

Contact for apologies: Sue Hammond

8384 0747 or sue.hammond@onkaparinga.sa.gov.au

Contact number for meeting venue: 8384 0614

15 October 2020

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN in accordance with Section 83 of the *Local Government Act 1999* that an Ordinary meeting of Council of the City of Onkaparinga will be held on Tuesday 20 October 2020 at 6.30pm at the Council Chamber at the Civic Centre, Ramsay Place, Noarlunga Centre for the purpose of considering the items included on the attached agenda.

A recording of this public meeting will be conducted and may be published to council's website. Vision of persons present in the gallery will be captured in the recording.

We recognise that the land on which we meet has considerable natural and cultural heritage, including thousands of years of traditional ownership by Kaurna.

Scott Ashby

Chief Executive Officer

Disclaimer: Please note that the contents of the Council Agendas have yet to be considered by Council and recommendations contained herein may be altered or changed by the Council in the process of formally making decisions of Council.

City of Onkaparinga

PO Box 1 Noarlunga Centre South Australia 5168 Noarlunga office

Ramsay Place Noarlunga Centre 5168 Ph: 8384 0666 Aberfoyle Park office

The Hub Aberfoyle Park 5159 Ph: 8384 0666 Aldinga office

11 Central Way Aldinga Beach 5173 Ph: 8384 0666 Willunga office

St Peters Terrace Willunga 5172 Ph: 8384 0666 Woodcroft office

175 Bains Road Morphett Vale 5162 Ph: 8384 0666



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AGENDA

Council Meeting 20 October 2020

VENUE: Council Chamber

Civic Centre, Ramsay Place, Noarlunga Centre

TIME: 6.30pm

APOLOGIES:

LEAVE OF ABSENCE: NII

Pledge

We recognise this City's considerable natural and cultural heritage, including thousands of years of traditional ownership by Kaurna, and the more recent contribution from people either born here or who have migrated here. As we meet together, we build on this heritage by respecting and listening to each other, thinking clearly, being receptive to new ideas, speaking honestly, and deciding wisely for the current and future well-being of those we serve.



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1.	Open	ina	of m	eeting
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2. Confirmation of minutes

That the minutes of the proceedings of the Council meeting held on 15 September 2020 be received and confirmed as an accurate record of those proceedings.

3. Adjourned business

Nil.

4. Leave of absence

Nil.



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5. Mayor's Communication

5.1 Mayor's Report

The last few weeks have brought some really positive news for the City of Onkaparinga and we have a lot to look forward to in our wonderful region.

Shellfish reef announcement

The City of Onkaparinga's push for a shellfish reef will now become a reality following a \$20 million Australian Government funding announcement, aimed at boosting marine environments and economies of COVID-hit communities. The region is one of at least 11 around Australia where the reefs will be built, thanks to the Australian Government's partnership with the state government and The Nature Conservancy (TNC), which is on a mission to restore the critically endangered ecosystems across southern Australia. Shellfish reefs were once abundant in Australia's bays and estuaries, but they were decimated by overharvesting, dredging and pollution from the 1850s to 1960s. Less than 10 per cent of them remain.

The partnership is partly aimed at restoring these ecosystems. Shellfish reefs provide benefits such as cleaner oceans (each hectare of reef filters 2.7 billion litres of seawater), more fish and other species, and safer coastlines through erosion protection. The partnership is also aimed at supporting coastal towns and areas in need of recovery from COVID-19 and recent bushfires, with the initiative tipped to create up to 170 jobs and engage up to 120 subcontractors.

It hasn't yet been revealed when or where the reef will be built in Onkaparinga, but Port Noarlunga and O'Sullivan Beach were identified as potential sites earlier this year when the state government's Department for the Environment and Water and TNC partnered to choose the location for the first metropolitan Adelaide project. Council had earlier committed \$40,000 in 2020-21 towards a shellfish reef, which will now be allocated to this project. The community's strong support for a reef in the south played a key role in the announcement, which will add to Onkaparinga's 31 kilometres of stunning coastline.

Cast your vote for McLaren Vale or Willunga

McLaren Vale and Willunga need your support! The iconic towns have been nominated for the 2020 South Australian Agricultural Town of the Year award and you can help them lift the crown by casting your vote. The award, presented by Primary Industries and Regions SA (PIRSA) and Solstice Media, recognises SA towns that excel in agricultural practices and the positive flow-on effect they have on communities. McLaren Vale is a premium grape growing and food production area, renowned for some of the world's best wines produced from some of the world's oldest grapevines. In 2018 McLaren Vale yielded \$22.8 million in wine grape crops, and 190 local producers exported 12.8 million litres of wine. Almost 40 per cent of the town's vineyards are certified organic/biodynamic (compared to four per cent nationally), which has helped build the McLaren Vale's clean, green and sustainable reputation internationally. This reputation — coupled with the McLaren Vale's stunning vistas and historic township — has flowed into the tourism and hospitality industries, which attract 1.2 million visitors spending \$210 million annually.

Willunga is home to gorgeous olive groves and vineyards, with organic farming, on-farm compost, reclaimed water and solar power underpinning the town's commitment to sustainable living and farming. It's also home to the popular Willunga Farmers Market (SA's first farmers market) – which provides a place where locals can sell local produce and products, including honey, vegetables, juices and olives – and a wealth of cellar doors and charming eateries.



Voting for 70 nominated towns is open online now until 30 October 2020, with a judging panel to determine the top five finalists. Finalists will be announced on 20 November, with the winner announced in February 2021.

Cast your vote now and help McLaren Vale and Willunga make the final five at <u>agtown.com</u> Citizenship Ceremony

Each year on Australian Citizenship Day, 17 September, we recognise the value and significance of Australian Citizenship. Whilst it was a special day for the 14 new Australian citizens we welcomed to the City, it is also a day for all Australians to reflect on the meaning and importance of Australian citizenship and the responsibilities and privileges we have as citizens of Australia.

Around 150 ceremonies took place across Australia on Australian Citizenship Day and approximately 2,700 people received their citizenship. We were honoured to celebrate this day with each of our new citizens and welcome them to the City of Onkaparinga.

Welcome Sue Tonkin

We welcomed the **City of Onkaparinga's newest councillor Sue Tonkin at last month's council** meeting. Sue was officially sworn in to fill a vacancy on the Mid Coast ward following a supplementary election in the wake of Beau Cowan resigning due to illness.

Sue was an inaugural Onkaparinga councillor and also served on the former Happy Valley Council. She joins Councillor Bill Jamieson on the ward and we're excited to see them enact some positive change on the Mid Coast.

1000 Play Streets

Onkaparinga streets will soon be filled with smiling neighbours of all ages, thanks to a new community-based program called 1000 Play Streets. The City of Onkaparinga recently received a \$70,000 state government community wellbeing grant to bring this great program to the south.

The Play Australia initiative is designed to reclaim quiet residential streets across Australia as places for neighbours of all ages to connect and play regularly, and to ultimately improve the health and wellbeing of individuals and communities. Its vision is that children, families, neighbours, pedestrians, bike riders and motorists are given equal priority on our quiet residential streets, to share these important community spaces in a safe and respectful manner, to enable all children to play outside every day. Our iteration of the program is aimed at bringing neighbourhoods together and to combat the decrease in active play and growing levels of sedentary behaviour caused by COVID-19. **It'll also be aimed at neighbourhoods** that have been disproportionately impacted by COVID-19.

Neighbourhood streets will be able to nominate to plan and organise their own play street events with the support of council staff. Organised street play projects will be held in four locations, each hosting three sessions with approximately 100 people per session. Sessions will run for approximately two hours and include the use of sporting equipment such as bats, balls and skipping ropes, and council will coordinate the necessary permits and road closures to reduce the burden on volunteer neighbours. Council will also help ensure the sessions meet COVID-safe guidelines. There'll also be keepsakes for children, so they're encouraged to continue to be active.

An expression of interest process will open soon to identify the four locations.



Correspondence

Att 1	Minister for Education	Hopgood Theatre
Att 2 & 2.1	Office for Recreation, Sport and Racing	Sports Vouchers Program for primary school aged children, and my response
Att 3	Environment Protection Authority	My letter of request re PFAS
Att 4	Premier Steven Marshall	My letter of request re PFAS
Att 5 & 5.1	State Planning Commission	Residential Infill Policy
Att 6	Local Government Association	Corflute signage in local government elections

EM representation

Thank you to Deputy Mayor Geoff Eaton for attending the following events on my behalf:

• 13 September Port Noarlunga Soldiers Memorial Bowling Club Open Day

2 October Tribe FM radio8 October Coast FM radio

• 13 October The Big Issue selling with vendor

• 14 October Mayor's Garden Competition Judging day 1

Mayor's calendar

My activities between 12 September and 16 October 2020 are reflected in Attachment 7.

The Deputy Mayor's activities are reflected in Attachment 8.

Thank you.

Erin Thompson

Mayor

Recommendation

That Council note the 20 October **2020 Mayor's report.**



Attachment 1



Reference, 20ME0539

Hon John Gardner MP Member for Morialta

Mayor Erin Thompson City of Onkaparinga PO Box 1 NOARLUNGA CENTRE SA 5168

Dear Ms Thompson

Thank you for your correspondence in relation to Hopgood Theatre.

As TAFE SA is an independent statutory authority, I sought its advice in relation to the matters you have raised.

TAFE SA is committed to providing high quality training which meets the needs of Adelaide's southern region at its Noarlunga Campus.

I am advised that TAFE SA will work with the City of Onkaparinga in the coming weeks to assess the current state of the Hopgood Theatre and its possible required improvements to further develop cost estimates for possible building upgrades.

Further, I understand that TAFE SA is currently developing a tenancy fee model which will include the Hopgood Theatre. I encourage the City of Onkaparinga to contact Mr Craig Patterson, Director Facilities and Projects, TAFE SA at Craig.Patterson@tafesa.edu.au or on 0487 711 288 should you wish to discuss this matter further.

B. I look to word to seeks some firm, agreed assessments of the relevant costs so that the Stake Covenment may

Thank you for bringing this matter to my attention.

Yours sincerely

Hon John Gardner MP Minister for Education

USeptember 2020

Sive then our full consideration in the coming month

Level 9, 31 Flinders Street, Adelaide SA 5000 I GPO Box 1563, Adelaide SA 5001 I DX 128 Adelaide Tel 08 8226 1205 I Fax 08 8226 1556 I Email minister.gardner@sa.gov.au I ABN 60 168 401 578



Attachment 2



ORSR20/0153|B806901

Mayor Erin Thompson City of Onkaparinga PO Box 1 Noarlunga Centre SA 5168 27 Valetta Road Kidman Park SA 5025 PO Box 219 Brooklyn Park SA 5032 Tel 1300 714 990 ABN 81 213 956 472 www.ors.sa.gov.au

Dear Mayor Thompson

I write to seek your support for the Sports Vouchers Program. Sports Vouchers is a Government of South Australia initiative, which provides primary school aged children, from reception to year 7, with \$100 discount on sport or dance membership fees.

The purpose of Sports Vouchers is to increase the number of children playing organised sport or participating in dance activities by reducing cost as a barrier. The Office for Recreation, Sport and Racing administers the Sports Vouchers Program and is about to allocate promotional corflute's (900x600mm) to 500 registered Sports Vouchers providers across the State. Many of the providers are located on or within Council owned facilities, and I seek your support for these corflute's to be displayed.

The goal of the promotion is to increase the general awareness of the Sport Vouchers Program and promote providers within local communities.

Sports Vouchers is an initiative that could support and assist a number of your Council's strategies, whether it's the Sport and Recreation Strategy, Public Health Plan or another strategy.

The promotion additionally supports key targets and outcomes in the Government of South Australian's Game On: Getting South Australia moving initiative. Game On, is a forward-looking framework that outlines a collaborative approach to ensure physical activity and play can fit seamlessly into the daily lives of South Australians.

Your support of Sports Vouchers program and the providers within your council area is greatly appreciated.

Yours sincerely

Kylie Taylor

CHIEF EXECUTIVE

7 September 2020

OFFICIAL





From the office of the Mayor City of Onkaparinga

Attachment 2.1

Our Ref: 5286540

29 September 2020

Kylie Taylor Chief Executive Office for Recreation Sport and Racing PO Box 219 BROOKLYN PARK SA 5032

Dear Ms Taylor

Thank you for your letter dated 7 September 2020 regarding the Office for Recreation, Sport and Racing's Sports Vouchers Program.

The City of Onkaparinga is pleased to continue to support and promote the Sports Vouchers initiative through our club development newsletters and programs.

In 2019 over \$752,000 Sports Vouchers claims were made in the City of Onkaparinga, which indicates a significant local community need for financial support to assist children to be physically active. With the ongoing fiscal pressure on parents and clubs due to the COVID pandemic, the continuation and heightened marketing of the Sports Voucher program is welcomed.

Our Sport and our Recreation team will continue to promote and support this program to reduce the barriers and increase the opportunity for children to become members of local clubs and to improve their physical activity levels.

We will inform clubs that promotional corflutes will be allocated for registered clubs via the Office for Recreation Sport and Racing and will encourage new clubs to register.

Please forward any marketing material or publications you would like disseminated via our regular newsletter to oacnet@onkaparingasa.gov.au. If you have any questions, please do not hesitate to contact our Club Development Coordinator Craig Hobart on 0466 922 661.

Yours sincerely

Erin Thompson

Mayor

City of Onkaparinga PO Tlax 1 Noorlunga Centre South Australia 5168 www.wakaparingacily.com

Noarlunga office Ramsay Plass Noorlunga Centre lelephone (08) 8384 0666 Facsimile (08) 8382 8744

Aberfoyle Park office The Huh Aberfoyle Park Telephone (08) 8384 Oácá Facsimila (08) 8382 8744 Willunga office 31 Poters Terrace: Willunga Interpretation (08) 8384 0666 Tacsimile (08) 8382 8744 Woodcroft office 175 Barris Road Morphett Vale Tulephone (08) 8384 Oédó Lacsimile (08) 8382 8744





From the office of the Mayor City of Onkaparinga

Attachment 3

29 September 2020

Ms Catherine Cooper Presiding Member Environment Protection Authority GPO Box 2607 ADELAIDE SA 5001 Email: engage.epa@sa.gov.au

Dear Ms Cooper

Consideration of the Environment Protection (Disposal of PFAS Contaminated Substances) Amendment Bill 2020

I write to request that the EPA cease its assessment process for Southern Waste ResourceCo's (SWR) application to receive PFAS-contaminated waste in McLaren Vale until the outcome of the *Environment Protection (Disposal of PFAS Contaminated Substances)*Amendment Bill 2020 introduced into Parliament on 23 September 2020.

Since my last letter to you dated 11 August 2020 outlining the serious concerns of council and people of Onkaparinga, the Member for Mawson, the Hon Leon Bignell MP, has introduced a Private Members Bill into the South Australian Parliament with the express aim of preventing the disposal of PFAS contaminated substance in the Greater Adelaide planning region, within 50 km of primary production or within 5km from the boundaries of a town. Such legislation has an enormous impact on the EPA's assessment process of the SWR application and should warrant a pause in any further consideration until the outcome of the Parliamentary process.

In addition to the Private Members Bill in the House of Assembly, the Hon Mark Parnell, Leader of the Greens also outlined his concerns on 23 September in the Legislative Council. Both Members of Parliament have expressed similar concerns to those I have raised with you previously on behalf of the community. In summary, these include:

- PFAS being too dangerous a chemical to human health;
- the potential impact to the wine and tourism economy of McLaren Vale;
- the potential impact to groundwater;
- the deficiencies in the public consultation process; and
- the need for greater transparency in the assessment process.

While it is acknowledged that PFAS presents a waste problem across Australia it appears ludicrous that the solution to this waste problem is within a world recognised sustainable wine region close to residential homes.



Noarlunga office Ramsay Place Noarlunga Centre Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Aberfoyle Park office The Hub Aberfoyle Park Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Willunga office St Peters Terrace Willunga Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Woodcroft office 175 Bains Road Morphett Vole Telephone (08) 8384 0666 Facsimile (08) 8382 8744

Document Set ID: 5295226 Version: 3, Version Date: 29/09/2020



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According to the EPA's own criteria for assessment which is "Feedback from the community, prior environmental performance of the applicant, and a range of environmental, technical and legislative factors" it is apparent that the community remain strongly opposed to the proposal and the introduction of the Private Members Bill introduces new legislative considerations.

On that basis, I request that the EPA cease its assessment process until the Parliamentary process is completed.

Please do not hesitate to contact me to discuss this matter further, telephone 8384 0118 or email Erin.Thompson@onkaparinga.sa.gov.au.

Yours sincerely

Erin Thompson

Mayor







From the office of the Mayor
City of Onkaparinga
6 October 2020

Hon Steven Marshall
Premier of South Australia
GPO Box 2343
ADELAIDE SA 5000
Email: premier@sa.gov.au

Dear Premier

Strategic consideration of the disposal of per and polyfluoroalkyl substances (PFAS) Contaminated Substances in South Australia.

I write to request that the State Government consider a State wide approach to the disposal of PFAS contaminated substances, to ensure the ongoing viability and reputation of the McLaren Vale wine region and to ensure the health of local residents and the environment.

As you may know the Environment Protection Authority (EPA) is currently in the process of assessing Southern Waste ResourceCo's (SWR) application to receive PFAS-contaminated waste in the McLaren Vale waste fill. It will come as no surprise that the community has overwhelmingly opposed such a proposal. In fact, the EPA's own public community engagement report highlighted that 74% of the submissions at that time opposed the application. The submissions were primarily concerned that materials could enter the environment through road transport, leaks or spills and that this would have a detrimental effect on the wine region, tourism industry or people's health'. There is also significant concern that it is proposed to transport and store PFAS in one of the State's premier wine regions, which has built its reputation, brand and practises on being clean, green and sustainable.

On behalf of the community I have written three times to the Presiding Member of the EPA, Ms Catherine Cooper, outlining concerns from the wine industry, businesses, and residents. In summary, these include:

- PFAS being too dangerous a chemical to human health;
- the potential future impact to groundwater;
- the significant deficiencies in the EPA's public consultation process;
- · the need for greater transparency in the assessment process; and
- the potential impact to the wine and tourism economy of the McLaren Vale.

Of particular concern is how the EPA's regulatory assessment process is contradictory to your government's Growth Agenda, particularly after several years of drought, the 2019-20 bushfires and the COVID-19 pandemic. The recently released *Food, Wine and Agribusiness Plan for Growth* outlines an ambitious target of growing the industry to \$23 billion by 2030.

City of Onkaparinga PO Bas. 1 Naarlunga Centre South Autralia Stoll www.ankapaningacity.com-

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Aberfoyle Park office The Hub Aberfoyle Park Telephone (08) 8384-0556 Facsimile (08) 8382-8744 Willunga office 3) Peters Terrace Willunga Taluphanu (08) 8384 Osec-Trownile (08) 8382 8744 Woodcroft office 175 Bans Road Morphett Vale Telaphone (08) 8384 0466 Facsimile (08) 8382 8744



2

The Plan states "To realise our growth opportunity, the sector needs to be market driven and ready to meet the increasing expectations of the world's consumers. Consumers' heightened expectations and decision-making based on environmental sustainability; health, nutrition and wellbeing; food safety; and animal welfare considerations is an opportunity. However, it is also a risk that requires us to maintain and strengthen the strong systems we have in place that underpin our reputation and provide access to our international markets."

The proposed storage of PFAS contaminated waste within a world recognised sustainable wine region is completely inconsistent with this ambition. It's potential impact on the McLaren Vale brand should not be under-estimated.

As such, I believe the Government has the opportunity to respond positively to the concerns of the residents and wine industry and investigate the disposal of PFAS contaminated waste more broadly.

It is clear that PFAS presents a waste problem across Australia and that there is now an opportunity for South Australia to explore waste disposal options away from residential areas as well as primary production land.

I understand that the Member for Mawson, the Hon Leon Bignell MP, has introduced a Private Members Bill into the South Australian Parliament with this express aim, preventing the disposal of PFAS contaminated substance in the Greater Adelaide planning region, within 50 km of primary production or within 5km from the boundaries of a town.

According to the EPA's own criteria for assessment which is "Feedback from the community, prior environmental performance of the applicant, and a range of environmental, technical and legislative factors" it is apparent that the community remain strongly opposed to the proposal and the introduction of the Private Members Bill introduces new legislative considerations.

On that basis, I request that you consider introducing Government legislation which addresses proposed PFAS contaminated waste disposal within McLaren Vale and other residential and primary production areas in South Australia, or support the Private Members Bill currently in the Parliament. In the meantime, I also request that the Government consider investigating a broader disposal solution to PFAS (and possibly other toxic substances).

In conclusion, I request that any decision on the SWR application be deferred until the Government has had the opportunity to fully explore the above matters. This is a one-off opportunity to think more broadly and act strategically about the future storage and treatment of toxic waste in our State before a company is licensed by the EPA to continue to repeat the errors of the past.

Please do not hesitate to contact me to discuss this matter further, telephone 8384 0118 or email Erin. Thompson@onkaparinga.sa.gov.au.

Yours sincerely

Erin Thompson

Mayor

cc Hon David Speirs MP



Attachment 5

#16125753

1 October 2020



Level 5, 50 Flinders Street Adelaide SA 5000

GPO Box 1815 Adelaide SA 5001

08 7109 7466 saplanningcommission@sa.gov.au

Dear Mayor Thompson,

The State Planning Commission is keenly aware of the importance of urban infill issues in your local communities and for council members.

Yesterday, the Commission released its Residential Infill Policy that is proposed to be recommended to the Minister for Planning and Local Government for inclusion in the Planning and Design Code (Code). This policy responds to feedback received during consultation and evidence-based research.

Residential infill represents around one-third of the total dwelling stock growth in Greater Adelaide and is currently the biggest contributor of new housing stock in our state, dovetailing with *The 30-Year Plan for Greater Adelaide (2017 Update)*, which intends for 85 per cent of all new housing to be built within the existing urban footprint.

Through the proposed policy, the Code seeks to preserve and enhance residential amenity and supports the demand for well-designed, quality infill housing that reflects modern living. In preparing the draft policy, consultation feedback—received from a series of infill forums and the public consultation process—was integral in informing the proposed policy improvements, which focus on the four key themes:

- Trees and Landscaping
- Car parking and Garaging
- · Stormwater Management
- · Street appeal and Façade design

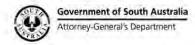
The policy is in response to a clear market demand for new housing options in established areas, as well as containing the spread of urban residential development within Greater Adelaide (contributing 39 per cent of the region's net dwelling increase). Equally, there is widespread concern with the impacts of poorly designed infill on local streets and neighbourhoods.

The proposed policy improvements are proposed to be delivered through the third and final phase of the Code, which aims to raise the bar on the quality of residential infill and provide a consistent approach across all council areas over a range of development requirements. It is important to note that these policies are the 'deemed-to-satisfy' criteria which a new house must meet to gain guaranteed planning consent within five business days of lodgement.

If one or more of the deemed-to-satisfy criteria are not met, the house would be assessed on its merits against 'performance outcomes'.

Each deemed-to-satisfy criteria has a corresponding 'performance outcome'. Deemed-to-satisfy criteria provide a numerical technique to address the corresponding performance outcome, but other ways to meet the performance outcome can be considered by the authority in a performance assessment.

saplanningcommission.sa.gov.au





A summary of the key proposed improvements is attached, which highlight the policy's intentions to deliver multiple benefits, including:

- · increasing tree planting, urban green cover and space for gardens
- · ensuring adequate on-site parking and reducing the loss of on-street parking
- · increasing street amenity by incorporating design features to enhance building façades
- · more effective management of stormwater associated with residential infill developments.

We are committed to ensuring the Code strikes a balance between the interests of the community and industry. Consultation feedback highlighted tree canopy and stormwater management as key concern areas. In response, the State Planning Commission contracted BDO EconSearch and Tonkin Engineering to produce Options Analysis reports, addressing the costs and benefits of Stormwater Management and Tree Canopy Cover.

This evidence-based research has addressed and informed the key decisions made on the costeffectiveness of the proposed Code policy.

We encourage you to share these updates with your staff and teams. Should you have any questions, contact the PlanSA Service Desk on 1800 752 664 or via email at plansa@sa.gov.au.

Further information on the proposed policy improvements is available on the PlanSA Portal.

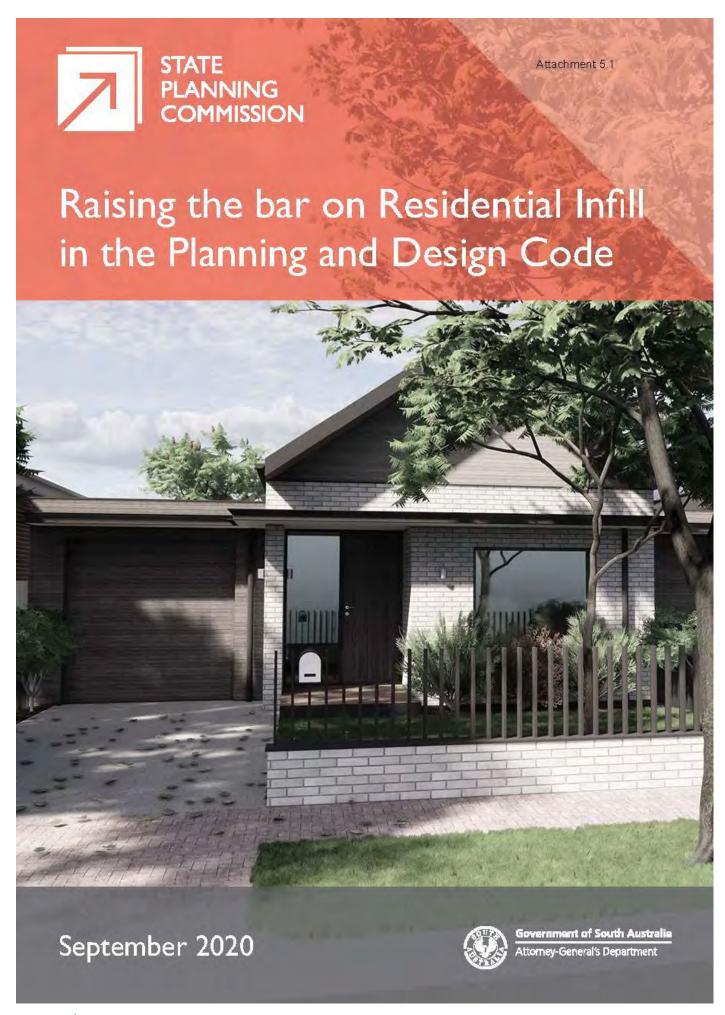
Yours sincerely,

Michael Lennon

Stickas henne

Chair





Introduction

Infill development is the single largest provider of new housing in Greater Adelaide, with a projected net annual increase of approximately 2500 residential dwellings.

Infill development refreshes our streets and helps create walkable neighbourhoods. In addition to protecting our valuable farming and environmental land, infill development is a response to a clear demand for new housing options in established areas.

It is estimated residential infill represents around one-third of the total dwelling stock growth in metropolitan Adelaide each year, dovetailing with The 30-Year Plan for Greater Adelaide (2017 Update) that intends for 85 per cent of all new housing to be built within the existing urban footprint.

Replenishing and upgrading conventional housing with new stock on smaller allotments helps to contain the spread of urban residential development and meet consumer demand for contemporary living, which include living close to jobs, shops and services.

In the early stages of developing the Planning and Design Code (the Code), the Commission heard feedback from communities that they wanted to see a higher quality of infill development.

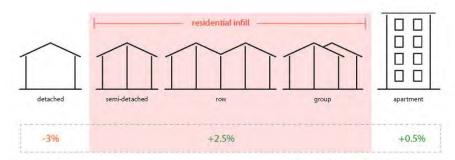
In response to community feedback, new infill policies were proposed in the draft Code that was released for consultation in 2019 (for a period of five months) addressing the following key areas for improvement:

- Trees and Landscaping
- Stormwater Management
- Carparking and Garaging
- Street Appeal and Façade

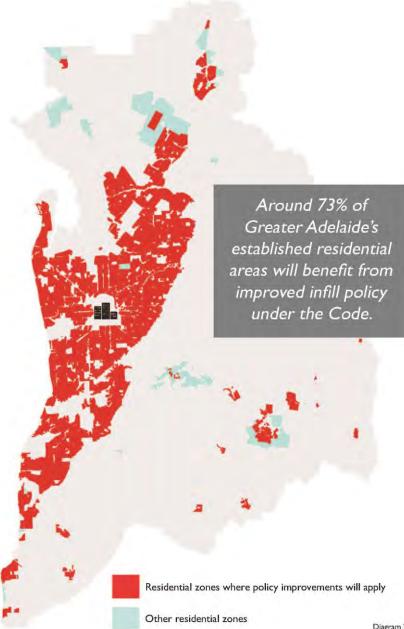
Consultation responses highlighted tree canopy and stormwater management as key concern areas. In response, the State Planning Commission contracted BDO EconSearch and Tonkin Engineering to produce Options Analysis Reports, in relation to Stormwater Management and Tree Canopy Cover. These reports are available on the PlanSA Portal.

This document provides an overview of the proposed policy improvements to residential infill and the benefits supported by evidence-based research. Through the policy, the Code intends to preserve and enhance residential amenity and supports the demand for well-designed, quality infill housing that reflects

The policies discussed in this brochure are the 'deemed-to-satisfy' criteria which a new house must meet to gain guaranteed planning consent within five business days of lodgement. If one or more of the deemed-tosatisfy criteria are not met, the house would be assessed on its merits against 'performance outcomes'.



2006-2016 percentage change of residential infill in SA



TREES AND LANDSCAPING

CURRENT SITUATION

Infill development generally increases site coverage and driveway crossovers, creating up to 90% impervious surfaces and reducing space for gardens and tree planting.

Tree planting is currently not a mandatory requirement when building a new house in South Australia. While some Development Plans encourage landscaping and reserving areas for tree planting, no consistent policy exists.

To help support and create cooler and more liveable neighbourhoods, The 30-Year Plan for Greater Adelaide (2017 Update) set a target to increase urban green cover by 20%.

This target also seeks to facilitate infill development to support community demand to protect our valuable primary industry production lands and create more walkable neighbourhoods with better access to and the use of public transport.

ANALYSIS FINDINGS

Tree planting costs, ongoing maintenance and house footing costs were analysed in detail.

The findings showed that, in the most common infill development scenario (which reflects about 75 per cent of new houses) house footings would not be affected by the tree planting policy in the Planning and Design Code.

This is because, in most instances, a new tree could be planted outside the tree effect zone and/ or there is already an existing tree effect from nearby trees.

Regardless of the new tree policy, the majority of house footings in established urban areas are already required to be designed to accommodate the impact of nearby off-site trees.

The analysis also found that the benefits of the tree planting policy would be even greater if there were an option for payment into an offset fund to enable tree planting on public land.

The Code proposes tree planting and minimum soft landscaping requirements.

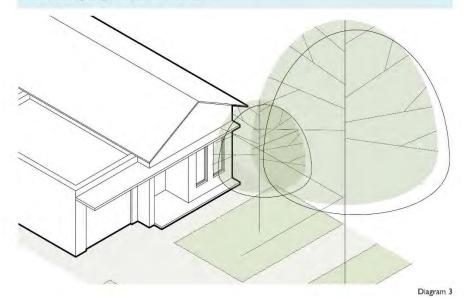


Diagram 4

PROPOSED CHANGE

Policy in the new Planning and Design Code proposes to:

 Ensure at least one tree is planted per new house in urban infill areas, except where mature trees are retained or payment is made into an offset fund.

CONSULTATION FEEDBACK

Tree Planting

- Industry observed tree planting may impact on structural integrity of buildings and is not compatible with higher density urban zones.
- Community and some councils requested additional policy to mitigate urban heat and tree loss.

Soft Landscaping

- Community/council support for soft landscaping provisions.
- · Industry queried feasibility.
- Concern that 0.5m minimum dimension is too narrow to support soft landscaping and plant growth.

PROPOSED CHANGE

Tree Planting

- Maintain tree planting policy in urbar infill areas of one tree per new dwelling
- Enable option for payment into an offset fund instead of planting trees
 posite.
- In greenfield/broadhectare areas, open space and tree planting will be provided through land division and street trees instead of tree planting policy.

Soft Landscaping

- Retain Minimum soft landscaping of 15-25% over whole site.
- Increase percentage of soft landscaping in front yard from 25% to 30%
- Increase minimum dimension from 0.5m to 0.7m to ensure area is viable for plant growth.



STORMWATER MANAGEMENT

CURRENT SITUATION

High levels of stormwater run-off associated with infill development can result in an increased flood risk, public infrastructure costs, loss of water to green our suburbs and pollution in waterways.

Infill development typically increases impervious surfaces (roof area, concrete, driveways, etc.), increasing run-off to the street at approximately 2.5 times the level most existing street drainage systems were designed for.

All new houses currently require a minimum 1000L rainwater retention tank under the Building Code. In addition, most Council Development Plans require larger tanks for stormwater detention purposes. The requirements vary between an additional 2000L - 5000L for detention; however, a majority of councils require at least a 3000L tank for an average new allotment size.

ANALYSIS FINDINGS

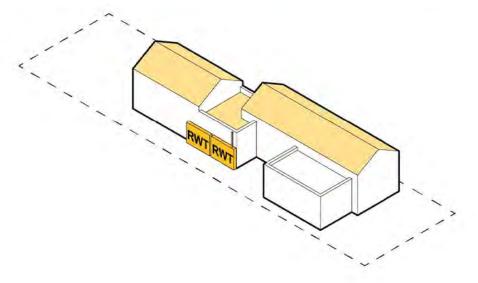
Water tank costs, including supply, installation and plumbing, operation and maintenance, and drainage system upgrades, were analysed in detail.

Analysis of different rainwater tank options found that additional costs associated with larger tanks will generally be offset by water bill savings for individual households. The findings highlighted the benefits of both retention and detention tanks and recommended a combination tank to maximise water quality, conservation and stormwater management benefits.

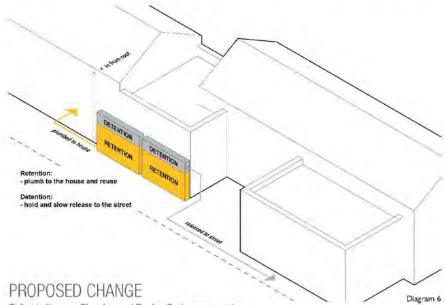
Installation of a rainwater tank is an important part of stormwater management and can help avoid or delay stormwater infrastructure upgrades. The benefits of a water tank include:

- · Reduced potable water demand
- · Less pollutants in stormwater
- Reduced public infrastructure costs.

The Code proposes 80% of roof areas be connected to rainwater tanks.



The Code proposes retention and detention water tanks.



Policy in the new Planning and Design Code proposes to:

- · Standardise tank sizes across all council areas to provide a consistent and fair approach
- · Require connection to one toilet to avoid costly plumbing connections to upstairs toilets
- Focus on using combined retention (reuse) and detention (hold and release) tanks to maximise the full range of benefits to homeowners and the community
- Increase the percentage of roof area connection to tanks to maximise water capture, reuse and tank performance
- Remove the requirement for tanks in new housing estates ('Master-Planned' areas) where stormwater solutions are already developed at the land division stage, using water sensitive urban design (WSUD) solutions.

CONSULTATION FEEDBACK

Stormwater Management

- Industry observed larger water tank costs to homeowners; request to maintain 1000L minimum.
- Should not apply in Master-Planned or Greenfield context.
- Councils sought larger on-site stormwater detention.
- Community sought additional WSUD measures such as permeable paving/ water catchment.

PROPOSED CHANGE

Stormwater Management

- Remove current 1000L rainwater tank requirement from the Building Code.
- Do not apply on-site water tank policy to new dwellings in Master-Planned Neighbourhood zones.
- Introduce 1000L detention component for tanks ≥ 3000L (except where high site permeability).
- 80% of roof area connected to tanks.
- Require connection to one toilet instead of all toilets.

CARPARKING & GARAGING

CURRENT SITUATION

Current car parking and garaging provisions significantly reduce the amount of on-street parking due to an increased number and width of driveways.

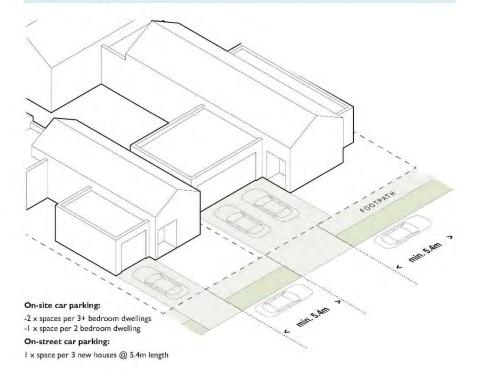
Wide driveways on narrow allotments can reduce street appeal and space for bin collection, parking, gardens and tree planting.

In addition, the internal dimensions of garages are too narrow, leading to inconvenient use. This leads to cars being parked in driveways and the streets.

ANALYSIS FINDINGS

Data on car ownership suggests the perceived problem of insufficient on-site parking may be due to difficulty or inconvenience of using garages for parking vehicles. This should be assisted by the Code's new requirements for minimum garage dimensions, standardised car parking rates.

The Code proposes to standardise on-site and on-street car parking.



PROPOSED CHANGE

Policy in the new Planning and Design Code proposes to:

- Introduce minimum garage widths that are consistent with Australian Standards
- Provide sufficient parking for occupants without creating an oversupply by standardising car parking rates for small-scale infill development to align with typical parking demand
- Preserve on-street parking for visitors (where appropriate) by maintaining a minimum on-street car parking rate
- Introduce maximum driveway widths for narrow allotments as well as to provide more room for street tree planting and on-street parking.

CONSULTATION FEEDBACK

On-site and on-street parking

- General support for Code's on-site car parking policies.
- 6m length of on-street parking should be reduced.
- Increase street car parking spaces per dwelling.

Garage door widths

- Some councils sought reduction to maximum 30% of lot width.
- Industry observed 50% maximum width will prevent double-garages on standard 10m wide allotments.
- 50% limitations should not apply for 2 storey dwellings.

Driveway width

- 3.2 maximum driveway width at front boundary for sites ≤ I 2m wide is too restrictive.
- Limiting driveway width makes vehicle maneuvering more difficult.

Internal garage dimensions

Concerns raised with proposed 3.2m
 x 6m single garage dimensions which exceed Australian Standards.

PROPOSED CHANGE

On-site and on-street parking

- On-site car parking of 2 spaces per 3+ bedroom dwelling and 1 space per 2 bedroom dwelling.
- I on-street car park for every new house, duplex or 3 row dwelling.
- · Reduce on-street park length to 5.4n

Garage door widths

- Retain 50% width criteria in most case with 30% in character/histric areas.
- Clarify 50% relates to door openings, which would allow double garaging on 10m wide lots.
- Do not apply 50% maximum to 2 storey dwellings.

Driveway width

- 5m wide driveways apply on sites >10m wide.
- 3.2m wide driveways apply on sites
 <10m wide.

Internal garage dimensions

Align internal dimensions with Australian Standards - (3m x 5.4m single garage, 5.5m x 5.4m double garage).



STREET APPEAL & FAÇADE

CURRENT SITUATION

High quality design is critical to infill development in existing neighbourhoods. Currently infill development is not required to address street appeal and appearance, which can negatively impact neighbourhood character.

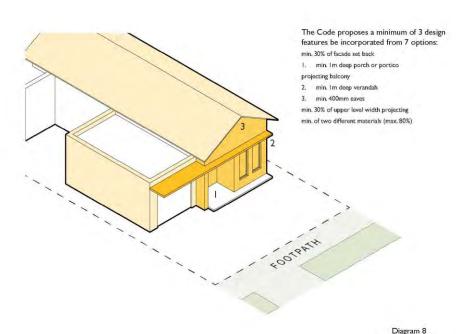
Concerns have been raised in relation to the use of the current Residential Code in the assessment of infill development; specifically, on its lack of influence on landscaping, waste storage and retention of local character, which can negatively impact street appeal.

For instance, wide driveways on narrow allotments can reduce street appeal, space for bin collection, parking, gardens and tree planting. Street-facing façades should make a positive contribution to existing streetscapes while maintaining the flexibility to respond to a broad range of styles, tastes and trends.

ANALYSIS FINDINGS

Analysis found that street appeal could be enhanced through greater use of design elements and materials as well as improvements to dwelling front windows, entry doors and bin storage.





The Code proposes a range of design improvements to enhance street appeal of residential infill.

PROPOSED CHANGE

Policy in the new Planning and Design Code proposes to:

- · Improve visual interest and building articulation by:
 - incorporating a minimum of 3 design features on front facades, including eaves, porches, balconies, different materials, stepping etc.
- · Create a sense of address by ensuring entry doors are visible from the street
- Increase passive surveillance by ensuring a habitable room dimension of 2.4m with a minimum 2m² window size facing the street, to improve street appeal and enhance passive surveillance
- Reduce garage dominance limit the garage door width to a maximum of 50 per cent of the allotment width (with the clarification that the 50 per cent criteria relates to door openings, allowing for double garaging on 10m wide lots)
- Provide a dedicated area for bin storage that is screened from the street with a minimum area of 2m² with the clarification that the unobstructed path does not include moveable objects such as roller doors, vehicles or gates.

CONSULTATION FEEDBACK

Façade design features

- Industry observed minimum 3 design features is difficult to achieve for single storey dwellings.
- Provide more design options/choice for front façade materials,

Entry door

- Entry door facing the street is too prescriptive; not feasible on narrow blocks.
- May inhibit progressive designs.

Street-facing windows

- Industry observed 2m² window area is difficult to achieve, particularly if it applies to individual windows.
- Minimum habitable room dimension of 2.7m difficult to achieve on narrow blocks.

Bin storage

- 3m² bin storage with unobstructed path to street difficult to achieve on narrow sites.
- May not be used by residents.

PROPOSED CHANGE Façade design features

 Expand current design features to include additional options for different materials/ finishes on front façade (max. 80% wall area in a single material/finish).

Entry door

 Dwellings with a frontage to a public street have an entry door visible from the primary street boundary.

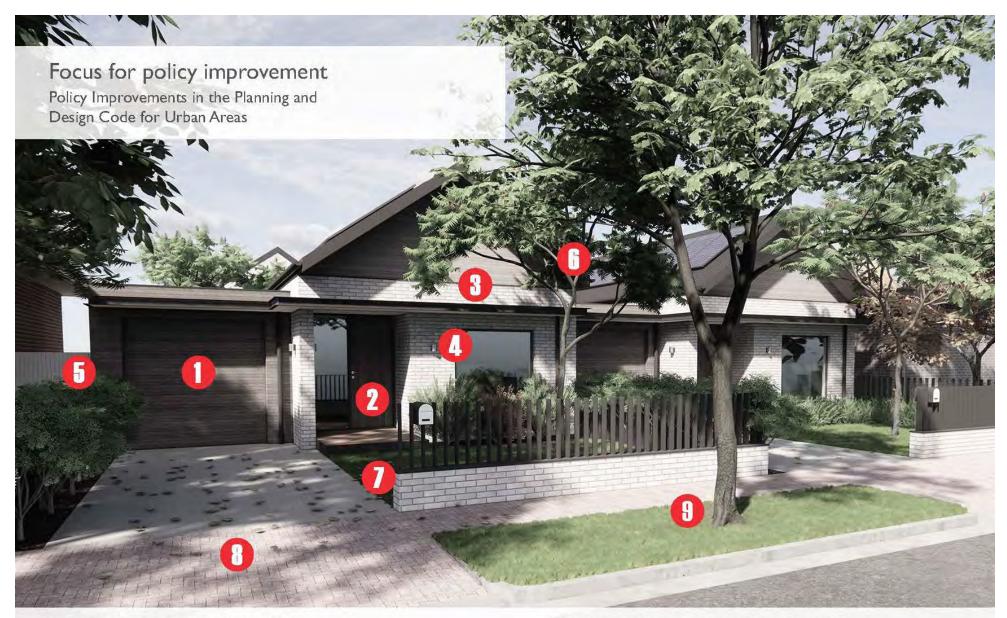
Street-facing windows

- Clarify that 2m² is aggregate window area rather than per window.
- Reduce minimum habitable room dimension to 2.4m.

Bin storage

- Decrease minimum area to 2m².
- Clarify path of travel doesn't include moveable objects such as roller doors, vehicles or gates.
- Only required where dwellings are built on both side boundaries.

