CITY OF PROSPECT

AGENDA

Ordinary Council Meeting
Tuesday, 27 June 2023

Members of the public are advised that meetings of Council are live streamed on Council's YouTube Channel and video recorded.

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: **Tuesday, 27 June 2023**

Time: **7pm**

Location: **Tirkanthi Kuu Room**
Level 1 at Payinthi
128 Prospect Road
Prospect

Chris White

Chief Executive Officer

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1 OPENING

1.1 Acknowledgment of the Kaurna people as the traditional custodians of the land

'City of Prospect acknowledges that we are on the traditional country of the Kaurna people of the Adelaide Plains region and we pay our respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationships with the land and we acknowledge that they are of continuing importance to the Kaurna people living today.'

1.2 Council Pledge

We seek wisdom and understanding as we face the duties of our united task, praying for the peace and prosperity of our City.

2 ON LEAVE

3 APOLOGIES

4 DECLARATION BY MEMBERS OF CONFLICT OF INTEREST

5 CONFIRMATION OF MINUTES

Special Council Meeting - 6 June 2023 (Confidential)

Special Council Meeting - 13 June 2023 (Confidential)

6 PUBLIC QUESTION TIME

7 PETITIONS

Nil

8 DEPUTATIONS

9 QUESTIONS WITHOUT NOTICE

10 REPORTS FOR DECISION

10.1 FEES AND CHARGES 2023-2024

File Number: **IC23/157**

Author: **Andrew Alderson, Manager Finance**

Responsible Executive: **Ginny Moon, Director City Corporate**

EXECUTIVE SUMMARY

Prior to the commencement of each financial year, Council must review and update its Fees and Charges Register.

Included in Attachment 1 is the public copy of the draft Fees and Charges Register for 2023-2024 prepared for adoption.

A second copy provided in Attachment 2 includes comparative fees for 2022-2023 and 2023-2024. This copy is provided for comparison purposes only.

A number of Council's fees and charges are set by legislation, and gazetted by the State Government each year. This gazettal has been completed for this year and as a result, charges have been updated in the presented copy of the Fees and Charges Register.

Overall, in reflection of the current economic climate, and cost pressures being experienced by Council, a CPI-inspired increase of approximately 5% (plus or minus, depending on rounding) been applied to the proposed fees and charges.

Projected income from user charges and statutory fees for 2023-2024 is anticipated to be approximately $1,792,785, representing approximately 6.3% of total operating revenue.

RECOMMENDATION

That Council:

1. **Having considered Item 10.1 Fees and Charges 2023-2024 endorses the proposed Fees and Charges for 2023-2024 (as presented in Attachment 1)**
2. **Having considered Item 10.1 Fees and Charges 2023-2024, endorses the Fees and Charges Register 2023-2024 (as presented in Attachment 1).**

DISCUSSION

Council's existing Fees and Charges Register was adopted on 28 June 2022.

The Fees and Charges Register **Attachment 1** has been updated to reflect proposed fees and charges for 2023-2024.

A full list of fees from the register, with comparatives to 2022-2023 and 2021-2022 is also provided in **Attachment 2**.

One of Council's Strategic Financial Parameters relates to *Funding* as follows (refer Annual Business Plan 2023-2024 (to be adopted), page 25):

Funding - Who benefits and therefore who should pay?

The amount of funding from available sources (including user charges) will be determined with regard to benefits to users, the full cost of services, market rates, fairness, social and behavioural considerations, as well as Strategic Management Plan objectives. Council will also seek to maximise grant revenue funding opportunities.

A number of Council's fees and charges are set by legislation, and gazetted by the State Government each year. This gazettal has not yet been finalised for this year and as a result, with the state

government only handing down the budget on the 15 June 2023, and as a result these charges have not been updated in the presented copy of the Fees and Charges Register.

Income generated from user charges and statutory fees for 2022-2023 is anticipated to total approximately $1,792,785 (as per the Third Budget Review adopted by Council in May 2022), representing approximately 6.3% of total operating revenue.

Projected income from user charges and statutory fees for 2023-2024 is expected to marginally decrease and is anticipated to be approximately $1,546,500, representing approximately 5.2% of total operating revenue. This will be updated as needed through the quarterly budget review process to Council.

Key variances

Utilising the comparatives report provided in **Attachment 2**, it is evident that some fees have been varied by amounts greater than CPI.

Payinthi Room hire fees are proposed to be remain constant or in some cases reduced to encourage greater utilisation of those spaces. Particularly the hire charge for the Tirkanthi Kuu room currently has an equivalent hourly rate as our premier space, Eliza Hall. The Tirkanthi Kuu room does not offer the same capacity, space or functionality of the Eliza Hall so it is proposed to reduce this fee. The Tirkanthi Kuu room has not attracted a much utilisation from our community, and it is believed this change will encourage an increase in utilisation.

Council resolutions

The Council has recently resolved, independent of the Annual Budget process, to set the following fees and charges which have been reflected in **Attachment 2;**

- Residential Parking Permits were revised and adopted by Council, resolution 2023/83, on 23 May 2023 to completement the requirements of Council's Parking Management Policy.
- Road and Footpath Occupancy Fees Section 221 were revised and adopted by Council, resolution 2023/5, on 24 January 2023 to encourage good developer practice within the City.

Relevance to Core Strategies / Policy

- *Local Government Act 1999 Section 188*

ATTACHMENTS

1. **Attachment 1 - Fees and Charges**
2. **Attachment 2 - Fees and Charges Register - 2023-24 Comparison Table**

Fees & Charges Register

2023-2024

CITY OF PROSPECT

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Explanatory Notes

The Local Government Act 1999 empowers a Council to impose fees and charges for various services that it provides, either as a part of its statutory functions or on request.

Section 188(6) of the Act states, The Council must keep a list of fees and charges imposed under this section on public display (during ordinary office hours) at the principal office of the Council. This document is the record of fees and charges for public display for the City of Prospect.

As per the Goods and Services Tax Act 1999, GST will be charged on all fees and charges, except those given exemption under the Act.

The fees and charges will identify all those charges that attract a Goods and Services Tax. All prices will be inclusive of a 10% GST where applicable. Bond monies will not attract GST unless monies are not refunded due to breaches in relation to conditions of hire.

Community Facilities

	Includes GST?	2023-2024 Fee (inc GST if applicable)
1. Community Halls		
1.1. Nailsworth Hall		
Hire of Nailsworth Hall	Yes	$12.50 per Hour
Bond - low risk	No	$150.00
Bond - med risk	No	$500.00
Bond - high risk	No	$1,000.00
Cleaning Fee for casual events / hire	Yes	$60.00
2. Payinthi and Newmarch Gallery		
2.1. Library		
Lost Processing Fee	Yes	$5.25
Flash drive (32GB)	Yes	$12.00 each
Library Programs (Adult, Childrens, & Digital Hub Programs)	Yes	range between $0 - $40 per session
2.2. Toy Library		
Family membership	Yes	$45.00 per annum
Family membership – concession rate	Yes	$30.00 per annum
Group membership	Yes	$70.00 per annum
Family membership	Yes	$25.00 6 monthly
Family membership - concession rate	Yes	$15.00 6 monthly
2.3. Non Returned & Damaged Items* **		
Audio Books	Yes	per rates applied on library management system
Books – Hardback	Yes	per rates applied on library management system
Books – Large Print	Yes	per rates applied on library management system
Books – Paperback	Yes	per rates applied on library management system
CDs	Yes	per rates applied on library management system
DVD – single	Yes	per rates applied on library management system
DVD – multiple	Yes	per rates applied on library management system
DVD – Blu Ray	Yes	per rates applied on library management system
Energy Kits	Yes	per rates applied on library management system
Graphic Novels	Yes	per rates applied on library management system
Magazines	Yes	$12.50
Toys – extra large	Yes	$210.00
Toys – large	Yes	$105.00
Toys – small	Yes	$63.00
Toys – missing piece	Yes	$5.25

	Includes GST?	2023-2024 Fee (inc GST if applicable)
Laptop	Yes	On application
PS4 Game		$95.00
PS5 Game		$95.00
Nintendo Switch Game		$85.00
Board Game		$40.00
Jigsaw		$30.00
Pottery Kit		$100.00
***The above fees for non-returned & damaged items are the maximum that will be charged per item should an indicative price not be determined through the library management system.		
2.4. Newmarch Gallery		
Sale of Works - all sales except for Community Show	Yes	30% commission
Prospect Community Show (Biennial)	n/a	no fee applies
Sale of works Community Show	n/a	no commission
Exhibition Fee - including Printing	Yes	$580.00
Exhibition Fee - excluding Printing permitted only if Gallery staff approve)	Yes	$370.00
Application Fee - Special Exhibitions (ie Biennial Prospect Portrait Prize)	No	$32.00
Exhibition by Special Invitation (artists(s) as granted by Prospect Arts Action Network (PAAN) including Printing	n/a	no fee applies
Emerging/Young Artist Group Exhibition (three or more artists under 26 years = 40% discount) including Printing	Yes	$330.00
2.5. Payinthi Meeting Rooms		
Tirkanthi Kuu	Yes	$40.00 / hour
Eliza Hall *	Yes	$68.00 / hour
Library Balcony	Yes	$30.00 / hour
Foyer (as extension to Eliza Hall or Newmarch Gallery booking)	Yes	$25.00 / hour
Newmarch Gallery	Yes	$65.00 / hour
Irish Harp (combined)	Yes	$30.00 / hour
Irish Harp (room 1 or 2)	Yes	$15.00 / hour
Bond - low risk	No	$150.00
Bond - med risk	No	$500.00
Bond - high risk	No	$1,000.00
Swipe / Key deposit	No	40.00
* Eliza Hall Cleaning Fee for casual events / hire	Yes	$ 160.00
Sound, Lighting and Bar Staff (min 3 hour call our per staff member)	Yes	as per rates applied by staffing company
3. Parks and Reserves		
3.1. Sports Ground Casual Hire		
Picnic / local organised sports gathering	Yes	$69.00
Picnic / non local organised sports gathering	Yes	$84.00

		Includes GST?	2023-2024 Fee (inc GST if applicable)	
	Training (local organisations) per 3 hour session	Yes	$31.00	
	Training (non local organisations) per 3 hour session	Yes	$60.00	
	Festivals & Carnivals	Yes	$60.00	
	Access Key Bond	No	$105.00	
3.2.	**Major Events (Non-Council) - All Parks/Reserves**			
	Hire Charge - Non Commercial Less than 150 Attendees	n/a	no fee applies	
	Hire Charge - Non Commercial Greater than 150 Attendees*	Yes	$ 580.00	per day
	Hire Charge - Commercial private event	Yes	$1,000.00	per day
	Bond - greater than 150 attendees	No	$500.00	
	Power Supply Charge	Yes	$26.00	per day
	Power Supply Bond (key)	No	$100.00	
	* 20% discount Local resident, local business, Non-local NFP organisation * 50% discount Local NFP (sporting clubs, community organisation, etc)			
3.3.	**Casual Hire for small / private functions Less than 150**			
	Barker Gardens	Yes	$21.00	per hour
	Memorial Gardens - Pavilion	Yes	$25.00	per hour
	Memorial Gardens - Sound Shell	Yes	$25.00	per hour
	Memorial Gardens - adjacent RSL	Yes	$25.00	per hour
	Prospect Estate - Western Rotunda	Yes	$21.00	per hour
	Prospect Estate - Eastern Rotunda	Yes	$21.00	per hour
3.4.	**Vine Street Plaza**			
	Hire Charge (only available for community event)	Yes	$ 25.00	per hour
	Access Key Bond	No	$100.00	

Community Programs and Services

	Includes GST?	2022-2023 Fee (inc GST if applicable)	
4. Community Bus Hire			
Hiring Conditions - Available for hire to not-for-profit, incorporated community based groups - Groups must provide their own driver and return the vehicle with the same amount of fuel in the tank as when they picked up the vehicle. - Subject to availability.	Yes Yes	$10.50 $9.20	per hour per kilometer
Refundable deposit	No	$375.00	per hire
Cleaning fee (if required)	Yes	$97.00	
5. Rubbish Collection and Waste Services			
5.1. Waste Bins			
Additional Bin Full Year Lease - Recycling Bin	Yes	$176.00	per annum
Additional Bin Full Year Lease - Organic Bin	Yes	$176.00	per annum
Additional Bin Full Year Lease - Waste Bin - Subject to Approval	Yes	$176.00	per annum
Additional Bin Half Year Lease (Jan to Dec) - Recycling Bin	Yes	$88.00	
Additional Bin Half Year Lease (Jan to Dec) - Organic Bin	Yes	$88.00	
Additional Bin Half Year Lease (Jan to Dec) - Waste Bin - Subject to Approval	Yes	$88.00	
** Payable Directly to Contractor			
5.2. Sharps Disposal			
Sharps Container - Purchase only	Yes	$9.00	
Sharps Container - Disposal only	Yes	$4.70	
Sharps Container - Purchase and Disposal	Yes	$13.00	
6. Engineering and Operations Services			
6.1. Reinstatements & Private Works			
Council Works permit (Roads) - application fee	No	$155.00	
Invert/Crossover/Stormwater Construction	Yes	at cost +	10% admin fee
Drainage Trench Reinstatement	Yes	at cost +	10% admin fee
Road/Footpath Occupancy Fee - Main Roads	No	$7.50	per m^2 per week
Road/Footpath Occupancy Fee - Local Roads	No	$7.50	per m^2 per week
Traffic Management (assessment fee) - Main Roads	No	$475.00	
Traffic Management (assessment fee) - Local Roads	No	$315.00	
Placement of miniskip (or other bulk bin) - 4 day notice given to Council	Yes	$155.00	
Urgent Placement of miniskip (or other bulk bin) - less than 4 day authorisation given to Council	Yes	$255.00	
Arborist Report for Crossover Application	Yes	at cost +	10% admin fee
Street Tree Removal for Crossover Installation	Yes	at cost +	10% admin fee

		Includes GST?	2022-2023 Fee (inc GST if applicable)	
	Nature Strip Redevelopment - 50% contribution	Yes	at cost +	10% admin fee
6.2.	**Property and Road Services**			
	Clearance of Vegetation - Fire and Emergency Services	Yes	at cost +	10% admin fee
	Clearance of Vegetation - Encroachment into Public Land	Yes	at cost +	10% admin fee
	Clearance of Vegetation - Unsightly	Yes	at cost +	10% admin fee
	Litter and Waste Cleanup	Yes	at cost +	10% admin fee
6.3.	**Small Memorials in Parks and Reserves**			
	Bench (purchase, installation and maintenance, plaque to be provided)	Yes	$4,350.00	
	Tree (purchase, installation and maintenance)	Yes	$1,100.00	
	Plaque (installation and maintenance only)	Yes	$230.00	
6.4.	**Inter Council Heavy Fleet Hire**			
	Dry Hire JCB 3CX Backhoe Fel, exclusive arrangement with City of Campbelltown	Yes	$420.00	per day
	Dry Hire JCB 3CX Backhoe Fel, exclusive arrangement with City of Campbelltown	Yes	$66.00	per hour
7.	**Animal Management Services**			
7.1.	**Dog Registration**			
	Standard Dog (meaning microchipped and desexed)	No	$44.00	per dog
	Non Standard Dog	No	$88.00	per dog
	Standard Dog (meaning microchipped and desexed) - Concession/Pensioner	No	$22.00	per dog
	Non Standard Dog - Concession/Pensioner	No	$44.00	per dog
	Puppy under 6 months	No	$44.00	per dog
	Working Dog	No	$22.00	per dog
	Racing Greyhound	No	$22.00	per dog
	Assistance Dog	n/a	no fee applies	
	New Registrations between 1 and 30 June	n/a	no fee applies	
	First Year of Registration for Rescue Dogs (obtained from the AWL, RSPCA or any licenced animal rescue centre)	n/a	no fee applies	
	Business Dog - first 4 dogs	No	$88.00	per dog
	Business Dog - 5 to 10 dogs	No	$440.00	flat fee
	Business Dog - 11 to 20 dogs	No	$880.00	flat fee
	Business Dog - 21 to 30 dogs	No	$1,320.00	flat fee
	Business Dog - 31 or more dogs	No	$1,760.00	flat fee
	Replacement Disc Fee	No	no fee applies	
	Penalty for Late Registration	No	15.00	per dog
7.2.	**Animal Impounding**			
	Seizure & Impounding Fee (fee set annually by Animal Welfare League)	No	$282.44	

	Includes GST?	2022-2023 Fee (inc GST if applicable)	
8. Rangers Services - Licences and Permits			
8.1. Road Traffic (Miscellaneous) Regulations 1999			
Parking Offence Expiation Fees	No	per legislation	
Parking expiation fees for offences arising under the Australian Road Rules are set by legislation and indexed annually.			
Expiation Reminder Fees	No	per legislation	
Reminder notice fees for overdue payment of expiation fees are set by legislation.			
Parking expiation fees for offences arising under the Private Parking Areas Act are set by legislation.			
8.2. Vehicle Impounding			
Impounded Vehicles			
Recovery of impounded vehicle by the owner	Yes	$145.00	per vehicle
Storage after first ten days	Yes	at cost +	10% admin fee per day
Vehicle sale advertising costs (if applicable)	Yes	at cost +	
8.3. Residential Parking Permits			
Residential Parking Permits	No	$105.00	
Parking Permit Replacement Fee (residential and temporary special use)	No	$20.00	
Change of details on Residential Parking Permit Fee (first change free)	No	$20.00	
Temporary Special Use Permit Application Fee	No	$30.00	
Temporary Parking Restriction Alteration Fee (Section 221 Permits)	No	$340.00	
8.4 Footpath Trading Fees and Charges			
Application Fee	n/a	no fee applies	
Tables and Chairs	Yes	$21.00	per chair
Advertising Board (inc. A-Frames)	n/a	no fee applies	
Display of Goods	n/a	no fee applies	
Nightclub/Licensed Premises Queues	n/a	no fee applies	
Busking	Yes	$37.00	per permit
Mobile Food Vendors (Food Trucks)	Yes	$68.00	monthly
Mobile Food Vendors (Food Trucks)	Yes	$680.00	annual
9. Community Support Program			
Social Groups (for seniors, funded by Commonwealth Home Support Program)	Yes	$2 - $45.00	range dependent upon activity type and material costs
10. Community Events			
10.1. Prospect Spring Fair & Twilight Sessions and other small - medium events			

	Includes GST?	2022-2023 Fee (inc GST if applicable)
Commercial Food Business - calculated as 20% of sales on z read	Yes	20% of sales ($100 minimum payable)
Commercial Business - per 3x3 site	Yes	$105.00
Selling stall site - Single (3X3m) site only*	Yes	$53.00
Selling stall site - Double (6X3m) site only	Yes	$100.00
Selling stall site - Triple (9X3m) site only	Yes	$148.00
Information stall (3X3m) site only	Yes	$26.00
Information stall (6X3m) site only	Yes	$42.00
Information stall (9X3m) site only	Yes	$58.00
Electricity surcharge	Yes	$32.00 per outlet
Trestle hire	Yes	$21.00 each
Marquee hire (per 3m x 3m) - inc weights at no extra charge (not including site fee)	Yes	$170.00
Marquee hire (per 3m x 6m) inc weights at no extra charge (not including site fee)	Yes	$270.00
Liquor License - limited one day, administered by Council on behalf of Liquor Licensing Commission	Yes	$100.00
Market Stall as part of artisan, curated activation or market area	Yes	variable up to $90
10.2. Prospect Road Events and other major Council events		
Trestle hire	Yes	$23.00 each
Marquee hire (per 3m x 3m) inc weights at no extra charge (not including site fee)	Yes	$230.00
Marquee hire (per 3m x 6m) inc weights at no extra charge (not including site fee)	Yes	$420.00
Market Umbrella and weighted base	Yes	$68.00
Electricity surcharge connection	Yes	$37.00 per outlet
Additional Light	Yes	$21.00 each
Additional Chairs	Yes	$10.50 each
Compulsory street stallholder and registered shopfront participation fee (includes outdoor trading permit and promotional material, excluding liquor licence), for evening events this covers 'late night' trading	Yes	$15.00
Sponsor packages	Yes	by negotiation
City of Prospect Food and Beverage Business (3x3 site)	Yes	$400.00
Non Prospect Business (or any food vans/business requiring larger than 3x3 site)	Yes	$900.00
Market Stall, Local Business (non food/bev), Charity or service club (Marquee provided)	Yes	$165.00
Market Stall, Local Business (non food/bev), Charity or service club (Marquee not provided)	Yes	$10.50
Market Stall as part of artisan, curated activation or market area	Yes	Variable up to $90
10.3. Road Closures		

	Includes GST?	2022-2023 Fee (inc GST if applicable)	
Private Temporary Road Closures – Includes all associated Activities (advertising, sign setup and pack down by Council Staff from Monday to Friday)	Yes	at cost + 10% admin fee	additional penalty rates apply for weekends
10.4. Community Event Signage			
Install and Remove Community Event Ahead Signage (Monday to Friday)	Yes	at cost + 10% admin fee	additional penalty rates apply for weekends
10.5. Community Event Ad Hoc Assistance			
Activities including (but not limited to):- mark out of irrigation, installation of temporary taps, etc.	Yes	at cost + 10% admin fee	additional penalty rates apply for weekends
Additional bin pick-up - post events	Yes	at cost + 10% admin fee	additional penalty rates apply for weekends
Additional bin supply - per bin	Yes	at cost + 10% admin fee	additional penalty rates apply for weekends
10.6. Community Event Parking Patrols			
Monitor and patrol parking around community events (regular work hours)	Yes	at cost	additional penalty rates apply for weekends
Install and remove temporary parking controls (regular work hours)	Yes	at cost	additional penalty rates apply for weekends
10.7. CLUB5082 / OOTS / School Programs			
OOTS / School Programs Ticket and Program charges	Yes	variable up to $50 per person	discounts applied for children and people with concessions
Club5082 Ticket and Program charges	Yes	variable up to $50 per person	discounts applied for children and people with concessions
Bar charges (range of drinks, snacks and alcohol products)	Yes	variable prices	
11. Prospect Magazine *'Your Prospect'* and Business Development and Support Services			
11.1. City of Prospect Magazine - 'Your Prospect'			
Standard advertising in "Your Prospect"			
Size - 80 X 90mm (1 unit)	Yes	$150.00	
Size - 166 X 90mm (2 units horizontal)	Yes	$290.00	
Size - 80 X 186mm (2 units vertical)	Yes	$290.00	
Size - 252 X 90mm (3 units horizontal)	Yes	$380.00	
Size - 80 X 282mm (3 units vertical)	Yes	$380.00	
Size - 166 X 186mm (4 units square)	Yes	$510.00	

	Includes GST?	2022-2023 Fee (inc GST if applicable)
Size - 80 X 388mm (4 units vertical)	Yes	$510.00
Size - 252 X 186mm (6 units half page)	Yes	$730.00
Size - 166 X 282mm (6 units vertical)	Yes	$730.00
Size - Full Inside Page	Yes	$1,450.00
Size - Full Page Inside Rear Cover	Yes	$1,720.00
Size - Full Page Rear Cover	Yes	$3,450.00

Council Administration, Planning and Information Services

	Includes GST?	2022-2023 Fee (inc GST if applicable)
12. Council Administration and Information Services		
12.1. Photocopying and copies of Council Documentation		
Printing B&W A4	Yes	$0.10 per sheet
Printing B&W A3	Yes	$0.20 per sheet
Printing Colour A4	Yes	$0.20 per sheet
Printing Colour A3	Yes	$0.40 per sheet
Photocopying B&W A4	Yes	$0.10 per sheet
Photocopying B&W A3	Yes	$0.20 per sheet
Photocopying Colour A4	Yes	$0.20 per sheet
Photocopying Colour A3	Yes	$0.40 per sheet
12.2. Extract from Council Records		
Assessment Record (as per LG Act 1999 S174(2)		
Assessment Register per assessment	No	$5.50
Electoral Roll - printed copy for candidates		
First printed copy - Voters Roll for relevant area or ward	n/a	no fee applies
Additional printed copy - Full Voters Roll	No	$60.00
Additional printed copy - Individual Ward Voters Roll (per roll)	No	$45.00
Electoral Roll - printed extract from Electoral Roll		
Prospect ratepayer/resident	No	$1.00 per enrolment
Non Prospect ratepayer/resident	No	$6.00 per enrolment
Commercial organisations	No	$6.00 per enrolment
Rates Notice Reprint		
Current & Previous Financial Years (ie 2023-2024 & 2022-2023)	n/a	no fee applies
more than two financial years (ie 2021-2022)	No	$5.50 per notice
more than three financial years (ie 2020-2021 or older)	No	$27.50 per year
Schedule of multiple years rates levies	No	$50.00 per schedule
Meetings		
Agendas and Minutes	No	$0.25 per A4 page
Agendas and Minutes	No	$0.45 per A3 page
Registers		
Extract from general registers	No	$0.25 per A4 page
Extract from general registers	No	$0.45 per A3 page
Extract from Register of Elected Members Interests	No	$0.25 per A4 page
Extract from Register of Elected Members Interests	No	$0.45 per A3 page

	Includes GST?	2022-2023 Fee (inc GST if applicable)
12.3. Freedom of Information		
Freedom of Information Act applications in relation to Council documents		
Application to access council documents	No	$38.25
Application for review of a determination	No	$38.25
Staff time spent - per each 15 minutes	No	$14.40
Note. If information relates to personal affairs of the applicant	n/a	no charge first 2 hours
Written transcripts of documents	No	$8.55
NB: Any information accessed in the form of a copy of photograph, x-ray, video tape, computer tape, or computer disk - the actual cost will be incurred by the applicant.		
Any cost for postage or delivery will also be incurred by the applicant.		
12.4. Planning, Development and Infrastructure Act 2016		
Building, Planning and Lodgement Fees are statutory charges. Please refer to the relevant Planning, Development and Infrastructure (Fees) Notice.		
Other		
Public Notification - Sign on Land (per application - this item is not a statutory fee)	Yes	$200.00
Certificate of Title (this item is not a statutory fee)	Yes	$35.00
12.5. Local Government Act 1999 - Property Searches (Statutory)		
Section 7 - Property details	No	$26.50
Section 187(3)(e) - Certificate of Liabilities on rates and charges	No	$37.25
Section 7 - Property details and Section 187(3)(e) - Certificate of Liabilities on rates and charges	No	$63.75
12.6. Retrieval of Historic Planning Information (not part of FOI)	Yes	$30.00
12.7. Community Facilities Hire		
Bookings and Activation Officer Out of Hours Call-Out Fee	Yes	$77.00
Senior Events Coordinator Out of Hours Call-Out Fee	Yes	$85.00
12.8. ByLaw Charges		
Section 246(3)(g) of the Local Government Act	Yes	$1250.00
Section 246(5) of the Local Government Act	Yes	$312.50
Section 246(3) of the Local Government Act	Yes	$50.00 for every day of the offence
12.9. Review of a Decision		
Section 270	Yes	$20.00

