SA, Transcend Australia, Inasmuch Inc, Centennial Park Cemetery Authority.

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

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

Council made payments to a total value of \$15,934 to the above organisations for the period ending 30 June 2021.

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

Libraries Board of SA, Glenelg Softball Club, Woodville West Torrens Football Club, Community Centres SA, Community Managers Network, Adelaide Titans Football Club Inc., Local Government IT SA Incorporated, LGP Continuous Improvement Network, Animal Welfare League Foster, Australia Day Council SA, St Basils Homes, Colton State Electoral Committee & Branch, Liberal Party of Australia SA Division, Mainstreet SA, Adelaide Park Lands Authority.

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

## Notes to the Financial Statements

for the year ended 30 June 2021

### Note 24. Equity - Retained Earnings and Revaluation Reserves Adjustments

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#### Correction of errors relating to a previous reporting period

##### **Nature of prior-period error**

As part of Council's continuous process of reviewing and improving asset data quality, an overstatement of \$47k related to prior year errors has been identified and corrected in the balance of equipment, furniture and fittings.

## General Purpose Financial Statements

for the year ended 30 June 2021

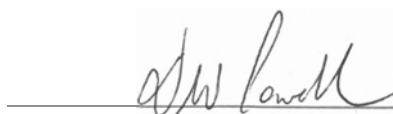
### Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of The City of Unley for the year ended 30 June 2021, the Council's Auditor, Galpins has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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



Peter Tsokas  
Chief Executive Officer



David Powell  
Presiding Member, Audit Committee

Date: 27 October 2021

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



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## CITY OF UNLEY

### GENERAL PURPOSE FINANCIAL STATEMENTS

For the year ended 30 June 2021

#### Statement by Auditor

I confirm that, for the audit of the financial statements of City of Unley for the year ended 30 June 2021, I have maintained my independence in accordance with the requirements of APES 110 – *Code of Ethics for Professional Accountants (Including Independence Standards)*, Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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

#### GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

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

**Tim Muhlhausler** CA, Registered Company Auditor

Partner

20 October 2021

## Statement of Comprehensive Income

For the year ended 30 June 2021

\$ '000	Notes	Actuals	Budget	Variance
<b>Income</b>				
Rates		42,313	42,248	65
Statutory charges		1,653	1,600	53
User charges	A	1,666	1,841	(175)
Grants, subsidies and contributions	B	3,200	2,952	248
Asset Disposal		-	45	(45)
Investment Income	C	41	12	29
Reimbursements		374	379	(5)
Other income	D	1,034	865	169
<b>Total Income</b>		<b>50,281</b>	<b>49,941</b>	<b>340</b>
<b>Expenses</b>				
Employee Costs	E	17,459	18,606	(1,147)
Materials, contracts & other expenses	F	18,972	20,347	(1,375)
Depreciation, amortisation & impairment	G	9,898	9,500	398
Finance costs		289	331	(42)
Net loss - Equity Accounted Businesses	H	214	645	(431)
<b>Total Expenses</b>		<b>46,832</b>	<b>49,429</b>	<b>(2,597)</b>
<b>Operating Surplus / (Deficit)</b>		<b>3,449</b>	<b>512</b>	<b>2,937</b>
Asset disposal & fair value adjustments	I	(803)	488	(1,291)
Amounts received specifically for new, upgraded assets or replacement assets	J	1,868	4,440	(2,572)
<b>NET SURPLUS / (DEFICIT)</b>		<b>4,514</b>	<b>5,440</b>	<b>(926)</b>
<b>Other Comprehensive Income</b>				
Changes in revaluation surplus - infrastructure, property, plant & equipment	K	11,196	-	11,196
Share of other comprehensive income - joint ventures and associates	L	2,128	-	2,128
<b>Total Other Comprehensive Income</b>		<b>13,324</b>	<b>-</b>	<b>13,324</b>
<b>Total Comprehensive Income</b>		<b>17,838</b>	<b>5,440</b>	<b>12,398</b>

Note	Comment – Statement of Comprehensive Income
A	User Charges were \$175K unfavourable to budget due to the impact of restrictions relating to the COVID-19 pandemic. Key unfavourable variances included community centre hire \$67K, the hire of reserves \$66K, and parking ticket machine income \$27K.
B	Grants, subsidiaries, and contributions were \$248K favourable to budget due to the receipt of \$262K from the Local Roads and Community Infrastructure grant program.
C	Investment income was \$29K favourable to budget primarily due to a deposit bonus income received from the Local Government Financing Authority of \$23K.
D	Other income was \$169K favourable to budget primarily due to higher than anticipated demand for Commonwealth Home Support Packages services \$65K (offset by increased expenditure), a one-off workers compensation adjustment from the 2019-20 financial year \$48K, unbudgeted waste services resource recovery \$30K, and advertising on bus stops \$19K.
E	<p>Employee Costs were \$1.147M favourable to budget by primarily due to the delay in filling vacancies and the reduced use of casual staffing throughout the year. Key variances included:</p> <ul style="list-style-type: none"> <li>• Operational Services \$381K due to vacancies and extended leave</li> <li>• Development Services \$335K due to vacancies (waiting on the outcomes of a service review) and a long-term absenteeism,</li> <li>• Community and Cultural Centres (including libraries) \$164K due to vacancies (waiting on the outcomes of a service review), and</li> <li>• Strategic Projects \$137K as a result of recruitment being postponed.</li> </ul>
F	<p>Materials, Contracts &amp; other expense were \$1.375M favourable to budget. The primary favourable variances included:</p> <ul style="list-style-type: none"> <li>• Contracts maintenance \$663K, in part due to the identification of savings in asset maintenance \$256K as noted in the 2021-22 budget;</li> <li>• Consultants \$248K, in part, due to the insourcing of work;</li> <li>• Reduction in general materials \$186K, primarily in Operational Maintenance;</li> <li>• Reduction in electricity \$122K and waste contract costs \$106K; and</li> <li>• Reductions in training and conferences \$149K and catering \$75K due to the impact of COVID-19.</li> </ul>
G	Depreciation was \$398K unfavourable to budget due to increased depreciation for new and upgraded assets associated with projects finalised in 2019-20 after the adoption of the 2020-21 Budget. These include assets associated with the King William Road Streetscape and Goodwood Oval Grandstand projects.

Note	Comment – Statement of Comprehensive Income continued
H	The net loss from Equity Accounted Businesses was \$431K favourable to budget as the budget loss from Centennial Park Cemetery Authority was less than forecast, \$204K compared to a budget of \$645K, this was partially offset by an unbudgeted \$10K loss incurred for the Brown Hill Keswick Creek Stormwater subsidiary.
I	Asset Disposal was \$1.291M unfavourable to budget primarily due to the disposal of renewed assets such as roads and kerbing.
J	Amounts received for new and upgraded Assets were \$2.572M less than anticipated due to the carry forward of grant funding for Unley Oval Stage 2 \$1.33M, Edmund Avenue Cottages \$1.1M and Mike Turtur Bikeway project \$136K. The funding for Unley Oval Stage 2 will be reallocated to operating income from grants, subsidies and contributions in the 2021-22 financial year in accordance with the appropriate accounting treatment.
K	Council undertook asset revaluations during the financial year resulting in an increase in value of \$8.3M for Stormwater Drainage / Recycle Water and \$2.9M for Bridges.
L	Revaluation and fair value adjustments for Brown Hill Keswick Creek Stormwater Project (BHKC) and Capital Funding / Grants for BHKC as part of other comprehensive income.

## Statement of Financial Position

For the year ended 30 June 2021

\$ '000	Notes	Actuals	Budget	Variance
<b>ASSETS</b>				
<b>Current Assets</b>				
Cash and cash equivalents		1,616	1,679	(63)
Trade & other receivables	A	1,699	2,720	(1,021)
Other financial assets		15	69	(54)
<b>Total Current Assets</b>		<b>3,330</b>	<b>4,468</b>	<b>(1,138)</b>
<b>Non Current Assets</b>				
Financial Assets		-	7	(7)
Equity accounted investments in Council businesses	B	21,435	17,669	3,766
Infrastructure, Property, Plant & Equipment	C	541,349	538,708	2,641
<b>Total Non-current Assets</b>		<b>562,784</b>	<b>556,384</b>	<b>6,400</b>
<b>TOTAL ASSETS</b>		<b>566,114</b>	<b>560,852</b>	<b>5,262</b>
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Trade & Other Payables	D	3,569	5,383	(1,814)
Borrowings Fixed Term	E	256	246	10
Provisions		4,318	3,946	372
<b>Total Current Liabilities</b>		<b>8,143</b>	<b>9,575</b>	<b>(1,432)</b>
<b>Non-current Liabilities</b>				
Borrowings	E	11,673	17,840	(6,167)
Provisions		272	428	(156)
Other Non-current Liabilities		-	-	-
<b>Total Non-current Liabilities</b>		<b>11,945</b>	<b>18,268</b>	<b>(6,323)</b>
<b>TOTAL LIABILITIES</b>		<b>20,088</b>	<b>27,843</b>	<b>(7,755)</b>
<b>Net Assets</b>		<b>546,026</b>	<b>533,009</b>	<b>13,017</b>
<b>EQUITY</b>				
Accumulated Surplus		162,422	159,397	3,025
Asset Revaluation Reserves	F	383,427	373,381	10,046
Other Reserves		177	230	(53)
<b>TOTAL EQUITY</b>		<b>546,026</b>	<b>533,009</b>	<b>13,018</b>



Note	Comment – Statement of Financial Position
A	Trade & other receivables were \$1.0M favourable to budget as the impact of COVID-19 on rates and other receivables were less than anticipated, particularly compared to the previous financial year.
B	Council's equity in associated joint ventures was \$3.8M higher than budget reflecting an increase in Council's investment in the Brown Hill Keswick Creek Stormwater Board of \$3.3M and offset by a decrease for Centennial Park Cemetery Authority (CPCA) of \$186K. The decrease for CPCA is attributed to a one-off revaluation surplus of \$1.3M in FY19/20 relating to the net of (a) Sale of assets (b) Future upkeep provision and (c) Deferred IR revenue not replicated in the 2020-21 financial year.
C	Infrastructure, Property, Plant and Equipment was \$2.6M favourable to budget due to the asset revaluation of Stormwater Drainage / Recycled Water and Bridges, offset by asset disposals and the carry forward of capital expenditure \$5.1M.
D	Trade and Other Payables were \$1.8M favourable to budget due to a decrease in the forecast for outstanding creditors, and payments received in advance as of 30 June 2021.
E	Borrowings were \$6.2M favourable to budget primarily due to net carry forward of project costs of \$2.5M and the net funding variance of \$3.4M at the end of the financial year.
F	Council undertook asset revaluations during the financial year resulting in an increase in value for Stormwater Drainage / Recycle Water and Bridges.

## The City of Unley

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

for the year ended 30 June 2020

#### Note 15. Financial Indicators

\$ '000	Notes	Actuals	Budget	Variance
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These Financial Indicators have been calculated in accordance with Information paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

#### 1. Operating Surplus Ratio

Operating Surplus	A	6.9%	2.3%	4.6%
Total Operating Income				

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

#### 2. Net Financial Liabilities Ratio

Net Financial Liabilities	B	33.0%	47.0%	14.0%
Total Operating Income				

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

#### 3. Asset Renewal Funding Ratio

Net Asset Renewals	C	83.0%	113.0%	30.0%
Depreciation				

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

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

<b>Note</b>	<b>Comment – Financial Indicators</b>
A	The Operating Surplus was significantly favourable to budget due to the operating surplus being \$2.9M favourable to budget, primarily due to favourable variances in employee costs \$1.1M and materials, contracts and other expenses \$1.4M.
B	The Net Financial Liabilities was lower than budget primarily due to borrowings being \$5.8M favourable budget.
C	The Asset Sustainability Ratio was lower than budget primarily due to the carry forward of \$1.0M of budgeted capital renewal expenditure. The carry forward expenditure will be completed in the 2021-22 financial year.

## DECISION REPORT

<b>REPORT TITLE:</b>	REQUEST FOR ALTERNATIVE UTILISATION OF APPROVED TRADER ASSOCIATION EVENT SPONSORSHIP 2021-22 FROM FULLARTON ROAD SOUTH TRADERS ASSOCIATION INC.
<b>ITEM NUMBER:</b>	4.5
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	ED SCANLON
<b>JOB TITLE:</b>	MANAGER ECONOMIC DEVELOPMENT & STRATEGIC PROJECTS
<b>ATTACHMENTS:</b>	1. REQUEST FOR RE-ALLOCATION OF APPROVED TRADER EVENT SPONSORSHIP 2021-22 FOR FRSTA INC.

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### 1. **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's endorsement of the Fullarton Road South Trader Association (FRSTA) request to utilise the Trader Event Sponsorship funding (\$10,000) approved to deliver a Family Fun Day in December 2021 for an alternative Easter Fun Day in March/April 2022.

Council Staff have received a request from FRSTA to amend the major event to which they were awarded \$10,000 Trader Event Sponsorship funding to deliver. The original intent was to deliver a Family Fun Day in December 2021 that would involve activations throughout the Fullarton Road South precinct. However, logistically the timing and delivery of this event has proven to be challenging for the volunteer committee, and as such FRSTA are requesting that approval be given for their Event Sponsorship funding to be used to fund the costs of delivering a similar style Easter Fun Day and activation around March/April 2022.

### 2. **RECOMMENDATION**

That:

1. The report be received.
  2. The request from the Fullarton Road South Traders Association to utilise the \$10,000 Trader Event Sponsorship monies awarded for a Family Fun Day in December 2021 to fund a Fullarton Road Easter Fun Day event in March/April 2022 be endorsed.
-

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

#### 3. Economic Prosperity

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

### **4. BACKGROUND**

At the Council Meeting of 27 September 2021, Council resolved that:

1. *The report be received.*
2. *Sponsorship packages totalling \$40,000 be awarded through the 2021/22 Trader Event Sponsorship program as follows:*
  - *\$10,000 to the Fullarton Road South Traders Association Incorporated for the Fullarton Road South Fun Day with activation sites throughout the Fullarton Road South precinct;*
  - *\$10,000 to the Unley Road Association Incorporated for An Evening Under the Stars to be held in the Soldiers Memorial Gardens;*
  - *\$10,000 to the King William Road Traders Association Incorporated for Christmas on King William held in flexible spaces throughout the King William Road precinct; and*
  - *\$10,000 to the Goodwood Road Business Association Incorporated for the Sat'dy on Goody event series with a mix of day and evening events held between October 2021 – May 2022 throughout the Goodwood Road precinct.*
3. *A condition of the Trader Event Sponsorship be a requirement for submission of a funding acquittal accompanied by a post event evaluation, which details trader participation and benefits from the event, including to the wider City of Unley community.*

*Resolution No. C602/21*

Administration have received advice from FRSTA that they are unable to proceed with the Fullarton Road South Fun Day in December 2021 due to resourcing issues. They have proposed rescheduling the event to March/April 2022. As the decision to allocate funding in the first instance was Council's, the matter has been referred to Council to confirm the \$10K sponsorship monies can be utilised for a similar event next calendar year.

