



NOTICE

of

COUNCIL MEETING

Pursuant to the provisions of section 84(1) of the
Local Government Act 1999

to be held in the

WALKERVILLE CIVIC CENTRE COUNCIL CHAMBERS 66 WALKERVILLE TERRACE GILBERTON

and live streamed via electronic means through
<https://www.youtube.com/channel/UCZxKI13S3M8n8zxKI5LFT9w>

on

MONDAY 20 FEBRUARY 2023 AT 7:00PM



SCOTT REARDON
ACTING CHIEF EXECUTIVE OFFICER

Issue Date: **16 FEBRUARY 2023**

MEMBERSHIP

MAYOR MELISSA JONES - PRESIDING MEMBER

Cr J Allanson
Cr S Rypp
Cr J Williams

Cr A Kaur
Cr L Trotter
Cr J Zeppel

Cr J Nenke
Cr A Vanstone

DISCLAIMER – Please note that the contents of the Council Agenda have yet to be considered by Council and recommendations may be altered or changed by the Council in the process of making the formal Council decision.

AGENDA
20 FEBRUARY 2023

ACKNOWLEDGEMENT OF COUNTRY

Town of Walkerville would like to acknowledge the Kurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

1. ATTENDANCE RECORD

- 1.1 Present
- 1.2 Apologies
- 1.3 Not Present / Leave of Absence

2. CONFIRMATION OF MINUTES

- 2.1 That the minutes of the Ordinary Council meeting held on **16 January 2023** be confirmed as a true and accurate record of the proceedings. 6
- 2.2 That the minutes of the Special Council meeting held on **23 January 2023** be confirmed as a true and accurate record of the proceedings. 16

3. DECLARATIONS OF INTEREST (material, actual, perceived)

4. DEPUTATIONS / REPRESENTATIONS / PRESENTATIONS

5. PETITIONS

6. MAYORS DIARY 20

7. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED TRAINING, CONFERENCES, SEMINARS OR EXTERNAL MEETINGS (NON-COUNCIL SPECIFIC)

8. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED SUBSIDIARY BOARD MEETINGS

9. QUESTIONS FROM THE GALLERY

- 9.1 *Members of the public wishing to ask a question of Council must provide the question(s), in writing, to the Chief Executive Officer before 12:00pm on the day of the Council Meeting with a maximum of two questions permissible per person;*
- 9.2 *The person (or his / her proxy) wishing to ask a question(s) must be present at the meeting, to ask the question(s) and will have a maximum of three minutes to speak.*

10. QUESTIONS WITHOUT NOTICE

11. QUESTIONS WITH NOTICE

Nil.

12. MOTIONS WITHOUT NOTICE

13. MOTIONS WITH NOTICE

13.1 Cr Rypp

Motion:

That as part of the 2023 community wide Traffic Survey, Administration and the appointed Traffic Consultants obtain the views of residents as to whether or not eligible Council controlled roads within the Township should become 40km zones.

13.2 Cr Rypp

Motion:

That Administration presents a report to the April Council Meeting on what options are available to change our hard waste collection system from an at-call system to an annual collection for the Township. It would be advantageous as part of this report to have conversations with East Waste along with providing a cost / benefit analysis of both systems of collection.

13.3 Cr Rypp

Motion:

1. That the Town of Walkerville Meeting Procedures be updated by the April Council Meeting for Agenda Item 'Public Question Time' to allow for members of the Public attending Council Meetings to ask Questions Without Notice.
2. That the Town of Walkerville create or update guidelines regarding 'Public Question Time' and 'Questions Without Notice' to outline how questions will be dealt with. These guidelines will be presented to the March Council meeting for Approval ahead of the April Council Meeting implementation.

13.4 Cr Allanson

Motion:

That Council direct Administration to conduct a seven (7) day traffic count to collect data along Ilford St to assess traffic conditions and vehicle thoroughfare speeds, to share the data with Council by the April 2023 Council meeting, and SAPOL if deemed necessary.

14. REPORTS REQUIRING DECISION OF COUNCIL

14.1	<u>Strategy</u>	
14.1	Appointment of Presiding Member to Women of Walkerville Committee	23
14.2	<u>Policy</u>	
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14.3	<u>Operational</u>	
14.3.1	Women of Walkerville Committee Terms of Reference	38
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14.3.4	Robe Terrace Service Road Traffic Investigations	70
14.3.5	Establishment of Section 41 Committee – Sustainability Committee	106
14.3.6	Community Fund Application – Green	113
14.3.7	Community Fund Application – Rotary Club of Walkerville	128
14.4	<u>Subsidiaries</u>	
	Nil.	

15. IDENTIFICATION OF ITEMS FOR INDIVIDUAL CONSIDERATION

16. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION

16.1	<u>Strategy</u>	
	Nil.	
16.2	<u>Policy</u>	
	Nil.	
16.3	<u>Operational</u>	
16.3.1	Monthly Works Report – January 2023	140
16.3.2	Monthly Financial Report – January 2023	146
16.3.3	Decisions of Council Assessment Panel 13 February 2023	157
16.3.4	Transport Strategy 2023 Update	158

16.4	<u>Subsidiaries</u>	
16.4.1	ERA Water Board Meeting Minutes 25 January 2023	160
16.5	<u>Outstanding Council Resolutions</u>	170
17.	CORRESPONDENCE	
	Nil.	
18.	URGENT OTHER BUSINESS	
19.	CONFIDENTIAL ITEMS	
19.1	Discretionary Rates Rebate Application (ECH Inc.)	
19.2	CEO Recruitment Process	
20.	CLOSURE	



MINUTES

of

COUNCIL MEETING

held in the

COUNCIL CHAMBERS

and via electronic means through live streaming at
<https://www.youtube.com/channel/UCZxKI13S3M8n8zxKI5LFT9w>

on

MONDAY 16 JANUARY AT 7PM

MINUTES
16 JANUARY 2023

The Presiding Member declared the meeting open at 7:00pm.

ACKNOWLEDGEMENT OF COUNTRY

Town of Walkerville would like to acknowledge the Kurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

1. ATTENDANCE RECORD

1.1 Present

Mayor Melissa Jones
Deputy Mayor Liz Trotter
Cr Jay Allanson
Cr Aman Kaur
Cr James Nenke
Cr Steven Rypp
Cr Anthony Vanstone
Cr James Williams
Cr John Zeppel

Staff in Attendance

Acting Chief Executive Officer, Scott Reardon
Group Manager Assets & Infrastructure, James Kelly
Group Manager Public Relations & Community Services, Sarah Spencer
Council Secretariat, Danielle Edwards

1.2 Apologies

Nil.

1.3 Not Present / Leave of Absence

1.3.1 **CNC163/22-23**

Moved: Cr Allanson
Seconded: Cr Rypp

That Council approve Cr Allanson's request for a leave of absence from 6 February 2023 to 10 February 2023, inclusive.

CARRIED UNANIMOUSLY

1.3.2 **CNC164/22-23**

Moved: Cr Zeppel
Seconded: Cr Rypp

That Council approve Cr Zeppel's request for a leave of absence from 6 February 2023 to 12 February 2023, inclusive.

CARRIED UNANIMOUSLY

2. CONFIRMATION OF MINUTES

2.1 Ordinary Council meeting held on the 19 December 2022

CNC165/22-23

Moved: Cr Vanstone
Seconded: Cr Allanson

That the minutes of the Ordinary Council meeting held on 19 December 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Nil.

4. DEPUTATIONS / REPRESENTATIONS / PRESENTATIONS

5. PETITIONS

6. MAYORS DIARY

6.1 Mayors Diary

CNC166/22-23

Moved: Cr Trotter
Seconded: Cr Rypp

That Council receives and notes the Mayoral Diary from 15 December 2022 to 11 January 2023.

CARRIED UNANIMOUSLY

7. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED TRAINING, CONFERENCES, SEMINARS OR EXTERNAL MEETINGS (NON-COUNCIL SPECIFIC)

Nil.

8. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED SUBSIDIARY BOARD MEETINGS

Nil.

9. QUESTIONS FROM THE GALLERY

Nil.

10. QUESTIONS WITHOUT NOTICE

Cr Nenke

Question:

When will the 2023 Street sweeping calendar be available on the website?

Administration Response:

Administration are working with the contracting company to have the 2023 schedule available in this week's Weekly Round Up and on the website by COB Friday 20 January 2023.

11. QUESTIONS ON NOTICE

11.1 Cr Rypp

A. Question:

Does Council have an ongoing plan to protect and preserve our section of the River Torrens Linear Park Trail?

Administration Response:

Yes. The Town of Walkerville is a partner of the **Urban River Torrens Recovery Program** as the result of an election commitment made by the Liberal Party during the lead up to the 2013 federal election. It sought to improve water quality and biodiversity along the urban sections of the River Torrens. The project has been delivered with the assistance of a \$1 million grant from the Australian Government's Landcare Program. Since this funding ceased in 2015/16, the project moved to a 50:50 matched funding arrangement between Councils, and the Adelaide and Mount Lofty Ranges Natural Resources Management Board, now replaced by the Green Adelaide Board as the relevant Government Party under the new Landscape South Australia Act 2019.

The program created the opportunity for all councils along the river to collaborate and work together with the Australian and State Government in a strategic way to achieve landscape scale change.

The program continues to be coordinated and delivered through a joint Committee of program partners, with membership from the Adelaide City Council, Campbelltown City Council, City of Charles Sturt, City of Port Adelaide

Enfield, City of Norwood Payneham & St Peters, City of Tea Tree Gully, Town of Walkerville, City of West Torrens, Adelaide Botanic Gardens, DEW on behalf of the Department for Trade and Investment, and Green Adelaide. ITEM 2.1

All of these program partners have maintained significant in-kind contributions to individual projects, by cost-matching funds and providing the staff required to manage, report and deliver the on-ground works.

The works specific to Town of Walkerville this financial year relates to weed management along our whole accessible corridor of River Torrens Linear Park and treatment techniques undertaken by a contractor include cut and swabbing for woody weeds such as Ash or Larger Caster Oil plant. Foliar spraying using backpack or a quick-spray unit and hand pulling of weeds and brush cutting.

In addition to the State Government URTRP Partnership Council also manages mowing and general maintenance along the River Torrens Trail through our Field Services Team including;

- Mowing and edging of grass areas
- Litter Clean Up
- Irrigation Management
- Tree Maintenance

B. Question:

Is there funding in this year's budget and in the Long Term Financial Plan for clean-up and maintenance of the River Torrens Linear Park Trail?

Administration Response:

In-kind funding this year with URTRP is \$5000, previous years it has ranged from \$5000 to \$15000 depending on type of work required
River Torrens Maintenance budget for 22/23 for the Field Services team is \$75000, which includes:

- Materials
- Irrigation
- Contractors & Consultants - Weed Control
- Beautification
- Bridge Maintenance

12. MOTIONS WITHOUT NOTICE

12.1 Cr Zeppel

CNC167/22-23

Moved: Cr Zeppel

Seconded: Cr Rypp

That Council endorse Councillor John Zeppel as preferred nominee for a position on the Premier's Climate Change Council, and that Administration submit the prescribed nomination form to the Local Government Association no later than 5:00pm Friday 10 February 2023.

CARRIED UNANIMOUSLY

12.2 Cr Kaur

CNC168/22-23**Moved:** Cr Kaur**Seconded:** Cr Rypp

That Council direct Administration to conduct a seven day traffic count to collect data along Harris St and Vale St to assess traffic conditions and vehicle thoroughfare speeds, to share the data with Council by the March 2023 Council meeting, and SAPOL if deemed necessary.

CARRIED UNANIMOUSLY**13. MOTIONS ON NOTICE**

Nil.

14. REPORTS REQUIRING DECISION OF COUNCIL14.1 Strategy

Nil.

14.2 Policy

14.2.1 Heritage Management Policy - for Consultation

CNC169/22-23**Moved:** Cr Zeppel**Seconded:** Cr Kaur

1. That Council defers item 14.2.1 until February 2023 Council Meeting.
2. That the following amendments are made to the draft Heritage Management Policy;
 - Defined terms 'Heritage' and 'Kaurna Heritage' not included in document

CARRIED UNANIMOUSLY

14.3 Operational

14.3.1 CEO Performance Review Committee Membership

CNC170/22-23**Moved:** Cr Rypp**Seconded:** Cr Allanson

That standing orders be suspended for 5 minutes until 7:25pm.

CARRIED UNANIMOUSLY**CNC171/22-23****Moved:** Cr Williams**Seconded:** Cr Allanson

That Council resolves to appoint Councillor Zeppel as the fifth member of the CEO Performance Review Committee from 9:01am Tuesday 17 January 2023 until 9:00am Tuesday 19 December 2024.

CARRIED UNANIMOUSLY

14.3.2 Council Assessment Panel Membership

CNC172/22-23**Moved:** Cr Rypp**Seconded:** Cr Nenke

That Councillor Zeppel be appointed as Member of the Council Assessment Panel for the term commencing 9:01am 17 January 2023 concluding 9:00am 19 December 2024.

CARRIED UNANIMOUSLY

14.3.3 Community Fund Application – Rolls

CNC173/22-23**Moved:** Cr Trotter**Seconded:** Cr Williams

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022/23 Community Fund budget:
 - a. John Rolls – \$260 as requested in application
2. That Administration writes to the applicant of the Community Fund Grant and advises them of the Council resolution.

14.3.4 Community Fund Application – Prospect Local History Group

CNC174/22-23

Moved: Cr Zeppel

Seconded: Cr Rypp

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022/23 Community Fund budget:
 - a. Prospect Local History Group – \$1,000 as requested in application
2. That Administration writes to the applicants of the Community Fund Grant and advises them of the Council resolution.

CARRIED UNANIMOUSLY

14.4 Subsidiaries

Nil.

15. IDENTIFICATION OF ITEMS FOR INDIVIDUAL CONSIDERATION

CNC175/22-23

Moved: Cr Allanson

Seconded: Cr Rypp

That items 16.3.3 and 16.3.4 be moved as per their recommendations.

CARRIED

16. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION

16.1 Strategy

Nil.

16.2 Policy

Nil.

16.3 Operational

16.3.1 Monthly Works Report December 2022

CNC176/22-23**Moved:** Cr Rypp**Seconded:** Cr Vanstone

That Council receives and notes the Works Report for December 2022.

CARRIED

16.3.2 Monthly Financial Report December 2022

CNC177/22-23**Moved:** Cr Allanson**Seconded:** Cr Trotter

That Council receives and notes the Monthly Financial Report as at 31 December 2022.

CARRIED

16.3.3 Decisions of Council Assessment Panel 9 January 2023

CNC178/22-23**Moved:** Cr Allanson**Seconded:** Cr Rypp

That Council notes that the Council Assessment Panel did not meet on Monday, 9 January 2023 as no items were raised for consideration by Council Administration.

CARRIED

16.3.4 Community Services Quarterly Snapshot Report – October-December 2022

CNC179/22-23**Moved:** Cr Allanson**Seconded:** Cr Rypp

That Council receives and notes the community services quarterly snapshot report for the period of October to December 2022.

CARRIED

16.4 Subsidiaries

Nil.

16.5 Outstanding Council Resolutions and Actions

CNC180/22-23

Moved: Cr Allanson

Seconded: Cr Trotter

That Council receives and notes the list of Council resolutions currently being processed as at 12 January 2023.

CARRIED UNANIMOUSLY

17 CORRESPONDENCE

Nil.

18 URGENT OTHER BUSINESS

Nil.

19 CONFIDENTIAL ITEMS

Nil.

20 CLOSURE

The Presiding Member declared the meeting closed at 7:40pm.



MINUTES

of

SPECIAL COUNCIL MEETING

held in the

COUNCIL CHAMBERS

on

MONDAY 23 JANUARY AT 6PM

MINUTES
23 JANUARY 2023

The Presiding Member declared the meeting open at 6:00pm.

ACKNOWLEDGEMENT OF COUNTRY

Town of Walkerville would like to acknowledge the Kurna people as the traditional custodians of the land we are meeting on today, and respect their spiritual relationship with their country.

We recognise the many generations of stewardship the Kurna people have provided to this land, and respect that their cultural heritage and beliefs are as important today as they were for their ancestors.

1. ATTENDANCE RECORD

1.1 Present

Mayor Melissa Jones
Deputy Mayor Liz Trotter
Cr Jay Allanson
Cr Aman Kaur
Cr James Nenke
Cr Steven Rypp
Cr Anthony Vanstone
Cr James Williams
Cr John Zeppel

Staff in Attendance

Acting Chief Executive Officer, Scott Reardon
Council Secretariat, Danielle Edwards

1.2 Apologies

Nil.

1.3 Not Present / Leave of Absence

Nil

2. DECLARATIONS OF INTEREST

Nil.

3. REPORTS REQUIRING DECISION OF COUNCIL

3.1 Code of Practice – Access to Council Meetings, Council Committees & Council Documents

The presiding member called to suspend standing orders of the meeting until 6:30pm.

Majority supported

CARRIED

CNC181/22-23

Moved: Cr Trotter

Seconded: Cr Allanson

1. That in accordance with section 92 of the *Local Government Act 1999*, Council endorses ‘in principle’ the amended Code of Practice – Access to Council Meetings, Council Committees & Council Documents, appearing as Attachment B to this report, which now provides meeting procedures that facilitate Council Committee meetings to be held by electronic means under certain circumstances, and directs Administration to release the Code of Practice to public consultation for a period of 21 days.
2. That Council authorise Administration to make any/all necessary changes to the Code of Practice – Access to Council Meetings, Council Committees & Council Documents of a minor technical or formatting nature, prior to releasing it for public consultation.
3. That in accordance with sections 89(1)(b) and 90(7a) of the *Local Government Act 1999*, Council endorses ‘in principle’ the amended Audit Committee and CEO Performance Review Committee Terms of Reference, appearing as Attachments C & D to this report (respectively), and distributes each to the respective Committees for comment and feedback.
4. That Council direct Administration to bring forward the scheduled review of the Town of Walkerville’s ‘Informal Gathering Policy’ with the view of including similar provisions therein that will allow for future Information or Briefing Sessions of Council and Council Committees to be facilitated by electronic means when an Information or Briefing Sessions are held in a place open to the public.
5. That the reviewed ‘Informal Gathering Policy’ be brought back to Council for in principle endorsement and release to public consultation at the Ordinary Meeting of February 2023.
6. That Council raise the issue of Electronic Participation within Council Meetings at the next ERA Mayors and CEO’s meeting, with the intention to collaboratively advocate for members to participate electronically in Council Meetings with the view of escalating the matter to the next LGA Ordinary General Meeting.

CARRIED UNANIMOUSLY

3.2 Town of Walkerville Submission – Planning System Implementation Review

The presiding member called to suspend standing orders of the meeting until 6:35pm.

Unanimously supported

CARRIED

CNC182/22-23

Moved: Cr Rypp

Seconded: Cr Zeppel

1. That item 3.2 be deferred and dealt with out of the Chamber via a flying minute prior to 30 January 2023.

CARRIED

4. CONFIDENTIAL REPORTS

Nil.

5. CLOSURE

The Presiding Member declared the meeting closed at 6:35pm.

Meeting: Council

Title: Mayor's Diary

Responsible Manager: Acting Chief Executive Officer, Scott Reardon

Author: Council Secretariat, Danielle Edwards

Key Pillar: Strategic Framework – Key Pillar – Leadership – A responsible and influential local government organisation

Type of Report: Information Only

Recommendation

That Council receives and notes the Mayoral Diary from 12 January 2023 to 15 February 2023.

Summary

Date of Meeting	Subject	Attendees
12 January 2023	Elected Member Briefing Session	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff.
16 January 2023	Ordinary Council Meeting	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff and Council Secretariat Danielle Edwards.
17 January 2023	Campbelltown Santos Tour Down Under Women's Stage 3 Grand Finale Finish	Mayor Melissa Jones at the invitation of Campbelltown Mayor Jill Whittaker.
19 January 2023	Women of Walkerville Committee Terms of Reference Workshop	Mayor Melissa Jones, Deputy Mayor Liz Trotter, Councillor Aman Kaur, Acting CEO Scott Reardon, Group Manager Public Relations and Community Service Sarah Spencer, Programs & Events Coordinator Adriane Dade and Council Secretariat Danielle Edwards.
19 January 2023	Elected Member Briefing Session	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff and Council Secretariat Danielle Edwards.
20 January 2023	Norwood, Payneham & St Peters (NPSP) Santos Tour Down Under Stage 3 Start	Mayor Melissa Jones at the invitation of NPSP Mayor Robert Bria.
20 January 2023	Campbelltown Santos Tour Down Under Men's Stage 3 Finish	Mayor Melissa Jones at the invitation of Campbelltown Mayor Jill Whittaker.

Date of Meeting	Subject	Attendees
20 January 2023	Australia Day Awards	Mayor Melissa Jones at the invitation of the Australia Day Council of South Australia.
22 January 2023	City of Unley Santos Tour Down Under Men's Stage 5 Start	Mayor Melissa Jones at the invitation of Mayor of Unley Michael Hewitson AM.
23 January 2023	Special Council Meeting	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff and Council Secretariat Danielle Edwards.
26 January 2023	Town of Walkerville Australia Day Citizenship Ceremony	Mayor Melissa Jones, Lucy Hood MP, Hon Dennis Hood MLC (representing Heidi Girolamo MLC), Deputy Mayor Liz Trotter, Cr Jay Allanson, Cr Aman Kaur, Cr Steven Rypp, Cr John Zeppel, Acting CEO Scott Reardon, Program & Events Coordinator Adriane Dade, Customer Experience Officer Sasha Clarke, new Australian Citizens and guests.
26 January 2023	Aus Lights on the River	Mayor Melissa Jones at the invitation of Lord Mayor Jane Lomax-Smith.
29 January 2023	Walkerville Uniting Church service of Induction of Rev. Mark Schultz	Mayor Melissa Jones at the invitation of the Walkerville Uniting Church Executive Council and Congregation.
29 January 2023	Walkerville Bowling Club Prestige Day	Mayor Melissa Jones at the invitation of President of the Walkerville Bowls Club, Richard Murrie.
31 January 2023	Special CEO Performance Review Committee Meeting	Mayor Melissa Jones, Deputy Mayor Liz Trotter, Cr Jay Allanson, Cr Steven Rypp, Cr John Zeppel, Acting CEO Scott Reardon and Council Secretariat Danielle Edwards.
3 February 2023	ERA Mayors Breakfast	Mayor Melissa Jones, Mayor of Prospect Matt Larwood, Mayor of Campbelltown Jill Whittaker, Mayor of Burnside Anne Monceaux, Mayor of Unley Michael Hewitson AM.
3 February 2023	Mayor, Deputy Mayor and CEO catch up	Mayor Melissa Jones, Deputy Mayor Liz Trotter and Acting CEO Scott Reardon.
7 February 2023	Miniature Christmas Pageant Floats Meeting	Mayor Melissa Jones, Deputy Mayor Liz Trotter, Acting CEO Scott Reardon, Karen Phillips and John Schwerdt.
8 February 2023	East Waste Board Member Induction	Mayor Melissa Jones, General Manager East Waste, Chair East Waste, East Waste employees, East Waste Board members.
9 February 2023	Elected Member Briefing Session	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff, Rates and Finance Officer Christine Donnon and Council Secretariat Danielle Edwards.

Date of Meeting	Subject	Attendees
11 February 2023	Unley Road Association's <i>An Evening Under the Stars</i>	Mayor Melissa Jones at the invitation of Stephen Finos, President of the Unley Road Association.
13 February 2023	Elected Member Mandatory Training Session	Mayor Melissa Jones, Elected Members, Acting CEO Scott Reardon, senior staff, Council Secretariat Danielle Edwards and Kelledy Jones contractors Jeff Tate and John Jovicevic.

Meeting:	Council
Title:	Appointment of Presiding Member to the Women of Walkerville Committee
Responsible Manager:	Acting Chief Executive Officer, Scott Reardon
Author:	Acting Chief Executive Officer, Scott Reardon
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 1- Finances managed responsibly
Type of Report:	Decision Required

Recommendation

That Council appoints **XXX** as Presiding Member of the Women of Walkerville Committee from 9:01am Tuesday 21 February 2023 for a term of **XXX** years.

Summary

Pursuant to the *Local Government Act 1999* (the **Act**),¹ Council is required to appoint a Presiding Member, or make provisions for their appointment, for all Section 41 Committees. Historically this has been done by Council following either a nomination process and/or a recommendation from the respective Committee.

The Acting Chief Executive Officer called for nominations for the position of Presiding Member of the Women of Walkerville Committee (the **Committee**) on Tuesday 14 February 2023, where Committee Members were afforded the opportunity to self-nominate for the position.

Following the close of nominations at 12:00pm Thursday 16 February 2023, three (3) nominations were received; one (1) from each of the current standing members. However, at their meeting on 16 February 2023 one (1) of the nominees withdrew their nomination. As such, the current nominees for the position are:

- Deputy Mayor Liz Trotter; and
- Cr Aman Kaur.

As Council is now required to appoint this position, and as there are two (2) current nominees, a secret voting ballot (**Ballot**) will be conducted to determine the successful candidate.

Background

There are no recent reports relating to the appointment of a Presiding Member to the Women of

¹ *Local Government Act 1999* (SA) s 41(4).

Walkerville Committee.

Options for Consideration

Option 1

That Council appoints XXX as Presiding Member of the Women of Walkerville Committee from 9:01am Tuesday 21 February 2023 for a term of XXX years.

Option 2

That Council directs Administration to undertake the following alternate action(s):

- _____

Analysis of Options

Option 1 delivers an outcome that ensures Council is compliant with their statutory obligations under the *Local Government Act 1999* and the Committee's Terms of Reference. A term of appointment of up to and including two (2) years allows for continuity of oversight, and affords other Elected Members the opportunity to nominate to be appointed in the future.

Financial Implications

Where an Elected Member, who is not the Mayor or Deputy Mayor, has been appointed as the Presiding Member of a Committee, they shall be paid a sitting fee in accordance with Section 6.6 and 6.7 of the Town of Walkerville's Elected Member Allowances & Benefits Policy.

Community & Regional Implications

There are no perceived community or regional implications associated with this report.

Governance Implications

Option 1 delivers an outcome that ensures Council is compliant with their statutory obligations under the *Local Government Act 1999* and the Committee's Terms of Reference.

Meeting:	Council
Title:	Heritage Management Policy – for Consultation
Responsible Manager:	Acting Chief Executive Officer, Scott Reardon
Author:	Senior Planner, Siobhan Kelly
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 1- Finances managed responsibly
Type of Report:	Decision Required

Recommendation

1. That Council receives and notes the revised Heritage Management Policy appearing as Attachment B to this report.
2. That Council approves the release of the revised Heritage Management Policy, appearing as Attachment B to this report, for public consultation for a period of 21 days.
3. That Council authorise Administration to make changes to the Heritage Management Policy of a minor technical or formatting nature as and where necessary, prior to release for consultation.

Summary

Local Government is charged with legislative responsibilities to protect individuals, the community and built environment. To ensure there is a consistent approach to dealing with heritage management matters Council Administration has undertaken a scheduled review of the Heritage Management Policy.

In accordance with legislative requirements the revised Policy must be released for public consultation for a period of 21 days, after which time, any feedback received is to be considered by Council before formal adoption of the Policy.

Background

The current Heritage Management Policy, was endorsed by the previous Council in November 2020, who resolved:

CNC219/20-21

1. *That Council adopts the revised Heritage Management Policy appearing as Attachment A to this report.*
2. *That Administration be authorised to make changes to the Heritage Management Policy of a minor technical and formatting nature.*

Upon undertaking the review, as per Attachment A, the Policy has been formatted to capture minor technical amendments, whilst ensuring the current legislative and internal Policies are referenced accordingly.

In turn, the Policy will continue to afford Administration the opportunity to operate within the guiding principles that underpin how heritage values and characteristics are managed and preserved in the Township.

Discussion/Issues for Consideration

In reviewing the Policy, the existing contents has been considered and the following proposed amendments are detailed below:

Cover page

The repealed *Development Act 1993* and Development Regulations 2008 has been deleted given the legislation is no longer in effect. The reference to the Heritage Plaques Policy and Heritage Plaque Fund Policy has been deleted, given the former Council resolved to consolidate both policies into one Policy, the Heritage Plaques and Associated Funding Policy.

The dates, resolution and record numbers relating to the current Policy have also been deleted, to make way for the revised details.

Clause 2.4 - Strategic Plan Desired Outcomes

The incorrect reference to the heritage conservation funding has been deleted and replaced with Council's newly endorsed heritage advisory services initiative.

Clause 3 – Definition

To assist readers, when considering the Policy, the following four additional definitions have been added to the definition table.

- Council
- Heritage
- Policy
- Kaurna people

Options for Consideration

Option1

1. That Council receives and notes the revised Heritage Management Policy appearing as Attachment B to this report.
2. That Council approves the release of the revised Heritage Management Policy, appearing as Attachment B to this report, for public consultation for a period of 21 days.
3. That Council authorise Administration to make changes to the Heritage Management Policy of a minor technical or formatting nature as and where necessary, prior to release for consultation.

Option 2

1. That Council release the Draft Heritage Management Policy, appearing as Attachment B, for public consultation, subject to the below amendments:
 - a.
 - b.
 - c.

Analysis of Options

Administration has undertaken a thorough review of the current Heritage Management Policy, ensuring statutory obligations under the relevant Acts have been included in the revised Policy.

Council is at liberty to include or remove clauses from the revised Policy as determined by Council, being mindful to ensure that legislative requirements detailed in the Policy are retained.

- Option 1: seeks to release the Draft Heritage Management Policy for public consultation without any amendments.
- Option 2: seeks to release the Draft Heritage Management Policy for public consultation subject to amendments deemed appropriate by Council.

Financial Implications

There are no known additional financial implications associated with Council releasing the revised Heritage Management Policy.

Community Implications

This Policy is considered to respond well to the expectations of the Walkerville community, however the specific views of the community will be sought through a formal consultation process.

Regional Implications

There are no known regional implications associated with Council releasing the draft Heritage Management Policy.

Governance Implications

There are no known governance implications associated with Council releasing the draft Heritage Management Policy.

Preferred Option & Reasoning

Option 1 is the preferred option, in the absence of any changes proposed by the Council, a suitable response to the *2020-2024 Living in the Town of Walkerville: a strategic community plan*.

Attachments

Attachment A	Formatted version of the draft Heritage Management Policy (Tracked)
Attachment B	Draft Heritage Management Policy (Clean)

Heritage Management Policy



Heritage Management Policy

Approval Date	30/11/2020
Classification	Council Policy
Responsible Officer	Group Manager Corporate Services & Strategic Projects
Relevant Legislation	Aboriginal Heritage Act 1988 Heritage Act 1993 Heritage Places Act 1993 Environment Protection Act 1993 Environment Protection and Biodiversity Conservation Act 1999 Local Government Act 1999 Development Act 1993 Development Regulations 2008 Planning Development and Infrastructure Act 2016 Planning Development and Infrastructure Regulations 2019 Heritage Plaques Policy Heritage Plaque Fund Policy Heritage Plaques and Associated Funding Policy Interpretative Signage Policy Internal Review of Council's Decisions Policy Urban Forest Management Policy
Related Policies	
Council Resolution Number	CNC210/20-21
Record number	POL202044833
Last Reviewed	30/11/2020
Next Review	30/11/2022 30/11/2026

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Commented [SK2]: Delete, reference to repealed planning legislation, no longer in effect
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Commented [SK3]: Delete outdated Town of Walkerville Policies

Commented [SK4]: Add updated Town of Walkerville Policy

Commented [SK5]: Delete and replace resolution number as per Councils endorsement

Commented [SK6]: Delete and replace record number in line with Councils endorsement

Commented [SK7]: Delete old dates and replace with new dates

Heritage Management Policy



1. Introduction	3
2. Strategic Plan Desired Outcomes	3
3. Definitions	3
4. Policy Statement	4
5. Availability of Policy	5
6. Review	5

Commented [SK8]: Pages numbers updated to reflect amended Policy

Heritage Management Policy

1. Introduction

- 1.1. The Town of Walkerville is committed to celebrating our Town's rich history and heritage, maintaining and enhancing its unique historic character and ensuring that our built and natural heritage and historic character streetscapes are preserved, maintained and promoted for current and future generations.
- 1.2. Heritage plays a key role in enriching our community members' lives – socially, emotionally, physically and spiritually. The Town of Walkerville recognises that heritage contributes to the overall community wellbeing.
- 1.3. The conservation of built and natural heritage gives the community a sense of historical perspective, a framework for future development, recognisable links with people and events in history, providing a sense of community pride and stability in a rapidly changing world.
- 1.4. Heritage conservation is about making the most of our built and natural 'inheritance', and is based on the idea that we are custodians of the natural and built environment for future generations.

2. Strategic Plan Desired Outcomes

- 2.1. Heritage and culture are communicated through signage and public art that create a distinctive and unique sense of place.
- 2.2. Celebrate the diverse heritage of our community.
- 2.3. Promote and encourage the conservation of our heritage buildings and places.
~~Heritage Conservation Funding Grants are made available.~~
- 2.4. Provide residents and the wider community with complimentary Heritage Advisory Services for buildings located in a Historic Area Overlay or Character Area Overlay, or structures identified as State and Local Heritage Places or Representative Buildings.
- 2.5. Recognise our heritage through our ~~Heritage Plaques Scheme. Heritage Plaques and Associated Funding Policy~~
- 2.6. Digitise existing records of heritage assets to celebrate the town's rich built character and provide walking trail landmarks.

Commented [SK9]: Delete and replace with current heritage advisory services available to Town of Walkerville residents and wider community

Commented [SK10]: Delete and insert correct Policy reference

3. Definition

State Heritage Place	means— (a) a place entered, either on a provisional or permanent basis, in the State Heritage Register; or (b) a place within an area established as a State Heritage Area by a Development Plan <u>the relevant planning legislation</u> .
Local Heritage Place	means – a place that is designated as a place of local heritage value by a Development Plan.
Council	is a comprehensive term and is to be read, as necessary, as encompassing officers, employees and Elected Members of the Town of Walkerville.
Heritage	refers to both built and natural heritage

Commented [SK11]: Delete and replace outdated terminology

Commented [SK12]: Additional definition added to assist readers

Commented [SK13]: Additional definition added to assist readers

Heritage Management Policy

Policy	is a Council Policy
Kaurna people	is the legacy of tangible and intangible belongings transmitted by or acquired from previous generations of the Kaurna People, the traditional owners of the Adelaide Plains. This heritage can include traditions, artefacts, language, places and ancestral remains that are of importance to the Kaurna People.

Commented [SK14]: Additional definition added to assist readers

Commented [SK15]: Additional definition added to assist readers

4. Policy Statement

4.1. The Town of Walkerville will seek to:

- 4.1.1. Conserve, preserve, restore and maintain the Town's built and natural items and places of heritage significance.
- 4.1.2. Act as custodian for heritage assets in public spaces (the public realm), through their identification, management and enhancement as part of public works.
- 4.1.3. Manage and maintain council owned heritage buildings and items of heritage significance including buildings, reserves, infrastructure, war memorials, monuments, mines, street furniture, trees and other assets of heritage value.
- 4.1.4. Ensure the conservation of the Town's built and natural heritage is an integral part of Council's asset management planning and practices and guides Council's decisions and actions.
- 4.1.5. Advocate to State Government bodies for legislative policy which supports conservation of built and natural heritage.
- 4.1.6. Participate whenever possible, in the formulation of national, state and local legislation and policy affecting heritage items and areas within the Town of Walkerville.
- 4.1.7. Advocate at the state and national level for support for the retention and conservation of buildings and items of heritage value.
- 4.1.8. Consistently and accurately interpret and apply the aims, objectives and policies of heritage conservation and management within legislative instruments.
- 4.1.9. Encourage property owners to conserve and enhance privately owned items of heritage significance through education, professional advice and/or incentives (where budgeted).
- 4.1.10. Encourage property owners and developers to consider, where appropriate, adaptive re-use of heritage buildings and development which is sensitive and respectful of the surrounding built heritage and historic character.
- 4.1.11. Showcase the importance of our Town's heritage and character through the delivery of the Heritage Plaques and Heritage Trail Markers and the roll out of Streets of Distinction signage.
- 4.1.12. Foster community awareness and promote the value of heritage items, buildings and historic character streetscapes through effective promotional and educational activities.
- 4.1.13. Value, respect and conserve our indigenous cultural history and heritage, liaising with the Kaurna peoples.

Heritage Management Policy

5. Availability of Policy

- 5.1. This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 5.2. Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's Schedule of Fees and Charges.

6. Review

- 6.1. Any queries or questions regarding this Policy should be directed to the Group Manager Planning, Environment and Regulatory Services or by emailing walkerville@walkerville.sa.gov.au
- 6.2. Council may deviate from this policy by way of Council resolution.
- 6.3. Any complaints regarding a decision made in accordance with this policy may be directed to Council or to the Chief Executive Officer in accordance with section 270 of the *Local Government Act 1999*. The complaint will be considered under the Internal Review of Council's Decisions Policy.
- 6.4. Pursuant to section 270(7) of the Act, a formal request for review does not prevent a complaint being made to the Ombudsman at any time.