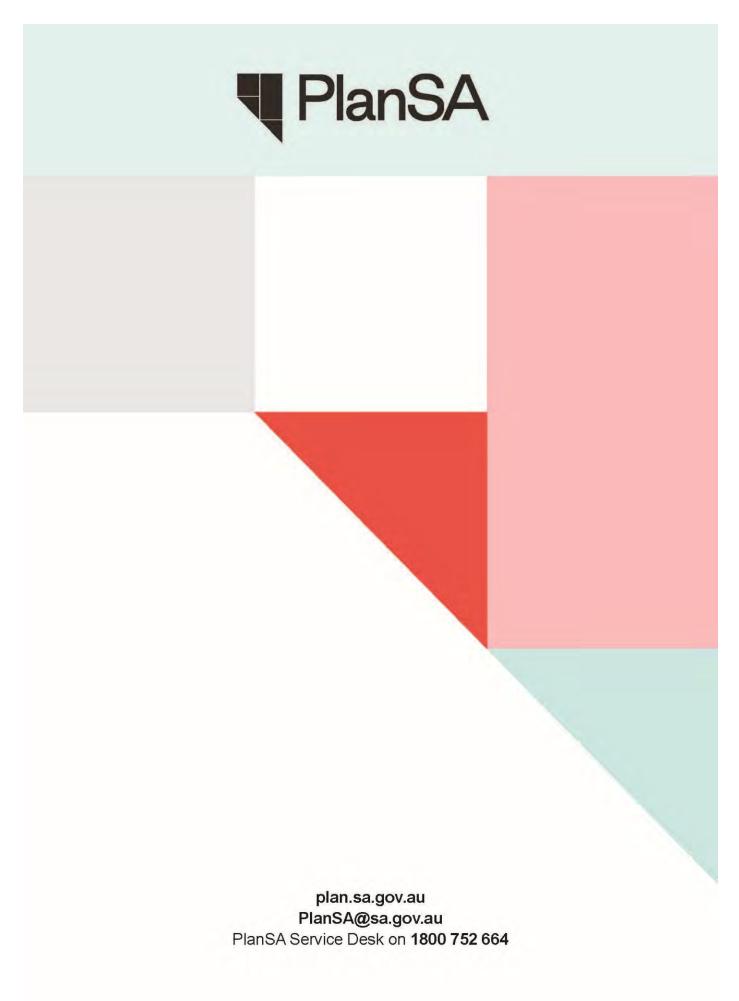




- I. Garage width commensurate to lot width
- 2. Entry door visible from street
- 3. Eaves, porticos, balconies and a variety of materials to improve design quality
- 4. Minimum 2m2 window area facing street

- 5. Dedicated bin storage area screened from the street
- 6. Mandatory tree planting, I 5-25% of site landscaped including 30% of front yard
- 7. Less hard surface, more pervious areas to reduce stormwater runoff
- 8+9. Reduced driveway widths; more space for trees and street parking







Attachment 6

Voice of Local Government



In reply please quote our reference: ECM 720321 AS/AL

2 October 2020

Mayor Erin Thompson City of Onkaparinga PO Box 1 NOARLUNGA CENTRE SA 5168

Emailed: erin.thompson@onkaparinga.sa.gov.au

Dear Mayor Thompson

Corflute signage in local government elections

Thank you for your letter of 25 September 2020 seeking to submit an item of business for the next Ordinary General Meeting of the Local Government Association (LGA) requesting the LGA's support and advocacy toward banning of corflute signage from use in local government elections and advising that you have written to the Hon. Vickie Chapman MP on this matter.

I am pleased to advise that the banning of corflute signage in local government elections is an issue that is currently being progressed by the LGA on behalf of member councils.

At the 2019 LGA Annual General Meeting, members requested the LGA advocate to the State Government for stronger regulation of corflute election signs, ideally with consideration of their complete ban (except for signage at polling booths). In response the LGA successfully advocated to the State Government for a complete ban on corflute election signs and we have secured the support of the Hon. Vickie Chapman MP.

Government amendments to the Statutes Amendment (Local Government Review) Bill 2020 (Bill) were introduced last week and include an amendment to section 226 of the Local Government Act to allow local government election signs to only be displayed on roadsides as regulations allow. This will enable regulations to provide for a complete ban on the use of corflute election signs in line with our member's endorsed position.

The LGA will continue its advocacy as the Bill is considered by Parliament and will work with the Hon. Vickie Chapman MP and Office of Local Government on amendments to the regulations in due course.

The LGA will notify members of its successful advocacy after the amendments to the Bill have been considered by the Parliament.

Yours sincerely

Mayor Sam Telfer

President

Telephone: (08) 8224 2039 Email: |qapresident@lga.sa.gov.au

Copy to:

scott.ashby@onkaparinga.sa.gov.au

148 Frome Street Adelaide SA 5000 | GPO Box 2693 Adelaide SA 5001 | T 08 8224 2000 | W Iga.sa.gov.au



Mayor's calendar 12 September to 16 October 2020

Attachment 7

Septe	ember	
15	Meeting with Ward Councillor	
	Pre-Council meeting	
	Ward Councillor Declaration of Office	
	Meeting of Council	
16	Meeting with staff	
	Radio ABC interview	
	Meeting with Chief Executive Officer	
17	Citizenship Ceremony	
	Meetings with staff	
	Video filming	
	Leadership Onkaparinga Graduation	
18	Site tour SRWRA	
	Meeting with resident	
19	History and Heritage Awards	
21	Meeting with Ward Councillor	
	Radio Italiana interview	
22	Meeting of Thalassa Trust	
	Meeting with community organisation	
	Elected Member session	
23	Meeting with Chief Executive Officer	
24	Meeting with ON Ambassadors	
41	ON Business Awards Judging	
	Meeting with staff	
25	Toxic Waste Committee	
	Meeting with Ward Councillor	
	Mayor's Golf Ladies Cup	
28	Meeting with Ward Councillor	
	Meeting with Member for Kingston	
	Meeting with Member for Kaurna	
	Meeting with resident	
29	Public workshop re McLaren Vale Main Street Tourism Vision	
	Meeting with business representatives	
	Meeting with Ward Councillors	
	Photo shoot	



Mayor's calendar 12 September to 16 October 2020

Attachment 7

30	Video filming		
	Meeting with consultant		
	Meeting with Member for Mawson		
	Meeting with Chief Executive Officer		
	LGA Local Government Reform videoconference		
Octob	er		
1	Meeting with Ward Councillor		
	Meetings with staff		
	Meeting with residents		
2	Meeting with Minister for Environment and Water		
	Meetings with Ward Councillors		
6	Audit, Risk, Value & Efficiency Committee interviews		
	Meeting with Deputy Mayor		
	Meeting of Strategic Directions Committee		
7	Meeting with Ward Councillor		
	Meeting with staff		
1 - 1	Meeting with residents		
	Meeting with sporting clubs		
8	Meeting with Chief Executive Officer		
	Meeting with staff		
9	Meeting with resident		
10	Surf Life Saving Club Flag Raising Ceremony and Junior Presentation		
15	Mayor's Garden Competition judging		
	Elected Member Session		
16	Mayor's Garden Competition Judging		
	McLaren Vale Business Awards		

Elected Member sessions held during this period :

22 September - Strategic Asset Management Plan

Bushfire Preparedness 2020-21

15 October - Team Building session



Deputy Mayor's calendar 12 September to 16 October 2020

Attachment 8

13	Deputised for mayor at the opening of the Port Noarlunga Soldiers Memorial Bowling Club Open Day and opening of new synthetic green	
14	ON Business Awards Assessment Committee assessments	
15	Council meeting	
16	Coromandel Community Centre AGM	
17	Citizenship Ceremony	
	Seaford Meadows Depot visit	
	Finance Working Group	
18	Christie Downs Community Centre AGM	
19	History and Heritage Awards presentations at the McLaren Vale Visitors Centre	
21	Woodcroft Morphett Vale Community Centre AGM	
	Happy Valley Oval Sports Ground Board and AGM at Happy Valley Oval	
22	Strategic Directions Committee	
24	ON Business Awards Judging Panel	
27	Happy Valley Bowling Club Open Day	
29	Road Awareness Information Session	
30	Clarendon Community Association AGM	
Octob	er	
1	Finance Working Group	
2	Tribe FM monthly Mayor radio interview	
5	Young at Heart Art and Craft Fair at Noarlunga Downs Primary School	
	Meeting with resident	
6	Coromandel Community Centre Men's Breakfast	
	Charles in Directions Committee	
	Strategic Directions Committee	
7	City of Onkaparinga Prostate Cancer Support Group	
7 8	The street Section 2 is a set 2 set of the section and the sec	
-	City of Onkaparinga Prostate Cancer Support Group	
8	City of Onkaparinga Prostate Cancer Support Group Coast FM monthly Mayor radio interview	
-	City of Onkaparinga Prostate Cancer Support Group Coast FM monthly Mayor radio interview Meeting with residents	
8	City of Onkaparinga Prostate Cancer Support Group Coast FM monthly Mayor radio interview Meeting with residents Meeting with staff member	
8	City of Onkaparinga Prostate Cancer Support Group Coast FM monthly Mayor radio interview Meeting with residents Meeting with staff member Audit, Risk, Value and Efficiency Committee	



Deputy Mayor's calendar 12 September to 16 October 2020

Attachment 8

14	Mayors Garden Competition Judging	
	Finance Working Group	
	Elected Members session	



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6.	Presentations
	Nil.

- 7. Deputations
- 7.1 Sellicks Beach Historic Motorcycle Classic Event Brenton Matters
- 7.2 Witton Bluff Base Trail Nigel Black
- 7.3 Southern Women Matter Lesley Sweetman and Jane Morrison, Zonta Noarlunga Southern Vales



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8. Presentation by Committee chairpersons and reports to Council by Council Committees

8.1 Strategic Directions Committee meeting minutes of 6 October 2020

Report contact Meeting
Sue Hammond, Council and Committee Meeting Coordinator Council

8384 0747

Approving officer Date

Chris White, Director Corporate 20 October 2020

1. Purpose

A meeting of the Strategic Directions Committee meeting was held on 6 October 2020.

Agenda for this meeting is available on the website here

The below items require a resolution of Council.

2. Recommendations

 Re 9.2 Motion on notice – Mayor Thompson – Place of Courage Public Art (Spirit of Woman)

That Council approve the allocation of \$6,640 from existing public art budgets towards installation costs for the Spirit of Woman commemorative project at Rotary Park Christies Beach.

2. That Council note the minutes of the Strategic Directions Committee meeting held on 6 October 2020 as attached to the agenda report.

3. Attachments

Attachment 1 – Minutes of the Strategic Directions Committee meeting of 6 October 2020 (7 pages)

- END OF REPORT -



MINUTES

Strategic Directions Committee Meeting 6 October 2020

VENUE: Council Chamber

Civic Centre, Ramsay Place, Noarlunga Centre

MEETING COMMENCED: 6.30pm

PRESENT: Mayor Thompson

Cr Brown Cr de Graaf Cr Eaton

Cr Greaves (Chair) Cr Jamieson Cr McMahon Cr O'Brien Cr Olsen

Cr Peat (electronically)

Cr Themeliotis Cr Tonkin

APOLOGIES: Cr Bray

LEAVE OF ABSENCE: Nil

ABSENT: Nil



CINCION (CIARINGA >

1. Opening of meeting

Cr Greaves officially declared the meeting open at 6.30pm.

Confirmation of minutes

MOVED Cr Themeliotis.

That the minutes of the proceedings of the Strategic Directions Committee meeting held on 1 September 2020 be received and confirmed as an accurate record of those proceedings. Seconded by Cr McMahon.

CARRIED

Adjourned business

Nil.

Chairperson's Report

Nil.

Presentations

5.1 Southern Region Waste Resource Authority (SRWRA) update – Chris Adams, Chief Executive Officer

Chris Adams, CEO of SRWRA gave a presentation and answered questions from elected members.

Cr Eaton left his seat in the Chamber at 6.47pm.

Cr Eaton resumed his seat in the Chamber at 6.47pm.

Cr McMahon left his seat in the Chamber at 6.54pm.

Cr McMahon resumed his seat in the Chamber at 6.58pm.

6. Deputations

6.1 Place of Courage Public Art (Spirit of Woman) – Tracey Kneebone, Helen Oxenham, Heather Oxenham and Katrine Hildyard MP

Tracey Kneebone, Helen Oxenham, Heather Oxenham and Katrine Hildyard MP gave a deputation and answered questions from elected members in relation to the Place of Courage Public Art (Spirit of Woman) project.





Cr Greaves brought forward item 9.2 at this point.

9.2 Motion on notice – Mayor Thompson – Place of Courage Public Art (Spirit of Woman)

MOVED Mayor Thompson.

That the Strategic Directions Committee recommend to Council that it approves the allocation of \$6,640 from existing public art budgets towards installation costs for the Spirit of Woman commemorative project at Rotary Park Christies Beach.

Seconded by Cr de Graaf.

CARRIED

Mayor Thompson left her seat in the Chamber at 7.14pm.

Cr Themeliotis left her seat in the Chamber at 7.14pm.

6.2 Flat to the Vale Trail - Charles Manning

Charles Manning gave a deputation and answered questions from elected members in relation to the Flat to the Vale Trail.

Mayor Thompson resumed her seat in the Chamber at 7.15pm.

Cr Brown left her seat in the Chamber at 7.16pm.

Cr Themeliotis resumed her seat in the Chamber at 7.16pm.

Cr Brown resumed her seat in the Chamber at 7.16pm.

Reports of officers

7.1 Draft Onkaparinga Local Area Plan

Cr Olsen left his seat in the Chamber at 7.23pm.

Cr Olsen resumed his seat in the Chamber at 7.25pm.

MOVED Cr Jamieson.

- 1. That the Strategic Directions Committee notes the community engagement outcomes report 'What We Heard' at attachment 1 to the agenda report.
- 2. That the Strategic Directions Committee approves the draft Onkaparinga Local Area Plan at attachment 2 to the agenda report.

Seconded by Cr de Graaf.

CARRIED





7.2 Community Capacity Strategic Plan 2021-24

MOVED Mayor Thompson.

That the Strategic Directions Committee adopt the Community Capacity Strategic Plan 2021-24.

Seconded by Cr Jamieson.

CARRIED

7.3 Morton Road Sports and Community Hub

MOVED Cr Jamieson.

That the Strategic Directions Committee:

- 1. Notes the Morton Road Sports and Community Hub Community Engagement Feedback report (attachment 1 to the agenda report).
- 2. Approves the Morton Road Sports and Community Hub concept plan (attachment 2 to the agenda report) to proceed to detail design and construction.

Seconded by Mayor Thompson.

CARRIED

Cr de Graaf left her seat in the Chamber at 7.50pm.

7.4 Managing Vehicle Compliance on Protected Foreshore Areas – Workshop Outcomes

MOVED Cr Peat.

That the Strategic Directions Committee:

- Notes the contents of the report and summary from the elected member workshop on managing vehicle compliance on protected foreshore areas (attachment 1 to the agenda report).
- Approves the Community Engagement Plan on Managing vehicle compliance on protected foreshore areas (attachment 2 to the agenda report).
- 3. Approves the YourSay Options for Managing vehicle compliance on protected foreshore areas for community engagement (attachment 3 to the agenda report).
- Approves the YourSay Community Sentiment Survey for Managing vehicle compliance on protected foreshore areas for community engagement (attachment 4 to the agenda report).
- Approves the maps to be used as supportive information for Managing vehicle compliance on protected foreshore areas community engagement (attachment 5 to the agenda report).
- 6. Note that the outcomes of the community engagement process will be presented to the Strategic Directions Committee for consideration in December 2020.

Cr de Graaf resumed her seat in the Chamber at 7.52pm.

Seconded by Cr Eaton.

CARRIED

MINUTES | STRATEGIC DIRECTIONS COMMITTEE MEETING 6 OCTOBER 2020



CINCION CIPRINGA

7.5 City-wide review of local heritage places - Project Scope and Engagement Plan

MOVED Cr Eaton.

That the Strategic Directions Committee approves the commencement of the city wide review of local heritage places project in accordance with:

- City-wide Local Heritage Review Project Scope as contained in attachment 1 to the agenda report
- b. Engagement Plan as contained in attachment 2 to the agenda report.

Seconded by Cr de Graaf.

CARRIED

7.6 Draft Regional Public Health Plan for engagement

MOVED Mayor Thompson.

That the Strategic Directions Committee:

- 1. Approves the draft Regional Public Health Plan, forming attachments 1 and 2 to the agenda report, for community engagement.
- 2. Approves the Community Engagement Plan for the draft Regional Public Health Plan, forming attachment 3 to the agenda report.

Seconded by Cr Eaton.

CARRIED

Cr Brown left her seat in the Chamber at 8.01pm.

7.7 Flat to the Vale Trail - Community Engagement

MOVED Cr Olsen.

Cr Brown resumed her seat in the Chamber at 8.02pm.

That the Strategic Directions Committee:

- 1. Notes the draft Flat to the Vale Trail concept plan showing option 1 and option 2 (attachment 1 to the agenda report).
- 2. Approves the Flat to the Vale Trail proceeding to Community Engagement in accordance with the Community Engagement Plan (attachment 2 to the agenda report).
- 3. Notes that once the community engagement process has been completed and assessed, a further report be presented to Council on the community engagement findings and status of landowner negotiations.

Seconded by Cr Peat.

CARRIED





7.8 Fleurieu Peninsula Tourism Review

MOVED Mayor Thompson.

That the Strategic Directions Committee:

- 1. Notes the Fleurieu Peninsula Tourism Review and Work Plan Reports.
- Endorses the review direction and Work Plan recommendations as outlined in section 3 of the agenda report and the Fleurieu Peninsula Tourism Work Plan (attachment 2 to the agenda report).
- 3. That staff work with the Fleurieu Peninsula Board and funding partners (Fleurieu Councils and the South Australian Tourism Commission) to implement the Work Plan.

Seconded by Cr Peat.

CARRIED

7.9 2020-21 Bushfire Preparedness

MOVED Cr Eaton.

That the Strategic Directions Committee note the agenda report and the draft City of Onkaparinga Bushfire Management Plan that outlines our preparedness activities for the 2020-21 bushfire season (attachment 1 to the agenda report).

Seconded by Cr Jamieson.

CARRIED

7.10 Mayoral civic receptions and events policy review

MOVED Cr Peat.

That the Strategic Directions Committee adopts the Mayoral civic receptions and events policy as provided at attachment 1 to the agenda report, with the following change to the policy under point 3. Policy principles, final paragraph:

"The mayor must not host civic receptions or events during the caretaker period other than those routinely scheduled and adherence with Council's Caretaker Policy is required".

Seconded by Cr Olsen.

Cr Olsen left his seat in the Chamber at 8.37pm.

Cr Olsen resumed his seat in the Chamber at 8.38pm.

CARRIED

At 8.39pm Cr Themeliotis MOVED that the meeting continue to conclusion of business. Seconded by Cr O'Brien.

CARRIED





7.11 Council and Committee Reporting Schedule

MOVED Cr Themeliotis.

That the Strategic Directions Committee notes the agenda report and Reporting Schedules (attachments 1 and 2 to the agenda report).

Seconded by Cr Jamieson.

CARRIED

- Questions on notice Nil.
- 9. Motions on notice
- 9.1 Motion on notice Mayor Thompson Southern Women Matter Mayor Thompson withdrew her motion.
- 10. Petitions

Nil.

11. Urgent business

Nil.

12. Confidential items

Nil.

13. Closure

Cr Greaves officially declared the meeting closed at 8.40pm.



8.2 Audit, Risk, Value and Efficiency Committee meeting minutes of 12 October 2020

Report contact Meeting
Sue Hammond, Council and Committee meeting coordinator Council

8384 0747

Approving officer Date

Chris White, Director Corporate 20 October 2020

1. Purpose

A meeting of the Audit, Risk, Value and Efficiency Committee meeting was held on 12 October 2020. The agenda for this meeting is available on the website here

Item 11.1 was a confidential item and will be considered at item 14.2 of this agenda.

There are no items that require a resolution of council. The minutes are for noting only.

David Powell, Presiding Member, will present the 2020 Presiding Member's report as part of this item.

2. Recommendations

That Council note the minutes of the Audit, Risk, Value and Efficiency Committee meeting held on 12 October 2020 as attached to the agenda report.

3. Attachments

Attachment 1 – Minutes of the Audit, Risk, Value and Efficiency Committee meeting of 12 October 2020 (19 pages)

- END OF REPORT -





MINUTES

Audit, Risk, Value and Efficiency Committee Meeting 12 October 2020

VENUE: Council Chamber

Civic Centre, Ramsay Place, Noarlunga Centre

MEETING COMMENCED: 4.40pm

PRESENT: David Powell (Chair)

Peter Brass

Cr Eaton (left 6.17pm)

Cr Jamieson Cr O'Brien

APOLOGIES: Nil

LEAVE OF ABSENCE: Nil

ABSENT: Nil

IN ATTENDANCE: Andrew Tickle – BDO Australia

Linh Dao - BDO Australia Janna Burnham - Galpins



OTYGRONIKA/FIRINGA :::

Opening of meeting

David Powell officially declared the meeting open at 4.40pm.

2. Confirmation of minutes

MOVED Cr O'Brien.

That the minutes of the proceedings of the Audit, Risk, Value and Efficiency Committee meeting held on 7 September 2020 be received and confirmed as an accurate record of those proceedings.

Seconded by Cr Eaton.

CARRIED

Adjourned business

Nil.

4. Chairperson's report

Nil.

Presentations

Nil.

Deputations

Nil.

- Reports of officers
- 7.1 Draft general purpose financial statements for the period ended 30 June 2020 MOVED Cr O'Brien.

That the Audit, Risk, Value and Efficiency Committee:

- Notes that a presentation was received from management in relation to a comparison of the financial statements to the prior year and to budget.
- Reviewed the draft 2019–20 Statements presented in attachment 1 to the agenda report.
- Notes that council's auditors will be advised that the Audit, Risk, Value and Efficiency
 Committee has reviewed the draft 2019–20 Statements and is satisfied that they present
 fairly the state of affairs of council for the year ended 30 June 2020.
- 4. Notes that the matter in relation to note 14 will be investigated and reported back.
- 5. Notes that notes 2e and 2g will be reviewed and potentially re-worded.

Seconded by Peter Brass.

CARRIED



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7.2 External Audit Completion Letter

MOVED Cr O'Brien.

That the Audit, Risk, Value and Efficiency Committee:

- Notes the 2019–20 Audit Completion Letter (section 129 report) provided by BDO Audit (SA) Pty Ltd.
- 2. Notes that the City of Onkaparinga has been an early adopter and management of the revenue (AASB15 and AASB1058) and lease (AASB16) standards.

Seconded by Peter Brass.

CARRIED

7.3 Review of external auditor independence and legislative compliance

MOVED Peter Brass.

- That the partner in attendance from BDO be requested to sign their Certificate of Audit Independence for inclusion in the audited 2019–20 financial statements.
- Following receipt of BDO's signed Certificate of Audit Independence, the Audit, Risk, Value and Efficiency Committee authorise the Chairperson to sign the City of Onkaparinga Certificate of Auditor Independence for inclusion in the audited 2019–20 financial statements.

Seconded by Cr Eaton.

CARRIED

7.4 Southern Region Waste Resource Authority Annual Report 2019-20

MOVED Cr Jamieson.

That the Audit, Risk, Value and Efficiency Committee note the 2019–20 annual report for the Southern Region Waste Resource Authority as it will be included in the 2019–20 City of Onkaparinga annual report.

Seconded by Cr Eaton.

CARRIED

7.5 Council Solutions general purpose financial statements for the period ended 30 June 2020

MOVED Cr O'Brien.

That the Audit, Risk, Value and Efficiency Committee note the financial statements for the Council Solutions Regional Authority for the period 1 July 2019 to 28 February 2020 as it will be included in the 2019–20 City of Onkaparinga annual report.

Seconded by Peter Brass.

CARRIED

Andrew Tickle and Linh Dao of BDO Australia left the meeting at 5.47pm.



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7.6 Grants and Sponsorship Program value and efficiency review

MOVED Cr Jamieson.

- That the Audit, Risk, Value and Efficiency Committee notes the proposed process and timeline for the Grants and Sponsorship Program value and efficiency review as detailed within the agenda report.
- 2. That the grants be subject to an internal audit.

Seconded by Cr Eaton.

CARRIED

Cr Eaton left his seat in the Chamber at 6.17pm.

7.7 Internal Audit Quarterly Update

MOVED Peter Brass.

- That the Audit, Risk, Value and Efficiency Committee receive and note the Internal Audit Quarterly Update report, including:
 - the status of internal audit program attached as attachment 1 to the agenda report,
 - the status of actions arising from internal audits attached as attachment 2 to the agenda report.
- That the Audit, Risk, Value and Efficiency Committee endorse the draft Post Audit Implementation internal audit scope document as contained in attachment 3 to the agenda report with the following change:
 - include information on original dates of management actions versus number of extensions and current date of completion.

Seconded by Cr Jamieson.

CARRIED

Cr Jamieson left his seat in the Chamber at 6.31pm.

Cr Jamieson resumed his seat in the Chamber at 6.32pm.

7.8 Internal Audit 8826 - Delegations Awareness

MOVED Cr Jamieson.

- That the Audit, Risk, Value and Efficiency Committee receive and note the Delegation Awareness internal audit report provided as attachment 1 to the agenda report.
- 2. That the Audit, Risk, Value and Efficiency Committee note that the progress on the implementing agreed action plans will be monitored and reported to the Committee on a quarterly basis through the Internal Audit Quarterly update report.

Seconded by Cr O'Brien.

CARRIED



CINCECNICAPRINGA 5:

7.9 2020 Presiding Member Report and annual performance review

MOVED Peter Brass.

That the Audit, Risk, Value and Efficiency Committee:

- Approves the Audit, Risk, Value and Efficiency Committee's 2020 Presiding Member report for presentation to Council at its meeting on 17 November 2020 provided as attachment 1 to the agenda report.
- 2. Notes that the 2020 Presiding Member report will be attached to the minutes and presented to Council by the Presiding Member.
- 3. Notes the 2020 performance review results as provided in attachment 2 to the agenda report will be an attachment to the 2020 Presiding Member report presented to Council. The Audit, Risk, Value and Efficiency Committee note that some comments in relation to the performance review are beyond the scope of the terms of reference.

Seconded by Cr Jamieson.

CARRIED

7.10 Committee Reporting Schedule (Work Plan)

MOVED Peter Brass.

That the Audit, Risk, Value and Efficiency Committee notes the information contained in the Committee Reporting Schedule and Action List, attachments 1 and 2 to the agenda report. Seconded by Cr O'Brien.

CARRIED

- Questions on notice
 Nil.
- Motions on notice Nil.
- Petitions
 Nil.



CINCIPAL MARRIAGA

Confidential items

11.1 Information and Communication Technology (ICT) systems outage update

1. Exclusion of the public

MOVED Cr O'Brien.

That:

- a. under the provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public, with the exception of staff on duty, be excluded from attendance at the meeting in order to consider this item in confidence.
- b. the Audit, Risk, Value and Efficiency Committee is satisfied that it is necessary that the public, with the exception of staff on duty, be excluded to enable the Committee to consider the report at the meeting on the following grounds:
 - Section 90(3)(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.
- c. accordingly, on this basis the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.

Seconded by Peter Brass.

CARRIED

- 2. Confidential recommendations
- 3. Period of confidentiality and delegations

MOVED Cr O'Brien.

- a. That the matter of ICT systems outage update having been considered in confidence under sections 90(2) and 90(3) (e) of the Local Government Act 1999 that an order be made under the provisions of sections 91(7) and (9) of the Local Government Act 1999 that the agenda report, related attachments, discussion and minutes of the Committee relating to the subject matter be kept confidential until 2030.
- b. That, pursuant to section 91(9)(a) of the Local Government Act 1999, Council delegates the duty to conduct an annual review of the confidentiality order to the Chief Executive Officer, or their sub-delegate.
- c. That, pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke the confidentiality order to the Chief Executive Officer, or their sub-delegate.

Seconded by Cr Jamieson.

CARRIED

David Powell reopened the meeting to the public at 7pm.

Urgent business

The Audit, Risk, Value and Efficiency Committee discussed the information provided by Governance in relation to Section 270s.





13. Closure

David Powell officially declared the meeting closed at 7.02pm.





Attachment to item 7.9 – Presiding Member's Report and Annual performance survey results



Audit, Risk, Value and Efficiency Committee 2020 Presiding Member's report

I am pleased to provide the Presiding Member's report of the Audit, Risk, Value and Efficiency Committee for 2020.

The Committee met on nine occasions during the period 21 October 2019 to 12 October 2020 to consider a range of matters within the scope of its Terms of Reference (ToR). In May 2020 the ToR were amended in relation to the start time of committee meetings. Meeting are now held in the late afternoon to reduce or eliminate the costs associated with running an evening meeting. This change will be reviewed in December 2020 as part of theannual review of ToRs. Matters considered by the Committee are summarised below.

Financial Reporting and Sustainability

In accordance with its duties under the *Local Government Act 1999* and its ToR, the Committee reviewed the 2019-20 General purpose financial statements and met with the external auditors, BDO Audit (SA) Pty Ltd, to discuss matters arising from their audit.

On 12 October 2020 the Committee resolved that it was satisfied that the financial statements presented fairly the state of affairs of council for the year ended 30 June 2020.

I would like to acknowledge the work of finance team for compilation of the financial statements and the effective working relationship with the external audit team.

Other financial reporting and sustainability matters considered by the Committee during the year:

- · Quarterly financial management reports
- Draft Budget and draft Long Term Financial Plan key assumption and forecast economic indicators 2020-21
- End of financial year reporting timetable
- Regional authorities annual reports (Southern Region Waste Resource Authority and Council Solutions)

Internal Controls and Risk Management Systems

- · Quarterly risk management update reports
- Corporate and Strategic Risk Register Review
- · Information report Summary of Council Insurances
- LGAWCS and LGAMLS 2019 Risk Evaluation Summary Report
- Work Health Safety and Return to Work activities updates
- · Information Report Hospitality and expense reporting
- · Grants and Sponsorship Programme Review

External Audit

- · 2018-19 BDO external audit completion letter
- 2019-20 external audit interim management report
- 2019-20 external audit plan
- External Audit Fraud Questionnaire Those charged with governance

Internal Audit

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Audit, Risk, Value and Efficiency Committee 2020 Presiding Member's report

- Quarterly internal audit updates, including a review of the 2019-22 Internal Audit
 Plan
- · Internal audit Infrastructure assets registers maintenance
- Internal audit Rates Revenue Assurance
- · Internal audit Legislative Compliance
- Internal audit Delegation Awareness

Value and Efficiency

· Quarterly performance improvement reports

Other

- Annual report Internal review applications received under section 270 of the Local Government Act 1999
- · Audit, Risk, Value and Efficiency Committee Terms of Reference
- Audit, Risk, Value and Efficiency Committee annual performance review results
- Audit, Risk, Value and Efficiency Committee Presiding Member report
- Audit, Risk, Value and Efficiency Committee 2019-20 Work Plan
- · Information Communication Technology (ICT) systems outage
- · Sellicks Beach cliff top access vegetation barrier planting review update 2020
- · Building Rules Assessment Audit Report

Committee Membership

The Committee has seen a change in membership this year due to the resignation of Councillor Cowan. I would like to thank the previous members of the Committee former Councillor Cowan and Councillor de Graaf (proxy member).

The Committee's current members are Councillor Eaton, Councillor O'Brien, Councillor Jamieson and Mayor Thompson (proxy member) and independent member Mr Brass. I would like to thank members and management for their valuable contribution to the work of the Committee this year.

Meeting attendances are as following:

October 2019 - October 2020 (8 mee	tings*)		
David Powell (Presiding Member)	8/8	Cr Jamieson	5/6
Peter Brass (independent member)	8/8	Mayor Thompson (proxy member)	0
Cr Eaton	8/8	Former Cr Cowan	0/2
Cr O'Brien	6/8	Cr de Graff (former proxy member)	1/1
*The 12 October meeting is not include	ad in this r	acord	

Committee Annual Performance Review

In accordance with its ToR, the Committee has reviewed its annual performance against the ToR. A summary of the results of the review are provided as an Attachment 1 to this report.

Thank you for the opportunity to serve the Council in this way

David Powell Presiding Member 12 October 2020

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Number of respondents: 5 (out of possible six)

Establishment of the Committee

 The Terms of Reference (ToR) of the Committee provide clear direction on the role, function and powers of the Committee and its oversight responsibilities on behalf of Council.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0,00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

- 2. The formal annual process for the review of the Committee's ToR includes:
 - . an opportunity for the Committee to review the ToR and recommend amendments to Council
 - review and adoption of the ToR by Council (usually in December each year)

In addition, the Committee may, at any other time, make recommendations to Council to amend the ToR if it is of the opinion that the amendments are necessary to improve the operation of the Committee.

The current annual process for the review of the ToR is adequate and appropriate.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	60.00%	3
Neither agree nor disagree	20.00%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

The Committee, as a whole, is adequately qualified and appropriate to discharge its responsibilities on behalf of Council. (eg financial literacy and skills, risk management expertise, understanding of the issues affecting the City of Onkaparinga and local government as an industry).

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	60.00%	3
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

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Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's ToR or membership.

#	RESPONSES
1	The committee must push pass its brief to solely provide advice to Council. It must be more rigorous in its review process and more pro-active to identify areas of concern and request action.

Meetings and Agendas

The arrangements for Committee meetings are adequate and appropriate. (i.e. frequency, time of day, duration, venue, format, administrative support, etc.)

ANSWER CHOICES	RESPONSES	
Strongly agree	40,00%	2
Agree	60.00%	3
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0,00%	0
TOTAL		5

The appropriate internal and external stakeholders attend meetings as necessary and add value to the Committee's discussions. (eg CEO, Directors, managers, external and internal audit representatives, other staff responsible for reports)

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	60.00%	3
Neither agree nor disagree	0.00%	0
Disagree	0,00%	0
Strongly disagree	0.00%	O
TOTAL		5

The papers provided to the Committee are appropriate and sufficient to enable informed discussion and decision making at meetings. (eg meeting agendas, reports and supporting documentation)

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	40.00%	2
Neither agree nor disagree	20.00%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

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The annual work plan is appropriate and comprehensive enough to ensure the Committee executes its responsibilities in accordance with the ToR.

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	40.00%	2
Neither agree nor disagree	20.00%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

9. Please use the box below to provide below any comments or feedback that you may have in relation to the arrangements for Committee meetings and the annual work plan?

#	RESPONSES
1	Recently there has been a failure to coordinate agenda reports and for reports to be presented as requested
2	I have a strong view that the committee needs to take a more pro-active role in having audits undertaken on issues that have been identified within other councils and also from enquiries undertaken by the SA ICAC or interstate ICACs. The credit card/hospitality findings by the
	Ombudsman is a perfect example of where internal information that was provided to the chair (leading to a media response) were taken on face value and were later found to be incorrect.

Financial reporting and sustainability

10. The Committee has adequate opportunity to review the annual Financial Statements to ensure that they present fairly the state of affairs of the council and are in accordance with relevant accounting standards.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	90.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0,00%	0
TOTAL		5

- The Quarterly Financial Update report provides the Committee with adequate opportunity to review and provide comment on
 - the actual financial performance information provided to Council, its compliance with financial management regulations and its implications for longer-term financial planning and sustainability
 - · the appropriateness of Council's strategic financial decision making models and processes.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0

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Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

The Committee has achieved its objectives, as set out in the ToR, in regard to financial reporting and sustainability.

ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	0
Agree	100.00%	5
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

13. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to financial reporting and sustainability.

#	RESPONSES
1	refer to my previous comment. I consider that this committee is the "Watch Dog" of Council (not the third line of defense and has an obligation to monitor across the public sector to identify trends and then direct the undertaking of proactive audits on Issues.

Internal controls and risk management

14. The Committee has reviewed Council's risk profile and the processes implemented to monitor and manage risk exposures.

ANSWER CHOICES	RESPONSES	
Strongly agree	25.00%	3
Agree	75.00%	3
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		4*

^{*}one respondent skipped this question

The internal financial control self-assessment process and the external auditor's internal control
audit provide sufficient assurance that the financial controls are adequate and operating as
intended.

ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	0
Agree	100.00%	4
Neither agree nor disagree	0.00%	0

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Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		4*

^{*}one respondent skipped this question

The Committee has achieved its objectives, as set out in the ToR, in regard to internal control and risk management systems.

ANSWER CHOICES	RESPONSES	
Strongly agree	50,00%	2
Agree	50,00%	2
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		4*

^{*}one respondent skipped this question

17. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to internal controls and risk management.

#	RESPONSES
1	In some regards the introduction of the finance working committee to review or financial priorities leading onto the long-term financial plan has indicated the need to further review our financial planning and debt related issues.
2	Risk management maturity will be achieved over time including implementation of Risk Profiles at Directorate level.

Internal audit

18. The Internal Audit Charter provides clear and appropriate guidance on the role of the Internal Audit function and its relationship with the organisation and the Committee.

ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	D
Agree	80.00%	4
Neither agree nor disagree	20.00%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		.5

 The activities in the internal audit work plan adequately address areas of risk and provide assurance to the Committee and Council.

ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	0
Agree	100.00%	5

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Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	O.
TOTAL		5

The Committee has had adequate opportunity to contribute directly to the development of the internal audit work plan.

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	60.00%	3
Veither agree nor disagree	0.00%	Ü
Disagree	0,00%	a
Strongly disagree	0.00%	0
TOTAL		5

21. The level of reporting regarding internal audit activities, the outcomes of internal audits and the implementation of actions is appropriate.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	4
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0.
Strongly disagree	0.00%	0
TOTAL		5

22. The Committee has achieved its objectives, as set out in the ToR, in regard to internal audit.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	4
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

23. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to the internal audit function.

#	RESPONSES
4	Would still like an internal/ internal audit function.
2	Just confirming a desire for the committee to have a proactive role and the need for random audits on specific issues should trends be identified on other agencies.

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Public Interest Disclosures

Please note that on the 1 July 2019 the *Public Interest Disclosure Act 2018* replaced the *Whistleblowers Protection Act 1993.* The Committee's ToR section on Whistleblowing was replaced by Public Interest Disclosures to incorporate changes in the legislation (as per ARVEC meeting on the 29 July 2019). PID policy and procedures will to be presented to ARVEC at its meeting on the 30 Sept 2019.

- 24. The ToR require the Committee to:
 - Review Council's Public Interest Disclosure policy and procedures, ensuring principles of good governance are implemented through Council's internal controls and processes

The Committee has achieved its objectives, as set out in the ToR, in regard to Public Interest Disclosures.

ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	0
Agree	80.00%	4
Neither agree nor disagree	20.00%	1
Disagree	0,00%	0
Strongly disagree	0.00%	۵
Not Applicable	0.00%	0
TOTAL		5

25. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to Public Interest Disclosures.

#	RESPONSES
1	don't recall this being addressed at this stage. I am concerned that we have been undertaking a review into the community grants process since 2016 that is now coming to an end with the matter the addressed during the October Council meeting. I raised this issue the right of the Council meeting following the start of this year's community grants. Clearly this was about public interest disclosure.

External audit

26. The Committee reviews external audit reports on findings from financial and internal controls audits and monitors the implementation of actions being undertaken to address recommendations.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	D
Strongly disagree	0.00%	0
TOTAL		5

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 The Committee discusses significant findings from the financial and internal controls audits with the external auditor.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

28. The Committee has effectively overseen Council's relationship with the external auditor, including overall performance; appointment, reappointment and removal; approval of remuneration; terms of engagement; independence and objectivity; legislative compliance; qualifications, expertise and resources.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	60.00%	3
Neither agree nor disagree	20.00%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

29. The Committee has achieved its objectives, as set out in the ToR, in regard to external audit.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	- 1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

30. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to external audit and the relationship with the external auditor.

#	RESPONSES	
	There are no responses	

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Value and efficiency

The ToR require the Committee to:

- Review assessments of council's services/programs/processes targeting the efficiency and
 effectiveness with which Council manages its resources to achieve its objectives and any
 subsequent re-engineering recommendations.
- Review benchmarking of council's service delivery against other councils and other industries.
- Review the appropriateness of identified corporate performance targets and measures to assist in the delivery of the objectives detailed in the Community Plan.
- 31. The current reporting framework enables the Committee to achieve its objectives, as set out in the ToR, in regard to value and efficiency.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

32. Please use the box below to provide below any comments or feedback that you may have in relation to the Committee's consideration of matters related to the value and efficiency of council's services and programs.

#	RESPONSES
a	I noticed that the review into grants was to go before this committee in September, but was for some reason taken off the reports and now appears on the Council meeting in October. I thought that it would have been appropriate for it to have gone before this committee before Council.

Annual performance review

The ToR require the Committee to review its performance against the ToR annually and include the results of the review in the Committee's Annual Report to Council.

33. The Committee's annual performance review process is effective and worthwhile.

ANSWER CHOICES	RESPONSES	
Strongly agree	20.00%	1
Agree	80.00%	4
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

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34. I am satisfied with the overall performance of the Committee over the preceding 12 months.

ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	2
Agree	60.00%	3
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		5

35. Please provide any other comments or feedback that you would like to make in relation to the performance of the Committee, its achievement of the objectives of the Terms of Reference and compliance with the Local Government Act 1999.

#	RESPONSES	
-	There are no responses.	

end of document

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9. Reports of officers

9.1 Sellicks Beach Historic Motorcycle Race 2021

Report contact Meeting
Florienne Moschou Council

8488 2003

Approving officer Date

Anthony Spartalis, Chief Financial Officer 20 October 2020

1. Purpose

In accordance with Council's public consultation procedure (a legislated requirement) this report summarises and analyses the submissions received during the public consultation process set out in the Community Engagement Plan at Attachment 1 regarding the application by Motorcycling South Australia Inc. ('MSA') for the business and exclusive use of Community Land at Aldinga Beach to host the Sellicks Beach Historic Motorcycle Race on Saturday 13 and Sunday 14 March 2021 (with non-exclusive use of the land for three days prior to the event for 'bump in' and three days after the event for 'bump out').

Consequently, this report makes recommendations based on the public consultation feedback received within the context of the matter for Council to consider and set out in the Community Engagement Feedback Report at Attachment 2.

2. Recommendations

That for the land described as portion of Crown Record Volume 5752 Folio 695 and including the adjoining Aldinga Beach coastal la**nds both of which are under Council's** care and control, Council:

- 1. Receives and considers the submissions collated during the public consultation phase of the licence assessment process as set out in the Community Engagement Feedback Report at attachment 2 to the agenda report.
- 2. Having considered the community feedback and submissions received from consultation with relevant agencies and provided as attachments 2, 3, 4 and 5 to the agenda report, resolves to:
 - a. Approve the issue of a Licence to Motorcycling South Australia (MSA) to host the proposed event titled Sellicks Beach Historic Motorcycle Race in March 2021 on the basis that:
 - 1. lessons learnt from the 2017 and the 2019 events will assist in mitigating the potential risks identified for the 2021 event
 - 2. the event dates have been rescheduled from February to March to reduce potential conflict with the Hooded Plover breeding season
 - 3. the Licence will contain reasonable conditions of use to protect the public, the land and the environment
 - 4. MSA updates their Traffic Management Plan to the satisfaction of **council's Traffic Engineers acting reasonably.**



3. Executive summary

In February 2017 and 2019 MSA hosted the 2-day ticketed Sellicks Beach Historic Motorcycle Race event on land under Council's care and control at Aldinga Beach/Silver Sands. The theme of the event was based on the original format held in the early 1900's but with less impact on the local foreshore environment.

The event was hailed a success and won the 2017 South Australian Sport Awards Community Event of the Year.

Post event feedback reported no major incidents or issues with only minimal impact to the local foreshore environment.

Event Application received for a return event in 2021

In July 2019 Council received a new application for the event to return with proposed event dates to be 13 and 14 February 2021. However, in April 2020, following consultation, recommendations from Birdlife Australia and Council officers regarding the potential conflict with the event and the Hooded Plover breeding season, the event organisers agreed to change the event dates to 13 and 14 March 2021. These dates are aligned to the conclusion of the Hooded Plover breeding season, as well as improved seasonal conditions offering firm sand and receding tides. The event organisers have applied for in-kind support which has been endorsed by Council.

Notable enhancements to the proposed event management implemented in 2019 and to continue in 2021.