### **5. DISCUSSION**

The Fullarton Road South Fun Day event was originally scheduled to be held in December 2021, as part of the Christmas celebrations and activation of the area. However, the volunteer committee are unable to deliver this event for December 2021 from a logistics and timing perspective.

As such the FRSTA are seeking Council endorsement to use the allocated funding of \$10,000 from the planned December 2021 event, to a Fullarton Road Easter Fun Day that will be held in March/April 2022. From an economic development perspective there are a number of positives of holding a major event around the Easter period, including not competing against other Christmas celebrations and also as the State heads into Christmas 2021, it is unknown what impact border openings will have on the State's active COVID-19 numbers and in return planned events.

Council Officers support this request and will work with the FRSTA as planning for the 2022 event begins.

## **6. ANALYSIS OF OPTIONS**

### Option 1 –

#### That:

1. The report be received.
2. The request from the Fullarton Road South Traders Association to utilise the \$10,000 Trader Event Sponsorship monies awarded for a Family Fun Day in December 2021 to fund a Fullarton Road Easter Fun Day event in March/April 2022 be endorsed.

This option allows the Fullarton Road South Traders Association to hold a major event and deliver an event that drives visitation and activation. Given the association is made up of volunteers, the change of timing will allow for the event to be staged in a professional manner.

### Option 2 –

#### That:

1. The report be received.
2. The request from the Fullarton Road South Traders Association to utilise the \$10,000 sponsorship funding is not endorsed, and the sponsorship funds be returned as savings.

This option would reduce the opportunity for the Fullarton Road South Traders to hold a major event. Events like this are not only a boost for traders, but they also play a role in getting the local community together. By not supporting the utilisation of funds from the Family Fun Day in December 2021 to an Easter Fun Day in March/April 2022, there will be a lost opportunity for local traders and the surrounding community.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## 8. **POLICY IMPLICATIONS**

### 8.1 **Financial/Budget**

- No additional funding is required. The funding for the December Fun Day would be utilised for the Easter Fun Day. (Funding provided through the Trader Events Sponsorship is additional to the Separate Rate Levy and the Community Events Sponsorship Program).
- Any unspent funds would be returned as savings.

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

- Council's Events Coordinator and Manager Economic Development & Strategic Projects will support the Trader Associations to ensure that events are delivered safely within the Emergency Management (Public Activities) Directions. As part of the established event permit process, event organisers will be required to submit a risk assessment and a copy of their SA Health COVID Safe or COVID Management Plan, demonstrating compliance with SA Health/State Government requirements in relation to events.
- Events held must also adhere to the requirements as set out in Council's Community Events Toolkit.
- In the event that these activities are impacted as a result of increased COVID-19 restrictions, discussions will occur with the FRSTA to determine postponement or cancellation, whereby any unspent sponsorship allocation will be returned to Council.

### 8.3 **Staffing/Work Plans**

- Supporting the event organisers can be accommodated within existing staff resources/work plans.

### 8.4 **Climate/Environmental Impact**

- All events sponsored by the City of Unley are required to have a three-bin waste management system, require their food vendors to use compostable packaging, be plastic straw free, encourage their attendees to cycle or take public transport to their event, and to consider additional environmental initiatives.

### 8.5 **Social/Economic**

- The event will contribute to promoting local business and assist in bringing the local community together.

### 8.6 **Stakeholder Engagement**

Nil

## 9. **REPORT CONSULTATION**

Nil

## 10. **REPORT AUTHORISERS**

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







**FULLARTON ROAD  
SOUTH TRADERS'  
ASSOCIATION INC.**



Mr P. Tsokas  
City of Unley,  
PO Box 1,  
Unley 5061

Susan Straschko  
Chairperson  
FRSTA Inc

11<sup>th</sup> November 2021

Re: Re-Allocation of approved Trader Association Event Sponsorship 2021-22 for FRSTA Inc.

Dear Peter,

Fullarton Road South Traders Association Inc. (FRSTA) write to request the re-allocation of \$10,000 provided for the "Fullarton Road South Fun Day" to be held in December 2021.

As you know, we do not have a Marketing Coordinator and the Committee Members find ourselves unable to pull together all the necessary threads to hold this event in such a short time frame. In any case, hopefully Christmas this year is going to be very busy due to Covid restrictions easing and we will all be too busy catching up with friends and relatives to attend a Fun Day.

Having an event coming into Easter may prove to be prudent if the economy has not rebounded as we hope. We therefore ask to have these funds reallocated to March/April 2022, where we will hold a similar event, Fullarton Road Easter Fun Day.

Yours sincerely

A handwritten signature in black ink, appearing to read "S. Straschko".

Susan Straschko  
Chairperson  
FRSTA Inc.

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

0411 555 473

## INFORMATION REPORT

<b>REPORT TITLE:</b>	TRADER ASSOCIATION QUARTER 1 REPORTS 1 JULY - 30 SEPTEMBER 2021
<b>ITEM NUMBER:</b>	4.6
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>AUTHOR:</b>	ED SCANLON
<b>JOB TITLE:</b>	MANAGER ECONOMIC DEVELOPMENT & STRATEGIC PROJECTS
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. UNLEY ROAD ASSOCIATION QUARTER 1 2021-22 REPORT</li><li>2. KING WILLIAM ROAD TRADERS ASSOCIATION QUARTER 1 2021-22 REPORT</li><li>3. GOODWOOD ROAD BUSINESS ASSOCIATION QUARTER 1 2021-22 REPORT</li><li>4. FULLARTON ROAD SOUTH TRADERS ASSOCIATION QUARTER 1 2021-22 REPORT</li></ol>

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### 1. **EXECUTIVE SUMMARY**

The City of Unley has four mainstreet precincts (Fullarton Road, Unley Road, King William Road and Goodwood Road) (Precincts). Each Precinct has an Independent Mainstreet Association (Association) consisting of local businesses who enter into an annual funding agreement with Council.

The Association Separate Rate Agreement(s) require each Association to submit quarterly expenditure reports to Council. This report presents the expenditure reports for the period 1 July to 30 September 2021, as well as additional information on the activities the Associations are undertaking to drive local economic activity.

Business and crowd restrictions will continue to impact events in the foreseeable future due to COVID-19. The Association will need to adhere to SA Health restrictions which could potentially delay or change the event delivery in future quarters.

### 2. **RECOMMENDATION**

That:

1. The report be received.
-

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

3. Economic Prosperity

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

### **4. BACKGROUND**

Each Association is an Independent Incorporated Body and is managed by a committee comprised of their members (local businesses from the precinct). A Separate Rate is levied by Council on businesses located within each of the Precincts for the purposes of marketing and promotion.

Money collected from the Separate Rate is contracted, through a funding agreement, to the relevant Association to conduct this activity on Council's behalf. The Separate Rate collected is different for each Precinct, both in total amount raised and rate in the dollar. There is a formal Association Separate Rate Agreement (Agreement) in place between Council and each Association for the expenditure of the Separate Rate.

Each Association is required to provide a quarterly report of its expenditure and activities. This report summarises the Quarter 1 updates 2021/22.

### **5. DISCUSSION**

It is a requirement that Separate Rate funding is fully expended in the financial year for which it is raised. To monitor this and provide transparency to Council, the Associations provide Quartey update reports to Council. The following information and attachments summarise the reporting requirements for Quarter 1 2021/22. Additional information is provided that highlights activities, achievement, and challenges from the reporting period.

*Attachments 1-4*

It should be noted that each Association receives income from other sources, including banner income as prescribed through the City of Unley Banner Policy, third party sponsorships and membership. This additional income is not subject to the Agreement terms.

#### **Unley Road Association – key activities Quarter 1 (\$69,835 Separate Rate Funding)**

- August networking event (Guest speaker Katrina Webb OAM) was postponed until 27 October due to COVID-19 restrictions.
- Planning is underway for the Christmas Networking Event that will be held on 14 December.
- Article in Unley Magazine (July 2021).
- Digital Father Day Campaign with 110 posts over the campaign period.
- Planning underway for an Evening under the Stars (Saturday 12 February 2022) with major act secured.
- Discussions underway with Rotary regarding Business Awards in 2022.

**Goodwood Road Business Association – key activities Quarter 1 (\$57,225 Separate Rate Funding)**

- Continuation of art installations on Goodwood Primary School fence.
- Planning underway for creation of short promotional videos featuring members businesses.
- Continuation of special offers from business owners for Heart of Goodwood loyalty card owners.
- Participation in SALA (August 2021).
- AGM conducted.

**King William Road Traders Association – key activities Quarter 1 (\$92,280 Separate Rate Funding)**

- Planning underway for KWR Christmas event (Saturday 11 December 2021).
- The Association is investing in key Christmas theming infrastructure that can be used each year to theme the street and add appeal.
- During November, Friday nights will include activations and live entertainment to add vibrancy to the lunch and dinner trade.
- Continuation of social media promotional campaigns.
- AGM conducted.

**Fullarton Road South Traders Association – key activities Quarter 1 (\$13,000 Separate Rate Funding)**

- Continuation of Marketing and social media campaign.
- Planning underway for Traders Christmas Networking Function (10 December 2021).
- Planning underway for Free Community Day with local activations throughout the precinct.

**6. REPORT AUTHORISERS**

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

**Unley Road Association - Expenditure 2021/22**  
**Summary of Income and Expenditure 2021/22**

**Income**

Separate Rate funding	\$ 113,395.00
Membership (if applicable) **Please add / delete lines as needed	
Event Sponsorship	\$10 000
<b>Total Income</b>	

Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.

Has there been an alteration to your endorsed expenditure plan:	Yes/No	Date approved
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\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council

**Expenditure**

**Strategic Projects (Highlevel program overview. Breakdown of individual projects and further further detail on 'Detail" worksheet)**

NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contribution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Strategic Project 1	Member Services	\$ 11,000.00					0	0%
Strategic Project 2	Advertising and Promotions	\$ 43,000.00	937.2				937.2	2%
Strategic Project 3	Events	\$ 23,000.00					0	0%
<b>Subtotal</b>		<b>\$ 77,000.00</b>	\$ 937.20	\$ -	\$ -	\$ -		0%

**Administration**

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Marketing/Admin Coordinator	Salary for Admin Coordinator and Marketing Coordinator	\$ 29,500.00	4275				4275	14%
PO Box		\$ 140.00						
Other		\$ 400.00						
Office Expenses		\$ 4,255.00	739.14				739.14	17%
Insurance		\$ 2,100.00					0	0%
<b>Subtotal</b>		<b>\$ 36,395.00</b>	5014.14				5014.14	14%

<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 113,395.00</b>	\$ 5,951.34				5951.34	5%
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<b>Operating Surplus</b>		<b>-\$ 113,395.00</b>					0	0.00%
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Unley Road Association - Expenditure 2021/22

**Strategic Project 1 - Marketing Member Services \$11 000**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
<b>Project 1.1 - Member Services - Networking Events</b>	To hold three networking events at Unley Road businesses or locations between July 2021 – June 2022, with the aim to have 25% of the businesses from Unley Road in attendance (likely to be August, November, May) These activities follow the theme of: Engage, Encourage, Inform	TOTAL BUDGET \$11 000	All year	Traders from Unley Road	Traders from Unley Road	As many UR businesses represented across year as possible	August Networking event had a guest speaker, Katrina Webb, OAM, but this event had to be postponed a week out due to COVID restrictions. The event has been rescheduled for October 27. Planning is also underway for Christmas Networking event - 14 December			
Project 1.2 - Member Services - Regular Trader Updates	<b>Regular Traders updates and news to inform and assist business owners on upcoming Unley Road events, marketing and advertising opportunities, matters that may affect their business, changes on the Road and any other relevant news.</b>		All year	Traders from Unley Road	Traders from Unley Road	Businesses informed across the year about events, opportunities, etc	3 Trader updates sent during this period.			
Est. Comp. Date :										

**Strategic Project 2 - Advertising and promotional activities \$43 000**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
<b>Project 2.1 Advertising and Promotional Activities</b>	Assist with marketing all business and services on Unley Road. Provide opportunities for businesses to participate in events on and off the road. Activities may include; <ul style="list-style-type: none"> <li>•Ongoing updates and features added to the Unley Road website</li> <li>•Continued social media engagement</li> <li>•Digital advertising opportunities</li> <li>•Advertising opportunities with SA icons</li> <li>•Print opportunities</li> <li>•Investigate opportunities for rewards/loyalty card program.</li> </ul>	TOTAL BUDGET \$43 000	All year		South Australians approx 25 - 55, local area and beyond	Media exposure, business participation and sponsorship, audience number and competition entries.	Article published in The Unley Mag in July 2021, Fathers Day Blog on Unley Road Website profiling businesses, ongoing social media - 110 posts in this period, discussion with Cosi and Adelady for promotional opportunities later in the 21-22 year. Ongoing negotiations with Channel 9 and Mix 1023 for major advertising in early 2022. Addition of spaces to lease on the Unley Road website (not live yet)			
Est. Comp. Date :										

**Strategic Project 3 Events \$24 000**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
<b>Project 3.1</b>	To hold a number of events on Unley Road with Unley Road Businesses.  In 2021-22; <ul style="list-style-type: none"> <li>•Unley Road Alive/ Only Unley Road shopping competition and campaign in February/ March</li> <li>•An Evening Under the Stars</li> <li>•Unley Road Business Awards/ Pride of Workmanship Awards (trader awards) in conjunction with Rotary Club of Unley</li> <li>•Christmas decorations – festive season.</li> </ul>	TOTAL BUDGET \$24 000 + \$10 000 Event Sponsorship for EUTS	All year		South Australians approx 25 - 55, local area and beyond		Planning for all events is underway, with the focus on An Evening Under the Stars and Only Unley Road (Support Local Business Campaign-name is undergoing change)- February 12 - March 12 2022. Major act secured for event, sponsorships being developed, media opportunities in negotiations. Discussions with Rotary about business awards and key focus areas for this event (to take place early in 2022). Seeking different options for dressing Unley Road for the festive season			
Est. Comp. Date :										

**Sub total**      **Projects**

Administration			
	Yearly Hours	Rate/Hour	Total
Admin/Marketing Coord.			\$ -
Office Exp.	Postage, phone calls, office supplies, Book keeping		\$ -
Insurance	Public Liability Required.		\$ -
PO Box			
Other	Miscellaneous costs, Fees and Charges		\$ -
<b>Sub total</b>	<b>Administration</b>		<b>\$ -</b>
<b>Total Exp.</b>	<b>Projects + Administration</b>		<b>\$ -</b>

**SOCIAL MEDIA**

	Measure	Current (as at Qtr 4 20-21 report)	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Member Newsletter	Average Open Rate	35.30%	Stay above 28%	29.60%			
Website Traffic	Page Views	8005	20000 for the year	5424			
Social Media – Facebook	Page followers	7135	8000	7406			
Social Media – Instagram	Followers (net)	754	1000	767			
Social Media – Member's Facebook Page	Page Likes (net)	41					





**King William Road Traders Association  
Summary of Income and Expenditure 2021/22**

**Income**

Separate Rate funding	\$150,530
COU Event Sponsorship	\$10,000
<b>Total Income</b>	<b>\$160,530</b>

Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.