Policy

Heritage Management Policy

Approval Date	
Classification	Council Policy
Responsible Officer	Group Manager Corporate Services & Strategic Projects
Relevant Legislation	<p>Aboriginal Heritage Act 1988</p> <p>Heritage Act 1993</p> <p>Heritage Places Act 1993</p> <p>Environment Protection Act 1993</p> <p>Environment Protection and Biodiversity Conservation Act 1999</p> <p>Local Government Act 1999 Planning Development and Infrastructure Act 2016 Planning Development and Infrastructure Regulations 2019</p>
Related Policies	<p>Heritage Plaques and Associated Funding Policy</p> <p>Interpretative Signage Policy</p> <p>Internal Review of Council's Decisions Policy.</p> <p>Urban Forest Management Policy</p>
Council Resolution Number	
Record number	
Last Reviewed	Next Review



1. Introduction	3
2. Strategic Plan Desired Outcomes	3
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DRAFT

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- 4.1.8. Consistently and accurately interpret and apply the aims, objectives and policies of heritage conservation and management within legislative instruments.
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DRAFT

Meeting:	Council
Title:	Review of the Women of Walkerville Committee
Responsible Manager:	Group Manager Public Relations & Community Services, Sarah Spencer
Author:	Group Manager Public Relations & Community Services, Sarah Spencer
Key Pillar:	Strategic Framework – Key Pillar 6 – Economy – Create the means to enable economic diversity and encourage business opportunities
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Decision Required

Recommendation

1. That Council receives and notes the minutes of the Women of Walkerville Committee Special Meeting held on Thursday 16 February 2023, appearing as Attachment A to this report.
2. That Council supports the below recommendations from the Committee:
 - a) Council endorse the renaming of the 'Women of Walkerville Committee' to the '**Walkerville Community Committee**'.
 - a) That Council endorse and adopt the revised Committee Terms of Reference, appearing as Attachment B to this report.
 - b) That Council rescind point 3 of Council Resolution CNC151/22-23 of 19 December 2022, which reads:

That Council resolves to make the following further amendments to the Women of Walkerville's Terms of Reference:

 - *That members of the committee may be female or male*
3. That Council authorises Administration to make minor amendments of a formatting or technical nature to the Committee Terms of Reference, as required.

Summary

Following the conclusion of the 2022 Local Government General Elections, Council resolved to appoint three (3) Elected Members to the Women of Walkerville Committee (the **Committee**) at the 19 December 2022 Ordinary meeting. The appointed Members being – Mayor Melissa Jones, Deputy Mayor Liz Trotter and Councillor Aman Kaur (the **Committee Members**).

At a Committee workshop on 19 January 2023, the Committee Members commenced a preliminary review of the existing Committee Terms of Reference with a view of improving the Committee's role

and functions in order to promote a greater sense of inclusivity and community orientation, as well as giving more back to other community.

Now, following the completion of the review, the Committee seeks support from Council to adopt the revised Terms of Reference, rename the Committee to the Walkerville Community Committee and rescind 3 of Council Resolution CNC151/22-23 of 19 December 2022 (as the revised Terms of Reference addresses the need for inclusivity among Members).

It should be noted, should Council determine to endorse the recommendations of this report, in accordance with Clause 5.1 of the revised Terms of Reference, a call will be made at the March 2023 Ordinary Council to fill the newly created vacancy for an additional Elected Member position; which will run concurrently with the Expressions of Interest process to fill Community Member vacancies.

Background

At their Ordinary Meeting of 20 February 2017 Council resolved:

CNC303/16-17

MOVED: Cr Webster

SECONDED: Cr Graham-King

That Council establish the Women of Walkerville Committee, pursuant to section 41 of the Local Government Act, 1999 and in so doing, adopt the draft Terms of Reference appearing as Attachment A to this report and membership of the Committee will comprise of:

- *The female elected members of Council, which include Deputy Mayor Cr Elizabeth Fricker, Cr MaryLou Bishop, Cr Margaret Graham-King, including Mayoress Beverly Grigg (as the Patron) and Mayor Raymond Grigg (ex-officio).*
- *The Committee is supported by the CEO Kiki Magro, Manager Community Development & Engagement Fiona Deckert and the Communications & Marketing Manager Sonia DeNicola as required by the Committee;*
- *The Deputy Mayor Cr Elizabeth Fricker will be appointed the Chair and a Deputy Chair must be appointed from within the membership of the Committee at its inaugural meeting after having been established by resolution of Council;*
- *The inaugural Patron of the Committee will be the current Mayor's spouse, Mayoress Beverly Grigg.*

At their Ordinary Meeting of 19 December 2023, Council resolved:

CNC151/22-23

MOVED: Cr Trotter

SECONDED: Cr Allanson

1. *That Mayor Melissa Jones, Deputy Mayor Liz Trotter and Councillor Aman Kaur be appointed as Members of the Women of Walkerville Committee from 9:01am Tuesday 20 December 2022 for the remainder of the Council term.*
2. *That Council resolves to amend section 5.2 of the Women of Walkerville's Terms of Reference to read:*

"Elected Members shall be appointed to the Committee by resolution of Council and will hold office until the conclusion of the 2026 Local Government General Elections".

3. *That Council resolves to make the following further amendments to the Women of Walkerville's Terms of Reference:*
 - *That members of the committee may be female or male*
4. *That Administration be authorised to make any necessary changes to the Women of Walkerville's Terms of Reference of a minor technical or formatting nature.*
5. *That on the basis that the existing appointment terms of the current Community Members formally expired in 2021, pursuant to section 5.6 of the Women of Walkerville's Terms of Reference Council directs Administration to undertake an Expressions of Interest process to identify members of the community who have an interest in serving on the Committee.*
6. *Following the conclusion of the Expressions of Interest process any/all applications received will be submitted to the Women of Walkerville Committee for consideration, prior to providing recommendations to Council as to the Community Membership appointment.*

Discussion/Issues for Consideration

The Women of Walkerville Committee (the **Committee**) was established (**CNC303/16-17**) in 2017 to create a local philanthropic organisation for the benefit of the eastern region and the community of Walkerville. The main purpose of the Committee was/is to raise money through fundraising activities that would be primarily distributed in two ways:

- Donated to recognised registered organisations that operate within the eastern region for the benefit of its communities; and
- To bolster the Town of Walkerville's Community Fund Grants.

Following the endorsement of new Committee Members at Council's 19 December 2022 Ordinary meeting, and after two recent Committee meetings, Members resolved to recommend the below key changes to Council:

- Change the name to the Walkerville Community Committee;
- Update the Terms of Reference to reflect a greater sense of inclusivity and community orientation, as well as a focus on giving back more to the community; and
- Increase the number of Elected Members who sit on the Committee.

The Committee now seeks Council's support of the above.

Options for Consideration

Option1

1. That Council receives and notes the minutes of the Women of Walkerville Committee Special Meeting held on Thursday 16 February 2023, appearing as Attachment A to this report.
2. That Council supports the below recommendations from the Committee:
 - a) Council endorse the renaming of the 'Women of Walkerville Committee' to the '**Walkerville Community Committee**'.
 - b) That Council endorse and adopt the revised Committee Terms of Reference, appearing as Attachment B to this report.
 - c) That Council rescind point 3 of Council Resolution CNC151/22-23 of 19 December 2022, which reads:

That Council resolves to make the following further amendments to the Women of

Walkerville's Terms of Reference:

- *That members of the committee may be female or male*

3. That Council authorises Administration to make minor amendments of a formatting or technical nature to the Committee Terms of Reference, as required.

Option 2

1. That Council:

- _____
- _____
- _____

Analysis of Options

Option 1: results in Council providing support to the Committee, including a new name, the adoption of the Presiding Member and revised Terms of Reference.

Option 2: Council may determine to provide an alternate recommendation.

Financial Implications

There are no known financial implications.

Community Implications

The changes involved in the Terms of Reference aim to create a more inclusive Committee, therefore providing greater opportunity for involvement for the wider community.

Regional Implications

There are no known regional implications.

Governance Implications

There are no known governance implications.

Preferred Option & Reasoning

Option 1 as it supports a revised Terms of Reference to current standards, while providing a more inclusive Committee.

Attachment

Attachment A	Women of Walkerville Committee Minutes 16 February 2023
Attachment B	Draft Women of Walkerville Committee Terms of Reference (tracked)
Attachment C	Draft Women of Walkerville Committee Terms of Reference (clean)



MINUTES

of

WOMEN OF WALKERVILLE COMMITTEE MEETING

Pursuant to the provisions of section 87 of the *Local Government Act 1999*

held in the

**WALKERVILLE CIVIC CENTRE
COUNCIL CHAMBERS
66 WALKERVILLE TERRACE GILBERTON**

on

THURSDAY 16 FEBRUARY 2023 AT 2:00PM

MINUTES

16 FEBRUARY 2022

The meeting was declared open at 2:01pm.

1. ATTENDANCE RECORD

1.1 Present

Mayor Melissa Jones
Deputy Mayor Liz Trotter
Cr Aman Kaur

In attendance

Group Manager Public Relations and Community Services, Sarah Spencer
(Presiding Member)
Acting CEO, Scott Reardon
Council Secretariat, Danielle Edwards

1.2 Apologies1.3 Not Present / Leave of Absence

Nil.

2. CONFIRMATION OF MINUTES

Nil.

3. DECLARATIONS OF INTEREST (material, actual, perceived)

Nil.

4. REPORTS REQUIRING DECISION OF COMMITTEE

4.1 Renaming of the Women of Walkerville Committee

WOW14/22-23

Moved: Mayor Melissa Jones
Seconded: Cr Trotter

That the Women of Walkerville Committee recommend to Council that Council endorse the renaming of the 'Women of Walkerville Committee' to the '**Walkerville Community Committee**'.

CARRIED UNANIMOUSLY

4.2 Revised Committee Terms of Reference

The presiding member called to suspend standing orders of the meeting until 2:17pm.

Unanimously supported
CARRIED

The presiding member called to suspend standing orders of the meeting until 2:30pm.

Unanimously supported
CARRIED

WOW15/22-23

Moved: Mayor Jones

Seconded: Cr Trotter

1. That the Women of Walkerville Committee receive and note the 'Revised Committee Terms of Reference' report.
2. That the Women of Walkerville Committee recommend to Council that Council rescind point 3 of Council Resolution **CNC151/22-23** of 19 December 2022, which reads:

That Council resolves to make the following further amendments to the Women of Walkerville's Terms of Reference:

 - *That members of the committee may be female or male*
3. That the Women of Walkerville Committee make the further following additional amendments be made to the Terms of Reference:
 - Amendment of committee name in the header to 'Walkerville Community Committee'.
 - Addition of point 6.2 – 'The Presiding Member must always be an Elected Member of the Town of Walkerville Council'.
 - Swap positions of points 2.2 and 2.3.
 - Reword current point 2.2 to include; 'At the Committee's discretion and subject to Council's approval donate surplus funds to registered charities identified by the Committee.'
 - Replace wording at point 4.4 to 'Pursuant to s 41(7) of the Act, the Committee may seek to establish a sub-committee for a specific purpose. In doing so, the Committee must determine and recommend a sub-committee Terms of Reference to Council. Once endorsed by Council, the sub-committee is formally established.'
 - Replace wording of point 9.5 to 'If at the expiration of 15 minutes after the time specified in the notice of meeting a quorum is not achieved, the Presiding Member or, in the absence of the Presiding Member, the Committee Executive Officer will adjourn the meeting to a specified day and time.'
 - Replace wording of point 10.2 to 'The Council may at any time vary these Terms of Reference, or the Committee may at any time recommend variations to the Terms of Reference to Council.'
4. That following the inclusion of any further amendments made, in accordance with recommendation 3 above, the Women of Walkerville Committee recommend to Council that Council endorse and adopt the revised Committee Terms of Reference, appearing as Attachment B to this report, as entitled the **Walkerville Community Committee Terms of Reference**, in accordance with Agenda Item 4.1.

CARRIED UNANIMOUSLY

4.3 Appointment of Presiding Member

This item was withdrawn by the Acting CEO for the decision making process to be undertaken by Council in accordance with Section 41(4) of the Local Government Act 1999.

4.4 Schedule of Meetings 2023

The presiding member called to suspend standing orders of the meeting until 2:45pm.

Unanimously supported
CARRIED

WOW16/22-23

Moved: Cr Trotter

Seconded: Cr Kaur

That the Women of Walkerville Committee receive and note the proposed schedule of meetings for the calendar year 2023:

1. Friday 24 March 2023;
2. Friday 9 June 2023;
3. Friday 8 September 2023;
4. Friday 27 October 2023;

further noting that meetings will be held at the Council Chambers, 66 Walkerville Terrace Gilberton, at a time determined by the Committee.

CARRIED UNANIMOUSLY

5. REPORTS PRESENTED FOR INFORMATION

Nil.

6. CONFIDENTIAL REPORTS

Nil.

7. CLOSURE

The time being 2:45pm the meeting was declared closed.



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Approval Date	19/12/2022
Classification	Terms of Reference
Responsible Officer	Group Manager <u>Public Relations & Community Services- Community Development & Engagement</u>
Relevant Legislation	Local Government Act 1999
Record Number	TOR202255607
Last Reviewed	1/10/2020
Next Review	30/06/2023

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1. Establishment

The Corporation of the Town of Walkerville Women of WalkervilleXXX Committee (the Committee) is established pursuant to section 41 of the *Local Government Act 1999* (the Act).

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3.2. Functions

The overarching function of the Committee is to:

2.1 Organise Enhance quality of life and facilitate activities with organisations that advocate for residents of Walkerville. To fundraising initiatives to provide events, activities and services that benefit the Town of Walkerville community; e-provide events (SS to include her comments from meeting)

3.2.2 Donate surplus funds to registered charities identified by the Committee, subject to Council approval; Funds (SS to include her comments from meeting)

3.2.3 Ensure its activities broadly reflect the aspirations and intentions of Council's Strategic Plan. 2020—2024 Living Walkerville: wellbeing for every age and

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Women of Walkerville Committee

Terms of Reference

~~stage.~~

3. Role of the Committee

The Committee's role is to:

- 3.1 Identify opportunities for the enhancement and benefit of the community.
- 3.2 Initiate and deliver fund-raising activities that support a range of social (non-political) endeavours that directly benefit people in the community.
- 3.3 Ensure that all fund-raising activities are self-funded (all costs must be covered).
- 3.4 Apply for grants as and where appropriate.
- 3.5 Seek corporate and private sponsorships to support the Committee's activities.

•

• ~~report to Council on its activities.~~

organisations, ~~which who~~ have an interest in community wellbeing and engaging collaboratively with the Committee on its fund-raising activities.

~~—~~ Donate funds and/or establish relationships with charitable groups that reflect the overarching purpose of the Committee.

•

4.1 The Committee has no authority to act independently of Council. The Committee is authorised by Council to undertake work to efficiently and effectively meet the objectives described by its role and ~~T~~Terms of ~~R~~Reference.

~~5.1~~

4.2 The Committee is ~~able authorised~~ to expend funds from those monies raised by the Committee for the purpose of delivering upon the functions and role of the Committee.
~~—~~Approval for any expenditure outside of this must be obtained sought from Council.

4.3 Details about all monies raised and expended must be reported to Council on a quarterly basis.

4.4 Pursuant to s 41(7) of the Act, the Committee may seek to establish a sub-committee for a specific purpose. In doing so, the Committee must determine and recommend a sub-committee Terms of Reference to Council for consideration and endorsement at the time of sub-committee's establishment.

~~6.5. Membership~~ ~~sup of funds may be made by registered charities identified and described in the following*~~

6.1 The Town of Walkerville's ~~Women of Walkerville XXX~~ Committee shall consist of the Mayor (as standing member), three

Women of Walkerville Committee

Terms of Reference

~~The Presiding Member will be appointed by vote of the Committee and formally appointed by resolution of Council.
Town of Walkerville/Walkerville. (rescission motion required in report****)~~

- ~~6.3~~ hold office until the conclusion of the 2026 Local Government Elections.
- ~~6.4~~
- ~~6.5~~ The Mayor will be a standing member of the Committee. (Presiding member?) recommendation from the Committee, for a maximum of ~~four (4)~~ two (2) years. They will be eligible for reappointment to the Committee and their appointment will be subject to a Council resolution (6.6)
- 5.5 If an appointment is made within 18 months of a General Election, the Committee Member must be appointed to hold office until the conclusion of the 2026 Council term/Local Government Elections.
- ~~6.7~~ the Committee, will undertake an "expression of interest" process to determine community members who have an interest in serving on the Committee.
- ~~6.9~~
- 5.7 All applications received will be submitted to the Committee, which will then review and endorse them for consideration of the Council (6.8) (6.9) (6.10) (6.11) (6.12) (6.13) (6.14) (6.15) (6.16) (6.17) (6.18) (6.19) (6.20) (6.21) (6.22) (6.23) (6.24) (6.25) (6.26) (6.27) (6.28) (6.29) (6.30) (6.31) (6.32) (6.33) (6.34) (6.35) (6.36) (6.37) (6.38) (6.39) (6.40) (6.41) (6.42) (6.43) (6.44) (6.45) (6.46) (6.47) (6.48) (6.49) (6.50) (6.51) (6.52) (6.53) (6.54) (6.55) (6.56) (6.57) (6.58) (6.59) (6.60) (6.61) (6.62) (6.63) (6.64) (6.65) (6.66) (6.67) (6.68) (6.69) (6.70) (6.71) (6.72) (6.73) (6.74) (6.75) (6.76) (6.77) (6.78) (6.79) (6.80) (6.81) (6.82) (6.83) (6.84) (6.85) (6.86) (6.87) (6.88) (6.89) (6.90) (6.91) (6.92) (6.93) (6.94) (6.95) (6.96) (6.97) (6.98) (6.99) (7.00)
- ~~6.10~~
- intention, in writing, to the Chief Executive Officer/Presiding Member and Executive Officer.
- ~~6.13~~
- 5.10 Any Councillor who is not a member of ~~said the~~ Committee can be called upon by the Chief Executive Officer (or nominee) to act as proxy as and when required.
- ~~6.1~~ ~~The The~~ Presiding Member will be appointed by vote of the Committee and formally endorsed by resolution of Council.
- ~~6.2~~ ~~The Presiding Member will be elected by the Committee and~~ hold office for a term of two (2) years. They may be reappointed at the conclusion of their term.
- ~~6.3~~ ~~The Presiding Member may delegate/nominate a Committee Member as Acting to act as the Presiding Member (Chair) should the role be deemed vacant if necessary (this may be a role for a Councillor? Refer 6.10b)~~
- ~~9.1~~
- ~~9.2-16.4.1~~ ~~Oversee the day to day operations of the Committee, including the preparation of reports to Council and the management of the Committee's budget.~~
- 9.2-26.4.2 Ensure that all Committee Members have an opportunity to participate in discussions in an open and responsible manner: and:
- 9.2-36.4.3 Call the meeting to order and move the debate towards finalisation when a matter has been debated to a point that a recommendation can be made.
- ~~9.3~~ ~~ND Deputy Presiding Member/Chair/Presiding Member (Chair) be invited to attend the Chair and be able~~

Women of Walkerville Committee

Terms of Reference

41-7. Meetings

- 41-47.1 The Committee will meet for ~~4~~ in respect of ~~business~~ business ~~to be conducted by Council from time to time.~~
- 41-27.2 ~~The Committee will conduct its Committee meetings will be recorded in~~ The Committee will conduct its Committee meetings will be recorded in accordance with the Local Government (Procedures at Meetings) Regulations 2013 and the Town of Walkerville Code of Practice - Procedures at Meetings.
- 41-37.3 Meetings will be held at the Civic and Community Centre or such other location as determined by the ~~Chief~~ Executive Officer.
- 41-47.4 The Presiding Member will consult with the ~~Chief~~ Executive Officer prior to the scheduling ~~of~~ any Special Meetings ~~or meetings additional to the endorsed work program of the Committee~~ to ensure that the costs of administering the Committee are monitored and contained.
- 41-57.5 Access to agendas, minutes, and other documents associated with the Committee will be provided in accordance with the Town of Walkerville's Code of Practice – Access to Meetings and Documents.
- 41-67.6 The ~~Chief~~ Executive Officer is the delegated authority to vary the meeting date, time and place of meetings, in consultation with the Presiding Member.
- 41-77.7 The ~~Chief~~ Executive Officer will allocate appropriate administrative support to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements.

42-8. Voting

- 42-18.1 Each member of the Committee at a meeting will have one vote per matter considered.
- 42-28.2 In accordance with regulation 27 of the Local Government (Procedures at Meetings) Regulations 2013, the Presiding Member will have a deliberative vote but does not, in the event of an equality of votes, have a casting vote. (SR research)
- 42-38.3 In the event of a tied vote, the matter will be referred to the Council for deliberation.
- 42-48.4 Any staff attending Committee meetings will not have voting rights.

43-9. Quorum

- 9.1 A quorum for the Committee will be ascertained by dividing the total number of members of the Committee by two (2), ignoring any fraction resulting from the division and adding one.
- 9.2 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.

Women of Walkerville Committee

Terms of Reference

9.3 If the number of apologies received by the Chief Executive Officer indicates that a quorum will not be present at a meeting, the Chief Executive Officer may adjourn the meeting to a specified day and time.

9.4 If at the expiration of 15 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the Presiding Member or, in the absence of the Presiding Member, the Deputy Mayor or, in the absence of the Deputy Mayor, the Committee Executive Officer, will adjourn the meeting to a specified day and time.

9.5 If the meeting is adjourned for want of a quorum, the Committee Executive Officer will record in the minutes the reason for the adjournment, the names of any Members present and the date and time to which the meeting is adjourned.

9.6 If the meeting is adjourned to another day, the Chief Executive Officer must:

- 9.6.1 give notice of the adjourned meeting to each Member setting out the date, time and place of the meeting; and
- 9.6.2 give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the Council.

10.2 The Council may at any time vary these Terms of Reference, or the Committee may recommend variations to the Terms of Reference to Council.

~~17.0~~

~~18.11.1~~ Where an Elected Member, who is not the Mayor or Deputy Mayor, has been appointed as the Presiding Member of the Committee they shall be paid a sitting fee in accordance with Section 6.6 and 6.7 of the Town of Walkerville's Elected Member Allowances & Benefits Policy, the Determination of the Remuneration Tribunal Allowances for Elected Members. ~~(SS to Deconfirmable check with finance)~~

~~18.211.2~~ Members of the Community and other Elected Members sitting on the Committee shall not be paid a sitting fee.

19.12. Liabilities of Members

No civil liability attaches to a member of the Committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the Member's or Committees powers, functions or duties, Such a liability ~~is attached to the Council.~~ ~~It is a matter for the Council to determine whether it is appropriate to compensate a Committee member.~~

Commented [SR1]: This Clause is no longer applicable as **CNC134/14-15** was superseded by **CNC147/22-23**. If the Committee wishes this composition to be effective, a new recommendation will need to be made to Council.

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Commented [SR2]: Section 12 to remain as it is reflective of ss 41(12)&(13) of the Act.

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Walkerville Community Committee

Terms of Reference

Approval Date	XXX
Classification	Terms of Reference
Responsible Officer	Group Manager Public Relations & Community Services
Relevant Legislation	<i>Local Government Act 1999</i>
Record Number	TOR202255607
Last Reviewed XXX	Next Review XXX

1. Establishment

The Walkerville Community Committee (the **Committee**) is established pursuant to section 41 of the *Local Government Act 1999* (the **Act**).

2. Functions

The overarching function of the Committee is:

- 2.1 To organise fundraising initiatives to provide events, activities and services that benefit the Town of Walkerville community;
- 2.2 To ensure its activities broadly reflect the aspirations and intentions of Council's Strategic Plan;
- 2.3 At the Committee's discretion and subject to Council's approval donate surplus funds to registered charities identified by the Committee.

3. Role of the Committee

The Committee's role is to:

- 3.1 Identify opportunities for the enhancement and benefit of the community.
- 3.2 Initiate and deliver fundraising activities that support a range of social (non-political) endeavors that directly benefit people in the community.
- 3.3 Ensure that all fundraising activities are self-funded (all costs must be covered).
- 3.4 Seek to apply for grants as and where appropriate, subject to Council's approval.
- 3.5 Seek corporate and private sponsorships to support the Committee's activities.

Terms of Reference

3.6 Liaise and engage with members of the broader community, local schools and organisations, which have an interest in community wellbeing and engaging collaboratively with the Committee on its fundraising activities.

3.7 Donate funds and/or establish relationships with charitable groups that reflect the overarching purpose of the Committee.

4. Authority

4.1 The Committee has no authority to act independently of Council, however the Committee is authorised by Council to undertake work to efficiently and effectively meet the objectives described by its role and Terms of Reference.

4.2 The Committee is authorised to expend funds from those monies raised by the Committee for the purpose of delivering upon the functions and role of the Committee. Approval for any expenditure outside of this must be obtained from Council.

4.3 Details about all monies raised and expended must be reported to Council on a quarterly basis.

4.4 Pursuant to s 41(7) of the Act, the Committee may seek to establish a sub-committee for a specific purpose. In doing so, the Committee must determine and recommend a sub-committee Terms of Reference to Council. Once endorsed by Council, the sub-committee is formally established.

5. Membership

5.1 The Committee shall consist of the Mayor (as standing member), three (3) Elected Members and three (3) Community Members.

5.2 Community Members of the Committee must be residents or ratepayers of the Town of Walkerville.

5.3 Elected Members shall be appointed to the Committee by way of Council resolution and will hold office until the conclusion of the 2026 Local Government Elections.

5.4 Community Members will be appointed to the Committee, by way of Council resolution following recommendation from the Committee, for a maximum of two (2) years. Community Members will be eligible for reappointment to the Committee at the conclusion of their term.

5.5 If an appointment is made within 18 months of a Local Government General Election, the Committee Member must be appointed to hold office until the conclusion of the Council term.

5.6 Should a vacancy occur for a Community Member position on the Committee, the Committee Executive Officer will undertake an "expression of interest" process to determine other community members who have an interest in serving on the Committee.

Terms of Reference

- 5.7 Any/all applications received will be submitted to the Committee, who will then review and provide a recommendation to Council as to the appointment of a Committee Member.
- 5.8 Members of the Committee may be removed by Council resolution at any time.
- 5.9 Members of the Committee may resign their position at any time by giving notice of their intention, in writing, to the Presiding Member and Committee Executive Officer.
- 5.10 Any Elected Member who is not a member of the Committee can be called upon by the Chief Executive Officer (or nominee) to act as proxy as and when required.

6. Presiding Member

- 6.1 The Presiding Member will be appointed by vote of the Committee and then formally endorsed by resolution of Council.
- 6.2 The Presiding Member must always be an Elected Member of the Town of Walkerville Council.
- 6.3 The Presiding Member will hold office for a term as determined by Council but may not exceed a term of two (2) years. They may be reappointed at the conclusion of their term.
- 6.4 The Presiding Member may nominate a Committee Member to act as Chair should the Presiding Member be unable to attend a meeting.
- 6.5 The role of the Presiding Member is to:
 - 6.5.1 Oversee the conduct of meetings;
 - 6.5.2 Ensure that all Committee Members have an opportunity to participate in discussions in an open and responsible manner; and
 - 6.5.3 Call the meeting to order and move the debate towards finalisation when a matter has been debated to a point that a recommendation can be made.

7. Meetings

- 7.1 The Committee will meet at least four (4) times per calendar year.
- 7.2 Committee meetings will be conducted in accordance with the Local Government (Procedures at Meetings) Regulations 2013 and the Town of Walkerville Code of Practice - Procedures at Meetings.
- 7.3 Meetings will be held at the Civic and Community Centre, located at 66 Walkerville Terrace Gilberton, or such other location as determined by the Committee Executive Officer.

Terms of Reference

- 7.4 The Committee Executive Officer will consult with the Presiding Member prior to the scheduling any Special Meetings to ensure that the costs of administering the Committee are monitored and contained.
- 7.5 Access to agendas, minutes and other documents associated with the Committee will be provided in accordance with the Town of Walkerville's Code of Practice – Access to Meetings and Documents.
- 7.6 The Executive Officer is the delegated authority to vary the meeting date, time and place of meetings, in consultation with the Presiding Member.
- 7.7 The Executive Officer will allocate appropriate administrative support to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements.

8. Voting

- 8.1 Each member of the Committee present at a meeting will have one vote per matter considered.
- 8.2 In accordance with regulation 27 of the Local Government (Procedures at Meetings) Regulations 2013, the Presiding Member will have a deliberative vote but does not, in the event of an equality of votes, have a casting vote.
- 8.3 All decisions of the Committee shall be made on the basis of a majority decision of the members present.
- 8.4 In the event of a tied vote, the matter will be referred to the Council for deliberation and determination.
- 8.5 Any staff attending Committee meetings will not have voting rights.

9. Quorum

- 9.1 A quorum for the Committee will be ascertained by dividing the total number of members of the Committee by two (2), ignoring any fraction resulting from the division, and adding one.
- 9.2 A quorum must be comprised of at least three (3) Elected Members and one (1) Community Member.
- 9.3 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.
- 9.4 If the number of apologies received by the Committee Executive Officer indicates that a quorum will not be present at a meeting, the Committee Executive Officer may adjourn the meeting to a specified day and time.

Terms of Reference

- 9.5 If at the expiration of 15 minutes after the time specified in the notice of meeting a quorum is not achieved, the Presiding Member or, in the absence of the Presiding Member, the Committee Executive Officer will adjourn the meeting to a specified day and time.
- 9.6 If the meeting is adjourned for want of a quorum, the Committee Executive Officer will record in the minutes the reason for the adjournment, the names of any Members present and the date and time to which the meeting is adjourned.
- 9.7 If the meeting is adjourned to another day, the Committee Executive Officer must:
- 9.7.1 give notice of the adjourned meeting to each Member setting out the date, time and place of the meeting; and
 - 9.7.2 give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the Council.

10. Review

- 10.1 The Committee shall review its Terms of Reference within the first 12 months following a Local Government General Election to ensure that it is operating at maximum effectiveness.
- 10.2 The Council may at any time vary these Terms of Reference, or the Committee may at any time recommend variations to the Terms of Reference to Council.

11. Sitting Fees

- 11.1 Where an Elected Member, who is not the Mayor or Deputy Mayor, has been appointed as the Presiding Member of the Committee they shall be paid a sitting fee in accordance with Section 6.6 and 6.7 of the Town of Walkerville's Elected Member Allowances & Benefits Policy.
- 11.2 Members of the Community and other Elected Members sitting on the Committee shall not be paid a sitting fee.

12. Liabilities of Members

No civil liability attaches to a member of the Committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the Member's or Committees powers, functions or duties, Such a liability is attached instead to the Council.



Meeting:	Council
Title:	Election of Greater Adelaide Regional Organisations of Councils (GAROC) East Regional Grouping Representative
Responsible Manager:	Acting Chief Executive Officer, Scott Reardon
Author:	Acting Chief Executive Officer, Scott Reardon
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council instructs the Presiding Member to mark the “Ballot Paper” with an “X” next to the name of for election to the East Regional Grouping of Members of GAROC.
 2. That the Presiding Member submit the completed “Ballot Paper” in line with the requirements set out in clause 4.4.5 of the GAROC Terms of Reference and in so doing ensure that the “Ballot Paper” is received by the “Returning Officer” no later than 5:00pm Wednesday 1 March 2023.
-

Summary

On 30 January 2023 the CEO (**LGA CEO / Returning Officer**) of the Local Government Association of South Australia (**LGA**) wrote to Council CEOs advising that two (2) nominations for the one (1) position allocated to the East Regional Grouping of the Greater Adelaide Regional Organisation of Councils (**GAROC**) were received at the close of nominations. As such, an election for the positions is now required.

The current candidates for the 2023 Eastern Region GAROC election are:

- Mayor Jan-Claire Wisdom – Adelaide Hills Council; and
- Councillor Don Palmer – City of Unley.

Each respective Council within the East Regional Grouping receives one vote to nominate one preferred candidate; which must be determined by Council resolution. Following the determination by Council, the Presiding Member is required to mark an ‘X’ in the box next to the preferred candidate and return the Ballot to the LGA no later than 5:00pm Wednesday 1 March 2023.

Background

A vacancy occurred on GAROC East Regional following the 2022 Local Government Elections. Each Council now has the opportunity to vote on their preferred candidate.

Discussion/Issues for Consideration

The East Regional Grouping of GAROC is comprised by the following member Councils:

- Adelaide Hills Council;
- City of Burnside;
- Campbelltown City Council;
- City of Norwood Payneham St Peters;
- City of Prospect;
- City of Unley; and
- Town of Walkerville;

On 30 January 2023 the LGA CEO wrote to Member Councils advising that two (2) nominations for one (1) position had been received (Attachment A), with those nominees being:

- Mayor Jan-Claire Wisdom – Adelaide Hills Council ;
- Councillor Don Palmer – City of Unley.

A copy of each candidate’s profile appears as Attachment B to this report.

Voting Instructions

Pursuant to Clause 4.4.5 of the GAROC Terms of Reference, the election process must be conducted as follows:

- each Member Council shall determine by resolution the one (1) candidate it wishes to elect;
- the chair of the meeting for that Member Council shall mark the ballot paper with an "X" next to the one (1) candidate that the Member council wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" and then place this envelope inside the envelope marked "Returning Officer". Note: The Member council's name has been marked on the inside flap of the second envelope marked "Returning Officer" to enable confirmation of receipt of all council ballot papers. Ballot Paper envelopes are removed from the Returning Officer envelopes prior to vote counting.

Ballot Papers are required to be returned to the “Returning Officer” by **5:00 pm on Wednesday 1 March 2023**.

The counting of the votes will take place, via Zoom, on **Friday 3 March 2023 at 9.30am**.

Options for Consideration

Option 1

1. That Council instructs the Presiding Member to mark the “Ballot Paper” with an “X” next to the name of for election to the East Regional Grouping of Members of GAROC.
2. That the Presiding Member submit the completed “Ballot Paper” in line with the requirements set out in clause 4.4.5 of the GAROC Terms of Reference and in so doing ensure that the “Ballot Paper” is received by the “Returning Officer” no later than 5:00pm Wednesday 1 March 2023.

Option 2

That Council direct Administration to undertake the following alternate action(s):

- _____

Financial Implications

There are no perceived financial implications in relation to this matter.

Community Implications

There are no perceived community implications in relation to this matter.

Regional Implications

Notwithstanding that Council is a member Council of GAROC, there are no perceived regional implications in this matter.

Governance Implications

There are no perceived governance implications to Council in relation to this matter.



Preferred Option & Reasoning

Option 1 is the preferred option as it allows the Town of Walkerville to vote on their preferred candidate to the East Regional Grouping of the Greater Adelaide Regional Organisation of Councils.