MSA have enhanced their Risk Management Plan and made marked improvements to the 2019 event that they will carry over for the proposed 2021 event as follows:

- Crowd capacity is now capped to 3,500 people per day (reduced from 10,000 people per day in the original 2016 event application)
- Ticket sales will be managed through Ticketek (once sold out no further tickets will be available)
- Car parking will be managed on private property at 145 Norman Road, slashed to a lowlevel height
- Shuttle buses will transport patrons from the car parking at Norman Road to the event entry point located opposite the Aldinga Bay Surf Club
- Directional signage to be placed at Sellicks Beach Ramp
- Directional signage to be placed at the entry of Button Road
- Coastal vegetation damage risk is reduced, if not eliminated, as access to the area is further restricted by improved placement of temporary fencing
- 6km of temporary fencing is designed to funnel foot traffic to designated walkways. Event staff/security will also assist with directing patrons to keep to dedicated footpaths and roads when accessing the event and its amenities
- Aboriginal Cultural and Heritage Sites have increased protection though temporary fencing making them inaccessible to pedestrian traffic
- Shingle Bank (Pebble Bank) risks have been significantly reduced as the area will be completely fenced off for the duration of the event (inclusive of bump in/out periods)
- Public Consultation was undertaken to invite the community, non-government organisations and interest groups and residents to have their say



- State Government agencies and Council's officers were contacted for their feedback/advice.
- Council's Community Safety and Coastal Conservation Teams will meet with the event organiser pre-event to establish the appropriate placement of temporary fencing, to ensure that the event organisers are complying with the terms of the licence and to collect photographic evidence before and after the event. The cost of this will be included as Council's in-kind support under their approved grant.
- The Community Safety Team and Coastal Conservation Team will also undertake
 inspections during the event, referring to the risk management plan and to collect
 photographic evidence. The cost of this will be included as Council's in-kind support
 under their approved grant.
- Two (2) Community Safety Officers will also be in attendance during the two-day event to ensure that the event organisers are complying with the terms of the licence. The cost of **this will be included as Council's in**-kind support under their approved grant.

Hooded Plover Management

Officers of the Coastal Conservation team advise that as the event is moved toward the end of the Hooded Plover breeding season, eggs are unlikely to be present, but chicks close to fledging are still a possibility. If chicks are present during the event period, there is some flexibility in determining the exact buffer distance/exclusion zone required to separate the birds/nest area from the event area to limit disturbance to the Hooded Plovers raising their chicks. Council's Coastal Conservation officers will work with MSA to implement reasonable protective measures for the Hooded Plovers should they be sighted before and during the event period.

Additionally, if there are Hooded Plover chicks on the beach being protected during the event, volunteer Hooded Plover monitors, accompanied by a Community Safety officer of Council, will be onsite to help educate and raise community awareness of this nationally vulnerable species.

Community Land

Our Generic Plan for Natural Areas provides direction for the use of Community Land and assists with the leasing, licensing and permit process. It describes Coastal Land as the 'strip between occupied land and the lowest tide' and permits 'a range of recreational and community activities, whilst at the same time conserving the land's natural environments.'

Consultation Feedback from the State Government, Birdlife Australia and the Aldinga Washpool Working Group

On 17 February 2020 and 10 August 2020, feedback was sought on the event application from relevant State Government agencies, Council officers, local businesses and community interest groups (refer Community Engagement Plan at Attachment 1).

The engagement brought to light concerns expressed by Council officers and Birdlife Australia as to the date of the proposed event and consequent potential impacts to Hooded Plovers.

On 8 April 2020 taking on-board a range of advice from Birdlife Australia and Council officers, the event organisers agreed to alter the dates of the event (by approximately a month being mid-March instead of mid-February) to minimise impacts to the Hooded Plovers (if present) at the conclusion of their breeding cycle. In addition, Birdlife Australia made additional recommendations which have been provided to MSA to include (where reasonable and practical) into their Risk Management Plan. (refer Attachments 3 and 4).



Summary of feedback from the Department of Planning, Transport and Infrastructure (DPTI):

- To ensure that Council addresses all stakeholder concerns
- To ensure the event organiser has public liability insurance to the value of \$20million
- To ensure the event organisers apply for an aquatic activity licence

Council Response: Should Council approve the recommendations in the agenda report, it is proposed to implement reasonable conditions of approval and actions to address feedback, to limit damage to the land and environment and to minimise inconvenience to the local community.

MSA Response: Provided a certificate of currency showing public liability insurance of \$20million to Council staff and will apply for an aquatic activity licence upon receiving Council approval to host the event as proposed.

Summary of feedback from Birdlife Australia (refer attachments 3 and 4):

- A 400m buffer between the nesting site and any proposed activities (400m in all directions from the centre point of the nest/chick site)
- Buffer area well fenced and signed, with continuous monitoring, to ensure participants do not enter the threatened species nesting area
- Regular announcements over the PA system reminding participants not to enter the buffer area
- If there are chicks on the ground at the time of the event trained Hooded Plover wardens and security marshals to close a section of the beach at regular intervals to allow the chicks to feed at the water's edge so they do not die of starvation
- Nest checks to be undertaken in the lead up to the event by Birdlife Australia or experienced volunteers. Nest checks to be done two weeks before the event date, including the morning of the event and every day for the duration of the licence. If a nest of chicks were located prior to set up, the 400m buffer zone would be required to be implemented before any set up/start of event. Event organisers to also consider last minute changes to the event boundaries depending on location of chicks
- It would be preferable to close Button Road again so as to prevent trampling and disturbance of important bird habitat in the Washpool Lagoon and further south of the vent on Silver Sands/Sellicks Beach

MSA Response:

In addition to the risk mitigation strategies supplied in our Risk Management Plan we have:

- Amended the event dates from February to March 2021 to reduce the chances of disturbing the Hooded Plover breeding cycle.
- Based on current sightings and previous nesting areas we believe we will be able to maintain reasonable buffer/exclusion zones to protect Hooded Plovers if present during the event and still manage a viable event.
- We cannot put the event back for a further month to April as the beach conditions will not be favourable to hold the event.



 We understand and accept there is a risk that should the Hooded Plovers be present during the event and reasonable protection measures (including implementing a buffer/exclusion zone) will need to be carried out and are likely to impact the standard event format, but we are willing to accept the risk.

Summary of feedback from the Aldinga Washpool Working Group (refer attachment 5):

- Event organisers to restrict access to the Washpool during the event to mitigate trampling and disturbance to restoration work undertaken by Green Adelaide and Council
- Event organisers to implement adequate mitigations to ensure the cobblestone embankment, dune structure, vegetation and samphire habitats are adequately protected
- Event organisers to restrict access via Button Road to mitigate trampling impacts and disturbance to the Washpool and adjacent conservation areas and to prevent damage to roadside revegetation works undertaken by Council
- Event organisers to ensure (through provision of temporary fencing and marshalling) that no vehicles are allowed access to the Crown Land paddocks in the area
- Event organisers to ensure nest site fencing provides some protection from eggs and nesting adults, however, adults and chicks are free roaming and need access to the water's edge for feeding. The race should not occur directly in front of the fenced zone, even if passing by at the water's edge as this would be highly disturbing and result in nest or chick failure
- Event organisers to ensure signage and fencing is specific to the needs and sensitivities of Hooded Plovers i.e. no flapping bunting or meshed fencing material. If applicable, two signs (approximately 1m x 1m dimensions) indicating the presence of chicks to be placed with the use of star pickets (with plastic caps), at a distance of 400m on either side of the general location of chicks, just above the high tide mark on the beach and a temporary fence using rope and garden stakes or star pickets (with plastic caps) can be set up, and placed at a distance of 400m on either side of the general location of chicks. This will enable personnel to clearly recognise the buffer zone when on-site.
- Nest checks are to be undertaken in the lead up to the event by trained Birdlife Australia or Green Adelaide staff, or experienced volunteers. These nest checks are to be done two weeks prior, and every day for one week before the event date (including bump in dates), including the morning of the event, during the event and bump out dates. If a nest or chicks were located prior to set up, the 400m buffer zone would be required to be implemented before any set up/start of event. Chicks are highly mobile and they may change their location on the morning of the event.
- Event organisers to ensure fencing is moved to accommodate any nests found leading up to the event. As such, last-minute changes to the event boundaries may need to be considered
- Event organisers to restrict drone use in the buffer zone
- In the event of chicks being present event organisers to inform Green Adelaide of the chicks' location immediately
- Event organisers to ensure all viewing platforms and motorcycle activity to be on beach surface only
- Event organisers to include educational information on the Hooded Plovers in the event program



- Event organisers to ensure that event staff are made aware of the nesting situation of the Hooded Plovers including the location of birds and their breeding status (i.e. whether they have eggs or chicks) and ensure to exercise extreme caution when traversing the area
- If the birds are reacting to the presence of people from greater than 400 metres event organisers to add visual barriers to the fencing to provide a buffer of the view of the crowd. This has not been exercised before and would need to be trialled pre-event.
- Event organisers to place six chick shelters on the beach above the high tide mark where the chicks are found generally 10m apart from each other
- The event organisers to note and record the fate of the chicks and report this to Green Adelaide
- Full recommendations are set out in Attachment 5.

MSA Response: We will continue to liaise with Council officers and the various agencies who provided feedback to address their concerns and will update our Risk Management Plan with reasonable, practical strategies we can implement and manage during the event.

Public Consultation 2020

MSA have requested exclusive use of community land to host the proposed ticketed event. This is deemed to have a potentially high impact to users of the beach and therefore legislative public consultation has been undertaken prior to Council's consideration and determination.

Initially we were preparing to launch into the implementation stage of public consultation in April 2020 pending resolution of discussions surrounding the event date. However, on confirmation of the change of event date we found ourselves in the middle of the global health pandemic and did not believe it reasonable timing to engage with the community on the proposed Event until COVID-19 restrictions had eased in SA.

Following confirmation from the Directors Group that public consultation could go ahead for the obligatory 21 days, we commenced on Monday 10 August 2020, concluding 21 days later at 5pm, Monday 31 August 2020, which involved:

- The placement of a notice in the Advertiser newspaper on 10 August 2020 (see Attachment 6)
- The placement of a Your Say page on Council's website on 10 August 2020
- Two Facebook posts on the City of Onkaparinga Facebook page on 14 August 2020 and 24 August 2020
- Email dated 10 August 2020 to an engagement list of local stakeholders outlining the relevant details of the proposal, inviting written submissions and providing officer contact details (see Community Engagement Plan at Attachment 1 for the list of stakeholders).
- Letters posted to local surrounding residents and property owners (refer Attachment 7 for a copy of the letter and an area map showing the residents and property owners contacted) Please also see Attachment 9 for an amended Site Plan that was provided following a complaint by a local resident as to the location of the toilets.
- The placement of Information Folders at our five (5) Customer Service Centres: Aldinga Beach Library, Noarlunga Centre, Aberfoyle, Hub, Woodcroft Community Centre, and Willunga Hub outlining the relevant details of the proposal
- A courtesy update email on 10 August 2020 to Elected Members of the South Coast Ward and the Southern Vales Ward advising that public consultation for the proposed Event had begun and a copy of the community interest groups notified was attached to the email.



Public Consultation Feedback (refer Attachment 2)

In analysing the responses, most of the feedback is positive with 89.9% in support of the proposal. Those not in support have concerns for the environmental impacts and are opposed to cars on beaches.

With lessons learned from previous events and recommendations coming through from relevant groups this year we are confident that it will be possible to mitigate most of the environmental concerns and the event organisers are currently working on implementing the recommendations received from the feedback received.

4. Background

Community Plan 2030	prosperity: economically strong, environmentally thriving This community event is a key attraction for motorcycling enthusiasts. The event coordinators propose to work in co-operation with local organisations including business and tourism associations, local schools, community and social clubs and can extend its partnership enterprises to include local food and beverage producers and accommodation agencies	
Policy and/or relevant legislation	 Local Government Land: Local Government Act 1999 (sections 200 and 202) Hooded Plovers are sea-nesting birds declared nationally vulnerable and are protected under both Federal and State legislation: Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act); National Parks and Wildlife Act 1972 (Schedule 8) 	
Who did we talk to/who will we be talking to	business and tourism associations, residents and property owners and	

5. Financial implications

MSA lodged an Application for Tier 2 Sponsorship with Council, requesting \$15,000 in-kind support. Cash was not requested from Council.

The Sponsorship Assessment Panel assessed the application and agreed to the estimated event budget. Funding was approved by Council.

The costs to Council to ensure that environmental concerns are addressed by the event organisers will be reflected as in-kind support in accordance with their Council approved grant.



6. Risk and opportunity management

Risk				
Identify	Mitigation			
Employee welfare/public safety	The event organisers have provided us with a COVID-19 Return to Sport Checklist (refer Attachment 8). If their proposal is approved, they will prepare further COVID-19 risk management plans and control measures to ensure a safe environment including by: • staying abreast of the updates and adhering to the official advice and recommendations of the Federal and State Governments and any Declarations and Directions of the State Coordinator in relation to the COVID-19 virus, limitations to gatherings of people and social distancing;			
	 developing, keeping and maintaining adequate procedures and systems during the use of the land, undertaking regular risk assessments and pre-planning and making appropriate informed decisions in relation to the COVID-19 virus to ensure the safety of the people under its care, control, direction or management; 			
	 checking the list of defined public activities and, if required, devising a COVID-Safe Plan listing the measures designed to keep people safe and minimise the risk of spreading the COVID-19 virus; 			
	 if required, completing and retaining a contact and record of attendance in the event that it is required to be produced to an authorised officer. The event organisers have been provided with suggested changes to their Traffic Management Plans as suggested by Council's Traffic Engineer. It will be a condition of approval that they amend their Traffic Management Plans to reflect the feedback and to the satisfaction of Council. 			
Reputation/community expectation - Approving the Event request without adequately considering the community views.	It is a requirement of Council's Public Consultation Policy that Council makes its decision having considered the views of the community balanced against the context of the matter.			
Environment - The event may cause disturbance and maybe unrepairable damage to any part of the environment which includes the pebble banks, Washpool areas' vulnerable Hooded Plovers and other aquatic wild birds breeding, delicate ecosystems and Aboriginal Heritage and Cultural Values.	Using the learnings from the 2017 and 2019 events there are increased and enhanced control measures and environmental management controls that will be put into place by the event organisers before, during and after the event to minimise damage and disturbance and risk to the environment for the 2021 event. The event organisers have been provided with feedback and suggested changes to their Risk Management Plans. If approved by Council as recommended in this agenda report, it will be a condition of approval that MSA			



	implement reasonable mitigation strategies to protect the land, environment and inconvenience to the local community.
	Given the sensitive nature of the coastal environment in contrast to the proposed motorcycle racing event involving 3,500 spectators each day (for 2 consecutive days) on the beach, there are no control measures that will guarantee zero damage occurs to the environment as a result of the event. Refer Attachment 9 for Site Plans.
Compliance/legal	Undertake a review of their Risk Management Plan upon completion of the public consultation prior to the event to ensure that public concerns are addressed to the reasonable satisfaction of Council.

Opportunity				
Identify	Maximising the opportunity			
Opportunity to support a festival style event focused around motorcycle activities on the beach potentially attracts tourism to the area	The event organisers promise us an event that, if approved could become a re-occurring event to be hosted every two years with our support			
The event aims to raise the profile of the City of Onkaparinga and its community	This will likely be a key attraction for motorcycling enthusiasts that proposes to be working in co-operation with local organisations including business and tourism associations, local schools, community and social clubs and could extend its partnership enterprises to include local food and beverage producers and accommodation agencies			
Media and publicity focus for our region	The organisers advise the event will attract media coverage anticipated to be valued in excess of \$250,000. It is stated that this event will enforce the Fleurieu Peninsula as a premium visitor destination. Our Economic Development Team have agreed to work with the event organisers, our PR Team and our Tourism Team to ensure that our region is specifically promoted in the context of the event, not just the Fleurieu (which also includes Victor Harbor etc). These costs would be covered by the in-kind support that Council has agreed to provide to the event organisers through their approved grant. Our Economic Development Team will also encourage the event organisers to register the event on the Australian Tourism Data Warehouse which populates the state tourism website, Fleurieu Peninsula Tourism and our tourism website event calendar.			
Economic Benefit from Competitor/Spectators (Estimated)	The organisers advise: that the event is proposed to create a range of benefits, to those involved, including competitors, Motorcycling SA, businesses, and importantly the Aldinga/Sellicks Beach areas. Whilst some of these benefits are not quantifiable, the potential Economic Benefit of the event is estimated to be significant. The estimated spend, based on conservative spectator numbers and spend per			



day, is \$1.71M. When coupled with a standard 2.46 multiplier, the total forecast economic impact of the Sellicks Beach Motorcycle Classic is \$4.22M.

Expenditure estimated is conservative at \$125 per day for interstate and non-metro spectators. This is a conservative estimate and actual expenditure could be significantly higher. Competitors engaged in sport tourism traditionally have a significantly higher spend per night than a general tourist. In these estimates, it has been assumed that all expenditure is based on the general tourist figure

COVID-19 restrictions, if applicable in March 2021, cannot be easily factored into the estimated economic benefits above and may have an impact on the standard event format.

7. Timelines and deadlines

MSA require as much time as possible to organise and promote the event ahead of the scheduled dates in March 2021.

8. Next steps

If Council approves the recommendation the following further actions will be triggered:

- Council's Events Team will continue to work with MSA to process the event application including the requirement to obtain the sec 33 Notice from SAPOL for the road closure
- Council's Permits Team will continue to work with MSA to process the event application including reviewing updated Risk Management Plans and Traffic Management Plans ahead of issuing a conditional licence for use of the area during the Event term
- Council Grants Team will compile a spreadhseet of in-kind suppot costs for the 2021 event
- MSA, having considered feedback from the Council's technical officers and State
 Government agencies will consider and, if applicable, amend their Risk Management Plan
 and Traffic Management Plans to incorpoate reasonable and practicle risk mitigation
 strategies that can be carried out and managed successfully during their event.

9. Attachments

Attachment 1 – Community Engagement Plan (9 pages)

Attachment 2 - Community Engagement Feedback Report (7 pages)

Attachment 3 - Email from Birdlife Australia dated 24 March 2020 (68 pages)

Attachment 4 – Letter from Birdlife Australia dated 28 February 2020 (3 pages)

Attachment 5 – Feedback from the Aldinga Washpool Working Group (6 pages)

Attachment 6 – Advertisement in the Advertiser Newspaper on 10 August 2020 (1 page)

Attachment 7 – Letter to and Map of Local Residents and Property Owners Contacted (7 pages)

Attachment 8 – COVID-19 Return to Sport Checklist (4 pages)

Attachment 9 - Various Site Plans (2 pages)

- END OF REPORT -



Attachment 1



Community Engagement Plan Sellicks Beach Motorcycle Event – Business & Community Use of Community Land at Aldinga 13 & 14 March 2021

Background information

Sellicks Beach Motorcycle Event - see attached Fact Sheet for more detail.

Portion of Aldinga Beach coastal land being land Minister for Transport and Infrastructure holds as the fee simple owner which has been placed under Council's care control and management; and

Portion of Crown Record Volume 5752 Folio 695 being Portion of Section 808, Hundred of Willunga in the area named Aldinga Beach.

On 13 & 14 March 2021, a licence for exclusive use is proposed to be issued for the purposes of a Motorcycling event on Aldinga Beach with daily event times between 7am and 5pm. The full Licence term will be from 10 to 17 March 2021 inclusive permitting the event organisers to have non-exclusive use of the land for 3 days before and 3 days after the event for set-up and set-down.

Information packs can be obtained from our Customer Service Centres at:

- Aldinga Beach Library
- Noarlunga Centre
- Aberfoyle Hub
- Woodcroft Community Centre
- Willunga Hub

For further information and to have your say, please visit www.onkaparingacity.com/yoursay. We will also use our website to keep you informed and updated during the consultation process.

Any feedback you wish to submit relating to the proposed event Licence must be marked for the attention of Florienne Moschou, Property Officer and be received by 5pm Monday 31 August 2020 to be considered and can be forwarded by:

- Email: mail@onkaparinga.sa.gov.au
- Post: City of Onkaparinga, PO Box 1, Noarlunga Centre SA 5168
- Personal Delivery: Customer Service Centres listed above
 All submissions will be collated and presented to Council in a public report for consideration and determination within the context of the matter.

Purpose of engagement

Inform and consult with the community and stakeholders (including state government agencies, internal stakeholders, local residents and business groups) of the proposed event and seek their views as to whether the event should go ahead "yes" or "no" with accompanying reasoning and/or comments for consideration and determination

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Engagement objectives

Ensure legislative requirements are met Ensure that the community and stakeholders are informed and given the opportunity to provide feedback in relation to the event Ensure multiple engagement techniques are used

Engagement scope of influence

 The community and stakeholders can influence whether Council provides approval for the event to go ahead or not

Related and/or Neighbouring Projects

None known

Risk and Community Expectations Assessment

Area	low	medium	high	explanation
degree of complexity of project				The project is complex
degree of potential community impact of project				The project will impact the local community in relation to the beach and road closures, temporary changes to beach access ramps and on street parking in the affected event area, increased activity in the area. It may also impact the surrounding environment including the Aboriginal Heritage sites, bird life and shingle banks though measures will be put in place to limit this.
degree of political sensitivity of project				The event has been run successfully twice with all community and stakeholder concerns addressed
Total				Inform, Consult and Report (as required by legislation)

Elected members/Ward Councillors

Mayor





Council Departments:

Planning

Community Health

Grants

Open Space City Operations

Coastal Asset Planner City Operations

Community Assets City Operations

FOC Operations

Insurance & Liability

Parks & Natural Resources

Coastal Conservation

Nature Conservation

City Operations – Senior Traffic and Transport Coordinator

Community Safety

Emergency Management

Risk Management Officer

Community Relations – Social Planner

Community Engagement

Customer Relations

Public Relations

Social Media Team

Waste & Recycling

Staff at Customer Service Centres where Information Packs will be placed

Consultants

N/A

Local Community

Adopt a Spot (Chris Lemur)

Aldinga Bay Coast Care (Shaun Hadley)

Aldinga Bay Business & Tourism Association

Aldinga Washpool Working Group (Damian Moroney)

Willunga Basin Trail Inc (Zara Lupton)

Willunga Environment Centre (Janine Anninos)

YACCA (Youth and Community Conservation Action) Group (Saskia Gerhardy)

Friends of Aldinga Scrub (Julie Burger)

Friends of Sellicks Inc (Haydon Manning)

Friends of Willunga Basin (David Gill)

Friends of Port Willunga

Friends of the Aldinga Washpool

Greater Aldinga Conservation Zone Network - Aldinga Washpool and Silver Sands Heritage

Group (Peter Laffan)

McLaren Vale Biodiversity Project (Jock Harvey)

Our Coast Our Mission

Sellicks Area Residents Association (SARA) (Michael Lee)

Aldinga Bay Residents Association (ABRA)

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Butterfly Conservation SA (Alex Stolarski)

Willunga Business & Tourism Association

(National Resources Management Board

BirdLife Australia (Emma Stephens)

Kaurna Nation Cultural Heritage Association Inc (Allan Sumner)

Cultural groups/Specific interest groups/NGOs/individuals

Mark Gazeley (Coastal Skydives)

Geoff Fisher (South Australian Hang Gliding and Paragliding Association)

Willunga Vintage Model Aircraft Club

General Public

Local businesses, residents and the community

Your Say page on Council's website and Facebook post will broaden the engagement

Government agencies/MPs:

Peter Allen (Dept Environment & Water: Senior Coastal Planner)

Geoff Van Der Zwan (Dept Environment & Water)

Martin Weidenbach (Dept Environment & Water)

Brenton Grear (Dept Natural Resources Adelaide & Mt Lofty Ranges)

Maria Kollar (Dept Planning Transport & Infrastructure)

Dept Planning Transport & Infrastructure (Dpti.propertyportfolioassets@sa.gov.au)

Alex Van Wessem (Aboriginal Affairs & Reconciliation Dept State Development)

Consumer & Business Services (limitedlicences@agd.sa.gov.au)

SA Ambulance (healthsaasmajorevents@sa.gov.au)

Chris Holland (SA Pol)

Other (e.g. schools/churches)

Paul Hibbird (Aldinga Surf Club)

Engagement parameters

Geographic boundaries

City of Onakparinga and surrounds

Timelines

All consultation items specified in the below table to be actioned and live, by 19 February 2021

Engagement Action Plan

Phase	Method	Stakeholders	Techniques	Who's Responsible	Desired nutcome	Timeline
Implementation	Inform /Consult	Internal Stakeholders External Agencies Community and cultural groups/Specific interest groups/NGOs/Individuals	Emailed 17 February 2020	Property Team	Inform key stakeholders of the 2021 event and invite feedback	17 February 2020
Planning	Inform	Customer Relations (including Staff at Customer Relations Centres where information packs can be collected) Mayor Elected members	Email Circulation	Property Team	Inform Customer Relations of the engagement and where to direct enquiries Inform elected members of the upcoming public consultation	Monday 10 August 2020
Implementation	Inform /Consult	Community	The Advertiser	Property Team	Inform the community of the 2021 event and invite feedback	Monday 10 August 2020 (submit for publication Thursday before)
Implementation	Inform	Community	Info packs Customer Service Centres	Property Team	Free hard copy information packs available to the community	Monday 10 August 2020 (until Monday 31 August 2020)

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Implementation	Inform /Consult	Community and cultural groups/Specific interest groups/NGOs/Individuals	Email Circulation (blind CC)	Property Team	Inform community groups of the 2021 event and that public legislative consultation has commenced and invite feedback for submission to Council	Monday 10 August 2020
Implementation	Inform /Consult	Local residents, businesses and property owners	Council Letter box drop to residents in the area	Property Team	Inform local residents of the event and invite feedback	Monday 10 August 2020
Implementation	Inform /Consult	General Public	Council Website – "Your Say"	Engagement Unit & Property Team	Inform the community of the event and invite feedback	Monday 10 August 2020 (for no less than 21 days until Monday 31 August 2020)
Implementation	Inform	General Public	Facebook Post	Social Media & Property Team	Inform the wider community of the event and how they can provide feedback at "Your Say"	Monday 10 August 2020
Evaluation	Evaluate	Engagement Unit & Property Team	Meetings, Emails	Engagement Unit &	Data analysis using "Your Say" reports	September 2020

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Reporting	Report	Property Team	Meetings,	Property Team Property	to draft the Community Engagement Feedback Report Prepare and submit	September 2020
		Grants Team	emails	Team	the Council Report – ensure it coordinates with their Grant Report	September 2020
Reporting	Report	Mayor Elected Members	Council Meeting	Property Team	Inform Mayor and Elected Members that we have received an application for the event to return in February 2021, present the Council Report, ask them to review the report and decide on an outcome	September 2020
Reporting	Inform	Local Residents & Business	Your Say update	Property Team Engagement Unit	Your Say is updated with outcomes from the Council meeting	October 2020

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Reporting	Inform	Local Residents & Business	Event Organiser Letter box drop to residents in	Event Organiser	Information on the event including temporary changes to beach access ramps and on street	Letter box drop no later than 3 weeks prior to the event (Friday 19 February 2021)
			the Area		parking in the affected event area	

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Evaluation

Evaluation will be measured against the project engagement objectives:

- To
- To
- To

In line with best practice engagement, Feedback Reports will also include:

- . The number of people who are aware of the project
- The number of people who are informed about the project
- · The number of people who engaged about the project.

Sign-off

Officer who prepared the document

Name:	Florienne Moschou
Position Title:	Property Officer
Reviewed by Co	mmunity Engagement Advisor
Name:	Paula Bugden
Date:	5 August 2020
Approved by	
Name:	Anthony Spartalis
Position Title:	Chief Financial Officer
Signature	Date 21 August 2020





COMMUNITY ENGAGEMENT FEEDBACK REPORT

SELLICKS BEACH HISTORIC MOTORCYCLE RACE - 13 & 14 MARCH 2021







INTRODUCTION

Motorcycling South Australia Incorporated have applied for a short-term licence for the exclusive use of land under Council's care and control to host a ticketed event being the Sellicks Beach Historic Motorcycle Race.

The event is scheduled to be held at Aldinga Beach/Silver Sands on Saturday 13 and Sunday 14 March 2020. In hosting the event, organisers will also require three days non-exclusive use of the land before the event to "bump in" and three days of non-exclusive use of the land after the event to "bump out". The licence is for a period of eight days in total.

Organisers will ensure any registered Aboriginal Heritage Sites are not disturbed and Hooded Plover Management protocols will be a condition of the Licence.

A Risk Management Plan, Emergency Response Plan, Covid-19 Return to Sport Checklist, a COVID Management Plan and Hooded Plover Management Protocols will be in place to manage community and environmental safety including protocols for unauthorised access to the sand dunes and environmentally sensitive areas. South Australian Police, Sellicks Beach Country Fire Service, St Johns Ambulance service and Council Rangers will be in attendance with State Emergency Services also being notified.

Engagement for this event is legislated and therefore a community consultation process has commenced and is currently still active.

COMMUNITY ENGAGEMENT PURPOSE

The purpose of the engagement was to ensure that the community and key stakeholders were aware of the event application, short term licence and had an opportunity to provide feedback on the proposal. The engagement was open from 10 August 2020 and closed on 31 August 2020.

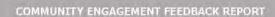
- · Inform the community about the event/proposal
- Seek feedback and listen to concerns
- · Keep the community informed
- Inform organisers of community concerns

ENGAGEMENT TECHNIQUES

Multiple techniques were used to ensure the community could access the project information and were provided many ways in which to provide feedback.

Techniques used included:

- Elected member update email
- · Email to government, internal and external stakeholders
- · Email to local resident and community groups and business associations
- Letter box drop to 347 residents and property owners in the direct vicinity
- Advertisement in the Advertiser newspaper
- A dedicated Your Say Onkaparinga webpage live with a survey, providing all project information:
 - Online survey/submission form





- Frequently Asked Questions
- Site Plan
- Event timing/Details
- Councils Corporate Website
- Information Packs placed in Customer Information Centers
- Two Facebook posts to promote the engagement to a wide audience

SUMMARY OF COMMUNITY ENGAGEMENT OUTCOMES

All correspondence provided the option to leave feedback via Your Say Onkaparinga. Through this method, there have been 487 total clicks to the page with a further 216 people completing the online submission form. These results are displayed below.

YOUR SAY ONKAPARINGA

Below outlines the number of visitors to Your Say Onkaparinga and the survey results.

Visitor Statistics

Aware	Informed	Engaged	
Single visits to the page	Those who went a step further and clicked on something	Those who completed the survey	
452	318	216	

Submission Form Results

In the submission form, participants were asked if they support the exclusive use of land to hold the event. All 216 participants answered this question and 89.9% said they were in support of the project as seen in the graph below.



Participants who selected 'No' were then asked to provide their reasons for selecting this.

Of the 17 participants who selected 'No', ten said it was due to environmental concerns and three said 'there should be no cars on beaches'. There were two further comments that the event will encourage hoon behaviour, reckless driving on roads generally and litter with two suggestions to hold the event in the carpark.



COMMUNITY ENGAGEMENT FEEDBACK REPORT

Those in support of the event provided many comments to show their support. Some of these comments are listed below:

- "A great opportunity for an event that will bring in huge amount of tourism into our region. Not
 only to just that event but also where else these visitors will spend around our region. Plus
 word of mouth for others who potentially could visit also"
- "Fantastic event. I attended the last two 2017 & 2019. Met people who were visiting from around Australia especially for this event. Organisers and attendees were very respectful of the environment"
- · "Great event for the community"
- "We are losing enough events and would be a shame to lose something like this"
- "Please let this activity go ahead. The following day the tide will have erased any sign of the event. It's a great day"
- · "I've been to this event before, Well organised, Environmentally friendly"
- "This tourist event promotes & enhances our community"
- "Whilst im not a motorcycle enthusiast I think it is wonderful that events like this can be held
 here whilst ensuring the safety of flora, fauna and the site. Our community needs more events
 like this especially when there are so many people doing it tough at the moment"
- · "A fantastic unique event to bring people into the area"
- "I think it's a great event that brings people to the Fleurieu peninsula. The event is full of classic motorcycles and sometimes classic riders. (**). It's also not the type of event to attract hoons, and I can fully get behind that! Thanks (**)"
- . "I think this is great for families and increasing tourism in the area"
- "friends and I attended the last beach race and I was very impressed by the way it was run, we stayed the whole weekend and supported the local shops and tourist spots, and the last day after the event was over we walked along the beach and the cleanup was fantastic you couldn't even tell that the races and spectators had been there it a great, well done to Levis MCC and volunteers"

RESPONSES FROM OTHER STAKEHOLDERS

There were eight responses and requests received via email:

- Two residents emailed us with suggested changes to the Site Plan including the relocation of the
 toilets and extension of the 'No Parking' zone. Both measures were implemented for the 2019 event
 and the event organisers have provided an amended Site Plan to include these changes which was
 provided to the respondents who were happy with this outcome.
- One resident emailed us with objections as follows these were relayed to the event organisers who provided a response that was provided to the respondent:
 - Beach access being fenced off prior to and after the event. The event organisers confirmed that beach access is only fenced off from 7:30am until 5:00pm on the two event days - not prior to or after the event.
 - Cars being driven on the beach generally at other times and damaging the beach.
 - Participants parking in Coolangatta Drive near No.5 as it can be a dangerous corner. The event organisers confirmed that they will have traffic controllers at the corner of Norman Road and Coolangatta Drive to stop spectators trying to park in the street.



COMMUNITY ENGAGEMENT FEEDBACK REPORT

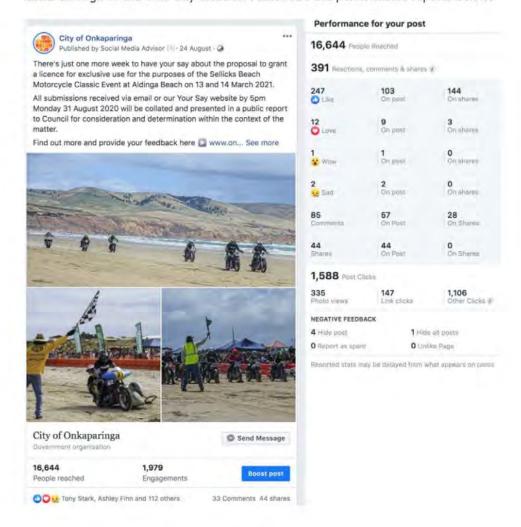
- Objecting to passes being issued to residents via letterboxes. The event organisers confirmed that they intend to deliver passes to residents' homes and record the ones that are handed to people and the ones that are put in letterboxes or under the door if no one is home. They will also inform Century 21 to advise any renters in the area. For previous events when requested residents have been given extra passes to give to neighbours. Any other suggestions as to how residents who are not home when passes are delivered to their homes can obtain passes were invited from the respondent (though none were provided). Traffic Controllers will also be instructed to be understanding if residents arrive and want to access their homes.
- One resident emailed us requesting that the event not be allowed to be held as it would constitute
 a crime against nature and the people of Adelaide and stating that Noarlunga is the most beautiful
 costal reserve in Adelaide let us keep it this way for our children, visitors and ourselves.
- · One resident emailed us with objections as follows:
 - It would destroy the nesting places for the sandpiper shorebird which nests on the beach just above the high-tide mark amongst the stones and sand;
 - it will disturb various forms of wildlife presently flourishing along the coastline and in the Clarrie Eatts Reserve;
 - It will be destructive to the myriad ecosystems, all interdependent and interacting;
 - Landscape South Australia Hills and Fleurieu have published authoritative studies on this. Council is duty-bound to rank scientific data, along with the responsibility for coastal preservation and conservation, ahead of recreation and amusement; and
 - o It will create a precedent for others to engage in other destructive uses of the foreshore
- One member Damian Moroney (Seascapes Coordinator, Green Adelaide) representing the local community group the Aldinga Washpool Working Group and the Department of Environment and Water requested and was provided with a copy of the Hooded Plover protocols and provided recommendations that were forwarded to the event organisers.
- Two members of Birdlife Australia Grainne Maguire (Coast & Marine Program Manager) and Emma Stephens (Wildlife Coordinator) were provided with a copy of the Hooded Plover protocols and provided recommendations that were forwarded to the event organisers including that the event occur after the conclusion of their breeding season in March 2021. The original application by event organisers proposed to hold the event in February 2021.
- One officer at DPTI Maria Kollar (Manager Portfolio Assets, Marine) emailed including to ensure that Council addresses all stakeholder concerns, the event organiser has public liability insurance to the value of \$20million and apply for an aquatic activity licence.

In discussion with internal stakeholders and in consideration of this response the event organisers changed the dates of the event to after the conclusion of the Hooded Plover breeding season in March 2021. The event organisers were also provided with the recommendations regarding the community's environmental concerns and suggested amendments to their Risk Management Plan of Birdlife Australia and Damian Moroney with a request to amend their Risk Management Plan to better reflect the community's needs and are yet to respond.



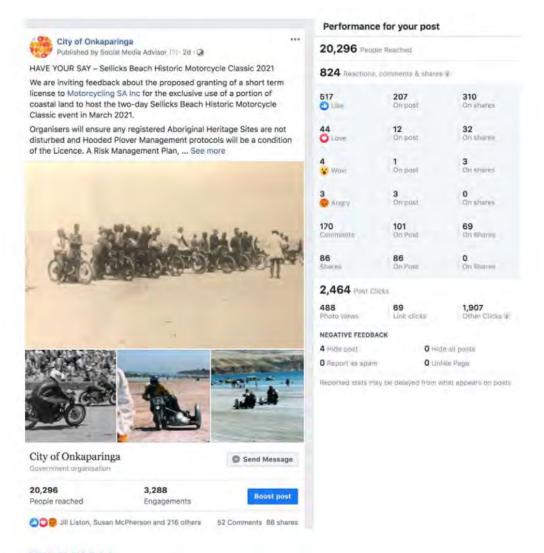
RESPONSES FROM FACEBOOK POSTS

The two Facebook posts have reached 49,816 people and generated 7115 engagements and 283 link clicks through to the Your Say website. Please see the performance reports below.





COMMUNITY ENGAGEMENT FEEDBACK REPORT



SUMMARY

In analysing the responses to date, most of the feedback is positive with 89.9% in support of the proposal. Those not in support have concerns for the environmental impacts and are opposed to cars on beaches. With lessons learned from previous events and recommendations coming through from relevant groups this year we are confident that it will be possible to mitigate most of the environmental concerns and the event organisers are currently working on these recommendations.

SIGN OFF

All feedback reports are to be reviewed by the Engagement Unit

Officer who prepared the document

Name: Florienne Moschou Position Title: Property Officer - Property Transactions

Reviewed by Community Engagement Advisor Paula Bugden Date: 3 September 2020



Attachment 3

From: Emma Stephens

Sent: Tue, 24 Mar 2020 07:10:28 +0930

To: Florienne Moschou; Grainne Maguire; Kerri Bartley

Subject: RE: Stakeholder Circulation – Sellicks Beach Motorcycle Classic 2021

Attachments: 0.2 SBHMR Risk Management Plan 2021.pdf

Hi Florienne,

My apologies for such a slow response, and thank you for the additional information.

We have provided info below in red and comments on the attached risk assessment.

Thanks again for getting back to us, and please let us know if you have any further queries.

Kind Regards,

Emma

Emma Stephens | Sharing our Shores with Coastal Wildlife Coordinator
BirdLife Australia
M 0457 333 177
emma.stephens@birdlife.org.au | birdlife.org.au



PART-TIME: Monday & Tuesday, & every second Wednesday



From: Florienne Moschou < Florienne. Moschou@onkaparinga.sa.gov.au>

Sent: Thursday, 5 March 2020 2:46 PM

To: Emma Stephens <emma.stephens@birdlife.org.au>; Kerri Bartley

< Kerri.Bartley@onkaparinga.sa.gov.au>; Grainne Maguire < grainne.maguire@birdlife.org.au>

Subject: Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021

Dear Emma, Grainne and Kerri,

Re: Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021



Thank you for your feedback in relation to this event – including in relation to the Hooded Plovers. I attach for your information a copy of the Risk Management Plan provided to us by the event organisers. Please note their proposed management as to Hooded Plovers including at page 14 and pages 45-48.

In addition, please note the below Licence Condition for the 2019 event - we intend to also include such a condition in the 2021 Licence:

"If Hooded Plover birds are sighted close to, in or around the Licence Area the Licence Holder must comply with the National Resources Management Board (NRMB) and Council's requirements. If there are any issues in the opinion of Council or the NRMB with the on-going use of the Licence Area for the Permitted use due to the presence of Hooded Plovers nesting, or raising chicks, the Licence Holder must modify its use of the Licence Area or cease to use the Licence Area while Hooded Plovers are present. The Licence Holder accepts that there is a risk that this may require the event and the Permitted Use to be cancelled before or during the Term. Enquiries regarding Hooded Plover Management protocols can be viewed at http://birdlife.org.au/projects/beach-nesting-birds/for-coastal-managers (specifically refer Chapter 3 and the management manual 2010 supplement), following BirdLife Australia recommendations emailed to City of Onkaparinga as part of the consultation phase, and by contacting NRMB-via Emma Stephens at BirdLife Australia contact email: emma.stephens@birdlife.org.au

I would ask you as follows:

- 1. In relation to the Risk Management Plan and the Licence Condition are they adequate or is there anything you feel may need to be added or changed? Please see changes in red to the Licence Condition above, and comments on the attached Risk Management Plan. Our main concern in the risk assessment relates to access in front of the buffer/fenced zone and the water's edge for event set up/access etc. Our advice has been that a 400m buffer needs to be in place in all directions from the nest/chicks including up to the water's edge. The race needs to occur at least 400m away from the zone and that to access the event area itself, the access needs to avoid the fenced area by at least 400m buffer i.e. people attending are not to walk past the fenced zone, but to access only if 400m away from the area. The race should not occur directly in front of the fenced zone, even if passing by at the water's edge as this would be highly disturbing and result in nest or chick failure.
- 2. I note at page 14 of the Risk Management Plan that the event organisers have recommended that if nesting is present NRM and Council would temporarily fence the nest and install signage and have listed both the NRM and the Council in the section "responsibilities" is this something that you are willing or have the capacity to assist with and manage during the event in this manner? A comment we have added in on page 52 relates to your query here... "including trained council staff. However NRM and council staff should not be expected to do the job of the marshals. NRM, council and volunteers will be there to communicate and educate but not enforce (unless council rangers have ability to enforce). An alternative is the event organiser puts more marshals on that are trained up by NRM/BirdLife staff. Also NRM/BirdLife/volunteers time is limited and are unlikely to be on site at all times. However there should be (trained) marshals present at all times to ensure the buffer zone is not impacted upon by the event itself or event goers. Council/NRM/BirdLife staff and volunteers can assist with fencing and signage. The event organisers should provide the suitable equipment for this. If movement of the fencing/signage is required on a daily basis this should occur with an experienced staff/volunteer present or directions from them if they



can't be present, and event marshals need to also be trained to ensure they do not impact on the birds.

Hook forward to hearing from you. If you have any further queries please do not hesitate to contact me.

Kind regards,

Florienne Moschou Licences and Permits Officer Property and Commercial Ph (08) 8488 2003 Fax (08) 8382 8744

www.onkaparingacity.com



From: Emma Stephens < emma.stephens@birdlife.org.au>

Sent: Friday, 28 February 2020 2:54 PM

To: Florienne Moschou < Florienne. Moschou@onkaparinga.sa.gov.au>

Cc: Grainne Maguire <grainne.maguire@birdlife.org.au>

Subject: RE: Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021

Hi Florienne,

Please see BirdLife Australia's submission with regard to the Motorcycle SA event at Sellicks proposed for February 2021.

Any questions, please don't hesitate to ask. Thanks.

Kind Regards,

Emma

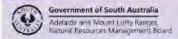
Emma Stephens | Sharing our Shores with Coastal Wildlife Coordinator
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ABN 75 149 124 774

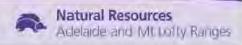


PART-TIME: Monday & Tuesday, & every second Wednesday



Supported by the Adelaide and Mount Lofty Ranges Natural Resources Management Board





From: Florienne Moschou < Florienne. Moschou@onkaparinga.sa.gov.au>

Sent: Wednesday, 26 February 2020 4:55 PM

To: Emma Stephens < emma.stephens@birdlife.org.au >

Subject: Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021

Thank you Emma,

Please find a map which may provide further clarity:







I hope this assists. Kind Regards Florienne

From: Emma Stephens < emma.stephens@birdlife.org.au>

Sent: Wednesday, 19 February 2020 5:27 PM

To: Florienne Moschou < Florienne. Moschou@onkaparinga.sa.gov.au>

Subject: RE: Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021

Hi Florienne,

Thank you for letting us know. Is it possible to provide a better map, or show where the southern boundary of the food/bar area is? I can't work out from the map where it actually ends.

Thank you!

Kind Regards,

Emma

Emma Stephens | Sharing our Shores with Coastal Wildlife Coordinator
BirdLife Australia
M 0457 333 177
emma.stephens@birdlife.org.au | birdlife.org.au
ABN 75 149 124 774



PART-TIME: Monday & Tuesday, & every second Wednesday





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return it to the sender immediately. We can not guarantee that this email is error or virus free and please note that its contents may not necessarily represent the views of the City of Onkaparinga.