Has there been an alteration to your endorsed expenditure plan:	No	
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\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council

**Expenditure**

**Strategic Projects (Highlevel program overview. Breakdown of individual projects and further detail on 'Detail' worksheet)**

NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contribution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc

	Brief Description	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Strategic Project 1	Events and Activations (\$10,000 COU Sponsorship, \$30,000 SR)	\$ 40,000.00	0				0	0%
Strategic Project 2	Advertising and PR	\$ 35,000.00	212.61				212.61	1%
Strategic Project 3	Digital Marketing	\$ 25,000.00	3344.00				3344.00	13%
Strategic Project 4	Street Development	\$ 7,000.00	8301.81				8301.81	119%
Strategic Project 5	Administration	\$ 2,000.00	0				0	0%
<b>Subtotal</b>		<b>\$ 109,000.00</b>	<b>\$ 11,858.42</b>	\$ -	\$ -	\$ -	<b>11858.42</b>	<b>11%</b>

**Administration**

	Brief Description	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Marketing Consultant	Consultant fees	\$ 40,000.00	7832.00				7832.00	20%
Office expenses	Ongoing operating expenses such as insurance, auditing, operational programs etc	\$ 11,530.00	3163.35				3163.35	27%
<b>Subtotal</b>		<b>\$ 51,530.00</b>	<b>\$ 10,995.35</b>				<b>10995.35</b>	<b>21%</b>

<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 160,530.00</b>	<b>\$ 22,853.77</b>				<b>22853.77</b>	<b>14%</b>
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<b>Operating Surplus</b>		<b>\$ -</b>					<b>0</b>	<b>0</b>
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King William Road Traders Association Expenditure 2021/22

Strategic Project 1 - Events and Activations										
Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4	
<p><b>Project 1.1 Christmas event</b></p> <p><b>Description:</b> The KWR Christmas event will be held on Saturday 11th December 2021. The event will activate the precinct with a range of family friendly entertainment, music and exclusive 1 day offers from traders.</p> <p><b>Objective:</b> To attract additional patronage to the precinct and improve the visitation experience of those shopping and dining during the festive season.</p>	\$ 10,000	Saturday 11th December 2021	Hygge Studio, traders in close proximity to activations and the City of Unley	Families with children 2+ years	Increase visitation and vibrancy throughout the precinct	The Committee has engaged Hygge Studio to facilitate the event. We are in the process of finalising operational details before seeking approval/permit from Council.				
<p><b>Project 1.2 Christmas styling</b></p> <p><b>Description:</b> The KWRTA is investing in key Christmas theming infrastructure that can be used each year. This includes the development of Christmas styling items that will be placed in "unused public spaces" and a collection of festive themed Flagtrax banners. Items have been designed to include up lighting to activate the precinct at night. <b>Objective:</b> to promote King William Road as a desirable location to shop for Christmas gifts.</p>	\$ 15,000	16th November 2021	Hygge Studio, traders in close proximity to activations and the City of Unley	All	Theming items will position KWR as a attractive destination to shop and dine throughout the festive period. Items will also provide patrons with photo opportunities to share across social media platforms.	The Committee is in the final stages of concept design.				
<p><b>Project 1.3 Christmas styling</b></p> <p><b>Description:</b> The precinct will come alive on Fridays throughout November with live entertainment. <b>Objective:</b> To increase the vibrancy throughout the precinct during lunch and dinner trade on Fridays. <b>Objective:</b> Position the precinct as the 'go-to' retail and dining destination to unwind on Fridays.</p>	\$ 10,000	26th November 2021	Traders, musicians and Council	Retail and dining patrons	Live music will create vibrancy throughout the day at key retail and dining periods.	The Committee has secured locations, booked musicians and sourced the required approvals from Council.				
<p><b>Project 1.4 Banner activations</b></p> <p><b>Description:</b> A series of creative artwork banners will be created for the Flagtrax banners and positioned throughout the precinct. <b>Objective:</b> To create an evolving visual element throughout the precinct that reflects seasons and associated precinct events (such as SALA).</p>	\$ 5,000	Ongoing	The business community	Business community and precinct	An evolving and creative visual within the precinct	The Committee has designed a collection of branding and Christmas banners and is in the process of developing additional designs to be used throughout 2022				
Est. Comp. Date :										
Strategic Project 2 -Advertising and PR \$35,000										
Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4	
<p><b>Project 2.1 Polo Partnership</b></p> <p><b>Description:</b> Integrate King William Road into the Fashions on the Field competitions at South Australian Polo events. <b>Objective:</b> Showcase the precinct's range of fashion boutiques to their target audience and position KWR as a fashion destination.</p>	\$ 1,000	3rd December 2021	Fashion and dining retailers	Retail fashion patrons	Position King William Road as luxury fashion destination.	Finalised the Agreement and content inclusions with the organiser. Event to be held in Q2.				
<p><b>Project 2.2 Adelady Advertising</b></p> <p><b>Description:</b> Promote key retail events and trader offerings via Adelady digital platforms. <b>Objective:</b> To drive foot traffic to the precinct through lower trade periods and/or major retail calendar events (such as Christmas).</p>	\$ 5,000	Ongoing	Adelady and Traders	Visitors to retail, dining and service	Drive additional visitation to the precinct.	Finalised a schedule for competitions and digital coverage with an average of 1 activity per quarter.				
<p><b>Project 2.3 Influencer content</b></p> <p><b>Description:</b> Local personalities to produce content throughout the precinct which promotes multiple traders in each piece. <b>Objective:</b> To promote King William Road as a desirable location with offerings for younger generations.</p>	\$ 3,000	Ongoing	Traders, influencers and videographer/photographer	All	Together in a single content piece that can be used to create reach across the influencers platforms and those following the included traders.	To commence in Q2.				
<p><b>Project 2.4 SA Life Magazine Advertising</b></p> <p><b>Description:</b> Paid advertising across SA Life Digital platforms. <b>Objective:</b> To increase awareness of unique trader offerings in the precinct.</p>	\$ 4,000	Ongoing	Committee and Traders	All	Increased awareness of unique trader offerings and visitation to the KWR owned blog.	To commence when blog launches.				
<p><b>Project 2.5 Content Development</b></p> <p><b>Description:</b> Graphic design, videography and photography services for KWR initiatives. <b>Objective:</b> Produce current and on brand precinct communications.</p>	\$ 7,000	Ongoing	Photography, videography and graphic design contractors	Users of KWR platforms	Produce quality imagery and graphic design elements that represent the King William Road brand and business community.	To commence in Q2.				
<p><b>Project 2.6 Media Events</b></p> <p><b>Description:</b> To produce a key media event in early 2022 that showcases the precinct's fashion and food retailers to South Australian media outlets, platforms and personalities. <b>Objective:</b> Generate media coverage for the precinct and local business community.</p>	\$ 15,000	Feb-22	Committee, PR Agent, Graphic Designer, Trader, City of Unley	South Australian media and publications	Volume of media attention generated about for the precinct and local business community.	Planning to commence in Q2.				
Est. Comp. Date :										

Strategic Project 3 Digital Platforms Overall Budget allocation \$25,000										
Description and Objective		Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Project 3.1	<b>Description:</b> Social Media Management <b>Objective:</b> To distribute trader news, events and promotions across KWR owned platforms.	\$ 20,000	Ongoing	All	All	Maintain the King William Road social media platform with up to date imagery, news and offers from nearest traders	Featured a range of traders from the precinct, increased followings and engagement.			
Project 3.2	<b>Description:</b> Digital advertising and competitions <b>Objective:</b> To increase followings of KWR owned platforms.	\$ 5,000	Ongoing	All	All	To commence in Q2				
Est. Comp. Date :										
Strategic Project 4 Street Development Overall Budget allocation \$7,000										
Description and Objective		Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Project 4.1 Street Development	<b>Description:</b> Update the entry statement 'crown banners' <b>Objective:</b> Update signage to reflect the updated King William Road logo and brand elements.	\$ 7,000	Oct-21	Committee, Council, graphic designer, signage contractor, traders	Precinct patrons	The King William Road brand elements updated.	Completed in October 2021.			
Est. Comp. Date :										
Strategic Project 5 Trader Engagement Overall Budget allocation \$2,000										
Description and Objective		Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
5.1 Engagement activities	<b>Description:</b> Facilitate the AGM and a flagship social gathering event for traders. <b>Objective:</b> To improve networking, collaboration opportunities and referral networks amongst traders.	\$ 2,000	Ongoing	Committee, Business owners, managers and staff	Business owners, managers and staff	Improve networking opportunities, referral networks and collaboration opportunities	Hosted the AGM and commenced planning for a Christmas Networking event.			
Est. Comp. Date :										
Strategic Project 6 Administration										
<b>Description:</b> Manage the operations and the administration of the Association <b>Objective:</b> To ensure the efficient and effective operations of the KWRTA activities.		\$ 51,530	Ongoing	Committee Members, business owners, commercial property owners and the City of Unley	N/A	Appointment and effective Association which meets governance requirements and delivers the objectives within the Annual Business Plan - on time and within budget.	N/A			
Sub total										

Administration			
	Yearly Hours	Rate/Hour	Total
Admin/Marketing Coord.		\$40,000 per	\$ 40,000
Office Exp.	Postage, phone calls, office supplies, PO Box, Book keeping, public liability insurance and additional costs		\$ 11,530
<b>Sub total</b>	<b>Administration</b>		<b>\$ 51,530</b>
<b>Total Exp.</b>	<b>Projects + Administration</b>		<b>\$ 51,530</b>

SOCIAL MEDIA								
	Measure	Current	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 4
Member Newsletter	Open Rate	52.90%	Average 60%	100				
Website Traffic	Page Views	3342	Average 1,000 per	3342				
Social Media - Facebook	Page Likes (net)	8839	10000	8839				
Social Media - Instagram	Followers (net)	5,308	7000	5308				
Social Media - Member's Facebook Page	Members	102	N/A	102				



**Goodwood Road Business Association  
Summary of Income and Expenditure 2021/22**

**Income**

Separate Rate funding	\$57,225.00
Membership : Estimated	\$200.00
CoU Sponsorship	\$10,000.00
Banner Income	\$3,760.00
Opening Balance	\$4,500.00
<b>Total Income</b>	<b>\$75,685.00</b>

**Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.**

<b>Has there been an alteration to your endorsed expenditure plan:</b>	<b>No</b>	Date approved
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**\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council**

**Expenditure**

**Strategic Projects (Highlevel program overview. Breakdown of individual projects and further further detail on 'Detail" worksheet)**

NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contibution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Strategic Project 1	Advertising/Promotion ( media, activations, streetscape)	\$ 15,893.00	\$ 2,978.32				\$2,978.32	19%
Strategic Project 2	Events (\$10,000 levy, \$10,000 Cou Sponsorship)	\$ 20,000.00	\$ 2,508.00				\$2,508.00	13%
Strategic Project 3	Member Services	\$ 1,500.00	\$ -				\$0.00	0%
Strategic Project 4	Coordinator Fee - Marketing	\$ 16,900.00	\$ 5,270.00				\$5,270.00	31%
<b>Subtotal</b>		<b>\$ 54,293.00</b>	\$ 10,756.32	\$ -	\$ -	\$ -	\$10,756.32	20%

**Administration**

Brief Description		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
Marketing/Admin Coordinator	Coordinator Fee - Admin	\$ 13,520.00	\$ 4,216.00				\$4,216.00	31%
Office Expenses / Misc		\$ 700.00	\$ 63.20				\$63.20	9%
Book keeping/auditing		\$ 2,000.00	\$ 458.00				\$458.00	23%
Insurance		\$ 1,800.00	\$ -				\$0.00	0%
<b>Subtotal</b>		<b>\$ 18,020.00</b>	\$ 4,737.20				\$4,737.20	26%

<b>Total Expenses</b>	<b>Projects + Administration</b>	<b>\$ 72,313.00</b>					\$15,493.52	21%
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<b>Operating Surplus</b>	(includes opening balance, yet to be allocated, and not included in levy expenditure)	<b>\$ 3,372.00</b>					\$0.00	0.00%
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**Goodwood Road Business Association - Expenditure 2021/22**