For further information contact:
City of Prospect

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Fees and Charges Register

City of Prospect

(as required by section 188(6) Local Government Act 1999)

	Includes GST?	*2023-2024 Fee* (inc GST if applicable)	*2023-2024 increase*	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
Community Facilities					
1. Community Halls					
1.1 Nailsworth Hall					
Hire of Nailsworth Hall	Yes	$ 12.50 per Hour	0.0%	$ 12.50	$ 12.00
Bond - low risk	No	$ 150.00	0.0%	$ 150.00	$ 100.00
Bond - med risk	No	$ 500.00	0.0%	$ 500.00	
Bond - high risk	No	$ 1,000.00	0.0%	$ 1,000.00	
Cleaning Fee for casual events / hire	Yes	$ 60.00	0.0%	$ 60.00	
2. Payinthi and Newmarch Gallery					
2.1 Library					
Lost Processing Fee	Yes	$ 5.25	0.0%	$ 5.25	$ 5.00
Flash drive (32GB)	Yes	$ 12.00 each	14.3%	$ 10.50	$ 10.00
Library Programs (Adult, Childrens, & Digital Hub Programs)	Yes	range between $0 - $40 per session	Changed	range between $0 - $15	range between $0 - $15
2.2 Toy Library					
Family membership	Yes	$ 45.00 per annum	0.0%	$ 45.00	$ 40.00
Family membership - concession rate	Yes	$ 30.00 per annum	0.0%	$ 30.00	$ 28.00
Group membership	Yes	$ 70.00 per annum	0.0%	$ 70.00	$ 65.00
Family membership	Yes	$ 25.00 6 monthly	0.0%	$ 25.00	$ 20.00
Family membership - concession rate	Yes	$ 15.00 6 monthly	0.0%	$ 15.00	$ 14.00
2.3 Non Returned & Damaged Items* **					
Audio Books	Yes	per rates applied on library management system	#VALUE!	$ 85.00	$ 81.00
Books - Hardback	Yes	per rates applied on library management system	#VALUE!	$ 42.00	$ 40.00
Books - Large Print	Yes	per rates applied on library management system	#VALUE!	$ 52.50	$ 50.00
Books - Paperback	Yes	per rates applied on library management system	#VALUE!	$ 21.00	$ 20.00
CDs	Yes	per rates applied on library management system	#VALUE!	$ 36.50	$ 35.00
DVD - single	Yes	per rates applied on library management system	#VALUE!	$ 32.00	$ 30.00
DVD - multiple	Yes	per rates applied on library management system	#VALUE!	$ 42.00	$ 40.00
DVD - Blu Ray	Yes	per rates applied on library management system	#VALUE!	$ 42.00	$ 40.00
Energy Kits	Yes	per rates applied on library management system	#VALUE!	$ 630.00	$ 604.00
Graphic Novels	Yes	per rates applied on library management system	#VALUE!	$ 37.00	$ 35.00
Magazines	Yes	$ 12.50	0.0%	$ 12.50	$ 12.00
Toys - extra large	Yes	$ 210.00	0.0%	$ 210.00	$ 200.00
Toys - large	Yes	$ 105.00	0.0%	$ 105.00	$ 100.00
Toys - small	Yes	$ 63.00	0.0%	$ 63.00	$ 60.00
Toys - missing piece	Yes	$ 5.25	0.0%	$ 5.25	$ 5.00

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
Laptop	Yes	On application	No Change	On application	On application
PS4 Game	Yes	$ 95.00	New Fee		
PS5 Game	Yes	$ 95.00	New Fee		
Nintendo Switch Game	Yes	$ 85.00	New Fee		
Board Game	Yes	$ 40.00	New Fee		
Jigsaw	Yes	$ 30.00	New Fee		
Pottery Kit	Yes	$ 100.00	New Fee		
***The above fees for non-returned & damaged items are the maximum that will be charged per item should an indicative price not be determined through the library management system.					
2.4 Newmarch Gallery					
Sale of Works - all sales except for Community Show	Yes	30% commission	No Change	30% commission	30% commission
Prospect Community Show (Biennial)	n/a	no fee applies	No Change	no fee applies	no fee applies
Sale of works Community Show	n/a	no commission	No Change	no commission	no commission
Exhibition Fee - including Printing	Yes	$ 580.00	0.0%	$ 580.00	$ 550.00
Exhibition Fee - excluding Printing permitted only if Gallery staff approve)	Yes	$ 370.00	0.0%	$ 370.00	$ 350.00
Application Fee - Special Exhibitions (ie Biennial Prospect Portrait Prize)	No	$ 32.00	0.0%	$ 32.00	$ 30.00
Exhibition by Special Invitation (artists(s) as granted by Prospect Arts Action Network (PAAN) including Printing	n/a	no fee applies	No Change	no fee applies	no fee applies
Emerging/Young Artist Group Exhibition (three or more artists under 26 years = 40% discount) including Printing	Yes	$ 330.00	0.0%	$ 330.00	$ 330.00
2.5 Payinthi Meeting Rooms					
Tirkanthi Kuu	Yes	$ 40.00 / hour	-38.5%	$ 65.00	60.00
Eliza Hall *	Yes	$ 68.00 / hour	4.6%	$ 65.00	60.00
Library Balcony	Yes	$ 30.00 / hour	New Fee		
Foyer (as extension to Eliza Hall or Newmarch Gallery booking)	Yes	$ 25.00 / hour	-61.5%	$ 65.00	60.00
Newmarch Gallery	Yes	$ 65.00 / hour	0.0%	$ 65.00	60.00
Irish Harp (combined)	Yes	$ 30.00 / hour	0.0%	$ 30.00	24.00
Irish Harp (room 1 or 2)	Yes	$ 15.00 / hour	0.0%	$ 15.00	12.00
Bond - low risk	No	$ 150.00	0.0%	$ 150.00	$ 100.00
Bond - med risk	No	$ 500.00	0.0%	$ 500.00	$ 500.00
Bond - high risk	No	$ 1,000.00	0.0%	$ 1,000.00	$ 1,000.00
Swipe / Key deposit	No	$ 40.00	0.0%	$ 40.00	$ 40.00
* Eliza Hall Cleaning Fee for casual events / hire	Yes	$ 160.00	0.0%	$ 160.00	$ 150.00
Sound, Lighting and Bar Staff (min 3 hour call out per staff member)	Yes	as per rates applied by staffing company	No Change	as per rates applied by staffing company	as per rates applied by staffing company

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
3. Parks and Reserves					
3.1 Sports Ground Casual Hire					
Picnic / local organised sports gathering	Yes	$ 69.00	4.5%	$ 66.00	$ 63.00
Picnic / non local organised sports gathering	Yes	$ 84.00	5.0%	$ 80.00	$ 76.50
Training (local organisations) per 3 hour session	Yes	$ 31.00	3.3%	$ 30.00	$ 28.50
Training (non local organisations) per 3 hour session	Yes	$ 60.00	3.4%	$ 58.00	$ 55.00
Festivals & Carnivals	Yes	$ 60.00	3.4%	$ 58.00	$ 55.00
Access Key Bond	No	$ 105.00	5.0%	$ 100.00	$ 100.00
3.2 Major Events (Non-Council) – All Parks/Reserves					
Hire Charge - Non Commercial Less than 150 Attendees	n/a	no fee applies	No Change	no fee applies	no fee applies
Hire Charge - Non Commercial Greater than 150 Attendees*	Yes	$ 580.00 per day	0.0%	$ 580.00	$ 550.00
Hire Charge - Commercial private event	Yes	$ 1,000.00 per day	New Fee		
Bond - greater than 150 attendees	No	$ 500.00	0.0%	$ 500.00	$ 500.00
Power Supply Charge	Yes	$ 26.00 per day	0.0%	$ 26.00	$ 25.00
Power Supply Bond (key)	No	$ 100.00	0.0%	$ 100.00	$ 100.00
*20% discount Local resident, local business, Non-local NFP organisation					
*50% discount Local NFP (sporting clubs, community organisation, etc)					
3.3 Casual Hire for small / private functions Less than 150					
Barker Gardens	Yes	$ 21.00 per hour	0.0%	$ 21.00	$ 20.00
Memorial Gardens - Pavilion	Yes	$ 25.00 per hour	19.0%	$ 21.00	$ 20.00
Memorial Gardens - Sound Shell	Yes	$ 25.00 per hour	19.0%	$ 21.00	$ 20.00
Memorial Gardens - adjacent RSL	Yes	$ 25.00 per hour	New Fee		
Prosepct Estate - Western Rotunda	Yes	$ 21.00 per hour	0.0%	$ 21.00	$ 20.00
Prosepct Estate - Eastern Rotunda	Yes	$ 21.00 per hour	0.0%	$ 21.00	$ 20.00
St Helens Park - Rotunda	Yes	$ 21.00 per hour	0.0%	$ 21.00	$ 20.00
3.4 Vine Street Plaza					
Hire Charge (only available for community event)	Yes	$ 25.00 per hour	19.0%	$ 21.00	$ 20.00
Access Key Bond	No	$ 100.00	0.0%	$ 100.00	$ 100.00
4. Community Bus Hire					
Hiring Conditions - Available for hire to not-for-profit, incorporated community based groups - Groups must provide their own driver and return the vehicle with the same amount of fuel in the tank as when they picked up the vehicle. - Subject to availability.	Yes	$ 10.50 per hour	0.0%	$ 10.50	$ 10.00
	Yes	$ 9.20 per kilometer	0.0%	$ 9.20	$ 9.20
Refundable deposit	No	$ 375.00 per hire	0.0%	$ 375.00	$ 357.00
Cleaning fee (if required)	Yes	$ 97.00	0.0%	$ 97.00	$ 92.00

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
5. Rubbish Collection and Waste Services					
5.1 Waste Bins					
Additional Bin Full Year Lease - Recycling Bin	Yes	$ 176.00 per annum	3.5%	$ 170.00	$ 160.00
Additional Bin Full Year Lease - Organic Bin	Yes	$ 176.00 per annum	3.5%	$ 170.00	$ 160.00
Additional Bin Full Year Lease - Waste Bin - Subject to Approval	Yes	$ 176.00 per annum	3.5%	$ 170.00	$ 160.00
Additional Bin Half Year Lease (Jan to Dec) - Recycling Bin	Yes	$ 88.00	3.5%	$ 85.00	$ 80.00
Additional Bin Half Year Lease (Jan to Dec) - Organic Bin	Yes	$ 88.00	3.5%	$ 85.00	$ 80.00
Additional Bin Half Year Lease (Jan to Dec) - Waste Bin - Subject to Approval	Yes	$ 88.00	3.5%	$ 85.00	$ 80.00
** Payable Directly to Contractor					
6. Engineering and Operations Services					
6.1 Reinstatements & Private Works					
Council Works permit (Roads) - application fee	No	$ 155.00	3.3%	$ 150.00	$ 75.00
Invert/Crossover/Stormwater Construction	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Drainage Trench Reinstatement	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Road/Footpath Occupancy Fee - Main Roads	No	$ 7.50 per m^2 per week	-70.0%	$ 25.00	$ 7.50
Road/Footpath Occupancy Fee - Local Roads	No	$ 7.50 per m^2 per week	-50.0%	$ 15.00	$ 7.70
Traffic Management (assessment fee) - Main Roads	No	$ 475.00	5.6%	$ 450.00	$ 120.00
Traffic Management (assessment fee) - Local Roads	No	$ 315.00	5.0%	$ 300.00	$ 120.00
Placement of miniskip (or other bulk bin) - 4 day notice given to Council	Yes	$ 155.00	3.3%	$ 150.00	$ 62.00
Urgent Placement of miniskip (or other bulk bin) - less than 4 day authorisation given to Council	Yes	$ 255.00	#VALUE!	new fee	new fee
Arborist Report for Crossover Application	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Street Tree Removal for Crossover Installation	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Nature Strip Redevelopment - 50% contibution	Yes	at cost + 10% admin fee	Changed	at cost	at cost
6.2 Property and Road Services					
Clearance of Vegetation - Fire and Emergency Services	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Clearance of Vegetation - Encroachment into Public Land	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Clearance of Vegetation - Unsightly	Yes	at cost + 10% admin fee	Changed	at cost	at cost
Litter and Waste Cleanup	Yes	at cost + 10% admin fee	Changed	at cost	at cost
6.3 Small Memorials in Parks and Reserves					
Bench (purchase, installation and maintenance, plaque to be provided)	Yes	$ 4,350.00	3.6%	$ 4,200.00	$ 4,000.00
Tree (purchase, installation and maintenance)	Yes	$ 1,100.00	2.8%	$ 1,070.00	$ 1,020.00
Plaque (installation and maintenance only)	Yes	$ 230.00	2.2%	$ 225.00	$ 214.00
6.4 Inter Council Heavy Fleet Hire					
Dry Hire JCB 3CX Backhoe Fel, exclusive arrangement with City of Campbelltown	Yes	$ 420.00 per day	5.0%	$ 400.00	$ 380.00
Dry Hire JCB 3CX Backhoe Fel, exclusive arrangement with City of Campbelltown	Yes	$ 66.00 per hour	3.1%	$ 64.00	$ 60.00

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
7. Animal Management Services					
7.1 Dog Registration					
Standard Dog (meaning microchipped and desexed)	No	$ 44.00 per dog	3.5%	$ 42.50	$ 42.50
Non Standard Dog	No	$ 88.00 per dog	3.5%	$ 85.00	$ 85.00
Standard Dog (meaning microchipped and desexed) - Concession/Pensioner	No	$ 22.00 per dog	3.5%	$ 21.25	$ 21.25
Non Standard Dog - Concession/Pensioner	No	$ 44.00 per dog	3.5%	$ 42.50	$ 42.50
Puppy under 6 months	No	$ 44.00 per dog	3.5%	$ 42.50	$ 42.50
Working Dog	No	$ 22.00 per dog	3.5%	$ 21.25	$ 21.25
Racing Greyhound	No	$ 22.00 per dog	3.5%	$ 21.25	$ 21.25
Assistance Dog	n/a	no fee applies	No Change	no fee applies	no fee applies
New Registrations between 1 and 30 June	n/a	no fee applies	No Change	no fee applies	no fee applies
First Year of Registration for Rescue Dogs (obtained from the AWL, RSPCA or any licenced animal rescue centre)	n/a	no fee applies	No Change	no fee applies	no fee applies
Business Dog - first 4 dogs	No	$ 88.00 per dog	3.5%	$ 85.00	$ 85.00
Business Dog - 5 to 10 dogs	No	$ 440.00 flat fee	3.5%	$ 425.00	$ 425.00
Business Dog - 11 to 20 dogs	No	$ 880.00 flat fee	3.5%	$ 850.00	$ 850.00
Business Dog - 21 to 30 dogs	No	$ 1,320.00 flat fee	3.5%	$ 1,275.00	$ 1,275.00
Business Dog - 31 or more dogs	No	$ 1,760.00 flat fee	3.5%	$ 1,700.00	$ 1,700.00
Replacement Disc Fee	No	no fee applies	#VALUE!	$ 10.00	$ 10.00
Penalty for Late Registration	No	$ 15.00 per dog	0.0%	$ 15.00	$ 15.00
7.2 Animal Impounding					
Seizure & Impounding Fee (fee set annually by Animal Welfare League)	No	$282.44	7.9%	$ 261.75	$ 250.00
8. Rangers Services - Licences and Permits					
8.1 Road Traffic (Miscellaneous) Regulations 1999					
Parking Offence Expiation Fees	No	per legislation	No Change	per legislation	per legislation
Parking expiation fees for offences arising under the Australian Road Rules are set by legislation and indexed annually.					
Expiation Reminder Fees	No	per legislation	No Change	per legislation	per legislation
Reminder notice fees for overdue payment of expiation fees are set by legislation.					
Parking expiation fees for offences arising under the Private Parking Areas Act are set by legislation.					
8.2 Vehicle Impounding					
Impounded Vehicles					
Recovery of impounded vehicle by the owner	Yes	$ 145.00 per vehicle	9.8%	$ 132.00	$ 125.00
Storage after first ten days	Yes	at cost + 10% admin fee per day	Changed	at cost	at cost
Vehicle sale advertising costs (if applicable)	Yes	at cost + 10% admin fee	Changed	at cost	at cost

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
8.3 Residential Parking Permits					
Residential Parking Permits	No	$ 110.00	4.8%	$ 105.00	$ 100.00
Parking Permit Replacement Fee (residential and temporary special use)	No	$ 20.00		New Fee	
Change of details on Residential Parking Permit Fee (first change free)	No	$ 20.00		New Fee	
Temporary Special Use Permit Application Fee	No	$ 30.00		New Fee	
Temporary Parking Restriction Alteration Fee (Section 221 Permits)	No	$ 340.00		New Fee	
9. Community Support Program					
Social Groups (for seniors, funded by Commonwealth Home Support Program)	Yes	$2 - $45 range dependant upon activity type and material costs	Changed	$2 - $25	range dependant upon activity type and material costs
10. Community Events					
10.1 Prospect Spring Fair & Twilight Sessions and other small – medium events					
Commercial Food Business - calculated as 20% of sales on z read	Yes	20% of sales ($100 minimum payable)	No Change	20% of sales ($100 minimum payable)	20% of sales ($100 minimum payable)
Commercial Business - per 3x3 site	Yes	$ 105.00	0.0%	$ 105.00	$ 100.00
Selling stall site - Single (3X3m) site only*	Yes	$ 53.00	0.0%	$ 53.00	$ 50.00
Selling stall site - Double (6X3m) site only	Yes	$ 100.00	0.0%	$ 100.00	$ 95.00
Selling stall site - Triple (9X3m) site only	Yes	$ 148.00	0.0%	$ 148.00	$ 140.00
Information stall (3X3m) site only	Yes	$ 26.00	0.0%	$ 26.00	$ 25.00
Information stall (6X3m) site only	Yes	$ 42.00	0.0%	$ 42.00	$ 40.00
Information stall (9X3m) site only	Yes	$ 58.00	0.0%	$ 58.00	$ 55.00
Electricity surcharge	Yes	$ 32.00 per outlet	0.0%	$ 32.00	$ 30.00
Trestle hire	Yes	$ 21.00 each	0.0%	$ 21.00	$ 20.00
Marquee hire (per 3m x 3m) - inc weights at no extra charge (not including site fee)	Yes	$ 170.00	0.0%	$ 170.00	$ 160.00
Marquee hire (per 3m x 6m) inc weights at no extra charge (not including site fee)	Yes	$ 270.00	0.0%	$ 270.00	$ 260.00
Liquor License - limited one day, administered by Council on behalf of Liquor Licensing Commission	Yes	$ 100.00	0.0%	$ 100.00	$ 95.00
Market Stall as part of artisan, curated activation or market area	Yes	variable up to $90	No Change	variable up to $90	variable up to $90
*50% discount for Local Not For Profit					
10.2 Prospect Road Events and other major Council events					
Trestle hire	Yes	$ 23.00 each	0.0%	$ 23.00	$ 22.00
Marquee hire (per 3m x 3m) inc weights at no extra charge (not including site fee)	Yes	$ 230.00	0.0%	$ 230.00	$ 230.00
Marquee hire (per 3m x 6m) inc weights at no extra charge (not including site fee)	Yes	$ 420.00	0.0%	$ 420.00	$ 400.00
Market Umbrella and weighted base	Yes	$ 68.00	0.0%	$ 68.00	$ 65.00
Electricity surcharge connection	Yes	$ 37.00 per outlet	0.0%	$ 37.00	$ 35.00
Additional Light	Yes	$ 21.00 each	0.0%	$ 21.00	$ 20.00
Additional Chairs	Yes	$ 10.50 each	0.0%	$ 10.50	$ 10.00
Compulsory street stallholder and registered shopfront participation fee (includes outdoor trading permit and promotional material, excluding liquor licence), for evening events this covers 'late night' trading	Yes	$ 15.00	0.0%	$ 15.00	$ 15.00
Sponsor packages	Yes	by negotiation	No Change	by negotiation	by negotiation
City of Prospect Food and Beverage Business (3x3 site)	Yes	$ 400.00	0.0%	$ 400.00	$ 385.00

	Includes GST?	2023-2024 Fee (inc GST if applicable)		2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
Non Prospect Business (or any food vans/business requiring larger than 3x3 site)	Yes	$ 900.00		0.0%	$ 900.00	$ 860.00
Market Stall, Local Business (non food/bev), Charity or service club (Marquee	Yes	$ 165.00		0.0%	$ 165.00	$ 155.00
Market Stall, Local Business (non food/bev), Charity or service club (Marquee not	Yes	$ 10.50		0.0%	$ 10.50	$ 10.00
Market Stall as part of artisan, curated activation or market area	Yes	Variable up to $90			Variable up to $90	Variable up to $90
10.3 Road Closures						
Private Temporary Road Closures - Includes all associated Activities (advertising, sign setup and pack down by Council Staff from Monday to Friday)	Yes	at cost+ 10% admin fee	additional penalty rates apply for weekends	Changed	at cost	at cost
10.4 Community Event Signage						
Install and Remove Community Event Ahead Signage (Monday to Friday)	Yes	at cost+ 10% admin fee	additional penalty rates apply for weekends	Changed	at cost	at cost
10.5 Community Event Ad Hoc Assistance						
Activities including (but not limited to): - mark out of irrigation, installation of temporary taps, etc.	Yes	at cost+ 10% admin fee	additional penalty rates apply for weekends	Changed	at cost	at cost
Additional bin pick-up - post events	Yes	at cost+ 10% admin fee	additional penalty rates apply for weekends	Changed	at cost	at cost
Additional bin supply - per bin	Yes	at cost+ 10% admin fee	additional penalty rates apply for weekends	Changed	at cost	at cost
10.6 Community Event Parking Patrols						
Monitor and patrol parking around community events(regular work hours)	Yes	at cost	additional penalty rates apply for weekends	No Change	at cost	at cost
Install and remove temporary parking controls(regular work hours)	Yes	at cost	additional penalty rates apply for weekends	No Change	at cost	at cost
10.7 CLUB5082 / OOTS / School Programs						
OOTS / School Programs Ticket and Program charges	Yes	variable up to $50 per person		No Change	variable up to $50 per person	variable up to $50 per person
Club 5082 Ticket and Program charges	Yes	variable up to $50 per person		No Change	variable up to $50 per person	variable up to $50 per person

	Includes GST?	2023-2024 Fee (inc GST if applicable)		2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
Bar charges (range of drinks, snacks and alcohol products)	Yes	variable prices		No Change	variable prices	variable prices
11. Prospect Magazine *'Your Prospect'* and Business Development and Support Services						
11.1 City of Prospect Magazine - 'Your Prospect'						
Standard advertising in "Your Prospect"						
Size - 80 X 90mm (1 unit)	Yes	$ 150.00		0.0%	$ 150.00	$ 140.00
Size - 166 X 90mm (2 units horizontal)	Yes	$ 290.00		0.0%	$ 290.00	$ 275.00
Size - 80 X 186mm (2 units vertical)	Yes	$ 290.00		0.0%	$ 290.00	$ 275.00
Size - 252 X 90mm (3 units horizontal)	Yes	$ 380.00		0.0%	$ 380.00	$ 365.00
Size - 80 X 282mm (3 units vertical)	Yes	$ 380.00		0.0%	$ 380.00	$ 365.00
Size - 166 X 186mm (4 units square)	Yes	$ 510.00		0.0%	$ 510.00	$ 485.00
Size - 80 X 388mm (4 units vertical)	Yes	$ 510.00		0.0%	$ 510.00	$ 485.00
Size - 252 X 186mm (6 units half page)	Yes	$ 730.00		0.0%	$ 730.00	$ 695.00
Size - 166 X 282mm (6 units vertical)	Yes	$ 730.00		0.0%	$ 730.00	$ 695.00
Size - Full Inside Page	Yes	$ 1,450.00		0.0%	$ 1,450.00	$ 1,390.00
Size - Full Page Inside Rear Cover	Yes	$ 1,720.00		0.0%	$ 1,720.00	$ 1,640.00
Size - Full Page Rear Cover	Yes	$ 3,450.00		0.0%	$ 3,450.00	$ 3,300.00
11.2 Business and Innovation Event Fees						
Network Prospect Events	Yes	fees will vary by event		No Change	fees will vary by event	fees will vary by event
Prospect Business Leaders Events	Yes	fees will vary by event		No Change	fees will vary by event	fees will vary by event
11.3 Footpath Trading Fees and Charges						
Application Fee	n/a	no fee applies		No Change	no fee applies	no fee applies
Tables and Chairs	Yes	$ 21.00	per chair	0.0%	$ 21.00	$ 20.00
Advertising Board (inc. A-Frames)	n/a	no fee applies		No Change	no fee applies	no fee applies
Display of Goods	n/a	no fee applies		No Change	no fee applies	no fee applies
Nightclub/Licensed Premises Queues	n/a	no fee applies		No Change	no fee applies	no fee applies
Busking	Yes	$ 37.00	per permit	0.0%	$ 37.00	$ 35.00
Mobile Food Vendors (Food Trucks)	Yes	$ 68.00	monthly	0.0%	$ 68.00	$ 65.00
Mobile Food Vendors (Food Trucks)	Yes	$ 680.00	annual	0.0%	$ 680.00	$ 650.00
Council Administration, Planning and Information Services						
12. Council Administration and Information Services						
12.1 Photocopying and copies of Council Documentation						
Printing B&W A4	Yes	$ 0.10	per sheet	0.0%	$ 0.10	Nil - now free of charge
Printing B&W A3	Yes	$ 0.20	per sheet	0.0%	$ 0.20	Nil - now free of charge
Printing Colour A4	Yes	$ 0.20	per sheet	0.0%	$ 0.20	Nil - now free of charge
Printing Colour A3	Yes	$ 0.40	per sheet	0.0%	$ 0.40	Nil - now free of charge
Photocopying B&W A4	Yes	$ 0.10	per sheet	0.0%	$ 0.10	Nil - now free of charge
Photocopying B&W A3	Yes	$ 0.20	per sheet	0.0%	$ 0.20	Nil - now free of charge
Photocopying Colour A4	Yes	$ 0.20	per sheet	0.0%	$ 0.20	Nil - now free of charge
Photocopying Colour A3	Yes	$ 0.40	per sheet		$ 0.40	Nil - now free of charge