Attachments

Attachment A	GAROC East Candidate Information
Attachment B	GAROC East Ballot Paper

Greater Adelaide Regional Organisation of Councils (GAROC) East—2022 Casual Vacancy Nomination Form

Nominee's Council	<i>Adelaide Hills Council</i>
Nominee's Name (full name)	<i>Mayor Jan-Claire Wisdom</i>
Regional Grouping	<p>(Select one)</p> <p><input type="checkbox"/> North</p> <p><input type="checkbox"/> West</p> <p><input type="checkbox"/> South</p> <p><input checked="" type="checkbox"/> East</p>
Declaration and signature of nominee	<p>I hereby accept such nomination.</p> <p>Signature:</p> 
Signature and name of Nominating Council's CEO	<p>Signature:</p>  <p>David Waters</p>
Dated	<i>25 January 2023</i>

This form is to be sent to the LGA Returning Officer
Close of nominations 5:00pm Wednesday 25 January 2023

Greater Adelaide Regional Organisation of Councils (GAROC) East—2022 Casual Vacancy Candidate Information Sheet

(word limit is strictly 1,000 words)

Name:	<i>Mayor Dr Jan-Claire Wisdom</i>
Council:	<i>Adelaide Hills Council (AHC)</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> • <i>2018 – current - Elected Mayor of Adelaide Hills Council</i> • <i>2010 – 2018 – Elected Member AHC (Deputy Mayor 5 years)</i> • <i>2018 – 2020 - Board Member LGA SA</i> • <i>2017 – 2022 - Member of GAROC (and previously MLGG)</i> • <i>2017 – current - Board Member of Southern & Hills LGA</i> • <i>2012 – current - Member of AHC CEO Performance Review Panel since 2017 and current Chair CEO Selection Panel</i> • <i>2012 – 2019 State Libraries Board member (Ministerial appointment)</i> • <i>2018 – Member Selection Panel for Director of State Library of SA</i> • <i>Member of many AHC Committees and Advisory Groups</i> • <i>Key knowledge/skills: Strategic Planning, Leadership, Collaboration and Partnerships, Advocacy, Public Speaking, Policy Development and Review, Communications, Community Development, Emergency Management</i>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> • <i>Local Government enhanced role in disaster preparedness, recovery and community resilience building</i> • <i>Establishment of State-Local Government Climate Change Partnership for practical action on adaptation and mitigation</i> • <i>Renewing regional Climate Partnership sector agreements</i> • <i>Making standardised and accessible climate-related data for use by Local Government to improve planning</i> • <i>Making 50% of Council's contributions to the Green Industry Fund available to Local Government to aid transition to circular economy</i> • <i>Continued advocacy for improvement of State e-planning system including EV charging faculties, loss of subzones, infill development, parking/resident ratios, State Heritage Protection, increased tree canopy across metropolitan areas including reducing tree clearing on vacant blocks.</i> • <i>LG partnerships to alleviate housing supply and affordable housing crisis</i> • <i>Benchmarking</i> • <i>Performance Review of GAROC's effectiveness – I have proposed this to LGASA.</i> • <i>Increased action by Local Government on climate change initiatives (including cross-Council partnerships) to transition to renewables</i>

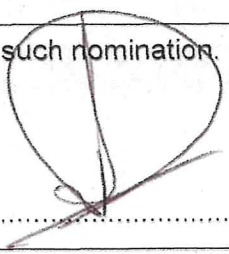
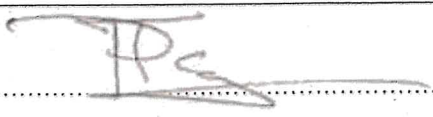


<p>Other information</p>	<ul style="list-style-type: none">• <i>Fellow of the Governor’s Leadership Foundation (2015)</i>• <i>Excellence in Local Government Leadership Award (2014)</i>• <i>Governor, Glenunga International High School (2009 – 13)</i>• <i>Qualifications:</i>• <i>Doctor of Philosophy (PhD) in Sociolinguistics/Policy Analysis</i>• <i>Masters in Communications</i>• <i>Degree in English Language and Philosophy</i>• <i>Post-graduate degrees in both Library and Information Studies, and also Journalism</i>• <i>Adjunct Research Fellow in Business School of UniSA</i>• <i>Previously: Chartered Librarian, Systems and Business Analyst, Journalist, management Consultant, small business owner/operator, Academic (lecturer and researcher), and served 10 years as Defence Force reservist in Army Intelligence Corps (British and Australian forces)</i>
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This form must accompany the Nomination Form



Greater Adelaide Regional Organisation of Councils (GAROC) East—2022 Casual Vacancy Nomination Form

Nominee's Council	(City of Unley)
Nominee's Name (full name)	(Cr Don Palmer)
Regional Grouping	(Select one) <input type="checkbox"/> North <input type="checkbox"/> West <input type="checkbox"/> South <input checked="" type="checkbox"/> East
Declaration and signature of nominee	I hereby accept such nomination. Signature: 
Signature and name of Nominating Council's CEO	Signature:  Peter Tsokas (insert name)
Dated	(insert date) 17/01/2023

**This form is to be sent to the LGA Returning Officer
Close of nominations 5:00pm Wednesday 25 January 2023**

Greater Adelaide Regional Organisation of Councils (GAROC) East—2022 Casual Vacancy Candidate Information Sheet

(word limit is strictly 1,000 words)

Name:	<i>Cr Don Palmer</i>
Council:	<i>(City of Unley)</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <i>(insert)</i> <p style="text-align: center;"><i>REFER ATTACHMENT</i></p>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <i>(insert)</i> <p style="text-align: center;"><i>REFER ATTACHMENT</i></p>
Other information	<ul style="list-style-type: none"> <i>(insert details of leadership, board, corporate governance experience etc)</i> <p style="text-align: center;"><i>REFER ATTACHMENT</i></p>

This form must accompany the Nomination Form

GAROC Nomination Candidate Information Sheet Appendix**Cr Don Palmer****City of Unley****Local Government Experience & Knowledge**

I have been a member of the City of Unley since the 2010 periodic elections.

During this time, I have participated in and held the following positions.

Deputy Mayor

- ✓ Deputy Mayor for 12-month terms in 2017 and again in 2022. In that role in 2017, I participated in the Metropolitan Local Government Group and the Eastern Regional Alliance.

Presiding Member

- ✓ Development, Planning & Strategy Committee 2015-16. This committee managed the biggest development plan changes in the history of Unley.
- ✓ Strategic Property Committee since 2018.

Member

- ✓ Development, Planning & Strategy Committee 2013-16.
- ✓ Development Assessment Panel 2011-2014.
- ✓ City Strategy Committee 2017-18.
- ✓ Unley Business & Economic Development Committee 2012-2018.
- ✓ CEO Performance Review Committee 2017-current.
- ✓ CAP independent member selection committee 2014-current.
- ✓ Economic Growth Working Group 2019-2022.
- ✓ Community Grants Working Group 2011-current.

Local Government Policy Views and InterestsLeadership

As I did in my business career, I have always taken an interest in the industry in which I am participating, at this time the local government industry. I am a firm believer that the strength of an association is in the participation of its members.

I am also a firm believer in aiming to be part of the solution rather than the problem. To be seeking answers to issues rather than sitting back and criticising those taking the responsibility to seek the answers. The LGA needs people willing to take on this responsibility. I stand ready to take on this role of leadership on your behalf. As new blood to GAROC, I will also bring a fresh perspective to a fresh executive structure. This at a time when new blood will be positively received by our ratepayers.

Reform

As Unley's representative on the MLGG and ERA previously, I have participated in the debate on the LGA's new structure. I back the new structure and look forward to advancing the reforms that the LGA executive have identified.

The local government industry needs to seek change and reform. We need to be the driver of change. This will require us to recognise where change is needed, and work with the Government to effect purposeful change. We need to be proactive to drive the reform and not be reactive to third parties.

Image

The local government industry needs also to work on changing the image of the industry to our ratepayers. It will not be enough to speak of the need for change. It is another to push the change and be the driver of change. We need mostly to be seen to be driving the change.

To achieve this, we need to be seen as a sector responsive to our ratepayers needs. Once again this requires us being proactive, to undertake to understand what our ratepayers are seeking, and demonstrate that we do understand and that we are responsive.

Membership Participation

If the LGA is to be strong we need the LGA membership to be engaged.

GAROC will certainly need to provide the leadership to achieve the above aims. The general industry membership however needs to step up to the plate as well. As an association is only as strong as its membership, we all need to participate.

We all need work toward bridging the gap that exists between some of us and the LGA.

Other Information

Over years I have held Community/Industry based board and/or committee level membership

In the previous century I held various short term committee positions at The Master Builders Association and the Housing Industry Association. I was a member of Jaycees in my early twenties.

Late last century I held down the role as Area Co-Ordinator of the newly formed Woodcroft Neighbourhood Watch program. I also was secretary of the Southern Cross Caravan Club, a Parish Councillor at St Hillary's Anglican Church at Morphett Vale and briefly held the position of President of the Association of Caravan Clubs.

More recently I have been a member of the Clarence Park Neighbourhood Watch group. I have until recently been a member of the Parish Council, and a Warden at St Augustines Anglican Church at Unley, along with being their Synod Representative for the Synod of the South Australian Diocese of the Anglican Church of Australia. I have also just completed a three-year term as a member of the Diocesan Council of the South Australian Diocese of the Anglican Church of Australia.

I look forward to having the opportunity to provide a positive contribution to the local government industry to the betterment of the South Australian local government community.

Ballot Paper

Supplementary Election for GAROC Regional Grouping Metro East 2022-2024

1 Person Required

Ballot closes: 5:00pm Wednesday 1 March 2023

Important Note: In accordance with Clause 4.4.5(d) of the GAROC Terms of Reference, the chair of the meeting for that Member Council shall mark the ballot paper with an “X” next to the one (1) candidate that the Member Council wishes elected, then seal the ballot paper in the envelope marked “Ballot Paper” and place it inside the envelope marked “Returning Officer”. The name of the Member Council must be indicated on the inside flap of the envelope marked “Returning Officer” and the envelope then sealed and delivered to the Returning Officer.

WISDOM, Jan-Claire Mayor Adelaide Hills Council

PALMER, Don Councillor City of Unley



Issuing Officer
Initial

Meeting:	Council
Title:	2024 Santos Tour Down Under EOI
Responsible Manager:	Group Manager Public Relations & Community Services, Sarah Spencer
Author:	Group Manager Public Relations & Community Services, Sarah Spencer
Key Pillar:	Strategic Framework – Key Pillar 6 – Economy – Create the means to enable economic diversity and encourage business opportunities
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Decision Required

Recommendation

Option 1

That Council directs Administration not to submit an expression of interest to host a 2024 Santos Tour Down Under stage.

OR

Option 2

1. That Council directs Administration to submit an expression of interest to host a 2024 Santos Tour Down Under stage:

a) Men's UCI World Tour Stage Start (mid-week)	\$15,000
b) Men's UCI World Tour Stage Finish (mid-week)	\$20,000
c) Men's UCI World Tour Stage Start (final weekend)	\$20,000
d) Men's UCI World Tour Stage Finish (final weekend)	\$25,000
e) Men's UCI World Tour Stage Start (Challenge Tour)	\$20,000
f) Men's UCI World Tour Stage Finish (Challenge Tour)	\$25,000
g) Women's UCI World Tour Start	\$2,500
h) Women's UCI World Tour Finish	\$5,000

2. That Council considers a budget bid for a Santos Tour Down Under stage and associated street event in the 2023-24 budget.

3. That subject to a budget allocation being endorsed for 2023/24 and a successful Santos Tour Down Under expression of interest bid, Council directs Administration to plan a street event.

Summary

Santos Tour Down Under (**STDU**) organisers have contacted South Australian Councils as part of an expressions of interest (**EOI**) process to seek out those who may have an interest in hosting a stage of the 2024 event. Due to the costs associated with both hosting a stage and an associated street event, Administration seeks Council's direction on whether it wishes to submit an EOI application, which will in turn require Council to consider a budget bid as part of the 2023-24 Budget process.

Background

First held in 1999, the STDU is the biggest cycling race in the southern hemisphere. The 10-day event brings elite men's and women's world tour professional cycling teams to race on the streets of Adelaide and regional South Australia each January.

The Town of Walkerville has not previously held a start or finish stage in the STDU, however the race has passed through the Township, with as recent as the Women's Stage 3 (Adelaide to Campbelltown) on Tuesday 17 January 2023.

Discussion/Issues for Consideration

The commitment to hosting a start or finish of the Tour Down Under, as well as an associated event, is a major undertaking and a significant investment by Council.

Fees for a 2024 Tour Down Under stage start or finish ranges from between \$2,500 to \$25,000. In addition, Council would be responsible for:

- road closures and parking restrictions;
- removal of traffic obstacles (i.e. speed humps);
- provision of three-bin waste systems and water refill stations;
- safety fencing and barricading;
- toilets;
- corflute signage;
- street preparation (additional street sweeping is mandatory prior to the event) and cleaning.

Council should take into consideration the cost of other similar Council-run events (for example, Tourrific Prospect, which cost more than \$150,000), as expenditure is estimated at a comparable amount.

Options for Consideration

Option 1

That Council directs Administration not to submit an expression of interest to host a 2024 Santos Tour Down Under stage.

OR

Option 2

1. That Council directs Administration to submit an expression of interest to host a 2024 Santos Tour Down Under stage:

- | | |
|---|----------|
| i) Men's UCI World Tour Stage Start (mid-week) | \$15,000 |
| j) Men's UCI World Tour Stage Finish (mid-week) | \$20,000 |
| k) Men's UCI World Tour Stage Start (final weekend) | \$20,000 |

l) Men's UCI World Tour Stage Finish (final weekend)	\$25,000
m) Men's UCI World Tour Stage Start (Challenge Tour)	\$20,000
n) Men's UCI World Tour Stage Finish (Challenge Tour)	\$25,000
o) Women's UCI World Tour Start	\$2,500
p) Women's UCI World Tour Finish	\$5,000

2. That Council considers a budget bid for a Santos Tour Down Under stage and associated street event in the 2023-24 budget.
3. That subject to a budget allocation being endorsed for 2023/24 and a successful Santos Tour Down Under expression of interest bid, Council directs Administration to plan a street event.

Analysis of Options

Option 1: results in no STDU stage and no financial impact to Council.

Option 2: results in Council expressing an interest in hosting a stage of the STDU for 2024 and associated event, which could cost up to \$150,000. If successful in a bid, a positive economic benefit may be generated for local businesses.

Financial Implications

If Council resolves to proceed with Option 1, Elected Members must be prepared to factor in considerable costs to the 2023-24 budget (approximately \$100,000-\$150,000).

Community Implications

It is assumed that hosting a STDU stage would create a considerable amount of tourism and consequently, generate a positive economic impact for local businesses due to increased visitation to the area.

Consultation would also need to be undertaken to alert nearby residents of road closures, parking availability and traffic detours.

Regional Implications

There are no known regional implications.

Governance Implications

There are no known governance implications.

Preferred Option & Reasoning

Administration will be guided by Council on its preferred option to proceed.

Meeting:	Council
Title:	Robe Terrace Service Road Traffic Investigations
Responsible Manager:	Group Manager Assets and Infrastructure, James Kelly
Author:	Group Manager Assets and Infrastructure, James Kelly
Key Pillar:	Movement Management plan
Key Focus Area:	Movement Management plan
Type of Report:	Decision Required

Recommendation

1. That Council receive and note the Robe Terrace Service Road Traffic Investigations report.
 2. That Council acknowledges the function of the vegetated mound as a physical separator between local and Robe Terrace Main Road traffic, providing amenity and noise buffering to the area.
 3. That Council direct Administration to undertake the actions from the engineering investigation of the Robe Terrace Service Road shown in Attachment A of this report including:
 - a. Removal of vegetation within the restricted sight line zones (pink shaded areas) at sites 4, 5 and 6;
 - b. Adjustment of any signage that is located within this sight line zones at sites 3 and 5;
 - c. Ensure any vegetation re-planted within these sight line zones are ground covers only; and
 - d. Preserve the shape and size of the mounds in their existing form, with the exception of site 5 (entry), which requires further topographical survey to determine whether reshaping of the mound at this point is required.
-

Summary

This report presents the review and recommendations of the traffic flow to and from the entry and exit points from the Robe Terrace Service Road onto Robe Terrace, in particular, the impact of the barrier mound on vehicle sight distance.

Background

At their Ordinary Meeting of 28 November 2022, Cr Allanson put forth a Motion without Notice relating to the Robe Terrace Service Road, which Council resolved:

CNC125/22-23

Moved: Cr Allanson
Seconded: Cr Williams

1. That Council require Administration to review modification of the mounds and review the planting at the entry/exit points to the Robe Tce, Medindie, service road with the view to make them compliant with the relevant Australian Road Safety Standard following the engineering assessment.
2. That administration provide a detailed report to Council by February 2023, following the conclusion of the engineering report complete with recommendations on how best to proceed.
3. That until such time that the engineering report is presented back to Council with recommendations, Administration's Field Services team attend site to conduct general maintenance on a fortnightly basis in the affected area.

Discussion/Issues for Consideration

In accordance **CNC125/22-23 (2)** from November 2022, Administration engaged Greenhill Engineers to undertake a review of previous traffic investigations at this location, along with an updated assessment of traffic conditions against Australian Standards. Findings from this review are outlined as follows.

Site Information

Robe Terrace is a main road located within the suburb of Medindie and acts as part of the Adelaide Ring Road. Access to houses along this road is provided by the Robe Terrace Service Road (the **Service Road**) which runs parallel to Robe Terrace. There is a vegetated raised mound (the **Mound**) which separates Robe Terrace and the Service Road. This mound functions as a physical separator between local and Ring Road traffic, providing amenity to the area with large trees and understorey plantings along the length of Robe Terrace. There are seven (7) sites where Robe Terrace intersects with the Service Road, consisting of four (4) entrances and three (3) exits in and out of the Service Road.



Figure 1: Robe Terrace & Service Road Aerial View

Sight Distance Analysis

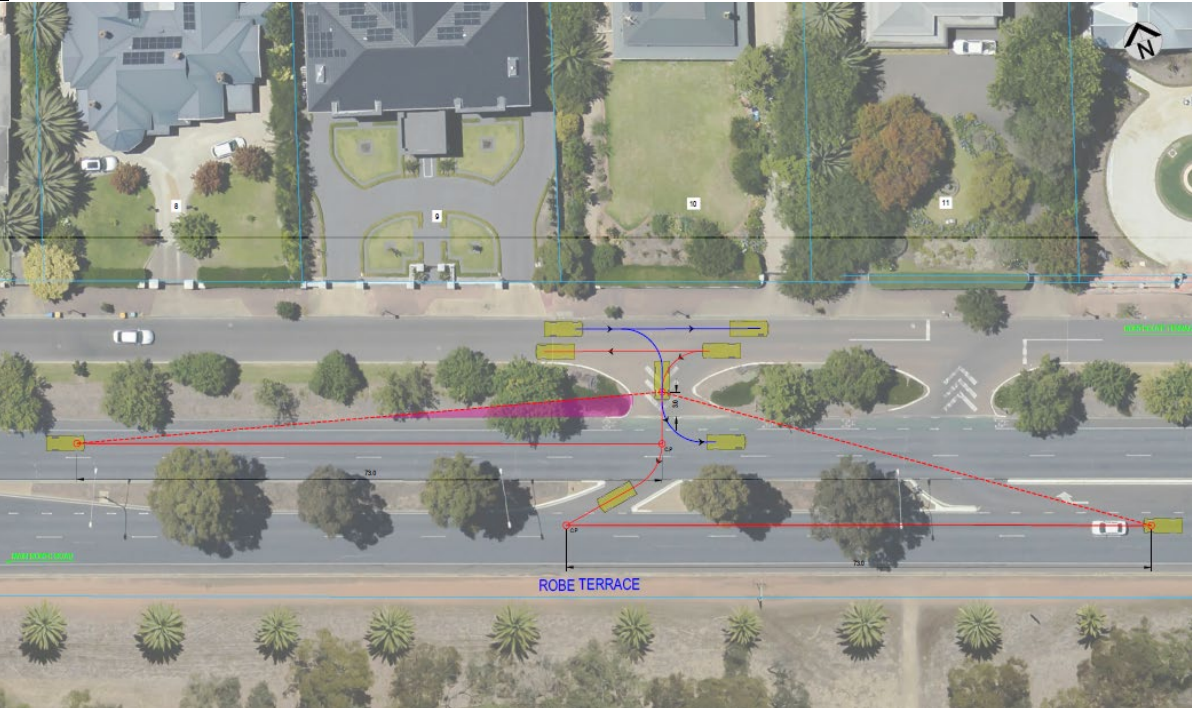
Sight distance assessments were undertaken for each site outlined in figure 1 in accordance with Australian Standards. Each sight distance assessment developed a site distance zone (as depicted by the pink shaded area) where any obstruction above 1.1m was assessed - as obstructions above 1.1m

in height will impact driver sight distance in accordance with Australian Standards. The pink shaded areas for each site are shown as follows:

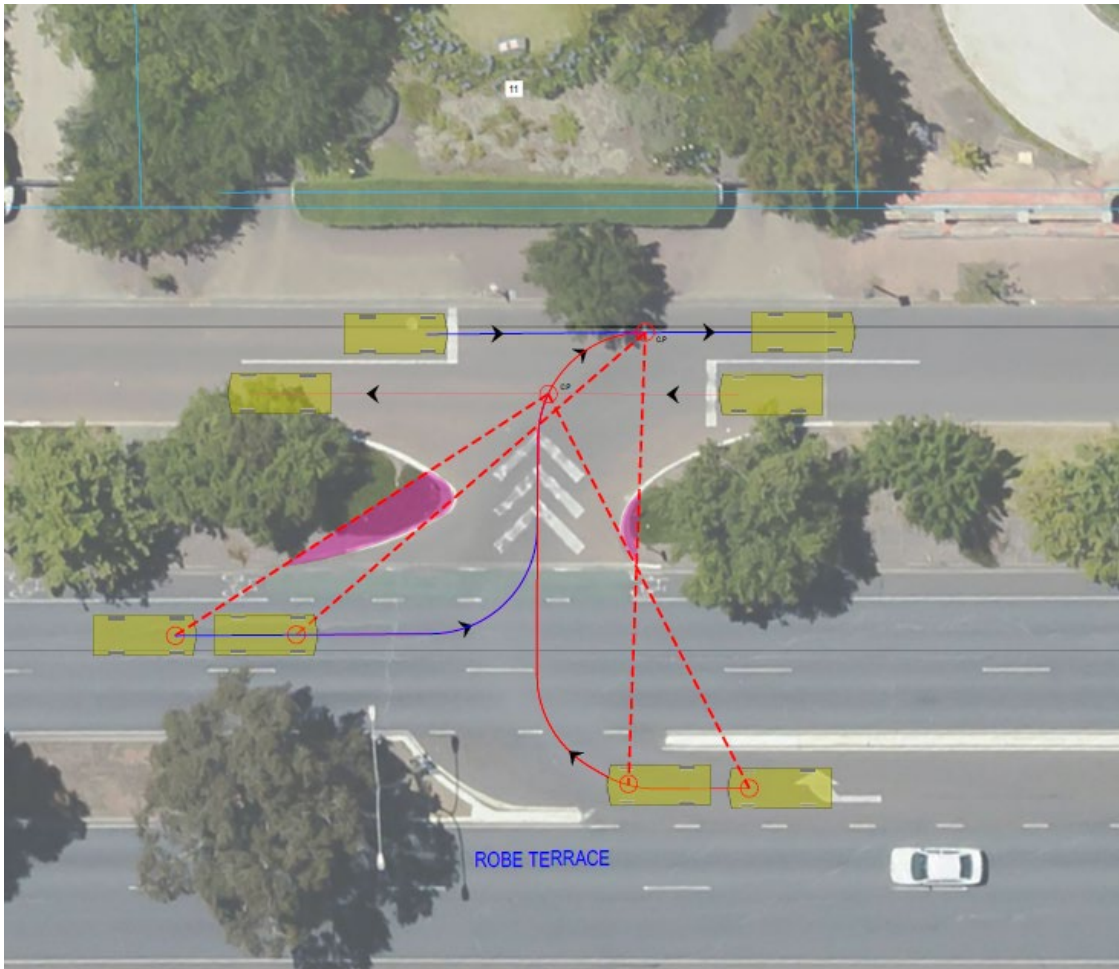
Site 1



Site 2



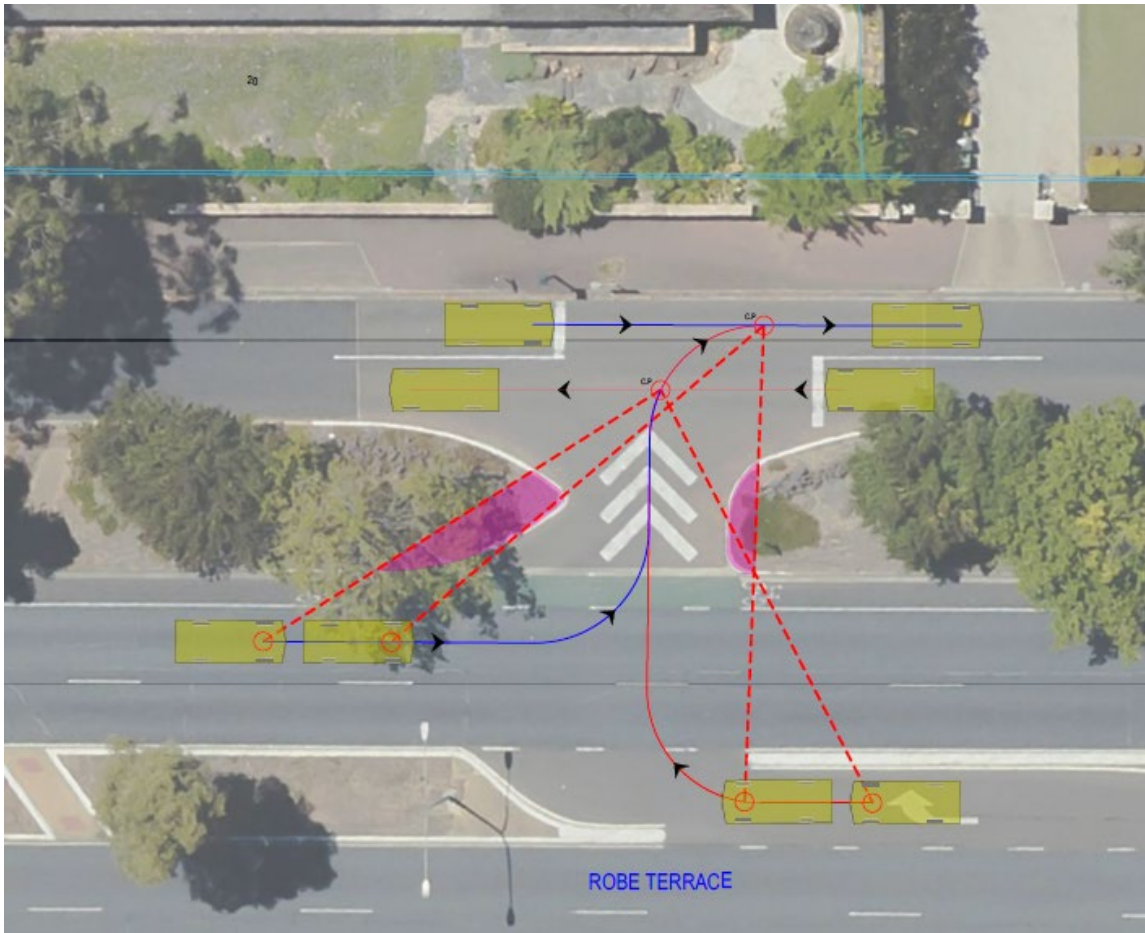
Site 3



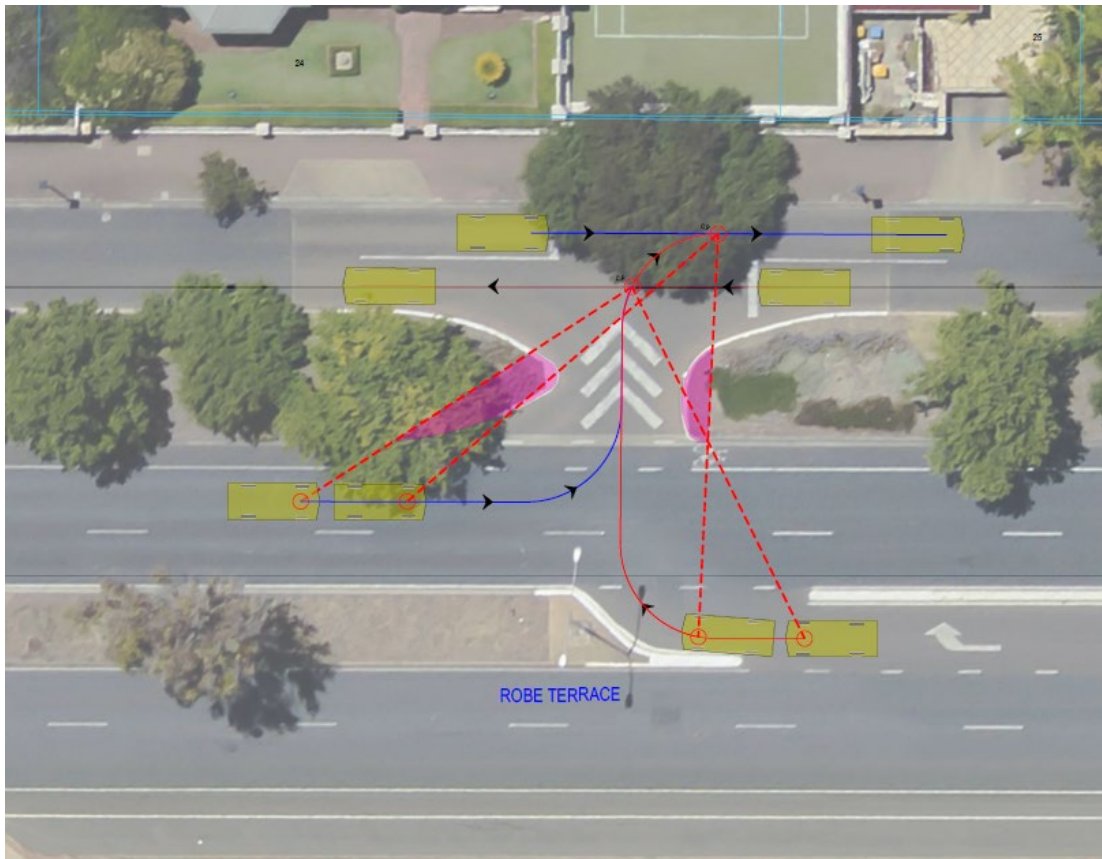
Site 4



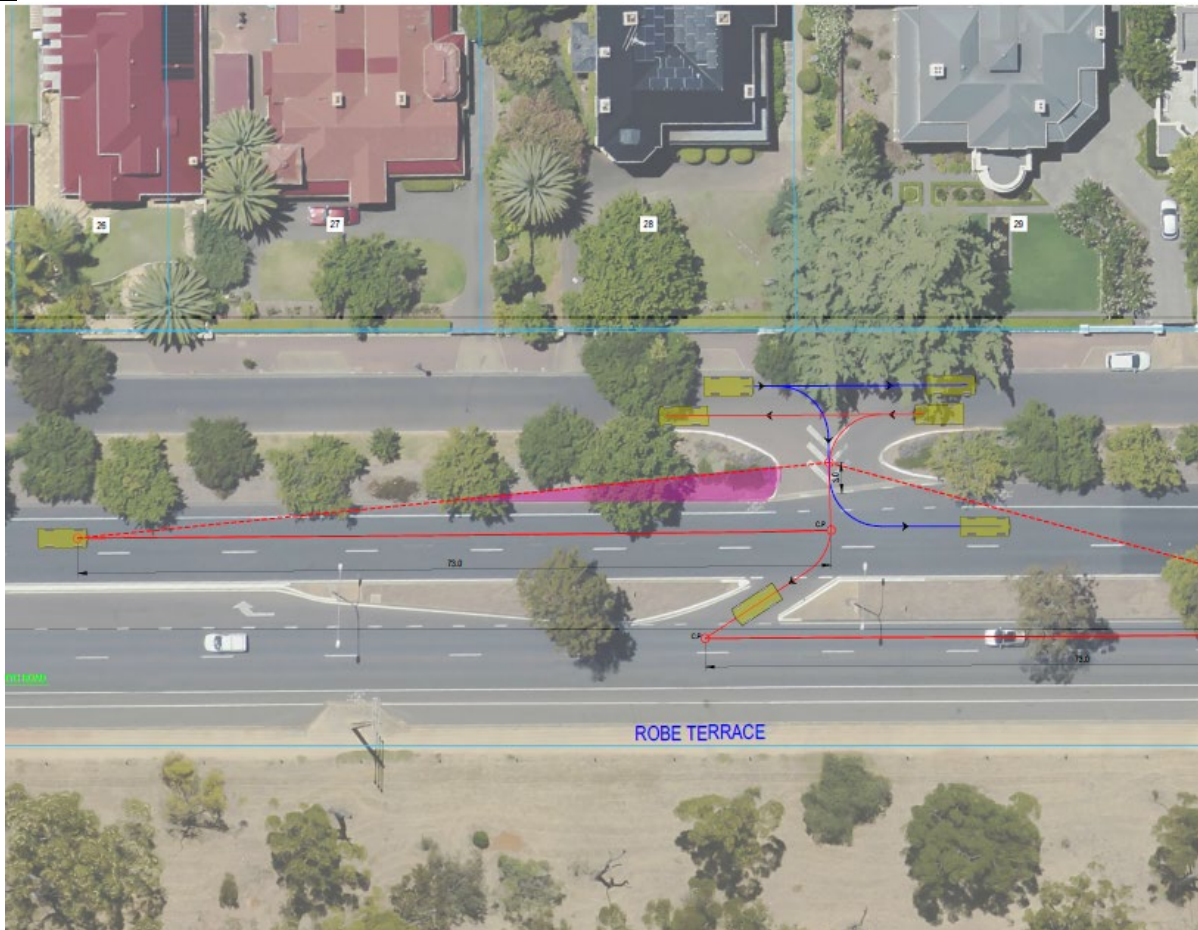
Site 5



Site 6



Site 7



Summary of the findings

- **Sites 1, 2 and 7** meet the required sight distance with no obstruction, as such require no work or modifications to the locations are required.
- **Site 3** sightlines looking both to the west and east have signage that may obstruct sight distance within their nominated sight envelopes. As such, it is recommended that Council review the positioning of these signs and arrange for relocation as required to not impede sight lines within the sight clearance envelopes that would obstruct driver eye height at 1.1m.
- **Site 4** has obstructing vegetation and signage within the western sight clearance envelope, which should be modified. The vegetation should be removed and the signage be relocated outside of the sight line envelope. The sight lines on the eastern mound appear to be clear of all obstructions and requires no modifications.
- **Site 5** has a mound height of approximately 1.135m, including vegetation, from the top of kerb within the sight line envelope. It is recommended that vegetation (plants or shrubs) within the sight line be removed and detailed engineering survey of mound height be taken to confirm the exact height of the mound. Should the mound height exceeds 1.1m, it is then recommended that the mound be reduced to ensure sight lines are clear. The signage on both the western and eastern side of the intersection within the sight line envelopes should also be reviewed by Council and relocated clear of sight lines as required.
- **Site 6** has vegetation and signage obstructing its sight line on the western mound for the left turn in movement, which should be trimmed or removed. Also, the signage should be reviewed and relocated. The sightline on the eastern mound is unobstructed and does not require any works to be carried out.

Site Number	Required SSD (m)	Earthworks to mound required	Vegetation removal / pruning required	Signage relocation required	Earthworks to mound required	Vegetation removal / pruning required	Signage relocation required
Entry Sites		Left Turn into Service Road			Right Turn into Service Road		
Site 1	26	No	N/A	N/A	No	N/A	N/A
Site 3	26	No	No	Yes	No	No	Yes
Site 5	26	No*	Yes	Yes	No	No	Yes
Site 6	26	No	Yes	Yes	No	No	No
Exit Sites		Sight Distance Looking West from Exit			Sight Distance Looking East from Exit		
Site 2	73	No	No	No	No	N/A	N/A
Site 4	73	No	Yes	Yes	No	No	No
Site 7	73	No	No	No	No	N/A	N/A

Table 1 – Summary of proposed actions to each entry/exit site.

Options for Consideration

Option 1

1. That Council receive and note the Robe Terrace Service Road Traffic Investigations report.
2. That Council acknowledges the function of the vegetated mound as a physical separator between local and Robe Terrace Main Road traffic, providing amenity and noise buffering to the area.
3. That Council direct Administration to undertake the actions from the engineering investigation of the Robe Terrace Service Road shown in Attachment A of this report including:
 - a. Removal of vegetation within the restricted sight line zones (pink shaded areas) at sites 4, 5 and 6;
 - b. Adjustment of any signage that is located within this sight line zones at sites 3 and 5;
 - c. Ensure any vegetation re-planted within these sight line zones are ground covers only; and
 - d. Preserve the shape and size of the mounds in their existing form, with the exception of site 5 (entry), which requires further topographical survey to determine whether reshaping of the mound at this point is required.

Option 2

That Council direct Administration to investigate options for further modifications to the mounds at the exit points from Robe Terrace Service Road in contrast to the recommendations of the report, including heavier vegetation removal or earthworks, noting that any such works may come at notable cost to Council.

Analysis of Options

Option 1

This the preferred option as it addresses the sight line concerns with the sight distance zones (pink shaded areas) without having to reshape the mounds or change their function as a visual and noise buffer to Robe Terrace Main Road.

The required work to the mounds are mainly limited to minor vegetation clearance within the pink shaded zones and suggests to keep these relatively small areas free from vegetation. This vegetation removal is not expected to impact the visual or noise buffering effects of the mounds.

As can be seen in the report, the pink shaded zones, which impact sight lines are relatively minor in size compared to the overall size and shape of the mounds and would not require significant vegetation removal (e.g. no trees or large shrubs to be removed).

The assessment does suggest some additional survey work at *Site 5* to confirm whether the mound shape does not impede on the pink shaded area. The consultant estimates that even with a survey, the works to Site 5 will likely only be restricted to vegetation clearance with minimal if any earthwork required.

Option 2

If further modifications to the mounds are suggested by Council (e.g. earthworks), this will likely require further survey and design work. This option will also likely impact significantly more on the vegetation of the mound and the visual aesthetic of the mound itself.

Financial Implications

There are no perceived financial implications at this present time, aside from the operational expense to engage a consultant to this work, which costed approximately \$3,000.

A further topographical survey of Site 5 and analysis is expected to cost approximately \$1,500.

Community Implications

Any significant changes to these mounds will have an impact on the local amenity, noise buffering and barrier that the mounds currently provide for the residents of the Robe Terrace Service Road.

Regional Implications

There are no perceived regional implications associated with this report at this present time.

Governance Implications

Nil.

Preferred Option & Reasoning

Option 1 is the preferred option as it addresses the concerns raised regarding sight distances, whilst still preserving the barrier mound that is acting as a visual and audible buffer between Robe Terrace and the Robe Terrace Service Road.

Attachment

Attachment A	Greenhill Engineers – Robe Terrace Service Road Traffic Investigations
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Project No: 22.3028

13 February 2023

Town of Walkerville
66 Walkerville Terrace
Gilberton SA 5081

Attention: James Kelly

Dear James,

ROBE TERRACE, MEDINDIE – SERVICE ROAD ENTRIES & EXITS INVESTIGATION REPORT

BACKGROUND

Robe Terrace is a main road located within the suburb of Medindie and acts as part of the Adelaide Ring Road. Access to houses along this road is provided by the Robe Terrace Service Road (Service Road) which runs parallel to Robe Terrace. There is a vegetated raised mound (mound) which separates Robe Terrace and the Service Road. This functions as a physical separator between local and Ring Road traffic, providing amenity to the area with large trees and understorey plantings along the length of Robe Terrace. There are seven (7) sites where Robe Terrace intersects with the Service Road, consisting of four (4) entrances and three (3) exits in and out of the Service Road.