BirdLife Australia acknowledges the Traditional Owners of the Country on which we live and work, and we pay our respects to their Elders past, present and emerging. We recognise and are grateful for the immense contribution of Indigenous people to the knowledge and conservation of Australia's birds.



Sellicks Beach Historic Motorcycle Race

Risk Management Plan





Prepared by the Sellicks Beach Historic Motorcycle Race Committee Version 1



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Introduction

SECTION 1

INTRODUCTION

Aim

1.1. The aim of this Risk Management Plan ("this Plan") is to detail the Motorcycling SA Inc. the risk management arrangements associated with the management and administration of the Sellicks Beach Historic Motorcycle Race. [referred to as the 'Event'].

Objectives

- 1.2. The objectives of this Plan are to:
 - Minimise risk associated with all known and potential actions or activities associated with the Event
 - Ensure that the Event is conducted in a safe manner so as to avoid unplanned incidents.

Scope

1.3. The scope of this Plan is limited to risks associated with the management, administration and promotion of the Event by Motorcycling SA, its members, volunteers and employees and visitors throughout the duration of the entire event.

Mission

1.4. Motorcycling SA's mission is:

To develop and host a Major Regional event, showcasing a unique motorsport event in the Fleurieu Peninsula Region in SA.

Specifically, to increase visitation and tourism to the Aldinga Bay area. This will create a vibrant local atmosphere and achieve economic benefits for the whole community.

Roles and Responsibilities

1.5. Section 2, Page 3 describes roles and responsibilities of the organising committee in the execution of this Plan.



Risk Management Plan

Introduction

Risk Management Program

- 1.6. This Risk Management Program relates to the Sellicks Beach Historic Motorcycle Race Event organised by a sub-committee of Motorcycling SA Inc. This program is to encompass major risk management activities associated with the Event and include:
 - Event risk identification
 - Event risk assessment
 - Review of risk management actions
 - Risk Co-ordinator Reports
 - Risk Management Training Program
 - Performance measure review



SECTION 2

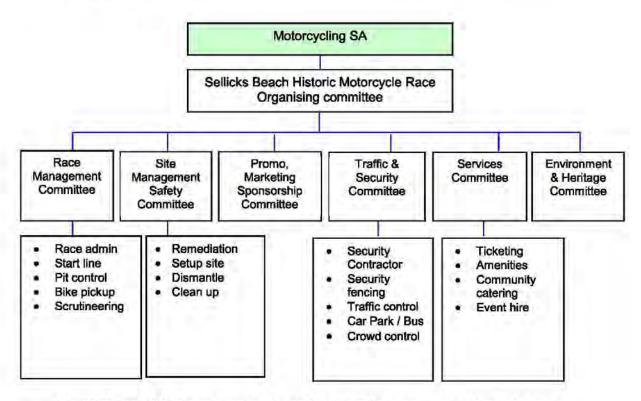
ROLES & RESPONSIBILITIES

Introduction

This Section describes the roles and responsibilities of volunteers of the Sellicks Beach Historic Motorcycle Race committee under this Plan.

Motorcycling SA Inc. Organisational Structure

The organisational structure of the Sellicks Beach Historic Motorcycle Race committee is shown in the diagram below:



2.1 Chief Responsible Person: Brenton Matters (Chair Sellicks Beach Historic Motorcycle Race)

- Brenton Matters (Event Manager) is responsible for:
- The overall coordination of the Sellicks Beach Historic Motorcycle Race Event
- Delegating authority to committee members and volunteers to undertake a wide range of tasks associated with the conduct of the Event.

2.2 WHS and Safety Officer

WHS and Safety Officers are responsible to: Event Manager





Risk Management Plan

2.3 Risk Management Officers (RHO)

• Each Member of the Event Management Committee

2.4 Risk Management Officers are responsible to:

Event Manager

2.5 Legal Advice

· Incorporations advisors

2.6 Review of this Plan

- This Plan will be regularly reviewed monthly in the lead up to the event and weekly during the six week period immediately prior to the event.
- Post event.



SECTION 3

RISK IDENTIFICATION

- 3.1 Risk identification is the process of determining what can happen, why it can happen and what affect it may have on the parent body Motorcycling SA.
- 3.2 While the objectives of Motorcycling SA may not change from year to year, the environment in which it operates will and therefore the process of risk identification must be revisited annually.
- 3.3 Also, in carrying out treatment of these risks in accordance with other Sections of this Plan, further risks may be identified from new risk management activities.

Risk	Cause	Effect
Displacement of cobblestones on foreshore dune embankment	 Insufficient marshalling Lack of crowd control Poor signage/barriers 	Impact on environment / dunes Negative impact on MSA Reduced support for future event
2. Failure to provide accurate advice	Lack of expertise Lack of information Lack of knowledge	 Loss of reputation Breakdown in relationships with committee members Professional Indemnity exposures Adverse affect on morale
3. Theft of cobblestones from beach and dune area	Lack of signage Insufficient marshalling	Impact on environment Negative impact on MSA Reduced support for future event
4. Failure to provide practical advice	Constraints of risk management principles	Loss of reputation Breakdown in relationships with committee members Adverse affect on morale
5. Displacement of Hooded Plovers and Red Capped Plovers	Trampling of nests Lack of fencing	 Disruption to Plover breeding Negative impact on event Reduced support for future event
6. Inadequate parking and road safety	Injury to spectatorsVehicle collision	Potential insurance claim Negative impact on MSA
7. Trampling of small native plants	Lack of fencing Insufficient marshalling	Impact on environment Negative impact for event
8. Injury to Marshals/Volunteers	 Poor visibility Error of judgement Carbon Monoxide Asphyxiation 	Potential insurance claim



Risk Management Plan

Risk Identification

9. Litigation	Injury Damage/Loss	 Financial implications for MSA Impact on sponsorship Negative impact on MSA
10. Impact on Washpool Birdlife	 Insufficient Marshalling Lack of expertise Lack of fencing / bunting 	 Impact on environment Migratory birds do not return Negative impact for MSA
11. Damage to competitors vehicles	Insufficient Marshals Poor Marshalling	Potential insurance claim Negative impact on MSA
12.Disturbance from night time activities	Excessive noise Lack of co-operation Lack of communication	Negative impact on event Reduced support for future event
13. Dissatisfaction with event visitors/competitors	 Event - accessibility Event hosting arrangements Communication 	 Lack of support for future event Negative impact on MSA organising committee
14. Poor pedestrian access from car parking areas	Lack of accessibility Lack of planning Poor Marshalling	Negative impact on event Reduced support for future event
15. Dissatisfaction with event - businesses	Restricted customer access Reduced patronage	Reduced support for future event Negative impact on MSA
16. Dissatisfaction with and from event sponsors	Expected benefits not realised Sponsors not responsive	Negative impact on festival Reduced support for future events
17. Low turnout (Competitors)	 Lack of co-operation (clubs) Lack of communication Lack of publicity 	Negative impact on MSA Reduced support for future events
18. High turnout (general public)	Lack of organisation Lack of security control Lack of communication	Negative impact on MSA Reduced support for future events Liquor licensing issues
19. Rubbish blown into conservation areas	Lack of bins Poor organisation Inadequate bunting	Impact on environment Negative impact on MSA Reduced support for future event
20. Environmental damage on event set up and dismantle	Poor organisation Lack of communication Poor co-operation	Damage to environment Negative impact on event organisers



Risk Management Plan

Risk Identification

21. Inadequate toilet amenities	Lack of planningPoor accessibilityOther	 Negative impact on committee Reduced support for future event
22. Breach of Aboriginal Heritage Act 1988	 Lack of co-operation Lack of communication Poor fencing / bunting 	 Negative impact on MSA Reduced support for future event
23. Injury to spectators	Crowd movement Collision	 Negative impact on MSA Potential insurance claim Reduced support for future event
24. Extreme weather forecast on usable beach	Continuous Heavy RainExtreme HeatHigh Winds	 Potential insurance claim Low participation rate Reduced support for future event
25. Failure to monitor risks	Ignore risk management	Any of the above
26. Dust / Fire risk in Car Park Area	 High Winds Smokers dropping butts Bad car emissions Excessive speed in carpark 	 Impact on environment Negative impact on MSA Potential insurance claim
27. Injury to Competitors	 Loss of control Hitting of safety fence Medical condition 	 Potential insurance claim Negative impact on MSA



SECTION 4

RISK DEFINITION AND CLASSIFICATION

4.1 This section sets out the criteria for which identified risks in Section 5, Risk Assessment is assessed. The criteria are based on the existing environment and controls to provide a qualitative measure.

Consequence

4.2 The Risk Consequence table below is tailored to reflect the consequence of risk on the environment/people and Organizing Committee.

		Risk Consequence		
Level Descriptor		Example		
1	Negligible	Failure to provide event. Negligible impact on environment, no incident or First Aid injury.		
2	Minor	Unnecessarily re-occurring claims through failure to provide risk management. Increased operating costs 10 – 20% increase of total event costs. Minor onsite impact to environment, medical treatment.		
3	Moderate	Poor support for Risk Management activities from committee members, Increased operating costs 20 – 30% increase of total event costs. Moderate onsite impact to environment, lost time injury.		
4	Major	Increased operating costs 30 – 40% increase of total event costs. Minor offsite or major onsite impact to environment, serious or permanent injury.		
5	Increased operating costs over 40% increase of total er Severe Consequences would threaten the future staging of th offsite impact to environment, fatality.			



Risk Management Plan

Likelihood

4.3 The Risk Likelihood table below assists in identifying the probability of the risk occurring.

Risk Likelihood					
Level	Descriptor	Example			
Α	Almost certain	Expected to occur			
В	Likely	Will probably occur			
C	Possible	Might occur at some time			
D	Unlikely	Could occur			
E	Rare	May occur in exceptional circumstances			

Risk Analysis Matrix

4.4 The risk analysis matrix below establishes an overall risk level to consider both consequence and likelihood.

Where:

E is <u>extreme risk</u> and immediate action is required, must be managed by senior management with a detailed plan

H is <u>high risk</u> and senior management attention is needed and management responsibility specified

M is <u>moderate risk</u> and responsibility for the management of this risk must be established and monitoring and response procedures implemented

L is low risk and should be managed in accordance with existing procedures

		Consequences					
Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5	
Almost cert	ain A	Н	н	E	6	r	
Likely	В	M	H.	H	6	E	
Possible	С	L	M	н	Ė	E	
Unlikely	D	L	1	M	H	K.	
Rare	E	L	L	M	H	H	



SECTION 5

RISK ASSESSMENT

- 5.1 The following table shows the outcomes of assessing the 26 identified risks using the Consequences and Likelihood tables and the Risk Analysis Matrix in Section 4. From this activity the results were:
 - No risks were rated as being extreme
 - 13 high risk ratings
 - 14 moderate risk ratings, and
 - No low risks were rated
- 5.2 A priority rating was established to assist in the development of a risk management program.

Item	Risk	Sellicks Beach Historic Race Risk Assessment Consequence Likelih			Priority	
1.	Displacement of cobblestones from dunes	Moderate	Unlikely	Risk Rating Moderate	2	
2.	Failure to provide accurate advice	Moderate	Unlikely	Moderate	22	
3.	Theft of cobblestones from beach / dunes	Moderate	Likely	High	5	
4.	Failure to provide practical advise	Moderate	Unlikely	Moderate	21	
5.	Displacement od Hood Plovers & others	Major	Unlikely	High	3	
6.	Inadequate parking and road safety	Moderate	Possible	High	10	
7	Trampling of small native plants	Moderate	Likely	High	6	
8.	Injury to Marshals / Volunteers	Major	Rare	High	8	
9.	Litigation	Major	Rare	High	11	
10.	Damage on Washpool Birdlife	Major	Unlikely	High	7	
11.	Damage to competitors vehicles	Moderate	Unlikely	Moderate	20	
12.	Disturbance from night time activity	Moderate	Unlikely	Moderate	17	
13.	Dissatisfaction with spectators, competitor	Moderate	Possible	High	12	
14.	Poor pedestrian access from car parking	Moderate	Unlikely	Moderate	19	
15.	Dissatisfaction with event businesses	Moderate	Unlikely	Moderate	23	
16.	Dissatisfaction from event sponsors	Moderate	Possible	High	13	
17.	Low turnout (Competitors)	Moderate	Unlikely	Moderate	24	
18.	High turnout (general public)	Minor	Possible	Moderate	25	
19.	Rubbish blown into Conservation areas	Minor	Likely	Moderate	18	
20.	Environmental damage, setup/dismantle	Minor	Possible	Moderate	26	
21.	Inadequate toilet amenities	Moderate	Unlikely	Moderate	15	
22.	Breach of Aboriginal Heritage Act 1988	Moderate	Unlikely	Moderate	16	
23.	Injury to spectators	Major	Possible	High	9	
24.	Extreme weather (forecast or actual)	Major	Unlikely	High	14	
25.	Failure to monitor risks	Major	Rare	High	1	



Risk Assessment

	Sellicks Beach Historic Race Risk Assessment										
Item Risk Consequence Likelihood Risk Ratio											
26.	Dust / Fire risk in Car Park area	Moderate	Unlikely	Moderate	27						
27.	Injury to Competitors	Major	Possible	High	4						



SECTION 6

RISK MANAGEMENT ACTIONS

- 6.1 This Section outlines risk action plans for each risk in order of priority. Each risk action is allocated a reference (eg RA1).
- 6.2 Not all of the 27 risks identified in Section 3 have been allocated a risk action plan due to them being rated as medium - low. However, these risks should be addressed in the review of this Plan (The year prior to next event) and risk action plans detailed where necessary.

Item:	25			Ref: RA 1		
Risk:	Failure to mo	onitor risks	High			
	mendation:	1 1 1 1 1 1 1 1 1 1	orly monitored by commit bility where civil liability e management audits of all	xposures prevail.		
Resour	ce ements:		ric Race will create an aud bers and volunteers alike nance.			
Responsibilities:		risks and seeking ad required. The Sellicks Beach H providing direction t	ommittee members are responsible for identifying and controlling all sks and seeking advice from the Insurer on civil liability when equired. The second responsible for roviding direction to committee members and volunteers on the revention and treatment of civil liability risks.			
Timing			on Plan will be drafted by 30 June 2020 to facilitate ion of the Risk Management Plan for all Committee			
	ing and oring required:	Action Plan will be beach Plan. These arrangements	ng and monitoring under to eased on an annual progra s will also be reviewed as pent Plan) after the event.	m and will be detailed in		



Item	1					Ref:	RA 2
Risk:	Displacement of	of Cobb	lestones from dune	es	Risk level:	High	
 A physical barrier (Bunting) to be erected along the entirety of the cobblestone ridge for the extent of the event area pladistance beyond at each end. Corresponding bunting should be erected along the top edges slope, with advisory signage placed at regular intervals requipe people to keep off the slopes. Temporary additional signage should be placed along the entire beach between the event area and the beach vehicle act to the north and south advising to avoid driving on the coblesses should not be driven into to stones in a way which cobreakage. The demarcated area will be monitored and enforced for the of the event, including evenings. 					p edge of the requiring the entirety of cle access ramps cobblestones.		
Proposed action: Erection of 2 Metre high temporary fencing will be erected along entire base of the cobblestone ridge for the extent of the event plus a distance beyond at each end. No item of fencing will be di into the cobblestones in anyway. Temporary fencing as shown in 5 maps by red lines will keep all area of importance Security patrols will patrol the entire length Klm) from Thursday evening until Tuesday morning. There will be ability for anyone to drive on the cobblestones. Signage along entire area at regular intervals. There will be no access to the top edge of the slope.					he event area ; will be driven I keep all off any re length (5.9		
Resourc			nsure appropriate s Ilocate marshals an				Night)
Respons	sibilities:	• 1	Fraffic, Crowd Contr	ol & Securi	ty Committee.		
Timing:		Thursday evening to Tuesday morning.					
	Reporting and monitoring required: These arrangements will be reviewed as part of the review of the Risk Management Plan after the event.					of the Risk	
Co-ordii	nator:	NAME OF TAXABLE PARTY.	Date:	Reviewer			Date:
CO-Ordin	natul	• • • • •	Date	neviewer:			Date





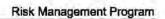
Item	5					Ref:	RA 3
Risk:	Displacement of	of Hoo	d Plovers & others		Risk level:	High	•
	nendation: VNR, NRM & Aust.))	į	If nesting present NR install signage to end leash dogs in the are Restrict night time ei	ourage peo a. (There co	ople to stay clear ould be a substa	r of the	fenced nest and
 Inspections by suitable qualified people to be undertaken in weeks leading up to the event. Fencing shall be placed on the beach running up the walk way to the surf lifesaving club as shown on the 5 maps allowing for known nest but will be moved to accommodate any nests found leading up to the event. There will be 24/7 security patrols of the area from Thursday evening to Tuesday morning. All viewing platforms and motorcycle activity to be on beach surface only. Regular announcements to be made during the event about the location and keeping clear from signed areas identified. No night time activity is to be planned for the event area. Co-ordinated educational information on the Hood Plovers during event program. (NRM or Fleurieu Hooded Plover Group) If Chicks are present, refer to attachment in Appendix 3. 						Ik way to the known nesting ding up to the rsday evening each surface bout the a.	
Resource require		•	Prepare signage and Confirm inspection c Notification to marsl	hecklist and		_	-
Respon	Site Management & Safety Committee Traffic, Crowd Control & Security Committee Onkaparinga Council or NRM						
Timing:		 Two weeks prior to event. Thursday evening to Tuesday morning. 					
	Reporting and These arrangements will be reviewed as part of the Risk Management after the event.					inagement plan	
Co-ordi	nator:		Date:	Reviewer:			Date:



Item	27		Ref:	RA 4			
Risk:	Injury to com	petitors	Risk level:	High			
Recom	mendation:	Ensure that all reasonable precautions and clear guidelines are taken to avoid injury to competitors, marshals, spectators and persons in the vicinity of the event.					
Propos	sed action:	main track area. Using CAMS calculation to Vehicles looking to park well vehicles are to be parked. Competitors are to obey to Competitors acting in a medisobeying the direction of and may result in removal. Ensure Certificate of Curres. Race marshals to monitor. Notify Emergency Services details of the event arrange.	rotection is placed along the provide run-off area at eithe vill proceed at a slow pace, at the direction of Marshals, the instructions of Race Marshals may be replayed for Public Liability, safe condition of competitors when the event is taking playements to ensure that Ambigaring service vehicles can according to proceed the condition of competitors when the event is taking playements to ensure that Ambigaring service vehicles can according the condition of competitors.	er end. hals and SAPOL raffic Act or ported to SAPOL ion. s motorcycles. ace, provide ulance,			
Resour	rce ements:	 Race committee planning, Traffic Marshals SAPOL Traffic Police if req committee treasurer for C 		olic Liability			
Responsibilities:		Race Marshal & Volunteer Coordinator Organising Committee (all)					
Timing	:	Notify Emergency Services of event date.					
Reporting and monitoring required:		These arrangements will be re Management Plan) after the e		of this Plan (Risl			



Item	3					Ref:	RA 5
Risk:	Theft of Cobble	estones	from beach / dune	es	Risk level:	Mediu	ım
Recommendation: (By DEWNR) • Temporary additional signage should be placed along the bear advising against the taking of stones.							ne beach
Proposed action: A physical barrier (temporary 2metre high fencing) to be erected along the entirety of the base of the cobblestone ridge for the extent of the event area plus a distance beyond at each end. Temporary fencing as shown in 5 maps by red lines will keep all off a area of importance Security patrols will patrol the entire length (5.9 Klm) from Thursday evening until Tuesday Morning. There will be no ability for anyone to access the cobblestones. Extra signage which enforces existing signs. There will be no access to the top edge of the slope.							e extent of the keep all off any e length (5.9
Resourc			raffic, Crowd Contr ite Management &		- Committee of the comm		
Respons	sibilities:	 Traffic, Crowd Control & Security Committee Site Management & Safety Committee 					
Timing:		Thursday evening to event conclusion.					
Reporti monito	ng and ring required:	These arrangements will be reviewed as part of the Risk Management plan after the event.					
Co-ordi	nator:		Date:	Reviewer			Date:

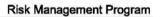




Item	7			Ref: RA 6		
Risk:	Trampling of s	mall native plants	Risk level:	High		
Recom (By DE	mendation: WNR)	To ensure small native are not trampled during the second se	e plants located on the c ing the event.	obblestone embankmen		
Propos	ed action:	native plants, and use A physical barrier (tenthe entirety of the barrier area plus a dist temporary fencing be protected with 24/7 through to Tuesday marea of importance Signature 1.	ss to the top edge of the s shown in 5 maps by red ecurity patrols will patrol evening until Tuesday mo	cing) to be erected along lige for the extent of the d. There is 5.9 Klm of access to any area to be in Thursday evening slope. lines will keep all off any the entire length (5.9		
Resour require	rce ements:		n from Onkaparinga Cou ol & Security Committee ting	ncíl to identify plants		
Respor	nsibilities:	Traffic, Crowd Contro Site Management & S	ol & Security Committee Safety Committee			
Timing: Reporting and monitoring required:		 Identify prior to event Monitoring during the event, Thursday evening until conclusion. 				
		These arrangements will be reviewed as part of the Risk Management plan after the event.				



Item	10			Ref: RA 7		
Risk:	Impact to Was	shpool Birdlife	Risk level:	High		
Recom (By DE	mendation: WNR)		e impact on Washpool Birdli re present from November			
Proposed action:		 Access to Washpoothe event by securi Define spectator paragraph No night time activ A physical barrier (the entirety of the on the 5 maps this Temporary fencing area of importance Klm) from Thursday Temporary fencing temporary no park the beach. Road board signage access to the beach 	athways, these will be mark rity will be planned for the e temporary 2metre high fen car park running down the will stop any spectator acce as shown in 5 maps by red security patrols will patrol y evening until Tuesday Mo running the entire length of ing areas to stop any non-si	d monitored throughout ted to avoid the area. event. cing) to be erected along access road as indicated ess to the washpool. lines will keep all off any the entire length (5.9 ming. of the Esplanade with pectators trying to access out a ticket there is no		
Resour require	rce ements:		NRM / Coast Protection Bo Council Environment office Iltants			
Responsibilities: Timing: Reporting and monitoring required:		 Site Management & Safety Committee Traffic, Crowd Control & Security Committee Identify prior to the event Monitoring during the event from Thursday evening until conclusion. These arrangements will be reviewed as part of the Risk Management plan after the event.				





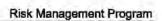
Item	8					Ref:	RA 8
Risk:	Injury to Marsh	als/Vo	lunteers		Risk level:	High	
Recomm	mendation:	Prom	ote safe practices f	or Traffic M	larshals and Volu	unteers	
Proposed action: Provide Traffic Marshal training by SAPOL prior to event including instruction of how to avoid causing and being subjected to danger situations and injury. Provide volunteer briefing on OHS&W standards.						the second secon	
Resourc require			raffic Marshal/Volu APOL Traffic Manag			er.	
Respons	sibilities:		raffic Marshal/Volu raffic, Crowd Contro				
Timing:			re event training se aturday 7:30am to e				
Reportion monitor	ng and ring required:	These arrangements will be reviewed as part of the review of this Plan (Risk Management Plan) after the event.					
Co-ordir	nator:		Date:	Reviewer			Date:



Item	23		Ref:	RA 9			
Risk:	Injury to spec	tators	Risk level:	High			
Recom	mendation:	Ensure that all reasonable precaution spectators, participants and persons					
Propos	sed action:	main track area. Using CAMS calculation to provide Vehicles looking to park will prode Ensure Council provides "slow do Vehicles are to be parked at the Drivers are to obey the lawful instance Drivers acting in a manner contradisobeying the direction of a Trace and may result in prosecution. Ensure Certificate of Currency for Marshals to monitor pedestrian area. Notify Emergency Services when details of the event arrangement.	 Using CAMS calculation to provide run-off area at either end. Vehicles looking to park will proceed at a slow pace. Ensure Council provides "slow down Community Event" signs. Vehicles are to be parked at the direction of Marshals. Drivers are to obey the lawful instruction of Traffic Marshals and SAPI Drivers acting in a manner contrary to the Road Traffic Act or disobeying the direction of a Traffic Marshal may be reported to SAPI and may result in prosecution. Ensure Certificate of Currency for Public Liability. Marshals to monitor pedestrian access on Norman Road and foreshor area. Notify Emergency Services when the event is taking place, provide details of the event arrangements to ensure that Ambulance, Metropolitan and Country Fire Service vehicles can access the 				
Resoui	rce ements:	 Race committee planning, refer Traffic Marshals SAPOL Traffic Police if required committee treasurer for Certifical 		olic Liability			
Responsibilities:		 Traffic Marshal & Volunteer Coo Organising Committee (all) 	rdinator				
Timing	it.	Notify Emergency Services of every	ent dates.				
Reporting and monitoring required:		These arrangements will be reviewed Management Plan) after the event.	d as part of the review	of this Plan (Risl			



Item 6			Ref:	RA 10		
Risk: Inadequate pa	rking and road safety	Risk level:	High			
Recommendation:	undertake and deliver a Ensure effective recruitr	undertake and deliver a Traffic Management Plan.				
Proposed action:	Advertise for volunteersProvide volunteers with		by SAP	OL.		
Resource requirements: Appropriate sufficient funds for the Traffic Management Plan. Liaise with SAPOL to determine Traffic Marshal/Traffic Police requirements for the event. Ensure safety signs and Community Event Slow Down signs are pla at the appropriate locations. Allocate Traffic Marshals/volunteers to specific locations on the data						
Responsibilities:	Traffic Marshal/Volunter	er Coordinator				
Timing:	Saturday 7:30am to event conclusion					
Reporting and monitoring required: These arrangements will be reviewed as part of the review of this Plan (Risk Management Plan) after the event.						
Co-ordinator:	Date: Re	eviewer:		Date:		





Item	9		Ref:	RA 11		
Risk:	Litigation	Ť	Risk level	High		
Recom	mendation:	Ensure that neither Motorcycling SA nor the Sellicks Beach Historic organising committee are exposed to litigation associated with the conduct of the event.				
Propos	ed action:	 Ensure that all actions and decisions taken in the planning and management of the event are lawful, are unlikely to cause undue stress, hardship or injury and are mindful of the rights and obligations of others. Double check all contractual arrangements are complied with. 				
Resoui require	rce ements:	Confirm checklists prior event Legal advice/representation (if requi	red)			
Respoi	nsibilities:	Organising Committee (all)				
Timing	p	Pre event planning Saturday 7:30am to event conclusion	1			
A. F. A. F.	ing and oring required:	These arrangements will be reviewed as (Risk Management Plan) after the event.	 Control of the Control of the Control	of this Plan		



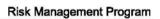
Item	13					Ref:	RA 12
Risk:	Dissatisfaction	with sp	ectators / compet	Risk level:	High		
Recomm	mendation:	Ensur	e that all spectators	s and comp	etitors have a p	ositive (experience
Propose	ed action:	 Ensure pre event planning is followed through. Liaise closely with competitors to ensure that Terms and Conditions are read, understood and signed off. Distribute accurate, clear instructions/site maps for competitors. Ensure competitors payment process is completed in an efficient manner. Take account of competitors expectations when allocating pit area agreements. Ensure that all promotional material communicates an accurate impression of the experience entrants are likely to enjoy. Use feedback to inform arrangements for the next years' event Promote availability of overnight accommodation. Provide entrants with a festival info kit containing all information about the event. 					
Resoure require		Organising Committee (all)					
Respon	sibilities:	Organising Committee (all)					
Timing:		 Competitors EOI commencing April 2020 Confirm competitors and participants June - August 2020 Complete target for sponsorship July 2020 Event Details available & distributed, start marketing plan Oct 2020 					
	reporting and These arrangements will be reviewed as part of the review of this Plan (Risk Management Plan) after the event.						of this Plan
Co-ordi	nator:	••••	Date:	Reviewer:			Date:



Item 16		Ref: RA 13	
Risk: Diss	atisfaction	with and from event - sponsors Risk level: High	
Recommend	ation:	Ensure that participating sponsors are satisfied with their involvement the event and their expectations are met or exceeded.	in
Proposed act	tion:	 Prepare a 'Sponsorship Opportunity' document describing the ever and outlining the benefits. Refine the document for presentation to selected potential sponsors. Communicate effectively with sponsors to encourage their support involvement in the event and to fully understand their expectations. Ensure sponsors are aware of the promotion and management arrangements for the event and their opportunities to leverage additional potential benefits. Prepare a schedule of benefits and a timeline for delivery. Prepare a sponsorship recognition banner or board to be displayed appropriate locations. Ensure all permits for banner displays have been confirmed. Provide access to promotional material eg flyers, posters, electroni links etc for use by sponsors. Respond to any sponsor requirement for Event Assessment Report information or feedback. Host a sponsors post event and seek sponsors continued support. Use feedback to inform arrangements for the next year's event. 	and s.
Resource requirements	s:	Allocation of Organising Committee Members to continue on committee post event.	
Responsibilit	ies:	Sponsorship Coordinator (TBA)	
Timing:		 Council Sponsorship Application lodged – July 2020 (for 2021) 'Sponsorship Opportunities' proposal Confirmation of Council sponsorship July 2020 Lock in major sponsors by – July 2020 Collateral identifying major sponsors produced Dec 2020 Source sponsors promotional signs for event display -Oct 2020 Host sponsor representative(s) – at the event Host post event and seek feedback and indication of continued sup from sponsors – March 2019 	oport
Reporting an monitoring re		These arrangements will be reviewed as part of the review of this Plan (Risk Management Plan) after the event	
Co-ordinator:		Date: Date: Date:	

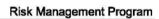


Item	24					Ref:	RA 14
Risk:	Extreme weath	er (fore	ecast or actual)		Risk level:	High	
Recomn	nendation:	Ensure the negative effect of extreme weather conditions impacting the event are minimised where possible.					
Propose	ed action:	0	stablish an Extreme r if the event will ta eview Emergency r	ke place or	continue. Appe	ndix 4	
Resourc	_	• 0	rganising Committe	ee (all)			
Respons	sibilities:	• 0	rganising Committe	ee Chair			
Timing:		• Ju	une / Dec 2020				
Reportion monitor	ng and ring required:	1.4 1.00/10/10/10/10	e arrangements will Management Plan)		from Jacob (*commissions) And American American Commission (Commission of Commission o	review	of this Plan
Co-ordi	nator:		Date:	Reviewer:			Date:





Item	2					Ref:	RA 21
Risk:	Failure to provi	de accı	urate advice		Risk level:	Mode	rate
Recomm	nendation:	Ensure suitably qualified people are engaged, a structure of engagement is created.					
Propose	ed action:	• U	se resume to assess	s the skill se	ets of correct pe	ople to	give advice
Resource requires		Organising Committee (all) to assess required skills					
Respons	sibilities:	• 0	rganising Committe	ee Chair			
Timing:		• Se	eptember 2020				
Reportion monitor	ng and ring required:		e arrangements will Management Plan)			review	of this Plan
2004			et ou				
Co-ordir	nator:		Date:	Reviewer:			Date:





Item	11			Ref:	RA 19		
Risk:	Damage to co	mpetitors vehicles	Mode	rate			
Recom	mendation:	Ensure Bikes are secure in pi bike recovery.	it area, engage suitabl	y qualifie	d personal for		
Propos	ed action:	 Seek recommendations from race committee for personal Co-ordinate security patrols throughout the night. 					
Resour require		Race committee Security committee					
Respon	sibilities:	Organising Committee C	Chair				
Timing		September 2020					
Reporti monito	ing and ring required:	These arrangements will be (Risk Management Plan) after		e review	of this Plan		
Co-ordi	nator:	Date: Re	eviewer:	. 1	Date:		



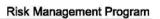


Item	12					Ref:	RA 16
Risk:	Disturbance fro	m nigh	t time activity		Risk level:	Mode	rate
Recomr	nendation:	Club t	ing for night time a to ensure security p Also have awarene	ersonal to	ensure no acces	s to fen	
Proposed action: • Include assessment of night times.					e activity in secu	ırity pla	nning
Resource requires		• Se	ecurity committee				
Respon	sibilities:	• 0	rganising Committe	ee Chair			
Timing:		• Se	eptember 2020 and	over event	: weekend if per	mitted.	
Reporti monito	ng and ring required:	200	e arrangements will Management Plan)			review	of this Plan
Co-ordii	nator:		Date:	Reviewer:			Date:



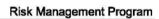


Item	14					Ref:	RA 18
Risk:	Poor pedestria	n acces	ss from car parking		Risk level:	Mode	rate
Recomr	nendation:	Spec	tator control commi	ttee to dev	elop action plan	ı .	
		With	limited presold tick	eting, spec	tators will be kn	own we	ll ahead of the
Propose	ed action:		t. In the action plan			n to sen	ding arrival
			mation to spectator	1,000			
			rity / Marshals to m				
		Desig	gnated walkway fror	n car parkir	ng area to event	area.	
Resource require		• \$	pectator control co	mmittee			
Respon	sibilities:	• 0	Organising Committe	ee Chair			
Timing:		• s	eptember 2020				
Reporti monito	ng and ring required:		e arrangements will Management Plan)			review	of this Plan
Co-ordi	nator:		Date:	Reviewer		$\overline{}$	Date:



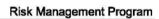


Item	15					Ref:	RA 22	
Risk:	Dissatisfaction	with ev	ent – Local busine	sses	Risk level:	Moderate		
Recomr	mendation:	To engage / inform all local businesses and community groups throughout the planning of the event.						
Proposed action: Regularly attend the Aldinga Bay Tourism & Business Ensure local business have first choice in participati stall holders.						175		
Resourc	-	• PI	romotion / Marketi	ng Commit	tee			
Respon	sibilities:	• 0	rganising Committe	ee (All)				
Timing:		• PI	re event planning					
Reporti monito	ng and ring required:	Accessor to the contract of th	e arrangements will Management Plan)			review	of this Plan	
Co-ordii	nator:		Date:	Reviewer:			Date:	





Item	17					Ref:	RA 23
Risk:	Low turnout (C	ompeti	itors)		Risk level:	Mode	rate
Recomm	mendation:	Adver holde	rtise through Motor rs.	cycling Aus	tralia (MA) to al	I 26,000) licence
Propose	ed action:	Engag	ge MA to email all li	cence holde	ers event details		
Resource requires	-	• N	1edia liaison				
Respons	sibilities:	• 0	rganising Committe	ee Chair			
Timing:		• 20	020 /2021				
Reporti monitor	ng and ring required:		e arrangements will Management Plan)		•	review	of this Plan
Co-ordi	nator:		Date:	Reviewer:			Date:





Item	18					Ref:	RA 24
Risk:	High turnout (g	general	public)		Risk level:	Mode	rate
Recomn	nendation:	Contr	ol access to and fro	m area off	South Road & Es	splanad	e
Propose	d action:	Devel	op a resident officia	al and spec	tator plan that re	educes	the opportunity
		for ge	eneral public to ente	er the area.			
		Adver	tise that there will	be no ticke	ts for sale at the	event.	
Resource							
Respons	sibilities:		rganising Committe	ee Chair			
Timing:		• Se	eptember 2020				
Reporti monitor	ng and ing required:		e arrangements will Management Plan)			review	of this Plan
Co-ordir	nator:		Date:	Reviewer:			Date:



Risk Management Program

Item	19							
Risk:	Rubbish blow	n into Conservation areas	Risk level:	rate				
Recom	mendation:	Services committee to put in place rubbish control plan						
Proposed action:		 Services committee plan / ensure a suitable amount of bins are available. Liase with Council. Bins are emptied regularly. Signs to take care of our environment put it in a bin. Roving litter patrols to pick up any discarded rubbish. All bins emptied immediately after the event to stop dogs or feral animals disturbing rubbish. 						
Resoui require	rce ements:	Services committee Spectator control security						
Responsibilities:		Organising Committee Chair						
Timing	:	During event 2021						
	ring and oring required:	These arrangements will be reviewed as part of the review of this Plan (Risk Management Plan) after the event.						



Risk Management Program

Recomme	endation:	Services committee to put in pl contractors. Services committee plan to	Risk level:	Mode upply sup	
100		Services committee plan to	ace planning and s	upply sup	pervision of all
Proposed	action:				
		 All contractors to be prequ All contractors to be given care Services committee to super 	alified or competer a site induction to	nt. include e	nvironmental
Resource requirements:		Services committee			
Responsib	oilities:	Organising Committee Chair			
Timing:		Bump in/ bump out 2021			
Reporting monitorin	; and ng required:	These arrangements will be rev (Risk Management Plan) after t		e review	of this Plan



Risk Management Program

Risk Management Plan

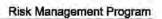
Item	21			Ref:	RA 14
Risk:	Inadequate to	ilet amenities Risk level:		Moderate	
Recom	mendation:	Services committee to pu	ut in place planning for ac	lequate a	menities.
Proposed action:		 Services committee to access guidelines for quantity of amenities required over event period. Services committee to engage a suitably pre-qualified suppler. All contractors to be given a site induction to include environmental care. Services committee to supervise all contractors on site. 			
Resour	rce ements:	Services committee			
Respoi	nsibilities:	Organising Committee Chair			
Timing:		September 2020			
Reporting and monitoring required:		These arrangements will (Risk Management Plan)	the first control of the control of	e review	of this Plan

Reviewer:.....

Date:....

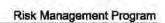
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Co-ordinator:....





Item	22	Ref: RA 15				
Risk:	k: Breach of Aboriginal Heritage Act 1988		Risk level:	Moderate		
	(By DSD-AAR) Ramindjeri & Williams fa		nt plan in consultation with Kaurna, mily people. The plan should include any uired by input from all groups concerned.			
 To educate all committee members of the Aboriginal herical A qualified person (as signed by AAR) to walk the extent of area to identify significant sites, and co-ordinate protection. A physical barrier (temporary 2metre high fencing) to be a the entirety of the car park running down the access road on the 5 maps this will stop any spectator accessing the ideareas. Temporary fencing as shown in 5 maps by red lines will ke area of importance. Temporary fencing running the entire length of the Esplant temporary no parking areas to stop any non-spectators to the beach. Road board signage notifying any person without a ticket access to the beach and no parking. 24/7 patrols of the area from Thursday evening to Tuesday 		the extent of the event ate protection zones. ucing) to be erected along access road as indicated essing the identified I lines will keep all off any of the Esplanade with spectators trying to access yout a ticket there is no				
Resour	ce ements:	 Find a representative from referred from AAR to identify sites. Traffic, Crowd Control & Security Committee Prepare fencing and security patrols. 				
Respor	nsibilities:	Traffic, Crowd Control & S Site Management & Safet	a til ling to a de one of the			
Identify prior to event Monitoring during the event until conclusion						
Reporting and These arrangements will be reviewed a monitoring required: (Risk Management Plan) after the ever			ne review of this Plan			





Item	26			Ref: RA 26		
Risk:	Dust / Fire risk in Carpark area		Risk level:	Moderate		
spectator		Control any possibility of an espectators. Adequately control the dust				
Proposed action:		 Engage Sellicks Beach CFS to have a fire truck onsite during entire event to monitor any fire risk. Sellicks Beach CFS to also control dust suppression throughout the event if required. Traffic Marshals to monitor/ enforce vehicle speed in car parking area. Speed restriction signs to be put in place. 				
Resource requirements:		 Liaise with Sellicks Beach CFS to determine the level of personel required. Allocate Traffic Marshals to specific locations in carpark. 				
Respor	nsibilities:	Traffic Marshal coordinator Spectator control committee				
Timing	3	January 2021, during eve	ent			
		These arrangements will be r (Risk Management Plan) afte		ne review of this Plan		
Co-ord	inator:	Date: Re	viewer:	. Date:		



SECTION 7

RISK MANAGEMENT PROGRAM

- 7.1 The below chart outlines the **Sellicks Beach Historic Race Event** Risk Management Program for the Organizing Committee
- 7.2 This Program is to be updated and reviewed as part of the Risk Management Plan Review after the event.

	Pre event checklist	Risk Identification	Risk Assessments	Risk Management	Post event assessment
who	Whole committee	Chief responsible person	All OHS&W officers	Organising committee	Organising committee
when		Pre event and during event	As needed	As needed	Within 2 weeks of event
review	Planning stage	During event	During event	As required	annually



Definitions

SECTION 8

DEFINITIONS

Sellicks Beach Historic Race

Sellicks Beach Historic Race Inc "the Board"	The Sellicks Beach Historic Race is overseen by a Board of management consisting of elected members.
Sellicks Beach Historic Race Organising committee members	Membership is voluntary and limited to local businesses and individuals with event or festival experience.
Terms & Conditions	These are the terms and conditions that competitors and festival participants agree by.
MSA Constitution Rules "the Rules"	The Rules have been in operation from February 2010.
Civil Liability	Civil liability encompasses both public liability and professional indemnity of the Motorcycling SA Inc. arising from a breach of duty, honest act or omission.
Risk	The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood. (AS/NZS 4360:1999)



Risk Management Plan Appendix Committee Member Risk Audit

APPENDIX 1

COMMITTEE MEMBER RISK AUDIT

7		Risk Audit Templa	te		5-3-
tem	Issue	Status	Recommendations	Responsibility	Action By
Risk N	/lanagement				
I.	Emergency Response Plan	Discussed at Team meetings Draft developed and adopted by venue and committee.			
2.	Risk Management Plan	Developed Implemented Reviewed: after event			
3.	Risk Management Actions	Risk management actions under way Risk management audit conducted Number of risk management actions			
4.	Risk Management Training	Number of hours of formal risk management training; Number of hours devoted per committee member:			
5.	Integration of risk management	Risk management part of orientation training for all positions			
6.	Risk management checklists	Number of checklists conducted.			
7.	Reporting structure	Direct to Chief Responsible person			
8.	Best Practices	Number of best practices implemented Best Practices to be implemented			
		istoric Race committee are involved in an Event when		ccount	
9.	Native vegetation	On-site inspection taken place			
10.	Pothales or ditches	On-site inspection taken place			

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		Risk Audit Templa			
Item	Issue	Status	Recommendations	Responsibility	Action By
11.	Signage damaged or loose	On-site inspection taken place			
12.	Beach ramp access	On-site inspection taken place			
13.	Traffic management devices	Traffic Management Plan			
14.	Drainage	On-site inspection taken place			
15.	Street trees	On-site inspection taken place			
16.	Driveway crossovers	On-site inspection taken place			
17.	Fences and railings	On-site inspection taken place			
18.	Underground services	On-site inspection taken place			
19.	Waste collections	Contract Council Waste Services			
Marqu	ees				
20.	Marquees Hire agreement	Down South Party Hire			
21.	Bendigo Bank Marquee agreement	Contract			
22.	SBHR owned Marquees	On-site inspection taken place			
Electri	cal Equipment				
23.	Electrical Equipment Audit Checklist	No. of inspections No. of recommendations Percentage remedied			
Hire					
24.	Hire Equipment Audit Checklist	Facilities inspected No. of inspections No. of recommendations Percentage remedied			



Risk Management Plan Appendix Committee Member Risk Audit

		Risk Audit Te	emplate			
Item	Issue	Status		Recommendations	Responsibility	Action By
25.	Venues Audit Checklist	Facilities inspected No. of inspections No. of recommendations Percentage remedied				
Silver	Sands Beach					
26.	Beach & Reserves Audit Checklist	Beach area inspected No. of recommendations made to Beach committee Percentage remedied				
Toilets		-				
27.	Toilets Audit Checklist	Facilities inspected No. of inspections No. of recommendations Percentage remedied				
Car Pa	rking Areas					
28.	Car parking areas Audit Checklist	Parking facilities inspected No. of recommendations Percentage remedied				
Consu	mption Zones					•
29.	Zones identified and fenced off					
30.	Security employed					
	Disposal					
31.	Number of bins	Confirm adequate numbers (30)				
Storm	& Weather Management					
32.	Extreme weather policy					
Enviro	nmental Health					
33.	Food Safety info packs	Number distributed (25)				
34.	Food operators registered with Council	Check				

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Risk Management Plan Appendix Committee Member Risk Audit

		Risk Audit T	emplate			
Item	Issue	Status		Recommendations	Responsibility	Action By
35.						
Events	s Management					
36.	Permits: Banners	Permission received				
37.	Special event lease agreements	none				
38.	Casual Hire Lease Agreements					
Contra	act Management					
39.	Risk management review of contracts	No. contracts reviewed (TV and Radio) Percentage of hours spent on review				
40.	Risk management part of contract process	Percentage of contracts reviewed				
Volun	L:					
41.	Registration process - background checks					
12.	Orientation					
13.	Training					
14.	Supervision procedures					
45.	Job descriptions					
46.	Assignment of safety equipment	High Visibility Vest issued to marshals				
17.	Vehicle use					
acilit	y Management	•	•			
48.	Facility inspections					
19.	Evacuation plans reviewed					
50.	First Aid kits					
Profes	sional Indemnity	•	•	iii.		
51.	Due diligence undertaken					
52.	Business Plan	reviewed				
53.	Legislative Requirements					
54.	Approvals process					
55.						
Grieva	ance/ Feedback Procedure					
56.	Council Feedback					
57.	Social Media Feedback					
58.	Community Feedback					



Risk Management Plan		Appendix
July	Committee Member Risk Audit	

APPENDIX 2

RISK MANAGEMENT ON THE DAY REPORT

	Risk Manag	ement Team	Report			
Name	: [Name]	Date:				
Item	Description				Nun	nber
1.	Internal report requests					
2.	Internal report ACTIONS					
3.	Investigations					
4,	Risk management calls to others					
5.	Organising Committee meetings		1			
6.	Risk Management Team meetings					
7.	Risk Management Action Reports deve	loped				
8.	Risk Management Action Reports outst	anding				
9.	Risk Management Action Reports imple	emented				
			Total:			
All age	lanagement Team Meeting Agenda enda items appropriately actioned? s to be included in next week's agenda:			Yes	۵	No 🗆
			amana			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
······		Willian			inom	3013151111
Name:						
Title:						

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Appendix

APPENDIX 3

HOODED PLOVER ACTION PLAN

In the event of chicks being present:

- 1. NRM are informed of the chicks' location immediately.
- Event organisers are made aware of their existence so as not to cause any disturbance to the birds, as per protocols.
- 3. Be aware that chicks are mobile and may move about across a 12km stretch of beach. This will mean that on the days of the event and event set-up and packing-up, a qualified observer must do a check of the area prior to commencement of activity to identify the current location of the chicks. Upon locating the chicks, the buffer zone in figure 1 below should be adhered to. A'buffer' is defined as the required distance you should be away from the birds. This area can be passed by along the water's edge only but no activity can be carried out within the buffer zone.
- 4. NRM and Birds Australia are asked for advice regarding protecting the chicksite, but generally: Two signs (approximately 1m x 1m dimensions) indicating the presence of chicks are placed with the use of star pickets (with plastic caps), at a distance of 400m on either side of the general location of chicks, just above the high tide mark on the beach. This will enable personnel toclearly recognise the buffer zone when on-site.
- 5 If chicks are using a predictable area ahead of the event, a temporary fence using rope and garden stakes or starpickets (with plastic caps) can be set up, and placed at a distance of 400m on either side of the general location of chicks.
- 6 If the birds are reacting to the presence of people from greater than 400 metres, then it may prove necessary to add visual barriers to the fencing to provide a buffer of the view of the crowd. This has not been exercised before and would need to be trialed pre-event.
- 7 Four to six chick shelter or as required are made and placed by the qualified observer on the beach above the high tide mark where the chicks are found generally, 10m apart from each other.
- 8 The fate of the chicks is to be recorded and reported to NRM.