**Strategic Project 1 - Marketing/Adv/Promotion : Overall Budget \$34,293**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Project 1.1 -School Fence Art	<b>Description:</b> Continuation of art installations on Goodwood Primary School Fence <b>Objective:</b> Contribute to the vibrancy of the precinct, engagment with community and school	\$ 6,000	Ongoing 21/22		Community		SALA Fence installed			
Project 1.2 - Web Site	<b>Description:</b> Maintenance and minor upgrades to structure <b>Objective:</b> Presentation of Member information	\$ 1,000	Ongoing 21/22	Member Businesses	Consumers		Fees paid			
Project 1.3 - Vox Pops	<b>Description:</b> Short videos featuring member businesses and consumers <b>Objective:</b> Hilight people behind the businesses, hilight why people love Goodwood Road	\$ 4,000	Ongoing 21/22	Member Businesses	Consumers	Videos created and widely utililised on Social Media etc	Planning			
Project 1.4 - Heart of Goodwood	<b>Description :</b> Continuation of campaign of special offers from business for holders of a Heart of Goodwood card. <b>Objective :</b> Encourage comsumer loyalty, awareness of businesses	\$ 1,000	Ongoing 21/22	Member Businesses	Consumers	Participating Members Use of cards	Planning			
Project 1.5 - Art Grants and art tour	<b>Description :</b> Provision of grants to member businesses to create wall art, creatin of walkng art tour to take consumers around the street <b>Objective :</b> Further develop the Road's reputation as an art street, encourage consumers to explore the Road and its businesse	\$ 2,000	\$ 2,022		Consumers	4 new art works, art trail developed	Planning			
Other Projects under consideration	All of the above projects are subject to consideration and confirmation of cost as they evolve. Other projects may be added, depending on budgets and receipt of further funds - a refund is expected from ATO.	\$ 1,800								
Est. Comp. Date : 30/6/2022										

**Strategic Project 2 - Events Overall budget allocation \$20,000**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Project 2.1 - SALA	<b>Description:</b> Participation as a "whole of road" participant in SALA <b>Objective:</b> Create an added reason for consumers to visit the Road	\$ 5,000	August 2021, and 2022	Businesses, artists, SALA	Consumers		SALA held - August			
Project 2.2 Sat'dys on Goody	<b>Description:</b> Day and night events to attract consumers to the Road <b>Objective:</b> Increase visitation, hilight restaurant offerings	\$ 13,000	Oct - May	Businesss	Consumers - Families, local and otherwise		Planning			
Project 2.3	Contingency for above events or other small events	\$ 2,000								
Est. Comp. Date : May 2022										

**Strategic Project 3 - Member Services Overall budget allocation \$1,500**

Project 3.1	<b>Description :</b> Member Get togethers and meetings <b>Objective :</b> Member networking and liaison	\$ 1,500		Members	Members	Member liaison	Planning	AGM Held		
Est. Comp date : 30/6/2022										

**Strategic Project 4 Marketing Coordinator. Overall Budget allocation \$16,900**

	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes	Results for Quarter 1	Results for Quarter 2	Results for Quarter 3	Results for Quarter 4
Project 3.1 - Marketing Coordinator	<b>Description:</b> Marketing Coordinator to manage Social Media platforms, manage web site content, liase with media, write releases, liaise with businesses and suppliers re above projects <b>Objective:</b> Promotion of member businesses	\$ 16,900	Ongoing	Member businesses, community groups and organisations	Consumers	Reach, growth of platforms,	See below			
Est. Comp. Date : 30//6/2022										

**Sub total** Projects

<b>Administration</b>			
	<b>Yearly Hours</b>	<b>Rate/Hour</b>	<b>Total</b>
Admin/Marketing Coord.	208	\$65	\$ 13,520
Office Exp.	Postage, phone calls, office supplies, PO Box, Book keeping		\$ 2,700
Insurance	Public Liability Required.		\$ 1,800
Other	Miscellaneous costs, Fees and Charges		\$ -
<b>Sub total</b>	<b>Administration</b>		<b>\$ 18,020</b>

<b>Total Exp.</b>	<b>Projects + Administration</b>	<b>\$ 18,020</b>
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**SOCIAL MEDIA**

	<b>Measure</b>	<b>Current</b>	<b>Annual Target</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Member Newsletter	Open Rate						
Website Traffic	Page Views						
Social Media – Facebook	Page Likes (net)	4,461	5000	4,540			
Social Media – Instagram	Followers (net)	1,579	2000	1670			
Social Media – Member's Facebook Group	Members	82	NA				





**FULLARTON ROAD SOUTH TRADERS' ASSOCIATION INC.**

**Summary of Income and Expenditure 2021/22**

**Income**

Separate Rate funding	\$ 13,750.00
<b>Total Income</b>	<b>\$ 13,750.00</b>

Note : it is a requirement of the Local Government Act that all separate rate funding must be expended for the purposes outlined in the year of collection.

Has there been an alteration to your endorsed expenditure plan:	No	Date approved
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**\*\* Note: As per the Agreement with Council for the expenditure of the Separate Rate, all variations to the approved expenditure plan must be approved by The Council**

**Expenditure**

**Strategic Projects (Highlevel program overview. Breakdown of individual projects and further further detail on 'Detail" worksheet)**

NOTE: If a project is funded through income additional to the Separate Rate, please indicate the funding contribution of each project: eg \$20k Separate Rate, \$15k CoU sponsorship etc

FRSTA Quarter 1		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
	<b>Brief Description</b>							
Strategic Project 1	MARKETING CAMPAIGN	\$ 8,600.00	\$ 429.00				\$ 429.00	5%
Strategic Project 2	TRADERS' NETWORKING CHRISTMAS FUNCTION	\$ 600.00	nil				\$ -	0%
Strategic Project 3	PROMOTION OF SPECIAL EVENT (FUN DAY)	\$ 1,250.00	nil				\$ -	0%
Strategic Project 4		\$ -					\$ -	0%
Strategic Project 5		\$ -					\$ -	0%
<b>Subtotal</b>		<b>\$ 10,450.00</b>	\$ 429.00	\$ -	\$ -	\$ -		0%

Administration		Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Progressive total	% of Prog. Total
	<b>Brief Description</b>							
	eg: Salary for Coordinator **Please add / delete lines as needed							
Marketing/Admin Coordinator		\$ -					\$ -	0%
Office Expenses		\$ 1,200.00	\$ 2.40				\$ 2.40	0%
Insurance		\$ 1,600.00	nil				\$ -	0%
<b>Subtotal</b>	<b>Projects + Administration</b>	<b>\$ 2,800.00</b>	nil				\$ -	0%

<b>Total Expenses</b>		<b>\$ 13,250.00</b>	nil				\$ -	0%
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<b>Operating Surplus</b>		<b>\$ 500.00</b>	nil				\$ -	0.00%
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FULLARTON ROAD SOUTH TRADERS' ASSOCIATION INC. - Expenditure 2021/22

Strategic Project 1 - Marketing		\$13,750								
	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders						
Project 1.1 - MARKETING CAMPAIGN	Description: Continuation of our Marketing program, including print and social media. Objective: Increase awareness of our local businesses and the traders' offerings. Support the City of Unley's "Shop Local" campaign	\$ 8,600	Throughout year	All 50 Traders						
Project 1.2 - TRADERS' CHRISTMAS	Description: Traders' Christmas Networking Function Objective: To allow all our Traders' to catch up and exchange ideas.	\$ 600	December	All 50 businesses that comprise the FRSTA Inc.	Number of Traders attending					
SUB TOTAL		\$ 9,200								
Est. Comp. Date :										

Strategic Project 2 - Events Funding \$10,000 from City of Unley										
	Description and Objective	Budget allocation	Delivery Date	Key Stakeholders	Target Audience	Key outcomes				
Project 2.1 FULLARTON ROAD SOUTH FUN DAY	Description: FREE COMMUNITY DAY WITH ACTIVATIONS THROUGHOUT THE PRECINNCT Objective: AN OPPORTUNITY FOR RESIDENTS AND BUSINESSES TO ENJOY A FUN DAY WITH FRIENDS AND FAMILY	\$ 10,000	DECEMBER	CITY OF UNLEY, RESIDENTS AND BUSINESSES W	NUMBER OF ATTENDEES					
Project 2.2 eg Major Christmas Event PROMOTION OF FUN DAY	Description: FLYERS AND MEDIA ADVERTISING OF COMMUNITY FUN DAY Objective: ENSURING COMMUNITY IS AWARE OF THE EVENT	\$ 1,250	DECEMBER	CITY OF UNLEY, RESIDENTS AND BUSINESSES W	NUMBER OF ATTENDEES					
Est. Comp. Date :										
<b>Sub total</b>	<b>Projects</b>	\$ 20,450								

ADMINISTRATION	Yearly Hours	Rate/Hour	Total
Admin/Marketing Coord.			\$ -
Office Exp.	Postage, phone calls, office supplies, PO Box, Book keeping		\$ 1,000
Insurance	Public Liability Required. (Cert. of Currency to be provided within 30 days of rate being set)		\$ 1,600
Other	Miscellaneous costs, Fees and Charges		\$ 200
<b>Sub total</b>	<b>Administration</b>		<b>\$ 2,800</b>
Surplus			\$ 500
<b>Total Exp.</b>	<b>Projects + Administration</b>		<b>\$ 23,750</b>

## **COUNCIL ACTION REPORT**

**REPORT TITLE:** COUNCIL ACTION RECORDS  
**ITEM NUMBER:** 4.7  
**DATE OF MEETING:** 22 NOVEMBER 2021  
**AUTHOR:** LARA KENNEDY  
**JOB TITLE:** EXECUTIVE ASSISTANT, OFFICE OF THE  
CEO  
**ATTACHMENTS:** 1. COUNCIL ACTION REPORT

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### **1. EXECUTIVE SUMMARY**

To provide an update to Members on information and actions arising from resolutions of Council.

### **2. RECOMMENDATION**

That:

1. The report be noted.
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COUNCIL ACTION REPORTS - ACTIONS TO NOVEMBER 2021					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
27/01/21	4.2	<p><b>E-SCOOTER TRIAL IN THE CITY OF UNLEY</b></p> <p>2. The Mayor write to the Lord Mayor of the City of Adelaide requesting the inclusion of the South Park Lands in the City of Adelaide e-scooter trial.</p> <p>3. Subject to the City of Adelaide approval of the inclusion of the South Park Lands in their e-scooter trial, an e-scooter trial to be undertaken in the City of Unley area and the Administration proceed to finalise a Use Case for submission to the Minister for Infrastructure and Transport.</p> <p>4. The Administration be authorised to make technical amendments to the e-scooter trial Use Case to meet the requirements of the Minister, without significant departure from the substance/intent of the conditions as part of the finalisation process.</p> <p>5. Subject to Ministerial approval, the use of the Shared Mobility Devices Model Permit developed by the Local Government Association for the establishment of an e-scooter trial in the City of Unley area based on the permit conditions as set out in Attachment 2 to this report (Item 4.2, Council Meeting 27/01/2020) be endorsed.</p>	GM City Development	The City of Adelaide has received approval from the Minister for the inclusion of the South Park Lands in the current City of Adelaide e-scooter trial area. The Administration has finalised the Unley use case submission which is now awaiting final sign-off from the Department of Infrastructure and Transport (DIT). Once this is received, it will be submitted to the Minister for consideration.	December 2021
					Completed
					Completed
23/08/21	4.1	<p><b>CULROSS AVENUE TRAFFIC AND PARKING ASSESSMENT</b></p> <p>2. The Council undertake consultation with the residents abutting Culross Avenue, Bridge Street, and all regular hirers of Scammerl Reserve, including the Scout Hall, regarding a possible full road-closure of Culross Avenue to be provided adjacent no. 19 and 20 Culross Avenue.</p> <p>3. As part of the consultation process regarding a possible full road-closure of Culross Avenue, feedback is sought in respect to the likely impacts that the road-closure would have for matters such as on-street parking, circulation and access and waste collection.</p> <p>4. A further report be presented to Council for its consideration outlining the results of the feedback received in response to the consultation process for a possible full road-closure of Culross Avenue.</p>	GM City Development	The Administration has engaged an external consultant to undertake consultation as resolved by Council and collate all feedback to be received. Consultation commenced on 25 October 2021 and will close on 15 November 2021. A report outlining the results of the feedback to be received will be presented to Council for its consideration likely to be at its December 2021 meeting.	December 2021
23/08/21	4.6	<p><b>SUSTAINABLE BUSINESS SUPPORT PROGRAM - SINGLE-USE PLASTIC BAGS UPDATE</b></p> <p>2. An Elected Member briefing be held to provide details on the impact of plastic bags going to landfill within the City of Unley, to allow an informed submission to be made to the Stage 3 consultation for implementation of the Single-Use and Other Plastic Products (Waste Avoidance) Act 2020.</p>	GM City Development	The Administration is meeting with a consultant in late November 2021 to discuss how Council can play a more active role in reducing reliance on single use plastic bags. Following this meeting, a date for a briefing with Elected Members will be confirmed to be held in early 2022	January 2022
23/08/21	5.1.2	<p><b>NOTICE OF MOTION FROM COUNCILLOR D. PALMER RE: FRONT BOUNDARY HEDGES - IMPACT ON PEDESTRIAN ACCESS</b></p> <p>1. An audit of previously inspected hedges on the front boundaries of private properties within the City of Unley be completed to:</p> <p>1.1 Identify hedges that impede pedestrian access on the public footway;</p> <p>1.2 Outline actions Council may take to resolve the impact of these related hedges, in line with Council's Compliance Policy.</p> <p>2. A report on the audit findings be presented to Council for consideration of any further action.</p>	GM City Services	The audit of hedges has been completed, with outcomes of the audit and next steps presented at the Council briefing on 15 November 2021.	December 2021
27/09/21	4.5	<p><b>CENTENNIAL PARK CEMETERY AUTHORITY - REVISED CHARTER (SEPTEMBER 2021)</b></p> <p>2. The draft Centennial Park Cemetery Authority Charter, as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 27/09/2021) be endorsed, with the Chief Executive Officer authorised to make minor amendments of a technical nature if required in order to finalise the Charter.</p> <p>3. Advice of the decision to endorse the draft Centennial Park Cemetery Authority Charter, as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 27/09/2021) be provided to the City of Mitcham and the Centennial Park Cemetery Authority.</p> <p>4. The appointment of an Elected Member to the Owners Executive Committee be noted, with a subsequent report to be presented to Council in order to determine the necessary appointment.</p>	Executive Manager Office of the CEO	Completed - refer below	Completed
				Completed - advice of council resolution provided to City of Mitcham, who will facilitate publication of the revised Charter in the SA Government Gazette.	Completed
				Completed - Councillor M. Rabbitt appointed to the OEC at the October Council Meeting.	Completed
27/09/21	5.1.1	<p><b>NOTICE OF MOTION FROM COUNCILLOR J. BONHAM RE: CALL FOR ACTION FOR CONSERVATION COUNCIL AND PROPOSED ITEM OF BUSINESS FOR GAROC</b></p> <p>2. The CEO be authorised to write to the Conservation Council of South Australia indicating that Unley Council has endorsed in principle 'A Call to Action: Protecting Adelaide's Tree Canopy'.</p> <p>3. The 'A Call to Action: Protecting Adelaide's Tree Canopy' report be referred to ERA to evaluate the recommendations contained in the report, and to investigate what role councils may play in their implementation, and a report be provided to member councils on completion of investigations.</p> <p>4. A motion be submitted for consideration at the next General Meeting of the LGA requesting the LGA lobby the State Government regarding the provisions applying to arborist qualifications/standards and methodologies used for tree assessments, potentially through the introduction of a Practice Direction under the Planning, Development and Infrastructure Act 2016.</p>	CEO	Completed	Completed
			CEO	Completed	Completed
			Executive Manager Office of the CEO	The next LGA General Meeting at which this motion can be considered will be held in April 2022.	April 2022