	Includes GST?	2023-2024 Fee (inc GST if applicable)	2023-2024 increase	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
12.2 Extract from Council Records					
Assessment Record (as per LG Act 1999 S174(2)					
Assessment Register per asssessment	No	$ 5.50	0.0%	$ 5.50	$ 5.50
Electoral Roll - printed copy for candidates					
First printed copy - Voters Roll for relevant area or ward	n/a	no fee applies	No Change	no fee applies	no fee applies
Additional printed copy - Full Voters Roll	No	$ 60.00	0.0%	$ 60.00	$ 60.00
Additional printed copy - Individual Ward Voters Roll (per roll)	No	$ 45.00	0.0%	$ 45.00	$ 45.00
Electoral Roll - printed extract from Electoral Roll					
Prospect ratepayer/resident	No	$ 1.00 per enrolment	0.0%	$ 1.00	$ 1.00
Non Prospect ratepayer/resident	No	$ 6.00 per enrolment	0.0%	$ 6.00	$ 6.00
Commercial organisations	No	$ 6.00 per enrolment	0.0%	$ 6.00	$ 6.00
Rates Notice Reprint					
Current & Previous Financial Years (ie 2021-2022 &2020-2021)	n/a	no fee applies	No Change	no fee applies	no fee applies
more than two financial years (ie 2019-2020)	No	$ 5.50 per notice	0.0%	$ 5.50	$ 5.50
more than three financial years (ie 2018-2019 or older)	No	$ 27.50 per year	0.0%	$ 27.50	$ 27.50
Schedule of multiple years rates levies	No	$ 50.00 per schedule	0.0%	$ 50.00	$ 50.00
Meetings					
Agendas and Minutes	No	$ 0.25 per A4 page	0.0%	$ 0.25	$ 0.25
Agendas and Minutes	No	$ 0.45 per A3 page	0.0%	$ 0.45	$ 0.45
Registers					
Extract from general registers	No	$ 0.25 per A4 page	0.0%	$ 0.25	$ 0.25
Extract from general registers	No	$ 0.45 per A3 page	0.0%	$ 0.45	$ 0.45
Extract from Register of Elected Members Interests	No	$ 0.25 per A4 page	0.0%	$ 0.25	$ 0.25
Extract from Register of Elected Members Interests	No	$ 0.45 per A3 page	0.0%	$ 0.45	$ 0.45
12.3 Freedom of Information					
Freedom of Information Act applications in relation to Council documents					
Application to access council documents	No	$ 38.25	0.0%	$ 38.25	$ 38.25
Application for review of a determination	No	$ 38.25	0.0%	$ 38.25	$ 38.25
Staff time spent - per each 15 minutes	No	$ 14.40	0.0%	$ 14.40	$ 14.40
Note. If information relates to personal affairs of the applicant	n/a	no charge first 2 hours	No Change	no charge	no charge
Written transcripts of documents	No	$ 8.55	0.0%	$ 8.55	$ 8.55
NB: Any information accessed in the form of a copy of photograph, x-ray, video tape, computer tape, or computer disk - the actual cost will be incurred by the Any cost for postage or delivery will also be incurred by the applicant.					
12.4 Planning, Development and Infrastucture Act 2016					
Building, Planning and Lodgement Fees are statutory charges. Please refer to the relevant Planning, Development and Infrastructure (Fees) Notice.					
Other					
Public Notification - Sign on Land (per application - this item is not a statutory fee)	Yes	$ 200.00	No Change	$ 200.00	$ 200.00

	Includes GST?	*2023-2024 Fee* (inc GST if applicable)	*2023-2024 increase*	2022-2023 Fee (inc GST if applicable)	2021-2022 Fee (inc GST if applicable)
Certificate of Title (this item is not a statutory fee)	Yes	$ 35.00	0.0%	$ 35.00	$ 35.00
12.5 Local Government Act 1999 – Property Searches (Statutory)					
Section 7 - Property details	No	$ 26.50	0.0%	$ 26.50	$ 26.00
Section 187(3)(e) - Certificate of Liabilities on rates and charges	No	$ 37.25	0.0%	$ 37.25	$ 36.50
Section 7 - Property details and Section 187(3)(e) - Certificate of Liabilities on rates and charges	No	$ 63.75	0.0%	$ 63.75	$ 62.50
12.6 Retrieval of Historic Planning Information (not part of FOI)	Yes	$ 30.00	0.0%	$ 30.00	$ 30.00
12.7 Community Facilities Hire					
Bookings and Activation Officer Out of Hours Call-Out Fee	Yes	$ 77.00	2.7%	$ 75.00	
Senior Events Coordinator Out of Hours Call-Out Fee	Yes	$ 85.00	New Fee		
12.8 ByLaw Charges					
Section 246(3)(g) of the Local Government Act	Yes	$ 1,250.00	0.0%	$ 1,250.00	
Section 246(5) of the Local Government Act	Yes	$ 312.50	0.0%	$ 312.50	
Section 246(3) of the Local Government Act	Yes	$ 50.00 for every day of the offence	0.0%	$ 50.00	
12.9 Review of a Decision					
Section 270	Yes	$ 20.00	0.0%	$ 20.00	

10.2 NORTH ADELAIDE FOOTBALL CLUB HONORARY NAMING REQUEST

File Number: **IC23/168**

Author: **Nina Phillips, Landscape Architect**

Responsible Executive: **Sam Dilena, Director City Works & Presentation**

EXECUTIVE SUMMARY

The North Adelaide Football Club (NAFC) have approached Council with a request to assign an honorary name to the eastern mound at Prospect Oval / Payinthi yarta and erecting a sign with the name 'Bob Hammond Mound' as per **Attachment 1**.

The naming request is seeking permission to recognise the legacy of Mr Bob Hammond to the NAFC, as well as local and national Australian Rules Football. A full biography of Bob Hammond's contribution to the NAFC and Australian Rules Football can be found in **Attachment 2**. The Chief Executive Officer of the NAFC has confirmed that Mr Bob Hammond's family have provided their support of this naming and recognition request.

Whilst a development approval is required for the erection of the signage due to its visibility outside of the Prospect Oval site (will be assessed once application fees have been paid), under the facility lease between City of Prospect and the NAFC, they are required to seek permission prior to the erection of any external signage.

The Council Administration does not see any reason to withhold lessor consent for this sign, subject to;

- A Development Approval being obtained with relevant conditions & design specifications.
- NAFC being responsible for all costs associated with this structure's installation and maintenance in perpetuity.
- The works being performed by suitably skilled, competent and professional contractors with relevant qualifications/insurances/licences.
- NAFC being responsible for the ongoing stewardship of the naming of the mound.

The NAFC seek approval for the sign to be erected, as per the attached specifications, to enable it to be unveiled at its next fixture against SANFL team Glenelg on Sunday 30 July. This game signifying Mr Hammond's final game for the club against Glenelg in the 1973 Grand Final.

This request does not specifically fall within any Council policy, hence is the purpose of this report being presented to Council for its consideration.

RECOMMENDATION

That Council:

1. **Having considered Item 10.2 North Adelaide Football Club Honorary Naming Request receives and notes the report.**
2. **Having considered Item 10.2 North Adelaide Football Club Honorary Naming Request, supports the naming of the eastern mound at Prospect Oval / Payinthi yarta to 'Bob Hammond Mound' as per the following conditions;**
   - **(a) A Development Approval being obtained with relevant conditions & design specifications prior to the installation of the sign.**
   - **(b) NAFC being responsible for all costs associated with this structure's installation and maintenance in perpetuity.**
   - **(c) The works being performed by suitably skilled, competent and professional contractors with relevant qualifications/insurances/licences.**

(d) NAFC being responsible for the ongoing stewardship of the naming of the mound.

DISCUSSION

The North Adelaide Football Club (NAFC) approached Council in April 2023 with a request to provide an honorary name to the eastern mound at Prospect Oval / Payinthi yarta, adjacent to the scoreboard, and erect a large sign with the new name.

This request does not specifically fall within any Council policy, hence this Report being presented to Council for consideration. The *Small Memorials in Parks and Reserve Policy* is obscure to specifics of what constitutes a "small" memorial, however is clear on that only trees, benches and plaques are covered within the Policy. The Policy only covers small memorials, meaning that development approval would typically not be required for requests that fall under this Policy.

As described later in this report, the signage requested by NAFC will trigger development approval due to it being visible from properties adjacent to Prospect Oval. However, what may be considered from the Policy, is the scope of the eligibility, as described in Figure 1 below. Item 6.3 in the Policy, states:

> 6.3 A request for a memorial will be considered by Council for the following recipients through a relevant donor:
>
> - A local resident who spent many years living or working within the City of Prospect;
> - An incorporated body or group which made a significant contribution to the cultural, political or social life of the community; or
> - A place or a historical event of local, state or national significance.

Figure 1 - Excerpt from the Small Memorials in Parks and Reserves Policy

The naming request can be considered of state and national significance, due to the honorary name and contribution to local and national Australian Rule Football.

The naming request is seeking permission to recognise the legacy of Mr Bob Hammond to the NAFC by honorarily naming the mound after him, with the respective proposal and image attached as **Attachment 1**. It is relevant to note that staff have been provided with written evidence of consent provided by the family for this naming request.

Robert (Bob) Allen Hammond began his career in league football in 1960. He contributed significantly to the local Australian Rules Football including 3 premierships with NAFC and receiving numerous awards, year after year, during his career at NAFC. Furthermore, Bob Hammond contributed to the AFL through a few clubs, in the roles of coach and chairman, and most significantly, appointed as an AFL Commissioner from 2001 until 2011.

Bob was an inaugural member of North Adelaide Football Club's Hall of Fame. He was made a Life Member of NAFC in 1972.

At SANFL level he was a Life Member of the league and an inaugural member of the SANFL Hall of Fame. At AFL level, he became a member of both the Adelaide Football Club Hall of Fame and the Australian Football Hall of Fame in 2015. The players race from which the Adelaide Crows enter the arena has been named the Bob Hammond Race. See **Attachment 2** for the full biography of Bob Hammond.

The purpose of this report is to seek the Council's support of the request, subject to;

- A Development Approval being obtained with relevant conditions & design specifications.
- NAFC being responsible for all costs associated with this structure's installation and maintenance in perpetuity.
- The works being performed by suitably skilled, competent and professional contractors with relevant qualifications/insurances/licences.
- NAFC being responsible for the ongoing stewardship of the naming of the mound.

Implications, Related Questions and Further Information

Development Approval Process

A development application is required to be submitted for the naming of the mound and erection of the signage. NAFC are aware of the requirements for this process, and have submitted a development application for assessment. That application will proceed to planning assessment once the relevant lodgement fees have been paid.

As with all development applications involving a new building; the application will undergo a planning assessment (principally involving consideration of any impacts of the sign) and a building assessment (principally involving consideration of the way in which the sign is to be constructed and ensuring it accords with the National Construction Code and relevant Australian Standards). If planning and building consent are both granted, then a development approval will be given to NAFC to construct the sign.

NAFC Lease Agreement

Under the current lease agreement, NAFC are required to obtain permission from the lessor (in this case, being the Council) to erect any new signs on the exterior of the premises. This consent is being sought through the recommendations provided in this report.

Cost

All associated costs with the planning, design, erection of the sign as well as its ongoing maintenance and stewardship of the naming of the mound will be borne by the requestor (NAFC).

Relevance to Core Strategies / Policy

- *Planning, Development and Infrastructure Act 2016 (SA)*
- Small Memorials in Parks and Reserves Policy: https://www.prospect.sa.gov.au/__data/assets/pdf_file/0015/104136/Small-Memorials-in-Parks-and-Reserves-Policy-Adopted-28-09-2021.pdf

Community Plan: Towards 2040

- **Connected & Caring**

  FY 20/21 Measures

  2 to 5 year timeline

  CC2.4 Ensure greater recognition and support of precincts and neighbourhood gathering places such as Collinswood Precinct, Broadview Sports and Recreation Precinct / Yarnta Tutu yarta, Nailsworth Hall, Charles Cane / Parndo yerta Reserve, Howard Street precinct across the City:

  CC2.4.1 Make these great places and create promotional campaigns

  CC2.4.2 Install wayfinding signage (and 'digital trails') in key locations to highlight important and historic sites, as well as shopping and recreational opportunities in those neighbourhoods

  CC2.4.3 Develop new place-making and urban renewal initiatives in those neighbourhoods

  CC2.4.4 Facilitate the attraction of a key 'anchor' or 'hero' business to each of those key locations

ATTACHMENTS

1. **Proposed Signage**
2. **Bob Hammond Biography**

25mm x 25mm RHS frame 5,000mm x 1,400mm
clad in 3mm acm panels mounted on
3 off 75mm x 75mm posts 1,800 AGL to bottom of sign
5000 mm
480 mm
BOB HAMMOND
MOUND
1400 mm
1800 mm

COPYWORLD
KENNETT
ROBERT OATLEY
WEST END
TELSTRA STORES NORTHPARK & ARNDALE
PRINTING
BOB HAMMOND MOUND

Hammond, Robert Allen

Preferred Name: Bob
Born: 16-02-1942
Deceased: 30-05-2020

Competition	Total Games	Total Goals
League	234	68
Other	19	5
Total	253	73

Biography:

Recruited from Kilburn, Bob spent four years with North Adelaide's junior sides before making his league debut in the first game of the 1960 league season at the tender age of 18 years and 2 months. He immediately made a great impression as a full back and was a key member of North Adelaide's premiership side in his first year of league football. He was high in North's best players in the Grand Final and astute commentator Tom Warhurst Snr. commented at the time that Hammond was the best first year full back he had ever seen. Bob won the Club's Best First Year Player award in 1960.

Bob Hammond, Don Gilbourne and Hank Lindner formed an impenetrable last line of defence in the 1960 Grand Final but all three sadly passed away within 9 months in 2019-2020.

North suffered a premiership hangover in 1961 but Bob certainly didn't suffer any second-year blues. He polled the most Magarey Medal votes for the Club and was also awarded the Most Unselfish Player trophy.

In 1962, Bob played predominantly at centre half back as the man he referred to as his closest friend, Adrian Sutter, debuted at full back. The move didn't affect Bob's form though. He won North's Most Inspiring Player Award.

The following year was outstanding for North and the State and Bob was a key player for both teams. He made his interstate debut in the famous South Australian victory over Victoria at the MCG, having a great duel with famous Geelong full forward, Doug Wade. Bob also played a fine game in the return match at Adelaide Oval which Victoria won by 12 points. He won the Best Backman award for North that year in a very young team that reached the Grand Final only to lose to a finals hardened Port Adelaide.

Bob continued his outstanding form in 1964, representing the State a further 3 times and winning the Most Effective Player award for North Adelaide. He started 1965 in a new role as a ruck rover, before soon returning to centre half back but his year was sabotaged by a serious ankle injury which saw him miss 7 league games and quite probably cost North a finals berth. Despite the injury he was still awarded the Best Backman trophy.

Bob was then transferred to Port Pirie for two years with his employment and was appointed Captain-coach of Port Pirie in the very strong Spencer Gulf League. In a sign of things to come, Bob steered Port to premierships in both 1966 and 1967. He still managed to play two games for North

in 1966 and also the opening game of 1967 when Barrie Robran made his debut and North defeated reigning premier, Sturt.

Bob returned to North as a full time player in 1968, initially playing as a ruck rover and even as a centre half forward. It was in that position that Bob was the main instigator in turning a 6 goal deficit into a 20 point win in an Adelaide Oval clash with Glenelg on the holiday Monday of the June long weekend. With powerful marking and long kicking, he scored 5 goals in the last quarter in a herculean display. But with the early retirement of his friend, Adrian Sutter, Bob soon returned to the position to which he was best suited, full back. He was fourth in North's Best and Fairest in 1968 and then in 1969 was awarded the Best Team and Club Man award.

1970 saw North appoint Richmond ruckman and premiership player, Mike Patterson, as Coach and Bob's form under the new Coach was of an even higher standard than usual if that was possible. In 1970 Bob was third in North's Best and Fairest award and for the first time in six years he represented South Australia.

That was just the beginning of Bob's "Indian summer". He was appointed Vice-captain of the Club in 1971 and 11 years after his first taste of ultimate success he played in his second premiership, playing a fine game in North's 20 point victory over Port Adelaide. The following week, North put up a very courageous display against VFL premier Hawthorn in the Championship of Australia series. Standing AFL Hall of Fame legend, Peter Hudson, Bob was one of North's best players. He kept Hudson to 2 goals and after the game Hudson commented that he had never had a full back play him as closely as Bob did. To cap off a wonderful year Bob again won the Best Team and Club Man Award.

In 1972 Bob again was officially Vice-captain, but he was acting Captain of the team when North triumphed again over Port Adelaide in the Grand Final, this time with a 56 point victory. Two weeks later North had a famous one-point victory over Carlton and Bob, as acting Captain, held the trophy aloft to signify that North Adelaide were Champions of Australia. The Club gave Bob a special trophy to signify his achievements in this history making year.

Bob was appointed Captain of the Club for the 1973 season and such was his form that he was chosen to represent the State against Western Australia in Perth 10 years after his interstate debut. He made South Australia's best players in this game.

North struggled much more in 1973 than they had in the previous two years, but they started to find form in the finals. North made it to the Grand Final to face the seemingly invincible Glenelg which had lost only one match for the year, ironically to North at Prospect. Glenelg were red hot favourites and eventually prevailed by 7 points in what is often mentioned as the greatest Grand Final ever. Universally considered best man on the ground in a losing side, was Bob Hammond. He kept Glenelg Magarey Medallist, Fred Phillis, goalless in a team that scored 21 goals and Bob continually attacked from defence.

The 1973 Grand Final was Bob's last game for North Adelaide; he retired to pursue a job as an export manager for a furniture company. He was one of only 5 players to have played in 3 premierships for North Adelaide and he and his first Captain and fellow defender, Don Gilbourne, remain the only two North players to have played in 3 premierships since the First World War.

Bob was able to match the strong full forwards like Hudson and Phillis because he was such a powerful man through the hips and thighs but for a man of his build he had great pace off the mark, wonderful anticipation, strength in the air and was the most decisive and powerful spoiler.

Bob never started his new job - he was approached by the Norwood Football Club and ultimately appointed playing Coach of that club in 1974. A drought of 25 years without a premiership finally ended for Norwood when Bob guided them to a win over Glenelg in the 1975 Grand Final. He coached Norwood to another flag, in their centenary year, when they defeated Sturt by a point in the 1978 Grand Final. A Norwood stalwart of those two flags has stated that Bob coached as he played. Little wonder that they were successful in his stint as coach.

He retired from coaching at the end of 1979 but this was far from the end of Bob's contribution to the game of Australian Rules Football.

He dabbled in some television commentary on the game before being invited to coach the South Australian state side in 1983. Unsurprisingly, he had success with South Australia defeating Victoria by 56 points. Then in 1984 the VFL Swans (who had recently relocated from South Melbourne to Sydney) sent out an SOS to Bob to coach them for the last six games of the season. Sydney were not a strong side at the time but won Bob's first game as their Coach and later in the season he coached them to a 56 point win over eventual premier Essendon.

Despite overtures from Sydney, Bob declined to coach them in 1985 and it seemed his involvement in football was declining. But this was far from the case. When the Adelaide Crows were hastily formed in 1990, Bob was chosen to be the Adelaide Football Club's inaugural Chairman. Under his stewardship, the Crows won the 1997 and 1998 AFL premierships and he remained as Chairman of the Club until 2000.

Bob was then appointed as an AFL Commissioner from 2001 until 2011.

Bob was an inaugural member of North Adelaide's Hall of Fame and he was named in the back pocket in North Adelaide's Team of the Twentieth Century. He had been made a Life Member of the Club in 1972.

At SANFL level he was a Life Member of the League and an inaugural member of the SANFL Hall of Fame.

At AFL level, he became a member of both the Adelaide Football Club Hall of Fame and the Australian Football Hall of Fame in 2015. The players race from which the Adelaide Crows enter the arena has been named the Bob Hammond Race.

North Adelaide Football Club salutes one of its favourite sons, who performed magnificently for the club on the field but then served the game for a further 40 years in a manner rarely, if ever, exceeded.

10.3 COMMUNITY GRANTS REVIEW

File Number: **IC23/165**

Author: **Katie Faraonio, Manager Community Relations & Programs**

Responsible Executive: **Farlie Taylor, Director City Strategy, Culture & Community**

EXECUTIVE SUMMARY

This report provides an outline of project work to be undertaken to review Council's community grants program and an update on the 2023 Community Support Fund annual round.

Council currently provides financial support to community groups and organisations through the distribution of funding under the community grants program. The grants have been an effective and valued program for over 20 years, with $514,634 of funding distributed to the community over this time.

Grant programs are highly visible to the community and should be regularly reviewed to ensure good governance, transparency, value for money, equity and addressing Council's objectives. The Community Support Fund has not been formally reviewed since it was created; it is therefore timely to undertake a comprehensive review of this program.

The community grants review will be undertaken between July-October 2023. A report outlining the outcomes and recommendations from the review will be provided to Council by November 2023.

The project scope for the community grants review includes:

- Feedback from community, Elected Members and key members of staff
- Funding priorities and alignment to Council's Strategic Community Plan and other relevant strategic documents
- Application process, timelines and assessment process
- Analysis of previous grant spending, value for money and achieving objectives
- Best practice in grantmaking and governance

The review will not delay or impede on the annual funding round for the 2023 Community Support Fund. The round will run concurrently with the community grants review and provide an opportunity for Council to engage with community stakeholders to seek feedback on their experiences with Council's community grants programs through a parallel process.

The 2023 Community Support Fund will open for applications in July 2023, with recommendations for funding to be presented to Council for decision at the November Council meeting.

The Guidelines for the 2023 Community Support Fund have been updated in preparation for the new round to open, with minor changes made to improve clarity and improve alignment to Council's strategic objectives.

RECOMMENDATION

That Council:

1. **Having considered Item 10.3 Community Grants Review receives and notes the report.**
2. **Having considered Item 10.3 Community Grants Review, endorses the 2023 Community Support Fund Guidelines (as presented in Attachment 1).**

DISCUSSION

City of Prospect provides support for community led projects and programs that provide benefit to City of Prospect residents and visitors through the distribution of funding across the Community Grants Program.

The current suite of Council's Community Grants Program includes:

- Community Support Fund (total funding pool $32,000)
- Public Art Grants (total funding pool $7,000)
- Ovingham Activation Grants (total funding pool $10,000 – non-recurrent, funds were redirected from within existing City Strategy, Community and Culture budget to pilot)

Representing a total funding pool of $39,000 in recurrent grant funds.

Council also has a Heritage Grant and Significant Tree Grant program, however these grants are not considered under the Community Grants suite of funding programs and are therefore not in scope for this report.

In addition, the Youth Sponsorship program is not currently in the review scope due to the timeframe for review delivery, however will certainly be front of mind if any opportunities present themselves to involve or improve the Youth Sponsorship program.

The current Community Support Fund provides the opportunity for locally based community groups to receive funding up to $5,000 to support activities / programs that benefit the Prospect community in the following areas:

- Small Equipment Purchases
- Community Development Programs
- Facilities Improvement
- Small Events
- Environment Grants

Applications are open for groups to apply generally from mid-July each year through to mid-September. Successful applications are generally confirmed at Council's October meeting with funds distributed to community groups early November.

The Community Support Fund program has been in place since 2003. Over the years, $514,634 in funding has been distributed to over 115 community groups and local organisations for projects and programs including:

- Community Development initiatives including affordable and accessible workshops for youth, funding a new Aboriginal Family Assist Centre and local history initiatives
- Small Events including Anzac Day Dawn Services, outdoor cinemas in the park and twilight markets
- Environmental projects, including community garden workshops, food sustainability, education and tree management programs
- Facilities improvements, including building upgrades, shade structures, fencing and playground equipment
- Small equipment purchases for community groups, including sporting equipment, fridges and IT equipment

Provision of a range of community grant programs is a mechanism for Council to support a number of important projects and services within the local community, whilst simultaneously build community capacity. Access to a broad range of social support and community services contributes to the wellbeing of residents. A community grants program that is outcomes focussed with a rigorous assessment approach will deliver strategic and accountable outcomes and value to the community.

Since its inception, the Community Support Fund has not been formally reviewed. Grant decisions and outcomes are highly visible in the community and therefore present a reputation risk to Council if grant programs are not reviewed regularly and found to be effective, fair, equitable and transparent. It is therefore timely that a comprehensive review of the community grants program will be undertaken in 2023.

Scope of Review:

The review of community grants will give attention to the following areas:

- Feedback from community, Elected Members and key members of staff
- Funding priorities and alignment to Council's Strategic Community Plan and other relevant strategic documents
- Application process, timelines and assessment process
- Analysis of previous grant spending, value for money and achieving objectives
- Best practice in grantmaking and governance

A policy pertaining to grants, sponsorship and donations has been anecdotally identified to be beneficial to support Council in the management of community funding. This will be considered as part of the community grants review and actioned within the organisational review of Council policies.

Timeframes

The community grants review will be undertaken from July – October 2023. A report outlining key findings of the review and recommendations will be provided to Council by November 2023.

Whilst the grants review is underway, the 2023 annual round of the Community Support Fund will not be delayed, so to not disadvantage the community groups who rely on and benefit from these grants. Further, the delivery of the current funding round will provide an opportunity to seek feedback from applicants, which will be taken into consideration as part of the review process.

The timeframes for the review will be favourable in allowing for any alternations to the programs to be made following the completion of the 2023 funding round and implemented in time to open community grants in 2024.

The 2023 Community Support Fund round will open in July and close in September 2023, with recommendations to be brought to Council in the November 2023 Council meeting.

In preparation for the 2023 Community Support Fund round, some minor changes have been made to the Grant Guidelines.

These minor changes include:

- More explicit alignment to strategic outcomes within funding criteria including: Environment, Community Activation, Community Engagement, Reconciliation, Access and Inclusion and promotion of local heritage.
- Re-designed guidelines form to improve clarity and conciseness of information.

The updated guidelines are included in Attachment 1.

It is anticipated that the completion of the review of community grants will enhance Council's capacity to bring about positive social change within the community. Grantmaking is a fundamental tool in a local government approach to community development and can be effective in achieving significant positive social impact when strategically aligned with the needs of the community.