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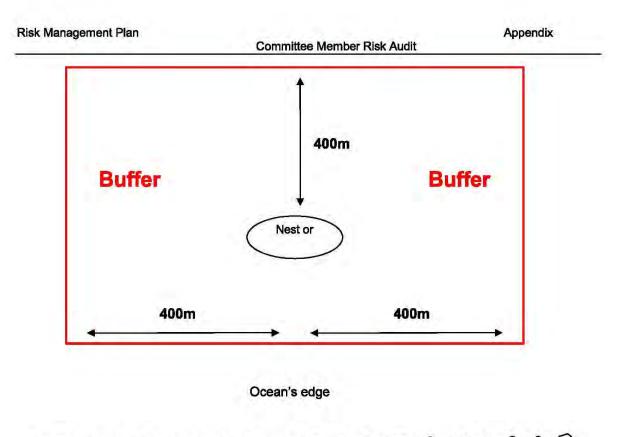


Figure 1- Diagram indicating the buffer zone (highlighted in red) around nests or chicks.

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Risk Management Plan

Appendix

Some specific recommendations have been categorized below according to the different threat they pose. These recommendations are set out as protocols which include the risks posed by the target group and mitigation measures to overcome the risks.

Other considerations:

1 The event must specify no dogs are allowed.

2 If people are camping near by to the beach, then this will introduce additional disturbances and potential risks to eggs and chicks on days other than the set-up and event days. Event organisers must also take responsibility for ensuring campers are given information about nesting birds and that all efforts to ensure access to the beach is via designated pathways and that buffer zones around the birds are maintained.

RECOMMENDED PROTOCOLS FOR TARGET GROUPS

Event personnel setting up, packing up and present during the event

This protocol applies to the days that the event runs and also to the period of setting up and packing up the event.

Risks to Hooded Plovernests and chicks Threat category: High

Staff walking on the beach can adversely affect the survival of nests and chicks of Hooded Plovers in direct ways (crushing) and indirect ways (disturbance). Furthermore, if the event personnel are too close to breeding sites, there are added risks of prolonged disturbance. The threats to eggs and chicks are described separately below.

Eggs

The eggs can be trampled if the person walks on the beach above the HTM and in the

dunes.

The birds will come off their nest when a disturbance approaches within about 100m and won't return until that disturbance is out of sight. When the eggs are unattended, they can be buried in strong winds or bake on the hot sand. This is also when predators

may take the opportunity to eat the eggs.

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Chicks

- The tiny chicks can be easily crushed by people moving above the HTM because the chicks crouchdownonthesandorhideunderseaweed, making themal most impossible to spot.
- When disturbed, the parents leave the chicks to try and distract the disturbance away,
 so that the chicks are left unattended and exposed to harsh temperatures and
 predators.
- Prolonged or regular disturbances can lead to chicks spending too long in hiding and exhausting their energy supplies as they don't get enough feeding time, leading to starvation.

Recommended mitigation strategies

Any event staff using the beach must ensure that:

- They are made aware of the current nesting situation of Hooded Plovers on the beach so as
 to exercise extreme caution when traversing the area—this condition can be met by
 briefing all staff prior to the day about the location of birds and their breeding status
 (i.e. whether they have eggs or chicks) and again on the morning of the event.
- Access to the site is via designated tracks and pathways only.
- Ideally, the beach is not accessed in the period one hour either side of high tides, as when the tide is at its highest, the person has no choice but to walk above the HTM.
- They walk along the water's edge on the wet sand and they do not enter the upper beach or dune.
- They do not pause within the buffer zone/s around breeding birds but only pass by the area as is necessary.
- Event staff should act on the event days to ensure that the buffer zone is kept peoplefree and this may involve regularly conversing with event attendees to explain why.

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It is assumed that only event staff and surflife savers will require vehicle access to the beach. This protocol is designed for these staffusing vehicles for setting up and packing up the event, as well as on the days of the event.

Risks to Hooded Plovernests and chicks Threat category: High

Vehicles driven along beaches can pose many risks to the survival of nests and chicks, as well as to adult birds. These include:

Adults

 In poor weather or low light conditions, adult birds can be struck by vehicles on beaches.

 When the birds are nesting, they become more vulnerable to being struck by vehicles because they are likely to try and run along the water's edge in front of the vehicle.

Eggs

 The eggs canbecrushed if the vehicle moves on the beach above the HTM or in the dunes.

The birds will come off their nest when a disturbance is within about 100m and

won't return until that disturbance is out of sight. When the eggs are unattended,

they can be buried in strong winds or bake on the hot sand. This is also when predators

may take the opportunity to eat the eggs.

Chicks

The tiny chicks can also be easily crushed by vehicles moving above the HTM

because they crouch down on the sand or hide under seaweed, making them almost

impossible to spot. They also cannot run very fast and would not be able to move quickly

enough to get out of the way of a vehicle.

Chicksoftenhideorshelterinvehiclerutsmakingthemvulnerabletobeingcrushed

when the vehicle returns along its original path.

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 When disturbed, the parents leave the chicks to try and distract the disturbance away, so that the chicks are left unattended and exposed to harsh temperatures and predators.

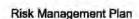
 Prolonged or regular disturbances can lead to chicks spending too long in hiding and exhausting their energy supplies as they don't get enough feeding time, leading to starvation.

Recommended mitigation strategies

Event staff and SLSC vehicles accessing the beach must ensure that:

- They are made aware of the current nesting situation of Hooded Plovers so as to exercise extreme caution when traversing the area.
- ii. Access to the site is via designated tracks and pathways only.
- iii. The beach is not accessed in the period one hour either side of high tides, but only at times of low or medium tide level with enough room for the vehicle to be below the HTM. In the case of emergency vehicles needing access to the site, this would not apply, however care should still be taken to avoid the nesting areas where possible.
- iv. All vehicles are driven along the water's edge to minimize the likelihood of crushing flightless chicks and disturbing nesting birds and chicks.
- v. Allvehicles are driven at low speeds (~10 km/h) and in poor weather or low light conditions, speeds are further reduced.
- vi. Drivers should remain vigilant for any movement of birds at the water's edge and slow down further if they spot birds or their chicks and wait for them to move out of the way.
- vii. Vehicles and staffdo not stop within 300 m of the birds, in the event of chicks being present.

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3. The event: crowds traversing the beach and attending the event

Threat category: High

People attending the event can impact egg and chick survival when traversing the beach and surrounding area and when settling in an area to watch the event, especially if too close to active nests or chicks. Risksinclude:

Eggs

- The eggs can be trampled if the person walks on the beach above the HTM and in the dunes.
- The birds will come off their nest when a disturbance approaches within about 100m and won't return until that disturbance is out of sight. When the eggs are unattended, they can be buried in strong winds or bake on the hot sand. This is also when predators may take the opportunity to eat the eggs.

Chicks

- The tiny chicks can also be easily crushed by people moving above the HTM because they
 crouch down on the sand or hide under seaweed, making them impossible to spot.
- When disturbed, the parents leave the chicks to try and distract the disturbance away,
 so that the chicks are left unattended and exposed to harsh temperatures and
 predators.
- Prolonged or regular disturbances can lead to chicks spending too long in hiding and exhausting their energy supplies as they don't get enough feeding time, leading to starvation.

Recommended mitigation strategies

- Regular announcements need to be made at the event on a loudspeaker about the location of breeding birds and the need to keep well away from the signed areas, for example, "Hooded Plovers are currently breeding on the Aldinga Beach. Hooded Plovers are a threatened species and their eggs and chicks die when they are exposed to too much disturbance. Please obeyallsignage and keep well away from the fenced nest sites."
- There should be at least 12 event marshals on the days of the event and they should wear high visibility vests and identification badges.

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Event marshals need to remind attendees as the event progresses of the presence of breeding birds and the need to keep out of the buffer zone, particularly if they see attendees breaching the buffer zone.

- 4. NRM or trained personel must be present on the days of the event, specifically set up at the edges of the buffer zone/s to reinforce signage and keep attendees out of the area. Trained personel are also there to raise awareness about the birds and answer questions by the public. Brochures and stickers can be made available to hand out on the day (request from NRM).
- Signage around the buffer zone indicates that attendees are to walk past the area along the
 water's edge and not to linger in the signed area. They are asked not to enter the upper
 beach or dune.
- Beach access is encouraged via designated pathways and these are clearly demarked for attendees through bunting. Attendees are discouraged from taking any short cuts through the dunes to enter the beach and this may require intermittent signage along the landward side of the dune as a reminder to attendees.
- 7. Fencing around the breeding site is as wide as allows attendees to pass by the water's edge and this can be widened and shortened as the day progresses and the tide height changes, by having additional lengths of rope and stakes to bring the two sides out to the water's edge.
- 8. If there are chicks, shelters need to be placed within the buffer zone and these should be placed on the upper beach (safe from a rising tide but as low as is manageable) so the chicks have cover close to their feeding area. If little seaweed is present within the buffer zone and food is thought to be limited, it may prove a good idea to add seaweed to the area that morning (a qualified observer must do this as chicks could be trampled if care is not taken) and potentially meal worms scattered along the base of the foredune near where the birds are spending time. Given the event runs over a series of days, the cumulative impact of heavy disturbance would undoubtedly take its toll on chick energetic requirements if the chicks are not feeding during event hours.

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Appendix



HOT WEATHER POLICY

INTRODUCTION

Motorcycling South Australia Inc. (MSA) has formulated this Hot Weather Policy to minimise the risk of injury, illness and possible death in South Australian motorcycle sports by assisting administrators, officials, coaches and riders to recognise and manage potentially dangerous situations.

This policy shall apply to all members, administrators, officials, coaches, volunteers and riders associated with Motorcycling South Australia Inc.

RATIONALE

MSA and all affiliated organisations need to ensure that a reasonable Duty of Care is provided to all riders, volunteers, officials and spectators. MSA encourages a common sense approach. This Policy focuses on the comfort and well being of all individuals and aims to maintain the highest levels of enjoyment and participation for all.

Hot weather can harm the performance and the health of all participants (riders, officials and spectators), and all levels from the recreation rider to the elite rider.

The object of this document is to prevent injury and possible death from heat illness by assisting officials, coaches and participants to recognise and manage potentially dangerous heat situations.

RECOMMENDATIONS

What to Provide at a Meeting being held in Hot Weather

- When ever adults, children or adolescence are participating, provide plenty of cool drinking water
- □Sunscreen
- Shelter
- Water spray bottles for officials
- □Ice (optional)
- Sports drinks such as Gatorade or Powerade (optional)

What is required at a Meeting being held in Hot Weather

 The Riders Briefing MUST include a warning of the dangers of competing in hot weather. The Steward has the power the cancel or postpone a meeting

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 If medical personnel believe that heat illness is affecting a participant, that participant will no longer be permitted to officiate or compete

Other considerations at a Meeting being held in Hot Weather

- Modifying the event to reduce the risk of heat illness
- Rotating officials to give more breaks
- Changing timing of events to cooler parts of the day

BACKGROUND

Physical activity in hot environments creates competitive demands on the cardiovascular system, which is required to increase blood supply to the exercising muscles. At the same time it must regulate the body temperature by increasing skin blood flow in order to produce the sweat that keeps the body cool.

Factors that can contribute to heat injury include:

- ∃High ambient (air) temperature
- Solar radiation
- ∃Humidity
- □Dehydration
- Illness
- Medical conditions
- Affects of alcohol and/or drugs

Moderate to high intensity exercise in hot environments, with the associated fluid loss and elevation in the body temperature, can lead to:

- □ Dehydration
- Illness
- □ Heat exhaustion / Heat stress
- ∃Heat stroke
- Decrease in performance

INFORMATION - HEAT ILLNESS

Heat illness occurs in strenuous sport or sport exposed to prolonged periods of hot weather. During activities participants (riders and officials) should listen to their bodies. If they start to experience and of the following symptoms or signs they should stop immediately. Heat illness can still occur even in the presence of good hydration.

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Symptoms of heat illness may include:

- □Light headedness and dizziness
- □Nausea
- □Obvious fatigue
- Cessation of sweating
- Dobvious loss of skill, coordination or unsteadiness
- □Confusion
- Aggressive or irrational behaviour
- Altered consciousness
- □Collapse
- Ashen grey pale skin
 Heat illness in sport presents as dehydration, heat exhaustion or heat stroke.

Dehydration

Fluid loss occurs during exercise, mainly due to perspiration and respiration. The loss of fluids makes a participant more susceptible to fatigue and muscle cramps. Inadequate fluid replacement before, during and after activity will lead to dehydration and may lead to heat exhaustion and heat stroke.

To minimise dehydration, drink about 2 cups of water in the 2 hours before exercising. During exercise lasting 60 minutes or longer, 2-3 cups (500-750ml) of cool water or sports drink per hour are sufficient for most sports.

Heat Exhaustion

Heat exhaustion is the more common sports-related heat illness and is characterised by:

- ∃High heart rate
- Dizziness
- ∃Headaches
- Loss of endurance/skill/confusion
- ¬Nausea
- Skin may be clammy/cool/sweating but there sill be signs of vasoconstriction eg pale in colour
- Participant may collapse on stopping activity

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To avoid heat exhaustion; if people feel unwell during exercise they should immediately cease activity and rest. Further benefit comes if the rest is in a shaded area with some passing breeze (from a fan if necessary) and the person takes extra hydration. Misting or spraying with water can also help.

Heat Stroke

Heat stroke is rare, but it is a life threatening condition and is characterised by:

- □ Dry skin
- □Confusion
- Participant may collapse during activity

Persons who continue to participate when suffering from heat exhaustion may experience heat stroke. Heat stroke can still occur even if they have been drinking plenty of fluids and must be treated immediately by a medical practitioner.

This is a potentially fatal condition and must be treated immediately. It should be assumed that any collapsed athlete is at danger of heat stroke. The best first aid measures are "Strip/Soak/Fan":

- Strip off any excess clothing
- Soak with water
- □Fan
- □ Ice placed in groin and armpits is also helpful

The aim is to reduce body temperature as quickly as possible. The athlete should immediately be referred for treatment by a medical practitioner.

MANAGING EVENTS - RISK GUIDELINES

All hot environments present participants with some level of risk. The following tables provide estimates of risk related to weather and also guidelines to managing activity in order to minimise heat stress.

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Risk Management Plan

Appendix

Ambient Temperature

Easily understood and most useful on hot, dry days.

Ambient Temp	Relative Humidity	Risk of Heat Illness	Recommendations
15-20		Low	Heat Illness can occur in long distance events Caution over-motivation
21-25	Exceeds 70%	Low- moderate	Increase vigilance Caution over-motivation
26-30	Exceeds 60%	Moderate- high	Moderate early pre-season training Reduce intensity and duration Take more breaks
31-35	Exceeds 50%	High-very high	Uncomfortable for most people Limit intensity Take more breaks Limit duration to less than 60 minutes
36 and above	Exceeds 30%	Extreme	Very stressful for most people Postpone to cooler conditions (or cooler part of day) or cancel

WBGT

Further information might be gained from what is known as the Wet Bulb Temperature which takes into account both the ambient or air temperature and the humidity. The WBGT is suitable for hot, humid days. It is important to note that the higher the humidity, the less likely cooling will occur through the evaporation of sweat.

WBGT	Risk of Heat Illness	Recommendations		
Less than 20	Low	Heat Illness can occur in long distance events Caution over-motivation		
21-25 Moderate-high		Increase vigilance Caution over-motivation Moderate early pre-season training Take more breaks		
26-29	High-very high	Limit intensity Take more Breaks Limit duration to less than 60 minutes		
30 and above	Extreme	Consider postponement to a cooler part of the day or cancellation of event		

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Appendix

It is possible to obtain an ambient temperature from the Bureau of Meteorology and then use the information to make educated decisions on what mechanism will need to be put in place to reduce the effects of extreme heat of participants.

Children, Gender and Heat

Young children are especially at risk in heat. Prior to puberty the sweating mechanism which is essential for effective cooling is poorly developed. The ratio between weight and surface area in the child is also such that the body absorbs heat more rapidly in hot conditions. Children take longer to acclimatise to physical activity in heat than does an adult.

Female participants may suffer more during exercise in the heat because of their greater percentage of body fat.

Veteran participants may also cope less well with exercise in the heat. Reduced cardiac function is thought to be responsible for this.

FACTORS TO CONSIDER BEFORE CANCELLING OR MODIFYING AN EVENT

Remember to consider riders, officials and volunteers.

- Temperature
- Duration and Intensity of Event
- Conduct of Competition opportunities for breaks
- Time of the day
- Local Environment Airflow, shade, radiant heat from surface
- Clothing requirements of discipline
- Acclimatisation of rider Is it a heatwave after cooler weather?
- Fitness levels of participants
- Age and gender of participants
- Predisposed medical conditions
- Equipment in place to reduce risks water available, etc.

On race day the Steward (with the consultation of the Clerk of Course) has the power to cancel or postpone the meeting and should always put the safety of the riders, officials and volunteers first.

OTHER RESOURCES or further information on recommendations for safe sport:

Sports Medicine Australia – Beat the Heat and Heat Policy

http://www.sma.org.au/information/heat.asp

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Risk Management Plan

Appendix

POLICY REVIEW

This Policy will be reviewed on an annual basis to ensure that it remains current and practical.

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Attachment 4



28 February 2020
Florienne Moschou
Licences and Permits Officer
Property and Commercial
City of Onkaparinga

RE: Proposed Sellicks Beach Motorcycle Classic event, February 2021

Dear Ms Moschou,

BirdLife Australia welcomes the opportunity to comment regarding an application for the use of Aldinga Beach for the proposed Sellicks Beach Motorcycle Classic Event in February 2021.

BirdLife Australia (formerly Birds Australia) is a highly respected, science-based, not-for-profit conservation organisation. With our specialised knowledge and the commitment of our Australia-wide network of 13,000 members, and more than 100,000 volunteers and supporters, we are dedicated to achieving outstanding conservation results for our native birds and their habitats. We have an extensive ongoing program of research, including our National 'Beach-nesting Birds' Program, developed to address the impacts of people and recreational activities on beaches on the breeding of Australia's native resident shorebirds, such as the Hooded Plover (*Thinornis cucullatus* [formerly *rubricollis*]).

The Beach-nesting Birds project has been operating since 2006 and has trained volunteers and land managers in on-ground protection of priority breeding sites, engaged with local residents and schools to raise awareness of the plight of these birds, and established the Friends of the Hooded Plover Fleurieu Peninsula group. Working in partnership with Natural Resources Adelaide and Mount Lofty Ranges, this has been a very effective program at boosting breeding success of these birds.

Firstly, we would like to make note that on the email received on 17th February 2020, there was no mention of the impact of the event or proposed management regarding Hooded Plovers. If there is information already available from Motorcycle SA on Hooded Plovers that wasn't included in the email, could you please forward it on. Otherwise could Motorcycle SA please be made aware of this submission and recommendations to be included in their risk assessment and management actions, should the event be approved by City of Onkaparinga to proceed.

In relation to the proposed event's potential impacts on the Hooded Plover, the following information and recommendations are provided.

The Hooded Plover (Eastern) is listed as Vulnerable under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and the South Australian National Parks and Wildlife Act 1972 (Schedule 8).

The Hooded Plover is the most threatened beach-nesting bird in South Australia because it relies exclusively on ocean beach habitat for laying eggs, incubation, and raising chicks which can't fly for 35 days.

BirdLife Australia Suite 2-OS 66 Leicouter Strum Cartton VIC 5863 T OS 9347 9323 Infombitedlife.org.au birdlife.org.au

birds are in our nature





The Hooded Plover breeding season runs from August to March so the proposed event is likely to create additional disturbance to breeding activity. To mitigate this, the event timing could occur outside the breeding season, mid to late March preferably.

Of most concern is that Hooded Plovers nested within approximately 200m of the southern boundary of the proposed event zone in the 2019/20 season, see details below. In all circumstances the recommendations below should be followed. However should Hooded Plover nests/chicks occur in similar locations during the proposed event dates in 2021 (including bump in and bump out dates), this will significantly alter the proposed event boundaries and council and the event organisers need to factor this in to planning for the 2021 event. Please note chicks are highly mobile, and they may change their location on the morning of the event. As such, last-minute changes to the event boundaries also need to be considered.

Specifically, in relation to the breeding activity at Aldinga Beach and Silver Sands (from annual reports "Monitoring Hooded Plovers on the Fleurieu Peninsula: distribution, breeding success and management"):

- November 2010: nest at Silver Sands in the car-free zone (Maguire, 2011).
- December 2014: nest and chicks (chicks did not fledge) at Aldinga first observed since 2006 (Maguire and Mead, 2015).
- Sep/Oct 2015: nest and chicks (chicks did not fledge) at Aldinga (2015/16 report).
- Nov/Dec 2015: nest and chicks (chicks did not fledge) at Silver Sands (just north of vehicle free zone, 2015/16 report).
- December 2016: nest at Aldinga South and chicks brought south to Silver Sands. All 3 chicks failed with 1 being found dead in a wheel rut at Silver Sands (2016/17 draft report).
- September/October 2017: nest and chicks at Aldinga South. One chick survived to 39 days.
- 2018/19: 3 nests between the Morgan Street access ramp and Quondong Avenue.
- 2019/20: 2 nests. First nest located approximately 200m south of the proposed southern boundary for the event, approximately 100m north of the beach access from Button Road. This nest survived and chicks hatched only to disappear a few days later. The second nest was approximately 400m south of Button Road entrance onto the beach.

It is both the nest and chick stage that need to be managed for. Nests and chicks are not just subject to direct crushing, but also to disturbance. If an adult Hooded Plover perceives a threat it will leave the nest or send its chicks into hiding to lead the threat away. The adult bird will wait until the perceived threat has left the area before returning to the nest or chicks. If this happens repeatedly throughout the day or for a long period for a given disturbance, the eggs or chicks can fail for several reasons including from exposure (heat or cold), predation and in the case of chicks, starvation. Chicks are not fed by the parents and need to forage on the beach and at the water's edge from only hours after hatching. They are flightless and highly mobile, foraging across an area as big as 2km of beach up until they are 5 weeks of age (35 days).

If the event proceeds, it is recommended that the following is implemented:

- · If possible, run the event from mid-late March onwards;
- A 400m buffer between the nesting site and any proposed activities (400m in all directions from the
 centre point of the nest/chick site), including any nests that may appear during the event and bump in
 and bump out dates, within or adjacent to the event zone;
- Buffer area well fenced and signed, with continuous monitoring, to ensure participants do not enter the threatened species nesting area;
- Regular announcements over the PA system reminding participants not to enter the buffer area;

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- If there are chicks on the ground at the time of the event, then the same as mentioned above would be
 required, but with trained Hooded Plover wardens and security/marshals, to close a section of the beach
 at regular intervals to allow the chicks to feed at the waters' edge so they do not die of starvation.
- Nest checks are to be undertaken in the lead up to the event by trained BirdLife Australia or AMLR NRM staff, or experienced volunteers. These nest checks are to be done two weeks prior, and every day for one week before the event date (including bump in dates), including the morning of the event, during the event and bump out dates. If a nest or chicks were located prior to set up, the 400m buffer zone would be required to be implemented before any set up/start of event, which would provide logistical difficulties for event organisers. Please note chicks are highly mobile, and they may change their location on the morning of the event. As such, last-minute changes to the event boundaries also need to be considered.
- It would be preferable to close Button Road again so as to prevent trampling and disturbance of important bird habitat in the Washpool Lagoon and further south of the event on Silver Sands/Sellicks Beach.
- It is not clear on the map that the "public viewing area" is on the beach itself and not on the shingle banks. It would be good to have this clarified on the map. Aerial imagery is preferable, including for where the southern boundary exists (thank you to Council for providing an additional map to show this). It is reassuring to hear from the Council's email that the shingle banks would be fenced off entirely.
- If the event is approved to go ahead, we would like to see how Motorcycle SA incorporate the above recommendations into their risk assessment and management actions before the event proceeds.

Please keep BirdLife Australia informed of any developments on this permit application, and please contact me if you have any queries relating to this submission.

We very much appreciate City of Onkaparinga's support for the Hooded Plover program, particularly through the assistance through fencing, signage and media spreading the word throughout the community.

Kind regards,

Dr Grainne Maguire

Coast and Marine Program Manager, BirdLife Australia

E: grainne.maguire@birdlife.org.au Ph: 03 9347 0757

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Attachment 5

External Stakeholder Circulation - Sellicks Beach Motorcycle Classic 2021 Event

Washpool Blue Lagoon site access

Green Adelaide in collaboration with Council, and agency landholders in the Washpool have developed a Washpool and Blue Lagoon Revegetation Plan, which incorporates crown lands previously used as car parking areas. Extensive revegetation site preparation and restoration activities have been undertaken in these areas and access to these areas should be limited or restricted during the event to mitigate trampling and disturbance to restoration works.

Event managers would also need to undertake adequate mitigations are implemented to ensure the cobblestone embankment, dune structure, vegetation and samphire habitats are adequately protected.

Car Parking

Access via Button Road should be restricted to mitigate trampling impacts and disturbance to the Washpool Lagoon and adjacent conservation areas. This will also prevent damage to roadside revegetation works undertaken by the City of Onkaparinga.

The car parking map provided is vague and could be easily misinterpreted to suggest that car parking is allowed on the Crown Land, west of the private land that is the dedicated car parking area. If the map is not redrawn then the organisers must ensure (through provision of temporary fencing and marshalling) that no vehicles are allowed access the Crown Land paddocks.

Hooded Plovers

With regards to the Environment Protection and Biodiversity Conservation Act 1999 "significant impact criteria" for vulnerable species, such as Hooded Plover, actions that are likely to have a significant impact on vulnerable species, include:

- adversely affect habitat critical to the survival of a species
- disrupt the breeding cycle of an important population; and
- modify, destroy, remove or isolate or decrease the availability or quality of habitat to the
 extent that the species is likely to decline.

The Hooded Plover breeding season runs from August through to March so the timing of the proposed development is likely to create additional disturbance to nesting activity. The current timing is close to higher tide levels so timing of the event relative to lower tide levels may allow more beach area for the event and buffering. Future timing of the event later in March may also reduce potential interactions with Hooded Plover nesting and chicks.

The proposal's previous risk assessment had only addressed the nesting stage for the birds. The current timing of the proposed development overlaps with potential presence of chicks and threat and risk mitigation strategies will need to be observed. Nest site fencing provides some protection from eggs and nesting adults, however, adults and chicks are free roaming and need access to the water's edge for feeding. Adequate and suitable protocols for mitigating impacts to adult, nests, eggs and / or chicks, must be implemented. This should include a buffer/exclusion zones, adequate and suitable fencing and signage and other mitigation actions

It is recommended that prior to and during the event, the event managers engage suitably experienced personnel to monitor the site and surrounding areas to determine the presence of Hooded Plovers within the local area.



See below for specific comments (highlighted in yellow) on the Hooded Plover Risk Assessment and threat mitigation strategies.

Hooded Plover Risk Assessment

Item 5 Ref: RA3

Risk: Displacement of Risk level: High

Hooded Plovers & other birds

Recommendation: (By DEW, Green Adelaide & BirdLife Aust.))

 If nesting present DEW/Green Adelaide/Council would temporarily fence the nest and install signage to encourage people to stay clear of the fenced nest and leash dogs in the area.

A 400m buffer between the nesting site and any proposed activities (400m in all directions from the centre point of the nest/chick site), including any nests/chicks that may appear during the event and bump in and bump out dates, within or adjacent to the event zone. The race (and its associated infrastructure)needs to occur at least 400m away from the zone and that to access the event area itself, again the access needs to avoid the fenced area by at least 400m buffer – i.e. people attending are not to walk past the fenced zone, but to access only if 400m away from the area. The race should not occur directly in front of the fenced zone, even if passing by at the water's edge – as this would be highly disturbing and result in nest or chick failure.

- · Restrict night time entertainment.
- Restrict drone use in the buffer zone
- Inspections by suitable qualified people to be undertaken in weeks leading up to the event.
- Fencing shall be placed on the beach running up the walk way to the surf lifesaving club as shown on the 5 maps allowing for known nesting but will be moved to accommodate any nests found leading up to the event.
- There will be 24/7 security patrols of the area from Thursday evening to Tuesday morning.
- All viewing platforms and motorcycle activity to be on beach surface only.

Proposed action:



- Regular announcements to be made during the event about the location and keeping clear from signed areas identified.
- No night time activity is to be planned for the event area.
- Co-ordinated educational information on the Hooded Plovers during event program. (Green Adelaide or Birdlife Aust)
- If Chicks are present, refer to attachment in Appendix 3.
- Resource requirements:
- Prepare signage and fencing. Note: Signage and fencing must be specific to the needs and sensitivities of Hooded Plovers i.e. no flapping bunting or meshed fencing material as per the Hooded Plover Management Manual
- Confirm inspection checklist and notify people doing inspections.
- Notification to marshals and security of any exclusion zones.

Responsibilities:

- Site Management & Safety Committee
- Traffic, Crowd Control & Security Committee
- Onkaparinga Council

Timing:

- Two weeks prior to event.
- Thursday evening to Tuesday morning. Note: Nest checks are to be undertaken in the lead up to the event by trained BirdLife Australia or Green Adelaide staff, or experienced volunteers. These nest checks are to be done two weeks prior, and every day for one week before the event date (including bump in dates), including the morning of the event, during the event and bump out dates. If a nest or chicks were located prior to set up, the 400m buffer zone would be required to be implemented before any set up/start of event, which would provide logistical difficulties for event organisers. Please note chicks are highly mobile, and they may change their location on the morning of the event. As such, last-minute changes to the event boundaries also need to be considered.

Reporting and monitoring required:

These arrangements will be reviewed as part of the Risk Management plan after the event.



APPENDIX 3

HOODED PLOVER ACTION PLAN

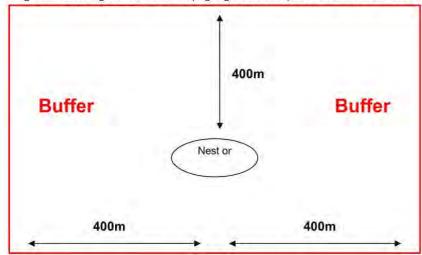
In the event of chicks being present:

- 1. Green Adelaide are informed of the chicks' location immediately.
- Event organisers are made aware of their existence so as not to cause any disturbance to the birds, as per protocols.
- 3. Be aware that chicks are mobile and may move about across a 1-2 km stretch of beach. This will mean that on the days of the event and event set-up and packing-up, a qualified observer must do a check of the area prior to commencement of activity to identify the current location of the chicks. Upon locating the chicks, the buffer zone in figure 1 below should be adhered to. A 'buffer' is defined as the required distance you should be away from the birds. This area can be passed by along the water's edge only but no activity can be carried out within the buffer zone.
- It is likely that the chicks will be at the water's edge to feed so in this case it is not recommended that you pass along the water's edge. The race needs to occur at least 400m away from the zone and that to access the event area itself, the access needs to avoid the fenced area by at least 400m buffer i.e. people attending are not to walk past the fenced zone, but to access only if 400m away from the area. The race should not occur directly in front of the fenced zone, even if passing by at the water's edge as this would be highly disturbing and result in nest or chick failure.
- 4. Green Adelaide and BirdLife Australia are asked for advice regarding protecting the chick site, but generally: Two signs (approximately 1m x 1m dimensions) indicating the presence of chicks are placed with the use of star pickets (with plastic caps), at a distance of 400m on either side of the general location of chicks, just above the high tide mark on the beach and a temporary fence using rope and garden stakes or star pickets (with plastic caps) can be set up, and placed at a distance of 400m on either side of the general location of chicks. This will enable personnel to clearly recognise the buffer zone when on-site.
- 5 If chicks are using a predictable area ahead of the event, a temporary fence using rope and garden stakes or star pickets (with plastic caps) can be set up, and placed at a distance of 400m on either side of the general location of chicks.
- 6 If the birds are reacting to the presence of people from greater than 400 metres, then it may prove necessary to add visual barriers to the fencing to provide a buffer of the view of the crowd. This has not been exercised before and would need to be trialled pre-event.
- 7 Four to six chick shelter or as required are made and placed by the qualified observer on the beach above the high tide mark where the chicks are found generally, 10m apart from each other.
- 8 The fate of the chicks is to be recorded and reported to Green Adelaide.



Ocean's edge

Figure 1 – Diagram indicating the buffer zone (highlighted in red) around nests or chicks.



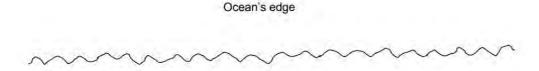


Figure 1 - Diagram indicating the buffer zone (highlighted in red) around nests or chicks.

Some specific recommendations have been categorized below according to the different threat they pose. These recommendations are set out as protocols which include the risks posed by the target group and mitigation measures to overcome the risks.

Other considerations:

- 1 The event must specify no dogs are allowed.
- 2 If people are camping nearby to the beach, then this will introduce additional disturbances and potential risks to eggs and chicks on days other than the set-up and event days. Event organisers must also take responsibility for ensuring campers are given information about nesting birds and that all efforts to ensure access to the beach is via designated pathways and that buffer zones around the birds are maintained.



RECOMMENDED PROTOCOLS FOR TARGET GROUPS

Event personnel setting up, packing up and present during the event

- The eggs can be trampled if the person walks on the beach above the HTM and in the dunes.
- The birds will come off their nest when a disturbance approaches within about 100m and won't return until that disturbance is out of sight. When the eggs are unattended, they can be buried in strong winds or bake on the hot sand. This is also when predators may take the opportunity to eat the eggs.

This protocol applies to the days that the event runs and also to the period of setting up and packing up the event.

Risks to Hooded Plover nests and chicks Threat category: High

Staff walking on the beach can adversely affect the survival of nests and chicks of Hooded Plovers in direct ways (crushing) and indirect ways (disturbance). Furthermore, if the event personnel are too close to breeding sites, there are added risks of prolonged disturbance. The threats to eggs and chicks are described separately below.

- The tiny chicks can be easily crushed by people moving above the HTM because the chicks crouch down on the sand or hide under seaweed, making them very difficult to spot.
- When disturbed, the parents leave the chicks to try and distract the disturbance away, so that the chicks are left unattended and exposed to harsh temperatures and predators.
- Prolonged or regular disturbances can lead to chicks spending too long in hiding and exhausting their energy supplies as they don't get enough feeding time, leading to starvation.

Chicks

Recommended mitigation strategies

Any event staff using the beach must ensure that:

- They are made aware of the current nesting situation of Hooded Plovers on the beach so as to exercise extreme caution when traversing the area this condition can be met by briefing all staff prior to the day about the location of birds and their breeding status (i.e. whether they have eggs or chicks) and again on the morning of the event.
- Access to the site is via designated tracks and pathways only.
- Ideally, the beach is not accessed in the period one hour either side of high tides, as when the tide is at its highest, the person has no choice but to walk above the HTM.
- They walk along the water's edge on the wet sand and they do not enter the upper beach or dune.
- They do not pause within the buffer zone/s around breeding birds but only pass by the area as is necessary.
- Event staff should act on the event days to ensure that the buffer zone is kept people-free and this may involve regularly conversing with event attendees to explain why.



Attachment 6



Sections 200 & 202 of the Local Government Act 1999 Business Use & Exclusive Use of Community Land at Aldinga Beach to host Sellicks Beach Motorcycle Event March 2021

Notice is hereby given pursuant to sections 200 and 202 of the Local Government Act 1999 that the City of Onkaparinga proposes to grant a short term Licence to Motorcycling South Australia Inc. for the exclusive use of the following coastal land to host the Sellicks Beach Motorcycle Event in March 2021.

 Portion of Aldinga Beach (Silver Sands Beach) coastal land being land Minister for Transport and Infrastructure holds as the fee simple owner which has been placed under Council's care control and management; and Portion of Crown Record Volume 5752 Folio 695 being Portion of Section 808, Hundred of

Willunga in the area named Aldinga Beach.

A Licence for exclusive use is proposed to be issued for the purposes of a Motorcycling event on Aldinga Beach on 13 and 14 March 2021 with daily event times between 8am to 5pm. The full Licence term will be from 10 to 17 March 2021 inclusive permitting the event organisers to have non-exclusive use of the land for 3 days before and 3 days after the event for set-up and pack-down. The event is a celebration of historical motorcycle racing with a focus on vintage and classic motorcycles including demonstrations and displays. It will be a ticketed event using an 800 metre section of Aldinga Beach (Silver Sands Beach), south from Norman Road. The event area will be fully fenced with 24 hour security. Risk Management Plans are required to manage community and environmental safety including unauthorised access to the sand dunes and environmentally sensitive areas in or around the Licence area (other than defined access points). Traffic Management will be in place with SA Police and qualified traffic marshals controlling and organising the flow of traffic during the event. The event organisers will ensure any registered days after the event for set-up and pack-down. The event organisers will ensure any registered Aboriginal Heritage Sites are not disturbed. Hooded Plover Management protocols will be a Hooded Ployer Management protocols will be a condition of the Licence. Other safety conditions will apply. There is an Emergency Response Plan in place, Police, CFS and St Johns Ambulance service will be in attendance and State Emergency Services will also be notified of the event. The event organisers will manage and maintain a COVID Safe Plan that will reflect the nature of any restrictions imposed at the time of the event.

Carparking for event ticket holders will be ratered.

Carparking for event ticket holders will be catered for on private land, slashed for fire safety and overseen by Sellicks Beach CFS.

We are now welcoming your feedback on this proposal. For further information and to Have Your Say online, please visit www.onkaparingacity.com/yoursay

Information can also be obtained from our Customer Service Centres in the:

• Aldinga Beach Library

• Noarlunga Centre

• Aberfoyle Hub

• Woodcroft Community Centre

- · Willunga Hub

and online via our website

Alternatively, you can provide feedback marked for the attention of Florienne Moschou, Property Officer via the following methods:

- Email: mail@onkaparinga.sa.gov.au
 Post: City of Onkaparinga, PO Box 1, Noarlunga Centre SA 5168
 Personal Delivery: Customer Service Centres

All submissions will be collated and presented to Council in a public report for consideration and determination within the context of the matter.

Feedback must be received by 5pm, 31 August





Attachment 7

Our Ref: 4929294

6 August 2020

[name] [address]

Dear

Proposed 'Sellicks Beach Motorcycle Classic Event 2021'

The City of Onkaparinga is proposing to grant a short-term licence to Motorcycling South Australia Inc. for the exclusive use of an 800 metre portion of coastal land south of Norman Road, Aldinga on 13 & 14 March 2021 to host the Sellicks Beach Motorcycle Classic Event 2021. The full licence term will be from 10-17 March 2021 inclusive permitting the event organisers to have non-exclusive use of the land for 3 days before and 3 days after the event for set-up and set-down.

We are now welcoming feedback regarding this event. For detailed event information including a map, event times, parking and risk mitigations please see the attached Event Information Fact Sheet.

To have your say, please visit www.onkaparingacity.com/yoursay.

Alternatively, you are welcome to provide feedback using one of the below methods:

Email: mail@onkaparinga.sa.gov.au

Post: City of Onkaparinga

PO Box 1

Noarlunga Centre SA 5168

Personal Delivery: Customer Service Centres (Information Packs Available)

Ramsay Place, Noarlunga Centre

The Hub, Aberfoyle Park St Peters Terrace, Willunga Woodcroft Community Centre

Aldinga Library

Submissions must contain a name (first and surname) and a valid physical address (PO Boxes are not accepted). For personal deliveries, post or email, please address to Florienne Moschou, Property Officer, Property Transactions. **All feedback must be received in writing by 5pm, Monday 31 August 2020.**



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Noerlynga office Raminy Place Hoselvinga Centra Tataphone (08) 8384 Octob Factimila (08) 8382 0704 Aberloyle Park office The Hob Aberloyle Park Talephone (08) 8384 0500 Fusamilo (08) 8382 8744 Willunga office St Peters Tomaca Willunga Telephone (08) 8384 Géoc Focumité (08) 8382 8744 Woodcroff office 175 Baine Road Morphett Vala-Telephone (08) 8384 Gace Factimite (08) 8384 Face



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All submissions will be collated and presented in a public report to Council for consideration and determination within the context of the matter.