COUNCIL ACTION REPORTS - ACTIONS TO NOVEMBER 2021					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
		5. Council staff be authorised to liaise with the LGA Secretariat in relation to the wording of the motion set out in Part 3, and if required, modify the wording to facilitate acceptance of the motion for consideration at the Local Government Association Ordinary General Meeting and to ensure legislative compliance.	Executive Manager Office of the CEO		
27/09/21	5.1.2	<b>NOTICE OF MOTION FROM COUNCILLOR J. DODD RE: VARIATION TO COUNCIL RESOLUTION C0578/21: CULROSS AVENUE TRAFFIC AND PARKING ASSESSMENT</b> 2. The Council undertake consultation with the residents abutting Culross Avenue, Bridge Street, and all regular hirers of Scammell Reserve, including the Scout Hall, regarding a possible full road closure of Culross Avenue to be provided adjacent no. 19 and 20 Culross Avenue and/or for a possible full road closure at the intersection of Culross Avenue and Fullarton Road. 3. As part of the consultation process regarding a possible full road closure of Culross Avenue, feedback is sought in respect to the likely impacts that the road closure would have for matters such as onstreet parking, circulation and access and waste collection. 4. A further report be presented to Council for its consideration outlining the results of the feedback received in response to the consultation process for a possible full road closure of Culross Avenue.	General Manager City Development	The consultation process currently undertaken has incorporated the options as resolved by Council. The Administration is required to undertake consultation with the Department of Infrastructure and Transport (DIT), regarding a proposed road closure abutting Fullarton Road. This will be included in the report to be considered by Council likely to be at its December 2021 meeting.	December 2021
25/10/21	4.3	<b>PRUDENTIAL MANAGEMENT REPORT - UNLEY OVAL STAGE 2</b> 2.4 Place a copy of the Unley Oval (Stage 2) Prudential Management Report on the City of Unley website and make it available for inspection at the Principal Office.	General Manager City Development	A copy of the prudential management report has been provided in accordance with Council's resolution	Completed
25/10/21	4.5	<b>REVOCATION OF INFORMAL GATHERINGS POLICY</b> 3. The procedure for the holding of an electronic information or briefing session, as set out in Attachment 2 (Item 4.5, Council Meeting 25/10/2021) be endorsed and incorporated within the Code of Practice Procedures at Meetings	Executive Manager Office of the CEO	Completed	Completed
25/10/21	4.6	<b>LGA SUBMISSION - COMMUNITY ENGAGEMENT CHARTER &amp; POLICY</b> 2. The submission to the Local Government Association in response to its call for feedback regarding the proposed Community Engagement Charter and Model Community Engagement Policy, as set out in Attachment 4 to this report (Item 4.6, Council Meeting 25/10/2021) be endorsed.		Feedback submitted	Completed
25/10/21	5.4	<b>QUESTION ON NOTICE</b> Councillor K. Anastassidis asked a question regarding the number of days the Fullarton Park Community Centre is hired exclusively in January 2022.	General Manager City Services	Answered, refer council agenda 22 November 2021	Completed
25/10/21	5.4	<b>QUESTION ON NOTICE</b> Councillor J. Boisvert asked a question regarding the printing and distribution of the Unley Life publication.	Executive Manager Office of the CEO	Answered, refer council agenda 22 November 2021	Completed
25/10/21	5.4	<b>QUESTION ON NOTICE</b> Councillor J. Dodd asked a question regarding the distribution of the Unley Life publication.	Executive Manager Office of the CEO	Answered, refer council agenda 22 November 2021	Completed
25/10/21	5.4	<b>QUESTION ON NOTICE</b> Councillor N. Sheehan asked a question regarding the distribution of the Unley Life publication.	Executive Manager Office of the CEO	Answered, refer council agenda 22 November 2021	Completed

## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR K. ANASTASSIADIS RE: REQUEST TO UNDERTAKE A MOVEMENT STUDY OF GLEN OSMOND ROAD
<b>ITEM NUMBER:</b>	5.1.1
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	1. PHOTOS OF OBSERVATIONS OF THE GLEN OSMOND, YOUNG AND KENILWORTH INTERSECTION

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Councillor Kay Anastassiadis have given notice of intention to move the following motion at the Council meeting to be held on 22 November 2021 .

### **MOTION**

That:

1. The City of Unley write to the Minister for Infrastructure and Transport, Corey Wingard, requesting that the Department for Infrastructure and Transport (DIT) undertake a holistic movement study of Glen Osmond Road from Fullarton Road in the south-east to Greenhill Road in the north-west that includes:
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists along and across the road.
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists at the intersection of Glen Osmond Road, Kenilworth Road and Young Street.
  - motor vehicle traffic volumes and speeds on Glen Osmond Road.
  - motor vehicle movements at the intersection of Glen Osmond Road, Kenilworth Road and Young Street including:
    - illegal turns from Kenilworth Road into Glen Osmond Road.
    - queuing across pedestrian crossings and the slip lane.
    - entry from the commercial premises located within the intersection.
2. The City of Unley work with DIT to ensure the study considers aspects of both movement and place including:
  - local traffic conditions along the Council roads surrounding and interfacing with Glen Osmond Road.
  - amenity of Glen Osmond Road including bus shelters, street furniture, street trees and green infrastructure.

- design at the intersection of Kenilworth Road, Young Street and Glen Osmond Road to improve amenity and safety, expand existing green space and further develop a local sense of place.
3. A copy of the letter to the Minister for Infrastructure and Transport Planning requesting a holistic movement study of Glen Osmond Road be sent to the local Member for Unley, Minister David Pisoni.
  4. Give notice to the Mayor and CEO of the Burnside Council and provide them with a copy of the letter being forwarded to the Minister for Infrastructure and Transport Planning.
- 

## **Background**

This motion is directly related to the Unley Integrated Transport Strategy:

- Active Transport focus area:
  - Unley is recognised as a leader in providing connected, efficient, and safe active transport choices.
  - Active transport options are more utilised by the local community

Glen Osmond Road is a mixed-use precinct with the greatest concentration of activities around the intersection of Glen Osmond Road, Kenilworth Road, Young Street, and the pedestrian link into Eastwood. There are many businesses and services at or within 100m of this intersection including: Parkside Primary School and associated OSHC (adjacent the intersection), St Raphael's Primary School, St Raphael's church, Eastwood Community Centre and Grove Kindergarten.

The area has been a hub of activity since early European Settlement and continues to be a key destination for the local community. Its role as an activity centre will only grow given Glen Osmond Road is zoned as an Urban Corridor with mid-rise, mixed-use development anticipated for the area. The increase in residential and commercial activities will see greater pedestrian movements along and across the road.

The Governing Council of Parkside Primary School recently wrote to the Department of Infrastructure and Transport (DIT) raising its concerns about safety and convenience for pedestrians and cyclists around the intersection and along Glen Osmond Road.

Our observations of people using the Glen Osmond, Young and Kenilworth intersection are in line with the issues raised by the Governing Council. These include persistent queuing of motorists across the pedestrian crossings and into the centre of the intersection with children and their parents as well as people who work in local businesses negotiating their way around vehicles.

*Attachment 1*



The City of Unley has tried to address traffic issues within its jurisdiction (specifically on Young Street and Kenilworth Road) in its Local Area Traffic Management (LATM). However, as Glen Osmond Road is controlled by DIT, improving safety and convenience for vulnerable road users in this precinct is a matter for the State Government via DIT.

As of 2019, motor vehicle traffic volumes on Glen Osmond Road were estimated at 26,000 vehicles per day with a concentration of vehicles in the AM and PM peaks, precisely the time when children are travelling to and from school. The intersection widening and traffic signal changes proposed for the Glen Osmond Road/Fullarton Road intersection will alter traffic flows on Glen Osmond Road and may worsen conditions at the Glen Osmond, Young and Kenilworth intersection. Notably, there is no data on pedestrian and cyclist numbers and movements in the precinct. Collection and analysis of this data is required for an inclusive approach to access, safety, and amenity for all who use the roads and visit businesses and services in this precinct.

Specific discussions regarding the Kenilworth, Young St and Glen Osmond Road intersection/precinct are required to address the particular concerns regarding pedestrian, bicyclist, and car movements to improve the amenity and safety of this area. Initial discussions have been held with Council administration staff during the regular Parkside Ward briefing and there was a view expressed that there are opportunities to reimagine and improve the way this particular area works and to increase the amenity and safety for all pedestrians but particularly children, bicyclists, and other traffic. There may be benefits for business from improving the amenity including additional greening of this area which currently looks neglected.



Attachment 1

Glen Osmond Road, Young Street and Kenilworth Road intersection. Persistent traffic queuing across the pedestrian crossing and into the intersection.





## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM COUNCILLOR J RUSSO RE: ELECTED MEMBER BRIEFING - CHANGES TO SECTIONS 58 AND 59 LOCAL GOVERNMENT ACT 1999 (ROLE OF COUNCIL MEMBERS AND PRINCIPAL MEMBERS)
<b>ITEM NUMBER:</b>	5.1.2
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. INFORMATION SHEET - S.58 SPECIFIC ROLES OF PRINCIPAL MEMBER</li><li>2. INFORMATION SHEET - S.59 ROLE OF COUNCIL MEMBERS</li></ol>

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Councillor J. Russo has given notice of intention to move the following motion at the Council meeting to be held on 22 November 2021.

### **MOTION**

That:

1. An Elected Member Briefing be convened to examine the recent changes to the *Local Government Act 1999* regarding the role of council members (s. 58) and the role of the principal member (s. 59) to review how Elected Members will actively work together to meet the new obligations and support the expanded leadership role of the principal member
- 

### **Background**

Changes to section 58 and 59 of the *Local Government Act 1999* (the Act) commenced on 20 September 2021, these amendments relate specifically to the role of the principal member and role of council members. The changes introduce legislative obligations regarding the relationship between members – essentially legally requiring all members to ensure positive and constructive working relationships within the council.

Section 58 of the Act has been amended to provide a clear leadership role for the principal member. There is also now a legal requirement for members to recognise and support the role of the principal member and a clear direction for council members to actively work together on relationships. The green text below is the new provisions and the strikethrough text is what was in place previously.

## Part 3—Role of members

### 58—Specific roles of principal member

- ~~(1) The role of the principal member of a council is—~~
- ~~—(a) to preside at meetings of the council;~~
  - ~~—(b) if requested, to provide advice to the chief executive officer between council meetings on the implementation of a decision of the council;~~
  - ~~—(c) to act as the principal spokesperson of the council;~~
  - ~~—(d) to exercise other functions of the council as the council determines;~~
  - ~~—(e) to carry out the civic and ceremonial duties of the office of principal member.~~
- (1) Subject to this Act, the role of the principal member of a council as leader of the council is—
- (a) to provide leadership and guidance to the council; and
  - (b) to lead the promotion of positive and constructive working relationships among members of the council; and
  - (c) to provide guidance to council members on the performance of their role, including on the exercise and performance of their official functions and duties; and
  - (d) to support council members' understanding of the separation of responsibilities between elected representatives and employees of the council; and
  - (e) to preside at meetings of the council; and
  - (f) to liaise with the chief executive officer between council meetings on the implementation of a decision of the council; and
  - (g) to act as the principal spokesperson of the council; and
  - (h) to exercise other functions of the council as the council determines; and
  - (i) to carry out the civic and ceremonial duties of the office of principal member.
- (2) ~~Subsection (1)(c)~~ Subsection (1)(g) does not apply in circumstances where a council has appointed another member to act as its principal spokesperson.

### 59—Roles of members of councils

- (1) The role of a member of a council is—
- ~~(a) as a member of the governing body of the council—~~
    - ~~—(i) to participate in the deliberations and civic activities of the council;~~
    - ~~—(ii) to keep the council's objectives and policies under review to ensure that they are appropriate and effective;~~
    - ~~—(iii) to keep the council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review;~~
    - ~~—(iv) to ensure, as far as is practicable, that the principles set out in section 8 are observed;~~

- (a) as a member of the governing body of the council—
    - (i) to act with integrity; and
    - (ii) to ensure positive and constructive working relationships within the council; and
    - (iii) to recognise and support the role of the principal member under the Act; and
    - (iv) to develop skills relevant to the role of a member of the council and the functions of the council as a body; and
    - (v) to participate in the deliberations and activities of the council; and
    - (vi) to keep the council's objectives and policies under review to ensure that they are appropriate and effective; and
    - (vii) to keep the council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review; and
    - (viii) to ensure, as far as is practicable, that the principles set out in section 8 are observed; and
    - (ix) to participate in the oversight of the chief executive officer's performance under the council's contract with the chief executive officer; and
    - (x) to serve the overall public interest; and
  - (b) as a person elected to the council—to represent the interests of residents and ratepayers of the council, to provide community leadership and guidance, and to facilitate communication between the community and the council.
- (2) A member of a council may, with the principal member's authorisation, act in place of, or represent, the principal member.
  - (3) A member of a council has no direct authority over an employee of the council with respect to the way in which the employee performs his or her duties.

## Discussion

Due to these changes it is time for an Elected Member Briefing to be convened to revisit the role of members, our working relationships and, in particular, the role of the principal member.

The LGA of SA has outlined the following in relation to section 58 – Specific roles of the principal member:

*“Under previous legislation the role of the principal member was limited to:*

- *presiding at meetings of the council*
- *providing advice to the CEO on the implementation of a decision of the council (if requested),*
- *acting as the principal spokesperson*
- *carrying out civic and ceremonial duties.*

*With new legislation introduced, there are leadership responsibilities for the principal member, including a requirement to promote positive and constructive working relationships among members of the council.*

*The changes to section 58 no longer require a request before a principal member may provide advice regarding the implementation of council decisions, and now provide the capacity for the principal member to liaise with the chief executive officer (CEO) between council meetings in relation to council decisions.”*

These amendments enhance the role and responsibilities of the principal member. However, the changes to section 59 do not confer new powers and do not permit a principal member to direct (for example) a council CEO (other than in accordance with a council resolution).