These sites can be viewed in Figure 1 below.



Figure 1: Robe Terrace & Service Road Aerial View

Due to a safety concern raised by the community about the sight distance available at these entries and exits along the Service Road, the Town of Walkerville (Council) has engaged GREENHILL to undertake an assessment of available sight distance at all sites along Robe Terrace in accordance with the relevant engineering guidelines and standards.

Council has requested this investigation to establish if each site meets relevant sight distance standards. GREENHILL are to also provide advice on any potential works to the mound should the existing sight distance be determined to be impeded and subsequently pose a safety risk to motorists.

SIGHT DISTANCE ANALYSIS

To evaluate the required site distance at each site a desktop investigation and a site inspections was carried out. In the absence of any field survey being provided or obtained, this investigation utilised aerial images to establish horizontal dimensions of the sites, but due to the lack of detailed survey or level information of the area, no vertical dimensions or levels were used in the desktop analysis.

The Austroads Guides set out several different checks to establish site distance requirements based on different situations. The different checks include Safe Intersection Sight Distance (SISD), Minimum Gap Sight Distance (MGSD) and Stopping Sight Distance (SSD).

SISD was first assessed as it is the accepted method for sight distance checks at intersections. After completing an initial SISD assessment, the results showed that to meet the required SISD, major impacts to the mound at most sites would need to be carried out. This check is the most conservative approach of all of the three listed above, and it was deemed to be unsuitable for the purposes of this investigation given the likely impacts on extensive earthworks and major tree removal, which we understand is not Council's intent for this area.

MGSD was reviewed and determined to be 5 seconds of travel time at the posted speed limit of 60km/h resulting in a MGSD of 83.0m (for the exit sites only – does not apply to entries). SSD was also reviewed and calculated to be a distance of 73.0m for the exit sites. It was determined that the difference between the MGSD and SSD checks were marginal and had little to no effect on the impacts of the mounds. Therefore, SSD was selected as the absolute minimum requirement for the sites. Our assessment has then been conducted using SSD in 2d (horizontal) only.

A copy of all 2d SSD checks carried out can be viewed in Appendix A.

EXIT SSD CHECK

All SSD checks for site exits were determined using the following parameters as set out in Austroads Guide to Road Design (AGRD) Part 4A:

- Reaction time of 2.0 seconds
- Vehicle speed of 60km/h
- A coefficient of deceleration of 0.36 (due to no available survey or level information, grade correction has not been applied)

The posted speed limit of Robe Terrace is 60km/h, which has been used in SSD determination as per DIT Standards RD-GM-D1 clause 4.92. Sightlines were measured from 3.0m back from the edge of the spoon drain, as the determined hold line, located along Robe Terrace as per Austroads Guide to Road Design (AGRD) Part 4A.

Using the above parameters, the required sight distance at all exits is 73.0m from the conflict point. As all exits are similar in nature, an example of the SSD check for exits out of the Service Road can be seen below for Site 2 in Figure 2.

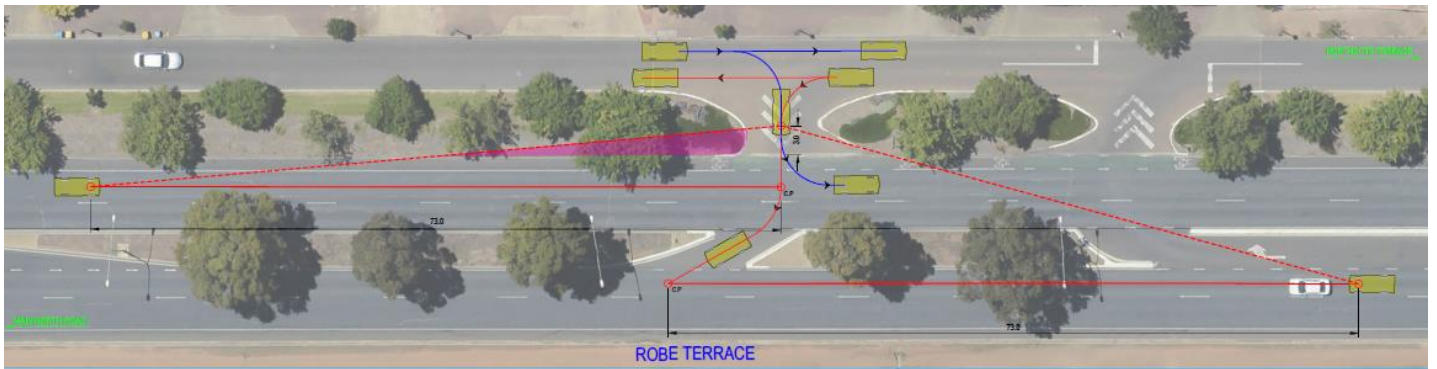


Figure 2: Site 2 Exit SSD Check

The pink shaded area shown on the SSD drawings represents the required clear sight distance envelope. Within the nominated envelope area all objects are required to be below an overall height of 1.1m from the road surface (driver eye-height of vehicle exiting Service Road to driver eye-height of vehicle travelling along Robe Terrace). Obstructions above 1.1m in height will impact driver sight distance.

For all other exits (Sites 4 and 7), SSD checks plotted on aerial drawings can be seen in Appendix A.

ENTRANCE SSD CHECK

All SSD checks for site entrances were determined using the following parameters as set out in Austroads Guide to Road Design (AGRD) Part 4A:

- Reaction time of 2.0 seconds
- Vehicle speed of 30km/h
- A coefficient of deceleration of 0.36 (due to no available survey or level information, grade correction has not been applied)

As part of this investigation GREENHILL have assumed vehicle speed of 30 km/h as realistic and reasonable speed of entry for vehicles turning into the Service Road from Robe Terrace based on the geometry of the entries. Sightlines were tested for the entering vehicle into the Service Road as this is the vehicle that would be required to see the conflict point of another vehicle approaching in order to come to a safe spot prior to collision.

Sightlines were measured from the conflict point within the Service Road for both a left turn into the Service Road and a right turn in from the right turn slip lane on Robe Terrace. The travel paths are indicated on SSD drawings with directional arrows to show the movements of vehicles. Using the above parameters, the required sight distance at all entrances is 26m from the conflict point.

As all entries are similar in nature as per the exits, an example of the SSD check for entries in to the Service Road can be seen for Site 3 in Figure 3.

For all other entry points (Sites 1, 5 and 6), SSD checks plotted on aerial drawings can be seen in **Appendix A**.

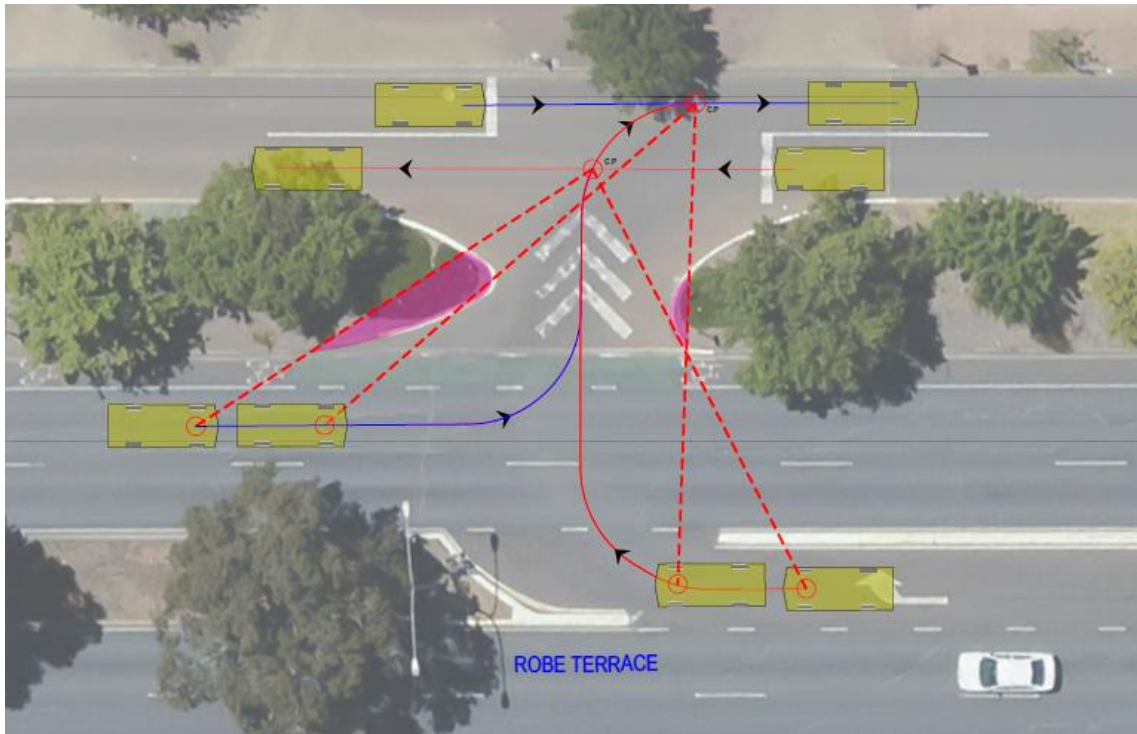


Figure 3: Site 3 Entry SSD Check

SITE INVESTIGATION

After completing SSD checks in 2d on aerial imagery this information was used for a site inspection that was carried out on 27 January 2023 in the afternoon with sunny, hot weather conditions. The purpose of the site investigation was to gather nominal heights of each mound at critical points along the edge of the sight line envelop to gather an indication only on the impacts on sight lines, based on the current conditions.

It is important to note that this assessment is based on current conditions at the date and time of the assessment, which over time has the ability to be impacted and influenced due to a number of factors such as existing trees and or vegetation growing to larger sizes or additional mulch being added to the mound.

The indicative measurements and heights of the mound and or existing vegetation were taken using hand measurements (tape and level), which would have a level of human error built into this methodology. For further accuracy and assurance on the potential impacts, engineering field survey of the mounds and roads would be recommended to strengthen the data and associated impacts/recommendations.

The indicative height measurements of the mound at particular points can be seen within **Appendix B** of the report, noting that this measurement depicts the height of the mound to the adjacent top of median kerb along Robe Terrace, at a perpendicular angle. It does not account for the height of the median kerb which would have a nominal height of approx. 140mm in order to determine the total height from the mound measurement to the existing road surface.

Three aspects of the investigation that were taken into consideration for sight line impacts were encroachment of the mound (soil/mulch), vegetation (plants, shrubs and ground covers) and/or signs within the sight line envelop shaded in pink on the SSD checks

It was found that the mounds at each site were mostly below the 1.1m height within the sight envelope and it was the vegetation and the occasional sign which reached this height.

SDD CHECK FINDINGS

A summary of each site location and SSD investigation finding is as follows:

Site Number	Required SSD (m)	Earthworks to mound required	Vegetation removal / pruning required	Signage relocation required	Earthworks to mound required	Vegetation removal / pruning required	Signage relocation required
Entry Sites		Left Turn into Service Road			Right Turn into Service Road		
Site 1	26	No	N/A	N/A	No	N/A	N/A
Site 3	26	No	No	Yes	No	No	Yes
Site 5	26	No*	Yes	Yes	No	No	Yes
Site 6	26	No	Yes	Yes	No	No	No
Exit Sites		Sight Distance Looking West from Exit			Sight Distance Looking East from Exit		
Site 2	73	No	No	No	No	N/A	N/A
Site 4	73	No	Yes	Yes	No	No	No
Site 7	73	No	No	No	No	N/A	N/A

Table 1: Summary of SSD, sight line findings and impacts.

*Site 5's mound height (with vegetation) was measured at greater than 1.1 meters and as such may require a reduction in height to achieve sight distance. Although it would appear that it is more so the vegetation that is causing the sightline impact at this location, a detailed survey of the mound would be able to confirm that the mound itself is below the required height and would not result in earthworks being required to reduce the height of the mound.

Site photos of impeding vegetation and signage can be viewed in **Appendix C**.

RECOMMENDATIONS

Our recommendations following our investigations are as follows:

- Sites 1, 2 and 7 meet the required sight distance with no obstruction, as such require no work or modifications are required.
- Site 3 sightlines looking both to the west and east have signage that may obstruct sight distance within their nominated sight envelopes, which we recommend Council review the positioning of these signs and arrange for relocation as required to not impede sight lines within the sight clearance envelopes that would obstruct driver eye height at 1.1m.

- Site 4 has obstructing vegetation and signage within the western sight clearance envelope which we recommend be modified. The vegetation should be removed and the signage we recommend be relocated outside of the sight line envelope. The sight lines on the eastern mound appears clear of all obstructions and requires no modifications.
- Site 5 has a mound height of approximately 1.135m, including vegetation, from the top of kerb within the sight line envelope. It is recommended that vegetation (plants or shrubs) within the sight line be removed and detailed engineering survey of mound height be taken to confirm the exact height of the mound. Should the mound height exceeds 1.1m, it is then recommended that the mound be reduced to ensure sight lines are clear. The signage on both the western and eastern side of the intersection within the sight line envelopes should also be reviewed by Council and relocated clear of sight lines as required.
- Site 6 has vegetation and signage obstructing its sightline on the western mound for the left turn in movement, which we recommend be trimmed removed. Also signage should be reviewed by Council and relocated clear of sight lines as required. The sightline on the eastern mound is unobstructed and does not require any works to be carried out.

In regards to vegetation comments and recommendations above it is clear from our investigations that plants and shrubs that grow greater than 400mm in height would not be recommended to be retained or replanted in the future in the areas closest to the entry/exits of all sites, and most importantly not within the sight clearance envelopes as they are likely to cause on-going sight line impacts.

It would be suggested that Council retain and upgrade these areas only using low lying ground cover plants that will still provide amenity to the area but are unlikely to cause sight line impacts on the mounds across all seven (7) sites.

SUMMARY

Due to safety concerns raised by the community and Council, GREENHILL have carried out SSD checks for all exits and entries along Robe Terrace. The results of these checks show that 4 out of the 7 sites require works to be conducted to improve sightlines, although these works include only minor vegetation removal and signage relocation. Site 5 may require some lowering of the mound, however we recommend detailed engineering survey to confirm the height of the mound and amount to be cut before carrying out the works. All findings in this report have been based off 2d desktop analysis and site investigation, no detailed survey has been taken as part of these investigations.

Yours sincerely,



John Zunis

Team Leader – Government Projects
Transport and Infrastructure, GREENHILL

Encl: Appendix A Stopping Sight Distance (SSD) Check Sketches
Appendix B Indicative Mound Height Measurements
Appendix C Site Investigation Photos

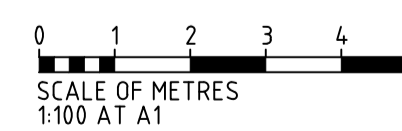
Appendix A: Stopping Sight Distance (SSD) Check Sketches



LEGEND

SYMBOL	DESCRIPTION
9	ALOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Yellow rectangle	VEHICLE
Red dashed line	SIGHT LINE
Blue line	PROPERTY LINE
Red circle with 'C.P.'	CONFLICT POINT
Pink shaded area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 1 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 $SSD = 26.0\text{m}$



**CONCEPT ONLY
 NOT FOR CONSTRUCTION**

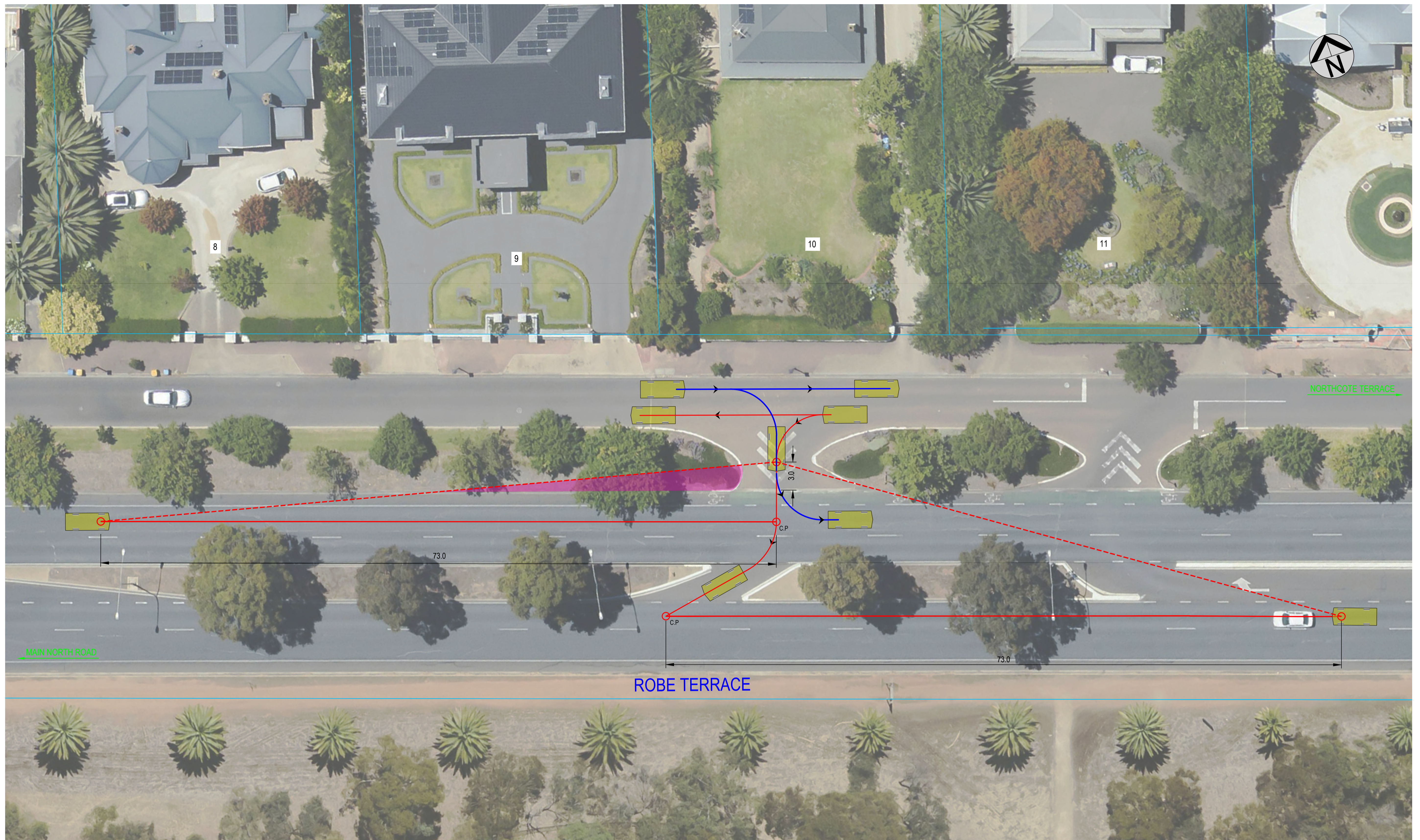
GREENHILL
 Level 1, 178 Fullarton Road
 Dulwich, SA 5065
 T: 08 8406 1300

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 1 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-001

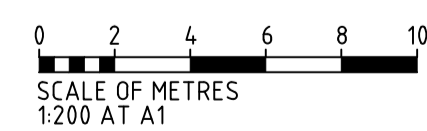
REVISION
A



LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Yellow Rectangle	VEHICLE
Red Dashed Line	SIGHT LINE
Blue Line	PROPERTY LINE
Red Circle with 'C.P.'	CONFLICT POINT
Purple Shaded Area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 2 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
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 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



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GREENHILL
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 T: 08 8406 1300

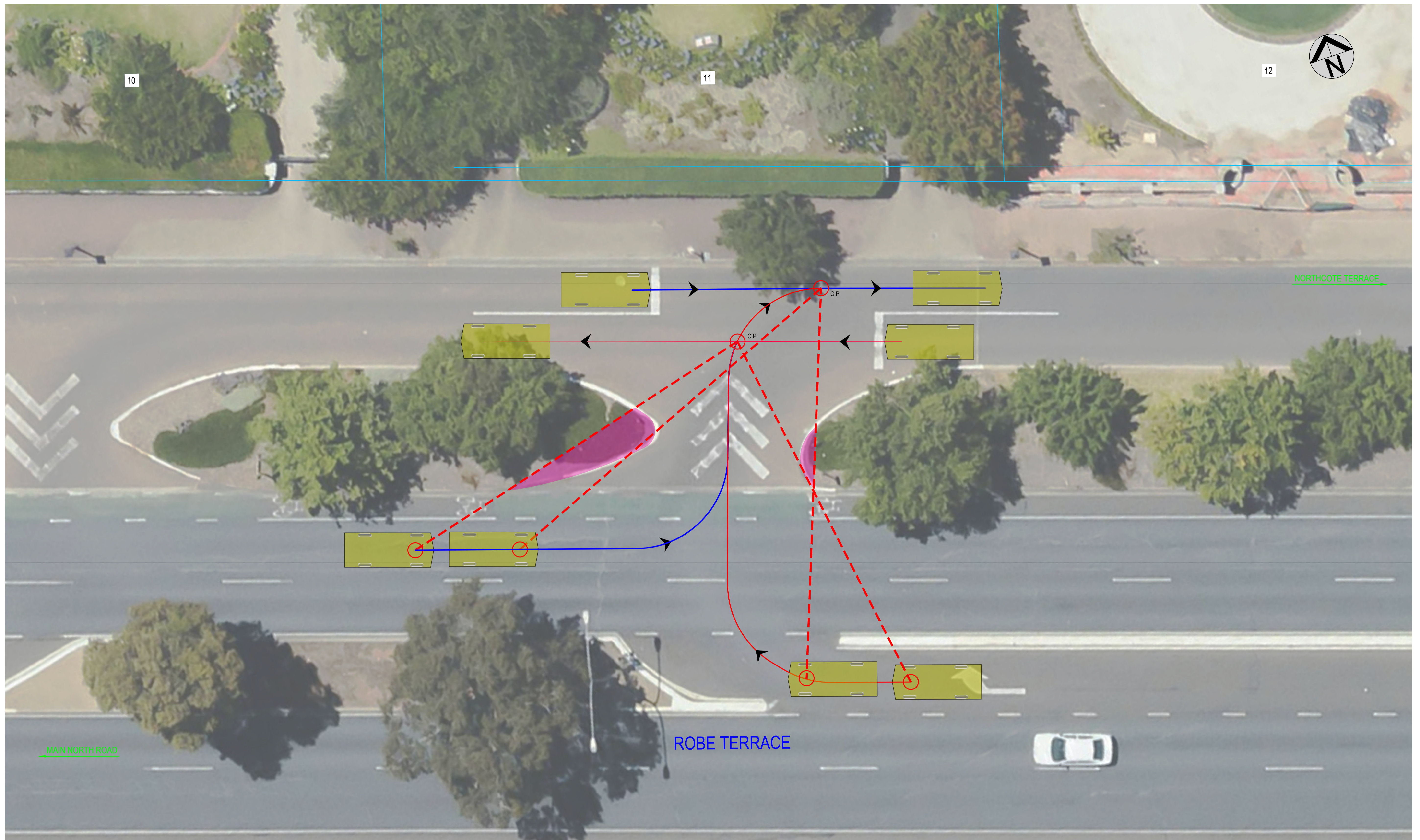
TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 2 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-002

ABN 39 061 222 964

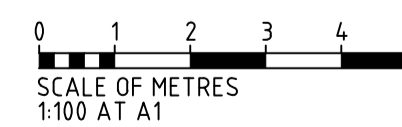
REVISION
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LEGEND

SYMBOL	DESCRIPTION
9	ALOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Yellow Rectangle	VEHICLE
Red Dashed Line	SIGHT LINE
Blue Line	PROPERTY LINE
Red Circle	CONFLICT POINT
Pink Area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 3 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



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GREENHILL
 Level 1, 178 Fullarton Road
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 T: 08 8406 1300

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 3 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-003

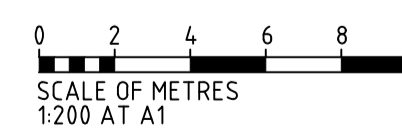
REVISION
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LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Yellow rectangle	VEHICLE
- - - - -	SIGHT LINE
Blue line	PROPERTY LINE
○ ^{C.P.}	CONFLICT POINT
Pink shaded area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 4 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, V (POSTED SPEED) = 60km/h
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



**CONCEPT ONLY
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GREENHILL
 Level 1, 178 Fullarton Road
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 T: 08 8406 1300

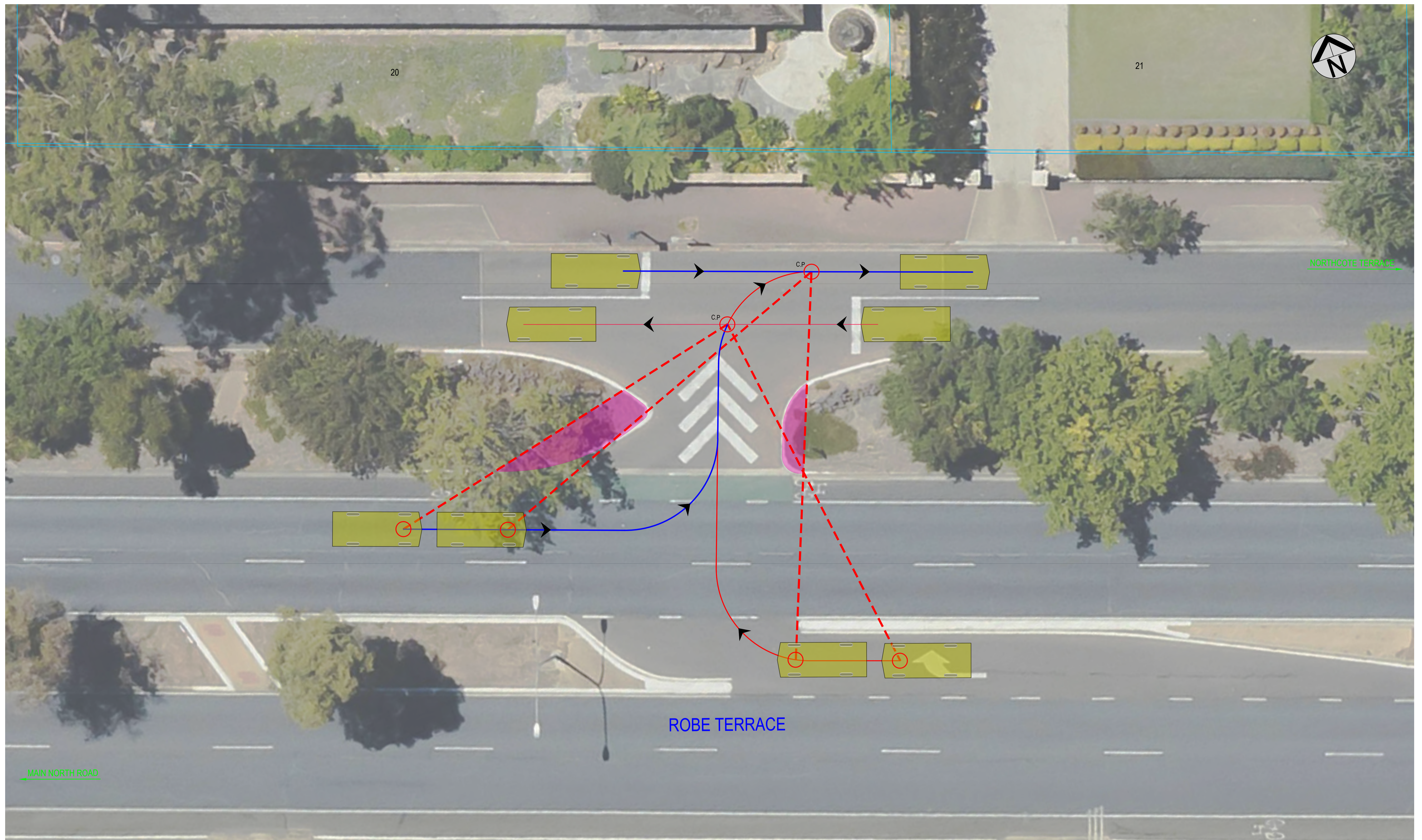
TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 4 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-004

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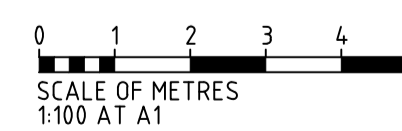
REVISION
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LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Green Rectangle	VEHICLE
Red Dashed Line	SIGHT LINE
Blue Line	PROPERTY LINE
Red Circle	CONFLICT POINT
Pink Shaded Area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 5 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



**CONCEPT ONLY
 NOT FOR CONSTRUCTION**

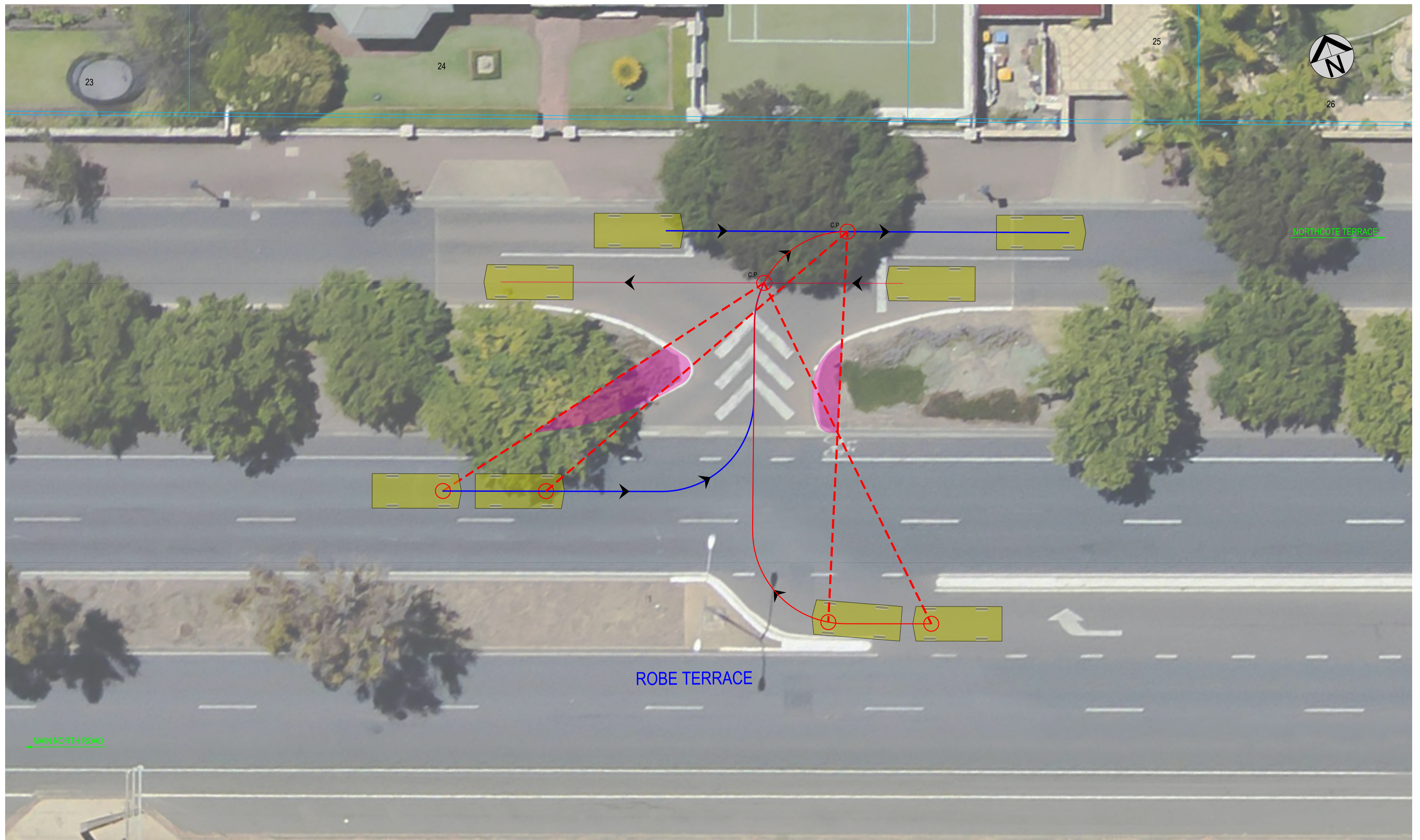
GREENHILL
 Level 1, 178 Fullarton Road
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 T: 08 8406 1300

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 5 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-005

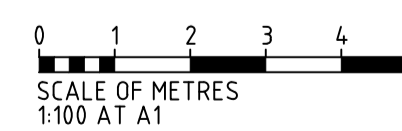
REVISION
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LEGEND

SYMBOL	DESCRIPTION
9	ALOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Green Arrow]	VEHICLE
[Red Dashed Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
[Red Circle]	CONFLICT POINT
[Pink Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 6 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



**CONCEPT ONLY
 NOT FOR CONSTRUCTION**

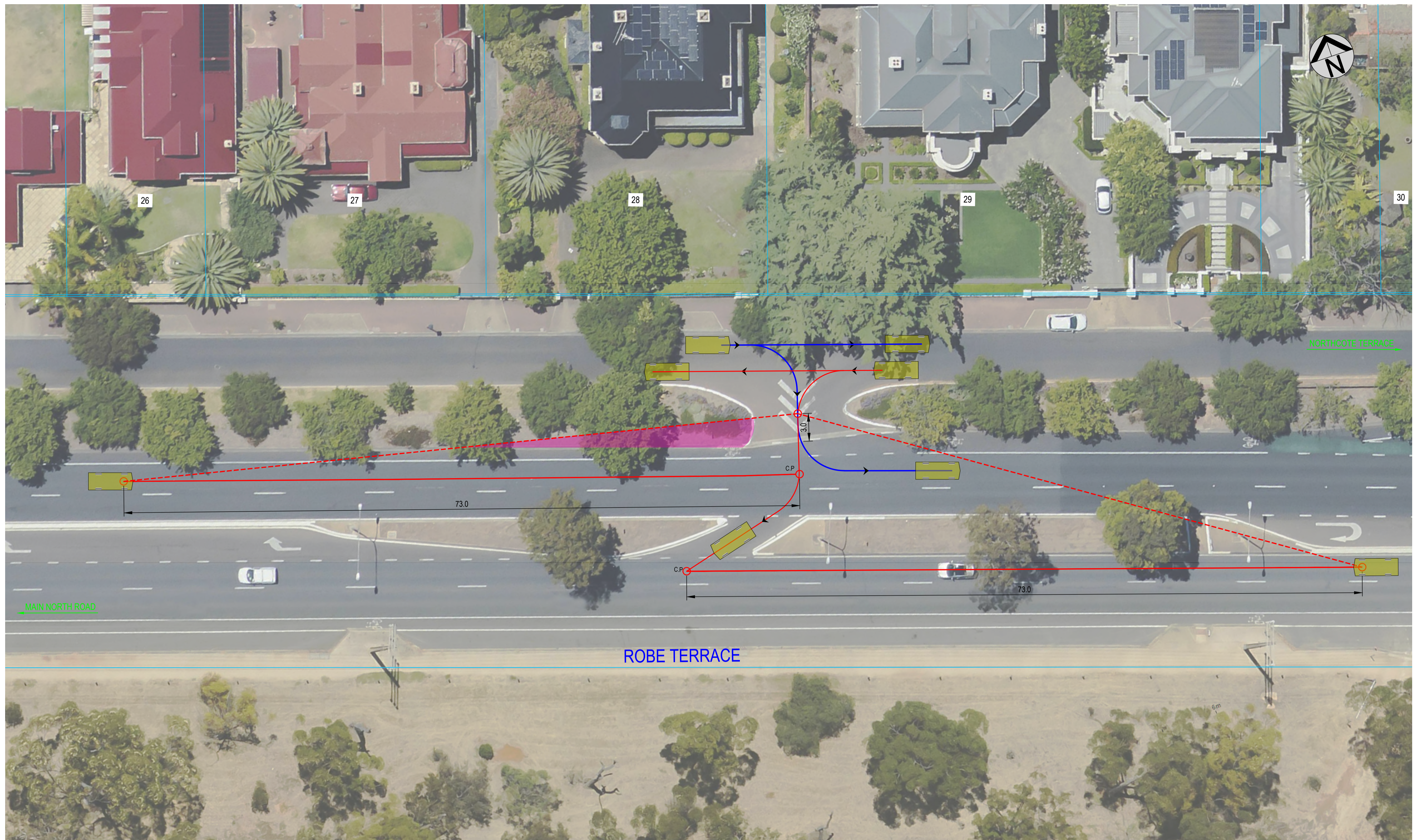
GREENHILL
 Level 1, 178 Fullarton Road
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TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 6 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-006

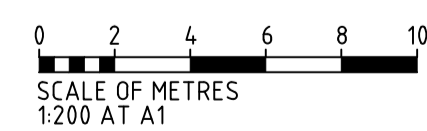
REVISION
A



LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
Yellow Arrow	VEHICLE
Red Dashed Line	SIGHT LINE
Blue Line	PROPERTY LINE
Red Circle	CONFLICT POINT
Pink Shaded Area	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 7 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, V (POSTED SPEED) = 60km/h
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



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GREENHILL
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TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 7 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-007

ABN 39 061 222 964

REVISION
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Appendix B: Indicative Mound Height Measurements

Disclaimer: Measurements taken using tape and level, subject to human errors and taken during site inspection on 27 January 2023 of current mound and vegetation conditions. Changes are likely to occur to these measurements over time as the conditions change on site.



LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
—	VEHICLE
---	SIGHT LINE
—	PROPERTY LINE
CP	CONFLICT POINT
■	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 1 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 $SSD = 26.0\text{m}$



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GREENHILL

Level 1, 178 Fullarton Road
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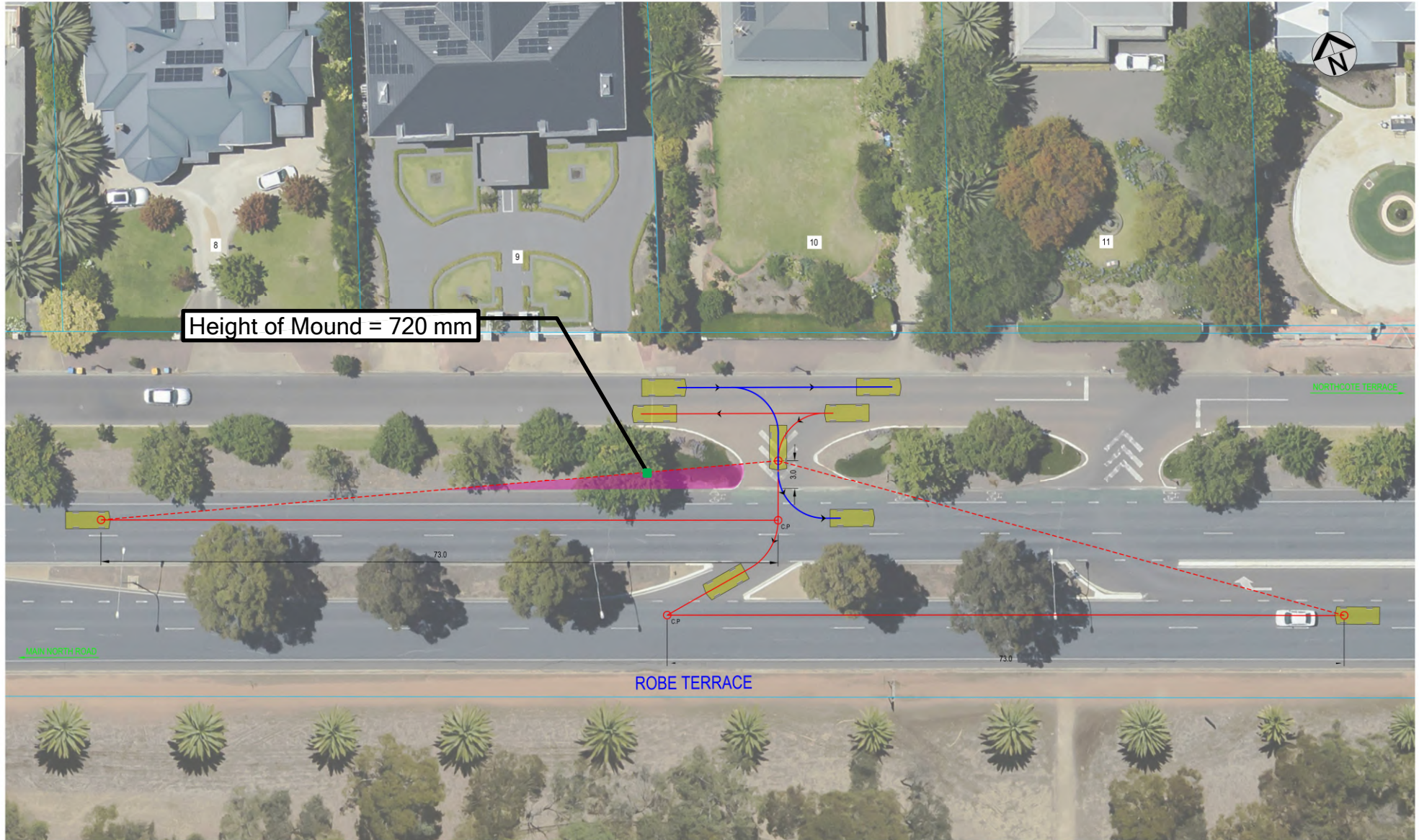
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TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 1 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-001

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Height of Mound = 720 mm

LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Yellow Rectangle]	VEHICLE
[Red Dashed Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
[Red Circle]	CONFLICT POINT
[Pink Shaded Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 2 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0 \text{ sec}$, V (POSTED SPEED) = 60km/h
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



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GREENHILL

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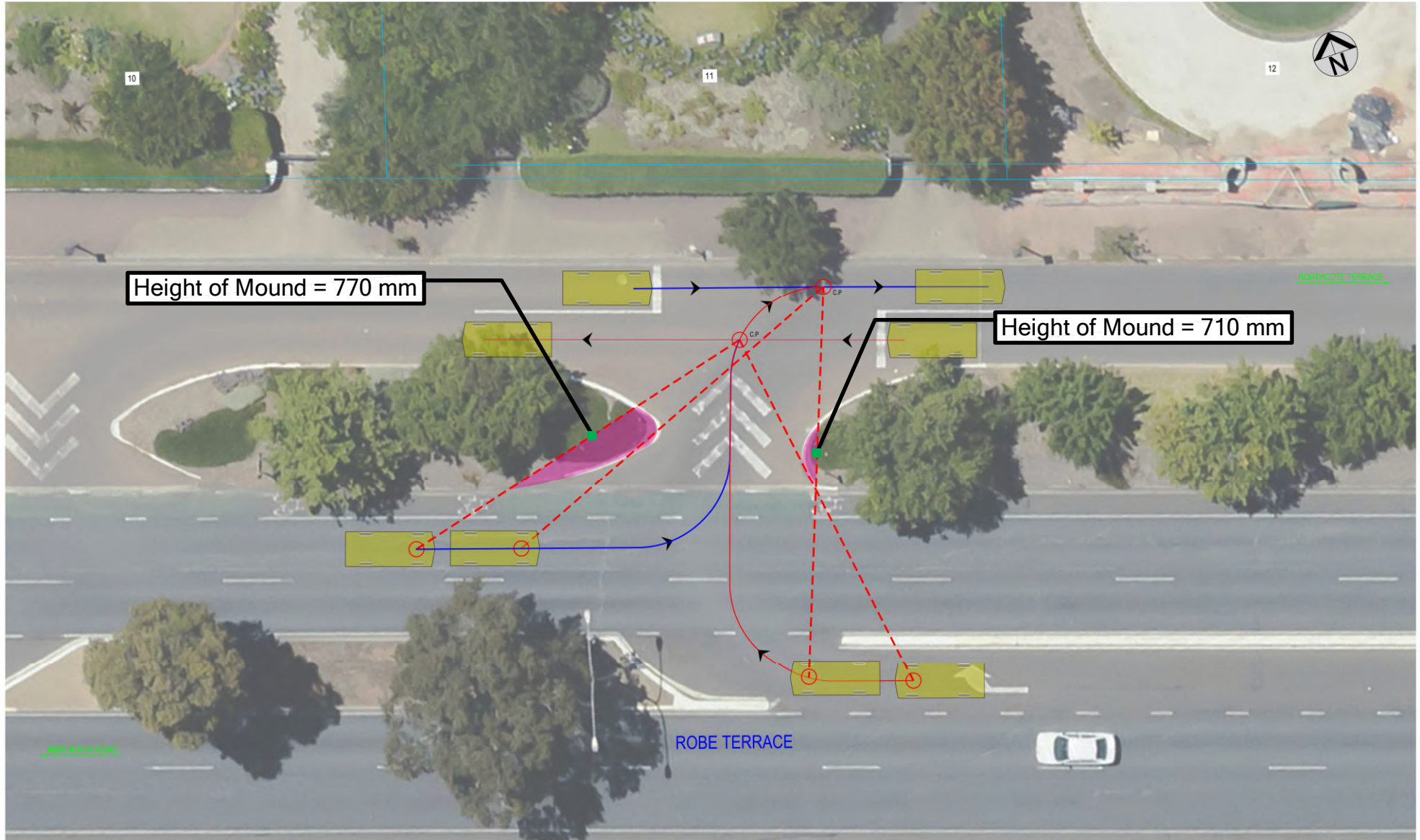
ABN 39 061 222 964

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

SITE 2 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)

DRAWING NUMBER
 22-3028-SK7-002

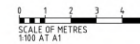
REVISION
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LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Yellow Rectangle]	VEHICLE
[Red Dashed Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
[Red Circle]	CONFLICT POINT
[Pink Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 3 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, $V = 30\text{km/h}$
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



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 ROBE TERRACE
 MEDINDIE

**SITE 3 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-003

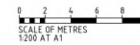
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LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Yellow Rectangle]	VEHICLE
[Red Dashed Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
[Red Circle]	CONFLICT POINT
[Pink Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 4 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0 \text{sec}$, V (POSTED SPEED) = 60km/h
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



**CONCEPT ONLY
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GREENHILL

Level 1, 178 Fullarton Road
 Dulwich, SA 5065
 T: 08 8406 1300

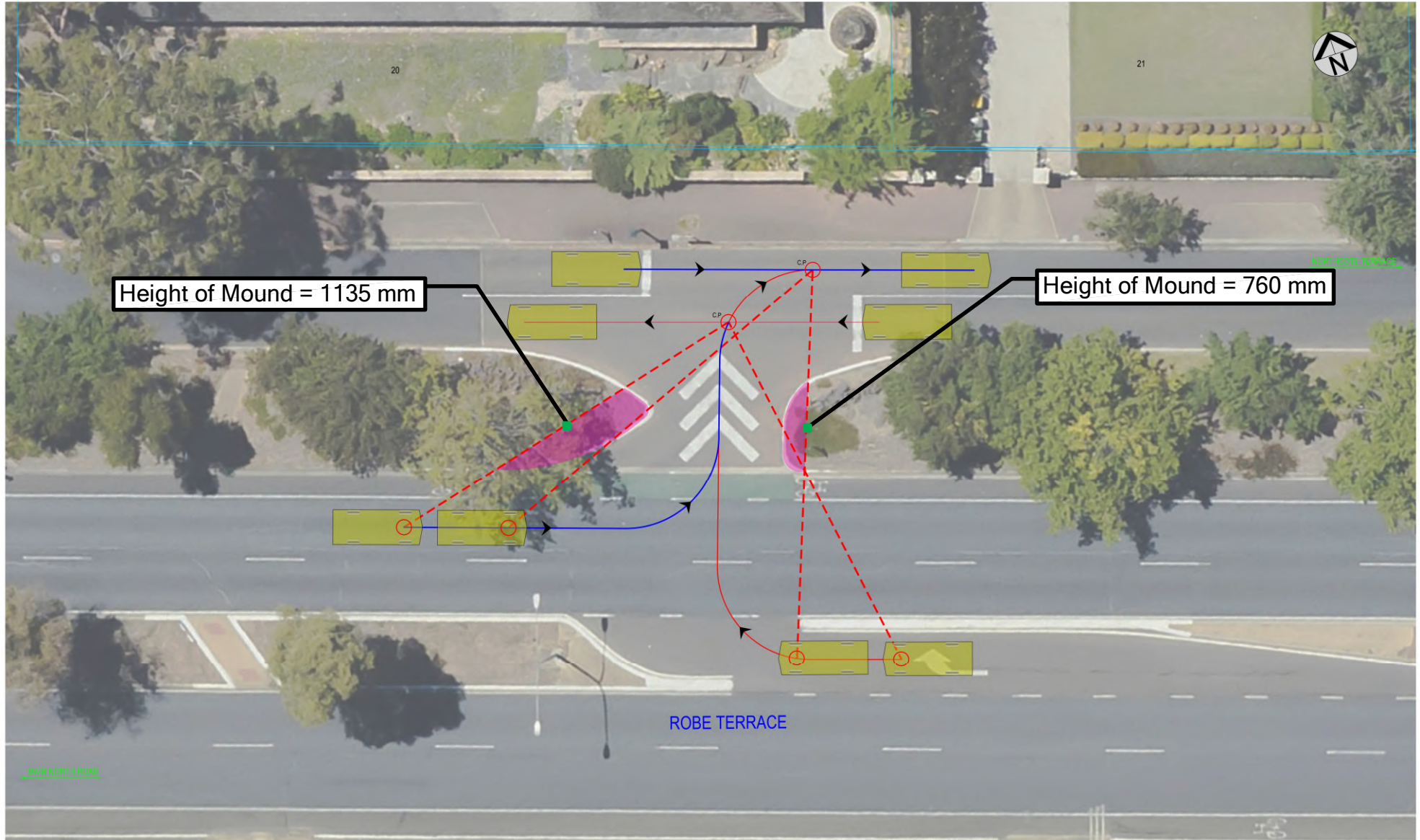
ABN 39 061 222 964

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

**SITE 4 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)**

DRAWING NUMBER
22-3028-SK7-004

REVISION
A



LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Yellow Rectangle]	VEHICLE
[Dashed Red Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
[Red Circle]	CONFLICT POINT
[Pink Shaded Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 5 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
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 $d = .36, a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



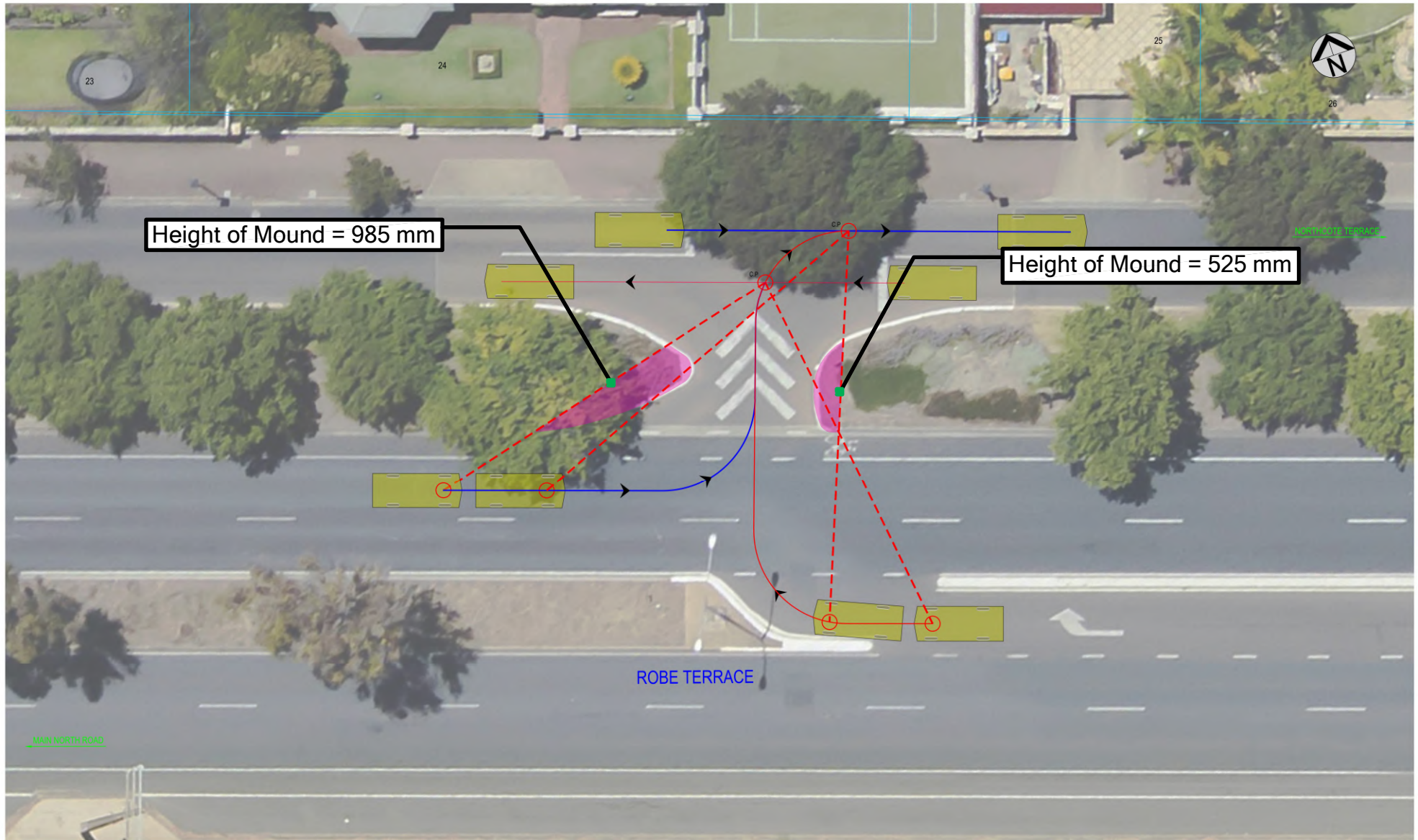
**CONCEPT ONLY
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GREENHILL
 Level 1, 178 Fullarton Road
 Dulwich, SA 5065
 T: 08 8406 1300

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE
SITE 5 (ENTRY)
STOPPING SIGHT DISTANCE (SSD)

DRAWING NUMBER
22-3028-SK7-005

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Height of Mound = 985 mm

Height of Mound = 525 mm

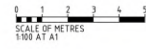
ROBE TERRACE

MAIN NORTH ROAD

LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
[Yellow Rectangle]	VEHICLE
[Red Dashed Line]	SIGHT LINE
[Blue Line]	PROPERTY LINE
C.P.	CONFLICT POINT
[Pink Area]	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 6 (ENTRY)
 AS PER AGRD PART 3, TABLE 5.5
 $Rt = 2.0sec, V = 30km/h$
 $d = .36, a = 0\%$ (LEVEL GRADE)
 SSD = 26.0m



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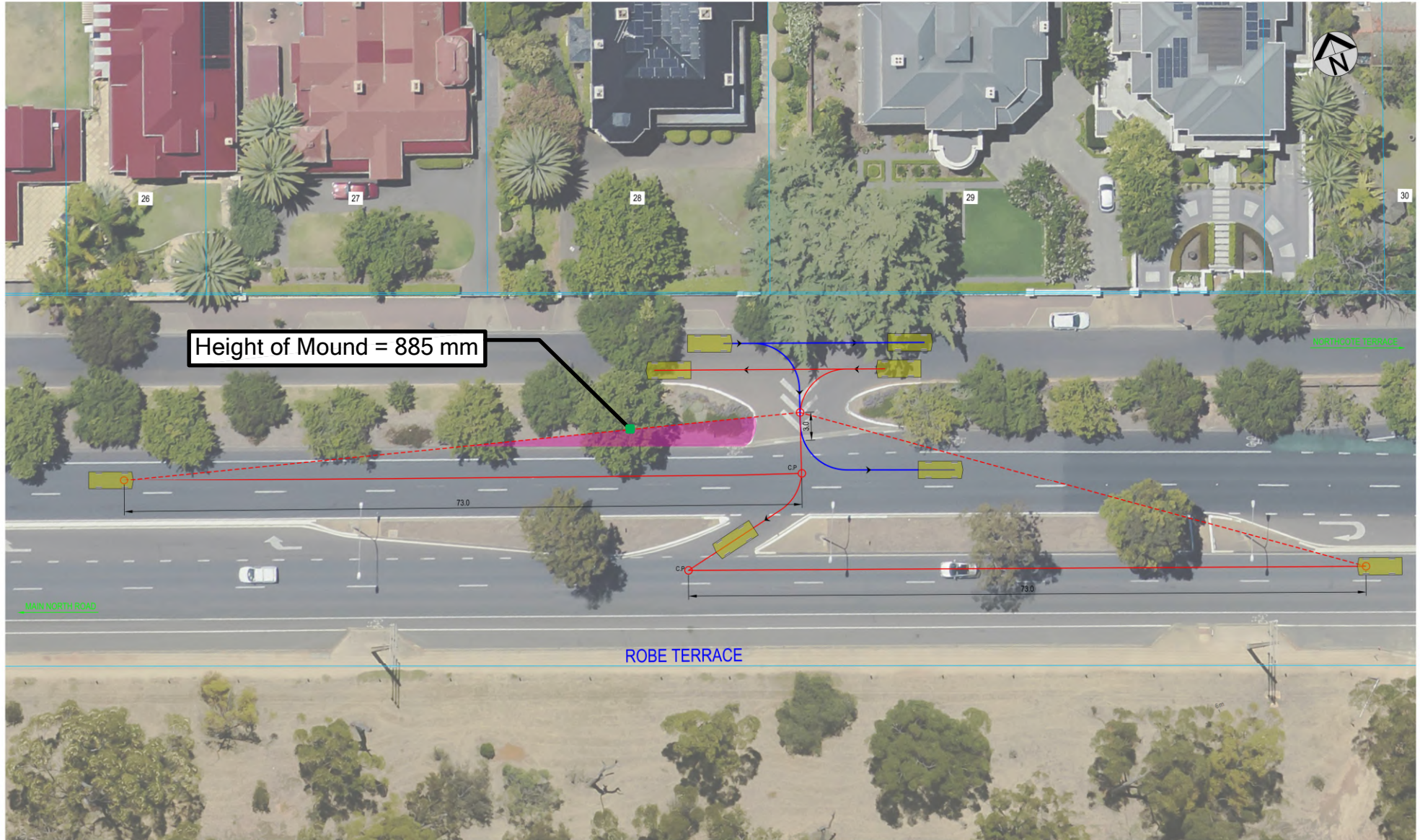
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TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

SITE 6 (ENTRY)
 STOPPING SIGHT DISTANCE (SSD)

DRAWING NUMBER
 22-3028-SK7-006

REVISION
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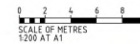


Height of Mound = 885 mm

LEGEND

SYMBOL	DESCRIPTION
9	ALLOTMENT NUMBER
>	VEHICLE MOVING DIRECTION
—	VEHICLE
---	SIGHT LINE
---	PROPERTY LINE
○CP	CONFLICT POINT
■	AREA OF MEDIAN IMPACTED BY SIGHT LINE

SSD - ROBE TERRACE - SITE 7 (EXIT)
 AS PER AGRD PART 3, TABLE 5.5
 $R_t = 2.0\text{sec}$, V (POSTED SPEED) = 60km/h
 $d = .36$, $a = 0\%$ (LEVEL GRADE)
 SSD = 73.0m



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ABN 39 061 222 964

TOWN OF WALKERVILLE
 ROBE TERRACE
 MEDINDIE

SITE 7 (EXIT)
 STOPPING SIGHT DISTANCE (SSD)

DRAWING NUMBER
 22-3028-SK7-007

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Appendix C: Site Photos

Site inspection undertaken on 27 January 2023, in the afternoon with weather conditions being hot and sunny.

Site 1 westward sightline:



Site 2 westward sightline:



Site 3 westward impeding signage:



Site 3 eastward impeding signage:



Site 4 westward impeding vegetation and signage:





Site 5 westward impeding vegetation and signage:





Site 5 eastward impeding signage:



Site 6 westward impeding vegetation and signage:



Site 7 westward sightline:





Item No: 14.3.5
Date: 20 February 2023
Attachment: A

Meeting: Council

Title: Establishment of Section 41 Committee – Sustainability Committee

Responsible Manager: Acting Chief Executive Officer, Scott Reardon

Author: Acting Chief Executive Officer, Scott Reardon

Key Pillar: **Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation**

Key Focus Area: **Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources**

Type of Report: Decision Required

Recommendation

1. That Council receive and note the 'Establishment of Section 41 Committee – Sustainability Committee' report.
 2. That Council resolve to establish the Town of Walkerville Sustainability Committee under Section 41 of the *Local Government Act 1999*, commencing 9:01am Tuesday 21 February 2023, and in so doing adopts the Sustainability Committee Terms of Reference, appearing as Attachment A to this report.
 3. That Council appoint the following Elected Members to the Sustainability Committee:
 - Cr XXX
 - Cr XXX
 - Cr XXX
 - Cr XXX
 4. That Council invite Resilient East to attend the first workshop of the Sustainability Committee in order to provide a briefing to the Committee on the role and functions of Resilient East.
 5. That following the first workshop and meeting of the Sustainability Committee, a subsequent report be submitted to Council which includes, but is not restricted to, recommendations on the appointment for the Committee's Presiding Member, and a proposed works program.
-

Summary

Noting the current social and environmental challenges faced by all Councils, it is recommended that Council resolved to establish a Sustainability Committee (the **Committee**) under section 41 of the *Local Government Act 1999* (the **Act**), with the primary purpose of the Committee being the provision of advice to Council on the Town of Walkerville's future social and environmental sustainability.

Background

There are no previous reports or Council decisions relating to this agenda item.

Discussion/Issues for Consideration

It is envisaged that the primary purposes of the Sustainability Committee will be to focus on and provide advice to Council on:

- *Environmental sustainability* - focusing on conservation of natural resources and environmental issues i.e. emissions, waste, environmental initiatives; and
- *Social sustainability* - focus on impacts on people e.g. first nations matters, human rights.

Resilient East

Resilient East is an already established partnership between the State Government and numerous eastern Local Council areas with the goal of improving the resilience of communities, assets and infrastructure, local economies and natural environments so that the partners can address and cope with the challenges and opportunities of climate change.

The partners of Resilient East are comprised by:

- Campbelltown City Council;
- City of Adelaide;
- City of Burnside;
- City of Norwood Payneham & St Peters;
- City of Prospect;
- City of Tea Tree Gully;
- City of Unley;
- Town of Walkerville;
- Government of South Australia; and
- Green Adelaide.

The Town of Walkerville makes an annual contribution to Resilient East totalling \$20,000.

Membership

Pursuant to section 4.1 of the Terms of Reference (the **ToR**), the Committee is comprised of four (4) Elected Members, all of who are to be appointed to the Committee by resolution of Council.

Process for Appointment

The Acting Chief Executive Officer called for nominations on Thursday 16 February 2023, where Elected Members could self-nominate for the position on the Committee.

Following the close of nominations at 12:00pm Monday 20 February 2023, the nominations received will be presented to Council upon consideration of this agenda item where a secret voting ballot (**Ballot**) will be conducted to determine the successful candidates.

Options for Consideration

Option 1

1. That Council receive and note the 'Establishment of Section 41 Committee – Sustainability Committee' report.

2. That Council resolve to establish the Town of Walkerville Sustainability Committee under Section 41 of the *Local Government Act 1999*, and in so doing adopts the Sustainability Committee Terms of Reference, appearing as Attachment A to this report.
3. That Council appoint the following Elected Members to the Sustainability Committee:
 - Cr XXX
 - Cr XXX
 - Cr XXX
 - Cr XXX
4. That Council invite Bec Taylor from Resilient East to attend the first workshop of the Sustainability Committee in order to provide a briefing to the Committee on the role and functions of Resilient East.
5. That following the first workshop and meeting of the Sustainability Committee, a subsequent report be submitted to Council which includes, but is not restricted to, recommendations on the appointment for the Committee's Presiding Member, and a proposed works program.

Option 1

That Council directs Administration to undertake the following alternate action(s):

- _____

Analysis of Options

Option 1 delivers an outcome that ensures Council is compliant with their statutory obligations under the *Local Government Act 1999* and the Committee's Terms of Reference, allows for continuity of oversight, and affords other Elected Members the opportunity to nominate to be appointed to the Committee in the future.

Financial Implications

Where an Elected Member, who is not the Mayor or Deputy Mayor, has been appointed as the Presiding Member of the Committee, they shall be paid a sitting fee in accordance with Section 6.6 and 6.7 of the Town of Walkerville's Elected Member Allowances & Benefits Policy.

Community & Regional Implications

It is expected that the establishment of a Sustainability Committee will be received positively by the community and region.

Preferred Option & Reasoning

Option 1 is the preferred option.

Attachments

Attachment A	DRAFT Sustainability Committee Terms of Reference
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Sustainability Committee Terms of Reference

Approval Date:	20 February 2023 – CNCXXX/22-23
Classification:	Terms of Reference
Committee:	Sustainability Committee
Relevant Legislation:	<i>Local Government Act 1999</i>
Last Reviewed N/A	Next Review N/A

1. Establishment

The Sustainability Committee (the **Committee**) is established under Section 41 of the *Local Government Act 1999* and associated Regulations.

2. Objectives & Role of the Committee

That in conjunction with Resilient East, the primary role of the Committee is to report and provide advice to Council on all Social and Environmental sustainability matters as they relate to the Town of Walkerville, as well as associated initiatives that could be implemented to combat any emerging and/or ongoing issues, actual or perceived.

3. Authority

- 3.1 The Council has not delegated any powers to the Committee. Accordingly all decisions of the Committee will constitute recommendations to Council unless Council has resolved to delegate the decision on the agenda to the Committee.
- 3.2 The Committee has no authority to act independently of Council, but the Committee is authorised by Council to undertake work to efficiently and effectively meet the objectives described by its role and Terms of Reference.

4. Membership

- 4.1 The Committee is comprised of four (4) Elected Members who are to be appointed to the Committee by way of Council resolution.
- 4.2 All members of the Committee will hold office for a period of time as determined by Council.
- 4.3 Members of the Committee may be removed by Council resolution at any time.
- 4.4 Members of the Committee may resign their position any time by giving notice of their intention, in writing, to the Chief Executive Officer.
- 4.5 If a vacancy occurs on the Committee the Council will appoint a replacement member.
- 4.6 Any Councillor who is not a member of the Committee can be called upon by the Chief Executive Officer (or nominee) to act as proxy as and when required.

Terms of Reference

5. Presiding Member

- 5.1 The Presiding Member will be appointed by vote of the Committee and subsequently formally endorsed by way of Council resolution.
- 5.2 The Presiding Member will hold office for a term as determined by Council up to a maximum of two (2) years. They may be reappointed at the conclusion of their term by way of Council resolution.
- 5.3 The Presiding Member may nominate a Committee Member as “Deputy” Presiding Member, to Chair meetings in the event the Presiding Member is not able to attend a meeting.
- 5.4 The role of the Presiding Member is to:
 - 5.4.1 Oversee the conduct of meetings;
 - 5.4.2 Ensure that all Committee Members have an opportunity to participate in discussions in an open and responsible manner; and
 - 5.4.3 Call the meeting to order and move the debate towards finalisation when a matter has been debated to a point that a recommendation can be made.

6. Meetings

- 6.1 The Committee will meet four (4) times per calendar year.
- 6.2 Committee meetings will be conducted in accordance with the Local Government (Procedures at Meetings) Regulations 2013 and the Town of Walkerville Code of Practice - Procedures at Meetings.
- 6.3 Meetings will be held at the Civic and Community Centre or such other location as determined by the Committee Executive Officer.
- 6.4 Access to agendas, minutes and other documents associated with the Committee will be provided in accordance with the Town of Walkerville’s Code of Practice – Access to Meetings and Documents.
- 6.5 Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee no later than three (3) clear days before the date of the meeting. Supporting papers, reports and documents shall be sent to the Committee Members at the same time.
- 6.6 Additional meetings shall be convened at the discretion of the Committee Executive Officer.
- 6.7 The Committee Executive Officer will allocate appropriate administrative support to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements.
- 6.8 All decisions and minutes of the Committee will be reported to the Council at its next ordinary meeting.

Terms of Reference

7. Voting

- 7.1 Each member of the Committee at a meeting will have one vote per matter considered.
- 7.2 In accordance with regulation 27 of the Local Government (Procedures at Meetings) Regulations 2013, the Presiding Member will have a deliberative vote but does not, in the event of an equality of votes, have a casting vote.
- 7.3 All decisions of the Committee shall be made on the basis of a majority decision of the members present.
- 7.4 In the event of a tied vote, the matter will be referred to the Council for deliberation.
- 7.5 Any staff attending Committee meetings will not have voting rights.

8 Quorum

- 8.1 A quorum for the Committee will be ascertained by dividing the total number of members of the Committee by two (2), ignoring any fraction resulting from the division and adding one.
- 8.2 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.
- 8.3 If the number of apologies received by the Chief Executive Officer indicates that a quorum will not be present at a meeting, the Chief Executive Officer may adjourn the meeting to a specified day and time.
- 8.4 If at the expiration of 15 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the Presiding Member or, in the absence of the Presiding Member, the Deputy Mayor or, in the absence of the Deputy Mayor, the Committee Executive Officer, will adjourn the meeting to a specified day and time.
- 8.5 If the meeting is adjourned for want of a quorum, the Committee Executive Officer will record in the minutes the reason for the adjournment, the names of any Members present and the date and time to which the meeting is adjourned.
- 8.6 If the meeting is adjourned to another day, the Chief Executive Officer must:
 - 8.6.1 give notice of the adjourned meeting to each Member setting out the date, time and place of the meeting; and
 - 8.6.2 give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the Council.

9 Review

- 9.1 The Committee shall review its Terms of Reference within the first 12 months of a General Election to ensure that it is operating at maximum effectiveness.

Terms of Reference

9.2 The Council may at any time vary these Terms of Reference, or the Committee may recommend variations to the Terms of Reference to Council.

10. Sitting Fees

10.1 Where an Elected Member, who is not the Mayor or Deputy Mayor, has been appointed as the Presiding Member of the Committee they shall be paid a sitting fee in accordance with Section 6.6 and 6.7 of the Town of Walkerville's Elected Member Allowances & Benefits Policy.

10.2 Elected Members sitting on the Committee shall not be paid a sitting fee.

11. Liabilities of Members

No civil liability attaches to a member of the Committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the Member's or Committees powers, functions or duties. Such a liability is attached instead to the Council.

Meeting:	Council
Title:	Community Fund Application – Green
Responsible Manager:	Group Manager Public Relations & Community Services, Sarah Spencer
Author:	Council Secretariat, Danielle Edwards
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Decision Required

Recommendation

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022-23 Community Fund budget:
 - a. Charlise Green – \$XXX as determined by Council
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.

Summary

Administration has received a Community Fund grant application for Charlise Green. Information in support of this application is provided as Attachment B to this report.

Historically, Council has approved amounts of up to and including \$250 per application, however with the adoption of the Community Fund Policy in February 2022, Council determined to use their discretion when approving amounts for future applications, particularly if the event required interstate or international travel.

At present, there are adequate funds available in the community grants budget to allocate funding for these applications as Council sees fit.

Background

Through its Community Fund Program, the Town of Walkerville supports local community groups and organisations as well as individuals. Eligible organisations and groups can apply for support towards activities that benefit the local community.

In line with the current policy for allocation of Community Funds (Attachment A) endorsed by Council at its Ordinary Meeting on 17 June 2019 **CNC 393/18-19**, applications for Community Fund grants are opened to the community on an annual basis.

Discussion/Issues for Consideration

The community fund application received on 6 February 2023 adequately meets the Community Fund Policy guidelines and evaluation criteria. A summary is provided below:

Attachment	Applicant	Program, Activity or Event	Project,	Type of Funding	Amount Requested
B	Charlise Green	2023 Australian Age Championships	Age	Individual	

Evaluation Criteria	
Individual or members residing in the Town of Walkerville	Yes
Benefit to the Community or Individual	Yes
Program, project, activity or event can proceed without funding	Yes
The groups or individual has received funding from Council previously (last 5 years)	Yes

Options for Consideration

Option 1

1. That Council allocates the following funds to the respective Community Fund applicant from the 2022-23 Community Fund budget:
 - a. Charlise Green – \$XXX as determined by Council
2. That Administration writes to the applicants for the Community Fund grant and advises them of the Council resolution.

Option 2

That Council declines the request to waive the hire fees for the Rotary Club of Walkerville.

Analysis of Options

Option 1

Option 1 provides the appropriate amount of funding to the applicant for their program, project, activity or event to proceed.

Option 2

Option 2 may be viewed as not being supportive of individuals and organisations for their event.

Financial Implications

Council allocates an annual budget for the Community Fund program of \$10,000.00 and at present has a balance of \$4,272.00 available for the remainder of the 2022-23 financial year.

Community Implications

The support of the project will demonstrate Council’s commitment to supporting community groups and individuals.

Regional Implications

There are no known regional implications.

Governance Implications

The application has been assessed against Council’s current Community Fund Program Policy.

Preferred Option & Reasoning

Option 1 is recommended to Council as it is in line with past practice and the Community Fund Program Policy.

Attachments

Attachment A	Community Fund Program Policy
Attachment B	Application from Charlise Green

COMMUNITY FUND POLICY

First Approval Date	29 August 1988
Classification	Council Policy
Responsible Officer	Manager Community Development & Engagement
Relevant Legislation	<i>Local Government Act 1999</i>
Related Policies	Nil
Record Number	POL202253090
Council Resolution Number	CNC216/21-22
Last Reviewed 21/02/2022	Next Review 21/02/2024



Community Fund Policy

1. Policy Statement	3
2. Purpose of this Fund	3
3. Who can apply for a grant?	3
4. Who cannot apply for a grant:	3
5. What does the program support?	3
6. What does the program not support?	4
7. Funding Evaluation	4
8. Conditions of Funding	4
9. Process	4
10. When can persons/organisations apply?	5
11. Successful/Unsuccessful Applicants	5
12. Reporting Requirements	5
13. Payment of successful applications	5
14. Applications must include:	5

Community Fund Policy

1. Policy Statement

Each year Council may determine that an appropriation of funds shall be set aside in each Budget for the purpose of meeting emergent requests for financial assistance from community groups, individuals and /or organisations for projects, programs or activities that benefit the Town of Walkerville community.