Community Plan: Towards 2040

- **Connected & Caring**

  CC1.7 Foster new connections through community programs to support the community to recover from COVID-19

- **Active & Engaged**

  2 to 5 year timeline

  AE2.5 Continue to support a broad and diverse volunteer group

- **Proud of our past, excited by our future**

  PP1.4 Complete Vine Street and Vine Plaza Redevelopment in line with adopted Concept Plan

- **Inclusive & Diverse**

  2 to 5 year timeline

  ID2.6 Create opportunities for new culturally diverse citizens to be actively involved in Council programs and activities

- **Creative & Innovative**

  CI1.1 Deliver a Public Art Program (including through grants) to improve key public areas throughout the city for Prospect residents, businesses and visitors

Intelligent Community Indicators

6. Advocacy: Engaging leaders and citizens, businesses and institutions, in identifying opportunities to champion positive change

ATTACHMENTS

1. Attachment 1 - 2023 Community Support Fund Guidelines updated

Community Support Fund
Guidelines

City of Prospect, through its Community Support Fund, provides the opportunity for local groups and organisations to receive funding to support their activities and to develop new programs that will be of benefit to the Prospect community.

Grants of up to $5,000 are available to eligible community groups and organisations on an annual basis.

Who is eligible to apply?

To be eligible for funding groups must be:

- not-for-profit, and
- an Incorporated Association*, and
- based in City of Prospect, and/or
- proposing an activity that will take place in City of Prospect for the benefit of the local community.

**Please note: In cases where a group is not incorporated, it must demonstrate that it has the support of an incorporated association who will take responsibility for administration of the funds.*

How much can you apply for?

Applications are invited under the following funding categories:

- **Small Equipment Purchase** - Maximum amount $1,000
- **Community Development Program** - Maximum Amount $2,000
- **Facilities Improvement** - Maximum amount $2,000
- **Small Community Event** - Maximum amount $2,000.
- **Environmental Grants** - Maximum amount $2,000

Significant projects that are being undertaken in partnership with other community organisations may be eligible to apply for up to $5,000 of funding in any of the above categories.

Criteria for Funding

Applications that meet the eligibility criteria (see 'Who is eligible to apply?') will be evaluated against the funding criteria for the appropriate category, as well the 'all categories criteria', as stated in the table below.

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Community Support Fund

Guidelines

Priority will be given to projects that:

- are new and innovative and aim to satisfy an unmet community need
- have no alternative sources of funding
- have not previously received funding from Council
- identify and cater to the needs of groups with special needs including those who are;
  - socially isolated - disabled
  - culturally, and
  - linguistically diverse.

Funding Category	Criteria
Small Equipment Purchase	1. Contributing to the purchase of equipment to support an organisation's activities. 2. The purchase of equipment or improvement to a facility must have a clearly stated purpose and a practical plan for achieving it. 3. The purchase of equipment must have a clearly stated purpose and a practical plan for achieving it.
Community Development Program	1. Supporting new projects and activities involving and developing the local community. 2. Projects that promote Reconciliation, community connections, inclusivity and promotion of local heritage will be prioritised. 3. Programs and events should enable members of the local community to increase their skills, knowledge and understanding and encourage ongoing meaningful participation and involvement in community life. 4. Applicants must demonstrate that the proposed program, project or event will be undertaken in partnership with at least one other organisation and/or utilise the services of volunteers.
Facilities Improvement	1. Contributing to the maintenance and improvement of local community facilities. 2. Prior approval must be sought from Council for any improvement to Council owned property. 3. The improvement to a facility must have a clearly stated purpose and a practical plan for achieving it.

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Community Support Fund

Guidelines

Small Community Event	1. Community events held in City of Prospect, with broad appeal to both the local and wider community. 2. Community events should promote activation of community spaces and places, community engagement, connectedness, and inclusivity. 3. A portion of the funding must be spent on promotion of the event. 4. Programs and events should enable members of the local community to increase their skills, knowledge and understanding and encourage ongoing meaningful participation and involvement in community life. 5. Applicants must demonstrate that the proposed program, project or event will be undertaken in partnership with at least one other organisation and/or utilise the services of volunteers.
Environmental Grants	1. Supporting community projects that focus on addressing our City's impact on the environment in the areas of waste management, water usage, energy efficiency, transport and biodiversity. 2. Innovative ideas and positive environmental projects that respond to the impacts of climate change and benefit the local environment and our community will be highly regarded.
All Categories Criteria	1. Applicants must provide evidence of their own contribution, either cash or in-kind, towards the project or program. 2. Programs and projects should demonstrate the ability to deliver a significant benefit to the Prospect community. 3. All parts of the application form must be completed, and accompanying support materials received by the closing date. 4. Projects must be completed within twelve months of funding being received.

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Community Support Fund

Guidelines

Application and assessment process

- Applications will be assessed by a panel and take into account the ability of the proposed program or project to meet the funding criteria as stated in the guidelines.
- Following assessment by the panel, a recommendation will be made to Council for a decision to release the funding.
- The amount of funds paid by Council may not be the full amount requested.
- This process generally requires a minimum of 6-8 weeks.
- Applicants will receive an acknowledgement of our receipt of the submitted application. If you do not receive acknowledgement within 7 days of the closing date you will need to contact the Volunteer and Community Programs Coordinator to ensure your application has been received.
- All applicants will be notified in writing of the result of their application.

GST Requirements

Funds are subject to GST legislation and Council requires supply of either:

- ABN status
- GST status
- GST exemption declaration

What cannot be funded?

Applications NOT considered eligible for funding include:

- reimbursement for money already spent
- recurrent funding of a project or program previously funded by Council
- travel allowances
- fundraising activities, sponsorships or prize monies
- an organisation's 'birthday', anniversary or other celebrations
- payment of salaries (excluding tutors'/instructors' fees) or recurrent operational costs
- activities, programs or projects which seek to make a profit for the organisation
- programs conducted by State and Federal Government departments (i.e. Schools) are not eligible; however consideration will be given where applications are of benefit to the local environment and encourage community involvement in the areas of waste management, water usage, energy efficiency and biodiversity. Environmental projects that contribute and support activities that positively affect climate change.
- projects or resources that have a political or religious purpose or objective.
- Applications from previously funded groups who have not satisfactorily fulfilled requirements regarding financial accountability and reporting for completed projects will not be considered.
- Individuals and commercial entities are not eligible to apply.

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Community Support Fund
Guidelines

Evaluation and acquittal of funds

Following the completion of the project or program, a written report including a financial statement showing how funds were spent must be forwarded to Council within 12 months of funding being received.

The necessary Evaluation and Acquittal Forms will be supplied to the group or organisation at the time of receiving the funding.

Further information and assistance

If you require any further information or assistance with your application please contact:

Alison Wall
Volunteer and Community Programs Coordinator
8269 5355
admin@prospect.sa.gov.au

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10.4 QUARTERLY PROJECTS UPDATE

File Number: **IC23/150**

Author: **Amir Eskandari, Manager PMO and Project Delivery**

Responsible Executive: **Sam Dilena, Director City Works & Presentation**

EXECUTIVE SUMMARY

This quarterly project update report provides an overview of the progress of Council's capital and operating projects being delivered by the City Works & Presentation team. The purpose of this report is to provide information to Council and highlight potential risks and/or issues associated with each project. The projects have been categorised into the following categories;

- Renewal Programs,
- Drainage Upgrade Projects,
- Civil Construction projects,
- Open Space and Streetscape Projects,
- Lighting Upgrade Projects,
- Recreational Projects,
- Building and Facility Management Projects,
- Operating Projects, and
- External State Government Delivered Projects.

For detailed information on project budgets, expenditure, timing, and associated issues or risks, please refer to **Attachment 1**.

The report also highlights the projects scheduled to be carried forward into the 2023/24 financial year, as well as presenting changes in the 2022/23 Transport Assets Renewal Program.

Council's consideration is sought on renewal of bluestone kerbing by reinstating the bluestone kerb to as new condition or replacing this with concrete kerb and guttering as has been past practice.

Furthermore, the report addresses the future upgrade works on Galway Avenue, Broadview. It provides funding strategies and staging options, enabling Council to plan and allocate resources effectively for this upcoming project.

RECOMMENDATION

That Council:

1. **Having considered Item 10.4 Quarterly Projects Update receives and notes the report.**
2. **Notes the unsuccessful outcomes of the Green Adelaide grant applications submitted for RL Pash Reserve and Irish Harp Reserve in relation to water sensitive urban design integration works as described in this report.**
3. **Notes the works being carried forward into 2023/24 Financial Year as identified in this report.**
4. **Notes the changes in 2022/23 Financial Year Renewal Programs as outlined in this report.**
5. **Supports the renewal of bluestone kerbing on Pulsford Road to an as new condition by re-using the existing bluestone.**

6. **Supports the renewal of bluestone kerbing by re-using the existing bluestone in all other locations where this is found in the city, noting Asset Management Plans will need to be updated to reflect this additional cost as detailed in this report.**
7. **Supports staging of Galway Avenue upgrade works and authorises the CEO to pursue future grant funding opportunities, such as Special Local Roads Program, to co-fund Galway Avenue upgrade works.**

DISCUSSION

The purpose of this report is to provide Council with updates on the current status of public realm works within the City of Prospect. These works encompass projects that are currently underway or are proposed to be undertaken, where staff are either directly or indirectly involved in their delivery.

For further details on project budgets, expenditure, timing and issues/ risks, please refer to **Attachment 1**.

This report captures, and is inclusive of the following projects:

- Renewal Programs
  - Footpath Construction
  - Kerb and Gutter Constructions
  - Road Design/Reconstruction
  - Fleet Management
- Drainage Upgrade Projects
  - Churchill Road Drainage Upgrade - Stage 1
  - Livingstone Avenue Drainage & Reconstruction
- Civil Construction projects
  - Balfour & Howard Street Intersection (Design Only)
  - Roundabout - Howard Street and Rosetta Street
  - Roundabout - William & Redin Street Intersection
- Open Space and Streetscape Projects
  - Davies Terrace Streetscape
  - Peppermint Gums Reserve Upgrade - Design Only
  - Percy Street Reserve Upgrade
  - RL Pash Reserve Upgrade
  - Irish Harp Reserve Upgrade
  - Devonport Terrace Upgrade
  - Edwin & Rutherglen Ave Landscaping of Protuberance
  - Install Flow Sensors
- Lighting Upgrade Projects
  - St Helens Park (Design Only) and Barker Garden (D&C)
  - Michell Street & Williamson Lane
  - Street Lighting Upgrades - Reactive
- Recreational Projects
  - Prospect Tennis Club Courts Renewal
  - Broadview Tennis Infrastructure Upgrade
  - Broadview Oval Community & Sports Hub Upgrade
- Building and Facility Management Projects
  - Asbestos Removal
  - Prospect Men's Shed Expansion
  - Charles Cane Reserve Storage Shed
  - Memorial Gardens Pavilion Renewal
  - Toilet Block Renewal (Prospect Oval)

    - Toilet Renewal Works (6 Public Toilets)
    - NAFC Chair Lift

- Operating Projects
    - Comprehensive Playground Safety and Compliance Audit
    - Green Tunnel Program

- External State Government Delivered Projects

Grant Funding Outcomes

Council at its meeting on 28 February 2023 approved grant applications for RL Pash Reserve and Irish Harp Reserve to be submitted for Water Sensitive Urban Design (WSUD) integration works through the State Government's Green Adelaide 'Cooler, Greener, Wilder Grants Program' as detailed in this report.

Council also supported budget bids in the upcoming 2023/24 financial year to address stormwater solutions at RL Pash and Irish Harp Reserves, with the intention of matching potential grant funding. These budget bids included a proposed contribution of $114,000 for RL Pash Reserve and $130,000 for Irish Harp Reserve.

The outcomes of these grant applications have been received and unfortunately, both applications were unsuccessful. In light of this, it is recommended that the WSUD budget allocated for Irish Harp Reserve be reallocated to RL Pash Reserve. This will enable the incorporation of a bioretention swale into the design and construction of the reserve upgrade, utilising the recommendations of the Barker Inlet Stormwater Management Plan. This approach was discussed at the Council Budget workshop held on 6 June and will be presented accordingly in the final draft Annual Business Plan 2023-24 for consideration of adoption.

Carry Forwards

A number of projects are being carried forward into the next financial year, driven by their ongoing nature or specific circumstances that necessitate their continuation. These projects include:

- Renewal Program, as explained in the Renewal Program section of this report.
- Churchill Road Drainage Upgrade (Stage 1) - Design
- Livingstone Avenue Drainage & Reconstruction
- Peppermint Gums Reserve Upgrade – Design
- Irish Harp Reserve Upgrade
- Percy Street Reserve Upgrade
- RL Pash Reserve Upgrade - Design
- Broadview Tennis Infrastructure Upgrade - Design
- Broadview Oval Community & Sports Hub Upgrade
- Toilet Block Renewal (Prospect Oval)
- Toilet Renewal Works (6 Public Toilets)
- Memorial Gardens Pavilion Renewal
- NAFC Chair Lift
- Charles Cane Reserve Storage Shed
- St Helens Park Rotunda - Design
- Fleet Management
- Integrated Traffic Management
- Asset Condition Audit.

For further specifics on the rationale behind carrying forward these projects and the respective portions being carried forward, please refer to **Attachment 1**.

2022/23 Financial Year Renewal Programs

The total renewal budget for the 2022/23 fiscal year is $4.29 million, including $1.22 million carried forward from the previous year. Most of the works, amounting to $4.15 million, have been or are being delivered, with $143k proposed to be carried forward to the next fiscal year. However, several projects within the transport assets renewal works have experienced budget overruns.

The Cane Street Road Reseal exceeded the initial budget estimate due to unforeseen challenges such as a sinkhole caused by a leaking sewer pipe and a wet clay subgrade, requiring extensive pavement reconstruction. Similarly, Graham Place Road Reseal faced additional costs due to the discovery of a wet soil/clay subbase, necessitating pavement reconstruction. Devonport Terrace Road Reseal incurred extra expenditure for pavement reconstruction in a small section with a wet soil/clay base.

The Braund Road Renewal project experienced budget overruns for both the kerb and gutter works and the reseal works. The kerb and gutter works required additional expenses for tree garden beds and the road reseal required a thicker asphalt thickness due to inadequate existing pavement, leading to higher costs.

The James Street and Redin Street Kerb and Gutter Renewal project faced unforeseen costs due to the need for indented parking bays, adjustments and relaying of driveways to align with the new kerb levels, and reconstruction of the road pavement at the intersection. These additional requirements were not accounted for in the initial budget estimate.

The Bougainvillea Lane construction project experienced budget overruns due to the discovery of contaminated soil, variations requiring additional pavement works, and the need for extensive traffic control measures.

The Davies Terrace Streetscape project also incurred additional costs as the initial estimate did not make allowance for adequate planting to achieve WSUD and biodiversity outcomes, irrigation to minimise ongoing operating costs and general escalation.

In light of the budget overrun as explained above, as well as other specific issues outlined below, deferral of the following works is proposed:

- Eaton Avenue, Prospect

  Due to the vicinity of Eaton Avenue to the significant reconstruction and drainage upgrade works planned for Livingstone Avenue, it will be included with those construction works.

- Farrant Street, Prospect

  The works planned for this fiscal year encompassed the section of Farrant Street stretching from Gray Street to Main North Road with the reseal of Gray Street to Prospect Road scheduled for 2023/24. The kerb replacement on the southern side has been completed in recent years, but the patching of the northern side along the full length of Farrant Street is still pending. This adjustment will allow for all kerb and gutter works to be completed this financial year and the full resealing of Farrant Street to take place in 2023/24.

- Azalea Street, Prospect

  The kerb and gutter renewal on the south side of Azalea Street, originally planned for 2022/23, is recommended for deferral. To minimise costs and disruptions, it is proposed to construct both sides simultaneously, including the northern side kerb renewal scheduled for 2023/24. Azalea Street is also scheduled to be resealed in 2023/24. This will allow a coordination of works and minimise impacts.

- Galway Avenue, Broadview

  Galway Avenue, spanning from French Street to Rheims Street, was originally scoped for kerb and gutter patch works and a reseal in the current financial year. The kerb patching has already been completed. However, due to the heavy usage of this road, a thorough pavement

investigation and design were commissioned through pavement consultant experts Pavement Asset Services (PAS), and subsequently finalised. The proposed design carries an estimated construction cost of $434K, which significantly surpasses the allocated budget of $140K.

It is recommended to postpone the Galway Avenue section for a later fiscal year and consider incorporating the entire street as one comprehensive project including incorporating design and construction of a roundabout at the intersection of Galway Avenue, Rheims Street and Jellicoe Avenue.

The Special Local Roads Program (SLRP) has been in place in South Australia since 1985. The program aims to support councils to construct and maintain significant and strategic local roads that otherwise would exceed an individual council's capacity. If successful, the SLRP can fund up to one-half of the total project cost for metropolitan councils and two-thirds for regional councils.

Galway Avenue is major collector road in the City of Prospect and is highly trafficked. By consolidating the entirety of Galway Avenue within the Council's jurisdiction, the project may qualify for SLRP grant funding with the total estimated cost of works estimated at $2.2 million.

- <u>Pulsford Road, Prospect</u>

  The new development at 73 Prospect Road (The Harrington) will see significant construction activities and introduce heavy truck traffic and increased congestion, making it advisable for Council to delay the renewal until construction is completed. An additional factor contributing to the recommendation is the poor condition of the existing bluestone kerb along Pulsford Road. A decision is required regarding whether to reinstate the bluestone kerb or replace it with concrete kerb and gutter, as detailed later in this report.

Bluestone Kerbing

It is understood that more recent practice has involved removing bluestone and replacing with concrete kerb and gutter at the time a kerbing renewal was required. In 2022/2023 Pulsford Road is nominated for a kerbing upgrade on both sides of the roadway and has extensive presence of bluestone kerbing. The Administration, in consideration of the lack of Policy direction and awareness of the importance of preserving historic fabric, instigated a review to assess the costs associated with reinstating the existing bluestone kerbing compared to using standard concrete kerbing.

The entire length of Pulsford Road has bluestone upstand-only kerb on both sides, with patches of concrete kerb and gutter where previous maintenance has occurred. The condition of the existing bluestone is generally poor, with many areas where the top of the kerb is barely above the road asphalt level (around 10-20 mm of bluestone showing). Additionally, the current kerb alignments clash with the street trees, causing issues such as lifted kerb/road surfaces due to tree roots with resulting drainage and ponding problems along the road.

The kerb and gutter levels and alignment along Pulsford Road are currently being designed with the main objective of shifting the kerb alignments inwards, away from the existing street trees.

During previous kerb replacement works, the existing bluestone was collected and replaced with concrete kerbs. Any remaining bluestone stored at the depot was either used in open space upgrades or sold to other Councils.

A cost comparison between the two scenarios for Pulsford Road is as follows:

- **Scenario 1** – Reinstate bluestone kerb: $502,181
- **Scenario 2** – Replace bluestone kerb with concrete kerb and gutter: $393,889

The following assumptions were made in developing the cost estimates:

- The use of new quarry sourced bluestone is cost-prohibitive and visually different from the existing bluestone, impacting aesthetics. No allowance has been made for the supply of new bluestone. Therefore, the design should consider increasing the length of crossover inverts and spoon drains, as well as using concrete kerb and gutter at intersections, to mitigate the need for new bluestone.

- Reinstating bluestone is a labor-intensive task and can take up to four times longer than constructing new kerb and gutter.
- An allowance has been made to use oxide to colour the concrete inverts and spoon drains to match the bluestone.
- The existing bluestone kerb in the City of Prospect consists only of bluestone upstand kerb with no bluestone gutter. Hence, the rates used for bluestone kerb were specific to bluestone upstand kerb with a concrete gutter.
- Existing contracts were used to calculate construction costs.
- The construction rates used are current for this year, and if the works are scheduled for a future date, escalation will need to be added to the construction costs.
- A 15% contingency has been included in both scenarios.

Overall, the construction of upstand bluestone kerb with concrete water table would cost approximately 30% higher than replacing it with concrete kerb and gutter, assuming there is no need to supply new bluestone.

Out of the total 196km of kerb and gutter within the Council area, approximately 4km is currently bluestone upstand kerb with bitumen gutter (approximately 2% of the total, spread across seven streets).

City of Prospect places great importance on preserving its historic areas and heritage character, as they hold significant cultural and historical value. These areas not only connect us to the past but also evoke a sense of pride and contribute to the local economy. Protecting these sites ensures the continuation of our shared history for future generations. Currently, there are 11 historic areas in the Council area, and it is considered reasonable for the Council to prioritise the retention of bluestone kerbing in Historic Areas/Precincts as it contributes to the aesthetic of these historic areas.

The Administration is seeking direction from the Council to support the re-use of bluestone kerbing in all future bluestone kerbing renewals and to make adjustment to the Council's Asset Management Plans to recognise the increased expenditure required to facilitate this change for 2% of the kerbing asset base.

Of note both the City of Norwood, Payneham & St Peters as well as the City of Burnside have policies in place to support the re-use of bluestone in all instances where a renewal is proposed.

Relevance to Core Strategies / Policy

- Annual Business Plan and Budget 2021/2022
- Annual Business Plan and Budget 2022/2023
- City of Prospect Open Space Strategy
- Barker Inlet Central Stormwater Management Plan

Community Plan: Towards 2040

- **Connected & Caring**

FY 20/21 Measures

CC1.2 Undertake Local Roads & Community Infrastructure Program projects upon successful grant applications for better transportconnections and to stimulate economy post COVID-19

2 to 5 year timeline

CC2.1 Develop a City Wide Transport and Movement Plan and complete planned upgrades in Broadview locality

CC2.2 Facilitate new bars, cafes, restaurants and other businesses which diversify our local offerings

CC2.3 Continuing to support the success of Prospect Road and its traders

CC2.4 Ensure greater recognition and support of precincts and neighbourhood gathering places such as Collinswood Precinct, Broadview Sports and Recreation Precinct / Yarnta Tutu yarta, Nailsworth Hall, Charles Cane / Parndo yerta Reserve, Howard Street precinct across the City:

- **Inclusive & Diverse**

2 to 5 year timeline

ID2.1 Implement the findings of the Disability Access & Inclusion Plan

- **Creative & Innovative**

FY 20/21 Measures

CI1.1 Deliver a Public Art Program (including through grants) to improve key public areas throughout the city for Prospect residents, businesses and visitors

- **Responsible & Sustainable**

FY 20/21 Measures

RS1.1 Plant additional street trees to align with the 'Green Tunnel' strategy

RS1.2 Ensure at least 50% of road construction and maintenance materials purchased is recycled content

2 to 5 year timeline

RS2.2 Promote and support projects (public and private) that include water quality and Water Sensitive Urban Design measures

RS2.4 Understand and increase levels of annual tonnes of recycled materials used in our civil infrastructure projects

RS2.7 Demonstrate innovation in the supply and delivery of infrastructure projects

ATTACHMENTS

1. Quarterly Projects Update

City of Prospect - 2022/23 Capital Projects Status Report

City Works & Presentation **Reporting Period:** June 2023

PROJECT PROGRESS

Project	Budget vs Expenditure			Forecasted Completion Date	2022/23 Financial Progress	Current Stage of Progress	Status		
	Total FY 2022/23 Budget	Expenditure to 31 May	Expected expenditure in June				Budget	Timing/ Program	Issues/ Risks
Renewal Programs									
Footpath Renewals including Davies Tce Streetscape	$642,595	$504,811	$90,000	June 2023	93%	Construction			
Kerb and Gutter Constructions	$1,993,113	$1,298,957	$640,000	June 2023	97%	Construction			
Road Design/Reconstruction	$1,738,885	$1,007,428	$699,000	June 2023	98%	Construction			
Driveway Rectification Program	$30,000	$30,000	$0	June 2023	100%	Construction			
Pedestrian Kerb Ramp	$25,850	$16,578	$0	June 2023	64%	Construction			
Drainage Upgrade Projects									
Churchill Road Drainage Upgrade - Stage 1	$500,000	$298,382	$50,000	June 2025	70%	Concept Design			
Livingstone Avenue Drainage & Reconstruction	$150,000	$71,003	$10,000	December 2024	54%	Concept Design			
Civil Construction Projects									
Balfour & Howard Street Intersection (Design Only)	$37,503	$15,050	$5,000	June 2023	53%	Concept Design			
Roundabout - Howard Street and Rosetta Street	$50,000	$22,931	$20,000	June 2024	86%	Detailed Design			
Roundabout - William & Redin St Intersection	$312,742	$177,673	$135,069	June 2023	100%	Construction			
Open Space and Streetscape Projects									
Peppermint Gums Reserve Upgrade - Design Only	$45,803	$14,275	$0	December 2023	31%	Detailed Design			
Percy Street Reserve Upgrade	$100,000	$11,569	$10,000	December 2023	22%	Procurement			
RL Pash Reserve Upgrade	$50,000	$21,963	$5,000	June 2024	54%	Detailed Design			
Irish Harp Reserve Upgrade	$346,637	$55,740	$15,000	March 2024	20%	Procurement			
Devonport Tce Upgrade	$101,367	$102,725	$0	June 2023	100%	Complete			
Edwin & Rutherglen Ave Landscaping of Protuberance	$15,000	$17,476	$0	June 2023	100%	Complete			
Install flow Sensors	$24,000	$23,414	$0	June 2023	100%	Complete			
Lighting Upgrade Projects									
St Helens Park (Design Only) and Barker Garden (D&C)	$55,000	$11,700	$22,000	June 2023	61%	Construction			
Michell St & Williamson Lne	$55,000	$8,259	$20,000	June 2023	51%	Construction			
Street Lighting Upgrades	$10,000	$9,408	$0	June 2023	100%	Complete			
Recreational Projects									
Prospect Tennis Club Courts Renewal	$50,000	$13,200	$10,000	Subject to Grant	46%	Detailed Design			
Broadview Tennis Infrastructure Upgrade	$50,000	$3,449	$5,000	Subject to Grant	17%	Concept Design			
Broadview Oval Community & Sports Hub Upgrade	$3,149,064	$1,872,483	$600,000	December 2023	79%	Construction			
Building and Facility Management Projects									
Asbestos Removal	$20,000	$19,764	$0	June 2023	100%	Complete			
Prospect Men's Shed Expansion	$33,637	$34,495	$0	June 2023	100%	Complete			
Charles Cane Reserve Storage Shed	$60,000	$0	$0	September 2023	0%	Investigation			
Memorial Gardens Pavilion Renewal	$80,361	$960	$9,000	September 2023	12%	Procurement			
Toilet Block Renewal (Prospect Oval)	$100,000	$1,140	$7,000	September 2023	8%	Procurement			
Toilet Renewal Works (6 Public Toilets)	$128,578	$3,810	$11,000	September 2023	12%	Procurement			
NAFC Chair Lift	$55,000	$0	$8,000	December 2023	15%	Design/ Scoping			
St Helens Park Rotunda	$39,982	$9,380	$15,000	March 2024	61%	Design/ Scoping			
Miscellaneous Projects									
Fleet Management	$779,431	$40,214		June 2023	5%	In contract			
Comprehensive Playground Safety and Compliance Audit	$34,295	$30,297		June 2023	100%	Complete			
Green Tunnel Program	$273,000	$238,251		June 2023	100%	Complete			
Asset Management Condition Assessment	$150,000	$19,500		September 2023	13%	Awarded			
Council Integrated Traffic Plan (ITP)	$75,000	$0		June 2024	10%	Underway			
External State Government Delivered Projects									
Total	**$11,361,843**	**$8,392,354**			**74%**				

Stages 3-4 Project
Flash Report Template
Rev. May 07

C:\Offline Records (PR)\Council Reporting - Monthly Projects Update ~ LAND, OPEN SPACE AND FACILITIES MANAGEMENT - Projects(2)\Quarterly Project Update Report - June 2023

22/06/2023

2022-2023 Renewal Program (Transport Assets) Status Report

City Works & Presentation
Period: June 2023

Summary Project Status Definition		Legend	
Green	Implementation is on track or only requires minor refinement; there are no significant difficulties.	Date revised from last update	text
Amber	There are potential difficulties and risks which will be escalated if the issue cannot be resolved or agreed within the next timeframe.	Date impacted, to be revised in next update	text
Red	Activity is problematic and overdue. Items with a red rating require specific intervention.	Work Completed	text

Project: Footpath Construction

Road Name	From	To	Side	Start:	Finish:
Davies Terrace - Streetscape	Main North Road	Emilie Street	North	16/01/2023	7/04/2023
Davies Terrace	Main North Road	Emilie Street	South	24/04/2023	12/05/2023
Elizabeth Street	Devonport Terrace	Churchill Road	South	27/03/2023	14/04/2023
Boyle Street	Churchill Road	Braund Road	North	27/02/2023	17/03/2023
Churchill Road Service Rd	Torrens Road	Avenue Road	East	29/05/2023	9/06/2023
Churchill Road	Torrens Road	Avenue Road	West	3/04/2023	14/04/2023
William Street	Redin Street	Regency Road	West	15/06/2023	30/06/2023
William Street	Charles Street	Redin Street	East	3/07/2023	7/07/2023
Staffa Street	Bridges Street	Galway Avenue	North	17/03/2023	30/06/2023
Redin Street	William Street	Miller Street	South	15/06/2023	30/06/2023
Redin Street	James Street	Prospect Road	North	20/02/2023	3/03/2023
Redin Street	Princes Street	King Street	South	17/03/2023	30/06/2023

Updates:	Status
Budget Variations: Nil	Green
Timing/Programme: Due to the need to renew contract, the 2022/23 footpath program commenced in February 2023. The eastern footpath along William Street from Redin Street to Charles Street may not be completed this FY due to the intersection upgrade at William/Charles Street. If so, this footpath will be completed early in the 23/24 FY.	Amber
Issues/Risks: **Nil.**	Green

Davies Terrace footpath upgrade on the southern side and landscape upgrade on the northern side.