Yours sincerely

40

Florienne Moschou **Property Officer**

End: Event Information Fact Sheet





EVENT INFORMATION FACT SHEET

SELLICKS BEACH MOTORCYCLE CLASSIC EVENT - 13 & 14 MARCH 2021

Event Aims	A celebration of the historical motorcycle racing event focusing on vintage and classic motorcycles with demonstrations, races and displays			
Event Organisers	Sellicks Beach Historic Motorcycle Race Organising Committee & Motorcycling South Australia Incorporated			
Event Area	An 800 metre portion of Aldinga Beach and Silver Sands Beach located on the foreshore area South of the Silver Sands Beach Access Ramp (at the end of Norman Road) – see Site Plan below			
Times of Use	7am to 8pm, racing t	o cease at 5pm		
Event Dates	Saturday 13 March 2021	Sunday 021 14 March 2021		
Bump in Dates	Wednesday 10 March 2021	Thursday 11 March 2021	Friday 12 March 2021	
Bump Out Dates	Monday 15 March 2021	Tuesday 16 March 2021	Wednesday 17 March 2021	
Foreshore Access Point Closures	closed to the public f ramps are available a Pedestrian Beach Acc	ccess Ramp (at the end of for the two day event. Alt at Aldinga Beach and Selli cess points between Parr able from 10 March 2021	ernative beach access cks Beach. ot Road and Loongana	
Changes to parking and traffic conditions	Changes to traffic conditions will be in place in the local area to increase safety and reduce speeds. South Australian Police and qualified traffic marshals will control and organise the flow of traffic. No event parking (for ticket holders) will be in place in residential streets surrounding the event area during the two day event. However, the event organisers will distribute parking passes to the surrounding residents and their guests in advance of the event to minimise disruption to residents			
Risk Management	Return To Sport Chec will be in place to ma including protocols for environmentally sens South Australian Poli Ambulance service a	Plan, an Emergency Responder Indicate and Hooded Plover In Indicate and English and English access to Sitive areas (other than at Indicate access to Sellicks Beach Country and Council Rangers will be will also be notified of the	Management Protocols vironmental safety the sand dunes and defined access points). y Fire Service, St Johns e in attendance and State	



Attendance	3,500 capped attendance per day			
Sponsorship	In-kind support for the event has been endorsed by Council and may include portable toilets, biodiversity staff, community safety staff, sponsorship of licence fees and assistance from the field operations centre			
2017 & 2019 Event Feedback		il staff reported no major incidents or issues and only slight to the local environment		
Vegetation Removal	2017	Vegetation removal occurred from the conservation area directly east of the race track		
	2019	The risk of vegetation removal was significantly reduced as the conservation area was completely fenced off with no access to that area for the duration of the event		
	2021	The risk of vegetation removal is anticipated to be minimal as the conservation area will again be completely fenced off with no access to that area for the duration of the event		
Aboriginal Cultural Site	2017	The Aboriginal Cultural Site located directly behind the Aldinga Beach SLSC received foot traffic during the event period		
	2019	The risk of foot traffic accessing the Aboriginal Cultur. Site was significantly reduced as the area was comple fenced off with no access to that area for the duration the event		
	2021	The risk of foot traffic accessing the Aboriginal Cultural Site is anticipated to be minimal as the area will be completely fenced off with no access to that area for the duration of the event		
Shingle/Pebble Bank	2017	Foot traffic and dislodging of pebbles on Shingle Bank occurred – perhaps when the bunting was installed or perhaps by people standing on the high point of the Shingle Banks		
	2019	The risk of impacting the Shingle Banks was significantly reduced as the area was completely fenced off for the event		
	2021	The risk of impacting the Shingle Banks is anticipated to be significantly reduced as the area will be completely fenced off for the duration of the event		
Event Parking & Transport	2019	Event parking was managed on private land at 145 Norman Road. Grass was slashed to a low level height in accordance with the advice provided by Council's Community Safety (Fire Prevention Unit) to reduce the fire danger risk. Shuttle buses were provided to transport		



		patrons from the parking site to the event entry point located opposite the Aldinga SLSC
	2021	Event parking will again be managed on private land at 145 Norman Road with grass to be slashed to a low level height to reduce the fire danger risk. Shuttle buses will be provided to transport patrons from the parking site down to the event entry point located opposite the Aldinga SLSC
Temporary Fencing	2019	Six kilometres of temporary fencing were erected to encourage and funnel foot traffic to designated walkways or alternatively to make use of shuttle buses. Crowd control/security officers also assisted with directing patrons to keep on the dedicated footpaths/roads when accessing the event and its amenities. The improved fencing design prevented foot traffic trampling over sensitive coastal landscapes, wildlife areas, Aboriginal heritage areas and washpools
	2021	The event site will be fully fenced with 24 hour security. Temporary fencing will encourage and funnel foot traffic to designated walkways or to make use of shuttle buses. Crowd control/security officers will also assist with directing patrons to keep on the dedicated footpaths/roads when accessing the event and its amenities





Mail out catchment area - Motorcycle Classic 2021



Document Set ID: 5271699 Version: 1, Version Date: 01.09/2020





Club/Event Promoter COVID-19 Return to Sport Checklist

The following Motorcycling Australia (MA) COVID-19 Return to Sport checklist provides a guide to Clubs and Promoters in the reactivation of motorcycle recreational and competition events at club, state and national events. You must appoint a COVID-19 Safety Coordinator to:

- Ensure your event adheres to the checklist outlined below
- To govern public health and other authorities
- To support and answer member and participant enquires relating to return to sport

First and foremost, state and national government guidelines and regulations must be followed at ALL times. Ensure you are up to date prior to commencing any activity.

Australian Department of Health

- □ https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert
- □ https://www.health.gov.au/about-us/contact-us/local-state-and-territory-health-departments

Australian Institute of Sport

□ https://ais.gov.au/health-wellbeing/covid-19

Sport Australia

□ https://www.sportaus.gov.au/

Consult with your Relevant Controlling Body (RCB)

- ☐ For confirmation on the State permit requirements contact your State Controlling Body (SCB)
- ☐ For confirmation on the National permit requirements contact MA
- ☐ Consult your local authorities, ie. police, government where appropriate
- ☐ Prepare a COVID-19 Safety Plan if required by the police or local government

Good Hygiene

- ☐ Hand hygiene facilities/products must be available at any food service outlets. Soap, water and paper towels must be available in the bathrooms. Riders are strongly encouraged to bring their own hand sanitiser, wipes, pen, etc
- ☐ You must have hygiene stations located at key entry and exit points, and where possible provide separate entry and exit points
- □ No sharing of any bikes, equipment, tools or apparel. Sharing of helmets, gloves and goggles is prohibited



















Motorcycling Australia Ride, Race, Enjoye

Competitors should wash hands before and after each session and avoid touching their face during
activity

- ☐ No shared food, minimise group food services
- □ Regular cleaning of frequently touched surfaces

Social Distancing

- ☐ Maintain social distancing measures. (1.5 meters minimum)
- □ No group gatherings, once riders have finished their activities then they should pack up and leave the circuit. AIS principle of "Get in, train and get out"
- ☐ At all times venues must respect state regulations governing maximum person numbers, density and social distancing.
- ☐ Any fixed food or catering outlets must operate according to government guidelines on social distancing, hygiene and maximum number of services allowed in an area. Takeaway only from food outlets is encouraged.
- Promote bring your own food and water for participants and staff, officials and volunteers
- □ Avoid use of indoor facilities if possible. All indoor facilities must have the maximum number people allowed in each room clearly marked. The requirement of one person per 4m² must be adhered too.
- ☐ Buildings such as race control, media centre, medical centre etc should have appropriate spacing of seats and signs indicting the maximum number of people allowed. The requirement of one person per 4m² must be adhered too

Event Registration Attendance

- □ Consider pre-event online registration
- □ Consider clear pre-event communication of COVID-19 Event environment
- ☐ Consider temperature check processes at sign on
- ☐ Consider electronic payments only at events
- ☐ Utilise updated COVID-19 event sign on sheets
- □ Participants to sign on with own pen, or provide option for an electronic signature
- ☐ Limit the number of support staff, pit crew and family in attendance with the rider. Rider plus one per entry as an example, or a guardian when participants under 18 are involved. Ensure you adhere to State and Federal Government legislation
- □ No spectators. (Unless specifically approved by the relevant controlling body or state controlling body in line with government restrictions)
- ☐ Third party contractors suppling events services to be notified of event COVID-19 protocols



















Motorcycling Australia Ride, Race, Enjoy

Scrutineering and Briefings

	Self-scrutineering	for recreational	events for	motorcycle and	riding gear
--	--------------------	------------------	------------	----------------	-------------

- ☐ Consider scrutineer check at individual competitor marquee/paddock area/pit box rather than a central scrutineering area
- ☐ If central scrutineering area must be used, ensure adequate spacing and maintain social distancing measures. (1.5 meters minimum)
- No group briefings, no mass riders briefing. Consider venue speaker system for rider briefing, while participants remain within designated marquee paddock area or pit box, video briefings or electronic documents
- ☐ Briefings should outline COVID 19 protocols

Sessions, Groupings and Layout

- ☐ Consider limiting the maximum number of riders per class/session. If using grids or gates, consideration should be given to increasing the distance between riders by using every second space.
- ☐ Mark out spacing for areas where queueing may occur to create clear distancing between persons.
- ☐ As much as possible, interaction between coaches/trainers and riders should occur at an appropriate distance, following government social distancing regulations.
- A register of all people who enter the circuit must be collated and sent to your relevant controlling body, must include name and contact details including name, contact number, email address etc.
- ☐ Provide clear signage for social distancing and hygiene protocols throughout the venue and where appropriate. Free artwork can be downloaded from https://www.ma.org.au/covid-19-toolkit/
- □ Podium presentations need to be in a controlled manner in accordance to government social distancing regulations. Similar to an outdoor press conference structure
- ☐ There should be a clear area between each marquee/paddock space/pit box (whether that is every second pitbox or a minimum distance of 2m between marquee)
- ☐ All riders and teams encouraged to download the COVIDSafe apps https://www.health.gov.au/resources/apps-and-tools/covidsafe-app.
 https://www.health.gov.au/resources/apps-and-tools/coronavirus-australia-app

Officials and volunteers

- ☐ Ensure, staff, officials and volunteers have been briefed of COVID-19 safe practices
- □ Minimise non-essential personnel
- ☐ Limit the number of officials and support crew that can enter any area
- ☐ Personal protective equipment, hand sanitiser and wipes, should be available for staff and officials



















Motorcycling Australia Ride, Race, Enjoy.

	Provide additional sanitiser and wipes for higher risk areas, such as recovery teams and marshal points
	Recommend flag marshals bring their own overalls and safety vests
	Recommend photographers bring their own safety vests
П	No hard copy distribution of time sheets, grid sheets or schedules – consider electronic distribution

□ Post event documentation completed and distributed electronically

Restriction

- ☐ Under NO circumstances should ANYONE with symptoms consistent with COVID-19 attend the circuit. This includes any fever, respiratory symptoms, shortness of breath, sore throat, cough, lack of sense of smell or fatigue.
- □ Under NO circumstances should ANYONE who has been overseas in the previous 14 days or been in contact with a known COVID-19 positive person or person who has been overseas in the last 14 days, attend the circuit.

First Aid/Medical

- ☐ A clear plan and process must be in place for the assessment and management of suspected COVID-19 persons. Downloaded information from https://www.health.gov.au/news/health-alert/what-you-need-to-know-about-coronavirus-covid-19#how-to-seek-medical-attention
- ☐ If concerned, advice should be sought via the national coronavirus hotline 1800 020 080 (24/7)
- ☐ Any suspected case should be assessed and managed OUTSIDE of any first aid or medical facility if possible or in appropriate isolated section of the medical facility or separate facility.
- ☐ Any person with suspected COVID-19 symptoms should be provided a mask (if available) and told to attend the local doctor, testing centre or hospital for further assessment and testing.
- Any person with suspected COVID-19 symptoms that is significantly unwell should be managed appropriately and care provided until an ambulance arrives. If care cannot be provided appropriately outside, then they should be moved into the first aid/medical facility until they are transferred to hospital. After this time, the facility should be thoroughly cleaned. Adequate ventilation should also be provided in the facility.
- ☐ First aid/Medical facilities should have appropriate cleaning as directed by the department of health (e.g. bleach solution or appropriate detergent wipes) https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-environmental-cleaning-and-disinfection-principles-for-health-and-residential-care-facilities.pdf















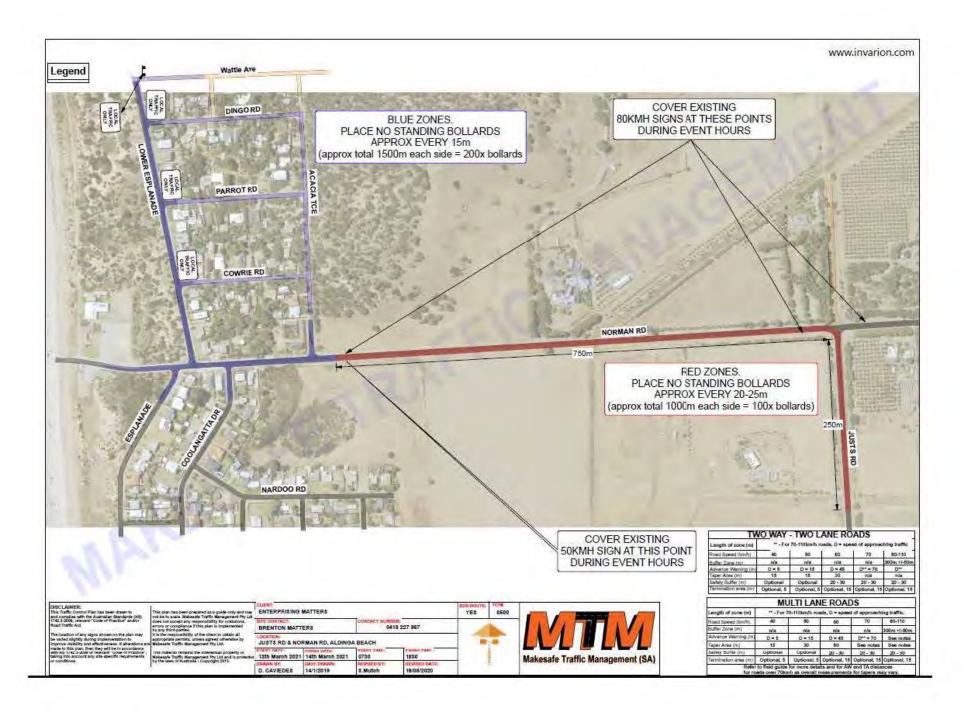




Attachment 9









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9.2 Temporary Road Closure - Willunga Hillclimb 2020

Report contact Meeting
Brett Williams, Senior Traffic and Transport Coordinator Council

8384 0175

Approving officer Date

Kirk Richardson, Director City Operations 20 October 2020

1. Purpose

This report seeks approval for a temporary road closure of Old Willunga Hill Road from Hailstone Lane to Brookman Road, Willunga as requested by Ultimate Motorsport Events for the Willunga Hillclimb 2020 event to be held on Sunday 13 December 2020 (attachment 1).

2. Recommendations

- 1. In accordance with Clause G of the Instrument of General Approval and Delegations to Council dated 22 August 2013 from the Minister for Transport and Infrastructure which delegates the power to close roads and grant exceptions for events, Council consents to the proposed road closure of Old Willunga Hill Road, Willunga from Hailstone Lane to Brookman Road, Willunga from 8:00am to 6:30pm on Sunday 13 December 2020 for the Willunga Hillclimb 2020 event.
- 2. Council support the Commissioner of Police order that the proposed roads listed in recommendation 1 be closed, subject to Ultimate Motorsport Events:
 - (a) paying for advertising and management of the temporary road closure for the Willunga Hillclimb
 - (b) notifying all the property owners along the route and in Willunga, in writing
 - (c) advertising the event well in advance
 - (d) assuming responsibility for any damage to the road and associated infrastructure resulting from the events
 - (e) facilitating the road closure and assisting residents and road users through the detours, using marshals and professional traffic management contractors (attachment 2 Maps of road closure points).

3. Executive summary

Due to community interest in motor sports events the road closure application for the Willunga Hillclimb 2020 has been brought to Council for consideration rather than being exercised under the Chief Executive Officer's delegation. This event is being held on Sunday 13 December 2020 and requires a temporary road closure on Old Willunga Hill Road.

Under the Road Traffic Act, Council is required to give consent to the road closure and approval for the use of temporary traffic control devices on roads under our care and control. The Willunga Hillclimb is an annual event that generates economic benefit for local businesses by attracting participants and spectators to the region.



4. Background

Community Plan 2030	prosperity: economically strong, environmentally thriving The city is a 'destination of choice' with events attracting people to visit our area and contribute to the economy.
Policy and/or relevant legislation	Temporary road closures are considered by Council through General Approval and Delegation to Council under Section 33 of the <i>Road Traffic Act 1961</i> .
Who did we talk to/who will we be talking to	Property owners along the route and in Willunga will be notified by the event organiser.

5. Discussion

The Willunga Hillclimb event is a full-day motorsport event requiring a road closure on Sunday 13 December 2020.

The organisers of the event prepare an event risk management plan for each year that it is held, for consideration by the South Australia Police. This includes consideration of public safety and noise monitoring. The risk management plan for the 2020 event have been reviewed by council staff and found to be comprehensive (attachment 3).

In 2019 Council approved the same road closure for the Willunga Hillclimb, which was held on Sunday 1 December 2019, with the road closure approved at the Council meeting held on 15 October 2019 (click here for <u>agenda</u> and <u>minutes</u>).

In previous years, including last year, Council has also approved the Adelaide Rally, which is a separate motorsport event, that is also held on Old Willunga Hill Road. Last year this event was held on Wednesday 4 December 2019 with the road closure approved at the Council meeting held on 21 May 2019 (click here for <u>agenda</u> and <u>minutes</u>). This year's Adelaide Rally is to be held on Wednesday 25 November 2020 with the road closure approved at the Council meeting held on 21 July 2020 (click here for <u>agenda</u> and <u>minutes</u>).

In 2019 the Falcon GT Nationals were also held on Old Willunga Hill Road on Sunday 21 April, which is a motorsport event held every two years that rotates nationally, and is therefore only held in South Australian every 10 years on average. The road closure for this event was approved at the Council meeting held on 19 February 2019 (click here for agenda and minutes).

The declaration of the event and road orders for the required closures is approved and issued by the Commissioner of Police under delegation from the Minister for Transport and Infrastructure.

If Council choose not to support the road closures for the Willinga Hillclimb event, the Commissioner of Police will generally not approve the road closures.

Under Section 33 of the *Road Traffic Act 1961* we are required to give our consent to the road closure and approval for the use of temporary traffic control devices on roads under our care and control.

Road closure approvals

Events that require temporary road closures, with the exception of motor sport events, are currently approved under delegation by the Chief Executive Officer.



Previous requests regarding motor sport events have raised several questions from elected members prior to and during the meeting. These are summarised below:

Willunga Hillclimb and Adelaide Rally - complaints regarding the event

A search of council's customer service records indicate that no complaints were received on Old Willunga Hill Road or Wickham Hill Road in relation to the both the Willunga Hillclimb and Adelaide Rally 2019 events.

In March 2019 a complaint was received from a member of the public prior to the Falcon GT Nationals event that was held on 21 April 2019 and was addressed at the Council meeting held on 15 October 2019 where the road closure associated with the 2019 Willunga Hillclimb event was considered. This complaint was broadly against any motorsport events being held on Old Willunga Hill Road.

In March 2018 the Friends of Willunga provided a letter of complaint in regard to the December 2017 event. Their concerns were addressed in the Council reports for the 2018 Willunga Hillclimb and Adelaide Rally events.

Some of the issues raised in the past during Council meetings and from the Friends of Willunga have been addressed below.

Benefit to the City of Onkaparinga or Willunga

The Willunga Hillclimb generated economic benefit to the state from their 2019 event.

It is a weekend event attracting people from intra/interstate including competitors, support staff and spectators.

Event Impact Modelling - the economic benefit for the City of Onkaparinga and Willunga

An Event Impact Report (Attachment 4) prepared for this one-day event in our city is based on an estimate of 1,001 direct visitors, which is based on how the event has operated in previous years. **Council's ev**ent impact calculator for the 2020 event is a total value-added benefit of \$84,836.

Event Impact Modelling - how is it calculated

The event impact calculator has been developed by .id consulting pty Itd to enable the City of Onkaparinga to calculate the potential economic impact of a proposed event. This can be used in conjunction with other methods to help the City of Onkaparinga select the most appropriate events to support. This calculator alone cannot predict which events will be successful, however it can indicate the potential economic impact a successful event may have across a range of economic measures such as output, employment, wages and salaries and local jobs. This tool uses input/output estimates to calculate the impact of an event based on the average spend per day by visitors to the event.

Noise from Rally cars waiting in High Street Willunga and cars have noisy exhausts

Rally cars park legally in High Street before assembling at the start of the road closure prior to undertaking their run. The event organisers will be installing a 25km/h community event speed limit along the entire length of High Street to provide a safer environment for all road users.

Previous events have involved approximately 130 cars that enter the rally. All cars need to meet the mandated decibel noise level outlined in Motorsport Australia's National Rally Code

The noise from the exhausts vibrating heritage buildings

The exhaust noise meets Motorsport Australia's requirements at the vehicle and degrades at further distances. It is not believed that noise vibration at the race start point will have an impact on heritage buildings. Cars need to comply with the 25km/h community event speed limit in High Street which will be well below the existing signposted speed limit of 50km/h.



6. Financial implications

Financial summary

There is no financial impact to the City of Onkaparinga by this event being held. All costs associated with advertising the event, managing the road closure and repairing any damage to infrastructure are borne by the event organiser.

7. Risk and opportunity management

Risk		
Identify	Mitigation	
Public Liability	The event is covered by Public and/or Products Liability insurance of \$100,000,000 through Lloyds of London, with certificate of currency provided (Attachment 5).	
Resident concerns	The event organiser will:	
	 notify adjoining landowners, businesses and residents in the Willunga township, in writing 	
	consult with affected landowners, as required	
	 facilitate the road closures and assist residents and road users through the detours, using marshals and accredited traffic management contractors 	
	 place advance event notification signage four weeks prior to the event. 	
Damage to council infrastructure	All costs associated with the repair of any damage to council infrastructure will be borne by the event organiser.	
Emergency Services	The event organiser will notify Emergency Services of the proposed road closures. An event safety plan is developed and communicated with the event medical and fire services, available to attend to any resident emergency if required.	

Opportunity		
Identify	Maximising the opportunity	
Economic and community benefit	The Willunga Hillclimb is a major event that attract tourists to our region including spectators and participants.	
	This event supports local businesses.	
	 An event impact report (Attachment 2) prepared for the 2020 event has shown that for the one day there is an estimated value-added benefit of \$84,836. 	

8. Timelines and deadlines

Road closures must be approvied sufficently in advance of the event date of 13 December 2020 to facilitate organisation of the event.



9. Next steps

Approval of the road closure will allow the Willunga Hillclimb 2020 to proceed as planned by the organiser.

10. Attachments

Attachment 1 – Application from Rally Organiser (3 pages)

Attachment 2 – Maps of road closure points (2 pages)

Attachment 3 – Event Risk Management Plan (47 Pages)

Attachment 4 – Economic Impact Report (2 pages)

Attachment 5 – Certificate of Currency from the event regulator (Motorsport Australia) (1 page)

- END OF REPORT -





Event Application

To ensure approval timeframes are being met, we require this application form to be submitted at least <u>8 weeks</u> prior to the activity/event. We endeavour to support all requests, but in some instances the proposed activity/event may not be deemed appropriate and therefore may not be approved.

Event name	2019 Willunga Hillclimb		
ta a sala a			
Venue / location	Old Willunga Hill Road (from Hailstone Lane to Meadows road)		
Date	From 13/12/2020	To 13/12/2020	
Time	From 08:00	To 18:30	
Event description (event activities and	objectives/benefits to community)	torsport Event	
ls your event spor	sored by the City of Onkaparinga?	No	
Is the event to be	held on council land? No	How many people are expected to attend? 350 Event Pa	
2 APPLICANT	/ EVENT ORGANISER DETAILS		
Organisation	Ultimate Motorsport Events		
Address	PO Box 10213, Adelaide BC, SA	A, 5000	
Contact person	Andrew Admiraal		
Phone	(mob) 0403 116 400	(A/H) N/A	
Email	andrew@ume.cool		
3 TEMPORAR	Y SIGNS AND BANNERS		
Will you be erectin	g event advertising signs or banners	on council land? No	
If yes, please visit	our website and complete the banner	application form.	
4 FOOD STAL	LS (Please complete the following if f	ood will be available at the event)	
	LS (Please complete the following if to		
Please provide a s	short description of the type of food ar		
Please provide a s	short description of the type of food ar	nd drinks to be provided	
Please provide a s N/A Name of Food Bus	short description of the type of food ar	nd drinks to be provided	
Please provide a s N/A Name of Food Bus Email address	short description of the type of food ar	nd drinks to be provided Contact Name	
Please provide a s N/A Name of Food Bus Email address Postal address	short description of the type of food ar	nd drinks to be provided Contact Name	
Please provide a s N/A Name of Food Bus Email address Postal address Food Business No	short description of the type of food ar siness siness	Contact Name Contact number Name of the council where notified	

Please note that a thermometer must be available on the day if storing potentially hazardous foods.





Event Application

5 OPERATIONAL DETAILS	
Vehicle access (Please provide details of movements) WorkZone Traffic Management will be contracted again	Yes
Temporary parking controls (Please provide traffic plans) WorkZone Traffic Management will provide	Yes
Power	
PA system / music (EPA requirements after 10pm)	Yes
Stall holders	No
Liquor consumption (If yes, a liquor licence application has to be made to the Office of Liquor and Gaming)	No
Marquee / tents (weighted only)	Yes
Staging / platforms	No
Amusements	No
Animals	No
Fireworks	No
Additional information	

Name of road/s to be closed	1. Old Willunga Road	2. from Hailstone Lane
	3. to Meadows Road	4.
	5.	6.
Time of road closure/s 08:00) to 18:30	
Traffic control devices and sig	nage being hired from? Council	Other X

7 WASTE MANAGEMENT		
Waste bins required No	Bin delivery date	Time
Recycling bins required No	Bin collection date	Time
Delivery address of bins		



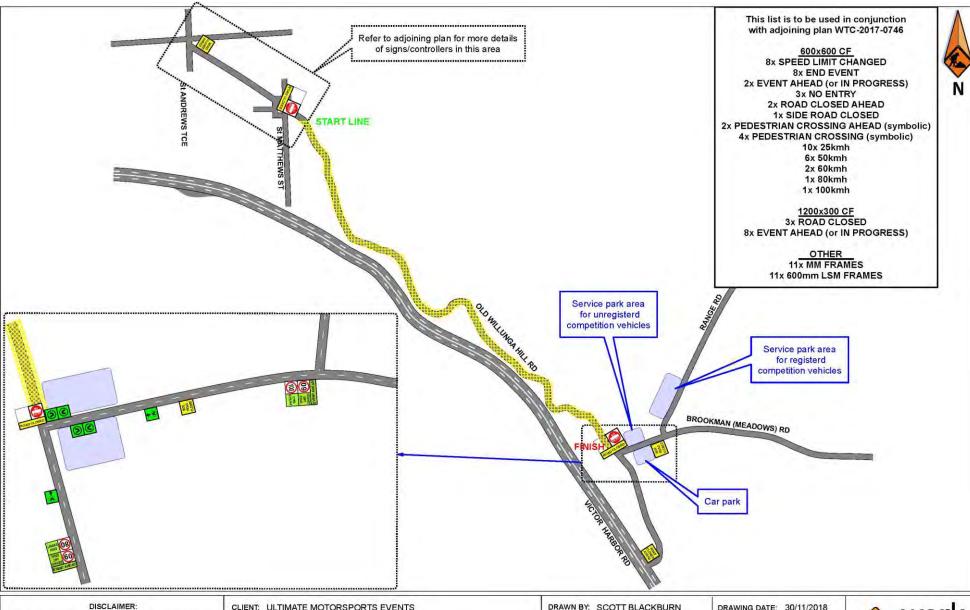


Event Application

8 EQUIPMENT AND SUPP		Ham	Otre	
tem	Qty	Item	Qty	
Vitches hats		Pencil bollards		
Barrier mesh (metres)		Flag bunting (metres)		
Sponsorship banners		Signs		
Portable toilets conditions apply)		Type of signs		
Foilet delivery Date		Γime		
quipment is to be collected from	n City of Onka	aparinga FOC Stores, Railwa	/ Road, Se	aford Meadows between 8am and 3.30pm
CHECKLIST AND ATTAC		cate using tick boxes that ite	ms are att	ached)
Copy of public liability insurance	e certificate (r	min (\$20M)		✓
vent site plan				✓
Risk management plan				√
Copy of liquor licence (if applica	able)			
emporary food notification for	m/s (if applica	ible)		
Map of temporary road closures	s (if applicable	e)		√
Have Emergency Services and	SAPol been	notified of the event? No		Date notified
Additional comments SAPOL will be notified nearer the	event date.			
have read and understand the	Terms and C	Conditions (including all links) and agre	ee to comply with these conditions.
Name Andrew Admiraal			Date	14/09/2020
Please forward to: Event Operations (FOC) City of Onkaparinga		Ph: 83	34 0666	Email: mail@onkaparinga.sa.gov.au
PO Box 1		Jubille		

For office use only

Date received	Booking No.	CI No.	Receiving Officer



This Traffic Guidance Scheme (TGS) remains the property of Workzone Traffic Control Pty Ltd. It is a guide only. Any significant changes to the layout must be reported to WZTC supervisory staff before implementation. Minor changes can be made on site by Traffic Controllers to suit conditions. All signs must be placed as per AS 1742.3 with correct spacings. This plan will only be valid for approval by DPTI, relevant Council or other Regulatory Bodies if submitted by Workzone Traffic Control Pty. Ltd. or by agreement with an authorised client. Workzone will not be liable for the incorrect use of the plan by unauthorised persons or corporations.

	CLIENT: ULTIMATE MOTORSPORTS EVENTS	DRAWN BY: SCOTT BLACKBURN	DRAWING DATE: 30/11/2018	Ī
2	SITE LOCATION: OLD WILLUNGA HILL RD, WILLUNGA GPS REF; 35°16'32.25"S 138°33'40.04"E		VERSION #: 1	(
,	INSTALL DATE / TIME (S): 09/12/2018 - 8.30AM - 6.30PM	COUNCIL: ONKAPARINGA	FIELD GUIDE: FIGURE - EVENT	
2	NOTES: HILLCLIMB EVENT CLOSURE POINTS	DPTI: 1800 018 313 SAPOL: 131 444	NOT TO SCALE	





DISCLAIMER:

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NOTES: HILLCLIMB EVENT SPEED REDUCTIONS	DPTI: 1800 018 313 SAPOL: 131 444	NOT TO SCALE



Attachment 3



EVENT RISK MANAGEMENT PLAN

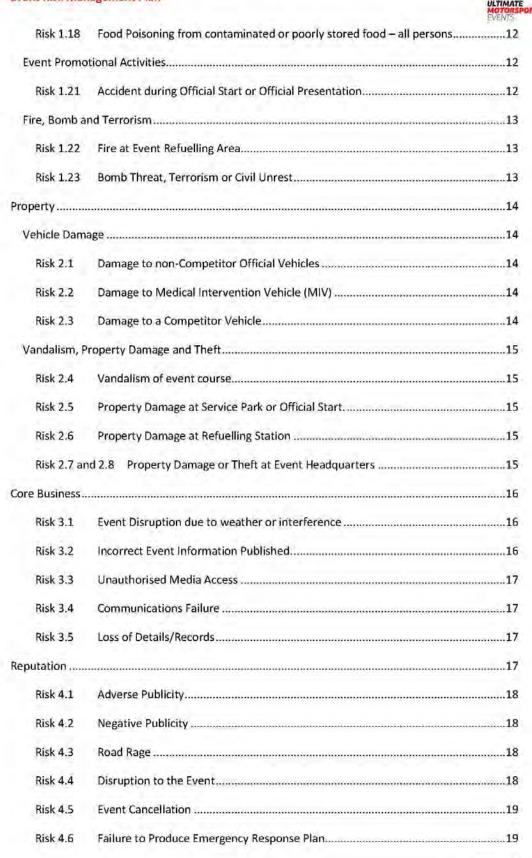




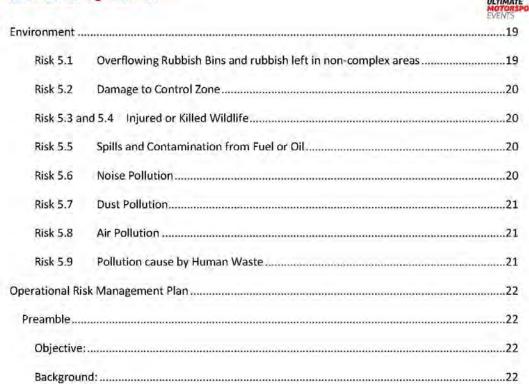
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BACKGROUND

Ultimate Motorsport Events conducts many and varied events ranging from National Championship Special Stage Rallies to Hillclimb's and other types of motorsport events. All the events fall under the following Risk Management Plan.

These events attract a wide range of competitors as well as spectators, whose safety is of utmost importance to the Event organisers.

This document has been developed to provide an overview of the approach that the CAMS ATRC organisers responsible for the three events will take in terms of adopting a comprehensive risk management approach that covers:

- Risk Identification
- Risk Assessment
- Risk Control
- Risk Control Evaluation

This approach to risk management is in accordance with the provisions of the relevant Australian Standard, AS/NZS 4360:2004 Risk Management

This document is supported by the specific details of the individual work method statements (work plans) for event tasks that are prepared for the guidance and control of the event and those involved in it as organisers, participants and spectators and which are submitted to regulatory authorities as part of the approval application process. This document should be read in conjunction with the detailed and specific documents for each individual event.

GENERAL FRAMEWORK

All the Ultimate Motorsport Events events are conducted under the auspices and within the regulating framework of the Confederation of Australian Motor Sport (CAMS), who provide a strict operational risk management framework within which the competition arrangements must fit.

These requirements are reflected in the risk management approach that is outlined in this document in the detailed operational plan for the event.





RISK SCOPE

The risks associated with the conduct of this event are very broad, but have been broken into the following 5 categories for reference purposes:

- 1. People
- 2. Property
- 3. Core Business
- 4. Reputation
- Environment

Sitting underneath these category headings is a wide range of specifically identified risks that are outlined in more detail in the Risk Matrix at the end of this document. The following outlines these risks

People

There are a wide range of people-related risk associated with the running of any Event, some of which impact at the planning stage, whilst others impact at the pre-event set-up and during the event.

These risks impact not only on those involved in the running of the event but also those participating and others who may be spectators who make a conscious decision to come to the event or bystanders at or near the event.

The risks associated with these categories have been identified as:

Event Organisers and Media

Risk 1.1 Insufficient Personnel available for planning and preparation

The lack of sufficient staff and volunteers in the lead up to the event may place in jeopardy the completion of all the tasks associated with the planning and organising of the event. This risk is controlled by having in place contingency plans of being able to co-opt other staff as required and providing clear guidelines for those involved eliminating uncertainty. Controls are also in place to overcome the risks of too much being left to too few people in the lead up to the event.

This risk is under the overall control of the Clerk of the Course.

Risk 1.2 Insufficient Personnel available for set up of Event infrastructure

The lack of sufficient staff and volunteers to set up the critical infrastructure in the days leading up to the event could jeopardise the safety of those involved either as operational personnel, competitors or as spectators due to items such as traffic controls and signage not being put in place in sufficient time for the event or its critical elements to take place. This risk is controlled in the same way as Risk 1.1 by having contingency plans in place for additional personnel and is under the control





of the Clerk of the Course, Stage Commanders and Officials Coordinator. All UME public road events employ a Traffic Management Company to act on the Traffic Management Plans created before the event where required.

Risk 1.3 Insufficient Personnel available for actual Event day operations

This risk has the potential to impact on the actual conduct of any event if there is not being sufficient personnel with the training, experience and skills to execute effectively the critical elements of the event plan. This risk is controlled in the same way as Risk 1.1 and 1.2 by having contingency plans in place for additional personnel and is under the control of the Clerk of the Course, Deputy Clerks of Course, Stage Commanders and Official's Coordinator. If there are not enough officials to run a stage it will be deleted, and the competitors will be transported through the stage and the road opened to the public. If there are not enough personnel to run a heat of the Hillclimb or other type of event, the heat will not start until enough officials are found.

Risk 1.4 Death of an Official, Contractor or Media Representative

This risk has the potential to impact directly on the conduct of the Event as it would result in involvement of emergency rescue services and Police as well as potentially involving regulatory agencies responsible for workplace health and safety (WorkSafe South Australia). Involvement of any of these bodies could result in the event either being delayed or cancelled whilst both rescue and investigation was carried out. This is one of the highest potential risks and involves the detailed planning that is put in place for the event to ensure that all safe work practices are followed along with conducting site safety inductions. A full CAMS incident response plan is in place for the event and appropriate first aid and emergency response arrangements are put in place along with strict controls regarding access to and operation of the refuelling station. This risk is under the control of the Clerk of the Course and Senior Onsite Event official.

Risk 1.5 Major Injury to an Official, Contractor or Media Representative

As outlined above this risk has almost the same potential impact on the conduct of the Event and is treated in the same manner as risk 1.4. This risk is under the control of the Clerk of the Course and Senior Onsite Event official.

Risk 1.6 Minor Injury to an Official, Contractor or Media Representative

Arising out of similar circumstances to risk 1.4 and 1.5 but with significantly reduced consequences the same risk treatment activities as outlined in relation to risk 1.4 and 1.5 are followed. This risk is under the control of the Clerk of the Course and Senior Onsite Event official.





Risk 1.7 Minor Cuts and Abrasions to an Official, Contractor or Media Representative

This risk has the potential to impact directly on the conduct of the Event as it would result in involvement of emergency services and Police as well as potentially involving WorkSafe South Australia. Involvement of any of these bodies could result in the event either being delayed or cancelled whilst both rescue and investigation was carried out. This is one of the highest potential risks and involves the detailed planning that is put in place for the event to ensure that all safe work practices are followed along with conducting site safety inductions. A full CAMS incident response plan is in place for the event and appropriate first aid and emergency response arrangements are put in place along with strict controls regarding access to and operation of the refuelling stations. This risk is under the control of the Clerk of the Course, Course Cars and Senior Stage and Service Park Officials and is managed in the same manner as risk 1.4 outlined above.

Event Participants

Risk 1.8 Death of Competitor or Competing Team Member

This risk has the potential to impact directly on the conduct of the event as it would result in involvement of emergency services and Police as well as potentially involving WorkSafe South Australia. Involvement of any of these bodies could result in the event either being delayed or cancelled whilst both rescue and investigation was carried out. This is one of the highest potential risks and involves the detailed planning that is put in place for the event to ensure that all safe work practices are followed along with conducting site safety inductions. A full CAMS incident response plan is in place for the event and appropriate first aid and emergency response arrangements are put in place along with strict controls regarding access to and operation of the refuelling stations. This risk is under the control of the Clerk of the Course, Deputy Clerk of Courses, Course Cars and Senior Stage and Service Park Officials and is managed in the same manner as risk 1.4 outlined above.

Risk 1.9 Major Injury to Competitor or Competing Team Member

As outlined above this risk has almost the same potential impact on the conduct of the event and is treated in the same manner. This risk is under the control of the Clerk of the Course, Deputy Clerk of Courses Course Cars and Senior Stage and Service Park Officials and is managed in the same manner as risk 1.4 outlined above.

Risk 1.10 Minor Injury to Competitor or Competing Team Member

Arising out of similar circumstances to risk 1.8 and 1.9 but with significantly reduced consequences the same risk treatment activities are followed. This risk is under the control of the Clerk of the Course, Deputy Clerk of Courses, Course Cars and Senior Stage and Service Park Officials and is managed in the same manner as risk 1.4 outlined above.





Risk 1.11 Minor Cuts and Abrasions to Competitor or Competing Team Member

Arising out of similar circumstances to risk 1.8, 1.9 and 1.10 but with significantly reduced consequences the same risk treatment activities as outlined in relation to risk 1.8, 1.9 and 1.10 are followed. This risk is under the control of Onsite Officials, Team Managers and team members.

Event Spectators and Others

Risk 1.12 Death of Spectator or other Visitor

This risk has the potential to impact directly on the conduct of the event as it would result in involvement of emergency services and Police as well as potentially involving WorkSafe SA. Involvement of any of these bodies could result in the event either being delayed or cancelled whilst both rescue and investigation was carried out.

This is one of the highest potential risks and involves the detailed planning that is put in place for the event to ensure that all safe work practices are followed along with clear site safety instructions and signage. It also involves the patrolling of road closures and spectator fences to ensure that spectators and other visitors do not enter closed road areas where competition cars are operating.

All event spectator areas are clearly signed and closely controlled following a rigorous selection process in accordance with CAMS guidelines, which address the need for appropriate separation and location of viewing points. For example, spectator points are frequently higher than the Event route to limit the potential for cars that do leave the road from coming into contact with spectator groups. In the stadium based section of the event at Mallala the spectator areas will be separated from the event route by crash barriers.

A full CAMS incident response plan is in place for the event and appropriate first aid and emergency response arrangements are put in place along with strict controls regarding access to and operation of the refuelling station. This risk is controlled using the same provisions as outlined at risk 1.4 and is under the control of the Clerk of the Course, Deputy Clerk of Courses, and Senior Onsite event official.

Risk 1.13 Major Injury to Spectator or other Visitor

This risk has the potential to impact directly on the conduct of the Event as it would result in involvement of emergency services and Police as well as potentially involving WorkSafe SA. Involvement of any of these bodies could result in the event either being delayed or cancelled whilst both rescue and investigation was carried out.

This is one of the highest potential risks and involves the detailed planning that is put in place for the event to ensure that all safe work practices are followed along with clear site safety instructions and signage. It also involves the patrolling of road





closures to ensure that spectators and other visitors do not enter closed road areas where Event cars are operating.

All Event spectator areas are clearly signed and closely controlled following a rigorous selection process in accordance with CAMS guidelines, which address the need for appropriate separation and location of viewing points. For example, spectator points are frequently higher than the Event route to limit the potential for cars that do leave the road from coming into contact with spectator groups. In the stadium based sections of an event or standalone stadium based events, the spectator areas will be separated from the competition route by crash barriers.

A full CAMS incident response plan is in place for the event and appropriate first aid and emergency response arrangements are put in place along with strict controls regarding access to and operation of the refuelling station. This risk is controlled using the same provisions as outlined at risk 1.4 and is under the control of the Clerk of the Course and Senior Onsite Event official.

As outlined above this risk has almost the same potential impact on the conduct of the Event and is treated in the same manner. This risk is under the control of the Clerk of the Course and Senior Onsite Event Official and is managed in the same manner as risk 1.4 outlined previously.

Risk 1.14 Minor Injury to Spectator or other Visitor

Arising out of similar circumstances to risk 1.12 and 1.13 but with significantly reduced consequences the same risk treatment activities are followed. This risk is under the control of the Clerk of the Course, Deputy Clerk of Courses and Senior Onsite Event Official and is managed in the same manner as risk 1.4 outlined previously.

Risk 1.15 Minor Cuts and Abrasions to Spectators or other Visitors

Arising out of similar circumstances to risk 1.12, 1.13 and 1.14 but with significantly reduced consequences the same risk treatment activities as outlined in relation to risk 1.12, 1.13 and 1.14 are followed. This risk is under the control of the Clerk of the Course and Senior Onsite Event Official and is managed in the same manner as risk 1.4 outlined previously.

Other People Risks

Risk 1.16 Infection or Contamination from Needle Stick Injuries – all Persons

This risk arises from the potential for any person attending the Event spectator areas either as an official, competitor or a spectator to suffer a needle stick injury as a result of contacting a carelessly discarded syringe. This risk is managed by having at appropriate locations such as toilets needle disposal facilities and issuing instructions to all official personnel, competitors and support crew not to pick up discarded syringes. General warning information regarding risks from needle stick injuries is made available in the ablution facilities in public areas and site inspections by facility management and event officials with appropriate personal protection are





conducted on a regular basis. This risk is under the control of the Clerk of the Course but is generally the responsibility of all personnel.

Risk 1.17 and 1.19 Heat Exhaustion and Dehydration of Officials, Competitors and Spectators.

These risks arise from a combination of the physical work associated with the preevent work leading up to the Event as well as the physical work on the Event day for both Officials and Competitors and from the perspective of the Spectators depending on the weather conditions on the day.

Adequate supplies of water and food are available for all officials and competitors and outlets where water and food can be purchased are accessible to spectators. Arrangements for officials to have sufficient breaks during the event are made to ensure that adequate rest and recovery opportunities are available to those involved in the conduct of the event. This risk is generally under the control of the Clerk of the Course but maintaining adequate hydration during the event, given the availability of food and water is seen as more of a personal responsibility of all persons involved in or attending the event.

Risk 1.18 Food Poisoning from contaminated or poorly stored food – all persons

Persons purchasing food from the approved vendor locations have a reasonable expectation that the food will be fit for consumption and this involves appropriate hygiene and food storage practices to be followed.

Approved food vendors will be required to demonstrate that they meet and are meeting on the day the requirements in relation to food safety stipulated by WorkSafe SA (gas and electrical safety)

This risk is generally under the control of the Clerk of the Course and Senior Onsite Event officials.

Event Promotional Activities

Risk 1.21 Accident during Official Start or Official Presentation

This is a relatively minor risk as strict controls are exercised on the access to the start provisions and official presentation in terms of controlled time intervals between vehicles as well as detailed traffic safety management plans submitted and approved. This is all supported by appropriate marshalling services and infrastructure in the form of fencing and barricades installed in accordance with WorkSafe SA requirements. This risk would be under the control of the Clerk of the Course.





Fire, Bomb and Terrorism

Risk 1.22 Fire at Event Refuelling Area

This risk arises from the refuelling activities that are a normal part of any event throughout the day. Event vehicles are refuelled throughout the day between stages in the event and there is the potential for fire or explosion during this process.

Strict controls are exercised over this activity due to the nature of the potential risks of personal injury as a result of explosion or fire and the risk of environmental damage arising out of any fire that might become uncontrolled and enter the forest area. It is a CAMS requirement to have a fire appliance in attendance at this National level event. At all events it is a requirement to have adequate fire prevention provisions in place.