2. Purpose of this Fund

A fund has been established to enable eligible community groups, individuals and organisations to apply for projects, programs or activities that benefit the residents of the Town of Walkerville. A grant should not be treated as a source of ongoing funding nor is it as a means for community groups to fund their day to day operational activities.

3. Who can apply for a grant?

- Not for profit community groups and organisations operating in the Town of Walkerville.
- Ratepayers and Residents of the Town of Walkerville.

4. Who cannot apply for a grant:

- Political Parties,
- State or Federal Government Departments and Services,
- Employees and Elected Members of The Corporation of the Town of Walkerville,
- Unions,
- Professional Associations,
- Organisations registered as a company limited by shares,
- Organisations who are not eligible to apply for a grant cannot apply on behalf of another eligible organisation
- Individuals who are not ratepayers or residents of the Town of Walkerville.

5. What does the program support?

The Community Fund Program is primarily intended for;

- Projects, programs or activities that benefit the Town of Walkerville community;
- Capital purchases in support of a community project, program or activity;
- Purchases that are clearly one off i.e. Grants for individuals to participate in sporting, musical, artistic or other competitions in any 12 month period, where the applicant is a resident or ratepayer of Walkerville and is required to travel interstate or overseas to participate. For Individuals, funding amounts will be at Council's discretion taking into consideration if the event is being held nationally or internationally.
- Memorial Plaques - funding towards the purchase of memorial plaques are to be covered initially by the applicant, however they can apply for funding assistance through the community fund as per the Plaque Policy.

Community Fund Policy

6. What does the program not support?

- Any purpose or service which is considered to be the primary responsibility of the State or Federal Government, including projects targeted at students in a school setting.
- Projects, programs or activities that have already been completed or purchased.
- Recurrent operating or maintenance costs associated with the operation of the organisation or group, e.g. printing of newsletters.
- Servicing any debt of the organisation or group.
- Retrospective funding or funding of budget deficits.
- Purchase, replacement or new materials for the public realm that are already covered in the assets and infrastructure program e.g. park benches etc.
- Heritage plaques

7. Funding Evaluation

Consideration will be given to (but is not limited to) the following:

- The level of benefit to the Town of Walkerville community resulting from the expenditure of the funds;
- The ability to complete the project; program or activity
- Previously funded programs, projects and activities.
- Copy of the organisations most recent financial statement outlining income, expenditure, assets and liabilities;
- What level of funding the organisation or group receives from other sources;
- Whether the organisation or group does charitable or good works for the community;
- Whether the project is one that will deliver genuine benefit to the community;
- Whether the organisation or group is located and/or provides services within the Town of Walkerville Council area;
- For individuals, applicants must demonstrate that the funding will benefit the recipient and/or the community;
- Whether the funding will benefit a specific cultural, artistic sporting or recreational group in the community.

8. Conditions of Funding

Applicants must acknowledge Councils Community Funding assistance in any publications or publicity. All applications received will be reviewed by Council and funding will be awarded on merit.

Applicants are limited to one application per financial year.

9. Process

An internal evaluation will be undertaken by Administration to determine whether applicants have met the criteria. A decision report will then go to an Ordinary Meeting of Council for decision.

Community Fund Policy

10. When can persons/organisations apply?

Applications can be received anytime during the financial year. The program, project or activity is to be completed within the financial year that the funds have been awarded, with the acquittal form of the funds spent, returned to Council Administration by 30 June or 30 days after the event has been finalised.

11. Successful/Unsuccessful Applicants

Successful and unsuccessful applicants will be advised in writing. Unsuccessful applicants will be given reasons as to why their application was unsuccessful.

Successful applicants will be invited to attend the following Ordinary Meeting of Council, where they will be formally awarded a certificate by the Mayor.

12. Reporting Requirements

Successful applicants will be required to provide Council, with a signed financial acquittal form together with a brief financial statement detailing how the funds were expended. This form will be provided with the Fund approval letter. The financial acquittal form is to be received by Council Administration by 30 June or 30 days after the event has been finalised.

To be successful for further funding, applicants must have acquitted all previously successful Funds under the Town of Walkerville Community Fund Policy & Guidelines.

13. Payment of successful applications

Should an application be successful, payment will be made by Electronic Funds Transfer (EFT).

14. Applications must include:

The following documents are essential to assess the application, please attach:

- Any documentation, which might support the application
- Written quotes for any proposed purchases or purposes
- A signed or certified copy of the groups most recent financial statement outlining the group's income, expenditure, assets and liabilities
- Any documentation that sets out the groups or individuals community objectives.

Applications together with attachments should be forwarded to:

Community Fund Applications Town of Walkerville
PO Box 55
Gilberton SA 5081

Or email: cfund@walkerville.sa.gov.au

community fund grants

application form: individual

Individuals (all ages) can apply for:

- A grant to participate in sporting, musical, artistic or other competitions/activities/programs at a State, National or International level where the applicant is required to travel to participate and is a resident or ratepayer of the Town of Walkerville.

Prior to submitting this form, applicants are required to read the Community Fund Program Policy (available on Council's website or printed copies on request).

applicant details

Name of applicant: Miss Charlise Green

Male Female Age: 14.

If under 18, name of person completing this application

Name: Ms Lisa Green

Relationship to applicant: Parent Guardian Other: _____

Address: _____

Telephone: _____

Mobile: _____

Email: _____

details of the competition / event

Title: 2023 Australian Age Championships.

Date: from April 7th

Postcode: _____

Location: (Town or City and State) Gold Coast to April 15th
QLD

1. What type of competition / activity / program will you be participating in (i.e. Netball, Soccer) and what is the structure of the competition / event (i.e. will you be competing against teams from other states for a title / trophy)?

National Swimming Competition held at Gold Coast Aquatic Centre
QLD.

Charlise has made qualifying times for the 50 Breaststroke,
100 breaststroke and 200 breaststroke.

Participants will be Australian and international

We need to be at the event from 7th April to 16th

April - preparation at the beginning and presentation
at the end.

This is the first time Charlise has qualified,
it is a great opportunity to develop this
passion further at a National level.



community fund grants application form: individual



details of the competition / event continued

2. Is the competition Amateur Professional

3. What best describes the purpose of participating in this competition/activity/program

- Professional development Skill development Showcase talent for scouting
 Recruitment purposes Social Other: _____

4. How will participation in this activity benefit the individual and the community?

Charise will have the opportunity to compete and experience swimming at a national level. This will help her develop further and represent SA, her community. With out this opportunity it is difficult to keep developing and being inspired.

5. Will the individual still participate if this funding application is unsuccessful? If not, please explain why:

Possibly will still go. Finances are strained in our family due to recent serious medical diagnosis in the immediate family.

previous applications

6. Have you received funding from Council in the past from this fund?

Yes No If yes, when? ____ / ____ / ____ Amount: _____

payment

If you are successful, how would you like the funding to be paid?

EFT Cheque

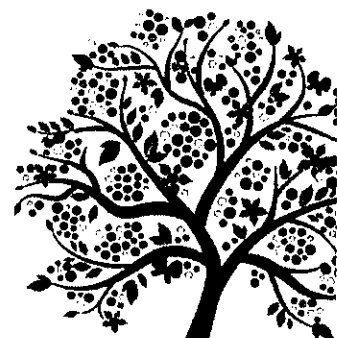
If you select EFT please complete the details below. Please note bank details will be stored electronically in a confidential file used by Finance Staff only.

Account name: _____

BSB number: _____

Account number: _____

Successful grant recipients are required to adhere to the current SA Government COVID-19 Emergency Management Directions and COVID Restrictions when implementing their programs, activities and/or events being funded through the Town of Walkerville grant funding programs. Funding will only be allocated once an approved COVID Safe Plan or COVID Management Plan is provided.

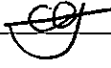


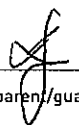
community fund grants application form: individual**conditions of the funding**

I, being the authorised person making the declaration, confirm and agree to the following:

- a. The information given in this application, including any attachments hereto is true and correct in every particular;
- b. That monies received from the Town of Walkerville will be spent on the approved activity and as outlined in the project fund application. The Town of Walkerville must approve any changes to the project;
- c. Any monies not expended on completion of the project will be returned to the Town of Walkerville;
- d. That Council's funding of the project will be acknowledged in publicity or promotions associated with this funding.
- e. To provide the Town of Walkerville with a completed acquittal report form and brief financial statement detailing that monies have been expended in accordance with this funding application and subsequent Council approval, by 30 June of the second half of the financial year or 30 days after the event has finished.
- f. That failure to comply with these conditions may preclude our organisation from accessing further funds in the future;
- g. To indemnify and to keep indemnified and to hold harmless the Council, its servants and agents and each of them from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to a community project, program or activity.
- h. That permission is automatically granted by the successful application for the Council to publish and promote its support of this application in Council's own publications and published materials.

We further understand that any variation from the above conditions will require negotiation with the Town of Walkerville.

Signature:  Date: 4/2/23
 Name: Charlise Green

Signature:  Date: 4/2/23
 (To be signed by the parent/guardian if applicant is under 18 years of age)

Details of parent / guardian:

Name: Lisa Green

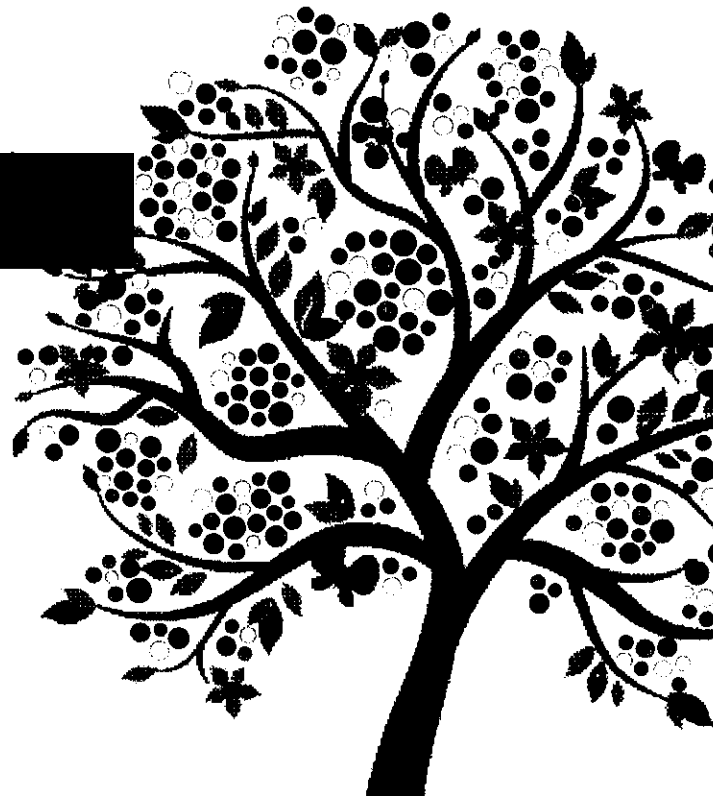
Telephone: [REDACTED]

Mobile: [REDACTED]

Please forward application to:


Manager, Community Development & Engagement
 Community Fund
 Town of Walkerville, PO Box 55, Walkerville SA 5081
 Fax: 8269 7820
 Email: cfund@walkerville.sa.gov.au


***Supporting
 our community***




2023 Australian Age & MC Age Championships

National Meet | Long Course

 Gold Coast Aquatic Centre

 7th - 15th April 2023

 ENTRIES

 DETAILS

Nominee

Charlise 

Sessions

All Eligible Sessions



You are currently representing:
Immanuel

[Change Primary Membership](#)

Day 3 - Session 5 - 9:00am

[Make Payment](#)

Event 32 Entered  14Yr Girls 100M Breaststroke Prelim QT 1:21.22 Entry Time 1:20.91 L \$35.20 

Day 5 - Session 9 - 9:00am

Event 88 Entered  14Yr Girls 50M Breaststroke Prelim QT 37.76 Entry Time 37.47 L \$35.20 

Day 6 - Session 11 - 9:00am

Event 110 Entered  14Yr Girls 200M Breaststroke Prelim QT 2:54.86 Entry Time 2:49.06 L \$35.20 

2023 Australian Age & MC Age Championships

National Meet | Long Course

Gold Coast Aquatic Centre

7th - 15th April 2023

ENTRIES

DETAILS

About

Organiser: **Swimming Australia**

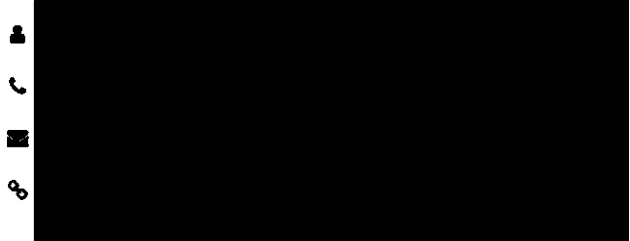
Entry Open Date: **8:30am - 3.2.2023**

Entry Close Date: **11:29pm - 21.3.2023**

Timing System: **Electronic**

Event Description: Further event information can be found in the Information Book on our calendar page. (coming soon) MC Swimmers please ensure you check your Qualifying Times before processing your entries as the system does not automatically check this for you and refunds will not be provided for entries that don't meet the QT. Relay Only swimmers must process their accreditation payment via this payment link. All other swimmers will receive automatic accreditation. This applies for any swimmer selected to enter a State Relay who is not swimming any individual events.

Contact Details

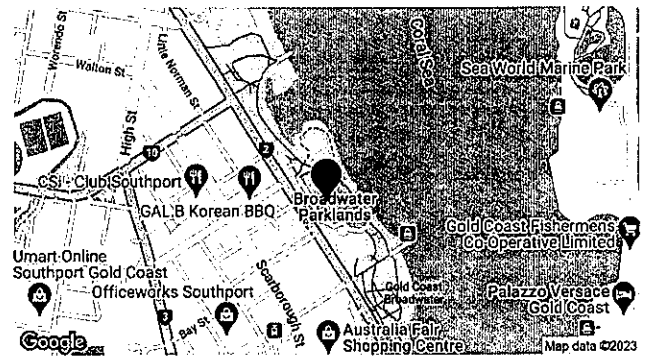


Other

No positions are available for this event.

Results Files by Request Only

Location



Member ID :



Number of Adults :

3

Country of Residence :

Australia

Number of Children :

ATTACHMENT B

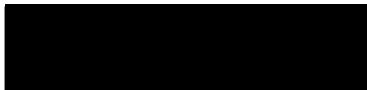
Property :

Artique Surfers Paradise Resort

Room Type :



Address :



Promotion :

For Full Promotion details and conditions see confirmation email.

Property Contact Number :



Cancellation Policy: Risk-free booking! You can cancel until 7 March 2023 and pay nothing! Any cancellation received within 30 days prior to the arrival date will be charged for the entire stay. If you fail to arrive or cancel the booking, no refund will be given.

Benefits Included Wi-Fi, Parking, Express check-in, Free WiFi, Free Fitness Center Access

Arrival :

April 7, 2023

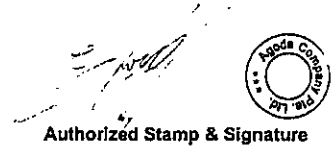
Departure :

April 16, 2023

Payment Details :

Please note: Payment for this booking has not been collected by Agoda. Payment for this booking must be collected by the property.

Note to property: Reservation was made under Booking.com booking ID [Redacted]



Remarks :

NonSmoke.LargeBed

You will be charged AUD 2,955.12 by the property in accordance with the cancellation policy.

All special requests are subject to availability upon arrival

Call our Customer Service Center 24/7 :



Notes

- All rooms are guaranteed on the day of arrival. In the case of a no-show, your room(s) will be released and you will be subject to the terms and conditions of the Cancellation/No-Show Policy specified at the time you made the booking as well as noted in the Confirmation Email.

07 APR 2023 ▶ 16 APR 2023 TRIP TO GOLD COAST, AUSTRALIA

PREPARED FOR

MRS LISA GREEN

MISS CHARLISE GREEN



australia

(ABN: 36 090 670 965)

Passenger Name:

Seats:

Frequent Flyer #:

e Ticket Receipt(s):

» Mrs Lisa Green

15E

1061380911 / VIRGIN AUSTRALIA

7952182971954

» Miss Charlise Green

15F

7952182971955

agoda



Booking Confirmation

Please present either an electronic or paper copy of your booking confirmation upon check-in.

agoda agoda agoda agoda agoda agoda agoda agoda agoda agoda agoda

Booking ID :	798296253	Number of Rooms :	1
Booking Reference No :	2976059120	Number of Extra Beds :	0
Client :	Lisa Green	Number of Adults :	3
Member ID :	323700455	Number of Children :	0
Country of Residence :	Australia	Room Type :	1-Bedroom Partial Ocean View Apartment
Property :	Artique Surfers Paradise Resort	Promotion :	
Address :	Cnr Surfers Paradise Blvd & Enderley Avenue, Surfers Paradise, Gold Coast, Australia, 4217	For Full Promotion details and conditions see confirmation email	
Property Contact Number :	+61755643100		

Cancellation Policy: Risk-free booking! You can cancel until 7 March 2023 and pay nothing! Any cancellation received within 30 days prior to the arrival date will be charged for the entire stay. If you fail to arrive or cancel the booking, no refund will be given.

Benefits Included Wi-Fi, Parking, Express check-in, Free WiFi, Free Fitness Center Access

Arrival : April 7, 2023 **Departure :** April 16, 2023

Payment Details :

Please note: Payment for this booking has not been collected by Agoda. Payment for this booking must be collected by the property.

Note to property: Reservation was made under Booking.com booking ID 2976059120

Authorized Stamp & Signature

Remarks :

NonSmoke, LargeBed

You will be charged AUD 2,955.12 by the property in accordance with the cancellation policy.

All special requests are subject to availability upon arrival

Call our Customer Service Center 24/7 :
Customer Support : +61 2 8066 2868, +61 2 8066 2868
(Long distance charge may apply)

Notes

- All rooms are guaranteed on the day of arrival. In the case of a no-show, your room(s) will be released and you will be subject to the terms and conditions of the Cancellation/No-Show Policy specified at the time you made the booking as well as noted in the Confirmation Email.

Meeting: Council

Title: Community Fund Application – Rotary Club of Walkerville

Responsible Manager: Group Manager Public Relations & Community Services, Sarah Spencer

Author: Council Secretariat, Danielle Edwards

Key Pillar: Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation

Key Focus Area: Living Walkerville - Wellbeing for every age and stage

Type of Report: **Decision Required**

Recommendation

1. That Council waives the hiring and security fees of \$886.40 for the Rotary Club of Walkerville for their Birthing Kits Assembly Afternoon on Sunday 5 March 2023.
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.

Summary

An application for a Community Fund grant has been received to waive hire and security fees for the Rotary Club of Walkerville’s Birthing Kits Assembly Afternoon on 5 March 2023. There are adequate funds available in the community grants budget to allocate funds to the applicant, as Council sees fit.

Background

Through its Community Fund Program, the Town of Walkerville supports local community groups and organisations as well as individuals. Eligible organisations and groups can apply for support towards activities that benefit the local community.

In line with the current policy for allocation of Community Funds (Attachment A) endorsed by Council at its ordinary meeting on 17 June 2019 **CNC 393/18-19**, applications for Community Fund grants are opened to the community on an annual basis.

The application received on 9 February 2023, is presented in this report, (refer Attachment B). A summary is also provided below.

Attachment	Applicant	Program, Activity or Event	Project,	Type of Funding	Amount Requested
B	Rotary Club of Walkerville	Birthing Kits Assembly Afternoon	Assembly	Project	Waiving of hire and security fees of \$886.40.

Evaluation Criteria	
Individual or members residing in the Town of Walkerville	Yes
Benefit to the Community or Individual	Yes
Program, project, activity or event can proceed without funding	No (would need to find another venue or not proceed)
The groups or individual has received funding from Council previously (last 5 years)	Yes

Discussion/Issues for Consideration

The Rotary Club of Walkerville intends to hold a Birthing Kits Assembly event on Sunday 5 March 2023 from 11:00am – 4:30pm in the Town Hall. This successful event was held in 2021 and 2022 in the Walkerville Town Hall with the Mayor and staff attending to assist with packing the birthing kits. To hold this event, the club purchases sufficient components to assemble 800 Clean Birth Kits and relies on club members and community volunteers to assemble the kits at the event. Clean Birth Kits include basic medical supplies – such as soap, gloves and gauze – to allow mothers in remote communities to give their babies a sanitary births and prevent basic infection.

Past individual applicants for community fund grants have received \$250.00. Past project applicants have been determined by Council.

The Rotary Club of Walkerville is not seeking monetary return from the Community Fund, but the waiving of hire and after-hours security fees. Council has supported the event previously with the waiving of fees.

Options for Consideration

Option 1

1. That Council waive the hiring and security fees of \$886.40 for the Rotary Club of Walkerville for their Birthing Kits Assembly Afternoon on Sunday 5 March 2023.
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.

Option 2

That Council declines the request to waive the hire fees for the Rotary Club of Walkerville.

Analysis of Options

Option 1

Option 1 provides the appropriate amount of funding to the applicant for their program, project, activity or event to proceed.

Option 2

Option 2 may be viewed as not being supportive of individuals and organisations for their event.

Financial Implications

Council allocates an annual budget for the Community Fund program of \$10,000.00 and at present has a balance of \$4,272.00 available for the 2022/23 financial year. The application from Rotary Club of Walkerville will equate to \$886.40 in lost revenue (hire fees for the Town Hall plus security). 129

Community Implications

The support of the project will demonstrate Council’s commitment to supporting community groups and individuals.

Regional Implications

There are no known regional implications.

Governance Implications

The application has been assessed against Council’s current Community Fund Program Policy.

Preferred Option & Reasoning

Option 1 is recommended to Council as it is in line with past practice and the Community Fund Program Policy.

Attachments

Attachment A	Community Fund Program Policy
Attachment B	Application from Rotary Club of Walkerville

COMMUNITY FUND POLICY

First Approval Date	29 August 1988
Classification	Council Policy
Responsible Officer	Manager Community Development & Engagement
Relevant Legislation	<i>Local Government Act 1999</i>
Related Policies	Nil
Record Number	POL202253090
Council Resolution Number	CNC216/21-22
Last Reviewed 21/02/2022	Next Review 21/02/2024



Community Fund Policy

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Community Fund Policy

1. Policy Statement

Each year Council may determine that an appropriation of funds shall be set aside in each Budget for the purpose of meeting emergent requests for financial assistance from community groups, individuals and /or organisations for projects, programs or activities that benefit the Town of Walkerville community.

2. Purpose of this Fund

A fund has been established to enable eligible community groups, individuals and organisations to apply for projects, programs or activities that benefit the residents of the Town of Walkerville. A grant should not be treated as a source of ongoing funding nor is it as a means for community groups to fund their day to day operational activities.

3. Who can apply for a grant?

- Not for profit community groups and organisations operating in the Town of Walkerville.
- Ratepayers and Residents of the Town of Walkerville.

4. Who cannot apply for a grant:

- Political Parties,
- State or Federal Government Departments and Services,
- Employees and Elected Members of The Corporation of the Town of Walkerville,
- Unions,
- Professional Associations,
- Organisations registered as a company limited by shares,
- Organisations who are not eligible to apply for a grant cannot apply on behalf of another eligible organisation
- Individuals who are not ratepayers or residents of the Town of Walkerville.

5. What does the program support?

The Community Fund Program is primarily intended for;

- Projects, programs or activities that benefit the Town of Walkerville community;
- Capital purchases in support of a community project, program or activity;
- Purchases that are clearly one off i.e. Grants for individuals to participate in sporting, musical, artistic or other competitions in any 12 month period, where the applicant is a resident or ratepayer of Walkerville and is required to travel interstate or overseas to participate. For Individuals, funding amounts will be at Council's discretion taking into consideration if the event is being held nationally or internationally.
- Memorial Plaques - funding towards the purchase of memorial plaques are to be covered initially by the applicant, however they can apply for funding assistance through the community fund as per the Plaque Policy.

Community Fund Policy

6. What does the program not support?

- Any purpose or service which is considered to be the primary responsibility of the State or Federal Government, including projects targeted at students in a school setting.
- Projects, programs or activities that have already been completed or purchased.
- Recurrent operating or maintenance costs associated with the operation of the organisation or group, e.g. printing of newsletters.
- Servicing any debt of the organisation or group.
- Retrospective funding or funding of budget deficits.
- Purchase, replacement or new materials for the public realm that are already covered in the assets and infrastructure program e.g. park benches etc.
- Heritage plaques

7. Funding Evaluation

Consideration will be given to (but is not limited to) the following:

- The level of benefit to the Town of Walkerville community resulting from the expenditure of the funds;
- The ability to complete the project; program or activity
- Previously funded programs, projects and activities.
- Copy of the organisations most recent financial statement outlining income, expenditure, assets and liabilities;
- What level of funding the organisation or group receives from other sources;
- Whether the organisation or group does charitable or good works for the community;
- Whether the project is one that will deliver genuine benefit to the community;
- Whether the organisation or group is located and/or provides services within the Town of Walkerville Council area;
- For individuals, applicants must demonstrate that the funding will benefit the recipient and/or the community;
- Whether the funding will benefit a specific cultural, artistic sporting or recreational group in the community.

8. Conditions of Funding

Applicants must acknowledge Councils Community Funding assistance in any publications or publicity. All applications received will be reviewed by Council and funding will be awarded on merit.

Applicants are limited to one application per financial year.

9. Process

An internal evaluation will be undertaken by Administration to determine whether applicants have met the criteria. A decision report will then go to an Ordinary Meeting of Council for decision.

Community Fund Policy

10. When can persons/organisations apply?

Applications can be received anytime during the financial year. The program, project or activity is to be completed within the financial year that the funds have been awarded, with the acquittal form of the funds spent, returned to Council Administration by 30 June or 30 days after the event has been finalised.

11. Successful/Unsuccessful Applicants

Successful and unsuccessful applicants will be advised in writing. Unsuccessful applicants will be given reasons as to why their application was unsuccessful.

Successful applicants will be invited to attend the following Ordinary Meeting of Council, where they will be formally awarded a certificate by the Mayor.

12. Reporting Requirements

Successful applicants will be required to provide Council, with a signed financial acquittal form together with a brief financial statement detailing how the funds were expended. This form will be provided with the Fund approval letter. The financial acquittal form is to be received by Council Administration by 30 June or 30 days after the event has been finalised.

To be successful for further funding, applicants must have acquitted all previously successful Funds under the Town of Walkerville Community Fund Policy & Guidelines.

13. Payment of successful applications

Should an application be successful, payment will be made by Electronic Funds Transfer (EFT).

14. Applications must include:

The following documents are essential to assess the application, please attach:

- Any documentation, which might support the application
- Written quotes for any proposed purchases or purposes
- A signed or certified copy of the groups most recent financial statement outlining the group's income, expenditure, assets and liabilities
- Any documentation that sets out the groups or individuals community objectives.

Applications together with attachments should be forwarded to:

Community Fund Applications Town of Walkerville
PO Box 55
Gilberton SA 5081

Or email: cfund@walkerville.sa.gov.au



community fund grants

application form: projects

for local community group/organisation/individuals

Not for profit Community groups, organisations and individuals can apply for funding to support:

- projects, programs or activities that benefit that Town of Walkerville community
- capital purchases in support of a community project, program or activity
- plaques

Grants are not available for organisational operating costs, eg newsletters or for purchase, replacement or new materials that are already covered in the assets and infrastructure program; eg park benches. Council has an annual budget for Community Fund grants which is awarded on merit.

Prior to submitting this form, applicants are required to read the Community Fund Program Policy. If applying for a plaque applicants are required to read the Plaques Policy (Policies can be downloaded from Council's website or printed copies on request).

applicant details

Name of organisation/group (if applicable): Rotary Club of Walkerville

Name of individual applicant: Jude Chesterman

Address: [REDACTED]

Telephone: [REDACTED] Fax: [REDACTED]

Email: [REDACTED]

ABN number: [REDACTED]

If you do not have an ABN number you must complete the *Declaration Where No Australian Business Number is Required* form attached to this application.

Please specify: Group Organisation Individual

1. Are you not for profit? Yes No

2. Are you a registered charity? Yes No

3. Are you registered for GST? Yes No

Postcode:

4. How are you funded? please describe
Fundraising

5. Do you receive other local, State or Federal funding? (If yes, please specify) Yes No

Name: _____

Telephone: _____





community fund grants application form: projects

contact details

Name: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

6. Name of the program, project, activity or event:

Birthing Kits Assembly Afternoon

7. Which members of the community does your organisation assist or represent?

Members include members living in the local council area of Walkerville

8. Please provide a brief description of the program, project, activity or event. Maximum 100 words (Attach additional pages if required)

This event assembles birthing kits to be sent overseas to developing countries where women are giving birth.

The afternoon is a community afternoon which allows members of the community to get together to do a very productive task that assists others less fortunate.

9. Benefits to the Community (describe how Walkerville will benefit from this program, project, activity or event and how many people you anticipate will take part.)

It is anticipated approx 50 people will be involved in the assembly kits. There is a lot of goodwill attached to this event where many thanks are acknowledged to the Town of Walkerville for providing the venue.

10. How will you know if your project has been successful? (what signs will you look for? How will you record these details?)

The getting together of people discussing their efforts and the giving to others.

11. How will your organisation promote this program, project, activity or event to the wider community?

Notice boards, facebook etc.

12. How will your organisation acknowledge the grant received from the Town of Walkerville?

This is mentioned many times on the assembly afternoon, at Rotary meetings when discussing the event and also in facebook posts.





community fund grants application form: projects

conditions of the funding

We / I, being the authorised officer/s of the organisation/ I, make the declaration and confirm and agree to the following:

- a. The information given in this application, including any attachments hereto is true and correct in every particular;
- b. That monies received from the Town of Walkerville will be spent on the approved activity and as outlined in the project fund application. The Town of Walkerville must approve any changes to the project;
- c. Any monies not expended on completion of the project will be returned to the Town of Walkerville;
- d. That Council's funding of the project will be promoted in publicity or promotions, of the event in consultation with the Council
- e. To provide the Town of Walkerville with a completed acquittal report form and brief financial statement detailing that monies have been expended in accordance with this funding application and subsequent Council approval, by 30 June of the second half of the financial year or 30 days after the event has finished.
- f. That failure to comply with these conditions may preclude our organisation from accessing further funds in the future;
- g. To indemnify and to keep indemnified and to hold harmless the Council, its servants and agents and each of them from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to a community project, program or activity.
- h. That permission is automatically granted by the successful application for the Council to publish and promote its support of the application in Council's own publications and published materials.

We further understand that any variation from the above conditions will require negotiation with the Town of Walkerville.

Signature:  _____

Name: Jude Chesterman - Rotary Club of Walkerville member

Date: 9/2/2023

Please forward application to:

Manager, Community Development & Engagement
Community Fund
Town of Walkerville, PO Box 55, Walkerville SA 5081
Fax: 8269 7820
Email: cfund@walkerville.sa.gov.au

*Supporting
our community*



Meeting:	Council
Title:	Monthly Works Report
Responsible Manager:	Group Manager Assets & Infrastructure, James Kelly
Author:	Group Manager Assets & Infrastructure, James Kelly
Key Pillar:	Strategic Framework – Key Pillar 4 – Assets – Continue to provide for and maintain a good standard of assets and public infrastructure
Key Focus Area:	Open Space Strategy
Type of Report:	Information Only

Recommendation

That Council receives and notes the Works Report for January 2023.

Summary

This report provides Council with an update on various operational and maintenance activities as well as the major Capital Projects being undertaken in the Township.

Background

Monthly reports are provided to Elected Members relating to various operational and maintenance activities across the Township as well as updates on our Capital Works Program.

Capital Works and Project Updates

Alfred Street Upgrade – Open to local traffic

Alfred Street was re-opened to local traffic in the last week of January 2023, following the completion of final paving and roadworks.

The street will remain open only to local Alfred Street residents and businesses for the next couple of weeks, whilst finishing touches are completed on the landscaping components.

A friendly reminder that Alfred Street is now a **one way** street with access from Walkerville Terrace. Signage has been installed to confirm the new arrangements.

Council staff would like to greatly thank the local residents, who have been without driveway access for the past few months. Administration looks forward to beautifying and greening the space in the weeks to come.

This project was jointly funded by the Green Adelaide and the Greener Neighbourhoods Grant for 2022-23 to value of \$131,087.50 ex GST with the previous Council allocating \$300,000 of Council funding to the project.

Walkerville Terrace Road Repairs

Works on Walkerville Terrace, adjacent the Buckingham Arms, took place on Sunday 5 February 2023 and Monday 6 February 2023. Night works commenced from 6:00pm each night to profile and relay a heavily damaged section of Walkerville Terrace in front of the Buckingham Arms. Works were completed within two (2) nights, with traffic reopened during business hours. This work was to remediate a failed portion of Walkerville Terrace where significant cracking and potholing has occurred.



Buckingham Arms Deeplift Patch

2022-23 Road Reseals

This years road reseal program was completed in January, with the following roads receiving an upgrade:

- Stewart Avenue
- Mimosa Drive
- Milne Street
- Willam Road

Council's contractor Downer were able to complete these works within a two week period in January and works have been delivered on budget.



A&I Monthly Customer Requests

A summary of the customer requests received for Assets and Infrastructure in January can be viewed in Table 1 below. Trees, bins and footpath maintenance were our top three request categories for January.

Bin emptying (East Waste) and fallen tree limb (Council) responses are usually addressed within 24-48 hours and trip hazards are generally flagged off if deemed a risk and put on a maintenance program for repair.

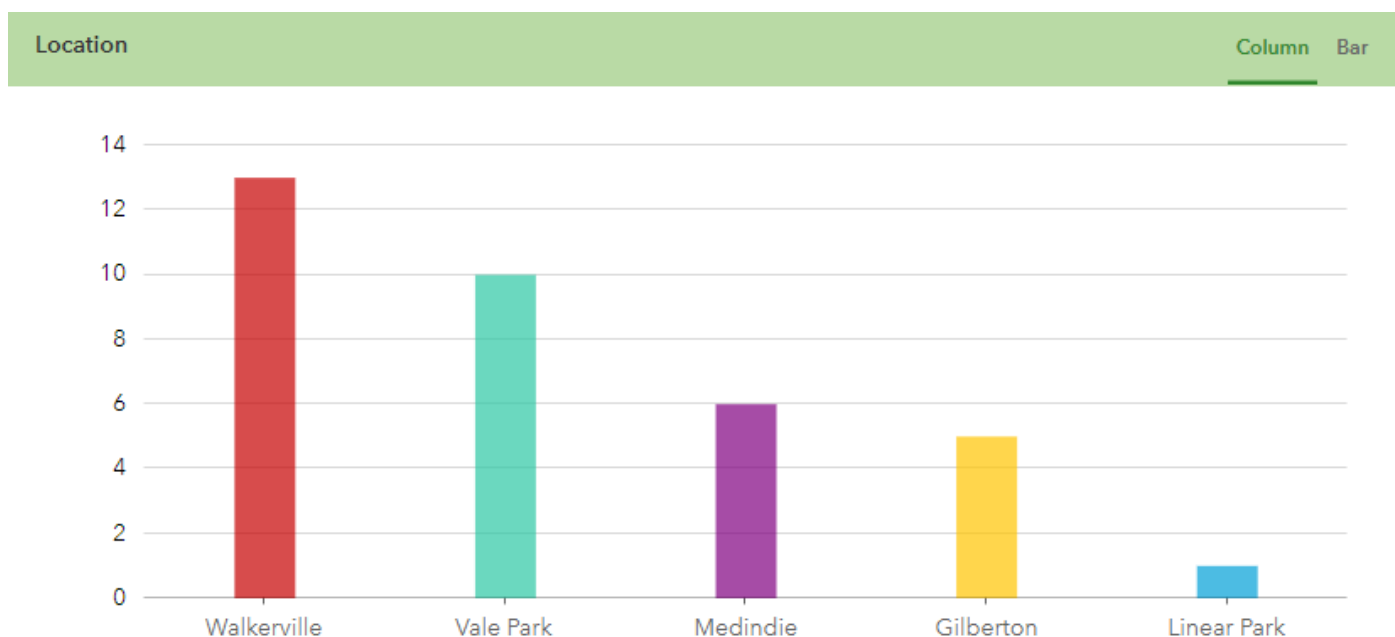
Request Category	No. of Requests
Tree - Fallen Tree or Limb	14
Bin - Not Emptied	12
Footpath - Trip Hazard	7
Verge - Other	5
Tree - Dead or Dying	4
Tree Pruning	4
Street Sweeping	3
Furniture - Maintenance	2
Graffiti Removal - Council Property	2
Traffic Management Investigation	2
Tree - Inspection	2
Tree - New Planting or Replacement	2
Trees - Inspection/Assessment	2
Weeding - Request to Spray - Verge	2
Bus Shelter - Graffiti	1
Dead Animal Removal	1
Doggy Bags - Replacement	1
European Wasps	1
Footpath - Construction	1
Graffiti Removal - Utilities	1
Irrigation - Council Land	1
Oval Maintenance	1
Road - Kerb/Guttering Maintenance	1
Road Repairs	1
Signage - Missing	1
Street Light - Linear Park	1
Tree - Damaged	1
Tree - Removal	1
Total	77

Table 1 – Summary of Assets and Infrastructure Customer Requests for January.