Redin Street / King Street footpath upgrade outside Sikh Temple

Discussion:

Davies Terrace Streetscape (north side), tender was been awarded to Plotworks and construction commenced 30 January 2023 and was completed by the end of March.
Nova Group have been awarded the 5 Year Contract (12-month periods) for the Footpath Constructions component of City of Prospect's annual Capital Works Program, following a competitive tender process.

Project: Kerb and Gutter Constructions

Road Name	From	To	Side	Start:	Finish:
Bougainvillea Lane	Braund Road	Briar Lane	Spoon	20/03/2022	7/04/2022
Braund Road	Elderslie Avenue	Whinham Street	Both	1/11/2022	31/12/2022
Braund Road	Fitzroy Tce Serv Rd	Elderslie Avenue	Both	1/11/2022	31/12/2022
Braund Road	Martin Avenue	Martin Avenue	Both	1/11/2022	31/12/2022
James Street	Charles Street	Regency Road	Both	1/11/2022	24/02/2023
Redin Street	James Street	Prospect Road	Both	1/11/2022	24/02/2023
Redin Street	Miller Street	James Street	Both	1/11/2022	24/02/2023
Azalea Street	Braund Road	Prospect Road	South	Deferred	
Cane Street	Prospect Road	Doreen Street	Both	20/09/2022	10/10/2022
Cotton Street	Whinham Street	End (North)	Both	10/10/2022	31/10/2022
Cotton Street	68N Martin Avenue	Whinham Street	Both	10/10/2022	31/10/2022
Cotton Street	Martin Avenue	68N Martin Avenue	Both	10/10/2022	31/10/2022
Cotton Street	End (South)	Martin Avenue	Both	10/10/2022	31/10/2022
Daphne Street	Braund Road	Prospect Road	Both	20/03/2023	7/04/2023
Gordon Road	Gray Street	Main North Road	Both	12/06/2023	30/06/2023
Graham Place	Dudley Avenue	Castle Avenue	Both	20/09/2022	10/10/2022
Graham Place	Castle Avenue	Palmer Street	Both	20/09/2022	10/10/2022
Priscilla Street	Alpha Road	Barker Road	Both	20/09/2022	10/10/2022
Whinham Street	Cotton Street	Braund Road		Removed	
Doreen Street	Barker Street	Johns Road	Both	20/09/2022	10/10/2022
Galway Avenue	Rheims Street	French Street	Both	1/11/2022	21/11/2022
Farrant Street	Gray Street	Main North road	South	12/06/2023	30/06/2023
Pulsford Road	Old Street	Main North Road	North	Deferred	
Pulsford Road	Darmody Street	Main North Road	South	Deferred	
Bridges St	Collingrove Avenue	Iona Street	East	3/04/2023	7/04/2023
Devonport Terrace	Kingdom Place	Gurr Street	East	20/09/2022	10/10/2022
Devonport Terrace	Pym Street	Kingdom Place	East	20/09/2022	10/10/2022
Jellicoe Street	Bend	Beryl Street	Both	1/11/2022	21/11/2022
Jellicoe Street	Galway Avenue	Hepburn Street	Both	1/11/2022	21/11/2022
Jellicoe Street	Galway Avenue	Beryl Street	Both	1/11/2022	21/11/2022
Jellicoe Street	Hepburn St	Bend	Both	1/11/2022	21/11/2022
Mendes Street	Guilford Avenue	Alabama Avenue	Both	20/09/2022	10/10/2022
Rosetta Street	Derlanger Avenue	Howard Street	Both	10/10/2022	31/10/2022

Updates:	Status
Budget Variations: Various budget overruns due to poor condition of pavement and changes in design.	Amber
Timing/Programme: Delays in design have impacted the completion of the program. Unfortunately, the performance of one of some design consultants has been unsatisfactory. Pulsford Road kerb and gutter construction has been deferred due to significant construction activities taking place at the new development site on 73 Prospect Road. Azalea Street is to be deferred. Only the southern side was scheduled for this year's program, while the northern side kerb renewal is scheduled for 2023/24 FY. To minimise costs and disruptions to residents, it is proposed that both sides be constructed simultaneously next FY.	Amber
Issues/Risks: Nil.	Green

James Street and Redin Street kerb and gutter construction

Bougainvillea Lane reconstruction

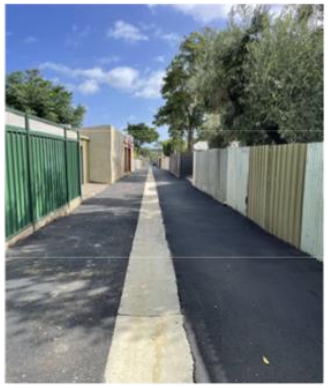
Discussion:

Allied Kerbing and Concrete have been awarded the 5 Year Contract (12-month periods) for the Kerb and Gutter Constructions component of City of Prospect's annual Capital Works Program, following a competitive tender process.

Project: Road Design/Reconstruction

Road Name	From	To	Side	Start:	Finish:
Bougainvillea Lane	Braund Road	Briar Lane		3/04/2023	7/04/2023
Braund Road	Elderslie Avenue	Whinham Street		10/04/2023	21/04/2023
Braund Road	Fitzroy Tce Serv Rd	Elderslie Avenue		10/04/2023	21/04/2023
Braund Road	Martin Avenue	Martin Avenue		10/04/2023	21/04/2023
Eaton Avenue	Livingstone Avenue	Council Boundary		Deferred	
James Street	Charles Street	Regency Road		26/06/2023	30/06/2023
Redin Street	James Street	Prospect Road		26/06/2023	30/06/2023
Redin Street	Miller Street	James Street		26/06/2023	30/06/2023
Cane Street	Prospect Road	Doreen Street		1/11/2022	30/12/2022
Cotton Street	Whinham Street	End (North)		10/04/2023	21/04/2023
Cotton Street	68N Martin Avenue	Whinham Street		10/04/2023	21/04/2023
Cotton Street	Martin Avenue	68N Martin Avenue		10/04/2023	21/04/2023
Cotton Street	End (South)	Martin Avenue		10/04/2023	21/04/2023
Daphne Street	Braund Road	Prospect Road		26/06/2023	30/06/2023
Devonport Terrace	Kingdom Place	Gurr Street		1/11/2022	30/11/2022
Devonport Terrace	Pym Street	Kingdom Place		1/11/2022	30/11/2022
Gordon Road	Gray Street	Main North Road		26/06/2023	30/06/2023
Graham Place	Dudley Avenue	Castle Avenue		1/11/2022	30/11/2022
Graham Place	Castle Avenue	Palmer Street		1/11/2022	30/11/2022
Jellicoe Street	Bend	Beryl Street		10/04/2023	21/04/2023
Jellicoe Street	Galway Avenue	Hepburn Street		10/04/2023	21/04/2023
Jellicoe Street	Galway Avenue	Beryl Street		10/04/2023	21/04/2023
Jellicoe Street	Hepburn St	Bend		10/04/2023	21/04/2023
Mendes Street	Guilford Avenue	Alabama Avenue		1/11/2022	30/11/2022
Priscilla Street	Alpha Road	Barker Road		16/02/2023	16/02/2023
Doreen Street	Barker Street	Johns Road		1/11/2022	30/11/2022
Galway Avenue	Rheims Street	French Street		Deferred	
Rosetta Street	Derlanger Avenue	Howard Street		16/02/2023	16/02/2023
Farrant Street	Gray Street	Main North road		Deferred	
Bridges St	Collingrove Avenue	Iona Street		3/04/2023	7/04/2023
William St	Charles St		Road Pavement	12/06/2023	30/06/2023

Updates:	Status
Budget Variations: Due to the existing pavement condition of some roads, which is uncovered after profiling the wearing course, additional pavement treatment required which resulted in budget overruns. Additional pavement treatment was required in sections along Cane Street, Graham Place and Devonport Terrace.	Amber
Timing/Programme: The last remaining streets of James Street, Redin Street, Daphne Street and Gordon Road are to be resealed at the end of June. Galway Avenue, spanning from French Street to Rheims Street, and Farrant Street from Gray Street to Main North Road are proposed to be deferred.	Amber
Issues/Risks: Nil.	Amber



Bougainvillea Lane reseal

Braund Road profile/reseal and line marking

Discussion:

Reseal contract with Downer has been extended to June 2023 to enable completion of 2022/2023 reseal works.

The new Road Reseal Contract is currently out for Tender and is to be awarded in July.

Expenditure shown above does not include some completed works which have not been invoiced.

Project:	**Driveway Rectification Program**		
Budget:	$ 30,000.00	**Start:**	September 2022
Expenditure:	$ 30,000.00	**Finish:**	June 2023
Grant Funding:	N/A		
Updates:			**Status**
Budget Variations:			**Amber**
Timing/Programme: Nil.			**Amber**
Issues/Risks: Nil.			**Green**
Discussion:			
These works was delivered as part of the footpath upgrade program.			

Project:	**Pedestrian Kerb Ramps**		
Budget:	$ 25,850	**Start:**	September 2022
Expenditure:	$ 16,578	**Finish:**	June 2023
Grant Funding:	N/A		
Updates:			**Status**
Budget Variations: Nil			**Amber**
Timing/Programme: Nil			**Amber**
Issues/Risks: Nil.			**Green**
Discussion:			
These completed in line with the Kerb & Gutter renewal program to upgrade the pedestrian kerb ramps and to ensure compliance with Australian Standards.			

2022-2023 Capital & Operating Projects Status Report

City Works & Presentation

Period: June 2023

Summary Project Status Definition	
Green	Implementation is on track or only requires minor refinement; there are no significant difficulties.
Amber	There are potential difficulties and risks which will be escalated if the issue cannot be resolved or agreed within the next timeframe.
Red	Activity is problematic and overdue. Items with a red rating require specific intervention.

CAPITAL PROJECTS - DRAINAGE UPGRADE

Project:	**Churchill Road Drainage Upgrade Stage 1**		
2022/2023 Budget:	$ 500,000	**Start:**	March 2022
YTD Expenditure:	$ 298,382	**Finish:**	June 2025
Grant Funding:	$1.5 million contribution by National Flood Mitigation Fund $100,000 contribution by SMA for design only. SMA has agreed in principle with additional funding of $1.4 million for construction subject to approval of Stormwater Management Plan and detailed design being completed.		

Updates:	Status
Budget Variations: The original budget was developed based on high level assumption. Complexities such as service relocation and requirements to bore under railway line may have significant impacts on the project costs.	Red
Timing/Programme: Originally, the project was planned to be completed by June 2023. However, the project timeline is significantly impacted by technical challenges, service relocation requirements, and additional budget requirements.	Red
Issues/Risks: Cost, timing and constructability implications with drain crossing the railway lines and a road bridge, and congestion of services under Churchill Road. Renewal SA development site has also presented risks associated with timing and and integration of the boundary interface with the Islington Shared Path based on drain alignment.	Red

Discussion:

Southfront consultants have been engaged to carry out investigations and develop a functional design. Activities to date include modelling and drain alignment optimisation, engineer survey, service locating and depthing, staleholder consultation, geotechnical investigation, environmental assessment and contamination testing, vegetation survey, heritage assessment, interim flood modelling, quantity surveying and cost estimating, constructability advice, development of preliminary functional design and scenario optioneering.

Due to budget overruns and project challenges, the project team has explored multiple options for the Churchill Road Upgrade. Various scenario options have been investigated along with their corresponding costs, benefits and drawbacks:

- Scenario 1 - Full Upgrade to Charles Street via Churchill Road: Estimated cost $14.8 million
- Scenario 2 - Partial upgrade to Charles Street via Redin Street: Estimated cost $9.3 million
- Scenario 3 - Upgrade to grant funding allowance: Estimated cost $4.7 million
- Scenario 4 - Do nothing, return grant funding

After considering the various options and conducting a Multi-Criteria Assessment (MCA), the project team has identified Scenario 2 -as the preferred option. The MCA considered five criteria: flood protection benefits, construction impacts, integration into future stages of the project, social benefits, and project costs, with varying weightings.

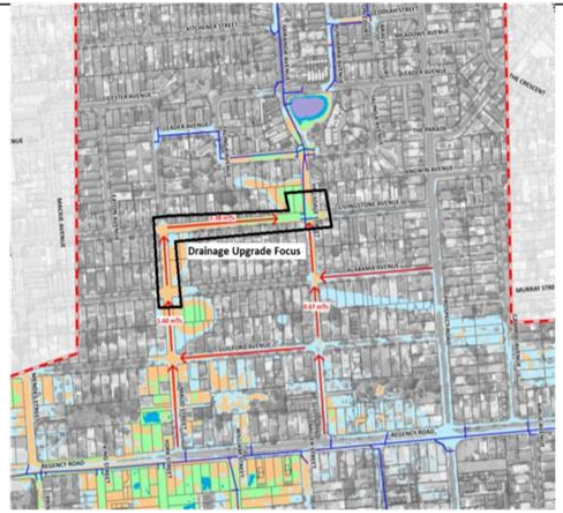
Council in its meeting on 23 May 2023, supported the recommended scenario option, approved to quarantines $1.2 million from its 2024/25 budget allocation in Long Term Financial Plan for this project and authorised the CEO to seek additional funding from both the State and Federal Government.

Additionally, LGA Procurement has been engaged to assist with the procurement of an Early Contractor Involvement: Design & Construct, once the project is approved to proceed.

This project will be bought to a Council prior to proceeding to procure the Stage 1 works with the results of the peer review sought and request for additional funds from both the State and Federal Governments.

Project:	**Livingstone Avenue Drainage & Reconstruction**		
2022/2023 Budget:	$ 150,000	**Start:**	April 2022
YTD Expenditure:	$ 71,003	**Finish:**	December 2024
Grant Funding:	$1,150,000 contribution through Local Government Infrastructure Partnership Program.		

Updates:	**Status**
Budget Variations: Project boundaries have increased to include upgrades to stormwater infrastructure at Maud Street, near intersection with Alabama Avenue. This increase is required to adequately manage stormwater within the catchment.	Red
Timing/Programme: The project is behind schedule with possible long lead time to procure precast concrete drianage further delaying the project. Project team are in discussions with funding partner regarding an extension to deed to enable delivery of project.	Red



Issues/Risks: Multiple underground services have been identified which will require relocation. Current market conditions have resulted in increased cost of civil works over past 12-24 months. The project may exceed the original budget and require de-scoping of several elements throughout the project. Previous consultant was not delivering design service as required, therefore has been terminated and new consultant engaged.	Red

Discussion:

The previous design consultant has been terminated, and a new consultant (WGA) has been engaged to review the previous design and promptly complete the remaining design elements. Staff are in negotiations with our funding partner regarding retiming of the project deed, as the previously agreed dates are unachievable.

The cost estimate for the concept design is significantly above the project budget available. As such, WGA will look at options to reduce the project costs, and also whether an element of staging can be incorporated into how the project is delivered.

The scale and complexity of this project necessitate an extended timeline to ensure the design is fit for purpose and achieves the desired outcomes.

CAPITAL PROJECTS - CIVIL CONSTRUCTION

Project:	**Balfour & Howard Street Intersection Upgrade (Design Only)**		
2022/2023 Budget:	$ 37,503	**Start:**	November 2022
YTD Expenditure:	$ 15,050	**Finish:**	June 2023
Grant Funding:	N/A		

Updates:	**Status**
Budget Variations: The construction is subject to future funding.	Green
Timing/Programme: Nil.	Red
Issues/Risks: During the targeted community consultation, the residents raised the concern that the removal of the driveway link and installation of a typical T-junction at Balfour St/ Howard St will encourage speeding at this location. The installation of a driveway link was put in place in 2009 to address the speeding issues at the junction.	Amber

Discussion:

This intersection upgrade was initiated as a result of the Council's resolution to reinstate the junction to a typical T-intersection and address the petition which was submitted to Council raising concerns regarding the safety at the intersection. The design was awarded to Greenhill Engineers following a competitive tender process. All site investigations including engineering survey, vegetation assessment, and road pavement assessment as well as 30% concept design has been completed. The targeted community consultation took place in April/ May 23 to gather feedback/ opinions on the concept design mainly from residents adjacent to the intersection. During the Community consultation phase, the residents expressed their dissatisfaction with the proposed concept design raising concerns that the T-junction will bring back the speeding issue which was previously addressed by the existing driveway link in place in 2009. The design will remain at the concept stage until the project is funded for construction so further options could be explored.

Project:	**Collinswood Roundabout - Howard Street and Rosetta Street**		
2022/2023 Budget:	$ 50,000	**Start:**	November 2022
YTD Expenditure:	$ 22,931	**Finish:**	June 2024
Grant Funding:	$250,000 contribution by SA Government.		
Updates:			**Status**
Budget Variations: Additional funds are required for construction stage. This has been included in the draft 2023/24 Annual Business Plan.			**Amber**
Timing/Programme: The project will be delivered, subject to additional funding from the Council in FY23/24.			**Green**
Issues/Risks: Nil.			**Green**

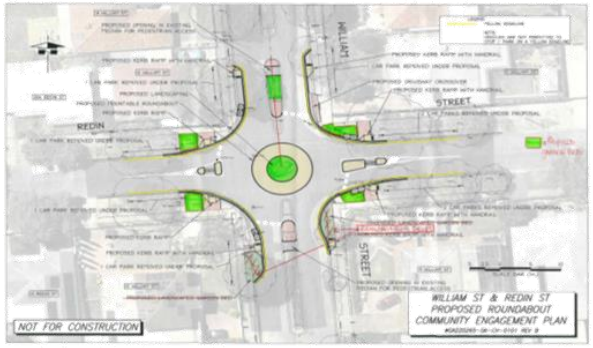
Discussion:

This project was initially funded by SA Government as an election commitment. However, following the development of concept design and cost estimation, it became apparent that additional $200k is required to construct the roundabout. This has been included in the draft 2023/24 Annual Business Plan.

The design of this intersection has been awarded to Greenhill Engineers following a competitive tender process. All site investigations including engineering survey, vegetation assessment, and road pavement assessment as well as 30% concept design has been completed. The targeted community consultation took place in April/ May 23 to gather feedback/ opinions on the concept design mainly from residents adjacent to the intersection. Notification site signs were put up on-site to notify the broader community about the project.

The project in now proceeding to detailed design, which is expected to be completed in mid-July followed by a tender process.

Project:	**William & Redin St Intersection**		
2022/2023 Budget:	$ 312,742	**Start:**	February 2022
YTD Expenditure:	$ 177,673	**Finish:**	June 2023
Grant Funding:	$235,000 contribution from Blackspot funding scheme.		
Updates:			**Status**
Budget Variations: Due to poor condition of the subgrade which was not expected, additional pavement reconstruction was required resulting in a variation.			**Amber**
Timing/Programme: Construction is commenced in March 2023 and completed in June 2023.			**Green**
Issues/Risks:			**Green**



Discussion:

Project costs exceeded the initial budget but additional fund allocated to the project from savings on other projects.
Kent Civil was awarded the construction which completed early June 2023. Due to poor condition of the subgrade which was not expected, additional pavement reconstruction was required resulting in a variation.
SAPN upgraded the street lighting at the corner of Redin and William Street.

CAPITAL PROJECTS - OPEN SPACE AND STREETSCAPE

Project:	**Open Space Strategy - Peppermint Gums Design**		
2022/2023 Budget:	$ 45,803	**Start:**	July 2022
YTD Expenditure:	$ 14,275	**Finish:**	December 2023
Grant Funding:	NA		
Updates:			**Status**
Budget Variations: **Nil.**			**Green**
Timing/Programme: Design will not be able to be completed by 30 June due to other (more urgent) project priorities.			**Amber**
Issues/Risks: Nil.			**Green**

Proposed Site Arrangement

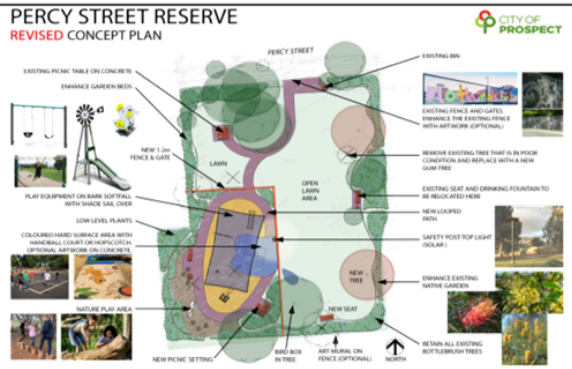
Existing Site

Proposed Upgrade

Discussion:

Peppermint Gums Reserve will be designed and documented to be "shovel ready" for when any grant opportunities may arise. Council staff are working on the details with the consultant to obtain an accurate cost estimate which will be presented to Council in a workshop in August 2023.
This design project will partly be carried forward into 2023/24 as the project has been impacted by other higher priority open space projects due to limited resource available.

Project:	**Open Space Strategy - Percy Street Reserve Upgrade**		
2022/2023 Budget:	$ 100,000	**Start:**	July 2022
YTD Expenditure:	$ 11,569	**Finish:**	December 2023
Grant Funding:	NA		
Updates:			**Status**
Budget Variations: Project cost estimate exceeded the initial budget. However additional funds was approved in the January 2023 Council Meeting			**Green**
Timing/Programme: Project timeframe was impacted by boundary adjustment investigations. It is unable to be delivered in its entirety in the 2022/23 financial year.			**Amber**
Issues/Risks: Nil.			**Green**

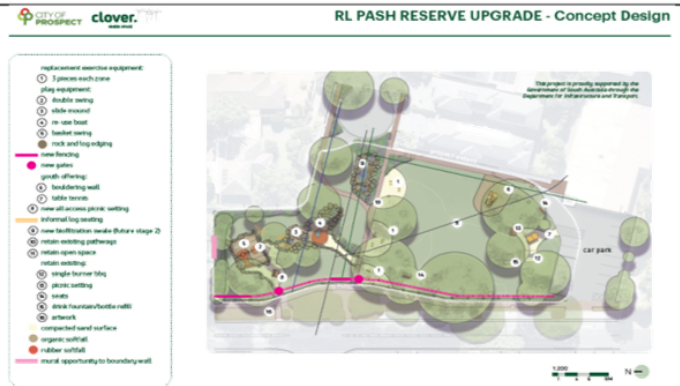


Endorsed revised concept plan

Discussion:

This project is beign delivered as a package with Irish Harp reserve Upgrade as the two are combined into one construction procurement to ensure cost efficient and quality outcomes. The project will be constructed in the second half of 2023 calendar year.