In summary these are as follows:

- All personnel at the refuelling location and involved in any official capacity must be at least 16 years of age (similar provisions to commercial service stations);
- Limits on the number of personnel and vehicles to be in the refuelling location at any one time;
- Competitors are required to sit in the vehicle with the seat belt unfastened and doors open or exit the vehicle during refuelling; and
- First aid facilities are on permanent stand-by during all refuelling activities.

The operation of the refuelling facility is under the control of designated Fire Marshals who are in constant radio contact with Event Control and are able to summon Fire Brigade services if required.

Risk 1.23 Bomb Threat, Terrorism or Civil Unrest

Although not ever having happened previously, the increased sensitivity to world events gives rise to the potential for disgruntled or disaffected persons or groups to try and disrupt the event by way of sabotage in the form of a bomb threat or terrorist attack or by creating environmental or event related protests. That may place the event or persons involved in the Event as officials, participating in the Event as competitors or attending the Event as spectators in harm's way.

Control of this risk will be very much guided by the advice provided to event organisers by the Police in terms of a threat status gathered from their own intelligence sources or from threats already received by Event organisers.

Treatment will be along the lines of preparing in the event that a bomb threat is received and awareness of event personnel for unusual or out of character behaviour. Where it is known that protest groups have threatened the event,





appropriate pre-planning strategies will be put in place and continued during the event.

This risk is under the overall control of the Clerk of the Course.

Property

The damage of property either directly or indirectly related to the conduct of the event may have the result of compromising the integrity of the event and impacting on the capacity of the event to be conducted as planned. Property damage has been identified as being a potential in the following areas.

Vehicle Damage

Risk 2.1 Damage to non-Competitor Official Vehicles

Damage may occur to official vehicles during the course of the setup and servicing of the event. This risk is managed by among other requirements ensuring that all drivers have appropriate licenses to drive the vehicle concerned, and that they obey all normal traffic rules as well as any specific directions put in place for the event.

This risk is under the control of the Clerk of the Course

Risk 2.2 Damage to Medical Intervention Vehicle (MIV)

This vehicle is the first response vehicle in the event of any emergency during the running of the event, so any damage to it resulting in its unavailability would potentially compromise the continued running of the event not only potentially place at risks persons needing assistance.

In the event that the MIV vehicle is out of commission, Event Headquarters will be notified, and arrangements will be made to bring into play a backup MIV vehicle. Additionally, the risk treatment requires the MIV operator to provide details of suitable and adequate insurance cover and copies of any required licenses and approvals to provide the service prior to the event. Events also have an Incident Control Vehicle that is immediately deployed to the scene of an incident and that could provide intervention support.

This risk is generally under the control of the Clerk of the Course and Chief Medical Officer.

Risk 2.3 Damage to a Competitor Vehicle

Any damage to a competitor vehicle may compromise its capacity to continue to be involved in the Event. The decision regarding this and the associated risks in allowing a damaged vehicle to continue will be governed by the CAMS rules and regulations with regard to vehicle scrutineering and fire safety requirements.





Any decision to exclude a damaged competitor's vehicle is at the discretion of the event organisers. This risk is generally under the final control of the Chief Scrutineer and the Clerk of the Course.

Vandalism, Property Damage and Theft

Risk 2.4 Vandalism of event course

The entry of trespassers or unauthorised persons to the Event course has the potential to result in damage to the course making it unsafe for the event to be conducted.

As part of the Event preparation arrangements there is a CAMS requirement for the course to be checked prior to the event or any stage of the event being conducted and in addition Event organisers have in place a level of mobile crowd marshals. Formal arrangements are in place to check the course to ensure that all road closures are in place and that each stage of the Event is secure before the event is conducted. Where trespassers interfere with the Event, communication with the Police will be made for them to respond.

This risk is under the general control of the Clerk of the Course.

Risk 2.5 Property Damage at Service Park or Official Start.

This may be as a result of a wide range of circumstances, not only malicious but also as a result of natural elements. An emergency management plan for the service park is in place and this will be enacted if required by circumstances. This plan covers all the normal provisions for safety in the event of adverse weather as well as appropriate fire response.

This risk is under the general control of the Service Park officials.

Risk 2.6 Property Damage at Refuelling Station

This may result from a fire or explosion at the Refuelling Station (see also risk 1.21) that occurs, most likely during refuelling activities and which as a consequence may affect the capacity of this facility to continue to operate and therefore impact on the continuity of the Event on the day.

In the event of a fire or explosion the emergency management plan would be activated as a first response, with communication via the Event Headquarters to the CFS and SES emergency services for assistance as required.

This risk is under the general control of the Service Park and Refuelling officials.

Risk 2.7 and 2.8 Property Damage or Theff at Event Headquarters

In the event that there was an emergency at the Event Headquarters, appropriate response would be guided by the emergency arrangements applicable at that venue. Whilst a specific Event Headquarters emergency management plan is in





place and this is more closely focussed on event continuity it recognises the need to be familiar with and able to follow the site emergency arrangements. In regard to the risks associated with theft of either personal or event related equipment that may impact on the integrity of the Event conduct this is dealt with by specific control procedures at Event headquarters including control of authorised access.

This risk is under the general control of the Clerk of the Course.

Core Business

The conduct of Ultimate Motorsport Events is held under the auspices of the Confederation of Australian Motor Sport (CAMS).

The risks identified below have the potential to impact on this core business and have been assessed as risks that require specific arrangements to be developed and implemented in order to prevent and control them.

Risk 3.1 Event Disruption due to weather or interference

Depending upon weather conditions an adverse impact, including the cancellation of the event may result. Close scrutiny of the weather forecasts will be maintained in the weeks and days leading up to the event so that appropriate actions can be initiated.

Interference due to bomb threat or protests (see risk 1.23) may also impact on the conduct of the event resulting in it being cancelled prior to commencement.

Control of these risks will be by way of close monitoring of weather conditions and by close liaison with Police in terms of their threat assessment of the event.

This risk is under general control of the Event Director and Clerk of the Course

Risk 3.2 Incorrect Event Information Published.

The publication of technically incorrect information may result in arrangements not being able to be made as approvals is not based on full and correct material. In addition, the incorrect material may mislead competitors, spectators and the public generally to gain the wrong impression or receive wrong direction to venue locations and facilities.

This has the potential to impact on the event from both an operational and financial point of view in that it could impact on participation and attendance at the event and subsequently damage the reputation of the organisers (see risk 4,2)

General responsibility for the management of this risk rests with the Event Secretary and the Media Relations Officer and is controlled by way of the involvement of the Quality Control process.





Risk 3.3 Unauthorised Media Access

Access for the media for the event is controlled by having in place an authorisation process, this is to ensure that the Adelaide Hills Tarmac Event organisers know what media is on course as well as being able to control where media is allowed to go, for their own safety and for the safety of others.

Unauthorised media access can impact on the reporting that is done as well as create risks as a result of media wanting to go into 'no go' areas to get what they may perceive as being the 'better angle' on the proceedings.

The risk is generally under the control of the Clerk of the Course and Course Officials.

Risk 3.4 Communications Failure

An event such as a car Event organised anywhere, has with it a number of inherent risks associated with communications.

The event organisation has in place a sophisticated system of two-way radio and mobile phone communications that is designed to be failsafe and ensure that complete communication between the event organisation, the event headquarters and the emergency services can be maintained at all times during the Event.

This system is tested prior to the conduct of the event.

This risk is under the general control of the Clerk of the Course,

Risk 3.5 Loss of Details/Records

The loss of records associated with the organisation of the event would have a significant impact in potentially removing the planning documentation required at both an organisational level as well as a risk management level.

This risk is managed by ensuring that there is a number of computer redundancy provisions followed and creating a multi-set record keeping arrangement to ensure that it would not be possible as the result of a single computer failure for all of the event management records to be lost.

This risk is under the general control of the Event Secretary.

Reputation

Motorsport Events have been conducted in Australia by CAMS for over 60 years and enjoy an enviable reputation for their organisation and the elements of spectator experience that they provide. Any element that has the potential to impact on this reputation has the potential to also impact on the future running of motorsport events in Australia and must be closely monitored and controlled. The risks identified below have the potential to impact on this core business and have been assessed as risks that require specific arrangements to be developed and implemented in order to prevent and control them.





Risk 4.1 Adverse Publicity

This is a risk for the overall conduct of the event in relation to the potential for incorrect information to be distributed that reflects poorly on the organisations and the event's it runs, particularly in relation to the standard of preparation, planning and control that has been put in place.

A detailed marketing plan is in place to control the potential for this risk to eventuate and constant updating of the website is maintained as developments occur.

This risk is generally under the control of the Event Secretary.

Risk 4.2 Negative Publicity

Whilst similar to risk 4.1 it is different in that this is about the risk to the organisation of the event created by negative publicity aimed at discrediting the organisation and arrangement of the event.

This risk is generally under the control of the Event Secretary.

Risk 4.3 Road Rage

This is a potential risk among spectators that might be dissatisfied by the event infrastructure and not being able to readily get to preferred or premium spectator locations. The risk of conflict also has some potential to occur among members of the general public who may be affected and inconvenienced by road congestion or closures preventing access to areas that they would normally have access to.

This is managed by the Ultimate Motorsport Events by the provisions of advance information regarding the event, timing, any potential for heavy traffic, closure of roads and the impact that this will have. It is also managed by a Traffic Management plan that gives clear guidance and information for marshals to direct persons to alternate routes. In the event of issues escalating appropriate response from Police will be called upon.

This risk falls generally under the control of the Clerk of the Course

Risk 4.4 Disruption to the Event

Disruption to the smooth running of the event may come from any one of a number of sources, such as fire or storm, equipment failure, lack of officials, terrorism or protest.

As already outlined in separate sections of the risk management plan detailed responses are already outlined in relation to each of the specific potential reasons for disruption of the Event.

This risk is under the general control of the Clerk of the Course.





Risk 4.5 Event Cancellation

Under some specific circumstances it may be required that the event is cancelled either before it commences or during its conduct. Cancellation may be as a result of weather, at the request of CAMS, on the advice of the Police or other regulatory authorities. It may be as a result of protest actions or for specific or general safety reasons.

If cancellation is considered necessary, all event activity will cease, and persons will be assisted by Marshals to leave the venue or area.

This risk will be under the direct control of the Clerk of the Course.

Risk 4.6 Failure to Produce Emergency Response Plan

The production of an Emergency Response Plan is a critical part of the planning and organisation of any event, none more so that the planning and organising of a car event.

This document is the collaboration of a number of people within the motorsport community, each of whom contributes based on their role and their many years of experience.

A project management approach is taken to the production of this document to ensure that it is available and is accurate fully reflecting the event details.

The risk associated with the production of the Emergency Response Plan generally rests with the Event Secretary and Clerk of Course.

Environment

Ultimate Motorsport Events is very conscious about the Carbon Footprint the event leaves, therefore we off set this by buying carbon credits.

Some environmental risks exist in relation to damage and pollution. There are few direct impacts associated with people being in the stadium complex on wildlife.

The following risks have been identified as been potentially likely to arise in relation to the conduct of motorsport in the SA.

Risk 5.1 Overflowing Rubbish Bins and rubbish left in non-complex areas

This risk arises in the context of ensuring that the event has as small an impact on the surrounding environment as is possible. Failure to recognise this risk has the potential to damage the reputation of the event and its organisation for example if event related spectator rubbish litters surrounding areas.

The risk is controlled by the supply and clearance of adequate rubbish bins throughout the Service Parks and clean up by spectator marshals at spectator





points. This will be supplemented with signage reminding patrons to ensure that they use the garbage bins or remove rubbish from the site when they leave.

The risk is under the general control of the Service Park managers, their contractors, event spectator marshals and the organisers.

Risk 5.2 Damage to Control Zone

Events starts are in environmentally hardened areas, and damage to the control zone is very unlikely. The only potential damage would be the result of either fire or collision from competitor vehicles. This risk is controlled by ensuring that the event route is carefully surveyed and clearly marked on route maps and by liaison with the State Emergency Services; such as in relation to predicted fire risk on the days of the rally.

This risk is under the general control of the Clerk of the Course.

Risk 5.3 and 5.4 Injured or Killed Wildlife

This is a remote risk that applies to all road-based use. It arises from the potential for wildlife to come onto the course and collide with competition cars.

It is exceedingly difficult to prescribe any complete method of risk control for this risk as wild animals are highly unpredictable. Fencing along the roads cannot effectively control the risk arising from larger animals such as kangaroos. There is no conceived increase in risk than general public on roads travelling in both directions.

This risk is under the general control of the Clerk of the Course.

Risk 5.5 Spills and Contamination from Fuel or Oil

This risk arises from the potential for fuel and oil to spill and leach into the ground during refuelling or if there is a fault in the fuel line of one of the Event cars.

The risk is managed partly through the scrutineering process for all vehicles which would detect any leak in either the fuel or oil systems and in having in place appropriate 'spill kit' arrangements at the refuelling location. Each car is also required to carry its own 'spill kit'.

This risk is under the control of the Refuelling Marshall and Competitors.

Risk 5.6 Noise Pollution

The conduct of motorsport events results in a significant variation in the amount of noise being generated that is above background levels. This is due to the design nature of the exhaust systems of many of the competition cars.

Noise is monitored in accordance with the environmental regulations and is kept as far as possible within the defined limits allowed for the event.





Some noise is inevitable and uncontrollable in terms of elimination however noise levels are monitored during scrutineering.

This risk is under the general control of the Scrutineers and the Clerk of the Course.

Risk 5.7 Dust Pollution

Dust pollution can and will occur on gravel surfaces, though would be no greater than normal public road use. This risk is under the general control of the Clerk of the Course

Risk 5.8 Air Pollution

This risk arises from the exhaust fumes and smoke that is created as a result of the operation of the event cars. This is minimised during scrutineering where excessive smoke would be detected, and vehicles affected excluded or required to make modifications prior to participation.

This risk is under the general control of the Chief Scrutineer and the Clerk of the Course.

Risk 5.9 Pollution cause by Human Waste

Wherever people congregate there is a need for them to have access to toilet facilities. The event has ablution facilities at each service park and at the Event Headquarters.

This risk is under the general control of the Clerk of the Course.





Operational Risk Management Plan

Preamble

Objective: To organise and conduct Ultimate Motorsport Events' various motorsport events, they are run under the rules, regulations and specifications stipulated by the CAMS and in compliance with federal and local government ordinances.

Background: South Australia has regularly hosted major rallies for over 45 years. The majority of these events have been run under the direction of the local South Australian car clubs and corporate event organisers. The frequency of these events means that over time, a considerable pool of CAMS qualified, and highly experienced personnel has been generated who are familiar with the rules and regulations applicable to the events and the requirements of local authorities.

Ultimate Motorsport Events, the organisers of various motorsport events, through the experience of creating many safety plans and risk assessments, have demonstrated a continued commitment to the implementation, development and improvement risk management practices and procedures.



			i 1	Risk Assessment	Matrix – Level of	Risk				
					_			Consequence		
1				People	Injuries or ailments not requiring medical treatment.	Minor injury or First Aid Treatment Case.	Serious injury causing hospitalisation or multiple medical treatment cases.	Life threatening injury or multiple serious injuries causing hospitalisation.	Death or multiple life threatening injuries.	
				Reputation	Internal Review	Scrutiny required by internal committees or internal audit to prevent escalation.	Scrutiny required by external committees or ACT Auditor General's Office, or inquest, etc.	Intense public, political and media scrutiny. E.g.: front page headlines, TV, etc.	Assembly inquiry or Commission of inquiry or adverse national media.	
				Business Process & Systems	Minor errors in systems or processes	Policy procedural rule occasionally not met or	One or more key accountability requirements not	Strategies not consistent with Government's	Critical system failure, bad policy advice or ongoing non-	
1	1				requiring corrective action, or minor delay without impact on overall schedule.	services do not fully meet needs.	met. Inconvenient but not client welfare threatening.	agenda. Trends show service is degraded.	compliance. Business severely affected.	
				Financial	1% of Budget or <\$5K	2.5% of Budget or <\$50K	> 5% of Budget or <\$500K	> 10% of Budget or <\$5M	>25% of Budget or >\$5M	
					Insignif		Moderate	e Major	Catastrophic	
Likelihood	Numerical: >1 in 10	Historical: Is expected to occur in most circumstances	Almost Certain	5	1 6	7	3 8	4 9	5 10	
	1 in 10 - 100	Will probably occur	Likely	4	5	6	7	8	9	
	1 in 100 – 1,000	Might occur at some time in the future	Possible	3	4	5	6	7	8	
	1 in 1,000 – 10,000	Could occur but doubtful	Unlikely	2	3	4	5	6	7	
	1 in 10,000 – 100,000	May occur but only in exceptional circumstances	Rare	1	2	3	4	(5)	6	



Risk Reference No

THE RISK What can happen? SOURCE How can this happen? IMPACT From event happening RISK LEVEL with Treatment (Inherent Risk) CURRENT CONTROL Strategies and their effectiveness Responsible Officer/s

A - Adequate I – Inadequate

% - Percentage complete

					% - Percentage complete			
				Likelihood	Consequence	Risk Level		
1. People								
1.1	Insufficient personnel available in the lead up to the event for planning and preparation for event	Resulting from resignations/illness/personal reasons and availability	Impacts on ability to complete tasks within required timeframes. Increases workload for existing personnel. Increases personnel stress levels. Inability to complete all planned activities. Results in personnel working excessive hours to meet.	3	4	7	PEnsure all personnel have identified roles and responsibilities (A) Prioritise tasks and develop work plans for all personnel (A) Redistribution of tasks if required (A)	Clerk
			deadlines					

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Event Risk Management Plan



No.	Risk	Source	Impact	T.	c	IR:	Control	RO
1.2	Insufficient personnel available for set up of stages, service park, spectator areas,	Resulting from resignations/illness/ personal reasons and availability	Impacts on ability to complete tasks within required timeframes	3	4	1R 7	© Ensure all personnel have identified roles and responsibilities (A)	Clerk, Stage Commanders, Officials Coordinator
	headquarters, media centre, etc.		Increases workload for existing personnel				E Prioritise tasks and develop work plans for all personnel (A)	
			Increases personnel stress levels					
			Results in personnel working excessive hours to meet deadlines					
1,3	Insufficient personnel available for actual event day operations	Resulting from resignations/illness/ personal reasons and availability	Impacts on ability to complete tasks within required timeframes	4	3	7	E Ensure comprehensive documentation of event details (A)	Clerk, Stage Commanders, Officials Coordinator
			Increases workload for existing personnel				B Identify event management hierarchy and its roles and	
			Increases personnel stress levels				responsibilities (A)	
			Results in personnel working excessive				2 Ensure documentation available giving full	
			hours to meet deadlines				job description of field positions (A)	



No.	Risk	Source	Impact	L	
1.4	Death - Officials,	☑ Falling from	Need for medical	3	
	Contractors or	heights	and Police		
	Media		intervention		
		■ Vehicular accident			
			Bad publicity		
		2 Slips, trips and			
		falls a) natural	Inquest		
		obstacles b) cables,			
		ropes, wires, etc. c)	Possible legal action		
		stakes, pickets,			
		pegs, etc. d) tools &	Event disruption		
		equipment			
			WorkSafe		
		III Impact by venicle	investigation		
		or vehicle			
		component			
		Impact by other			
		object a) tree			
		branch, rocks, etc. b)			
		falling tree c) falling			
		jack or jack stand d)			
		storm deoris			
		☑ Burns and/or			
		explosion			
		B Electrocution			
		☑ Exposure /			
		hypothermia			
		☑ Dehydration			

☑Infrastructure co lapse

C 5	IR 8	

Control	RO
Monitor, where	Clerk, Senior onsite
possible, adherence	official
to safe work	
practices (A)	
Ongoing	
Ensure contractors	
and officials are	
aware of	
Occupational Health	
and Safety	
requirements (A)	
Ongoing	
☑ Ensure relevant	
insurances are in	
place (A) Ongoing	
Ensure contractors	
maintain relevant	
and current	
insurances (A)	
Ongoing	
Ensure site	
inductions are	
performed where	
required (A)	
Ongoing	
■ Refer to CAMS	
Incident Response	
Plan (A)	
I Site inspection	
Ongoing	
■ Secure fuel	
storage facilities	
CAMS qualified	
fire personnel	
present during	
refueling operations	
with required	
firefighting	
14 27 4 27 7 7 6	

equipment.

Event Risk Management Plan



La berra	200	a Contract	40.000	
No. 1.5	Risk Major Injury –	Source Palling from	Impact Need for on-site	
	Officials,	heights	medical treatment	
	Contractors or		and/or	
	Media	2 Vehicular accident	hospita isation	
		■ Slips, trips and	Bad publicity	
		falls a) natural		
		obstacles b) cables,	Legal action	
		ropes, wires, etc. c)		
		stakes, pickets,	Event disruption	
		pegs, etc. d) tools &		
		equipment	WorkSafe	
			investigation	
		Impact by vericle		
		or vehicle		
		component		
		Impact by other		
		object a) tree		
		branch, rocks, etc. b)		
		falling tree c) falling		
		jack or jack stand d)		
		storm deoris		
		☑ Burns and/or		
		explosion		
		3 Electrocution		
		☑ Exposure /		
		hypothermia		

☑ Dehydration☑ Infrastructure collapse

		3.	92
	L	c	IR
on-site	3	4	7
treatment			
in which			
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ion			
ruption			
a a o o o o			
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tion			

Control	
Monitor, where	
possible, adherence	
to safe work	
practices (A)	
Ongoing	
Ensure contractors	
and officials are	
aware of	
Occupational Health	
and Safety	
requirements (A)	
Ongoing	
Z Ensure relevant	
insurances are in	
place (A) Ongoing	
Ensure contractors	
maintain relevant	
and current	
insurances (A)	
Ongoing	
Ensure site	
inductions are	
performed where	
required (A)	
Ongoing	
Refer to CAMS	
Incident Response	
Plan (A)	
Site Inspection	
Ongoing	
Secure fuel	
storage facilities	
Fire precautions at:	
fuel store and	
refueling (signs,	
extinguishers)	
8 CAMS qualified	
fire personnel	
present during	
refueling operations	
with required	
Dan Planta Lang	

firefighting equipment.

RO Clerk, Senior onsite official

Event Risk Management Plan



1.6 Minor Injury – Officials, Contractors or Media ■ Vehicular accident

E Slips, trips and

obstacles b) cables,

ropes, wires, etc. c)

☑ Impact by vehicle

Ill Impact by other

branch, rocks, etc. b)

failing tree c) failing.

jack or jack stand d) storm debris

object a) tree

2 Burns and/or

2 Electrocution

Exposure /

hypothermia

☑ Denydration

2 Infrastructure

co lapse

explosion

falls a) natural

stakes, pickets, pegs, etc. d) tools &

equipment.

or vehicle

component

Need for on-site medical treatment

3

5

2

■ Monitor, where possible, adherence

to safe work practices (A) Ongoing

Ensure contractors and officials are

aware of Occupational Health

and Safety requirements (A) Ongoing

Ensure relevant insurances are in place (A) Ongoing:

Ensure contractors
 maintain relevant.

and current insurances (A)

Ongoing

Ensure site

inductions are performed where

required (A) Ongoing

2 Refer to CAMS Incident Response

Plan (A)

2 Site inspection Ongoing

Secure fuel
 storage facilities

E Fire precautions at fuel store and

refueling (signs, extinguishers)

▼ CAMS qualified
 fire personnel

present during refueling operations

with required firefighting equipment.

ere Clerk, Senior onsite rence official

Event Risk Management Plan



1.7 Minor cuts and Various abrasions – Officials, Contractors or Media

Need for on-site medical treatment

R

5

1

Monitor, where possible, adherence to safe work practices (A) Ongoing & Ensure contractors and officials are aware of Occupational Health and Safety requirements (A) Ongoing

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Event Risk Management Plan



No.	Risk	Source	Impact	L
1.8	Death – Competitor or team member	PVehicular accident	Need for medical and Police	3
	or team memoer	■ Slips, trips and falls a) natural	intervention	
		obstacles b) cables, ropes, wires, etc. c)	Bad publicity	
		stakes, pickets, pegs, etc. d) tools &	Inquest	
		equipment	Possible legal action	
		Il Impact by venicle or vehicle	Event disruption	
		component	WorkSafe investigation	
		☑ Impact by other object a) tree		
		branch, rocks, etc. b)		
		falling tree c) failing jack or jack stand d)		
		storm depris		
		@ Burns and/or		
		explosion		
		2 Exposure /		
		hypothermia		
		■ Denydration		
		■ Infrastructure		

collapse

C IR 8

Control Monitor, where possible, adherence to safe work practices (A) Ongoing aware of Occupational Health and Safety requirements (A) Ongoing Ensure site inductions are performed where required (A) Ongoing E Refer to CAMS Incident Response Plan (A) 2 Ensure all Service Park Crew Members are aged 16 yrs. and above (A) Fire precautions at fuel store and refueling (signs, extinguishers)

CAMS qualified fire personnel present during refueling operations with required firefighting equipment. RO

Clerk, Course Cars, Senior Stage / Service Park Officials

Page | 30



C 4

IR 7

No. 1.9	Risk Major Injury – Competitor or team member	Source P Vehicular accident Slips, trips and falls a) natural obstacles b) cables, ropes, wires, etc. c) stakes, pickets, pegs, etc. d) tools & equipment Impact by vehicle or vehicle component Impact by other object a) tree branch, rocks, etc. b) falling tree c) failing jack or jack stand d) storm debris Burns and/or explosion Electrocution Exposure / hypothermia	Impact Need for on-site medical treatment and/or hospitalisation Bad publicity Legal action Event disruption WorkSafe investigation	1 3	
		∄ Dehydration			
		☑ Infrastructure			

collapse

Control	RO
Monitor, where	Clerk, Course Cars,
possible, adherence	Senior Stage /
to safe work	Service Park Officials
practices (A)	
Ongoing	
aware of	
Occupational Health	
and Safety	
requirements (A)	
Ongoing	
2 Ensure site	
inductions are	
performed where	
required (A)	
Ongoing	
Refer to CAMS	
Incident Response	
Plan (A)	
Ensure all Service	
Park Crew Members	
are aged 16 yrs, and	
above (A)	
Fire precautions at	
fuel store and	
refueling (signs,	
extinguishers)	
CAMS qualified fire	
personnel present	
during refueling	
operations with	
required firefighting	
equipment.	

Event Risk Management Plan



No.	Risk	Source	Impact	
1.10	Minor Injury -	2 Vehicular accident	Need for on-site	
	Competitor or team member	merica estac caus	medical treatment	
	member	■ Slips, trips and falls a) natural	and/or hospitalisation	
		obstacles b) cables,	nospitalisation	
		ropes, wires, etc. c)		
		stakes, pickets,		
		pegs, etc. d) tools &		
		equipment.		
		Impact by venicle		
		or vehicle		
		component		
		☑ Impact by other		
		object a) tree		
		branch, rocks, etc. b)		
		falling tree c) failing		
		jack or jack stand d)		
		storm debris		
		@ Burns and/or		
		explosion		
		■ E lectrocution		
		2 Exposure /		
		hypothermia		
		∄ Denydration		
		2 Infrastructure		

collapse

C 2 IR 5

1

Control RO Monitor, where possible, adherence to safe work practices (A) Ongoing ☑ Ensure teams are aware of Occupational Health and Safety

inductions are performed where required (A) Ongoing ☑ Refer to CAMS Incident Response Plan (A) ■ Ensure all Service Park Crew Members

are aged 16 yrs, and above (A) Ongoing

requirements (A) Ongoing Ensure site

Onsite officials, Team Managers and members



Event Risk Management Plan

member



5

1.11 Minor cuts and Various Need for on-site 4
abrasions – medical treatment
Competitor or team

2 Monitor, where possible, adherence to safe work practices (A) Ongoing Ensure teams are aware of Occupational Health and Safety requirements (A) Ongoing inductions are performed where required (A) Ongoing Refer to CAMS Incident Response Plan (A)

Event Risk Management Plan



IR

7

No.	Risk	Source	Impact
1.12	Death - Spectators	☐ Falling from	Need for medical
	or other visitors	heights	and Police
			intervention
			Bad publicity
		2 Slips, trips and	
		falls a) natural	Inquest
		obstacles b) cables,	
		ropes, wires, etc. c)	Possible legal action
		stakes, pickets,	
		pegs, etc. d) tools &	Event disruption
		equipment	Walter and Art
		WAS CONSTRUCTED	WorkSafe
		∃ Impact by vericle	investigation
		or vehicle	
		component	
		Impact by other	
		object a) tree	
		branch, rocks, etc. b)	
		falling tree c) storm	
		debris	
		∄ Burns and/or	
		explosion	
		☑ Infrastructure	

co lapse

2		C 5		

Control Monitoring of spectators (A) B Restricted access to specified areas 2 Monitor, where possible, adherence to safe work practices (A) Ongoing Ensure relevant insurances are in place (A) Ongoing B Refer to CAMS Incident Response Plan (A) ∑ Site inspection Ongoing Fire precautions at fuel store and refueling (signs, extinguishers) Z CAMS qualified fire personnel present during refueling operations with required firefighting

equipment.

RO

official

Clerk, Senior onsite

Event Risk Management Plan



IR

6

C 4

No.	Risk	Source	Impact	L	
1.13	Major Injury -	☑ Falling from	Need for on-site	2	
	Spectators or other visitors	heights	medical treatment and/or		
		■ Vehicu ar accident	hospita isation		
		■ Slips, trips and	Bad publicity		
		falls a) natural			
		obstacles b) cables,	Inquest		
		ropes, wires, etc. c)			
		stakes, pickets,	Possible legal action		
		pegs, etc. d) tools &			
		equipment	Event disruption		
		∃ Impact by verice			
		or vehicle			
		component			
		object a) tree			
		branch, rocks, etc. b)			
		falling tree c) storm			
		debris			
		⊞ Burns and/or			
		explosion			
		☑ Infrastructure			

co lapse

RO Construction of Clerk, Senior onsite specified spectator official areas (A) Ongoing 2 Monitoring of spectators (A) ☑ Restricted access to specified areas (A) 3 Monitor, where possible, adherence to safe work practices (A) Ongoing ☑ Ensure relevant insurances are in place (A) Ongoing ☑ Refer to CAMS Incident Response Plan (A) 2 Site inspection Ongoing **≥** Traffic Management Plan 2 Fire precautions at fuel store and refueling (signs, extinguishers) **B** CAMS qualified fire personnel present during refueling operations

Control with required

firefighting equipment

TOTONICAPARICA >



No.	Risk	Source	Impact	L	C 3	IR	Control	RO
1.14	Minor injury – Spectators or other visitors	P Falling from heights ■ Vehicular accident ■ Slips, trips and falls a) natural obstacles b) cables, ropes, wires, etc. c) stakes, pickets, pegs, etc. d) tools & equipment ■ Impact by vehicle component ■ Impact by other object a) tree branch, rocks, etc. b) falling tree c) storm debris ■ Burns and/or explosion	Need for on-site medical treatment Bad publicity Inquest Possible legal action Event disruption	2	3	5	© Construction of specified spectator areas (A) Ongoing a Monitoring of spectators (A) a Restricted access to specified areas (A) Monitor, where possible, adherence to safe work practices (A) Ongoing a Refer to CAMS Incident Response Plan (A) a Site inspection Ongoing	Clerk, Senior onsite official
1.15	Minor cuts and abrasions – Spectators or other visitors	Various	Need for on-site medical treatment	4	1	5	 Monitoring of spectators (A) Restricted access to specified areas (A) Monitor, where possible, adherence to safe work practices (A) Ongoing Site inspection Ongoing 	Clerk, Senior onsite official
1.16	Infection / contam nation	On site needle stick injuries	Need for on-site medical treatment and/or hospitalisation Bad publicity	2	3	5	Syringe bins with First aid Ambulance Duty of care in general set up Appoint Chief Medical Officer and First aid Site inspection	All Personnel

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No.	Risk	Source	Impact	L	C 3	IR	Control	RO
1.17	Personnel exhaustion	Personnel working long shifts in the lead up to and during the event	Need for on-site medical treatment and/or hospitalisation.	3	3	6	Ensure personnel are provided with adequate rest breaks	All Personnel
			Breach of OH&S and WorkSafe regulations				B Effective project management	
							3 Balanced	
			Inability for those personnel				distribution of tasks	
			concerned to fulfil				Realistic	
			duty/job requirements				timeframes	
1.18	Food Poisoning	Poor food	Need for on-site	2	3	.5	Ensure catering	
		storage/handling	medical treatment				vendors complies	
		standards	and/or				with WorkSafe and	
			hospitalisation Bad publicity				Health regulations.	
							Ensure contractors	
							maintain relevant	
							and current	
							insurances	



No. 1.19°	Risk Event spectators suffering dehydration / exhaustion	Source Extended periods outdoors	Impact Need for on-site medical treatment and/or hospitalisation	1	C 2	1R 3	Control @ Event Paramedical services (A)
1,20	Terrorist attack, Bomb Threat or protestors	Third part activities Riot Civil commotion Response by authorities	Breach of OH&S Need for on-site medical treatment / hospitalisation inquest Bad publicity Need for evacuation Legal action Event disruption	1	5	6	© Consultation with Police prior to event to ascertain likelinood of any incident or current warnings © Police, other emergency services and relevant
1.21	Refuel Area	☐ Fire and/or explosion ☐ Exposure to fumes ☐ Fuel splashes in eyes, nose or mouth	Need for on-site medical treatment and/or hospitalisation inquest Bad publicity Event disruption	2	3	.5	Government agencies provided with event details Ensure all Refuel Crew Refuel Area Members are aged 16 yrs. and above (A) Ongoing & CAMS qualified fire personnel present during refueling operations with required firefighting equipment. Ongoing & Limited number of
							personnel permitted to refuel vehicles (A) Competitors required to sit in vehicle with seat belt unbuckled or exit the vehicle (A) 2 Paramedical Services (A)

Event Risk Management Plan



1.22	Death or injury of a passenger in Event care	Accident during event testing or media launch	Need for on-site medical treatment and/or hospitalisation Inquest Bad publicity Event disruption	3	5	8
1.23	Accident during official start or Pod um Finish	Falling from heights Venicular accident Slip trip and fall Natural obstacles Ropes cables Stakes pickets pegs Tools and equipment Impact by venicle or venicle components Impact by other object Infrastructure collapse	Need for on-site medical treatment and/or hospitalisation Inquest Bad publicity Event disruption	-1,-	3	4

Road closures as per event mode

3 FIV vehicles present during testing media events

© Pre-testing briefings with drivers © Traffic Management Plan including officials and traffic marshals to assist with traffic control, barriers to prevent spectators walking into path of vehicles

Drivers briefed prior to the start and finish

B All structures erected in accordance with OHS and WorkSafe guidelines

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2. Property Damage No. 2.1	Risk Damage to vehicle/s other than competitors	Source Resulting from an accident during the course and related to activities associated with the event.	Impact Financial Insurance Bad publicity	ն 3	C 2	IR 5	Control A Responsibility of vehicle owner or hirer Ensure all drivers carry appropriate licence E Ensure drivers obey regular traffic conditions and road	RO
2.2	Damage to compettor vehicle	Fire or accident damage	Impacts on ability of competitor to finish May result in fire of surrounding area	4	3	7	Refer to CAMS rules and regulations with regard to venicle scrutineering and fire safety requirements (A) & Recovery vehicle available to clear stage (A) & Fire safety provisions (A)	
2.3	Vandalism of event course	Resulting from trespassers entering course	Impacts on safety of the event Insurance Bad publicity	2	2	4	Refer to CAMS and FIA rules regulations with regard to checking course prior to and during event (A) Mobile Crowd Marshals (A) Road Closures (A) Stage Control (A) Police available to respond (A) Communications (A)	
2.4	Damage to FIV Vehicle	Fire or accident damage	Impact on ability of FIV vehicle to carry out duties	2	Ž	4	© Communication with Headquarters ⊉ Fire Safety Provisions ∄ Alternate vehicle available in emergency	

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Event Risk Management Plan



■ FIV has ins.

No. 2.5	Risk Property damage at Service Park or Official Start	Source Fire explosion Storm/accident Vandalism/theft	Impact Impacts on function of Service Centre Financial loss	1 2	2	IR 4	Control S Communication with Headquarters Fire Safety Provisions E Emergency Management Plan E Monitor by Service Park Officials	RO
2.5	Property damage at refuel area	■ Fire / explosion ■ Storm ■ Accident ■ Vandalism ■ Theft	Impacts on function of the refuel area Financial	2	3	5	E Communication with Headquarters (A) In Service Park Emergency Management Plan (A) In Fire Safety Provisions including fire suppression equipment (A) In Monitoring by Service Park officials	
2.7	Property damage at Headquarters	☐ Fire / explosion ☐ Storm ☐ Accident ☐ Vandalism ☐ Theft	Impacts on the function of Headquarters Financial	4/	4	5	(A) Me Headquarters Emergency Management Plan (A) Me Venue Fire Safety Provisions including fire suppression equipment (A) Me Monitoring by Headquarters officials (A)	

2.8	Property theft at Headquarters	■ Fire / explosion ■ Storm ■ Accident ■ Vandalism ■ Theft	Impacts on function of Headquarters and event participants experience Financial	2	3	.5	E Ensure control procedures are followed at Headquarters (A)	
3. Core Business R	lisks							
No.	Risk	Source	Impact	U	C 5	IR	Control	RO
3.1	Event disruption	B Due to inclement weather R As a result of organised protests	Event delays/cancellation Impacts on event experience May need on-site medical attention if protests become violent Possible evacuation	3	5	8	Monitor weather conditions E Ensure any suggestion of a protest is communicated to the relevant authorities including Police, Fire and Ambulance. (A) E Energency Response Plan (I) Refer to CAMS and FIA rules and regulations (A) Notify Police of any threat (A)	
3,2	Incorrect event information communicated	Failure to adequately proof key items correspondence	Impacts on event experience Impacts on event reputation	z	3	.5	If Ensure all event information is proofed prior to being published (A). If Ensure any mistakes are corrected immediately.	
3.3	Unauthorised media access	Failure to adequately manage media accreditation system	Event disruption Media accessing areas that are off limits Increased level of risk to personal	3	3	6.	Media Liaison Officers Media briefing / induction	

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3.4	Communication Failure	 ☑ Communication black spots (including both mobile and 2 way) ☑ Repeater / transmitter failure 	Inability to contact FIV, support or spectator vehicles Impacts on ability to communicate issues/accidents etc.	4	4	8	Mobile Phone M
3.5	Loss of event details/files	Computer facure	Impacts on ability to deliver event details and plans as required safety	2	3	5	



Event Risk Management Plan



4. Reputation Ris								
No.	Risk	Source	Impact	L	C 2	IR	Control	RO
4.1	Bad publicity	B Failure to adequately promote Event course and spectator points. B Failure to effectively manage	Impacts on the perceived standard of event management	3	2	5	Implement marketing plan and activities (A) Ensure website is maintained with up to date event information (A)	
		release of					☑ Media	
4.2	Negative publicity	information B Failure to	Impacts on quality	3	2	Carlo	management (?) 2 Project	
4.2	Negative publicity	effectively manage release of information	of the event Failure to meet	3	2	.5	management (A)	
			community				Med a	
		■ Failure to effectively manage event	expectations				management (?)	
4.3	Road rage	Limited parking availability	Impacts on public perception and participant	3	2	5	2 Implement Traffic Management Plan (A)	
		☑ Traffic de ays	experience					
							response (?)	
V.	Section Control	■ Road closures	Bad publicity	. D	D .		Control of the	
4.4	Disruption to Event	☑ Accident	Impacts on public perception and	3	3	6	Refer to CAMS rules and	
		☑ Fire or storm	participant experience				regulations 2 Emergency	
		■ Equipment failure	Bad publicity				Response Plan (I) 2 Contingency plans	
		■ Lack of officials	Bad publicity				& contrigency plans	
		■Terrorist attack						
		Demonstration / protest						

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No. 4.5	Risk Event cancellation	Source Event stopped by: If the weather	Impact Impacts on public perception and participant experience Bad publicity	1 3	5	IR: 8	Control	RO
4.6	Failure to produce Emergency Response Plan	☐ POLICE ☐ Protestors ☐ Safety reasons Resulting from personnel limitations	Impacts on safety/emergency response operations Bad publicity	ž	à.	6	Stage Safety Officers and Commanders compiling safety plans	



5. Environmen							
No.	Risk	Source	Impact	L	C	(R	Control RO
5.1	Overflowing waste bins	Resulting from inadequate waste management provisions	Impact on public perception of event	4	2	6	Ensure adequate waste bins and event cleaning
5,2	Damage to Infrastructure	∄ Fire ☐ Impact by vehicle	Impacts on public perception Damage to infrastructure or environment Financial	3	4	7	2 Consult with Calder Park owners, Fire Brigade regarding fire warnings 2 Contract with Calder Park 2 Appropriate insurance in place
5.3	Damage to Contro Zone	☑ Fire ☑ Impact by vehicle	Road damage Financial	3)	2	.5	2 Consult with ACT Fire Brigade regarding fire warnings 2 Control set up plan 5 Fire extinguishers 6 Placement of control
5.4	Injured wildlife	Due to wildlife entering event course	Adverse media Injured wild ife	4	2	6	© Course cars with sirens to scare away wildlife from course ® Wires
5,5	Death of wildlife	Due to wildlife entering event course	Adverse media	4	2	6	Z No practical solution
5,6	Spills and contamination	Caused during refueling and vehicle servicing, including oil spills	Penalties or fines	3	3	6	Ensure spill kits and contained facilities are maintained in refuel areas (A)



No.	Risk	Source	Impact	L	Ċ	IR:	Control RO
5.7	Noise pollution	Resulting from vehicle movements	Penalties or fines Complaints Bad publicity	4	2	6	Monitor noise levels throughout event as recommended by ACT Environment (A) Avoid constructing course in populated areas. Compliance with regard to start and finish times
5.8	Dust pollution	Resulting from vehicle movements	Complaints Bad Publicity	4	2	6	Water roads prone to generating dust
5,9	Air pollution	Resulting from venicle movements	Complaints Bad Publicity	3	Ž	5	® Refer to CAMS and FIA rules and regulations with regard to vehicle scrutineering
5.10	Pollution caused by human waste	Caused due to people not utilising services provided	Event experience Penalties or fines Complaints Bad publicity	2	2	4	Ensure adequate toilet facilities are provided at spectator points (A)



City of Onkaparinga

Event impact calculator: SDCC Willunga Hillclimb 13 December 2020

Events are very important contributors to local and regional economies. A successful well run event can provide significant value to an area by adding jobs and money to the local economy and providing additional cultural and social benefits. Alternatively, the wrong event may have considerable negative impacts such as a loss of money or reputation.

The event impact calculator has been developed to enable the City of Onkaparinga to calculate the potential economic impact of a proposed event. This can be used in conjunction with other methods to help the City of Onkaparinga select the most appropriate events to support. This calculator alone cannot predict which events will be successful, however it can indicate the potential economic impact a successful event may have across a range of economic measures such as output, employment, wages and salaries and local jobs.

This tool uses input/output estimates to calculate the impact of an event based on the average spend per day by visitors to the event. Simply enter the type of event, the significance of the event, the duration of the event and the average spend per day to calculate the potential economic impact.

As events can also contribute to an area in other ways, such as socially, culturally and environmentally, it is import that other tools or methods are also use to evaluate the potential or benefit of an event.

Event Impact Summary

City of Onkaparinga - SDCC Willunga Hillclimb - Modelling the effect of \$105,105 from a Sports and Recreation Activities event with Local significance

	Output (\$)	Value-added	Local Jobs J (annual jobs)	Resident lobs (annual jobs)
Direct impact	95,625	46,367	1.1	1=
Industrial impact	37,674	17,283	0.2	-
Consumption impact	45,244	21,186	0.2	-
Total impact on City of Onkaparinga economy	178,542	84,836	1.5	(4)

Source: National Institute of Economic and Industry Research (NIEIR) ©2019. Compiled and presented in economy id by id, the population experts.

Note: All \$ values are expressed in 2016/17 base year dollar terms.



The proposed SDCC Willunga Hillclimb event is planned to start on the 13/12/2020 and run for 1 day. It is an event of Local significance and is estimated to attract 1001 visitors per day over the 1 day, with an average spend per person per day of \$105. This equals a total visitor spend of \$105,105 attributed to this event. Assuming the event will be held in the City of Onkaparinga, it is calculated to have the following potential impact:

Impact on Output

The total visitor spend of \$105,105 attributed to staging the SDCC Willunga Hillclimb would lead to a direct impact on output of \$95,625. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$37,674 in Output.

There would be an additional contribution to the City of Onkaparinga economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$45,244.