Maintenance Report

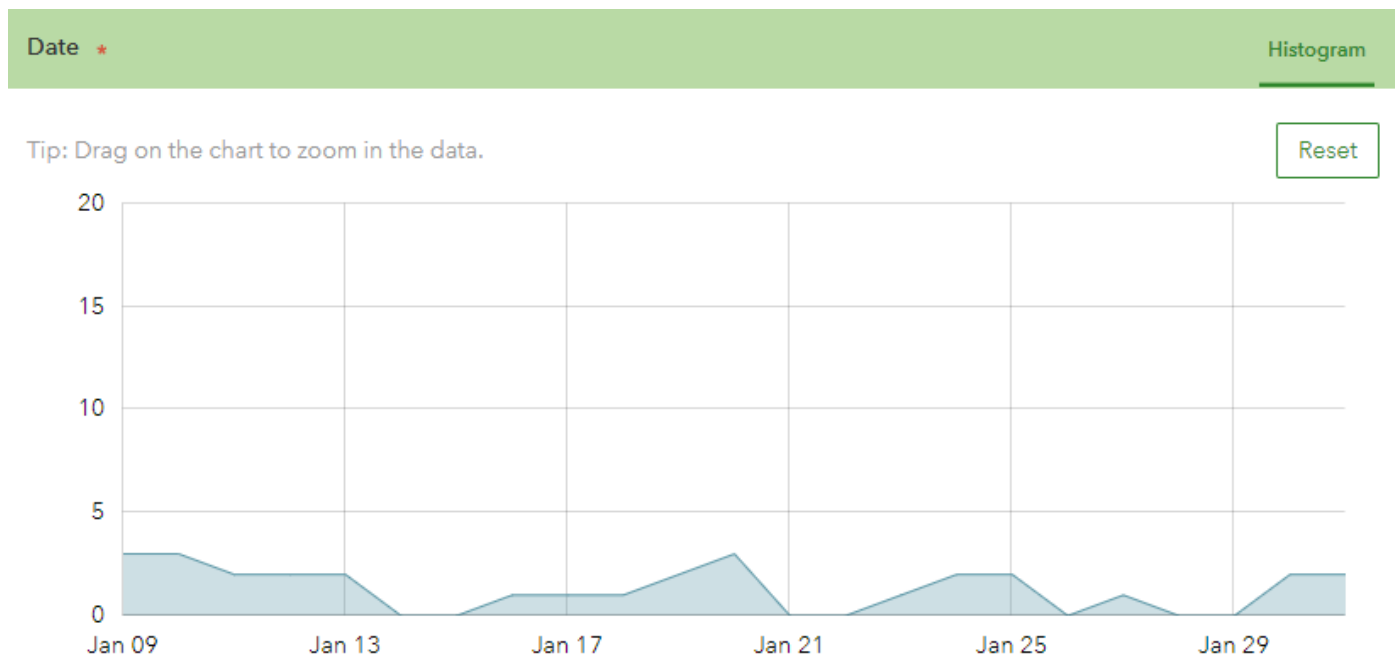
December 2022

The December 2022 Report presented an error in the general maintenance data that was collected for the month as far as suburb maintenance works. This was correctly pointed out at the Council meeting on 19 December 2022. This data has been rectified and presented below.



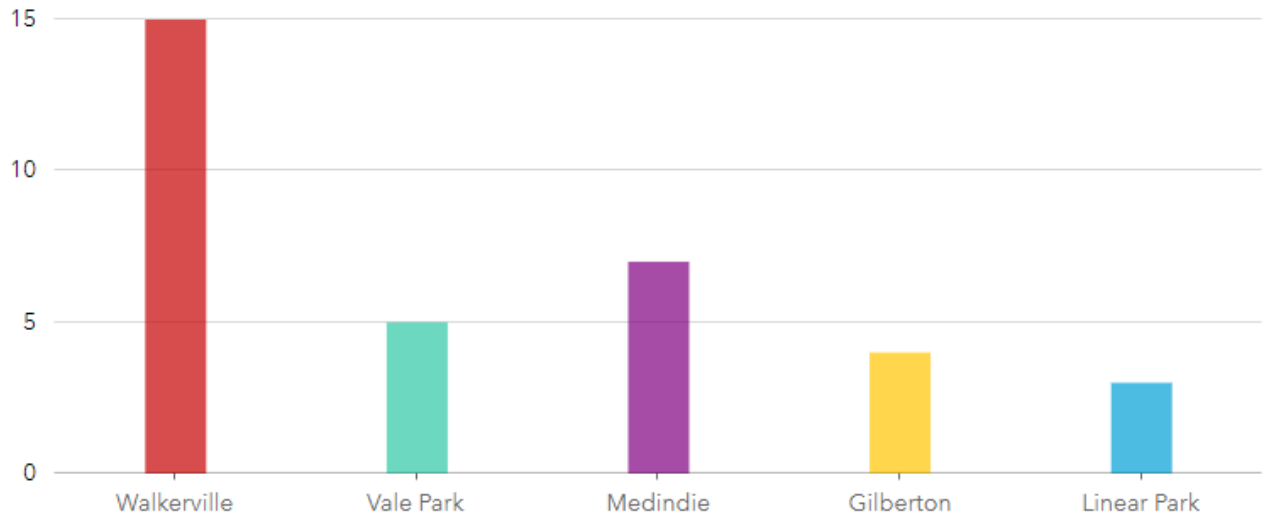
January 2023

Data entries were down slightly in January whilst a number of Field Staff were on leave. Tree activities were also slightly down as our tree services field staff were away for a majority of January. Mowing and general maintenance were still consistent through January with Walkerville receiving a higher focus to other areas, in particular Walkerville Terrace, as the Tour Down Under passed through the Township in mid-January.



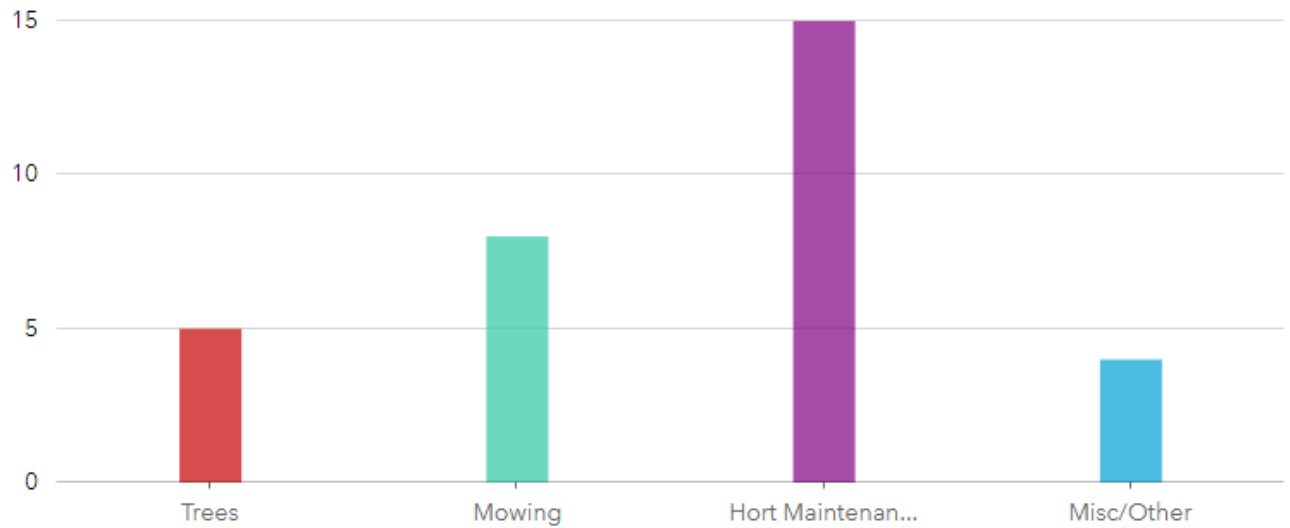
Location

Column Bar



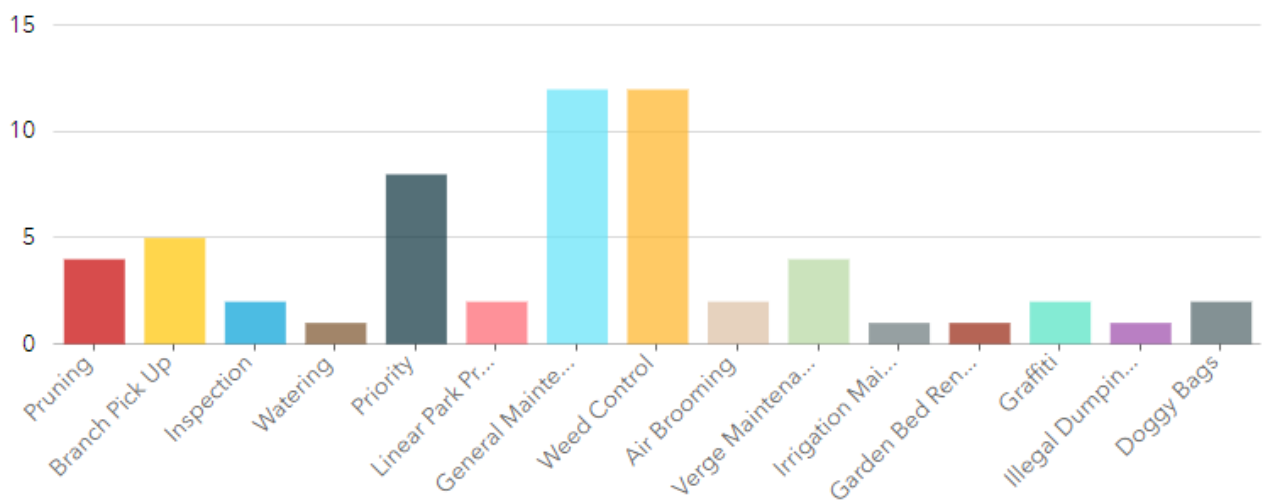
Task

Column Bar



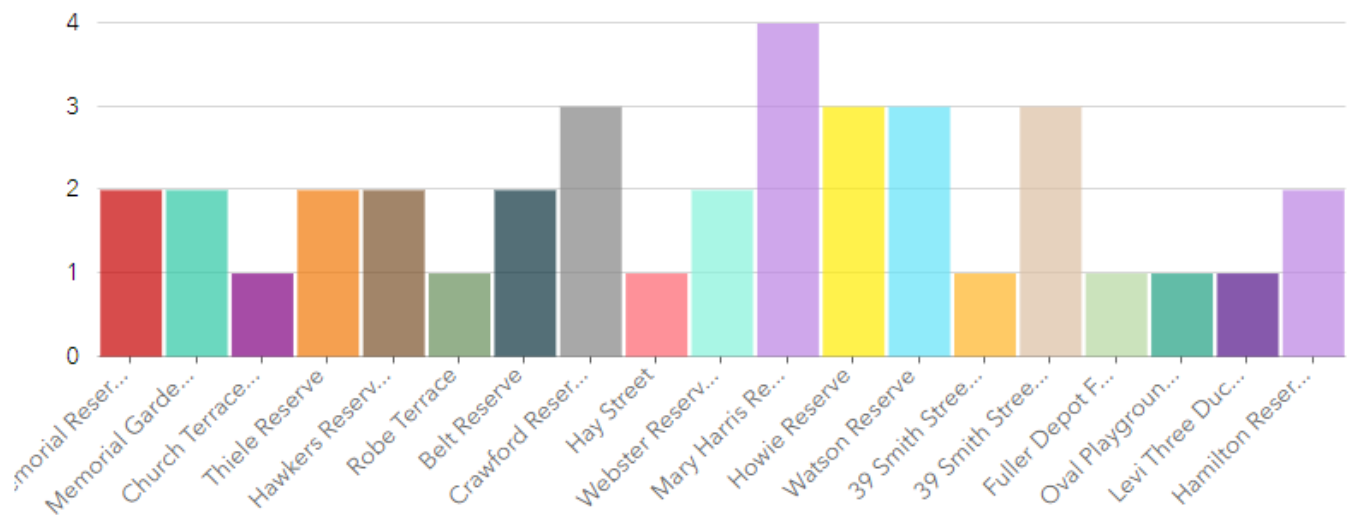
Activity

Column Bar



Mowed Sites

Column Bar



Meeting:	Council
Title:	Monthly Financial Report January 2023
Responsible Manager:	Group Manager Corporate Services, Vikki Purtle
Author:	Group Manager Corporate Services, Vikki Purtle
Key Pillar:	Strategic Framework – Key Pillar 6 – Economy – Create the means to enable economic diversity and encourage business opportunities
Key Focus Area:	Financial Guiding Principle 1- Finances managed responsibly
Type of Report:	Information Only

Recommendation

That Council receives and notes the Monthly Financial Report as at 31 January 2023.

Summary

This report provides Council with information regarding Council's financial performance and financial position as at 31 January 2023. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the Long Term Financial Plan.

Background

Per Section 124 of the *Local Government Act 1999*;

(1) A council must: -

- a) keep such accounting records as correctly and adequately record and explain the revenues, expenses, assets and liabilities of the council; and
- b) keep its accounting records in such manner as will enable: -
 - i. the preparation and provision of statements that present fairly financial and other information; and
 - ii. the financial statements of the council to be conveniently and properly audited

Financial Performance

Council's overall operating position is favourable as at 31 January 2023. Note that results as at 31 January 2023 are indicative only as Budget Review Two adjustments have not been processed as at the date of this report.

As at 31 January 2023 Council's net operating surplus is \$4.963m in comparison to the year to date budgeted surplus of \$4.434m and the revised full year budgeted surplus of \$47k.

As at 31 January 2023 year to date income is favourable by \$262k predominately due to the following:

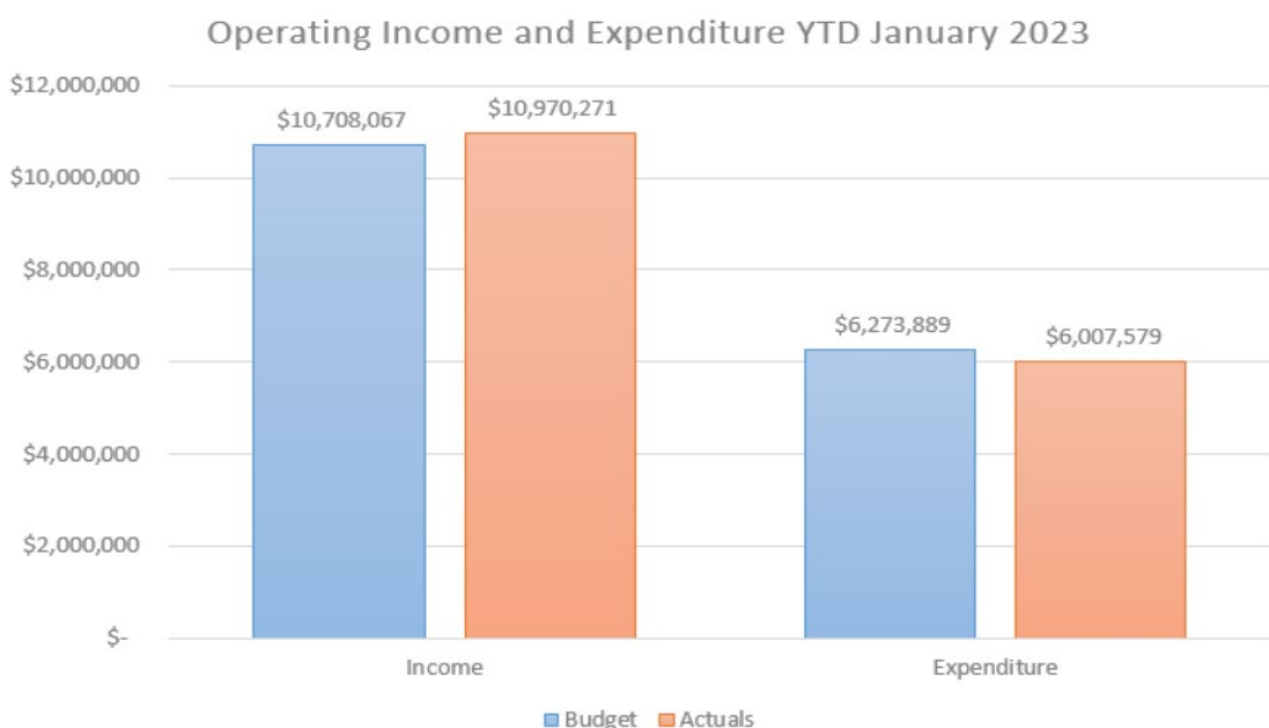
A	Rates	\$135k Favourable	Variance relates to total amount of discretionary rebates applied for and rates received in advance
B	Statutory Charges	\$133k Favourable	Favourable variance predominately relates to Parking Expiations. Increase in expiations on previous year/budget projections. To be reviewed as part of Budget Review Two.
C	Other Income	\$29k Favourable	WHS rebate received
D	Grants, Subsidies & Contributions	\$90k Unfavourable	Grant income variance is timing in nature only

As at 31 January 2023 year to date expenditure is favourable by \$266k predominately due to the following:

A	Employee Costs	\$24k Favourable	Variance is timing in nature only
B	Materials, Contracts & Other Expenses	\$235k Favourable	Variance is timing in nature only

A detailed Statement of Comprehensive Income as at 31 January 2023 is included as Attachment A to this report.

The following graph represents Operating Income and Expenditure against budget as at January 2023.



Detailed Capital Expenditure reports including project phase and budget status are included as Attachment B and Attachment C. Year to Date Capital Expenditure as at January 2023 is \$985k against the revised full year budget of \$14.736m. This represents expenditure of 6.69% of the capital program as at 31 January 2023.

Cash & Borrowings

The Cash Advance Debenture (**CAD**) facility offers flexibility for Council to draw down funds as required, and repay debt when surplus funds are available, with 24 hours' notice. The below graph highlights the CAD facilities movement through the financial year and shows that Council remains within the ceiling limit of the facility.

Following the Reserve Bank of Australia official interest rate increase on 7 February 2023, notification has been received that effective 8 February 2023 the standard Cash Advance Debenture interest rate is 5.30% and interest on deposits is 3.55% for Council's facilities with the Local Government Finance Authority. In the statement accompanying the decision, the RBA continued to reiterate the Board's commitment to return inflation to target, and the expectation of further increases to interest rates over the months ahead.

Whilst the year to date interest expense as at 31 January 2023 is in line with budget (\$79k against \$86k YTD budget), Administration will continue to monitor any potential budget impacts from further interest rate movements in conjunction with the timing of the capital works program.

The following table highlights Council's cash and borrowings as at 31 January 2023.

TOWN OF WALKERVILLE BORROWINGS & INVESTMENTS

Cash and Cash Equivalents as at 31 January 2023

Facility	Interest Rate as at 31/01/2023	Deposits as at 31/01/2023
	%	\$
Bank SA Transaction Account	0.00%	46,983
LGFA Deposits - General	3.30%	58,969
LGFA Deposits - Levi Caravan Park	3.30%	597,007
Total		702,959

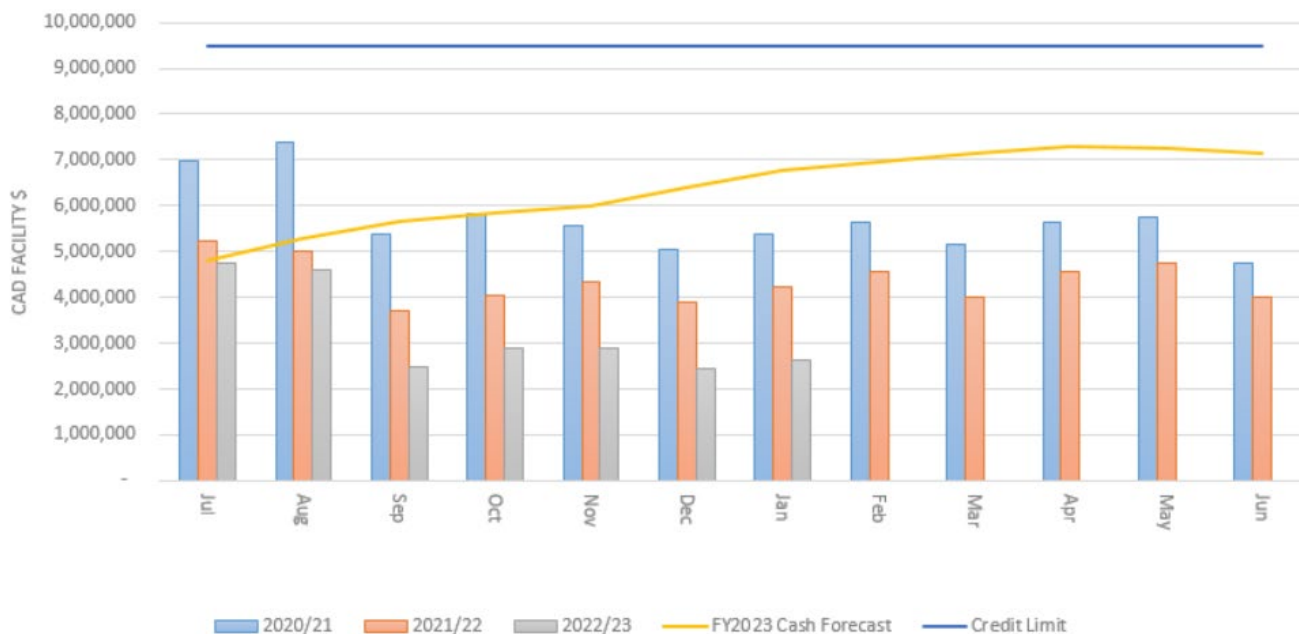
Statement of Borrowings as at 31 January 2023

Facility	Facility End Date	Interest Rate as at 31/01/2023	Facility Limit	Balance Outstanding as at 31/01/2023	Unutilised Funds as at 31/01/2023
		%	\$	\$	\$
Cash Advance Debenture 74	15/06/2027	5.05%	8,500,000	1,646,384	6,853,616
Cash Advance Debenture 74 - Covid-19 Reduced Rate Facility	15/12/2023	4.30%	1,000,000	1,000,000	0
Bank SA Overdraft Facility		9.56%	100,000	0	100,000
Total			9,600,000	2,646,384	6,953,616

As at 31 January 2023 Council's borrowings are \$2.65m in comparison to projected borrowings of \$6.5m. The following graph highlights Council's borrowings against projected monthly cash flow.

Council's borrowings are currently below the projected borrowings as at 31 January 2023 predominately due to the timing of capital projects (Walkerville Oval Redevelopment.)

Monthly Cashflow Forecast



Outstanding Rates & Debtor Balances as at 31 January 2023

Rates

Rates are generated at the beginning of each financial year. Payment of rates can occur during the year in the following ways; full year payable in advance, paid quarterly or paid in regular instalments via an approved payment arrangement.

As at January 2023 there are \$157k of active Rates debt (including amounts subject to Pre Section 184 letters) relating to 65 individual property assessments that are with Council's debt collection agency for management and collection. This represents a \$60k increase on the previous month, the substantial increase is predominately due to a quarterly review and submission to the debt collection agency.

Rates Report - Collection of Rates to 31 January 2023

	Note		% of Total Annual Rates
CURRENT	1	\$ 3,751,662	38.62%
OVERDUE	2	\$ 101,734	1.05%
FINES	3	\$ 2,829	0.03%
INTEREST	4	\$ 8,964	0.09%
LEGALS	5	\$ 6,009	0.06%
EXCESS RECEIPTS	6	\$ 41,786	0.43%
		\$ 3,912,984	40.28%
Total Annual Rates 2022-23		\$ 9,715,000	

Note 1: Current

The total amount of rates levied in the financial year that are not yet due for payment

Note 2: Overdue

Rates levied in the financial year that remain unpaid past payment date

Note 3: Fines

Fines imposed on unpaid rates

Note 4: Interest

Interest applied to overdue rates and rates in arrears

Note 5: Legals

Legal fees and court costs outstanding that have been incurred by Council in the collection of rates
These costs are on-charged to the defaulting ratepayer

Note 6: Excess Receipts

Payments received in excess of amounts owing (payments in advance)

Sundry Debtors

Sundry Debtors Report - Aged Sundry Debtors as at 31 January 2023

	Note		
CURRENT		\$	8,806
30 DAYS		\$	9,493
60 DAYS		\$	-
90 DAYS +	1	\$	30,592
		<u>\$</u>	<u>48,891</u>

Note 1: 90 Days

1. \$30.6k Walkerville Sports Club - balance of loan repayments are being made in line with the existing agreement

There are currently no sundry debtors with Council's debt collection agency for management and collection.

Attachments

Attachment A	Statement of Comprehensive Income
Attachment B	Capital Projects Summary Report
Attachment C	Capital Performance Report

Statement of Comprehensive Income

For Period Ending: 31/01/2023 Year: 22/23

10:20 am
Monday, 13 February, 2023

	Original Budget	Current Budget	Budget YTD	Actual YTD	Variance \$ (YTD)	Variance % (YTD)	Variance \$	Variance %
Operating Income								
Rates	9,714,922	9,714,922	9,712,422	9,847,598	A 135,176	1	132,676	1
Statutory Charges	321,463	321,463	203,539	336,900	B 133,361	66	15,437	5
User Charges	597,057	597,057	348,243	362,451	14,208	4	(234,606)	(39)
Reimbursements	56,851	56,851	33,152	65,418	32,266	97	8,567	15
Other Income	143,360	143,360	83,615	112,115	C 28,500	34	(31,245)	(22)
Grants subsidies & contributions	556,560	559,560	326,396	236,478	D (89,918)	(28)	(323,082)	(58)
Investment Income	1,200	1,200	700	9,312	8,612	1,230	8,112	676
Total Operating Income	11,391,413	11,394,413	10,708,067	10,970,271	262,204	2	424,142	4
Operating Expenditure								
Employee Costs	3,709,313	3,645,313	2,037,493	2,013,113	A 24,380	1	1,632,200	45
Finance Costs	148,000	148,000	86,331	79,752	6,579	8	68,248	46
Depreciation Amortisation & Impairment	2,359,000	2,359,000	1,179,500	1,179,500	0	0	1,179,500	50
Materials contracts & other expenses	4,872,462	4,954,962	2,970,565	2,735,214	B 235,351	8	2,219,748	45
Net loss-equity accounted council businesses	240,000	240,000	0	0	0	0	240,000	100
Total Operating Expenditure	11,328,775	11,347,275	6,273,889	6,007,579	266,310	4	5,339,696	47
Operating Surplus/(Deficit)	62,638	47,138	4,434,178	4,962,693	528,515	111	4,915,555	10,428
Amounts received specifically for new or upgraded assets.	0	5,000,000	5,000,000	0	5,000,000	100	5,000,000	100
Asset disposal and fair value adjustments	0	0	0	36,364	(36,364)	0	(36,364)	0
Physical resources received free of charge								
Net Surplus/(Deficit)	62,638	5,047,138	9,434,178	4,999,056	(4,435,122)	47	(48,082)	1

Capital Projects Summary Report							January 2023		Comments		Status	
Account	Job No	Project Name	Department	Original Budget	Revised Budget	Phase	YTD Total	Remaining Budget		Time	Budget	
1010010		Building Renewal Program - General	Corporate Services	\$ 179,000	\$ 179,000	Not Commenced	\$ -	\$ 179,000		Not Commenced	Not Commenced	
	10106	Civic Centre Alterations	Corporate Services		\$ 100,010	Planning/Design		\$ 100,010	Civic/Office space revisions - new office space and foyer alterations	On Time	Not Commenced	
1400080		Wesleyan Cemetery Upgrade	Corporate Services		\$ 20,000	Planning/Design	\$ -	\$ 20,000	Concept designs being developed	Not Commenced	Not Commenced	
1640300		39 Smith Street Redevelopment	Corporate Services		\$ 5,000,000	Planning/Design	\$ 66,871	\$ 4,933,129	\$5m Grant funded	On Time	On Budget	
1090040		Furniture & Fittings Renewal Program	Corporate Services									
	10930	It Capital Expenditure	Corporate Services	\$ 100,000	\$ 152,445	Planning/Design	\$ -	\$ 152,445	Server upgrade - in discussions with service provider	Not Commenced	Not Commenced	
	10931	Furniture & Fittings General	Corporate Services	\$ 52,000	\$ 52,000	Not Commenced	\$ 518	\$ 51,482		Not Commenced	Not Commenced	
1630090		Reserves Infrastructure Program										
	16400	Open Space Irrigation	Assets & Infrastructure	\$ 60,000	\$ 60,000	Construction / Implementation	\$ 27,166	\$ 32,834	Reserve irrigation upgrades	On Time	On Budget	
	16452	Salary Capitalisation	Assets & Infrastructure	\$ 110,000	\$ 110,000	Not Commenced	\$ -	\$ 110,000	Adjustment in June 2023	Not Commenced	Not Commenced	
	16475	Open Space Infrastructure	Assets & Infrastructure	\$ 100,000	\$ 100,000	Construction / Implementation	\$ 33,588	\$ 66,412		On Time	On Budget	
	16477	Ascot Avenue Streetscape	Assets & Infrastructure	\$ 70,000	\$ 70,000	Planning/Design	\$ -	\$ 70,000	Commencing in February 2023	Not Commenced	Not Commenced	
1640080		Sport & Recreation - Walkerville Oval	Corporate Services	\$ 7,000,000	\$ 7,725,163	Planning/Design	\$ 76,630	\$ 7,648,533		Not Commenced	Not Commenced	
2000130		Transport Program - Footpaths										
	20076	Road and Footpath Condition Audit	Assets & Infrastructure	\$ 50,000	\$ 50,000	Completed	\$ 30,935	\$ 19,065	Completed December 2022	Completed	Under budget	
	20999	Footpaths - Various	Assets & Infrastructure	\$ 125,000	\$ 125,000	Construction / Implementation	\$ 110,420	\$ 14,580	Works programmed with contractor. Commencing from March to June.	On Time	On Budget	
2001100		Transport Program - Reseal										
	20486	Alfred Street	Assets & Infrastructure		\$ 243,318	Construction / Implementation	\$ 396,722	\$ 153,404	To be completed by January 2023. \$131k funded by Green Adelaide Grant.	On Time	On Budget	
	20489	Milne Street	Assets & Infrastructure	\$ 122,000	\$ 122,000	Construction / Implementation	\$ -	\$ 122,000	Works completed, awaiting final invoicing	On Time	On Budget	
	20490	Stewart Avenue	Assets & Infrastructure	\$ 105,000	\$ 105,000	Construction / Implementation	\$ -	\$ 105,000	Works completed, awaiting final invoicing	On Time	On Budget	
	20491	William Road	Assets & Infrastructure	\$ 30,000	\$ 30,000	Construction / Implementation	\$ -	\$ 30,000	Works completed, awaiting final invoicing	On Time	On Budget	
	20492	Mimosa Drive	Assets & Infrastructure	\$ 110,000	\$ 110,000	Construction / Implementation	\$ -	\$ 110,000	Works completed, awaiting final invoicing	On Time	On Budget	
	20998	Various - Reseal	Assets & Infrastructure	\$ 109,000	\$ 109,000	Construction / Implementation	\$ 193,808	\$ 84,808	Intersection Smith St & Church Terrace Walkerville Tce Adj Buckingham Arms - LRCI Phase 3 Grant Funded	On Time	On Budget	
2001200		Transport Program										
	20096	Traffic Management Devices	Assets & Infrastructure	\$ 52,000	\$ 52,000	Construction / Implementation	\$ 14,340	\$ 37,660	Line marking, TCD renewals and signage - commencing in January/February 2023	On Time	On Budget	
2020000		Stormwater Renewal Program										
	20233	Stormwater	Assets & Infrastructure	\$ 86,000	\$ 86,000	Planning/Design	\$ -	\$ 86,000	Repairs across township, awaiting CCTV condition audit	On Time	On Budget	
	20237	CCTV Condition Audit	Assets & Infrastructure	\$ 20,000	\$ 20,000	Construction / Implementation	\$ 15,000	\$ 5,000		On Time	On Budget	
2210000	22101	Plant, Machinery & Light Fleet	Assets & Infrastructure	\$ 115,000	\$ 115,000	Planning/Design	\$ 19,455	\$ 95,545	New walker mower and additional fleet car	On Time	On Budget	
		Totals		\$ 8,595,000	\$ 14,735,936		\$ 985,453	\$ 13,750,483				

Capital expenditure as a percentage of the total revised budget as at 31 January 2023

6.69%



20. Capital Performance Report

TOWN OF WALKERVILLE

ATTACHMENT C

For Period Ending: 31/01/2023

Year: 22/23

12:43 pm
Monday, 6 February, 2023

	Original Budget	Current Budget	Budget YTD	YTD Actual	Orders	YTD Total	Variance \$	Variance %
Business Unit: 902 Buildings & Other Structures								
110100100 - Civic Center								
10106 - Civic Centre Alterations	0	100,010	100,010	0	0	0	100,010	100.00
110100100 - Civic Center	0	100,010	100,010	0	0	0	100,010	100.00
110101000 - Building Renewal Program - General	179,000	179,000	179,000	0	0	0	179,000	100.00
116403000 - 39 Smith Street Redevelopment - ORS&R Grant	0	5,000,000	5,000,000	60,109	6,762	66,871	4,933,129	98.66
Total Act Type: CAPITAL EXPENDITURE	179,000	5,279,010	5,279,010	60,109	6,762	66,871	5,212,139	98.73
Total Business Unit: Buildings & Other Structures	(179,000)	(5,279,010)	(5,279,010)	(60,109)	(6,762)	(66,871)	(5,212,139)	(98.73)
Business Unit: 903 Infrastructure-Cap								
120001300 - Transport Program - Footpaths								
20076 - Road and Footpath Condition Audit	50,000	50,000	50,000	30,935	0	30,935	19,065	38.13
20999 - Various - Footpaths	125,000	125,000	125,000	0	110,420	110,420	14,580	11.66
120001300 - Transport Program - Footpaths	175,000	175,000	175,000	30,935	110,420	141,355	33,645	19.23
120011000 - Transport Program - Reseal								
20486 - Alfred Street	0	243,318	243,318	278,612	118,110	396,722	(153,404)	(63.05)
20489 - Milne Street	122,000	122,000	122,000	0	0	0	122,000	100.00
20490 - Stewart Avenue	105,000	105,000	105,000	0	0	0	105,000	100.00
20491 - William Road	30,000	30,000	30,000	0	0	0	30,000	100.00
20492 - Mimosa Drive	110,000	110,000	110,000	0	0	0	110,000	100.00
20998 - Various - Reseal	109,000	109,000	109,000	0	193,808	193,808	(84,808)	(77.81)
120011000 - Transport Program - Reseal	476,000	719,318	719,318	278,612	311,918	590,530	128,788	17.90
120012000 - Transport Program								
20096 - Traffic Management Devices	52,000	52,000	52,000	14,340	0	14,340	37,660	72.42
120012000 - Transport Program	52,000	52,000	52,000	14,340	0	14,340	37,660	72.42
Total Act Type: CAPITAL EXPENDITURE	703,000	946,318	946,318	323,887	422,338	746,225	200,093	21.14
Total Business Unit: Infrastructure-Cap	(703,000)	(946,318)	(946,318)	(323,887)	(422,338)	(746,225)	(200,093)	(21.14)
Business Unit: 904 Stormwater Drainage								
120200000 - Storm Water Renewal Program								
20233 - Stormwater	86,000	86,000	86,000	0	0	0	86,000	100.00
20237 - CCTV Condition Audit	20,000	20,000	20,000	0	15,000	15,000	5,000	25.00

20. Capital Performance Report

TOWN OF WALKERVILLE

ATTACHMENT C



WALKERVILLE

For Period Ending: 31/01/2023

Year: 22/23

12:43 pm
Monday, 6 February, 2023

	Original Budget	Current Budget	Budget YTD	YTD Actual	Orders	YTD Total	Variance \$	Variance %
120200000 - Storm Water Renewal Program	106,000	106,000	106,000	0	15,000	15,000	91,000	85.85
Total Act Type: CAPITAL EXPENDITURE	106,000	106,000	106,000	0	15,000	15,000	91,000	85.85
Total Business Unit: Stormwater Drainage	(106,000)	(106,000)	(106,000)	0	(15,000)	(15,000)	(91,000)	(85.85)
<hr/>								
Business Unit: 905 Plant & Equipment								
<hr/>								
122100000 - Depot Plant & Equipment Program								
22101 - Plant Machinery & Light Fleet	115,000	115,000	115,000	19,455	0	19,455	95,545	83.08
122100000 - Depot Plant & Equipment Program	115,000	115,000	115,000	19,455	0	19,455	95,545	83.08
Total Act Type: CAPITAL EXPENDITURE	115,000	115,000	115,000	19,455	0	19,455	95,545	83.08
Total Business Unit: Plant & Equipment	(115,000)	(115,000)	(115,000)	(19,455)	0	(19,455)	(95,545)	(83.08)
<hr/>								
Business Unit: 906 Furniture & Fittings								
<hr/>								
110900400 - Furniture & Fittings Renewal Program								
10930 - IT Capital Expenditure	100,000	152,445	152,445	0	0	0	152,445	100.00
10931 - Furniture & Fittings General	52,000	52,000	52,000	0	518	518	51,482	99.00
110900400 - Furniture & Fittings Renewal Program	152,000	204,445	204,445	0	518	518	203,927	99.75
Total Act Type: CAPITAL EXPENDITURE	152,000	204,445	204,445	0	518	518	203,927	99.75
Total Business Unit: Furniture & Fittings	(152,000)	(204,445)	(204,445)	0	(518)	(518)	(203,927)	(99.75)
<hr/>								
Business Unit: 909 Structures								
<hr/>								
114000800 - Wesleyan Cemetery Upgrade	0	20,000	20,000	0	0	0	20,000	100.00
116300900 - Reserves Infrastructure Program								
16400 - Open Space Irrigation	60,000	60,000	60,000	13,434	13,732	27,166	32,834	54.72
16452 - Salary Capitalisation	110,000	110,000	110,000	0	0	0	110,000	100.00
16475 - Open Space Infrastructure	100,000	100,000	100,000	25,488	8,100	33,588	66,412	66.41
16477 - Ascot Avenue Streetscape	70,000	70,000	70,000	0	0	0	70,000	100.00
116300900 - Reserves Infrastructure Program	340,000	340,000	340,000	38,922	21,832	60,754	279,246	82.13
116400800 - Sport & Recreation - Walkerville Oval	7,000,000	7,725,163	7,725,163	76,630	0	76,630	7,648,533	99.01
Total Act Type: CAPITAL EXPENDITURE	7,340,000	8,085,163	8,085,163	115,552	21,832	137,384	7,947,779	98.30
Total Business Unit: Structures	(7,340,000)	(8,085,163)	(8,085,163)	(115,552)	(21,832)	(137,384)	(7,947,779)	(98.30)



20. Capital Performance Report

TOWN OF WALKERVILLE

ATTACHMENT C

For Period Ending: 31/01/2023

Year: 22/23

*12:43 pm
Monday, 6 February, 2023*

	<u>Original Budget</u>	<u>Current Budget</u>	<u>Budget YTD</u>	<u>YTD Actual</u>	<u>Orders</u>	<u>YTD Total</u>	<u>Variance \$</u>	<u>Variance %</u>
Grand Total	<u>(8,595,000)</u>	<u>(14,735,936)</u>	<u>(14,735,936)</u>	<u>(519,003)</u>	<u>(466,450)</u>	<u>(985,453)</u>	<u>13,750,483</u>	<u>93.31</u>



Item No: 16.3.3
Date: 20 February 2023
Attachment: Nil

Meeting:	Council
Title:	Decisions of Council Assessment Panel 13 February 2023
Responsible Manager:	Manager, Planning & Regulatory Service, Michael Walmesley
Author:	Senior Planner, Siobhan Kelly
Key Pillar:	Strategic Framework – Key Pillar 5 – Heritage – Protect and maintain the unique history of the township and its buildings
Key Focus Area:	Urban Master Plan
Type of Report:	Information Only

Recommendation

That Council notes that the Council Assessment Panel did not meet on Monday 13 February 2023 as no items were raised for consideration by Council Administration.