### **Further Information**

There has been general communication from the LGA about these changes with the intention of really promoting/reinforcing the changes as part of the lead up to the November 2022 elections.

Attached are two information sheets the LGA has prepared which summarise the changes.

For further resources relating to the Reform changes available on the Members Only section of the LGA website:

<https://www.lga.sa.gov.au/member-services/lg-sector/local-government-reform>.

You need to log in to access Members Only content by using your council email address.





## Section 58 – Specific roles of principal member

*This information sheet relates to the commencement of section 21 of the Statutes Amendment (Local Government Review) Act 2021, amending section 58 of the Local Government Act 1999. Based on information currently available, and consistent with previous advice from the Minister for Local Government, the changes will commence on proclamation which is anticipated to be in September 2021.*

### 1. Background

Section 58 of the *Local Government Act 1999* (the *Local Government Act*) sets out the specific roles of the principal member of council. These roles are in addition to the roles of members of councils set out in section 59 of the *Local Government Act*.

### 2. Summary of changes

Historically, the role of the principal member has been limited to presiding at meetings of the council, providing advice to the CEO on the implementation of a decision of the council (if requested), acting as the principal spokesperson and carrying out civic and ceremonial duties.

The *Statutes Amendment (Local Government Review) Act 2021* (the *Review Act*) has introduced leadership responsibilities for the principal member, including a requirement to promote positive and constructive working relationships among members of the council. The changes to section 58 no longer require a request before a principal member may provide advice regarding the implementation of council decisions, and now provide the capacity for the principal member to liaise with the chief executive officer (CEO) between council meetings in relation to council decisions.

These amendments enhance the role and responsibilities of the principal member. However, the changes to section 59 do not confer new powers and do not permit a principal member to direct (for example) a council CEO (other than in accordance with a council resolution).

The presiding member at a meeting of council will gain new powers to keep order during council meetings, when amendments to section 86 of the *Local Government Act* (Procedure at Meetings) commence as part of the new behaviour management framework. This will include a new power for the presiding member to exclude (for up to 15 minutes) a member of council behaving in an improper or disorderly manner. Further guidance on this new power will be provided by the LGA before the relevant section commences, including the measures available to prevent these new powers from being misused.

### 3. Extract of section 58

#### 58—Specific roles of principal member

- ~~(1)—The role of the principal member of a council is—~~
- ~~— (a) —to preside at meetings of the council;~~
  - ~~— (b) —if requested, to provide advice to the chief executive officer between council meetings on the implementation of a decision of the council;~~
  - ~~— (c) —to act as the principal spokesperson of the council;~~

**For further information contact the Governance Team**

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~~— (d) — to exercise other functions of the council as the council determines;~~

~~— (e) — to carry out the civic and ceremonial duties of the office of principal member;~~

- (1) Subject to this Act, the role of the principal member of a council as leader of the council is—
- (a) to provide leadership and guidance to the council; and
  - (b) to lead the promotion of positive and constructive working relationships among members of the council; and
  - (c) to provide guidance to council members on the performance of their role, including on the exercise and performance of their official functions and duties; and
  - (d) to support council members' understanding of the separation of responsibilities between elected representatives and employees of the council; and
  - (e) to preside at meetings of the council; and
  - (f) to liaise with the chief executive officer between council meetings on the implementation of a decision of the council; and
  - (g) to act as the principal spokesperson of the council; and
  - (h) to exercise other functions of the council as the council determines; and
  - (i) to carry out the civic and ceremonial duties of the office of principal member.
- (2) ~~Subsection (1)(e)~~ Subsection (1)(g) does not apply in circumstances where a council has appointed another member to act as its principal spokesperson.

*This resource has been prepared by the Local Government Association of SA (LGA) to assist councils with implementation of legislative changes arising from Local Government Reforms, incorporating advice from Norman Waterhouse, for the guidance of and use by member councils.* **Last Updated:** 01/09/2021

**For further information contact the Governance Team**

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## Section 59 – Roles of members of councils

*This information sheet relates to the commencement of section 22 of the Statutes Amendment (Local Government Review) Act 2021, amending section 59 of the Local Government Act 1999. Based on information currently available, and consistent with previous advice from the Minister for Local Government, the changes will commence on proclamation which is anticipated to be in September 2021.*

### 1. Background

Section 59 of the *Local Government Act 1999* (the *Local Government Act*) sets out the roles of members of councils. These roles are applicable to all council members, including principal members.

### 2. Summary of changes

Previously the role of members of councils was focused on participation in decision making, review of the council's objectives and policies to ensure their effectiveness, review of resource allocation, expenditure, activities and the efficiency and effectiveness of service delivery and observance of the principles set out in section 8 of the *Local Government Act*.

The *Statutes Amendment (Local Government Review) Act 2021* (the *Review Act*) has introduced a role for council members to act with integrity. It also imposes a requirement for council members to ensure positive and constructive working relationships within the council and to recognise and support the role of the principal member. These changes aim to support the effectiveness of the new council member behavioural management framework, which will commence at a later date.

Further changes see the introduction of an obligation for council members to develop skills relevant to the role of a council member and the functions of a council as a body. There is also a role, as a member of the governing body, to participate in the oversight of the chief executive officer's performance.

These new roles are in addition to the roles of council members previously set out in the *Local Government Act*.

### 3. Extract of section 59

#### 59—Roles of members of councils

(1) The role of a member of a council is—

~~(a) as a member of the governing body of the council—~~

- ~~—(i) to participate in the deliberations and civic activities of the council;~~
- ~~—(ii) to keep the council's objectives and policies under review to ensure that they are appropriate and effective;~~
- ~~—(iii) to keep the council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review;~~
- ~~—(iv) to ensure, as far as is practicable, that the principles set out in section 8 are observed;~~

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- (a) as a member of the governing body of the council—
- (i) to act with integrity; and
  - (ii) to ensure positive and constructive working relationships within the council; and
  - (iii) to recognise and support the role of the principal member under the Act; and
  - (iv) to develop skills relevant to the role of a member of the council and the functions of the council as a body; and
  - (v) to participate in the deliberations and activities of the council; and
  - (vi) to keep the council's objectives and policies under review to ensure that they are appropriate and effective; and
  - (vii) to keep the council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review; and
  - (viii) to ensure, as far as is practicable, that the principles set out in section 8 are observed; and
  - (ix) to participate in the oversight of the chief executive officer's performance under the council's contract with the chief executive officer; and
  - (x) to serve the overall public interest; and
- (b) as a person elected to the council—to represent the interests of residents and ratepayers **of the council**, to provide community leadership and guidance, and to facilitate communication between the community and the council.
- (2) A member of a council may, with the principal member's authorisation, act in place of, or represent, the principal member.
- (3) A member of a council has no direct authority over an employee of the council with respect to the way in which the employee performs his or her duties.

*This resource has been prepared by the Local Government Association of SA (LGA) to assist councils with implementation of legislative changes arising from Local Government Reforms, incorporating advice from Norman Waterhouse, for the guidance of and use by member councils.* **Last Updated:** 31/08/2021

**For further information contact the Governance Team**

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## **MOTION OF WHICH NOTICE HAS BEEN GIVEN**

<b>REPORT TITLE:</b>	NOTICE OF MOTION FROM MAYOR M. HEWITSON RE: PROPOSED PURCHASE OF ARTWORK "EPOCH ARCHIVERS 'TIME CAPSULE'"
<b>ITEM NUMBER:</b>	5.1.3
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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Mayor M. Hewitson has given notice of intention to move the following motion at the Council meeting to be held on 22 November 2021.

### **MOTION**

That:

1. Staff be authorised to purchase the artwork titled "Epoch Archivers 'time capsule'" by Thom Buchanan, displayed as part of the Unley 150th exhibition at the Unley Museum, at an unbudgeted cost of \$8,750.00, with the matter of allocation of funding to be considered at the next quarterly budget review.
- 

### **Background**

The Museum held an Unley 150th exhibition including art pieces displayed for sale by a number of known commercial artists.

One display in shades of blue captured so much of the past 150 years.

Photograph below:



The photo is one I took at the opening of the exhibition by chance as I photographed all the art displays.

The Friends of the Unley Museum asked me to propose that Council invests in an artwork that represents the City of Unley's 150<sup>th</sup> Anniversary, currently displayed in the Museum's exhibition 150.

The artwork is a quadtych, one major piece with three supporting smaller works by renowned local artist Thom Buchanan, entitled Epoch Archivers 'time capsule'. The artist offers the entire package for \$8,750.

I quote from Julie Matthews-Kuerschner, President, Friends of the Unley Museum. *The works would make a significant and important addition to the Unley Museum collection, through which it will be registered, preserved and appropriately managed. It is envisioned that the works will be displayed throughout the city as part of the celebration of Unley and its 150 years. Locations for exhibition include the Civic Centre customer area, the Council Chambers, the Unley Museum entrance, Fullarton Park Centre, Unley Library, Goodwood Library and other locations as appropriate. This way many Unley residents will have an opportunity to enjoy the artworks and the city's significant anniversary celebrations can continue for many years. The Friends of the Unley Museum see this as an investment in the arts and culture of our city, and a poignant way to capture the celebrations through a lasting medium.*

## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR J. RUSSO RE: ASSISTANCE AND SUPPORT PROVIDED TO MAYOR M. HEWITSON
<b>ITEM NUMBER:</b>	5.3.1
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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The following Questions on Notice have been received from Councillor J. Russo and the answers are provided:

### **QUESTIONS**

Following on from the Question on Notice received by Councillor S. Dewing Re: Cost of Legal Advice – Administrative Support to Mayor/Elected Members at the 25 October 2021 Council Meeting, the following questions have been received by Councillor J. Russo.

1. Beside the recent legal advice given to the Mayor regarding fact checking of material, what other legal advice has he sought and how much did it cost?
2. There have been 6 Assistants appointed to the Mayor. How much has this cost Council in total to recruit and train these employees?
3. How much of the CEO's time is spent managing and advising the Mayor directly with regards to:
  - Attending meetings
  - Assisting in affairs
  - Providing advice and guidance
  - Relationship management with staff, Elected Members, key stakeholders, and residents
  - Communications (written and verbal)
  - Public relations management
4. And what is the cost that this equates to for Council?

## **ANSWERS**

- 1. Beside the recent legal advice given to the Mayor regarding fact checking of material, what other legal advice has he sought and how much did it cost?**

Legal advice has been sought on previous occasions by the Administration for the Mayor over the last two years in relation to clarification on several matters including the content and format of Mayors reports, governance procedures, and more recently the required working framework between the Mayor and Administration. The approximate costs associated in seeking advice on these matters is in the order of \$1,000-3,000 in total.

- 2. There have been 6 Assistants appointed to the Mayor. How much has this cost Council in total to recruit and train these employees?**

Mayor M. Hewitson commenced his term as Mayor in November 2018. Shortly after commencement, a need was identified for a support resource to assist the Mayor with administrative tasks associated with the performance of his roles and functions under the *Local Government Act*.

Staffing records indicate five (5) individuals have worked in an assistant capacity to the Mayor (four on contract and one through an agency).

While exact data is not available in a form that can be presented to Council, the following matters should be noted:

- The recruitment process has involved internal staff or an external recruitment agency. This has involved approximately 20 – 30 hours of work including shortlisting of applications and interviews of short-listed candidates. In some cases, this was followed up with a meeting between the Mayor and preferred candidate.
- Support has been provided by the Council's People and Culture team in terms of the recruitment process.
- Advertising costs for placement on job boards such as seek.com, Careers in Council and Council website etc.
- The cost of training the employee towards being fully productive over a period of 3-5 months. This has been different for each new starter.
- Any specific training the employee was provided (in those cases where they had a non-local government background).



3. **How much of the CEO's time is spent managing and advising the Mayor directly with regards to:**

- **Attending meetings**
- **Assisting in affairs**
- **Providing advice and guidance**
- **Relationship management with staff, Elected Members, key stakeholders, and residents**
- **Communications (written and verbal)**
- **Public relations management**

It is estimated that the CEO spends up to two (2) days per week providing advice and guidance of the types referenced in the question. This includes, but is not limited to:

- One on one weekly update meetings and monthly agenda meetings with the Mayor.
- Attending meetings between the Mayor and Council members or external parties/community members as required.
- Preparation of material and attending meetings with Ministers.
- Checking and ensuring that the requirements of the Local Government Act and that appropriate governance procedures are followed.
- Maintaining effective communication and working relationships between the Mayor and Council staff.
- Aiding with media releases and council generated stories.
- Assisting with some interactions with residents and community groups.

4. **And what is the cost that this equates to for Council?**

The cost of up to two (2) days per week of the CEO's time is approximately \$2,300 per week, or \$120,000 per annum.

## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR S.DEWING RE: BIKE RACKS ON KING WILLIAM ROAD
<b>ITEM NUMBER:</b>	5.3.2
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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The following Questions on Notice have been received from Councillor S.Dewing and the answers are provided:

### **QUESTIONS**

1. Are there plans to increase bike racks on King Williams Road?
2. If there are plans to increase bike racks on King William Road, how many more will be installed and in what locations?
3. If there are plans to increase bike racks on King William Road, could we explore a different, more practical design to the ones currently located near Karen's Jewellers and Cibo?

### **ANSWERS**

1. **Are there plans to increase bike racks on King Williams Road?**

There are currently no plans to increase the number of bike racks that were installed as part of the King William Road Upgrade (Upgrade).

Currently, there is a total of 11 bike racks which have been installed as part of the Upgrade, in the section that is located between Park/Mitchell Streets and Arthur Street, which is approximately 600 metres in length.

2. **If there are plans to increase bike racks on King William Road, how many more will be installed and in what locations?**

There are no plans to install additional bike racks along the section of the Upgrade. The number and locations of the existing bike racks were considered as part of the Upgrade and in the context of other public realm infrastructure that was installed by Council at the time. However, should requests for the installation of additional bike racks be received and a need established, the Administration will consider this on a case-by-case basis in consultation with affected business owners.