Project:	**Open Space Strategy - RL Pash Reserve Consultation/Concept**		
2022/2023 Budget:	$ 50,000	**Start:**	October 2022
YTD Expenditure:	$ 21,963	**Finish:**	June 2024
Grant Funding:	$250,000 contribution by SA Government as election commitment		
Updates:			**Status**
Budget Variations: Council approved additional funds to deliver scope outlined in grant funding deed.			**Green**
Timing/Programme: Nil.			**Amber**
Issues/Risks: the budget of $250,000 from the State Government with Council agreed to fund a portion of the upgrade in the 2023/24 financial year.			**Green**

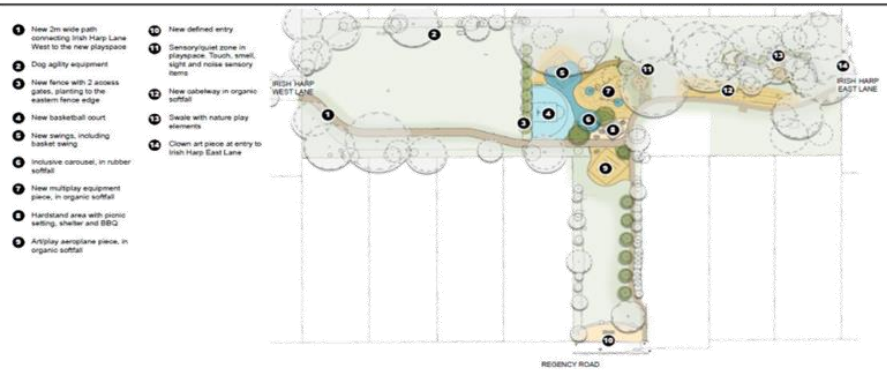


Discussion:

Round 2 community consultation on the draft concept plan was undertaken in April/May. Feedback is being collated and the design amended to reflect feedback. A report will be presented to Council in July 2023. This report has been delayed which has impacted the project progress due to resource availability.

Project:	**Open Space Strategy - Irish Harp Reserve**		
2022/2023 Budget:	$ 346,637	**Start:**	January 2022
YTD Expenditure:	$ 55,740	**Finish:**	March 2024
Grant Funding:	$325,000 contribution Open Space Grant		

Updates:	**Status**
Budget Variations: A budget variation was sought and approved by Council	**Green**
Timing/Programme: Due to delays relating to additional soil testing and modelling, an extension of Grant Funding has been sought awaiting outcomes of the variation request.	**Amber**
Issues/Risks: Contamination issue has been resolved.	**Green**



Discussion:

Staff presented a report to Council to seek additional funding where a shortfall in funding was identified through an independent cost estimate. Council endorsed the additional funds. Documentation drawings have been prepared and the project is currently in the tender phase with Percy Street Reserve. It is expected that construction will be completed by the end of the 2023 calendar year. Council's considerations associated with the need for additional funding has impacted the project's overall progress hence carried over into 2023/24.

Project:	**Devonport Terrace Streetscape Upgrade**		
2022/2023 Budget:	$ 101,367	**Start:**	July 2021
YTD Expenditure:	$ 102,725	**Finish:**	June 2023
Grant Funding:	$286,180 - LRCI Phase 1 Program, $756,479 - LRCI Phase 2, $211,000 - DIT reimbursement		

Updates:	**Status**
Budget Variations: Nil.	**Green**
Timing/Programme: While street lighting upgarde has been design and paid for, SAPN may not install the lighting upgrade until end of 2023 due to a backlog of works.	**Amber**
Issues/Risks: Nil.	**Green**

Discussion:

The project has reached the 12 month establishment and maintenance period. Also, new SAPN street lighting is designed and approved for installation. The installation may take place towards end of 2023. Stormwater improvement including 'tree inlets' have been completed along areas east side of Devonport Terrace.

Project:	**Edwin & Rutherglen Ave Landscaping of Protuberance**		
2022/2023 Budget:	$ 15,000	**Start:**	November 2022
YTD Expenditure:	$ 17,476	**Finish:**	June 2023
Grant Funding:			

Updates:	**Status**
Budget Variations: The project is slightly over budget.	**Amber**
Timing/Programme:	**Green**
Issues/Risks: Nil.	**Green**

Discussion:

Project includes civil and landscape works to beautify Protuberance on Edwin Edwin Ave and Rutherglen Ave. The project is complete.

Project:	**Install Flow Sensors**		
2022/2023 Budget:	$ 24,000	**Start:**	July 2022
YTD Expenditure:	$ 23,414	**Finish:**	June 2023
Grant Funding:			

Updates:	**Status**
Budget Variations:	**Green**
Timing/Programme:	**Green**
Issues/Risks:	**Green**

Discussion

2022/23 Works completed.

CAPITAL PROJECTS - LIGHTING

Project:	**Open Space Lighting - St Helens Park & Barker Gardens**		
2022/2023 Budget:	$ 55,000	**Start:**	July 2022
YTD Expenditure:	$ 11,700	**Finish:**	June 2023
Grant Funding:			

Updates:	**Status**
Budget Variations: Nil	Green
Timing/Programme: Project is on track for completion by June 30	Green
Issues/Risks: Nil	Green

Discussion:

The scope of the works for The Barker Gardens has been finalised, procurement process completed and work awarded to Allphase Electrical and Green Frog Systems. The installation will be completed by end of June 2023. The St Helens Park lighting design is being finalised and will be completed by 30 June.

Project:	**Street Lighting Upgrade - Michell St & Williamson Ln**		
Budget:	$ 55,000	**Start:**	July 2022
Expenditure:	$ 8,259	**Finish:**	June 2023
Grant Funding:			

Updates:	**Status**
Budget Variations:	Green
Timing/Programme:	Green
Issues/Risks: The number of lights installed has been reduced to three due to the narrow laneway and vehicular turning paths. The SAPN light located on the corner of Williamson Lane and Braund Road will be upgraded to compliment the laneway illumination.	Amber

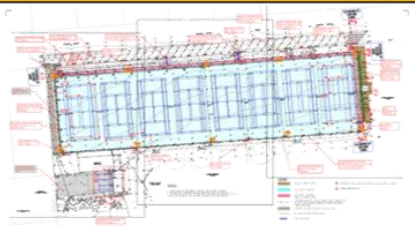
Discussion:

Green Frog Systems for the Solar lights and Allphase Electrical to complete the installation have been engaged. The works will be completed by 30 June.

Project:	**Street Lighting Upgrades**		
Budget:	$ 10,000	**Start:**	July 2022
Expenditure:	$ 9,408	**Finish:**	June 2023
Grant Funding:	N/A		
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme:			**Green**
Issues/Risks:			**Green**
Discussion:			
The program has identified the gaps where the street lighting is required and additional fittings on stobie poles could be installed.			

CAPITAL PROJECTS - RECREATIONAL

Project:	**Prospect Tennis Club Upgrade**		
2022/2023 Budget:	$ 50,000	**Start:**	July 2022
YTD Expenditure:	$ 13,200	**Finish:**	Subject to Grant
Grant Funding:			
Updates:			**Status**
Budget Variations: A cost estimate has been undertaken on the concept design, and is higher than the project budget available. This will be refined as the project continues.			**Amber**
Timing/Programme: Design scheduled for completion by September 2023			**Green**
Issues/Risks:			**Green**
Discussion:			
WGA have been engaged for the design, and they have completed the concept design. Discussions have taken place with the RSL regarding the eastern end of the new court footprint and how they will interact with the existing War Memorial, and a position has been agreed. Project will continue, with the detailed design to be completed shortly, following which, a grant application will be submitted to the ORSR later this year for matching funding.			



Project:	**Broadview Sports Grand Tennis Infra Upgrade Year 1/2**		
2022/2023 Budget:	$ 50,000	**Start:**	January 2022
YTD Expenditure:	$ 3,449	**Finish:**	Subject to Grant
Grant Funding:			
Updates:			**Status**
Budget Variations: The budget for this project is expected to be insufficient to deliver a whole site upgrade, and as such, this project will be delivered in stages, ensuring that the stages align with the broader Masterplan for the sports precinct.			**Red**
Timing/Programme: There is a risk regarding completing the design to a level where it will be able to be lodged as part of a grant application later in 2023.			**Amber**
Issues/Risks: The two main risks for the project are the budget and timeframe, and they are referenced above.			**Red**

Discussion:
Following Council's direction, an Expression of Interest process for tenancy of the precinct is being undertaken. It closed in early June, with an evaluation process underway, the results of which will be brought back to Council for a workshop and decision gateway. A procurement process was undertaken for design services for the site, and a preferred supplier has been identified, and is in the process of being engaged. This will allow the design to proceed, and help position the Council to be ready for the ORSR grant process when it is opened. A lighting designer is also preparing plans to upgrade the lighting at the Broadview Tennis Club, as per the Council resolution. This work is proceeding, and on-site work should begin shortly.

Project:	**Broadview Oval Community & Sports Hub**		
Budget:	$ 3,149,064	**Start:**	January 2022
Expenditure:	$ 1,872,483	**Finish:**	January 2024
Grant Funding:	$1,499,964.00		

Updates:	**Status**
Budget Variations: - The Construction Contingency is at 2.5% noting there are separate budget for works items which reduces the overall risk of the project. - Contract Variations are being progressively assessed	**Amber**
Timing/Programme: - The project works are 6 weeks behind program; - The ground slab has been poured, structural steel erected and the southern floor slab poured. - Procurement is underway for finishes, lift, and joinery	**Amber**
Issues/Risks: - Design - Documentation discrepancies - Cost Risk - Supply chain risks with the Lift - Time impact - Delivery program for the facility - Time Impact **Building Naming** - building naming underway with a proposal for the building and rooms to be presented to Council. **Broadview Football Club Lease** - Financial due diligence underway against the BFC business plan. - Lease has been drafted and currently being refined. **Statutory Approvals** - Full Development Approval received	**Amber**

Discussion:

Works are progressing well on site the program is behind schedule primarily due to the time lost to start the project, inclement weather and subcontractor worker shortages. The transformer has been procured and installation will occur in July 2023. The Lease has been drafted for the facility with final refinements underway. BFC have produced a business Plan which is being assessed as part of the financial due diligence. BFC are progressing their procurement works associated with the fit out.

CAPITAL PROJECTS - BUILDING AND FACILITY MANAGEMENT

Project:	**Asbestos Removal (Staged)**		
2022/2023 Budget:	$ 20,000	**Start:**	September 2022
YTD Expenditure:	$ 19,764	**Finish:**	June 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme: Nil.			**Green**
Issues/Risks: Nil.			**Green**

Discussion:

This project included the removal of asbestos and reinstating non-asbestos products from the external areas at St Helen's Park Kindergarten. The works are now completed.

Project:	**Prospect Maker's Shed Expansion**		
2022/2023 Budget:	$ 33,637	**Start:**	August 2021
YTD Expenditure:	$ 34,495	**Finish:**	June 2023
Grant Funding:	Nil		
Updates:			**Status**
Budget Variations: Nil.			**Green**
Timing/Programme: Council staff are awaiting advice from the Local Government Association Mutual Liablity Scheme and continue to follow up on receiving information.			**Green**
Issues/Risks: It has taken additional time to receive legal advice about the use of the two sheds in their current form and how this affects the requirement to modify any shed to comply with the relevant Acts and Standards.			**Amber**

Discussion:

The shed has been installed in accordance with the original design, budget and Class 10A development approval. The approvals will permit general storage use only and in its current form may not be suitable for an occupied 'Makers Shed' or deemed an accessible compliant facility. Stage 2 is for Council's future consideration via a budget bid in 23/24 as the building requires further funding , further improvements and approvals to be utilised as a Makers Shed. Investigations are continueing on the extent of works necessary to address current limitations. Council staff are seeking assistance from the LGA Mutual Liability Scheme Legal and Compliance Officer after 'legal' advice was sought in relation to acceptance of existing and new shed functionality. Council staff are awaiting a response.

Project:	**Charles Cane Reserve - Storage Shed & Related Work**		
2022/2023 Budget:	$ 60,000	**Start:**	July 2022
YTD Expenditure:	$ -	**Finish:**	September 2023
Grant Funding:	Nil		
Updates:			**Status**
Budget Variations: Nil			**Green**
Timing/Programme:			**Amber**
Issues/Risks: Investigation into a proposed new shed location concluded that there is no suitable compliant location on the reserve for an additional shed.			**Amber**

Discussion:

Meetings with various sports clubs have been held. Council staff have recommended a removal of the internal partition within the Lacrosse Club shed as a solution to better utilise the space. The Club President will provide a sketch drawing of their preferred storage layout and submit for Council approval and facilitation. Further works is planned to expand the concrete path area around the clubroom boundary to reduce maintenance. A recycle can enclosure is being investigated as a solution to ongoing can theft. A scope of works will be finalised for Council and stakeholder acceptance and delivery.

Project:	**Memorial Gardens Pavilion Renewal**		
2022/2023 Budget:	$ 80,361	**Start:**	November 2022
YTD Expenditure:	$ 960	**Finish:**	September 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme: The project will not be completed by June 2023.			**Amber**
Issues/Risks: Unsuccessful procurement for the refurbishment of works on Vendor Panel in May 2023, therefore, an alternative procurement approach is in the process.			**Amber**

Discussion:

This project is packaged up with toilet renewals and NAFC chairlift into one engineering assessment and design contract. The contract was awarded to the Fyfe to carry out the investigations, designs, and condition assessment. The investigations and assessments for Memorial Garden Pavilion were completed in April 2023. An attempt to procure the contractor for the refurbishment of works through the Vendor Panel in May 2023 was unsuccessful. Therefore, an alternative procurement approach is selected. Currently, the project is in the procurement phase and expecting to complete the works by late August 2023.

Project:	**Toilet Block Renewal (Prospect Oval)**		
2022/2023 Budget:	$ 100,000	**Start:**	November 2022
YTD Expenditure:	$ 1,140	**Finish:**	September 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme: The project may not be completed by June 2023.			**Amber**
Issues/Risks: DDA Compliance may be a challenge. Unsuccessful procurement for the refurbishment of works on Vendor Panel in May 2023, therefore, an alternative procurement approach is in the process.			**Amber**

Discussion:

This project is packaged up with toilet renewals and NAFC chairlift into one engineering assessment and design contract. The contract was awarded to the Fyfe to carry out the investigations, designs, and condition assessment. The investigations and assessments for Prospect Oval toilet blocks were completed in April 2023. An attempt to procure the contractor for the refurbishment of works through the Vendor Panel in May 2023 was unsuccessful. Therefore, an alternative procurement approach is selected. Currently, the project is in the procurement phase and expecting to complete the works by late August 2023.

Project:	**Toilet Renewal Works**		
2022/2023 Budget:	$ 128,578	**Start:**	November 2022
YTD Expenditure:	$ -	**Finish:**	September 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme: The project may not be completed by June 2023.			**Amber**
Issues/Risks: DDA Compliance may be a challenge. Unsuccessful procurement for the refurbishment of works on Vendor Panel in May 2023, therefore, an alternative procurement approach is in the process.			**Amber**

Discussion:

This project is packaged up with Memorial Garden Pavilion renewal and NAFC chairlift into one engineering assessment and design contract. The contract was awarded to the Fyfe to carry out the investigation, design, and condition assessment. The investigations and assessments for the toilets renewal works were completed in April 2023. An attempt to procure the contractor for the refurbishment of works through the Vendor Panel in May 2023 was unsuccessful. Therefore, an alternative procurement approach is selected. Currently, the project is in the procurement phase and expecting to complete the works by late August 2023.

Project:	**NAFC Chair Lift**		
2022/2023 Budget:	$ 55,000	**Start:**	November 2022
YTD Expenditure:	$ -	**Finish:**	December 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Amber**
Timing/Programme: The project may not be completed by June 2023.			**Amber**
Issues/Risks:			**Amber**

Discussion:

A meeting between NAFC and the Council representative occurred and the scope of the project was discussed. The project is in the design stage. This project has explored various disability access to the oval however its implementation is not progressed to ensure it integrates in the new master planning. Further investigation assessments are being carried out to look at the area to provide disability access to the Prospect Oval. It is expected to finalise the design in July 2023.

Project:	**St Helens Park Rotunda Rectification Design & Construction**		
2022/2023 Budget:	$ 39,982	**Start:**	July 2022
YTD Expenditure:	$ 9,380	**Finish:**	March 2024
Grant Funding:	Nil		
Updates:			**Status**
Budget Variations: Nil			**Green**
Timing/Programme:			**Green**
Issues/Risks: Nil			**Green**

Discussion:

The St Helens Park Rotunda has been closed since July 2022 due to structural defects and concerns regarding the integrity of the structure. On 28 March Council resolved to rebuild the rotunda and approved the allocation of $30,000 for the planning and design in 2022/23 financial year and $220,000 for construction in the 2023/24 budget. Hosking Willis Architecture, who are specialised in design of heritage structure and conservation have been engaged and completed Stage 1 of the design. This includes providing options for the rotunda rectification and coordinating structural and building engineering inputs into the design.

CAPITAL PROJECTS - MISCELLANEOUS

Project:	**Fleet Management - Capital Acquisitions**		
2022/2023 Budget:	$ 779,431	**Start:**	July 2022
YTD Expenditure:	$ 40,214	**Finish:**	June 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Amber**
Timing/Programme: Awaiting tender outcome			**Red**
Issues/Risks: That responses to tender come in over the approved budget			**Amber**

Discussion:

3 x Light trucks are confirmed for delivery before end financial year. Dual Cab tipper approved and awaiting time frames for delivery. Contract award, delivery and build of trucks will be completed in 23/24.

Project:	**Comprehensive Playground Safety and Compliance Audit**		
Budget:	$ 34,295	**Start:**	July 2022
Expenditure:	$ 30,297	**Finish:**	June 2023
Grant Funding:	Nil		
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme:			**Green**
Issues/Risks:			**Green**

Discussion:

Audit has been completed. First round of repairs has been completed. Note that this budget includes the annual report, quarterly reports and any repairs/renewals.

Project:	**Green Tunnel Program**		
Budget:	$ 273,000	**Start:**	July 2022
Expenditure:	$ 238,251	**Finish:**	June 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme:			**Green**
Issues/Risks:			**Green**

Discussion:

Program completed.

Project:	**Asset Management Condition Audit**		
Budget:	$ 150,000	**Start:**	February 2023
Expenditure:	$ 19,500	**Finish:**	September 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme:			**Green**
Issues/Risks:			**Green**
Discussion:			
Contract awarded. Works to commence early July.			

Project:	**Council Integrated Traffic Plan (ITP)**		
Budget:	$ 75,000	**Start:**	January 2023
Expenditure:	$ -	**Finish:**	June 2023
Grant Funding:			
Updates:			**Status**
Budget Variations:			**Green**
Timing/Programme:			**Green**
Issues/Risks:			**Green**
Discussion:			
Council workshop has been undertaken, Data collection is underway. Report back to Council in August/September with revised brief/project approach.			

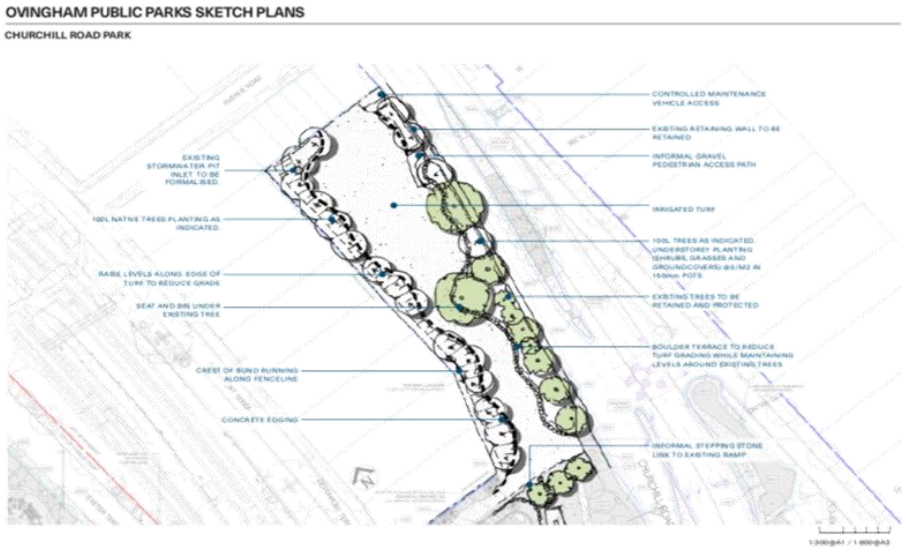
2022-2023 External Projects

City Works & Presentation

Period: February 2023

Summary Project Status Definition	
Green	Implementation is on track or only requires minor refinement; there are no significant difficulties.
Amber	There are potential difficulties and risks which will be escalated if the issue cannot be resolved or agreed within the next timeframe.
Red	Activity is problematic and overdue. Items with a red rating require specific intervention.

Project:	Ovingham Pocket Park		
Funding:	$1m	**Start:**	May-23
		Finish:	May-24
Updates:			**Status**
Timing/Programme: A report was presented to Council in May that presented DIT's plans for the sites. DIT are proposing to landscape the site, and then transfer to Council for it's ownership, care and control. DIT are proposing to undertake consultation on the concept design shortly. A report will be presented back to Council with an updated concept design and consultation feedback at a further meeting. There has been no date set for the commencement of construction.			**Green**



Issues/Risks: None identified at this stage.	**Green**	

Discussion:

The creation of a new Pocket Park is a positive for Council, and one of the very rare examples of land being converted to usable, public space within the Council area. DIT are undertaking consultation shortly, which will inform their final design. This feedback and the final design will be presented to Council at a future meeting for approval. Initial plans for the site show entry / exit access points, landscaping, irrigated turf areas, park furniture and other features, including a flattening of the slope across the site to ensure the site is a usable space.

Project:	Main North Road & Nottage Terrace - Pocket Park		
Funding:	$1m	Start:	Jul-22
		Finish:	1-Oct-23
Updates:			Status
Timing/Programme: A report was presented to Council in May that showed DIT's plans for the site, which had been developed in consultation with the community and Council staff. Works have commenced on-site, with the initial works focusing on replacing the western fence, as well as removing existing top soil, and preparing the remaining soil on-site. This work is critical to ensure the long-term health and success of landscaping installed. A contractor has been appointed by DIT, and will commence on-site in late June for the main construction activities.			Green
Issues/Risks:			Green

Discussion:

Consultation was undertaken on the design in April/May, which was presented to the May Council meeting with updated plans for the site. Council approved the plans for the site, and as such, early works and main construction works are in the process of commencing.

Project:	North East Road & Nottage Terrace Intersection Upgrade		
Funding:	$6M (estimated)	**Start:**	Jan-22
Federal and State Government Funded		**Finish:**	Late 2022
Updates:			**Status**
Timing/Programme: Works have been completed onsite, except for some minor defect and landscaping works. The remaining land not utilised will be disposed of by DIT as per their policy.			**Green**
Issues/Risks:			**Green**

Discussion:

The Australian and South Australian Governments are jointly funded (50:50) the $6 million Nottage Terrace and North East Road Intersection Upgrade.
Following community consultation between February and July 2022, the proposed design for the intersection was updated to include:
- Retaining 10 parking spaces east of Corbin Road west of 32 Nottage Terrace; and
- Retaining the right turn from Stephen Terrace into North East Road.

The design features of this intersection upgrade include:
- Widening of Nottage Terrace (north side) to accommodate two left-turn lanes onto North East Road;
- Upgraded pedestrian crossings and traffic islands at the intersection, including new pedestrian crossing lights and ramps
road re-surfacing and new line marking;
- A new eastbound bike lane on Nottage Terrace through the intersection; and
- New and upgraded traffic signals, road lighting and drainage.

Project:	Main North Road & Regency Road Intersection Planning Study		
Funding:	$ 250,000.00	**Start:**	Nov-22
State Government Funded		**Finish:**	Completed
Updates:			**Status**
Timing/Programme: The Department for Infrastructure and Transport (DIT) presented to Council via an Elected Members Workshop on 14 February 2023. DIT will provide guidance later in 2023 regarding any potential next steps.			**Green**
Issues/Risks: More than 70,000 vehicles use the Main North-Regency Rd intersection daily. It's a known safety hotspot where issues include wait times, traffic flow, pedestrian safety and access for local businesses.			**Green**

Discussion:

Initial investigations for the intersection of Main North and Regency roads have been undertaken. They identified there is an opportunity to:
improve congestion, particularly during the peak periods; enhance safety; and improve the experience for people walking across the intersection and accessing public transport.
The planning study will further investigate traffic issues at and around the intersection of Main North and Regency roads. The scope for this initiative will cover planning and engagement activities.

10.5 BROADVIEW COMMUNITY AND SPORTS HUB - PROJECT UPDATE

File Number: **IC23/101**

Author: **Dwaine Bickerdike, Project Manager**

Responsible Executive: **Sam Dilena, Director City Works & Presentation**

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update for the Broadview Community and Sports Hub project as the halfway mark of the building works approaches. Whilst there has been strong progress on the site, the program has slipped and it is estimated the builder is currently 6 weeks behind their original contract program.

Council Administration has worked hard to manage and mitigate risks on the project, noting the environmental management methodology (ie contamination approach) employed for the project has been very successful. The transformer procurement via SA Power Networks which was recognised early as a high risk has been managed and will be delivered on time in late June/early July 2023.

There continues to be pressure on the budget, noting that with the additional funds sought in the 2023/24 financial year, a slender contingency will remain to support the completion of the final half of the project (ie 2.6%). The cashflow is tracking consistently with the forecasted targets.

A working group between Council Administration and the Broadview Football Club [BFC] has been established with the objective of working through the key requirements of managing and operating the new facility. This includes the BFC drafting a Business Plan for the key operating requirements of the new building, working through a new Lease, and conditions upon which the BFC will occupy the building. The intent is to have this finalised by August 2023.

The Community Reference Group [CRG] and key stakeholders have held facilitated discussions regarding this project, most recently on 7 June 2023. A key aspect of recent discussions is to work through the naming of the building and the function rooms. The stakeholders' view is that there should be a Kaurna name followed by a reference to the English words 'at Broadview' to assist placemaking. Guidance has been sought from Kaurna Yerta Aboriginal Corporation [KYAC] to inform the Kaurna name based on guiding themes presented to them.

Once finalised a name will be presented to Council for its consideration.

RECOMMENDATION

That Council:

1. **Having considered Item 10.5 Broadview Community and Sports Hub - Project Update receives and notes the report.**
2. **Supports in principle the recognition of the ongoing broader community benefit associated with access to the functions rooms in the Broadview Community and Sports Hub at discounted rates similar to the Council's other community facilities.**
3. **Supports in principle that to assist facilitate this discounted community access, and to ensure the appropriate management of high-risk maintenance works, the Council oversee maintenance contracts and are responsible for costs associated with the vertical lift and essential safety provisions (ie exit and emergency light, fire management) which is currently estimated at approximately $7,000 ex GST per annum.**
4. **Support maintaining the existing annual Lease rental of $7,441.46 ex GST (to be adjusted by CPI for 2023/24) to allow Broadview Football Club an adjustment period within the new operating model until 30 June 2024.**
5. **That the lease includes a rent review adjustment at 30 June 2024 in accordance with actual operating revenue and expenses against those forecasted.**

6. **Supports the use of Jack Tredrea MM as the formal name for both Function Rooms A and B (Jack Tredrea MM Room A and Jack Tredrea MM Room B)**.