Summary

The purpose of this report is to provide Council with a summary of decisions made by the Council Assessment Panel.

Background

The Council Assessment Panel (CAP) meets on the second Monday of each month to review development applications where the Panel is the designated Authority.

The CAP did not meet on Monday, 13 February 2023 as no items were raised for consideration by Council Administration.

Meeting:	Council
Title:	Transport Strategy Update 2023
Responsible Manager:	Group Manager Assets & Infrastructure, James Kelly
Author:	Group Manager Assets & Infrastructure, James Kelly
Key Pillar:	Strategic Framework – Key Pillar 3 – Mobility and Movement – Provide easy traffic and pedestrian movement throughout the town
Key Focus Area:	Movement Management Plan
Type of Report:	Information Only

Recommendation

That Council receives and notes the Transport Strategy Update for February 2023.

Summary

This report provides Council with an update on the upcoming Township-wide Transport Strategy, which is being undertaken in collaboration with Council's traffic consultant Stantec.

Background

The Transport Strategy is intended to be developed as a two-stage project, following the below approach:

- Stage 1 (2022/23) – Online consultation with the community via survey, workshops with Council/other stakeholders to discuss issues and opportunities, and the preparation of a community engagement summary report.
- *Stage 2 (2023/24) – Preparation of a technical report and action plan for the Transport Strategy, including an assessment of issues and opportunities, the engagement process and high-level cost, as well as timeframes for the delivery of actions.

**Note: Stage 2 is subject to the budget process for the 2023-24 Annual Business Plan.*

The purpose of the Transport Strategy is to identify traffic-related issues and opportunities (Stage 1) for sustainable transport modes and to prepare a prioritised action plan (Stage 2) to:

- Address issues for on-street parking and permit requirements for residents and businesses;
- Manage speed and cut-through traffic on local streets;
- Identify options to improve the amenity and safety for local residents and businesses;
- Improve bus stops and walkability to bus stops;
- Provide safer cycling routes; and
- Encourage more walking with safer routes to schools, shops, parks and reserves.

Stage 1 Methodology

The focus of Stage 1 will be an online survey, targeted at the community and stakeholders, to ascertain key traffic concerns within the Township. The survey will also include a map where respondents can locate their issue spatially, in order to determine trends across the Township and specific 'hotspots'.

The target for Stage 1 is to get as many residents and stakeholders to complete the survey so that the data can be included in the Community Engagement Report. Council will also host two drop-in sessions where residents can complete the survey and ask questions of Council and Stantec.

Stantec will also undertake a number of 'one-on-one' interviews with key stakeholders, such as:

- Department for Infrastructure and Transport (DIT);
- South Australian Public Transport Authority (SAPTA);
- Bike SA;
- Walking SA;
- Local schools;
- RAA.

Stantec will ask a number of questions as to what each stakeholder group to determine issues and opportunities that relate to their particular stakeholder group within the Township.

The survey and consultation process will be managed by Council's traffic consultant Stantec. The consultants will present the results to Council at a workshop in May 2023, before presenting the Draft Issues and Opportunities Report.

Stage 1 Transport Strategy Key Milestones

- Survey consultation period (including mail-out with link to survey) – **27 February – 31 March 2023**;
- Public drop in session 1 – **Saturday 18^h March 2023, 10am-11.30am**;
- Public drop in session 2 – **Monday 20^h March 2023, 5.30pm-7pm**;
- Council workshop on community survey results, which includes feedback from Council – **1 May 2023, 5.30pm**;
- Delivery of Draft Issues and Opportunities Report – **June 2023**.

Stage 2 – Action Plan 2023-24

As mentioned previously, a secondary stage is proposed for the 2023-24 financial year, where a consultant will assess the issues and opportunities identified in Stage 1 and investigates potential solutions. This process will include information on costings, the prioritisation of actions and further consultation with stakeholders. Currently Stage 2 is estimated at \$40,000.

Meeting: Council

Title: ERA Water Board Meeting Minutes 25 January 2023

Responsible Manager: Acting Chief Executive Officer, Scott Reardon

Author: Council Secretariat, Danielle Edwards

Key Pillar: Strategic Community Plan Key Pillar 7 - A responsible and influential local government

Type of Report: Information Only

Recommendation

That Council receives and notes the ERA Water Minutes from the Board Meeting convened on 25 January 2023.

Summary

To provide Members with the minutes of the ERA Water Board meeting convened on 25 January 2023.

Background

Walkerville is a Constituent Council of ERA Water. Meetings are held in accordance with the Charter and the matters discussed are reported back to the respective Councils via the minutes of these meetings.

Items considered at the 25 January 2023 board meeting included:

Item Number	Report	Resolution Number
4.1	Adoption of Minutes	ERAW31/22-23
6.	Chairpersons Report	-
8.1.1.2	ERA Water Scheme Enhancement Options Project	ERAW32/22-23
8.1.1.1	Strategic Plan Reporting	ERAW33/22-23
8.1.2.1	Update: Draft Policy – Water Supply During Periods of Constrained Supply	ERAW34/22-23
8.2.1.1	Minutes of the Audit Committee Meeting 16 November 2022	ERAW35/22-23

Item Number	Report	Resolution Number
8.2.2.1	Operations Report	ERAW36/22-23
8.2.3.1	Management Accounts Report and mid-Year Budget Review 2	ERAW37/22-23
9.1	Next Meeting	-
8.3.1	ERA Water Staffing – CONFIDENTIAL	ERAW38/22-23 - ERAW40/22-23
8.3.2	Electricity Contract Update – CONFIDENTIAL	ERAW41/22-23 - ERAW43/22-23

Members are to note that the minutes of the above meetings are to be confirmed at the next meeting of the ERA Water Board.

Any items requiring a decision of Constituent Council's will, upon receipt from ERA Water, be presented to Council for consideration.

Attachment

Attachment A	ERA Water Board Meeting Minutes 25 January 2023
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MINUTES

of

ERA WATER BOARD MEETING

held at the

**WALKERVILLE CIVIC CENTRE
ROOM 1855
66 WALKERVILLE TERRACE, GILBERTON**

On

25 JANUARY 2023

MINUTES

25 January 2023

1. OPENING

The meeting was declared open at 2:28pm.

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We acknowledge this land that we meet on today is the traditional land of the Kurna People and that we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the Kurna people today. We pay respect to the cultural authority of Aboriginal people visiting or attending from other areas of South Australia and Australia.

3. ATTENDANCE RECORD

3.1 Present

- Mr Jeff Tate (Independent Chairperson)
- Cr Anthony Vanstone, Elected Member (Town of Walkerville)
- Cr Grant Piggott, Elected Member (City of Norwood, Payneham & St Peters)
- Mr Chris Cowley, CEO (City of Burnside)

3.2 In attendance

- Mr Terry Sutcliffe, Acting General Manager
- Danni Howarth, WGA – *departed at 3:48pm*
- Danielle Edwards, Council Secretariat

3.3 Apologies

Nil.

4. ADOPTION OF MINUTES

4.1 ERAW31/22-23

Moved: Mr Cowley

Seconded: Cr Piggott

That the minutes from the Board meeting held on 3 November 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED

5. DECLARATIONS OF INTEREST – Material, Actual, Perceived

- 5.1 Acting General Manager, Terry Sutcliffe, declared a perceived interest in agenda item 8.2.2.1 'Operations Report' as he is a member of the Kensington Gardens Bowling and Tennis Club.

6. CHAIRPERSON'S REPORT

- Discussion regarding the order of agenda items at future meetings
 - Open to suggested changes from Board members
- Constituent Council Information Sessions/Briefings
 - ERA Water have had two of the three briefing sessions with constituent Councils (Walkerville and NPSP)
 - Burnside's session is scheduled for next Thursday (2 February 2023)
 - Draft budget to go to Constituent Councils before 31 March 2023 seeking their approval of the budget, for adoption by the Board by 30 June 2023.

7. PRESENTATIONS

Nil.

8. REPORTS

8.1 Strategy and Policy

8.1.1 Strategy

The Chairperson with the agreement of the Board brought forward agenda item 8.1.1.2 as the next item of business.

Mr Cowley departed the meeting at 3:41pm.

Mr Cowley re-entered the meeting at 3:44pm.

8.1.1.2 ERA Water Scheme Enhancement Options Project

ERAW32/22-23

Moved: Cr Piggott

Seconded: Cr Vanstone

1. That Options 1a and 1b – Supply to an Adjoining Council – continue to be explored with the adjoining Council and progress updates be provided to the Board, and noting the requirement for prior Constituent Council approval to act outside the area before initiating this option.
2. That Option 2a – supply to Trinity Gardens Primary School by water allocation transfer via the aquifer – be explored with the Department for Education in conjunction with negotiations to supply schools under Options 4a and 4b via the ERA Water network.
3. That Option 4c – connection to TK Shutter Reserve – be pursued with stakeholders, noting that implementation will be subject to funding allocation and approval of Constituent Councils of the draft budget, and to act outside the area.
4. That in order to improve water supply security and reliability, Option 5 – Additional UV System and Options 3a or 3b – Additional Tank Storage - be investigated further for potential inclusion in the 2023-2024 Draft Budget.
5. That a further report be brought to the next meeting of the Board updating on the status of these initiatives, in the context of consideration of the draft 2023-2024 Budget.

CARRIED

8.1.1.1 Strategic Plan Reporting**ERAW33/22-23****Moved:** Mr Cowley**Seconded:** Cr Vanstone

That the report be received.

CARRIED**8.1.2** Policy**8.1.2.1** Update: Draft Policy – Water Supply During Periods of Constrained Supply**ERAW34/22-23****Moved:** Cr Piggott**Seconded:** Mr Cowley

That the draft policy Water Supply During Periods of Constrained Supply, amended following receipt of Constituent Council and ERA Water Audit Committee feedback and forming Attachment A to the agenda report be approved.

CARRIED**8.2** Monitoring**8.2.1** Audit**8.2.1.1** Minutes of the Audit Committee Meeting 16 November 2022**ERAW35/22-23****Moved:** Mr Cowley**Seconded:** Cr Piggott

That the minutes of the ERA Water Audit Committee meeting held 16 November 2022 be noted and received, and the comments from the Audit Committee in relation to the draft policy – *Water Supply During Periods of Constrained Supply* – be noted and considered in conjunction with feedback on the draft policy received from Constituent Councils.

CARRIED

8.2.2 Operations**8.2.2.1** Operations Report**ERAW36/22-23****Moved:** Cr Vanstone**Seconded:** Mr Cowley

1. That the report be received.
2. That the Board note that prior to the next water harvesting season staged maintenance work will be undertaken on the Felixstow and Hamilton compound biofilters to restore biofilter function, and to replace lamps on the Hamilton UV treatment unit, with staged maintenance costs to be managed within the available approved budget.
3. That the Board approves amending the Landscape Act S.122 Licence application to seek a proposed maximum annual recovery volume under the licence of 825ML, equating to the accumulated water balance as at end November 2022 of 825ML.

CARRIED**8.2.3** Management Accounts**8.2.3.1** Management Accounts Report and mid-Year Budget Review 2**ERAW37/22-23****Moved:** Cr Piggott**Seconded:** Cr Vanstone

1. That the Management Accounts for the year-to-date period to 31 December 2022 contained in **Attachment A** to the agenda report be noted and received.
2. That the FY23 mid-year Budget review as contained in **Attachment B** be adopted and forwarded to Constituent Councils for review and approval.

CARRIED

The Chairperson with the agreement of the Board brought forward agenda item 9.1 as the next item of business.

9. OTHER BUSINESS**9.1** Next Meeting

9.1.1 The next ERA Water Board Meeting will be held on Thursday 22 February 2023 at 8:30am.

9.1.2 The March 2023 ERA Water Board Meeting will be rescheduled to Thursday 23 March 2023 at 8:30am, with Board meetings for the balance of the calendar year to be every two months on the third Thursday of the month at 8:30am (unless varied and notified otherwise).

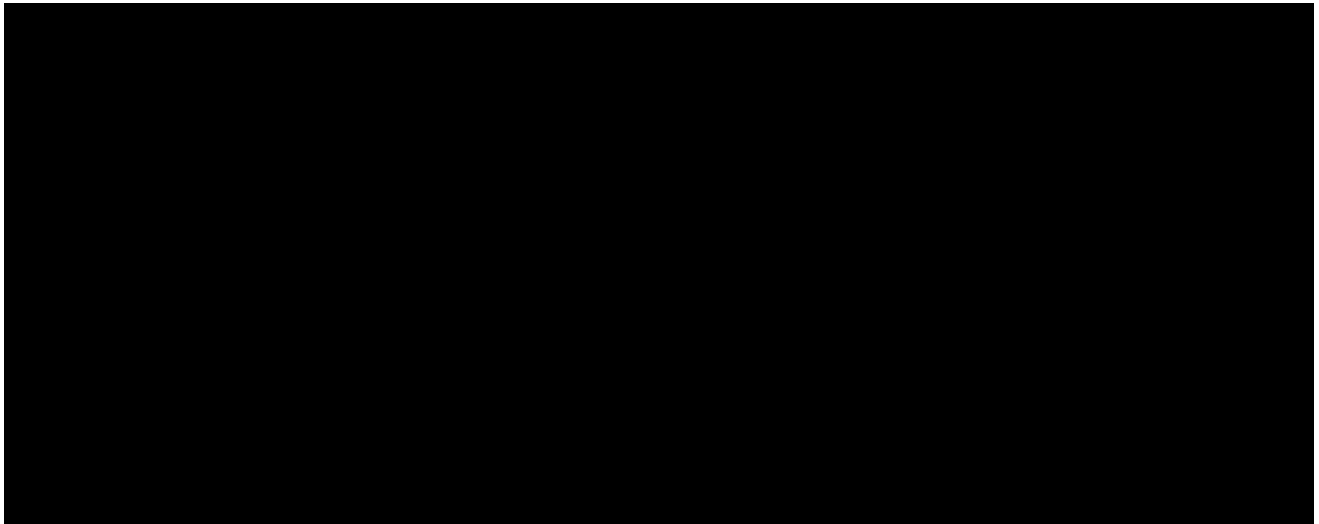
8.3 Confidential Items**8.3.1 ERA Water Staffing****ERAW38/22-23****Moved:** Cr Piggott**Seconded:** Mr Cowley

Pursuant to Section 90(2) of the Act the Board orders that all members of the public excluding General Manager Terry Sutcliffe, and Secretariat Danielle Edwards be excluded from attendance at the meeting for Agenda Item 8.3.1 ERA Water Staffing.

The Board is satisfied that, pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

CARRIED

The meeting moved into confidence at 4:29pm.

**ERAW40/22-23****Moved:** Cr Piggott**Seconded:** Cr Vanstone

Pursuant to S.91(7) of the Local Government Act 1999

That having considered Agenda Item 8.3.1 ERA Water Staffing in confidence under section 90(2) and (3)(a) of the Act, the Board, pursuant to section 91(7) of that Act orders that the minutes, report and attachments relevant to this Agenda Item be retained in confidence for 12 months.

CARRIED

The meeting moved out of confidence at 4:35pm.

8.3.1 Electricity Contract Update**ERAW41/22-23****Moved:** Cr Piggott**Seconded:** Mr Cowley

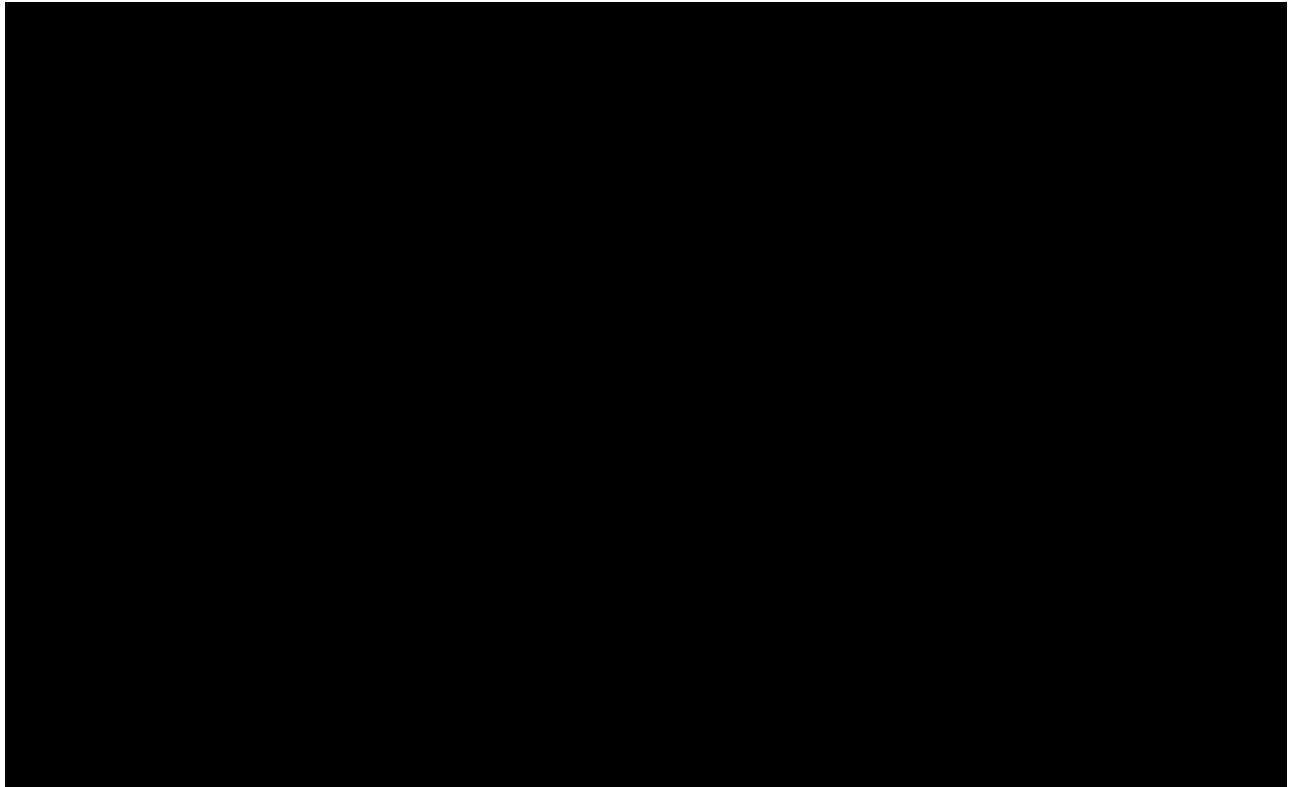
Pursuant to S.90(3)(d)

Pursuant to Section 90(2) of the Act the Board orders that all members of the public excluding General Manager Terry Sutcliffe, and Secretariat Danielle Edwards, be excluded from attendance at the meeting for Agenda Item 8.3.2 Electricity Contract Update.

The Board is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could (i) reasonably be expected to prejudice the commercial position of a person whom ERA Water is conducting business with and information that could confer a commercial advantage on a third party and (ii) would, on balance, be contrary to the public interest, as the information discussed includes details regarding supply contract pricing required to be confidential under the contract.

CARRIED

The meeting moved into confidence at 4:36pm.



ERAW43/22-23

Moved: Mr Cowley

Seconded: Cr Vanstone

Pursuant to S.91(7) of the Local Government Act 1999

That having considered Agenda Item 8.3.2 Electricity Contract Update in confidence under section 90(2) and (3)(d) of the Act, the Board, pursuant to section 91(7) of that Act orders that the report relevant to this Agenda Item be retained in confidence for 12 months.

CARRIED

The meeting moved out of confidence at 4:40pm.

10. CLOSURE

The meeting was declared closed at 4:40pm.

Meeting: Council

Title: Outstanding Council Resolutions and Actions

Responsible Manager: Acting Chief Executive Officer, Scott Reardon

Author: Council Secretariat, Danielle Edwards

Key Pillar: Strategic Community Plan Key Pillar 7 - A responsible and influential local government

Type of Report: Information Only

Recommendation

That Council receives and notes the list of Council resolutions currently being processed as at 15 February 2023.

Summary

This report provides a table of Council resolutions that are currently being processed up to 15 February 2023.

Background

Monthly reports are provided to Council including a list / table of resolutions currently being actioned.

Those **greyed out** reflect resolutions that have been completed and / or no further action required.

Position Titles

ACEO	Acting CEO
GMA&I	Group Manager Assets & Infrastructure
GMPR&CS	Group Manager Public Relations & Community Services
GMCS	Group Manager Corporate Services
GMSG&C	Group Manager Strategy, Governance & Compliance
MP&RS	Manager Planning & Regulatory Services
SP	Senior Planner
CS	Council Secretariat

CURRENT COUNCIL RESOLUTIONS ALLOCATED TO ADMINISTRATION – CURRENTLY BEING ACTIONED

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
16/01/2023	<p>14.3.4 Community Fund Application – Prospect Local History Group</p> <p>CNC174/22-23</p> <ol style="list-style-type: none"> 1. That Council allocates the following funds to the respective Community Fund applicant from the 2022/23 Community Fund budget: <ol style="list-style-type: none"> a. Prospect Local History Group – \$1,000 as requested in application 2. That Administration writes to the applicants of the Community Fund Grant and advises them of the Council resolution. 	COMPLETE	<p>Funds allocated and finalised.</p> <p><i>This item will be removed from the March 2023 Agenda</i></p>		GMPR&CS CS
16/01/2023	<p>14.3.3 Community Fund Application – Rolls</p> <p>CNC173/22-23</p> <ol style="list-style-type: none"> 1. That Council allocates the following funds to the respective Community Fund applicant from the 2022/23 Community Fund budget: <ol style="list-style-type: none"> a. John Rolls – \$260 as requested in application 2. That Administration writes to the applicant of the Community Fund Grant and advises them of the Council resolution. 	COMPLETE	<p>Funds allocated and finalised.</p> <p><i>This item will be removed from the March 2023 Agenda</i></p>		GMPR&CS CS
16/01/2023	<p>14.2.1 Heritage Management Policy - for Consultation</p> <p>CNC169/22-23</p> <ol style="list-style-type: none"> 1. That Council defers item 14.2.1 until February 2023 Council Meeting. 2. That the following amendments are made to the 	COMPLETE	<p>Heritage Policy report included in February 2023 Agenda</p>	Feb 2023	SP 171

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	<p>draft Heritage Management Policy;</p> <ul style="list-style-type: none"> - Defined terms 'Heritage' and 'Kaurna Heritage' not included in document 		<p><i>This item will be removed from the March 2023 Agenda</i></p>		
16/01/2023	<p>12.1 Cr Zeppel – Motion Without Notice</p> <p>CNC167/22-23</p> <p>That Council endorse Councillor John Zeppel as preferred nominee for a position on the Premier's Climate Change Council, and that Administration submit the prescribed nomination form to the Local Government Association no later than 5:00pm Friday 10 February 2023.</p>	COMPLETE	<p>Application submitted by CS on Friday 10 February 2023.</p> <p><i>This item will be removed from the March 2023 Agenda.</i></p>	5pm Friday 10 February 2023	ACEO CS
19/12/2022	<p>14.3.5 Women of Walkerville Committee Membership</p> <p>CNC151/22-23</p> <ol style="list-style-type: none"> 1. That Mayor Melissa Jones, Deputy Mayor Liz Trotter and Councillor Aman Kaur be appointed as Members of the Women of Walkerville Committee from 9:01am Tuesday 20 December 2022 for the remainder of the Council term. 2. That Council resolves to amend section 5.2 of the Women of Walkerville's Terms of Reference to read: <i>"Elected Members shall be appointed to the Committee by resolution of Council and will hold office until the conclusion of the 2026 Local Government General Elections".</i> 3. That Council resolves to make the following further amendments to the Women of Walkerville's Terms of Reference: <ul style="list-style-type: none"> • That members of the committee may be female or male 	<p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p>			GMPR&CS

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	That Council write to the Department of Transport and Vale Park Primary School to discuss potential options regarding the installation of safety fencing for pedestrians in and around School access points.	IN PROGRESS	Infrastructure at meeting with them on 15 February 2023, DIT will investigate and respond to Council with findings.	April 2023	
28/11/2022	<p>6.1 Cr Allanson – Robe Tce Service Road</p> <p>CNC125/22-23</p> <ol style="list-style-type: none"> 1. That Council require Administration to review modification of the mounds and review the planting at the entry/exit points to the Robe Tce, Medindie, service road with the view to make them compliant with the relevant Australian Road Safety Standard following the engineering assessment. 2. That administration provide a detailed report to Council by February 2023, following the conclusion of the engineering report complete with recommendations on how best to proceed. 3. That until such time that the engineering report is presented back to Council with recommendations, Administration's Field Services team attend site to conduct general maintenance on a fortnightly basis in the affected area. 	<p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p>	<p>A report relevant to this matter appears as agenda item 14.3.4 of this agenda.</p> <p><i>This item will be removed from the March 2023 Agenda.</i></p>		GMA&I

PREVIOUS COUNCIL RESOLUTIONS ALLOCATED TO ADMINISTRATION – CURRENTLY BEING ACTIONED

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
20/06/2022	<p>14.3.2 Parking Permit Fee Comparison Report</p> <p>CNC336/21-22</p> <ol style="list-style-type: none"> 1. That Council receive and note the Parking Permit Fee Comparison Report; 2. That Council retains the proposed Fees and Charges for Residential Parking Permits, appearing as Attachment A to this report, for the 2022-23 Financial Year; 3. That following the 2022 Local Government General Elections, the incoming Council further consider the Fees and Charges for Residential Parking Permits as part of a Township wide Parking and Transport Strategy. 	ON HOLD	<i>To be considered as part of the overarching township wide transport strategy.</i>	2023	MP&RS
17/01/2022	<p>14.3.1 Victoria Terrace Road Reserve, Walkerville</p> <p>CNC191/21-22</p> <ol style="list-style-type: none"> 1. That Council receive and note the Victoria Terrace Road Reserve, Walkerville report. 2. That Council direct Administration to continue to further negotiate with the Purchaser of 6 Victoria Terrace, Walkerville in order to reach a fair and equitable solution for both Council and the Community, which may include seeking to register a Right-of-Way Easement on Certificate of Title 5735/464 for the small section of land included in the public path adjacent to the property in exchange for formally allowing the Purchaser to continue to utilise and proportional area of the Road Reserve. 	ON HOLD	<p>Administration is currently awaiting response from the property owner with respect to scheduling a suitable time for a meeting to discuss reaching a suitable outcome.</p> <p>Administration is seeking legal advice regarding next steps.</p>	2023	A/CEO

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	<p>3. That following further discussions with the Purchaser, Administration provide Council with a subsequent options report that seeks to find the best possible outcome for both parties involved.</p>				
17/01/2022	<p>13.1 Car Parking Enquiry – Cr Ashby</p> <p>CNC189/21-22</p> <p>That following the reply from DIPTI regarding the old Highways Department car park, administration initiate informal contact with Woolworths, The Watson and local traders to ascertain their interest and if required, undertake a feasibility study regarding the possibility and feasibility of leasing this area for the future use of Walkerville residents, visitors, businesses and transient commuters.</p>	COMPLETED	<p>Meeting held with local stakeholders, who were supportive of the proposal in principle. Verbal advice from the State Government indicates that a commercial lease over the site would be application thus rendering any such proposal not financially feasible for either Council or stakeholders.</p> <p><i>This item will be removed from the March 2023 Agenda.</i></p>		A/CEO
18/10/2021	<p>14.3.6 Revised Cemetery & Memorial Policy and New Cemetery Management Agreement</p> <p>CNC98/21-22</p> <p>1. That Council note the following recommendations as made by the Wesleyan Cemetery Advisory Committee on 9 September 2021:</p> <ul style="list-style-type: none"> - That Council endorse a 50 year lease term only; - That Council consider increasing the projected revenue for a 50 year lease and this be 	NO FURTHER ACTION REQUIRED			A/CEO

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	<p>assessed annually based on the Annual Fees and Charges review process;</p> <ul style="list-style-type: none"> - That Council direct administration to undertake masterplanning of the site for the purposes of asset management, capital expenditure programs and cost benefit analysis for consistency and longevity of the cemetery; - That Council identify possible future significant capital expenditure for items within the cemetery; - That any/all income generated from the sale of burials be redirected back into the cemetery in the first instance and excess funds be redirected into Open Space programs and/or projects. 				
	<p>2. That Council receive and note the revised Cemetery & Memorial Policy, appearing as Attachment A to this report and endorses it for public consultation for a period of 21 days;</p>	<p>COMPLETE</p>	<p>Community consultation from 9am Monday 1 November 2021 to 5pm Tuesday 23 November 2021</p>		
	<p>3. That Council authorises Administration to make any necessary minor amendments to the Cemetery & Memorials Policy of a technical or formatting nature prior to releasing the policy for public consultation;</p>	<p>COMPLETE</p>			
	<p>4. That Council enter into a new Management Agreement (based on the same existing terms, conditions and fees currently in operation) with Adelaide Cemetery's Authority (ACA) over the whole of the land contained within Limited Certificate of Title 5874/2876 for a Term of three (3) years commencing 1 July 2021 for the purpose of ACA continuing the operational management of the Wesleyan Cemetery;</p>	<p>COMPLETE</p>	<p>Agreement executed 27 January 2022 for a Term of three years commencing 1 June 2021.</p>		

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	<p>5. That the Chief Executive Officer be authorised to execute the new Management Agreement and any other associated operational documents;</p> <p>6. That following the execution of the new Management Agreement, Administration and the Adelaide Cemeteries Authority commence the mandatory public notification process as prescribed by s.38 of the Burial and Cremations Act 2013 as it pertains to the expiration of leases and re-use of an interment site;</p> <p>7. That Council authorise Administration working with Adelaide Cemeteries Authority to develop and finalise any/all new applicable fees and charges that are associated with reinstating the burial of human remains within the Cemetery in preparation for their enactment in the 2022/2023 financial year;</p> <p>8. That in accordance with the Wesleyan Cemetery Advisory Committee's endorsements as outlined in Recommendation 1 of this report, following the completion of Recommendation 2 Administration prepare a subsequent consultation feedback report, masterplan and business case as it pertains to the future operations of the Wesleyan Cemetery for the Committee's and Council's consideration.</p>	<p>TO COMMENCE IN 2023</p> <p>IN PROGRESS</p> <p>IN PROGRESS</p>	<p>As a result of the burial register cleanings and digitisation, there has been a delay in proceeding to the mandatory notification process and completion of new fee structure.</p>	<p>March 2024</p>	
<p>16/08/2021</p>	<p>14.1.1 Long Term Financial Plan 2021 – 2030</p> <p>CNC36/21-22</p> <p>1. That Council receive and note the Long Term Financial Plan 2021 – 2030 report;</p>	<p>COMPLETE</p> <p>COMPLETE</p>			<p>GMCS</p> <p>178</p>

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
19/10/2020	<p>14.1.2 Collections Strategy 2020-2024</p> <p>CNC149/20-21</p> <p>1. That Council resolve to replace the Collections Policy with the Collections Strategy 2020-2024, appearing as Attachment A to this report.</p> <p>2. That Council requests that Administration undertake an audit of Council's Collection and a further report be presented to a future meeting.</p> <p>3. That Council authorise Administration to make changes of a technical or minor formatting nature to the Collections Strategy 2020-2024.</p>	<p>COMPLETE</p> <p>IN PROGRESS</p> <p>COMPLETE</p>	<p>Council resolved to adopt the 2020-2024 Collections Policy at the October 2020 Ordinary meeting of Council.</p> <p>Administration has organised an audit of Council's Collection; which is currently being undertaken.</p>	2023	GMPR&CS
30/11/2020	<p>3.1 Walkerville Oval Redevelopment Options Report</p> <p>CNC218/20-21</p> <p>That Council resolves to proceed with the Walkerville Oval redevelopment and in so doing:</p> <p>1. Instructs Administration to proceed with detailed designs for Option 2, being a total new building cost in the order of \$8 million;</p> <p>2. Instructs Administration to submit a grant funding application as part of the State Government's Local Government Infrastructure Partnership Program, in the order of \$4 million to match the value of funds that Council will contribute;</p> <p>3. Finalise the Prudential Review once funding is in place and detailed designs have been undertaken;</p>	<p>COMPLETE</p> <p>COMPLETE</p> <p>YET TO PROCEED</p>	<p>Community informed of the outcome of the 30 November 2020. All ratepayers were sent a letter from the Mayor, as well as being informed through the <i>Weekly Round Up</i> and social media.</p> <p>Prudential review to be commenced once further and detailed designs have been</p>		A/CEO

DATE	RESOLUTION	PROGRESS	ACTION	DUE DATE	RESPONSIBLE OFFICER
	<p>4. Undertake further public consultation to inform the community of Council's decision.</p>	COMPLETE	<p>undertaken. In accordance with the updated project plan.</p> <p>A briefing session will be held with Council in February 2023 and a further report regarding this matter will be presented to Council in March 2023.</p>		
16/08/2021	<p>13.1 River Torrens Footpath – Cr James Nenke</p> <p>CNC35/21-22</p> <p>That the New River Torrens Footpath to be constructed between Fuller St and Victoria Terrace be deferred commencement in September 2021, with the following actions:</p> <p>1. The project be referred to the Strategic Planning and Development Policy Committee (SPDPC) as a strategic project that has reference to Council's Urban Masterplan, the Mobility and Movement objectives within Council's Strategic Community Plan, and responds to Council's Disability Access and Inclusion Plan. The design should have consideration of how this footpath: i. Presents opportunity to provide entrance to the Commercial centre of Walkerville,</p>	ON HOLD	<p>Consultants have been engaged to undertake concept designs options for consideration and discussion by SPDPC.</p>	2023	<p>GMA&I</p> <p>181</p>

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	<ul style="list-style-type: none"> ii. Connects our Commercial centre with the river environment, iii. Can influence or contribute towards future redevelopment of Mary P Harris Reserve, iv. Can be designed to provide access and inclusion to all community members whether walking, cycling, or within wheelchair. <p>2. The current budget of \$121,000 be considered for design and/or used for initial stage construction of a 2 year project, with further budget requirements to be considered for 2022/2023"</p>	ON HOLD	<p>On hold awaiting land ownership issue along path alignment</p> <p>This project currently hasn't been considered for the 2022-23 budget due to unresolved land ownership issue along path alignment.</p>	2023	

CONFIDENTIAL RESOLUTIONS – CURRENTLY BEING ACTIONED

DATE	AGENDA ITEM / TITLE / RESOLUTION NUMBER	PROGRESS	RESPONSIBLE OFFICER
19/07/2022	19.2 Strategic Property & Leasing Review - Walkerville Lawn Tennis Club CNC27/22-23	IN PROGRESS	A/CEO
19/07/2022	19.3 Strategic Property & Leasing Review – Saints Gymnastics Club CNC30/22-23	IN PROGRESS	A/CEO