3. **If there are plans to increase bike racks on King William Road, could we explore a different, more practical design to the ones currently located near Karen's Jewellers and Cibo?**

As the case with other public realm infrastructure, the existing bike rack design was intended to be a bespoke and unique feature of the Upgrade. However, in the event additional bike racks are installed these will be the standard U-shaped designs installed elsewhere in Unley. This design type will be installed whenever any of the existing bike racks need to be replaced.

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## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR S. DEWING RE: PUBLIC TOILETS
<b>ITEM NUMBER:</b>	5.3.3
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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The following Questions on Notice have been received from Councillor S. Dewing and the answers are provided:

### **QUESTIONS**

1. How many public toilets are located within the City of Unley?
2. Does Council outsource the cleaning of the public toilets within the City of Unley?
3. Does Council provide contractors with minimum standards for cleaning public toilets located within the City of Unley?
4. Does Council staff conduct cleaning and maintenance inspections of public toilets located within the City of Unley?
  - 4.1 If so, how often?
5. Has Council received complaints over the last three years about the standard of cleaning of public toilets within the City of Unley?
  - 5.1 If so, how many complaints have been received?

### **ANSWERS**

1. **How many public toilets are located within the City of Unley?**

There are 29 public toilets located within the City of Unley. Of these, 22 are on Council's parks and reserves and 7 are located within Council owned and operated buildings (e.g., libraries and community centres).

2. **Does Council outsource the cleaning of the public toilets within the City of Unley?**

Council has a cleaning service contract with a contractor engaged to undertake cleaning of all its public toilets.

3. **Does Council provide contractors with minimum standards for cleaning public toilets located within the City of Unley?**

Yes, the cleaning services contract is based on a specification that includes mandatory items and clear outcome standards.

4. **Does Council staff conduct cleaning and maintenance inspections of public toilets located within the City of Unley?**

Yes.

4.1 **If so, how often?**

Council staff undertake inspections of approximately 25% of public toilets located within the City on a weekly basis. In addition, ad-hoc inspections are also undertaken by Council staff

5. **Has Council received complaints over the last three years about the standard of cleaning of public toilets within the City of Unley?**

Council staff have received complaints and comments regarding the condition of Council's public toilets. When possible, complaints received are considered in the context of vandalism, fair wear and tear (noting one per day cleaning cycle) and contractor performance. Whilst there are occasions of proven poor contractor performance, more often than not, the complaints raised relate to the timing of cleaning and/or vandalism.

5.1 **If so, how many complaints have been received?**

With respect to the number of complaints that have been received over the past three years, this is difficult to quantify. This is primarily due to the fact that complaints are received from many sources including Council staff themselves and as such, not all instances are necessarily formally recorded as complaints.

The current contract will expire in late 2022 and it is proposed to undertake a review of the delivery of cleaning services for Council's public toilets to incorporate clear KPIs within the contract to ensure optimum service is provided to Council. This process is expected to commence in April 2022 in the lead up to a new contract being put in place.

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## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR K. ANASTASSIADIS RE: HOW IS THE SNAP SEND SOLVE APP USED AND RESPONDED TO
<b>ITEM NUMBER:</b>	5.3.4
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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The following Questions on Notice have been received from Councillor K. Anastassiadis and the answers are provided:

### **QUESTIONS**

1. To what extent is the Snap, Send, Solve App used and promoted by the Council?
2. How well are the reports generated by the Snap, Send, Solve App integrated into the communications/correspondence systems for recording, managing and responding to community issues identified through this App?

### **ANSWERS**

1. **To what extent is the Snap, Send, Solve App used and promoted by the Council?**

Since January 2021, we have received 205 requests via Snap, Send, Solve. The App has mainly been used to report footpath maintenance, issues with utilities infrastructure, and supermarket trolleys.

Once a member of the public uses the app, a request is directed to POBOX1. Information is provided to us in an email format which includes the user's name, contact details, geo-location of the incident, incident type, and any photographs provided. Council's Information Management team register these emails and triage to our Customer Experience (CX) team. Once received by CX, a customer request is created and actioned. Alternatively, if it is not a council related issue, CX manage the forwarding of the information to the respective external business or authority.

We have not actively promoted the App as we are still exploring its functionality, data management, and reporting. Given the increase in costs to councils as the volume of usage increases, we have been developing alternative strategies as follows:

- Implementing self-serve functionality on the City of Unley website which provides an alternative option to manage online requests. This platform is integrated with our systems and allows us to report on such requests.
- Creating a web-friendly Request Portal, that will allow users to easily lodge requests online, enable real-time triage of requests, and provide a way for users to track the progress of any requests lodged. This Portal will also include a mobile-friendly version.

This technology is being developed in-house, giving us full control of the application, its use, and low ongoing costs.

2. **How well are the reports generated by the Snap, Send, Solve App integrated into the communications / correspondence systems for recording, managing and responding to community issues identified through this App?**

Currently we have not opted for access to reporting functionality associated with Snap, Send, Solve due to the costs, noting that councils have been quoted in the order of \$10,000 per year for full access. Instead, our efforts are focused on alternative solutions that we have been developing.

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## QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

<b>REPORT TITLE:</b>	QUESTION ON NOTICE FROM COUNCILLOR J. RUSSO RE: CULTURE AND BUDGET ACTIVITIES
<b>ITEM NUMBER:</b>	5.3.5
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	NIL

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The following Questions on Notice have been received from Councillor J. Russo and the answers are provided:

### **QUESTIONS**

1. What percentage of the City of Unley's population is identifying as French?
2. What percentage of the City of Unley's population identify as other cultural groups?
3. How much does the City of Unley's budget spend on French activities and events over a 12-month period?
4. How much does the City of Unley's budget spend on other cultural activities and events over a 12-month period?
5. Does the current budget spend on French activities and events equate fairly compared to the budget spend on other cultural representation from across the City of Unley?

### **ANSWERS**

1. **What percentage of the City of Unley's population is identifying as French?**

The 2021 Census data will be released in mid-2022, therefore the 2016 Census data has been used to provide these responses.

In 2016, in the City of Unley:

- 69 people in the City of Unley identified as being born in France (0.2% population, compared to 0.1% for Greater Adelaide).
- 276 people identified as having French ancestry (0.7% of the population, compared to 0.5% for Greater Adelaide).
- 158 people identified as speaking the French language at home (0.4% of the population, compared with 0.2% for Greater Adelaide).



2. **What percentage of the City of Unley's population identify as other cultural groups?**

In 2016, 24.7% of people in City of Unley were born overseas, compared with 26.3% in Greater Adelaide.

3. **How much does the City of Unley's budget spend on French activities and events over a 12-month period?**

In the 2020-21 financial year, a total allocation of \$10,000 was provided to Alliance Francaise endorsed to spend on French activities and events for a community mural and small event to celebrate their 100<sup>th</sup> Anniversary (\$4,000) and sponsorship of the French Film Festival (\$6,000).

In the 2021-22 financial year, a total allocation of \$12,500 has been endorsed to spend on French activities and events which include:

- *Alliance Francaise*
  - \$6,000 for the French Film Festival.
  - \$2,500 for joint end of year event with Maison de France (cine event in the Town Hall).
  - \$4,000 for a quiz night and kids cine club program.
- *French Officer role*

In addition to the above, a part time role has recently been created within existing resources and budget to support the delivery of French activities across the City through the various French groups based in Unley. This equates to approximately \$17,000 per annum.

In total, the annual costs are therefore \$29,500.

4. **How much does the City of Unley's budget spend on other cultural activities and events over a 12-month period?**

The City of Unley total budget in 2021-22 for cultural activities is approximately \$811,000. This is comprised of:

**General Operating Activities**

- Arts and Cultural budget (\$160,000) which includes staff costs (1 FTE + arts trainee) and incorporates cultural activities and initiatives including Reconciliation Week, and delivery of Council's Cultural Plan initiatives 2021-2026.
- Harmony Day an event celebrating multiculturalism (\$7,000).
- Community Grants (\$92,000) for grants to community groups for local community to participate in a wide range of recreational, cultural, community, and initiatives. Includes small sponsorships and youth sponsorships.
- Community Impact Grants (\$64,000) for multi –year agreements that support community groups.

- Events Sponsorship (\$68,000) which includes sponsorship for example of the Australian Sir Lankan Food and Cultural Festival, Travelling Table (cancelled), Goodwood Greek Festival, and Cultural Fest at Unley Oval.
- Event Coordination and support (\$130,000) which includes staff costs (1FTE and casual staff at events).

### **Operating Projects**

- Tour Down Under and associated event (\$225,000) - cancelled 21/22.
- Australia Day (\$35,000).
- Busking events (\$10,000).
- Creative Activation Stations (\$10,000).
- Event Attraction (\$10,000).

Additionally, the above figures do not include events and activities that are incorporated into operating budgets and do not have independent amounts assigned to each initiative. These activities do however contribute to cultural events and activities including:

- Discounts to community groups for hire or lease of Council facilities, including via MOUs.
- Cultural Programs delivered at the City of Unley Community Centres and Libraries.

**5. Does the current budget spend on French activities and events equate fairly compared to the budget spend on other cultural representation from across the City of Unley?**

The approximate total spend on cultural activities and events 2021-22 is \$811,000.

Total spend on French activities and events 2021-22 is \$29,500, which equates to 3.6% of the total spend on cultural activities and events in the City of Unley.

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## MAYOR'S REPORT

**REPORT TITLE:** MAYOR'S REPORT FOR MONTH OF NOVEMBER 2021  
**ITEM NUMBER:** 6.1.1  
**DATE OF MEETING:** 22 NOVEMBER 2021  
**ATTACHMENTS:** NIL

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### 1. RECOMMENDATION

That:

1. The report be received.
- 

### Functions attended (20/10/21 to 16/11/21)

Legend for attendance type at Function/Event:	
Attendee – only, no duties	Guest – specifically invited as an event guest
Interview – on-air radio guest	Host – hosted a meeting as Mayor
Mayor – attended as the Mayor of City of Unley	Presenter – involved in presenting awards
Representative – attended as Council representative	Speaker – attended and gave a speech as Mayor

Date	Function/Event Description	Type
20/10/21	LGA Elected Member Briefing – Ombudsman, OPI and ICAC	Attendee
21/10/21	Meet the Mayor	Host
21/10/21	Australia Day Awards Ceremony with Governor	Mayor
22/10/21	FOCUS Committee Meeting	Host
22/10/21	Meeting and Presentation on LiDAR – with Brenton Grear and representatives of Dept of Environment & Water	Host
25/10/21	Council Meeting	Mayor
26/10/21	Active Ageing Alliance Meeting	Mayor
28/10/21	CPCA Owners Executive Committee Meeting	Mayor
28/10/21	Citizenship Ceremony	Mayor
28/10/21	Meet the Mayor	Host
28/10/21	LGA Conference Dinner	Attendee

Date	Function/Event Description	Type
29/10/21	LGA Conference	Mayor
29/10/21	Meeting re LiDAR – Andrea Michaels MP, Shadow Minister for Planning & Urban Development	Mayor
01/11/21	EM Briefing – Goodwood Community Centre	Attendee
02/11/21	Meeting with Consul General France – Tour of Maison de France	Mayor
04/11/21	KESAB Annual Breakfast with the Minister	Attendee
04/11/21	Meet the Mayor	Host
05/11/21	ERA Mayors Breakfast – Luigi’s Delicatessen	Mayor
08/11/21	Council Meeting	Mayor
11/11/21	RSL Unley Sub Branch Remembrance Day Service – Soldiers Memorial Gardens	Mayor
11/11/21	Meet the Mayor	Host
11/11/21	ERA Mayors & CEOs Ministers Briefing	Mayor
14/11/21	Latvian Federation of Australia & New Zealand Celebrates 70 Years – Wayville	Mayor
15/11/21	EM Briefing – Tree Prosecution / Hedges	Attendee
16/11/21	Meeting Minister Speirs and Ms Lucy Huxter, Ministerial Adviser	Mayor
16/11/21	FOCUS Meeting	Attendee

**Meeting 29 October 2021** – notes and answers to questions in discussion with Andrea Michaels MP, Shadow Minister for Planning & Urban Development.

We asked for approval of an offset fund provided for in section 197 of the *Development and Infrastructure Act 2016*, to provide a financial incentive for new developments to have 15% tree canopy cover “(5) *An approval of the Minister that relates to a scheme to be established by a joint planning board or a council may be given on conditions specified by the Minister.*”

- The fund to be held by Unley Council.
- The sole purpose of the fund is to buy nearby offset land for council to plant trees on.
- Council would bear the costs of planting and maintaining the trees out of recurrent revenue.
- Suggested it be a 10 year trial because the offset fund requires updating each 10 years by the Minister.

**Meeting 11 November 2021** with Vickie Champman MP, Deputy Premier, Minister for Planning and Local Government, ERA Mayors and CEOs. The Minister and her staff support were provided with the paper previously prepared for the Shadow Minister. Minister Vickie Chapman held it up for the other Councils to see. The Mayors had been well briefed at our regular monthly meetings, and prior copies had been sent to the CEOs.

We asked for approval of an offset fund provided for in section 197 of the *Development and Infrastructure Act 2016*, to provide a financial incentive for new developments to have 15% tree canopy cover “(5) An approval of the Minister that relates to a scheme to be established by a joint planning board or a council may be given on conditions specified by the Minister.”

- The fund to be held by Unley Council.
- The sole purpose of the fund is to buy nearby offset land for council to plant trees on.
- Council would bear the costs of planting and maintaining the trees out of recurrent revenue.
- Suggested it be a 10 year trial because the offset fund requires updating each 10 years by the Minister.

Meeting summary:

#### 1. **Tree Canopy**

- The City of Unley currently has a loss of 1,000 trees on private property per annum.
- Council will run out of land in 5 years with an extra 500 trees per year required.
- Analysis indicates that if Council is to meet its long-term canopy target of 31% by 2045, an additional 14,000 trees need to be planted within the next 25 years (in addition to those being replaced).
- Most of these tree plantings will need to be on private land to increase the tree canopy to approximately 27% from the current 22%.
- Council will need support from the State Government or the Minister for Planning to buy additional land.
- Council has explored several concepts in relation to financial measures and favours one which applies to new developments only, rather than to all properties.
- Development approvals that would result in an increase to the built footprint on the property would trigger the preferred concept. Examples of this being applied may include: two or more dwellings on one allotment; alterations and additions such as in-ground swimming pools, verandas, and garages.
- The proposed new planning code makes provision for sufficient “soft soil” to enable all new developments to be able to grow 15% tree canopy cover should they choose to do so.