7. **Notes further information related to the Kaurna building naming, lease, financial due diligence review and artwork will be presented to Council for its consideration in due course.**

DISCUSSION

Construction Report

The construction works commenced in earnest in January 2023 with the site being established, site fencing and public protection measures implemented, site accommodation installed as well as the walking track modified to maintain 24/7 access for the community to the perimeter of the oval.

The demolition works were completed with minimal disturbance in the existing carpark area and the footprint for the new Hub formed with removal of the asphalt and completion of site earthworks. Excess spoil has been stockpiled on the vacant former croquet club grounds for use in Stage 2 civil works (ie after demolition of the existing clubrooms occurs).

Substructure works including piling, the lift overrun pit, raft footings and the concrete slab have been constructed allowing for the lift shaft and structural steel erection to occur. Once the structural steel was erected metal formwork was placed for the suspended concrete slabs to be poured on level 1. All in ground service infrastructure for the new building has been installed including the grease arrestor, consumer mains power conduits, sewer and stormwater pipework.

Offsite procurement is well advanced with key elements the mechanical shop drawings approved and the lift due in August. The prototype masonry walls have been built and approved, floor and wall samples are approved and ordered, sanitaryware procurement is also underway.

Project images of site progress are provided below as at early June 2023.

IMAGE 1: SOD TURNING EVENT HELD ON 10 DECEMBER 2023 AT BROADVIEW OVAL/ YARNTA TUTU YARTA

IMAGE 2: SUPER STRUCTURE PROGRESSION WITH SUSPENDED SLAB PROPPING SHOWN

IMAGE 3: SUPERSTRUCTURE FACING EAST WITH LIFT SHAFT VISIBLE & TEMPORARY GRAVEL WALKWAY

IMAGE 4: FOYER STAIRCASE TO LEVEL 1 AND LIFT SHAFT

IMAGE 5: INDICATIVE MAIN ENTRY FOYER RENDER

Environmental

To manage the environmental conditions and mitigate potential risks with soil contaminants Council implemented a peer review of the original environmental report by LBW Co and implemented a methodology to manage the site spoil. The surplus spoil was stockpiled on the former croquet club for testing and classification to confirm the material is safe for re-use under the new southern carpark

and within future landscaping areas. The re-classification also allows for any surplus spoil to be disposed of offsite as Intermediate Waste Fill.

The stockpile assessment undertaken did not identify soil impacts that would pose an unacceptable risk to future human or ecological receptors with the proposed recreational land use. The peer review and methodology has provided a structured approach to managing the spoil, saving costs by storing the spoil and further mitigating a potential cost and program risk allowing the material to be re-used minimising any off-site disposal.

Programme Update

The Contract program allowed for works to commence in December 2022 allowing for Stage 1 (main building) to be completed by mid-September 2023 and with the Stage 2 (carpark) to be completed by December 2023.

Sarah Constructions [Sarah] commenced on site in late January 2023 to avoid starting some earthworks over the holiday period which could have potentially resulted in dust issues for the residents. In addition, they have lost time through structural steel procurement and their sequencing of the works.

The current analysis identifies the works are 6 weeks behind the Contract program. Sarah's have set a target program to push the works in the final half of the program to attempt to recover lost time. To this end they have split suspended slab concrete pours to provide for earlier access to remove propping and access the ground floor for other trades. Whilst any delay to the project program would result in a slightly later date for Broadview Football Club to access the building, it won't materially impact on their operations given it occurs over the football off-season.

Project Progress

- Ground floor slab installed.
- Grease arrestor placed.
- Structural steel erection completed.
- Internal concrete stair poured
- South section of the level 1 suspended slab poured.
- South portion of the roof mesh installed.
- Box gutters installed.

Works to occur in June 2023

- Pour North section of the level suspended slab
- Pour North external concrete stair
- Continue to place roof mesh and box gutters on northern section
- Commence 1st fix service to the ground floor.

SA Power Networks Transformer

The SA Power Networks transformer procurement was identified as 24–30-week lead time for delivery. The project building works tender allowed for the transformer to be installed and completed by July 2023 allowing permanent power supplies for the building to be provided.

This component is being procured directly by the Council and is on target to be installed in late June early July 2023. This item was a potential program risk which has now been mitigated thus ensuring no delays (or delay costs) associated with the delivery of the new building from this key utility infrastructure.

Risk Management - Construction Risks and Opportunities

Council staff are actively and continually reviewing risks and opportunities for the project to mitigate cost and risks. An updated risk assessment register is attached to this report (**Attachment 1**).

The construction risks and associated opportunities can be summarised as follows:

Project risks:

- Design and documentation discrepancies – these typical discrepancies evolve as construction progresses and have led to variations for various interfaces.
- Program risks – as outlined in the program the project is currently 6 weeks behind the contract program.

Opportunities:

- Savings in the design have been generated by reviewing opportunities to reduce costs such as re-using good quality toilet / shower partitions from the existing clubrooms for the future Umpires changeroom as well as further value management through substitution for like products (ie Roof Safety System, Sanitaryware, Lighting).

Design Items

Council staff have briefed the project architects City Collective on the Wayfinding Signage requirements for the new building. This suite of signage proposed will complement the documented regulatory signage within and exterior to the building and specifically addresses accessibility and wayfinding by external perimeter signs, internal information and directional signage.

The wayfinding signage will be presented to Council's Accessibility and Inclusion Group and then the Community Reference Group for feedback in its development. Once agreed the wayfinding signage will be integrated into the project works, funded via the project contingency.

Building Name and Indigenous Artwork

An action arising from the Community Reference Group was the allocation of a building name, as is within their terms of reference as being able to influence. Whilst Council's civic building, Payinthi, adopted a standalone Kaurna name, consensus within the CRG group identified that a Kaurna name be supported for the facility, followed by the English name 'Broadview' for general community placemaking.

The options presented were:

- at Broadview
- /Broadview Oval
- /Broadview Oval Precinct
- /Broadview Precinct
- /Broadview Sports Pavilion
- /Broadview Sports Hub

The above is in addition to the Kaurna word for either 'Broadview', 'sporting community' or 'teamwork'. City of Prospect has sought guidance from Kaurna Yerta Aboriginal Corporation [KYAC] to inform the Kaurna name and then adding 'at Broadview' to it. So, the name would be similar to ***[insert Kaurna word]* at Broadview.**

Naming of the two functions rooms (currently Function Room A & B) within the building was also discussed at the CRG meeting and the group requested to provide guidance. Subsequently a 'Naming Lodgement Form' was issued to the CRG members for their consideration and submission to Council. Staff received 2 responses, and one affirmation of the BFC response which were collated. These responses were as follows:

1. Response 1 – Suggestion of Broadview Hub for the building name and Galway Room 1 and Galway Room 2 for the Function Rooms.
2. Response 2 – Suggested a dual Aboriginal and English building name with Broadview included in the name and naming Function Room A the Jack Tredrea MM room and Function room B as the Allen Harris room.

3. Response 3 – Supported BFC stated position i.e. Response two (2)

The Broadview Football Club have provided a very detailed overview of an influential past president who also was a decorated returned serviceman Mr Jack Tredrea MM (**Attachment 2**).

There are many options open to the Council in selecting a name for the function rooms, or not, and staff are seeking guidance accordingly. Given the remit of the CRG in their core purpose to assist in the naming of the facility it is not intended that broader consultation occur outside this community representative group.

After internal staff consideration of the options proposed, support for the use of Jack Tredrea MM (Military Medal) to be included as the formal name for both Function Rooms A and B (Jack Tredrea MM Room A and Jack Tredrea MM Room B.

The rationale supporting this recommendation relates to the posthumous nomination of Mr Jack Tredrea MM and future clarity associated with the use of both rooms for large functions concurrently and BFC's ongoing club use of these areas during the football season.

Other naming items which are required to be finalised include:

1. Gymnasium/Fitness Centre – to be named by the future operator reflecting their commercial enterprise (proposed to be shown as Fitness Centre on wayfinding signage)
2. Restaurant – The name to be confirmed by Broadview Football Club reflecting the future commercial enterprise. Broadview Football Club advice sought as to reference as Restaurant / Bistro / Café / Eatery / or similar on wayfinding signage.

There has been discussion within the CRG around inclusion of an Indigenous artwork external to the building near the entry or suspended from a western facing external wall. Separate funding options are being considered as well as grant funding options for this piece. It will likely be a sculpture of some description however the timing and costs are still to be determined. The costs for this artwork will be funded through Council's annual budget allocation to artwork establishment in the City.

Further information on this aspect will be presented to Council in due course.

Memorandum of Understanding (MOU) Working Group

Under the Memorandum of Understanding (MOU) between City of Prospect [CoP] and the Broadview Football Club [BFC] there was a provision for a MOU working group to be established. The objective was to establish a working group to promote and progress the development and to finalise the future Lease, future management of the premises and management agreement.

The MOU group has been working to address the following key elements of the MOU, these include:

1. *Facility Working Model*:

   A key requirement of the project's Prudential report was to ensure a financial due diligence is undertaken to ensure the financial viability of the new facility. This includes the revenue generating opportunities and operating costs. As part of this due diligence assessment, the working group has broken down the components into the following categories:

   a. Revenue Generating Operations – Currently working through revenue generating components which include food and beverage, gymnasium sub-lease fees and hire fees for functions. The BFC has outlined their forecast for these revenues which will be reviewed by a club affiliated accounting firm Perks Financial Management, who also assist with the North Adelaide Football Club operations.

   b. Maintenance Costs – Council administration has collated via industry costings the annual maintenance costs for the building which will be included within the financial model. To contribute as part of community use for the function rooms Council staff propose the allocation of approx. $7,000 (ex GST) per year by the Council to cover the essential safety provisions for this site. This recognises the inherent risk associated with these elements of maintenance as well as benefit the community by allowing access to the new function room B at discounted rates (similar to Council's

other facilities). These maintenance elements include the lift, exit and emergency lighting and fire systems (extinguisher and fire hose reels).

c. Cleaning costs – Industry assessment of the building cleaning and forecast of these costs as part of the financial assessment.

d. Consumption Costs – Council Administration has engaged with the building services engineers Lucid Engineers to assess the consumption costs for power, water sewer and gas to ensure these costs are as accurate as possible (based on predicated usage) and included within the financial modelling.

e. Restaurant and Gymnasium operators - BFC have outlined their intent to include a sub-lease for:

   i. the Kiosk and Restaurant; and

   ii. the Gymnasium.

   BFC is actively seeking registration of interests for operators to lodge their interest and proposals to manage these areas.

2. *BFC Business Plan*:

   The above items will be included within the BFC's Business Plan to operate the new facility. The business plan will outline the forward planning and level of financial due diligence assessed to ensure the facility, and primary tenant [BFC], are financially successful. The business plan will also include:

   a. Confirmation of the third-party operator for the restaurant and kiosk.

   b. Operating, consumption and cleaning cost forecasts.

   c. Marketing – Approach to sales and marketing for the building to attract patrons into the new building and ensure they are return customers.

   d. Review and Assessment – Inclusion for the frequency of review and assessment of the actual financial performance against the forecasted performance.

   The Business Plan development and refinement has been a key focus of the Working Group. Once finalised it will be provided to Dean Newberry and Associates to undertake a Financial Due Diligence Review. The results of this review will be presented to the Council in due course.

3. *Lease*

   A draft Lease for the new facility has been prepared which is currently under internal review. The focus of the review will include:

   a. The annual lease costs are suggested to be balanced between a fair commercial rate and a cost which is manageable by the club. It is proposed that a honeymoon period be included to maintain the current rate forecast for 2023/24 from the time Broadview Football club take possession (ie likely October 2023) until 30 June 2024.

   b. Substantive Rent Review prior to 30 June 2024 and adjustment made.

   c. Annual Consumer Price Index review of the lease rate and an auditing process for financial performance reporting established.

   d. KPI assessment of the facility performance both financial and non-financial (i.e. community use).

   e. Recognition that community use is a pivotal component of the facility operation.

   f. The building maintenance responsibilities.

   g. A Code of Conduct will also be included outlining patron and operator responsibilities to ensure the community asset and locality is appropriately respected (including required Development Approval conditions embedded).

Once the terms of the lease have been without prejudice resolved by the working group it will be presented to the Council for its consideration. It is imperative that this occurs prior to occupation of the new facility by the BFC (ie October 2023) and remains a critical path item for finalisation.

Implications, Related Questions and Further Information

Financial Update

The fourth progress claim has been received and approved for payment. The value of works claimed, assessed, certified and completed to 30 May 2023 are $1,337,435 (ex GST).

Project contingency continues to be closely managed with a remaining balance of 2.6% with the inclusion of funding allocated in the 2023/2024 Annual Business Plan.

TABLE 1: FINANCIAL SUMMARY OVERVIEW

30 May 2023	Current Costs (excl GST)
Consultant Fees	$529,585.96
Construction Costs	$1,337,435
Approved Variations	$2,700
Submitted Variations	$46,092
Total ex GST	**1,915,812.96**
Remaining Contingency	2.6%
Percentage Complete (Financial)	28%
Percentage Complete (Time)	46%

(The specific financial figures associated with project including variation adjustments and contingency are 'in confidence' and should not be disclosed publicly as it relates to the Council's commercial sensitivities of this information).

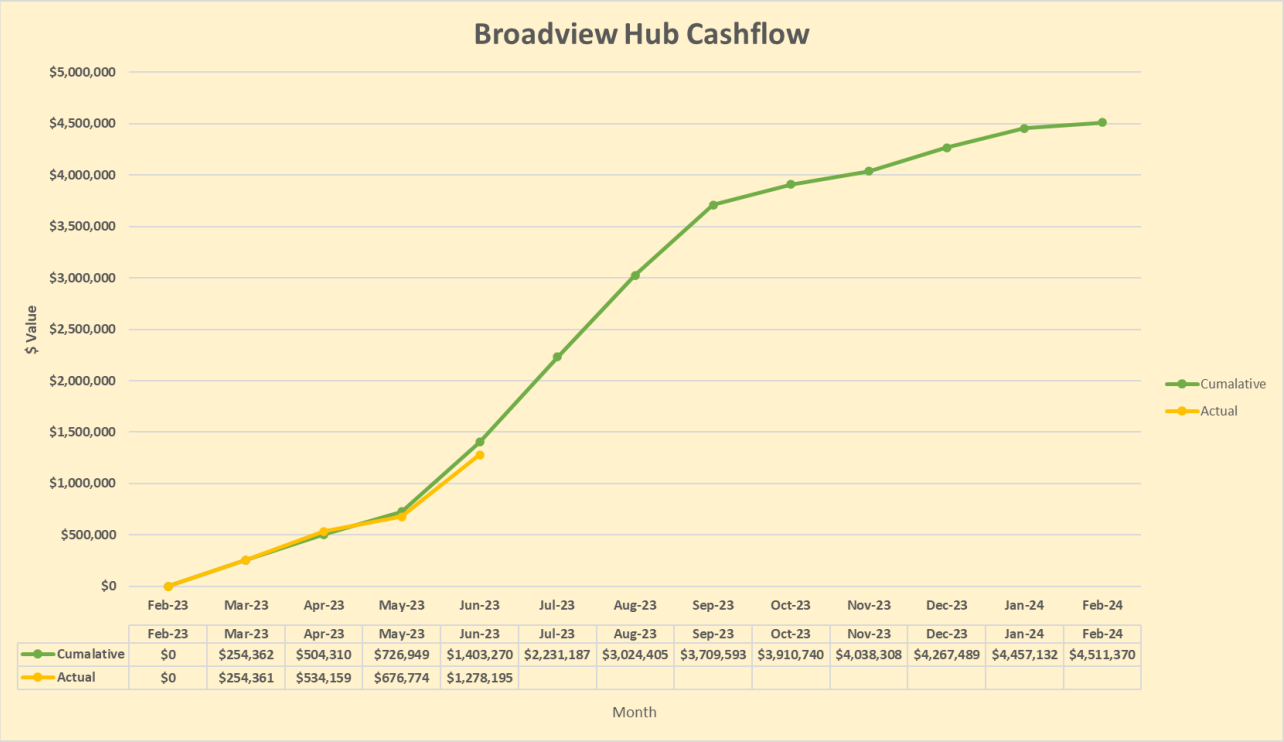
The Broadview Football Club contribution to the project, which equates to approximately $250,000 (ex GST), has been spilt into two components. The direct financial contribution of $107,000 which will be invoiced by and paid to City of Prospect by 30 June 2023. The balance of their contribution will be direct procurement and fit out of specific areas such as the Kiosk, Kitchen, Gym and function areas. This has been formalised by way of an executed 'Capital Works Contribution Agreement' between the Broadview Football Club and City of Prospect.

Some adjustment to the cash contribution is likely based on 'carve out' scope which the BFC are likely to manage themselves via third party providers. There will no financial impact to the Council by way of these carve out scope items.

Project Cashflow

The actual progress claim values for the project is tracking within reasonable variance of the forecast values. We have presented this in the below cashflow graph.

FIGURE 1: PROJECTED CASHFLOW GRAPH (GST exclusive)



	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24
Cumalative	$0	$254,362	$504,310	$726,949	$1,403,270	$2,231,187	$3,024,405	$3,709,593	$3,910,740	$4,038,308	$4,267,489	$4,457,132	$4,511,370
Actual	$0	$254,361	$534,159	$676,774	$1,278,195								

Relevance to Core Strategies / Policy

Community Plan: Towards 2040

- **Connected & Caring**

  FY 20/21 Measures

  CC1.7 Foster new connections through community programs to support the community to recover from COVID-19

  2 to 5 year timeline

  CC2.2 Facilitate new bars, cafes, restaurants and other businesses which diversify our local offerings

  CC2.4 Ensure greater recognition and support of precincts and neighbourhood gathering places such as Collinswood Precinct, Broadview Sports and Recreation Precinct / Yarnta Tutu yarta, Nailsworth Hall, Charles Cane / Parndo yerta Reserve, Howard Street precinct across the City:

  CC2.4.1 Make these great places and create promotional campaigns

  CC2.4.2 Install wayfinding signage (and 'digital trails') in key locations to highlight important and historic sites, as well as shopping and recreational opportunities in those neighbourhoods

  CC2.4.3 Develop new place-making and urban renewal initiatives in those neighbourhoods

  CC2.4.4 Facilitate the attraction of a key 'anchor' or 'hero' business to each of those key locations

- **Active & Engaged**

  FY 20/21 Measures

AE1.2 Develop model governance frameworks for sporting and community groups to facilitate greater opportunities for involvement and access by residents to their facilities across the city

- **Creative & Innovative**

FY 20/21 Measures

CI1.1 Deliver a Public Art Program (including through grants) to improve key public areas throughout the city for Prospect residents, businesses and visitors

2 to 5 year timeline

CI2.1 Attract an anchor business to enhance the innovation brand of our City

ATTACHMENTS

1. **Project Risk Register**
2. **Overview - Mr Jack Tredrea MM**

BROADVIEW COMMUNITY SPORTS HUB - ASSESSMENT

RISK ASSESSMENT PROCESS - BROADVIEW COMMUNITY & SPORTS HUB

Establishing the Context	
Risk Assessment relating to *(Name event/project/issue being assessed)*:	**Redevelopment of Broadview Oval Clubrooms - Broadview Sports & Community Hub (Yarnta Tutu yarta)**
Risk Assessment Group:	**Risk Assessment Workgroup - Risk/Project/Property/Finance**
Risk Assessment Date:	**9/11/21, updated April 2022 (Prudential). Updated June 2022 (extra financial funding). Updated August/September 2022 - Funding Model/MoU Update - Financial due diligence**
Department *(Responsible Directorate)*:	**Infrastructure & Environment - now City Works & Presentation**
Responsible Person/s:	**Project Manager - Property. Contracted Position**
Context: *(considers Strategic requirements, background/history, stakeholders, expectations)*:	***City of Prospect is redeveloping Broadview Oval's Club room facilities to continue to meet the needs of the Community. There are many aspects of this significant project which require careful analysis and evaluation from project design & financing (including grant funding) to hand over & final activation. Budget is in the vicinity of $4-4.5m. Updated Budget figure > $5m***

Risk Assessment Process

NO	RISK DESCRIPTION *(E.g.impact ? / Problem ?)*	Risk Category	Existing Controls to mitigate identified impacts *(What are the controls currently in place to reduce the risk. E.g. a Contract, procedure, policy)*	Likelihood: *(Risk Assessment Criteria)*	Consequence *(Risk Assessment Criteria)*	Initial Risk Rating	Revised/further Controls to be applied: *(are further controls required? Not always required if initial controls are adequate)*	Likelihood *(Risk Assessment Criteria)*	Consequence *(Risk Assessment Criteria)*	Revised Risk Rating
6	There is a risk that extraordinary inclement weather will result in delays to timeframes and milestones. Extreme Heat & winter weather (2022/23)	Environmental	~ Planned Contingencies ~ Project Milestones ~ Contractual requirements/inclusions	Possible	Minor	Low	~ Monitor & review ~ Contractor/builder relationship	Possible	Minor	Low
1	There is a risk that there will be discrepancies between original wishes/requirements and those designed/costed for the project, leading to unanticipated budget over-run (>10%)	Financial / Infrastructure	~ Budget allocation ~ Grant funding allocation ~ Prudential review process (external) ~ Consultation with key stakeholders ~ Internal Project Lead ~ Annual Budget/LTFP	Possible	Major	High	~ Monitor & review ~ Tight procurement delivery ~ Reaction to Prudential Review (from March/April 2022) ~ Project Lead/Council to negotiate a fixed price deal (undertaken) ~ Monthly risk meeting ~ Peer review/assurance - Audit Committee - Budget/LTFP ~ Evaluation Panel - Procurement PROCESS ~ Fixed price architect ~ Extra Funding	Possible	Moderate	Medium
7	Lack of prudent project management protocols leads to "project cost creep" that is not appropriately managed, resulting in cost blowout, including professional fees	Financial / Infrastructure	~ Project Lead ~ Project Management Milestones ~ Fixed price allocation ~ Scheduled meetings with Contractor	Unlikely	Major	High	~ Monitor & review ~ Project lead ensures formal stakeholder relationships ~ Reporting of milestones ~ Assurance - Audit Committee/Reference Group ~ Liaison with Club/s	Unlikely	Moderate	Low
8	Risk that built scope is varied (mid construction) resulting in increased capital cost & delays	Financial / Infrastructure	~ Project Lead ~ fixed design ~ Project Management Milestones ~ Scheduled meetings with Contractor	Unlikely	Major	High	~ Monitor & review ~ Contractor/builder relationship ~ Fixed price contract ~ risk based scheduled meetings	Unlikely	Moderate	Low
9	Risk that the overall project costs to build increase beyond budget during build/construction	Financial / Infrastructure	~ Project Lead ~ Project Management Milestones ~ Fixed price allocation ~ Scheduled meetings internally/externally - no surprises	Possible	Major	High	~ Monitor & review ~ Contractor/builder relationship ~ Fixed price contract ~ Reporting to AC & Council ~ Prudential review outcomes ~ risk based scheduled meetings	Unlikely	Major	High
11	~~The overall Project budget does not include a contingency component (of at least 10%) - to meet any undefined/unexpected/inflated costs~~	~~Financial / Infrastructure~~	~~~ Project Lead~~ ~~~ Fixed priced contractual arrangement~~ ~~~ Prudential review/advice~~ ~~~ Conservative allocation~~	~~Possible~~	~~Moderate~~	~~Medium~~	~~~ Monitor & Review~~ ~~~ Project Lead~~ ~~~ Fixed priced contractual arrangement. Milestones monitored & reported~~ ~~~ Reporting to AC/Council~~ ~~~ Extra Funding provided~~	~~Possible~~	~~Moderate~~	~~Medium~~
19	There is a risk that the new facility could result in an increase in running/maintenance costs (for Council) compared with the current facilities, resulting in a negative impact on the long term financial plan	Financial / Infrastructure	~ Operational Model being developed ~ Costings to be applied ~ Stakeholder consultation	Likely	Moderate	High	~ Monitor & review ~ Budget process formalised ~ Third party agreement for their responsibilities ~Incorporated into Business Plans	Possible	Moderate	Medium
23	~~"COVID" related supply chain impacts/Cost of building materials~~	~~Financial / Infrastructure~~	~~~ Project Lead~~ ~~~ Fixed price allocation~~ ~~~ Scheduled meetings with Contractor~~	~~Possible~~	~~Moderate~~	~~Medium~~	~~~ Monitor & review~~ ~~~ Reporting~~	~~Possible~~	~~Moderate~~	~~Medium~~
25	Broadview Club unable to continue within a prudent/sustainable management model. Leads to financial loss & site being under utilised	Financial / Infrastructure	~ Continued arrangement with Club ~ Continued negotiations with Club ~ Overarching tenancy	Possible	Major	High	~ Monitor & review ~ Consulation with Council ~ Further analysis of Prudential Report ~ Financial Due Diligence (external)	Possible	Moderate	Medium
26	Costs associated with daily ongoing operations /management of the new facility may result in a negative financial impact (Council)	Financial / Infrastructure	~ Overall budget alignment (LTFP/Annual) ~ Continued negotiations with Club	Possible	Major	High	~ Monitor & review ~ Consulation with Council ~ Further analysis of Prudential Report	Possible	Moderate	Medium
16	There is a risk that key project stakeholders leave the project, or are absent during critical periods of the project, resulting in delays in project delivery and reporting	People	~ Project Framework implemented ~ Project Lead role ~ Project milestones defined ~ Contractual/third party arrangements formalised ~ Record keeping as per Council conventions	Possible	Moderate	Medium	~ Monitor & review ~ Project Lead Role is defined & documented ~ Stand alone Project Management protocols formalised ~ Contract Terms ~ Risk Register	Possible	Moderate	Medium
2	~~There is a risk that the design for the new facility does not meet planning/regulatory requirements, resulting in delays in achieving development approval (or negative community sentiment if approved)~~	~~Regulatory / Policy / Strategy~~	~~~ Internal Project Lead~~ ~~~ Planning/Regulatory requirements implemented~~ ~~~ External Consultancy~~	~~Unlikely~~	~~Moderate~~	~~Low~~	~~~ Monitor & review~~ ~~~ Project Lead to consult with stakeholders~~ ~~~ Formal notification of approval/requirements~~	~~Unlikely~~	~~Moderate~~	~~Low~~

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BROADVIEW COMMUNITY SPORTS HUB - ASSESSMENT

Risk Assessment Process

10	No Business Case process for the project has been developed. Prudential requirements are not met.	Regulatory / Policy / Strategy	- Project Lead - Ongoing Community engagement/consultation (2015 -) - Grant Allocation process. Provided to Government - Grant Conditions aligned to project design/build - Prudential Review	Possible	Major	High	- Monitor & review - History of information from 2015 (conceptual) - Report Grant Conditions met (extension approved)	Possible	Moderate	Medium
15	Inability to fulfil Grant Application requirements leading to funding being delayed or withdrawn. Continue to monitor	Regulatory / Policy / Strategy	- Grant Funding approval - criteria met - Project Lead/ELT Reporting - Milestones fulfilled - quarterly reporting -Grant Criteria (original concepts)? -Managing new political environment	Possible	Major	High	- Monitor & review - Project milestones committed to Grant Application criteria - Reporting/assurance - Local/State Government relationship - Timeframe change by August - Planning consent to be lodged shortly	Possible	Moderate	Medium
18	There is a risk that a future operational (model) is not considered, consulted and understood by all stakeholders (third party arrangements)	Regulatory / Policy / Strategy	- Consultation with Third Party users - Operational model defined & accepted during consultation - Stakeholder agreement/acceptance	Possible	Moderate	Medium	- Monitor & review - Model defined & finalised by agreement - Third Party agree to future model - Reporting to Council	Possible	Minor	Low
20	~~There is a risk that procurement and contract management protocols do not meet internal (or general) requirements~~	~~Regulatory / Policy / Strategy~~	~~- Adherence with Procurement Framework~~ ~~- Contractual arrangements defined & formalised~~ ~~- Conditions met~~	~~Unlikely~~	~~Moderate~~	~~Low~~	~~- Monitor & review~~ ~~- Ensure procurement milestones are documented~~ ~~- Reporting to Council/Audit Committee~~	~~Unlikely~~	~~Moderate~~	~~Low~~
22	Communication protocol (to relevant stakeholders) inappropriate or ineffective	Regulatory / Policy / Strategy	- Project Framework implemented - Project milestones defined- reporting process to Council/Audit Committee - Social Media/Internet updates. Community Hub	Possible	Moderate	Medium	- Monitor & review - Management of Community Hub - Reporting	Possible	Moderate	Medium
24	~~A significant tree at car park location adjacent to development area – risk exposure that structural root zone/tree protection zone may impact location of building, or requires engineering building around root zone. COST IMPACT~~	~~Regulatory / Policy / Strategy~~	~~- Review and then engage with Architect and arborist to develop proposal which will be included as part of development application~~ ~~- Engage with Development Services regarding regulatory options~~	~~Possible~~	~~Moderate~~	~~Medium~~	~~- Monitor & review~~ ~~- Consulation with Council~~ ~~- Further analysis of Aborist Report~~	~~Possible~~	~~Moderate~~	~~Medium~~
3	There is a risk that the findings from a community engagement process are misunderstood or not reflected within the final design and layout of the facility, resulting in significant community dissatisfaction	Reputation / Political	- Project Lead - Consultation process defined & formally implemented - Public Workshops - Council reporting	Possible	Moderate	Medium	- Monitor & review - Engagement Hub developed for information access - Continued reporting mechanisms -Ensure stakeholder feedback is considered	Possible	Moderate	Medium
5	There is a risk that the Council could change the direction or scope of the project, resulting in delays in the delivery of the new facility	Reputation / Political	- Project Lead - Contractual arrangements - Project Milestones/Framework	Possible	Major	High	- Monitor & review - Full transparency of design/concepts - Financial Reporting - Outcomes of Prudential review/Risk Register - Feedback from PRG/CRG	Possible	Moderate	Medium
13	~~There is a risk that an inappropriate or inadequate Community and Stakeholder consultation process is undertaken, resulting in a lack of engagement and understanding as well as potential community dissatisfaction~~	~~Reputation / Political~~	~~- Project Lead~~ ~~- Consultation process/Relationship networking~~ ~~- Public Workshops~~ ~~- Council reporting~~	~~Possible~~	~~Moderate~~	~~Medium~~	~~- Monitor & review~~ ~~- Community Hub - Virtual~~ ~~- Reporting protocol~~ ~~- Continued stakeholder information dissemination~~	~~Unlikely~~	~~Minor~~	~~Low~~
14	There is a risk that the new facility will not be suitable for the delivery of programs, services and functions as described in the Community Plan, resulting in an inability to efficiently achieve Council's long term objectives	Reputation / Political	- Community consultation - Align to Community Plan objectives - Reporting against financial/LTFP	Possible	Moderate	Medium	- Monitor & review - Community Hub - Virtual - Reporting protocol - Continued stakeholder information dissemination - Future model alignment	Possible	Moderate	Medium
4	There is a risk that contractors engaged to undertake work on the delivery of the project components do not achieve the required objectives of the physical build & functionality	Services / Project	- Project Lead - Project Management Milestones - Scheduled meetings with Contractor	Possible	Moderate	Medium	- Monitor & review - Project lead ensures formal stakeholder relationships - Reporting of milestones - Assurance - Audit Committee/Reference Group	Possible	Moderate	Medium
12	A lack of an internal formal project management protocol able to be deployed to manage construction delivery/financial/handover milestones	Services / Project	- Project Lead - Internal Project Management Framework deployed - Internal/external reporting - Project milestones defined	Unlikely	Moderate	Low	- Monitor & review - Reporting to key Stakeholders - Delivery/handover component to Project	Unlikely	Moderate	Low
17	There is a risk that a lack of clear definition of the Project Scope and Milestones could result in various project "creep" (in time, cost or quality)	Services / Project	- Project Framework implemented - Clear scope - Project milestones defined - Reporting process to Council/Audit Committee - Record keeping as per Council conventions	Possible	Major	High	- Monitor & review - Reporting Project Milestones (formal) - Council/Audit Committee feedback - Costs managed against original scope	Possible	Moderate	Medium
21	There is a risk that transitional arrangements with current users (Clubs) are inappropriate resulting in sporting interruptions &/or financial hardship	Services / Project	- Project Framework implemented - Clear scope for build timing - Project milestones defined - Timing & transition requirements defined	Possible	Moderate	Medium	- Monitor & review - Continued liaison between Project Lead & Clubs - Minutes of meetings recorded	Possible	Minor	Low
27	Poor contract documentation leads to increased costs	Services / Project	-Internal Contract protocols -Contractor agreements deployed -Project Milestones implemented	Possible	Moderate	Medium	- Monitor & review - Reporting Project Milestones (formal) - Contract managed against original scope -Monitor outgoings - liaison with Cost Manager reports	Possible	Moderate	Medium
28	Interest rates increase higher than that forecast in the draft LTFP	Services / Project	- Cash advance debenture facility - LTFP & Budget process -Forecast process	Possible	Moderate	Medium	- Monitor & review - Continued liaison between Project Lead & ELT/Finance/Council - Council introduction of Interest Ratio with target ranges	Possible	Moderate	Medium
29	~~Council is unable to construct the facilities for the current $4m budget~~	~~Services / Project~~	~~- Budget increase (Council resolution)~~ ~~-Additional floor plan endorsed~~	~~Possible~~	~~Major~~	~~High~~	~~- Monitor & review~~ ~~- Continued liaison between Project Lead & ELT/Finance/Council~~ ~~- Cost Manager Reporting~~	~~Possible~~	~~Moderate~~	~~Medium~~
30	~~The $4m budget may create pressure on construction standards~~	~~Services / Project~~	~~- Budget increase (Council resolution)~~ ~~-Additional floor plan endorsed~~ ~~-Contingency allocation~~	~~Possible~~	~~Major~~	~~High~~	~~- Monitor & review~~ ~~- Continued liaison between Project Lead & ELT/Finance/Council~~ ~~- Cost Manager Reporting~~	~~Possible~~	~~Moderate~~	~~Medium~~
31	~~Grant funding agreement may be revoked or reduced should the stipulated outcomes of the grant approval not be delivered~~	~~Services / Project~~	~~- Ensure Grant conditions are met~~ ~~- Liaison with Office of Rec/Sport~~	~~Possible~~	~~Major~~	~~High~~	~~- Monitor & review~~ ~~- Continued liaison between Project Lead & ORSR~~ ~~- Monitor Grant Conditions~~	~~Possible~~	~~Moderate~~	~~Medium~~

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BROADVIEW COMMUNITY SPORTS HUB - ASSESSMENT

Risk Assessment Process										
32	~~Competitive tender process exceeds the project budget~~	Services / Project	~ Consideration of value management options ~ Procurement/tender protocols	Possible	Moderate	Medium	~ Monitor & Review outcomes of procurement process ~ Consideration of value management options ~ Procurement/tender protocols followed	Possible	Moderate	Medium
33	~~Council is unable to secure a contractor to deliver the project in a timely manner resulting in adverse impact to Council and the Broadview Football Club~~	Services / Project	~ Project Management Framework ~ Tender protocol conditions to mitigate risk	Possible	Major	High	~ Monitor & Review outcomes of procurement process ~ Tender to provide construction programme to form part of contract agreement ~ Tender evaluation criterion	Possible	Moderate	Medium
34	Council is unable to complete the project within the timeframes required by the grant	Services / Project	~ Project Management Framework ~ Mechanism to lodge and application to vary timeframes of Grant milestones ~ Monitor with stakeholders	Possible	Major	High	~ Monitor & review ~ Continued liaison between Project Lead & Stakeholders ~ Reporting methodology	Possible	Moderate	Medium
35	Potential future impact of COVID-19 on club operations and capacities	Services / Project	~ Monitor with Government/Health Guidelines	Possible	Moderate	Medium	~ Monitor & review ~ Continued liaison between Project Lead & Stakeholders ~ Reporting methodology	Possible	Minor	Low
36	~~unforeseen site contamination or service utility relocation issues~~	Services / Project	~ Independent soil & environmental testing ~ Site identification survey to identify undergorund service	Possible	Moderate	Medium	~ Monitor & review ~ Continued consideration of remediation requirements ~ Reporting methodology	Possible	Minor	Low
37	Broadview Football Club is unable to manage the facility which results in financial loss to the Council	Services / Project	~ MoU to monitor any issues ~ Independent Due Diligence process~ ~ Overseen by independent Working Group	Possible	Moderate	Medium	~ Monitor & review ~ Recommendation of Due Diligence Report ~ Liaison with Project Lead/Working Group	Possible	Minor	Low

CR21/60759

Jonathon 'Jack' Tredrea MM

Jonathon (Jack) Tredrea MM

Jack Tredrea was born at Rundle Street Kent Town on the 15th May 1920. He left school on his 14th birthday and became message boy for Flehr & Co Tailors Adelaide.

Jack joined the CMF in 1938 and was called up for full time service in 1939 with the 6th Cavalry Brigade Field Ambulance. He was exempted from service on the death of his father in August 1941.

He re-enlisted in the AIF in September 1942 and was soon promoted to Sergeant in the 3rd Training Battalion.

Jack married Edith Bongiorno on 15th May 1943 in Adelaide.

Jack volunteered to join the Army Unit now known as Z Special Unit in early 1944. This involved training on Fraser Island and in various other locations in the eastern states. Parachute training was held at Richmond NSW and Leyburn Qld.

On the 25th March 1945 the Z Special Unit parachuted into the jungle near Bario in the highlands of Borneo.

Jack walked every day for the next five weeks to nearby Kampongs to render medical assistance and to gather information. He arrived back at Bario to find that HQ had moved to Balawit, a two day walk away. It was there that his native guerilla group was trained for ten days to fight the Japanese.

Jack and his thirty strong native group were sent to Malinau to rid the town of approximately two hundred Japanese soldiers and to ambush them on their way up river. Later Jack and his group were sent to the east coast of Borneo in Dutch Borneo at Tanjong Selor.

Jack had lost his radio much earlier and it had never been replaced. A runner finally caught up with Jack in the third week of October to tell him that the war had ended on the 15th August 1945 and that he should "get out the best way he could". Jack had only encountered three white men in the seven months he had been in Borneo.

Half of Jack's group paddled him over the open sea for 11 hours to the island of Tarakan in a river Prau. He was flown back to Australia, caught trains from Brisbane to Melbourne for debrief and then back to Adelaide, arriving in December 1945 to find that he had a thirteen month old daughter.

He then spent twelve weeks in Daws Road Hospital recovering from his jungle diseases before being discharged from the army in March 1946. During his time in Borneo, Jack had lost two and a half stone, dropping from ten and a half down to eight stone.

Jack returned to his tailoring company and bought a house in McInnes Avenue Broadview.

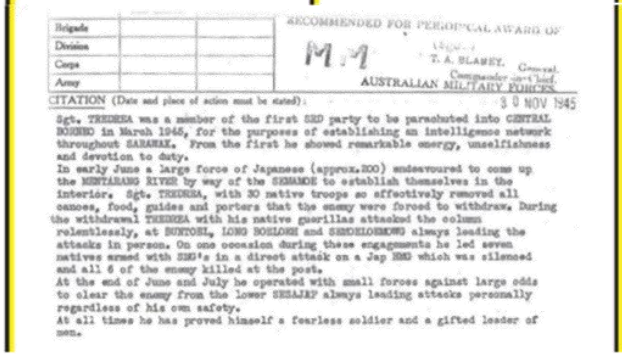
It was at this time that Jack was enticed to play for the Broadview Football Club when club legend Bill Footer learned of him moving into the area. Jack had played for South Adelaide colts and played three league games before the war intervened.

In November 1947 Jack Tredrea received the Military Medal from the Governor General of Australia at Government House in Adelaide for his service during the war. Due to a 30 year secrecy agreement, Jack could not disclose information of his mission during the war at the time of receiving his award.

Jack moved from Broadview to Clapham across the road from his good friend Graham in 1967.

Jack retired from his tailoring business in 1985 and visited Bario in Borneo on 7 occasions from 1993 to 2017 before passing away peacefully in his home at Clapham on the 17th July, 2018.

The Jack Tredrea MM Anzac Day BFC Medal is awarded to the BFC best on ground player for the Anzac round throughout all Senior Grades.



Brigade		
Division		
Corps		
Army		

RECOMMENDED FOR PERIODICAL AWARD OF

MM

T. A. BLAMEY, General, Commander-in-Chief, AUSTRALIAN MILITARY FORCES.

30 NOV 1945

CITATION (Date and place of action must be stated):

Sgt. TREDREA was a member of the first SRD party to be parachuted into CENTRAL BORNEO in March 1945, for the purposes of establishing an intelligence network throughout SARAWAK. From the first he showed remarkable energy, unselfishness and devotion to duty.

In early June a large force of Japanese (approx.800) endeavoured to come up the MENTARANG RIVER by way of the SEMAMOE to establish themselves in the interior. Sgt. TREDREA, with 30 native troops so effectively removed all canoes, food, guides and porters that the enemy were forced to withdraw. During the withdrawal TREDREA with his native guerillas attacked the column relentlessly, at BUNTOEL, LONG BOSLOEM and SEMOELOEMOE always leading the attacks in person. On one occasion during these engagements he led seven natives armed with SMG's in a direct attack on a Jap HMG which was silenced and all 6 of the enemy killed at the post.

At the end of June and July he operated with small forces against large odds to clear the enemy from the lower SESAJEP always leading attacks personally regardless of his own safety.

At all times he has proved himself a fearless soldier and a gifted leader of men.

Jack Tredrea

The Footballer & Committeeman

1947 ~ Joined Broadview Football Club

1947 to 1958 ~ Played over 100 games

1948 & 1954 ~ A Grade Premiership Player

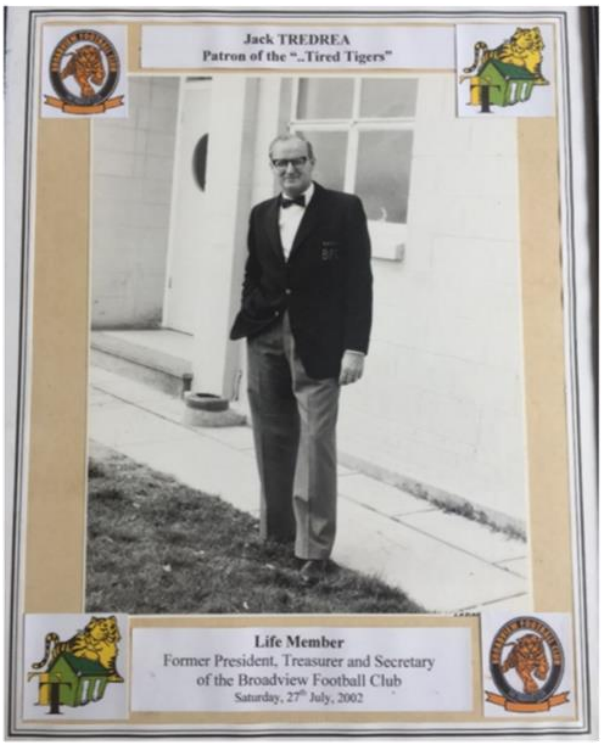
1954 to 1955 ~ Secretary

1956 to 1965 ~ Treasurer

1966 ~ President

Jack was the motivator for the building of our clubrooms, hence the naming of "THE JACK TREDREA BAR"

Forever the Patron of the Tired Tigers



11 GENERAL BUSINESS – URGENT ITEMS

Council has resolved that an Agenda Item “General Business – Urgent Matters” be included on the agenda to enable members to raise matters of a genuinely urgent nature, is not a change to Council Policy and cannot wait until the next Council meeting recognising that the leave of meeting will be required for each item on each occasion.

12 REPORTS FOR INFORMATION

The Council has adopted the protocol that only those items on the Council Agenda provided for information (to receive and note) may be adopted without further discussion.

12.1 MINUTES OF THE SPECIAL AUDIT & RISK COMMITTEE MEETING HELD ON 21 JUNE 2023

File Number: **IC23/178**

Author: **Deborah Horton, Team Leader Governance & Risk**

Responsible Executive: **Ginny Moon, Director City Corporate**

RECOMMENDATION

1. That the Minutes of the Special Audit & Risk Committee Meeting held on 21 June 2023 be received and the recommendations therein be adopted.

ATTACHMENTS

Public Minutes are attached. Confidential Minutes are provided as an attachment to a confidential report Item 16.1 in this agenda.

MINUTES OF CITY OF PROSPECT
SPECIAL AUDIT & RISK COMMITTEE MEETING
HELD AT THE ONLINE VIA TEAMS OPEN FROM 8:50AM
ON WEDNESDAY, 21 JUNE 2023 AT 9:00 AM

PRESENT: Chairperson Corinne Garrett, Mr Peter Fairlie-Jones, Mr Peter Scargill, Cr Alison De Backer, Mayor Matt Larwood

IN ATTENDANCE: Chris White (Chief Executive Officer), Ginny Moon (Director City Corporate), John Pearce (Director City Growth and Development), Victor Di Maria (Manager Corporate Services), Deborah Horton (Minute Secretary/Team Leader Governance and Risk), Andrew Alderson (Manager Finance) Michael Richardson (BRM Advisory).

9:02am: Independent Audit & Risk Committee Members Peter Farlie-Jones and Peter Scargill notified the meeting they were unable to join the meeting via Teams, however the meeting having achieved quorum, commenced at this time.

1 ACKNOWLEDGEMENT OF THE KAURNA PEOPLE AS THE TRADITIONAL CUSTODIANS OF THE LAND

1.1 Chairperson Corinee Garrett stated that:

City of Prospect acknowledges that we are on the traditional country of the Kaurna people of the Adelaide Plains Region and we pay our respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationships with the land and we acknowledge that they are of continuing importance to the Kaurna people living today.

2 ON LEAVE

Nil.

3 APOLOGIES

Nil.

4 DECLARATION BY MEMBERS OF A CONFLICT OF INTEREST

Nil.

Area deliberately left blank.

5 CONFIDENTIAL ITEMS

5.1 STRATEGIC LAND PURCHASE

Reason for Confidentiality

The Audit and Risk Committee is satisfied that, pursuant to Section 90(2) & (3) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

(b)(i) information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council

(b)(ii) information the disclosure of which would, on balance, be contrary to the public interest.

COMMITTEE RESOLUTION 2023/14

Moved: Member Alison De Backer
Seconded: Member Matt Larwood

Order to exclude the public

It is recommended to Council that:

1. Pursuant to Section 90(2) & (3) of the *Local Government Act 1999*, the Audit and Risk Committee orders that all members of the public, except members of the Audit and Risk Committee and the following persons:
    - Chief Executive Officer
    - Director City Corporate
    - Director City Growth and Development
    - Director City Strategy, Community and Culture
    - Manager Corporate Services
    - Manager Finance
    - Minute Secretary/Team Leader Governance and Risk
    - Director, BRM Advisory

    be excluded from attendance at the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report *Item 5.1 Strategic Land Purchase*, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions that the information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council and is on balance contrary to the public interest.

2. The Audit & Risk Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

CARRIED UNANIMOUSLY

9:05am: The meeting went into confidence and the Teams meeting platform closed. Members were requested at this time to join a Zoom meeting to discuss ***Item 5.1 Strategic Land Purchase*** in confidence.
11:31am: Peter Farlie-Jones left the meeting.

11:52am: The meeting came out of confidence.

COMMITTEE RESOLUTION 2023/15

Moved: Member Alison De Backer
Seconded: Mr Peter Scargill

1. That, pursuant to Sections 91(7) and 91(9) of the *Local Government Act 1999,* and having considered the matter '*Item 5.1 Strategic Land Purchase'* for the meeting of Audit and Risk Committee held on 21 June 2023 in confidence, the Committee orders that:

   1.1 the report, attachments and minutes arising from the report, and any associated documentation, having been considered by the Committee in confidence under Section 90(2) & (3) (b)(i) and (b)(ii) be kept confidential and not available for public inspection until review event, on the basis that the information received, discussed and considered in relation to this agenda item is:

   information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; AND information the disclosure of which would, on balance, be contrary to the public interest.

   1.2 the Chief Executive Officer is delegated authority that the order be revoked in whole or part.

   1.3 the confidentiality order will be reviewed by the Council / Chief Executive Officer at least once every 12 month period.

2. That, for the item named in Clause 1 and associated sub clauses, unless:

   2.1 the period in respect of any order made under Section 91 (7) of the Local Government Act 1999 lapses; or

   2.2 Council resolves to revoke an order made under Section 91 (7) of the Local Government Act 1999; or

   2.3 the Chief Executive Officer determines pursuant to delegated authority that the order be revoked; any discussions of the Council on the matter and any recording of those discussions are also confidential.

CARRIED

6 MEETING CLOSURE

The Meeting closed at 11:54am.

.....

CHAIRPERSON

12.2 MAYORAL MONTHLY ACTIVITY REPORT

File Number: **IC23/167**

Author: **Kirsty Howlett, EA CEO and Mayor**

Responsible Executive:

EXECUTIVE SUMMARY

This report covers the period from 24 May 2023 – 27 June 2023. In brief, the Mayoral activities have included the following:

1. Activities

- North Adelaide played Port Adelaide SANF, Prospect Oval
- Reconciliation Week Event- Uncle Tamaru -Talking on Eggshells
- Prospect Business Forum
- North Adelaide played South Adelaide SANF, Prospect Oval
- Citizenship Ceremonies
- North Adelaide Football Club Gala Dinner Fundraiser
-

2. Meetings: face to face, by teleconference or video conference

- Held regular meetings with the CEO and Executive Assistant.
- Attended the Council Agenda Review Meeting and Council Meeting
- Councillor Information Sessions
- Australian Local Government Association – National General Conference 2023 (virtual attendance)
- Audit and Risk Committee Meeting
- Prospect Oval Mater Plan Stakeholder Meeting
-

3. Other

- Media Enquiries.
- Various Phone Calls, Emails, Letters, Video Promotions etc.
- Correspondence and Meetings with Constituents and Co

RECOMMENDATION

That Council:

1. Having considered Item 12.2 Mayoral Monthly Activity Report receives and notes the report.

ATTACHMENTS

Nil

13 COUNCIL MEMBER REPORTS AND BRIEFINGS

14 MOTIONS ON NOTICE

Nil

15 QUESTIONS WITH NOTICE

Nil

16 CONFIDENTIAL ITEMS

16.1 STRATEGIC LAND PURCHASE

Reason for Confidentiality

The Council is satisfied that, pursuant to Section 90(2) & (3) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

(b)(i) information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council

(b)(ii) information the disclosure of which would, on balance, be contrary to the public interest.

RECOMMENDATION

Order to exclude the public

It is recommended to Council that:

1. Pursuant to Section 90(2) & (3) of the *Local Government Act 1999*, the Council orders that all members of the public, except the Elected Members of the City of Prospect and the following persons:
   - Chief Executive Officer
   - Director City Strategy Community and Culture
   - Director City Corporate
   - Director City Growth and Development
   - Director City Works and Presentation
   - Team Leader Governance and Risk
   - Chair Audit and Risk Committee
   - Representation from Kelledy Jones lawyers and BRM Advisory
   - Minute Secretary

   be excluded from attendance at the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report *Item 16.1 Strategic Land Purchase*, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; AND information the disclosure of which would, on balance, be contrary to the public interest..
2. The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

RECOMMENDATION

1. That, pursuant to Sections 91(7) and 91(9) of the *Local Government Act 1999,* and having considered the matter *Item 16.1 Strategic Land Purchase* for the meeting of Council held on 27 June 2023 in confidence, the Council orders that:

   1.1 the report, attachments and minutes arising from the report, and any associated documentation, having been considered by the Council in confidence under Section 90(2) & (3) (b)(i) and (b)(ii) be kept confidential and not available for public inspection until 22 June 2024, on the basis that the information received, discussed and considered in relation to this agenda item is:

information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; AND information the disclosure of which would, on balance, be contrary to the public interest.

1.2 the Chief Executive Officer is delegated authority that the order be revoked in whole or part.

1.3 the confidentiality order will be reviewed by the Council / Chief Executive Officer at least once every 12 month period.

2. That, for the item named in Clause 1 and associated sub clauses, unless:

2.1 the period in respect of any order made under Section 91 (7) of the Local Government Act 1999 lapses; or

2.2 Council resolves to revoke an order made under Section 91 (7) of the Local Government Act 1999; or

2.3 the Chief Executive Officer determines pursuant to delegated authority that the order be revoked; any discussions of the Council on the matter and any recording of those discussions are also confidential.

17 MEETING CLOSURE