## 2. Solution

- When a development application is lodged, an assessment of tree canopy cover on the property would be made against the target canopy cover of 15%. If the target is not met, the property owner would be charged an additional 10% of their rates, until such time as 15% canopy cover is achieved on the property. If on the other hand, the 15% target was met at the time of development, the additional charge would not be imposed.
- The additional income received by Council from the increased charges would go into a tree fund so that Council can purchase additional land on which to plant trees to achieve the desired canopy cover.
- Legal advice indicates that for the concept to be implemented,
- Amendments to Section 154 of the *Local Government Act* are required to enable Council to impose a separate rate directly connected to this purpose, should this approach be used.

## 3. Council Activities

- Council recently undertook a LIDAR survey to compare the results with the 2018 LIDAR survey.
- Council is now able to provide tree canopy cover data for each individual property. This data will be sent to each household in the next rates notice.
- We will also undertake a comparison of canopy cover for those properties in 2018 granted development assessment in 2019 with the current canopy cover. The data will probably confirm that these developments have resulted in the greatest loss of trees and hence a reduction in canopy cover.



## Tree Canopy Change (2018 – 2021)



### State Issues

#### Priority 1: Open Space, Sports and Recreation Land Purchase Strategy – investment fund / process – 50/50 funding split

The group selected this issue as the highest ranked issue of concern. The following was noted during discussion:

- Open space is a significant issue concerning all ERA Councils as there are insufficient sports fields to cater for the number of different sports that are currently being pursued by members of the community, particularly associated with female sports and disabled teams. The need and demand for these facilities are rapidly increasing.
- Schools could be used as a shared zone, however, this would require approval from the Education Department and convincing the Principal's to have those spaces used in the community.
- There are facilities that are idle on the weekends however there is the issue of lighting of school being lit, as there are different service levels required by schools and the treatment of the turf and the infrastructure associated with the oval is different to that which the schools need and what sporting clubs would require.
- Schools can apply for recreation and sporting grants if they open up their space and Councils can assist in the upkeep if the space is shared.
- The review of the 30 year plan is coming up – more detailed sports and recreation planning needs to be undertaken as part of this review.

#### ERA requests that

The Education Department adopt a policy position actively seeking to approve community use of school sporting fields/open space, when not required for school activities.

## **Priority 2: Bike Network – cross council links**

Over the years as the popularity of cycling has grown, most Councils have established a bike network within their respective areas. While these networks are quite comprehensive, there is a weakness in cross council connections, and this is usually because of the cost involved in crossing the boundaries which are often arterial roads.

There is a need to produce a regional bike network that connects all ERA councils and their respective bike plans. This would assist cyclists accessing the broader Eastern region of Adelaide (for example cyclists from Unley would be able to cycle to Campbelltown in a safe manner).

There is an opportunity for the ERA councils to partner with the State Government to develop a Regional Plan that could then be prioritised for funding and implementation.

### **ERA requests that**

- DIT work with ERA councils to review existing plans and to develop a regional cycle plan.
- State Government assist in funding identified cycle infrastructure that connects local bike plans across arterial roads.

The benefit of this proposal is that if a suitable regional bike network exists, in many cases it may relieve pressure off some of the arterial roads which currently have bike lanes installed.

## **Priority 3: Canopy Coverage – planting trees – increase the fund**

Recent LIDAR surveys which have been undertaken indicate that tree canopy cover has decreased across metropolitan Adelaide over the past decades. This decrease is predominantly on private land and largely because of new developments (2:1 etc) due to zoning changes.

While Councils are planting more trees in public spaces, opportunities are limited and eventually Councils will run out of land to plant trees (especially in the case of the inner metropolitan councils). While the current planning changes recognise this and require planting of trees, this is unlikely to have a major impact.

There is increasing pressure from the community for councils to purchase land that is going to be redeveloped to save any trees on that land or for Council to purchase land for open space and to plant trees. This is an expensive exercise particularly in ERA Councils and State assistance is required to make this possible

The State Government's programme providing funds to councils to plant trees and assist in the purchase of land is commendable but additional funds for this programme will be required if we are to make a difference.



## **ERA requests that**

The State Government allocate more funding to assist councils to purchase land for open space or to plant trees on public land.

### **Priority 4: New Planning System – need for prioritisation of the Regional Plan for Greater Adelaide, support for improved Planning and Design Code policy, including heritage protections and a review of the inefficient aspects of the new planning system.**

Since the introduction of the new planning system, the group continues to advocate for the prioritisation of strategic planning and improvements to the Planning and Design Code, together with a review of parts of the new system which are producing increased workloads for Council and are not delivering good planning outcomes.

- Priority should be given to the immediate commencement of the Regional Plan for Greater Adelaide with a sub-regional plan for the eastern region. A Regional Plan which provides a long term vision and spatial direction for public investment is critical for ERA Councils to help coordinate, collaborate and make informed investment decisions on large scale and regional projects that align with State Government priorities.
- Further change is required to the Planning and Design Code to ensure that policy relating to heritage places and historic areas is fit-for-purpose, consistent and inclusive of all areas that require protection. The policy framework for Representative Buildings in the Code remains inadequate. ERA Councils are also concerned about the lack of strategic support and funding from the State Government to assist ERA Councils in identifying further opportunities for local heritage protection and providing heritage advisory services.
- ERA Councils are concerned with the inadequacy of the generic detail of the Planning and Design Code and seek support for changes to the Code to reflect a reduced range of non-residential development in residential zones, a more nuanced approach to activity centres, appropriate alignment of community expectations to public notification triggers and other localised policy settings for contextual and sustainable urban design.
- ERA Councils remain concerned with the complexity of the Planning & Design Code and the extent of additional resourcing required by Councils. Urgent changes are required to the Development Assessment Processing system (DAP) to deliver a more responsive, intuitive and efficient assessment processing system. Review is required of the costly and cumbersome Accreditation Scheme, Assessment Manager Appeal and Deemed Consent provisions, the inadequacy of Power BI reporting and other Portal related functions.

## REPORTS OF MEMBERS

<b>REPORT TITLE:</b>	REPORTS OF MEMBERS
<b>ITEM NUMBER:</b>	6.3.1
<b>DATE OF MEETING:</b>	22 NOVEMBER 2021
<b>ATTACHMENTS:</b>	1. COUNCILLOR M. BRONIECKI 2. COUNCILLOR D. PALMER 3. COUNCILLOR P. HUGHES

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Council to note attached reports from Members:

1. Councillor M. Broniecki
  2. Councillor D. Palmer
  3. Councillor P. Hughes
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**MEMBER REPORT**

**REPORT TITLE:** REPORT FROM COUNCILLOR M. BRONIECKI

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**Functions attended (20/10/21 to 16/11/21)**

<b>Date</b>	<b>Function/Event Description</b>
26/10/2021	Active Aging Alliance meeting
26/10/2021	Unley Community Centre Ride
26/10/2021	Presentation by Minister Spiers, Clarence Park Bowling Club
27/10/2021	Audit Committee
1/11/2021	Council Briefing
2/11/2021	Unley Community Centre Ride
8/11/2021	Council Briefing by Kelledy-Jones and Council Meeting
9/11/2021	Unley Community Centre Ride
10/11/2021	Extraordinary Audit Committee meeting
11/11/2021	Centennial Park Remembrance Day Service
16/11/2021	Unley Community Centre Ride



**MEMBER REPORT**

**REPORT TITLE:** REPORT FROM COUNCILLOR D. PALMER

**Functions attended (20/10/21 to 16/11/21)**

<b>Date</b>	<b>Function/Event Description</b>
20 October	Greening Adelaide Forum (hosted by Carolyn Power MP)
	North South Corridor Reference Group meeting
21 October	CEO Review Panel Interview
22 October	Buddies Breakfast
25 October	Council meeting
26 October	Active Ageing Alliance
	Community Grants Working Group meeting
27 October	Unley Road Traders Association networking event
29 October	Met with CEO and senior management re Sesquicentenary Book
1 November	Met with Mayor re Deputy Mayor role
	Council Briefing
3 November	Attended Design-athon School Competition
8 November	Council Meeting
11 November	Attended RSL Remembrance Day Ceremony
12 November	Ward Briefing with Mayor & Cr Boisvert
	Meeting with Deputy Mayor Dodd & Cr Boisvert to obtain feedback from Cr Dodd's door knocking for Badcoe
13 November	Street meeting with Louise Miller-Frost, Labor candidate for Boothby and Nadia Clancy, Labor Candidate for Elder)
15 November	Attended fortnightly briefing between Mayor & Deputy Mayor
	Council Briefing



**MEMBER REPORT**

**REPORT TITLE:** REPORT FROM COUNCILLOR P. HUGHES

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**Functions attended (20/10/21 to 16/11/21)**

<b>Date</b>	<b>Function/Event Description</b>
21 <sup>st</sup> Oct	Participated in Interviews to select the consultant to advise on our CEO Performance and Remuneration.
21 <sup>st</sup> Oct	Attended the 2022 Australian of the Year for South Australia Awards event.
26 <sup>th</sup> Oct	Participated in the Working Group providing feedback on Community Grant Applications.
27 <sup>th</sup> Oct	Attended the Unley Road Traders Networking Event which was structured to be a very engaging group consultation process. A very informative event.
6 <sup>th</sup> Nov	Attended St Chad's Anglican Church Annual Fayre at Highgate meeting with new Reverend Jo Armour.

## REPORT OF COMMITTEE

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.2 -  
CONFIDENTIAL MINUTES OF AUDIT  
COMMITTEE

**ITEM NUMBER:** 7.1

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** LAUREN BLYTH

**JOB TITLE:** EXECUTIVE ASSISTANT, BUSINESS  
SUPPORT & IMPROVEMENT

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Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and, (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - would on balance be contrary to the public interest
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider a recommendation from the Audit Committee in relation to the Probity Report for the Waste Collection and Processing Tender.

On that basis, the public's interest is best served by not disclosing Item 7.2 Confidential Minutes of Audit Committee Report and discussion at this point in time.



3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance

**ITEM 7.2**

**Confidential – removed from the public agenda – page 170-175**

## REPORT OF COMMITTEE

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE FOR ITEM 7.2 - CONFIDENTIAL  
MINUTES OF AUDIT COMMITTEE

**ITEM NUMBER:** 7.3

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** LAUREN BLYTH

**JOB TITLE:** EXECUTIVE ASSISTANT, BUSINESS  
SUPPORT & IMPROVEMENT

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.2 Confidential Minutes of Audit Committee, considered at the Council Meeting on 22 November 2021:

- Minutes
- Report
- Attachment

remain confidential until the execution of the Waste Management Contract for the collection and processing of waste and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

## INFORMATION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.5 -  
QUARTERLY REPORT - CENTENNIAL PARK  
CEMETERY AUTHORITY

**ITEM NUMBER:** 7.4

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** LARA KENNEDY

**JOB TITLE:** EXECUTIVE ASSISTANT, OFFICE OF THE  
CEO

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Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
  - would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) on the basis that the update makes reference to matters pertaining to employees of the Centennial Park Cemetery Authority.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider

On that basis, the public's interest is best served by not disclosing Item 7.5 Quarterly Report - Centennial Park Cemetery Authority, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**ITEM 7.5**

**Confidential – removed from the public agenda – page 178-181**

## INFORMATION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR ITEM 7.5 - QUARTERLY REPORT - CENTENNIAL PARK CEMETERY AUTHORITY

**ITEM NUMBER:** 7.6

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** LARA KENNEDY

**JOB TITLE:** EXECUTIVE ASSISTANT, OFFICE OF THE CEO

### 1. RECOMMENDATION

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.5 Quarterly Report - Centennial Park Cemetery Authority, considered at the Council Meeting on 22 November 2021:

Attachment

remain confidential until the end of the current financial auditing period, being 30 September 2022, and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.8 - ENFORCEMENT ACTION UNDER THE SOUTH AUSTRALIAN PUBLIC HEALTH ACT 2011

**ITEM NUMBER:** 7.7

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** GARY BRINKWORTH

**JOB TITLE:** MANAGER DEVELOPMENT & REGULATORY

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Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
  - because it relates to potential legal action against a property owner and their financial status.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to discuss the budget considerations relating to potential legal action.

On that basis, the public's interest is best served by not disclosing Item 7.8 Enforcement Action under the South Australian Public Health Act 2011, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**ITEM 7.8**

**Confidential – removed from the public agenda – page 184-188**



## DECISION REPORT

**REPORT TITLE:** CONFIDENTIALITY MOTION TO REMAIN IN  
CONFIDENCE FOR ITEM 7.8 -  
ENFORCEMENT ACTION UNDER THE SOUTH  
AUSTRALIAN PUBLIC HEALTH ACT 2011

**ITEM NUMBER:** 7.9

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** GARY BRINKWORTH

**JOB TITLE:** MANAGER DEVELOPMENT & REGULATORY

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.8 Enforcement Action under the South Australian Public Health Act 2011, considered at the Council Meeting on 22 November 2021:

- Report
- Minutes

remain confidential until legal action is completed in relation to the property and not available for public inspection until the cessation of that period.

2. The Chief Executive Officer be authorised to provide details of the decision to relevant parties if required, in order to enable implementation of the decision.
3. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

## NOTICE OF MOTION

**REPORT TITLE:** CONFIDENTIALITY MOTION FOR ITEM 7.11 -  
NOTICE OF MOTION FROM COUNCILLOR D.  
PALMER RE: MOTION TO RESCIND  
RESOLUTION C0595/21

**ITEM NUMBER:** 7.10

**DATE OF MEETING:** 22 NOVEMBER 2021

**AUTHOR:** KATHRYN GOLDY

**JOB TITLE:** PRINCIPAL GOVERNANCE OFFICER

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Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on the grounds set out below.

### 1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
  - information which is the subject of a current confidentiality order, made on the basis that disclosure of the information considered by council could reasonably have been expected to confer a commercial advantage on a person with whom the council was proposing to conduct, business, or to prejudice the commercial position of the council, and would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to determine its preferred course of action in relation to the rescinding of a previous Council decision which relates to a potential property acquisition without prejudicing the commercial position of the Council.

On that basis, the public's interest is best served by not disclosing Item 7.11 Notice of Motion from Councillor D. Palmer Re: Motion to Rescind Resolution C0595/21, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**ITEM 7.11**

**Confidential – removed from the public agenda – page 192**