The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$178,542 in the City of Onkaparinga economy.

Impact on value added and GRP

The impact of an additional of \$105,105 spend to the local economy as a result of running SDCC Willunga Hillclimb in the City of Onkaparinga would lead to a corresponding direct increase in value added of \$46,367. A further \$17,283 in value added would be generated from related intermediate industries.

There would be an additional contribution to the City of Onkaparinga economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in value added of \$21,186.

The combination of all direct, industrial and consumption effects would result in an estimated addition in value added of \$84,836 in the City of Onkaparinga economy.

Value added by industry represents the industry component of Gross Regional Product(GRP). The impact on the City of Onkaparinga's GRP as a result of staging this event is directly equivalent to the change in value added outlined above.

In summary, GRP in the City of Onkaparinga is estimated to increase by \$84,836.

Impact on Employment (local jobs, 12mth jobs)

The employment impact of an event is expressed in local jobs. For example, an event that generates 4 weeks of work for 13 people (52 weeks of work in total), would have an employment impact equivalent to 1.0 annual local job.

The direct addition of \$105,105 spend to the local economy as a result of staging the SDCC Willunga Hillclimb event in the City of Onkaparinga is estimated to lead to a corresponding direct increase of employment equivalent to 1.1 annual local jobs across a range of industries. From this direct expansion in the economy it is anticipated that there would be flow on effects into other related intermediate industries, creating an additional employment equivalent to 0.2 annual local jobs.

This addition of employment in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further increase equivalent to 0.2 annual local jobs through consumption impacts.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 1.5 annual local jobs located in the City of Onkaparinga.

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CERTIFICATE OF CURRENCY

Public and Products Liability including Professional Indemnity Insurance



This is to certify the insurance policy detailed below is current and in force.

Policy Numbers: B1262PC0790919 & B1262PC0791019

Insured: Confederation of Australian Motor Sport Ltd T/As Motorsport Australia and all

controlled and related entities.

Coverage: Section 1: Public and Products Liability

Section 2: Professional Indemnity

Period of Insurance: From 16:00 hours on 31 December 2019

To 16:00 hours on 31 December 2020

Interest Insured: Section 1 – Public and/or Products Liability

Legal Liability to third parties for Personal Injury and/or Property Damage occurring during the period of insurance and arising in connection with the Insured's business or

products:

Section 2 - Professional Indemnity

Legal Liability for claims first made against the Insured and reported to the Insurers during the period of insurance arising from a breach of professional duty in the conduct

of the Insured's business.

Limit of Indemnity: Section 1: \$100,000,000 any one occurrence

Section 2: \$10,000,000 any one occurrence and in the aggregate

Scope of events: Those activities as permitted or approved by Motorsport Australia, and any such

additional events for which Motorsport Australia may elect to specifically notify to

Underwriters, from time to time.

Insurers: Certain Underwriters at Lloyd's.

Subject to the Policy Wording, terms and conditions.

Signed on behalf of Lloyds of London:

13 January 2020

Please refer to www.aia.com.au/cams for a Policy Schedule and Insurance Information.



9.3 Cherry Gardens Black Spot Agreement

Report contact Meeting
Morgan Ellingham, Manager Assets and Technical Services Council

8384 060

Approving officer Date

Kirk Richardson, Director City Operations 20 October 2020

1. Purpose

To seek approval to apply the Common Seal of Council in execution of the funding deed (attachment 1) for the approved 2020-21 Black Spot funded project for shoulder sealing, installation of guardrail, and delineation improvements along Cherry Gardens Road, Cherry Gardens.

2. Recommendations

That Council

- 1. Authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal of Council for the 2020-21 Black Spot funded project for shoulder sealing, installation of guardrails, and delineation improvements along Cherry Gardens Road, Cherry Gardens.
- 2. Notes that the project is 100% funded through the Federal Government's Blackspot Funding program which will be delivered over two years with a total budget of \$1.34M (ex GST).

3. Executive summary

In October 2019 Council applied to the federal government's Black Spot Funding Program for shoulder sealing, installation of guardrails and delineation improvements along Cherry Gardens Road, Cherry Gardens. Council have recently been informed that the application for \$1.34M (ex GST) was successful. To execute the funding deed the Department for Infrastructure and Transport require the Common Seal of Council to be affixed.

Cherry Gardens Road is 6.7km in length and provides an east to west connection between Main Road (DPTI road) and Ackland Hill Road / Ironbark Road (attachment 2). Crash data indicates that there were 10 casualty crashes along Cherry Gardens Road in the past five years. One crash was a fatality, four resulted in serious injury, and five resulted in minor injuries. The road is a rural distributer providing access to a range of users including commuters, rural property owners, cyclists and horses. Cherry Gardens Road is a designated on-road cycle route and horse trail (Tom Roberts Horse Trail). The annual average daily traffic in 2016 was 2200 with potential for conflict between the different road users due to the relatively narrow road pavement and shoulders.



4. Background

Community Plan 2030	people: connected, engaged, active, healthy The road is a rural distributer providing access to a range of users including commuters, rural property owners, cyclists and horses. Cherry Gardens Road is a designated on-road cycle route, and horse trail (Tom Roberts Horse Trail).			
Policy and/or relevant legislation	Nil			
Who did we talk to/who will we be talking to	Internal construction and projects teams Department for Infrastructure and Transport Locally affected community members			

5. Discussion

Australian and state government funded black spot funding grants are open annually for all councils to apply on a competitive basis. Projects for black spot funding are adminstered by the Department for Infrastructure and Transport (DIT) where they are assessed on the frequency and types of crashes, costs involved to improve the location and the benefit to the community for the remedial treatment.

Projects which meet the stringent criteria of the Australian Government Infrastructure Investment Black Spot Program and demonstrate a real benefit to the community in terms of safety are 100 percent fully funded. If a project is not successful in the Australian Government round, it is then considered by the state government black spot program, which works on one third council and two thirds state government funding arrangement. This project has received 100% funding from the Federal Government.

We routinely apply for state and Australian government black spot road safety grants each year. The Common Seal of Council is required to formalise the funding deeds within both programs.

Since a Road Safety Audit was undertaken in 2004, 197 proactive and reactive maintenance works have been undertaken as well as a significant asphalt plane and reinstatement project. These works have been completed given the demonstrated history of personal injury and fatal crashes, which emphasises the need for mid-block treatment options. Given the ongoing crash history along this road, it is proposed to implement sealed road shoulder widening where practical to do so to reduce accident risk associated with loss of vehicle control.

Black Spot criteria requires 0.2 crashes/km/year over the last 5 years for road lengths greater than or equal to 3km. Based on 10 crashes being experienced across 6.7km of road in the past 5 years, this equates to 0.3 crashes/km/year it met the criteria for blackspot funding consideration.

Additional items that will also be considered:

- Guard rails
- · Renewal of line marking, signage and road furniture
- Assessment of roadside vegetation for trimming or removal
- Drainage improvements as required

The total project funding is \$670,000 ex GST in year 1 and \$670,000 ex GST in year 2.



6. Financial implications

Financial summary

Item	\$	Comment		
Current budget				
Current budget allocation	\$0			
Funding required	\$0.67M (ex GST)			
External funding	\$0.67M (ex GST)	The project is 100% funded through the 2020-2021 Commonwealth Infrastructure Investment Black Spot Funding Program		
Budget impact	\$0			
FTE	N/A			
Next year's budget	Next year's budget			
Funding required	\$0.67M (ex GST)			
Funding source	\$0.67M (ex GST)	The project is 100% funded through the 2020-2021 Commonwealth Infrastructure Investment Black Spot Funding Program		
Operating position	N/A			
Rate rise impact	N/A			
FTE	N/A			
Long Term Financial Plan				
Debt	N/A			
Interest	N/A			
Reserve	N/A			

7. Risk and opportunity management

Risk			
Identify	Mitigation		
Without the Common Seal of Council, DIT will not provide grant funding which will result in council having to provide 100 percent of project funds or cancel the project.	Recommendation to sign and apply seal endorsed by Council. This will secure the black spot funding component for the project.		
The scope is purposefully flexible and therefore creates a lack of clarity for delivery.	To prevent any potential confusion a community engagement process will be undertaken with the local community and key stakeholders. The design will be reviewed by internal projects and construction teams and DIT.		



Potential impacts on native vegetation	Ensure appropriate engagement with biodiversity teams take place early in the project to identify specific risks and prepare appropriate documentation and assessment, if required.
Site location restrictions makes construction difficult	Ensure appropriate engagement with construction teams take place early in the project to identify specific risks.

Opportunity			
Identify	Maximising the opportunity		
Utilise the funding to deliver a safety project for the community	Time the works with existing programs to gain potential mobilisation advantages.		

8. Timelines and deadlines

The project is required to be completed by the end of June 2022.

Futher project scoping to be completed in October 2020 with detail design to be finalised before the end of the calandar year, the first stage of the project to be delivered before June 30, 2021

9. Next steps

Funding Deed Under the 2020-2021 Commonwealth Infrastructure Investment Black Spot Funding Program to be affixed with the Council seal and provided to the Department for Infrastructure and Transport.

10. Attachments

Attachment 1 – Funding Deed Under the 2020-2021 Commonwealth Infrastructure Investment Black Spot Funding Program (14 pages)

Attachment 2 – Location Map (1 page)

- END OF REPORT -



FUNDING DEED

under

2020-2021 COMMONWEALTH INFRASTRUCTURE INVESTMENT BLACK SPOT PROGRAM

Project Number

106456-20SA-BS

Location

Cherry Gardens Road, Ironbank CHERRY GARDONS

Project Description

Shoulder sealing, installation of guardrail, and delineation improvements (2 year project)

Project Funding

\$1,474,000 (GST Inclusive)

between

THE COMMISSIONER OF HIGHWAYS (Grantor)

and

THE COUNCIL NAMED IN SCHEDULE 1 (Council)

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FUNDING DEED

Between

COMMISSIONER OF HIGHWAYS, a body corporate pursuant to the *Highways Act 1926* (administered by the Department of Planning, Transport and Infrastructure) (ABN: 92 366 288 135)......(Grantor)

And

THE COUNCIL NAMED IN SCHEDULE 1, a body corporate under the Local Government Act 1999......(Council)

It is agreed:

1. BACKGROUND

- 1.1 The Council has proposed to undertake the project (Project) described in item 3 of Schedule 1.
- 1.2 This deed sets out the terms and conditions under which the Grantor intends to provide funding to the Council solely for the purpose (Purpose) described in item 3 of Schedule 1 which includes the conduct of the Project.
- 1.3 The maximum amount that may be paid to the Council under this deed is set out in item 0 of Schedule 1 (Funding).
- 1.4 Item 3 of Schedule 1 indicates whether or <u>not</u> the Project is to be conducted on a road(s) under the care, control and management of the Commissioner of Highways (Commissioner).
- 1.5 If conducted on a road(s) under the care, control and management of the Commissioner the additional terms and conditions set out in Schedule 2 will also apply.

2. FUNDING

- 2.1 Subject to this deed, the Grantor will pay the Council up to the amount of the Funding.
- 2.2 The Council must only use the Funding for the Purpose.
- 2.3 For the purposes of this deed, the Funding Period is the period commencing on the Start Date and, subject to funding being available, will continue until the End Date. The Start Date and End Date are set out in item 4 of Schedule 1.
- 2.4 The Funding is payable by way of progress payments in arrears for work undertaken for the Purpose and may also be part payable (if indicated in item 5 of Schedule 1) by way of an Initial Instalment in Advance.
- 2.5 During the Funding Period, the Council is entitled in accordance with the conditions set out in item 5 of Schedule 1:
 - (a) to invoice the Grantor for the payment of the amount of any Initial Instalment in Advance set out in item 5 of Schedule 1 (if any); and
 - (b) once the amount of the Initial Instalment in Advance (if any) has been expended on work undertaken for the Purpose, to invoice the Grantor for progress payment(s) for work undertaken for the Purpose.

The total of any Initial Instalment in Advance (if any) and all progress payments must <u>not</u> exceed the amount of the Funding.

2.6 At the end of the Funding Period the Council must provide a report on the level of any unexpended Funding.

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2.7 The Council must repay any part of the Funding which is unexpended at the end of the Funding Period to the Grantor, unless the Grantor gives written approval for the Council to retain the money.

GST

- 3.1 The Funding (including any Initial Instalment in Advance or any progress payment) is all-inclusive and <u>not</u> subject to any adjustment for GST or any other tax or cost.
- 3.2 In this Deed "Taxable Supply", "GST" and "Tax Invoice" have the meaning attributed under the A New Tax System (Goods and Services Tax) Act 1999 (GST Law).

4. ADMINISTRATION OF DEED

- 4.1 Any power or discretion exercisable by the Grantor under this deed may be exercised by the person (Grantor's Representative) for the time being in the position within the Department of Planning, Transport and Infrastructure (Department) set out in item 2 of Schedule 1.
- 4.2 Any power or discretion exercisable by the Council under this deed may be exercised by the person (Council's Representative) for the time being in the position within the Council set out in item 2 of Schedule 1.

5. PROVISION OF FINANCIAL INFORMATION

- 5.1 The Council must provide the Grantor with appropriate and regular information, records and reports as the Grantor may request from time to time about:
 - (a) the administration and financial affairs of the Council;
 - (b) the progress of (and any change to) the authorised scope of the Purpose or the Project;
 - (c) any significant changes to the nature and scope of the activities conducted by the Council;
 - (d) any other matter relevant to the granting of assistance;
 - (e) any other funding or financial assistance promised or received from any source other than the Grantor;
 - (f) the Council's management of the Funding, including, but not limited to, the economic and efficient use of resources to achieve the outcomes of the Purpose; and
 - (g) the performance of the Council's undertakings and obligations under this deed.
- 5.2 The information provided by the Council must be sufficient for the Grantor to make an informed judgement about:
 - the Council's ongoing financial position and its resources and expertise in relation to the Purpose;
 - the Council's performance in managing public moneys, acquiring and using resources economically and efficiently and in achieving specified objectives in relation to the Purpose;
 - (c) the overall effectiveness of the Funding throughout the Funding Period;
 - (d) compliance with legislation and generally accepted accounting principles; and

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- (e) compliance with the Council's constitution and the conditions of this deed
- 5.3 The Council must permit any officer authorised by the Grantor:
 - to enter the Council's premises and to have access to all accounting records, equipment, documents and information in possession of the Council; and
 - (b) to interview employees of the Council on matters pertaining to the operations of the Council.

6. GENERAL OBLIGATIONS OF THE COUNCIL

The Council must:

- 6.1 use the Funding only for the Purpose for which the Funding was made;
- 6.2 maintain accounting records of the Funding in accordance with generally accepted accounting principles;
- ensure that any activity carried out by the Council in connection with the Council's use of the Funding complies with the laws from time to time in force in South Australia;
- 6.4 comply with its constitution;
- 6.5 comply with the additional reporting requirements set out in item 6 of Schedule 1;
- 6.6 prepare financial statements in accordance with Australian Accounting Standards at the end of the Funding Period and submit the financial statements, signed by a senior office holder of the Council, to the Grantor no later than one calendar month after the expiry of the Funding Period;
 - (Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS Reduced Disclosure Requirements)
- 6.7 where the Funding to Council is in excess of One Million Dollars (GST exclusive) prepare financial statements in the nature of General Purpose Financial Statements; and
- 6.8 where requested by the Grantor, provide to the Department management accounts, annual reports, financial statements and any other information or documents relevant to the Council's operations.

CONDUCT OF THE PROJECT

- 7.1 The Council must ensure that any works undertaken towards the Purpose and/or the Project are undertaken in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.
- 7.2 If (as indicated in item 3 of Schedule 1) the Project is to be conducted on a Road(s) under the care, control and management of the Commissioner, the Council must comply with the additional terms and conditions set out in Schedule 2.
- 7.3 The Council must erect signs on each road approach to the Project that comply with Section 4.7.1 "Signposting" of the Notes on Administration for Land transport Infrastructure Projects" published by the Commonwealth.

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8. TERMINATION

- 8.1 If the Council fails to comply with this deed and/or fails within 6 months from the Commencement of this deed to commence the works on the Project (or make sufficient progress to the satisfaction of the Grantor), the Grantor may:
 - require the Council to repay either the whole or a portion of the Funding (whether expended or not);
 - (b) withhold all future funding from the Council;
 - (c) pursue any legal rights or remedies which may be available to the Grantor; and
 - (d) terminate or curtail any program or project conducted by the Grantor of which the Purpose conducted by the Council is part.
- 8.2 The Grantor may review any decision made pursuant to this clause if the Council is able to satisfy the Grantor within a period of 30 days from the decision that the Council has complied with the conditions of this deed.
- 8.3 Nothing in this deed is to be taken to limit the Grantor's discretion to determine whether and how any program or project of the Grantor is to be conducted, except if and to the extent that the Grantor gives an express undertaking in that regard.

9. GENERAL TERMS AND CONDITIONS

9.1 Insurance

The Council warrants that it is a member of the Local Government Association Mutual Liability Scheme (**Scheme**) and is bound by the Scheme pursuant to section 142 and Schedule 1, Part 2 of the *Local Government Act 1999* (SA) (**Act**) and in the event that the Council ceases to be a member of the Scheme it will forthwith, pursuant to Section 142(1) of the Act and the regulations under that Act, take out and maintain insurance to cover its civil liabilities at a minimum level of cover of AUD \$50 million.

9.2 Commonwealth Funded Project

The Council acknowledges that the Funding provided under this deed is (and remains) contingent upon the Commonwealth funding and despite any other clause of this deed, if the Commonwealth for any reason ceases its provision of funding then the Grantor may by notice to the Council cease its provision of Funding under this deed.

9.3 Audit

The Grantor may direct the Council to arrange for the financial accounts relating to the Funding to be audited at the Council's expense. The Grantor may specify the minimum qualifications to be held by a person appointed to conduct the audit.

9.4 Acknowledgements

The Council acknowledge that the Funding represents a one-off contribution by the Grantor towards the Purpose, and the Council agrees that any request for subsequent funding will require a new application to the Grantor. The Grantor is under <u>no</u> obligation to agree to pay any subsequent funding to the Council.

The Council further acknowledges and agrees that the Grantor will <u>not</u> be liable to reimburse the Council for any losses or cost over runs that may result from the operation of this deed or the carrying out of the Purpose or Project.

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9.5 Indemnity

The Council acknowledges and agrees that it remains at all times solely responsible for the conduct of the Project and it releases and indemnifies the Grantor, the Commissioner and the Crown in right of the State of South Australia together with their employees, contractors and agents (those indemnified) from and against any loss or liability incurred or suffered by any of those indemnified as a result of any claim, suit, demand, action or proceeding brought by any person against any of those indemnified in respect to the works to complete the Project or otherwise caused by any breach or default of the Council under this Deed.

9.6 Assignment

The Council must <u>not</u> assign, novate or encumber any of its rights or obligations under this deed.

9.7 Publicity

The Council must <u>not</u> make (or permit a public announcement or media release to be made) about any aspect of this deed without first obtaining the Grantor's written consent.

9.8 Consent

If the Council requires the Grantor's consent under this deed, the Grantor may, in its absolute discretion, give or withhold its consent and if giving consent, the Grantor may impose any condition on that consent that it considers appropriate. The Grantor's consent will <u>not</u> be effective unless it is in writing and signed.

9.9 Entire Deed

This deed incorporates any attached schedules and annexures. This deed contains the entire agreement between the parties with respect to its subject matter and supersedes any prior agreement, understanding or representation of the parties on the subject matter.

9.10 Proper Law

The laws in force in South Australia apply to this deed.

9.11 Jurisdiction of Courts

The courts of South Australia have non-exclusive jurisdiction to determine any proceeding in relation to this deed. Any proceeding brought in a Federal Court must be instituted in (and remain with) the Adelaide Registry of that Federal Court.

9.12 Compliance with Laws

The Council must comply with the laws in force in South Australia in the course of performing its obligations under this deed.

9.13 Notices

A notice is properly given or served if the party delivers it by hand, posts it or transmits it by electronic mail or facsimile, to the address of the Representative of the other party. A notice is taken to be received:

- if sent by post, at the time it would have been delivered in the ordinary course of the post to the address to which it was sent;
- (b) if sent by facsimile, at the time which the sender's facsimile machine records that the communication has been transmitted satisfactorily (or, if such time is outside normal business hours (9am to 5pm on a business day), at the time of resumption of normal business hours);

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- (c) if sent by electronic mail or other electronic means, only in the event that the other party acknowledges receipt by any means; or
- (d) if delivered by hand, the party who sent the notice holds a receipt for the notice signed by a person employed at the physical address for service.

9.14 Performance and future proposals

The satisfactory completion of the works for the Purpose, the making of regular progress payments (see note under item 5 of Schedule 1) and on-going compliance with reporting obligations, may be taken into account as a factor in assessing any applications by the Council for future funding.

9.15 Waiver

Any waiver of any provision of this deed is ineffective unless it is in writing and signed by the party waiving its rights.

A waiver by either party in respect of a breach of a provision of this deed by the other party is <u>not</u> a waiver in respect of any other breach of that or any other provision.

The failure of either party to enforce any of the provisions of this deed at any time must <u>not</u> be interpreted as a waiver of that provision.

9.16 Variation

Any variation of this deed must be in writing and signed by each party (or its Representative). Any request by the Council for agreement to vary the Funding, the Purpose, the scheduled timing for the conduct of the works for the Project and/or the Funding Period must be accompanied by sufficient details explaining the reasons for the requested variation to enable the Grantor to have regard to its merits.

9.17 Reading down and Severance

In the event that any provision (or portion of any provision) of this deed is held to be unenforceable or invalid by a Court of competent jurisdiction, the validity and enforceability of the remaining provisions (or portions of such provisions) of this deed shall not be adversely affected.

The offending provision (or part of a provision) shall be read down to the extent necessary to give it legal effect, or shall be severed if it cannot be read down, and the remaining part and provisions of this deed shall remain in full force and effect.

9.18 Auditor General

Nothing in this deed derogates from the powers of the Auditor-General under the *Public Finance and Audit Act 1987* (South Australia). Without limiting this clause, the Council acknowledges the Auditor General's obligations and powers under sections 32 and 34 of the *Public Finance and Audit Act 1987* (South Australia).

9.19 Public Disclosure

The Grantor may disclose this deed (and/or information relating to this deed) in both printed or electronic form and either generally to the public or to a particular person as a result of a specific request.

Nothing in this clause derogates from the Council's obligations under any provision of this deed or the provisions of the *Freedom of Information Act*, 1991.

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9.20 Special Conditions	
The special conditions set this deed.	out under item 7 of Schedule 1 (if any) form part o
EXECUTED as a DEED	
By the Grantor	
THE COMMON SEAL of the COMMISSIONER OF HIGHWAYS))
)))
	(
as affixed on:)
(Date above) the presence of:	(Affix Seal Above)
Vitness Signature:	
rint Name:	
mit Namo	
y the Council	
HE COMMON SEAL of the OUNCIL NAMED IN SCHEDULE 1))
	}
as affixed on:	
(Date above) s attested by the Principal Member and hief Executive Officer.	(Affix Seal Above)
ignature:	Signature:
rint Name:	Print Name:
rincipal Member	Chief Executive Officer
	Caraline Carala analas managana
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SCHEDULE 1 - PARTICULARS

THE COUNCIL

Name:

City of Onkaparinga

Site Address:

Ramsay Place, Noarlunga Centre, SA 5168

Postal Address: PO Box 1, Noarlunga Centre, SA 5168

ABN:

97 047 258 128

2. REPRESENTATIVES

Council's Representative Grantor's Representative

Name:

Ms Kerry McConnell

Name:

To Moreau

Position:

Unit Manager, Road Safety

Position:

Infrastructure

Department of Planning,

ransport Planner

Transport and

Infrastructure

Address:

Field Operations Centre 10 Railway Road

77 Grenfell Street **ADELAIDE SA 5000**

eaford Meadons 5160

Telephone:

Address:

(08) 7109 7897

Telephone:

E-mail:

kerry.mcconnell@sa.gov.au E-mail

loanna moreau @

onkaparinga.sa.gov.au

3. THE PURPOSE, DESCRIPTION OF PROJECT & DETAILS OF THE ROAD(S)

The Purpose:

The funding is provided for the purpose of the Council undertaking on the road(s) identified below (within the Funding Period) the Project described below (and in any plans and/or proposal attached to this deed) in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.

Description of Project:

Project Number

106456-20SA-BS

Project

Shoulder sealing, installation of guardrail, signage and delineation

Description

improvements (2 year project)

Note: Please ensure that a full description setting out all aspects of the Project is included (this is of particular importance for Projects undertaken on DPTI maintained roads).

Details of the Road(s):

Cherry Gardens Road, Ironbank CHERRY GARDENS

Is the Road(s) under the care control and management of the Commissioner of Highways:

Yes

Note: If under the care, control and management of the Commissioner then Schedule 2 will apply.

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4. THE FUNDING

The Funding:

\$1,474,000 (GST Inclusive)

The Funding Period:

Start Date: 1 July 2020

End Date: 30 June 2022

5. MANNER & CONDITIONS OF PAYMENT

Limit on payments

The Funding of \$1,474,000 (GST Inclusive) is the maximum total amount the Grantor may be liable to pay the Council under this deed.

Initial Instalment in Advance & Progress Payments

The following table sets out the details of payments comprising the Funding the Council may invoice the Grantor for in accordance with clause 2.5 of the deed.

Payment	Amount AUD (GST Inclusive)
Initial Instalment in Advance (Note: If no amount is indicated then no Initial Instalment in Advance will be made and the Funding will be made entirely through Progress Payments in arrears)	\$nil
Allocation for Progress Payments	\$1,474,000
Total Funding	\$1,474,000

Periodic Progress Payments

Except in relation to the last Quarter prior to an End Date of 30 June, the Council is entitled (provided any instalment in advance has been expended) to invoice the Grantor after the end of each Quarter (or after another interval agreed between the parties) for progress payments for work undertaken for the Purpose.

A "Quarter" is the 3 calendar month period ending on 31 March, 30 June, 30 September and 31 December of each year during the Funding Period.

<u>Last Quarter</u>: If the End Date is 30 June (to coincide with the end of the Financial Year) then the Council must by **1 June** issue the Grantor with the <u>final</u> invoice for all works undertaken for the Purpose. Late invoices will only be accepted with the written agreement of the Grantor.

Note on Regular Invoices: The Grantor expects that works for the Purpose will be undertaken promptly during the Funding Period and expects to receive the invoice for any instalment in advance (if any) soon after the commencement of this deed and then regular subsequent receipt of invoices for progress payments.

Invoices

The Grantor is **not** obligated to pay an invoice unless properly rendered. An invoice is properly rendered if it:

- (a) is issued in respect of a payment for which the Council is entitled to invoice for under this deed;
- (b) quotes the relevant purchase order number allocated by the Grantor;
- (c) is accompanied by a Claim Form and invoices (if any) from the Council's contractor(s) undertaking work for the Purpose;
- (d) reflects the correct amount for payment under this deed; and

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t Set ID: 5223420 I, Version Date: 06/07/2020





(e) is a valid Tax Invoice in accordance with GST Law.

The Claim Form must set out:

- (a) The progress of the work towards the Purpose.
- (b) Project expenditure report from Council's financial management system and a summary schedule of expenditure.
- (c) Statement of the amount of any under or over expenditure of the Funding.

A pro-forma Claims Form is available from web-link: http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2

Payment Term

Provided that the total amount of the Funding has <u>not</u> been (or will be) exceeded, the Grantor must pay the amount of a properly rendered invoice for an Initial Instalment in Advance (if indicated above) and a progress payment for work undertaken towards the Purpose issued by the Council, within 30 days of receiving the Council's invoice.

6. ADDITIONAL REPORTING REQUIREMENTS

Report (Title)	Frequency (By when)	Requirements (Information and applicable standard)
Project Report	1st Report- 1st August 2nd Report-1st November 3rd Report-1st February 4th Report- 1st May or 7 days from request	 The progress of the Project and scheduling of works. Updated Expenditure forecasts during the term of the funding period. The management of the Funding (i.e. break down of expenditure of the Funding). Any changes to the authorised scope of the Project. Any significant changes to the nature, scope and cost of the activities conducted by the Council. Any operational matters requested from time to time by the Grantor for inclusion in the Project Report. Use Template as per attachment (DPTI PM reporting template (PM203-1)
Completion Report	Within 30 days from the completing the works for the Project.	Use Template as per http://www.dpti.sa.gov.au/roadsafety/safer roads/black spot_program_2
Financial Statements (As referred to in clauses 6.6	Within 30 days from the expiry of the Funding Period.	Financial Statements prepared in accordance with Australian Accounting Standards setting out in detail the Council's expenditure of the Funding (with invoices attached from any contractors engaged for the Purpose) and signed by a senior office holder of the Council.
and 6.7 of the Deed)		Standard: If the Funding is in excess of \$1 M (GST exclusive) then the recipient must prepare its Financial Statements in the nature of General Purpose Financial Statements.
		(Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS – Reduced Disclosure Requirements)

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7. SPECIAL CONDITIONS

7.1 The Road Asset Management Services Directorate will contact Council for a commencement meeting or other meetings as required.

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SCHEDULE 2 - WORKS ON COMMISSIONER MAINTAINED ROAD(S)

1. APPLICATION OF THIS SCHEDULE 2

The Council must comply with the terms and conditions set out in this Schedule 2 if (as indicated in item 3 of Schedule 1) the Council's proposed Project funded under this deed involves work on (or alterations to) a road ("Road") that is under the care, control and management of the Commissioner of Highways ("Commissioner").

2. LEGAL REQUIREMENT TO GAIN COMMISSIONER'S APPROVAL

Subsection 26(7) of the *Highways Act 1926* (SA) provides that a council must <u>not</u> exercise its powers under Part 2 of Chapter 11 of the *Local Government Act 1999* (SA) (e.g. the powers to conduct roadwork) in relation to a road under the care, control and management of the Commissioner except to the extent (if any) as the Commissioner may approve by written notice to the council.

The Council therefore acknowledges that prior to undertaking any works on the Road it will first need to gain the written approval of the Commissioner pursuant to section 26(7) of the *Highways Act 1926*.

3. TERMS AND CONDITIONS FOR WORKS ON COMMISSIONER'S ROAD

- 3.1 The Commissioner makes no warranties or representations concerning the suitability of the Road for the Purpose or the presence of third party installations on, in, along, over, under or near the Road. The Council must arrange for any required relocation or alteration of third party installations at its own cost.
 - In this Deed "third party installations" means any rail, gas, electrical, telecommunications, stormwater, water or other underground or overground installation on, in, along, over, under or near the Road.

3.2 The Council must:

- (a) <u>not</u> less than one calendar month prior to the commencement of works for the Purpose, submit the detailed design(s), any applicable drawings and plans and its Traffic Management Plan(s) to the Commissioner (acting through the Department) for its comment;
- (b) modify the documents submitted in accordance with the preceding item 3.2(a) in accordance with any comments received from the Commissioner (or the Department);
- (c) give prior notification to the Commissioner before commencing any works on the Road and abide by (and ensure that its contractor also abides by) any requirements imposed as to the times for access to the Road;
- (d) undertake (and ensure that its contractor undertakes) the works on the Road in accordance with:
 - the Department's requirements as outlined in "Works by other Organisations on Roads Maintained by the Commissioner of Highways" available at http://www.dpti.sa.gov.au/contractor_documents; and
 - (ii) the detailed design(s), drawings and plans and Traffic Management Plan agreed to by the Commissioner,

unless a variation is first agreed in writing by the Commissioner;

 (e) ensure that any works undertaken do <u>not</u> disrupt (or impede) any activity undertaken by the Commissioner (or the Department) on the Road;

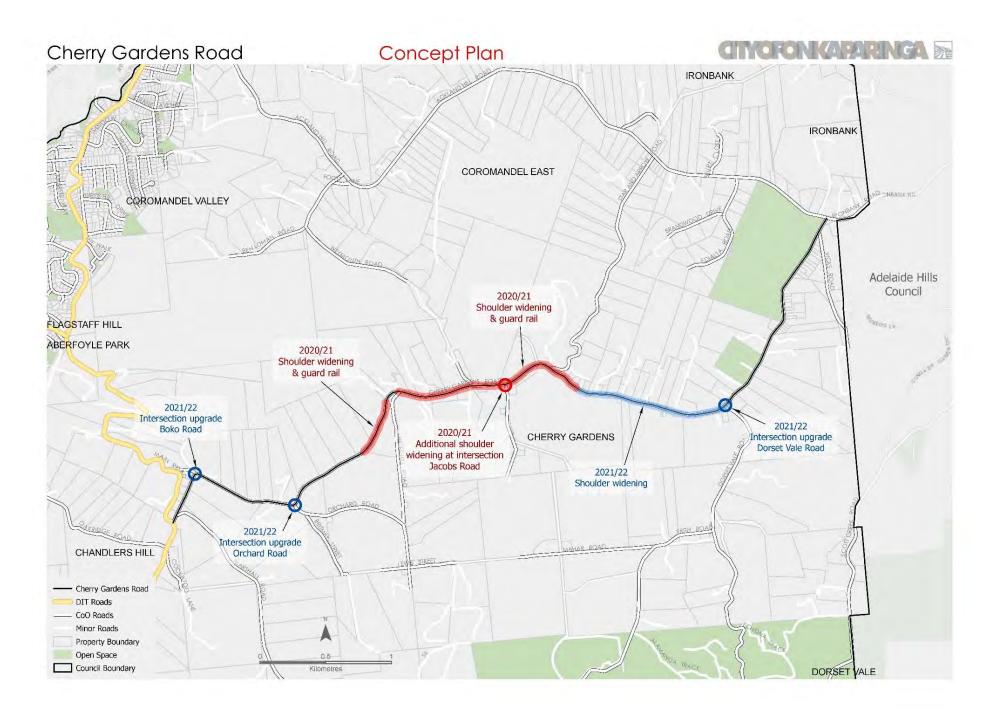
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- (f) ensure that a defect liability period of <u>not</u> less than 24 calendar months applies to the works and the Council must invite (and make provision for) a representative of the Commissioner to attend inspections to assess both practical completion and final completion of the works;
- (g) ensure that any additional works required to reach practical completion or any remediation (or repair of) defects that are required to allow for final completion, identified by either the Council or the Commissioner, are promptly carried out by the Council (or its contractor);
- (h) at its cost, comply with any written direction by the Commissioner in relation to the conduct of the works, any alteration or removal of any infrastructure installed, the removal or minimisation of any risks to safety identified, the reinstatement of pavements, traffic management, the public's access to the Road or partial road closures;
- undertake such reasonable safety measures necessary to protect its employees, contractors, the public and commuters [including without limitation compliance with (and ensuring its contractor complies with) the Work Health and Safety Act, 2012 (SA) and the Work Health and Safety Regulations, 2012 (SA)];
- notify the Commissioner of any safety risk posed by the works or any infrastructure installed or any activity undertaken by the Council (or its employees, contractors and agents), on the Road; and
- (k) following practical completion of the works [and following any further modifications undertaken by the Council (or its contractor)] provide at the Council's cost, the Commissioner with as constructed drawings and plans accurately depicting the type and location of the works and any infrastructure installed in accordance with Departmental standards available at:
 - http://www.dpti.sa.gov.au/contractor_documents (intellectual property in the plans and drawings vests in the Commissioner).
- 3.3 If the Council fails to comply with the requirements of item 3.2(g) or fails to carry out a direction of the Commissioner issued in accordance with item 3.2(h) then the Commissioner may (without being obliged to) carry out (or engage a contractor to carry out) the necessary work and the Council promises to pay to the Commissioner the cost it incurs in doing so.

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9.4 Update report on the revocation of community land at 28 Helmsman Terrace Seaford to enable sale to the adjoining landowner

Report contact Meeting
Bryn Adams – Property Officer Transactions Council

08 8488 2001

Approving officer Date

Anthony Spartalis, Chief Financial Officer 20 October 2020

1. Purpose

This report is a legislative requirement that details the outcomes from the public consultation phase of the proposal to revoke the community land classification of a small portion of council land at 28 Helmsman Terrace, Seaford to enable direct disposal to the adjoining landowner of 34 Helmsman Terrace, Seaford. It recommends a request be forwarded to the Minister for Planning and Local Government for consent to revoke the approximate 45 square metre portion of land from its community land classification in accordance with the legislative procedure.

2. Recommendations

That for the council owned land described as portion of Allotment 625 in Deposited Plan 7973 comprised in Certificate of Title Volume 6202 Folio 787 and bordered in red on attachment 1 to the agenda report, Council:

- 1. Notes that two submissions (both supporting) were received during the public consultation phase of the community land revocation process.
- 2. Having considered the submissions received, resolves to proceed with the process to revoke the land from its community land classification, on the basis that no public objections were received to the proposal and the two submissions received were both in support.
- 3. Approves that a request be forwarded to the Minister for Planning and Local Government for approval to revoke the subject land from its community land classification to enable disposal.
- 4. **Requests that a final update report be presented to Council once the Minister's** decision regarding the proposed revocation has been received, to enable finalisation of the revocation, land division and disposal process.

3. Executive summary

At its meeting on 21 April 2020, Council declared 'in principle' that the subject 45 square metre portion of community land bordered in red on Attachment 1 to this agenda report was surplus to requirements and potentially suitable for disposal to the adjoining landowner of 34 Helmsman Terrace, Seaford and approved the commencement of the public consultation phase of the revocation of community land process.

The public consultation commenced on 17 June 2020 and concluded on 10 July 2020, a period exceeding the minimum public consultation period required by the legislation.



Two submissions (both in support of the proposed revocation as outlined in the Engagement Feedback Report at Attachment 2) were received during the public consultation phase of the community land revocation process.

4. Background

	prosperity: economically strong, environmentally thriving
Community Plan 2030	Revocation and disposal of the subject land is consistent with Council's intent to manage its land portfolio in the most financially prudent manner. This includes the requirement to continually review its land holdings and consider disposal options when there are no identified community requirements to retain the land and to deal with applications from landowners when there are justifiable reasons for considering a revocation and disposal.
	Revocation and sale of the surplus portion of community land creates income for the Community Investment Fund (CIF) to be reinvested into other prioritised community projects.
Policy and/or relevant legislation	Local Government Act 1999 (SA) – Section 194. Council's Disposal of Land and Other Assets Policy (Local Government Act 1999 (SA) Section 49 requirement).
Who did we talk to/who will we be talking to	Public Consultation to seek community views on the proposal to revoke the community land status of the subject portion of land to enable sale to the adjoining landowner was undertaken in accordance with the approved Community Engagement Plan endorsed by Council on 21 April 2020 (refer details in Item 5 Discussion – Public Consultation Process).

5. Discussion

At its meeting on 21 April 2020, Council declared 'in principle' that the subject parcel of community land bordered in red on Attachment 1 to this agenda report is surplus to requirements and potentially suitable for disposal to the adjoining landowner (who made application to purchase the subject approximate 45 square metres of land) and approved the commencement of the public consultation phase of the revocation of community land process. The public consultation commenced on 17 June 2020 and concluded on 10 July 2020, a period in excess of the minimum public consultation period required by the legislation.

The proposed revocation and disposal will resolve a longstanding anomaly in the location of property boundaries arising from when the land was originally divided under separate plans in 1967 and 1969.

The subject parcel of land has been comprehensively investigated through an internal circularisation process and no strategic or operational need to retain the subject land was identified.

The subject land is held within the Residential Zone under the current version of council's Development Plan. A condition of the disposal of the land will be that the land be amalgamated with the adjoining landowner's land to form a single allotment.

Public Consultation Process

The public consultation process for the subject land closed on 10 July 2020 and was conducted in accordance with the Community Engagement Plan endorsed by Council on 21 April 2020. The consultation process involved:



- Letters being posted to the landowners of the six dwellings adjacent to the portion of reserve subject to the proposed revocation (example at Attachment 3).
- A sign being placed next to the subject portion of community land for the duration of the engagement period alerting users of the reserve to the proposed revocation and disposal and directing them to council's Your Say website for further information and to make a submission (photographs at Attachment 4).
- Detailed information about the proposed revocation and disposal being published on council's Your Say website.
- Letters being emailed to both the Moana & Seaford Community Association and Seaford District Residents Association.
- A public notice being published in The Advertiser newspaper on 17 June 2020.
- An email being sent to Easement Manager at SA Power Networks to request their comments on the revocation given the location of an existing electricity pole close to the proposed boundary line.

Summary of Outcomes

There were 55 visitors that viewed the proposal on council's Your Say website, which resulted in two submissions being received.

AWARE PARTICIPANTS Those who made a single visit to the project page	INFORMED PARTICIPANTS Those who clicked on something; document, image	ENGAGED PARTICIPANTS Those who participated in the survey
55	14	2

Submissions Received

The two submissions received advised that they were in favour of the proposed revocation and disposal, if the portion was being sold to the adjoining landowner (as is proposed).

The comments received are quoted as follows:

- "as long as the portion of land is going to the homeowner."
- "It will make for a far more uniform boundary and will be no loss to the council land /
 park as it isn't really usable space as a park etc anyways. I believe it should be revoked
 and allowed to be purchased by the homeowner."

The two respondents were residents of Seaford and Moana respectively.

The Easement Manager at SA Power Networks also responded confirming that they have no objections to the proposed revocation and disposal, providing their nearby electricity pole is not located on the land to be disposed. The pole is located outside of the subject area.

None of the adjacent landowners contacted about the proposal in writing submitted a response. Similarly, neither of the two resident associations contacted in writing submitted a response.

Summation

On balance, based on the preceding information, it is recommended to proceed with the revocation and disposal processes for the subject land.



6. Financial implications

All costs associated with completing the revocation and disposal, including Council's application and processing fees, the costs associated with public consultation, valuation, surveying and conveyancing will be borne by the applicant, in accordance with Council's approved 'Disposal of Council Land and Other Assets Policy'.

The applicant will also be required to pay the market value for the community land to be consolidated with their title as determined by an independent licenced valuer, also in accordance with Council's approved 'Disposal of Council Land and Other Assets Policy'.

The applicant has agreed with this financial arrangement.

Net proceeds from the sale of the subject land (if ultimately approved by Council) will be assigned to the Community Investment Fund to be used strictly in accord with Council's approved use of that Fund.

7. Risk and opportunity management

Risk	
Identify	Discussion
The subject land is not approved for revocation and disposal.	Council continually reviews its property portfolio to ensure it is managed in an efficient and sustainable manner and considers disposal options where little or no community benefit is derived from retention of the land, or deals with applications from landowners when there are justifiable reasons for considering a revocation and disposal.
	If Council decides to retain this parcel of land and approve the ongoing occupation to the adjoining landowner, it will necessitate a licence arrangement to be administered into the future to reduce public risk and liability issues for Council as the landowner.
	Extensive internal circularisation amongst relevant staff has confirmed that there is no strategic or operational requirement for the land to remain in Council's ownership. Revocation and disposal are therefore recommended.
Revoking community land without adequately considering the responses from the community.	It is a requirement of the <i>Local Government Act 1999</i> that Council first considers all submissions before approaching the Minister for Planning and Local Government for approval to revoke community land.
	As there were no objections expressed during the public consultation phase of the revocation process and two submissions received that were in support of the proposal, the recommendation in this report is to proceed to request the Minister's consent to progress the revocation process to enable disposal.



Opportunity	
Identify	Maximising the opportunity
The land is disposed of and funds are allocated to the CIF to assist in funding suture community projects.	Consistent with all proposed revocations and disposals, the subject land is first assessed against a range of strategic and operational criteria prior to being classified as surplus to Council's needs and suitable for disposal.
	Internal circularisation with relevant staff identified that the subject portion of land (approximately 45 square metres) is not required as a community land and disposal is considered appropriate for amalgamation with the applicant's adjoining land parcel.
	Revocation and disposal of the land will enable net proceeds to be assigned to the Community Investment Fund (CIF) to be used strictly in accord with Council's approved use of that Fund.
Removes Council's risk management liabilities and ongoing administration.	As the owner of the community land, Council is currently exposed to public liability risks (albeit minimal) associated with the subject portion of community land between Helmsman Terrace and the frontage of the applicant's adjoining land parcel.
	The revocation and disposal of the subject community land would end Council's risk management liabilities in relation to the subject portion of land once amalgamated with the applicant's title.

8. Timelines and deadlines

Should Council resolve to proceed with the proposed revocation, the necessary letter and accompanying documents to request the consent of the Minister for Planning and Local Government will be sent to the Minister within the next two weeks.

No specific timelines or deadlines apply as the revocation and disposal processes can take up to 24 months to complete.

9. Next steps

If Council supports the proposed revocation and disposal, a request will be forwarded to the Minister for Planning and Local Government for consent to revoke the land from its community land classification in accordance with the legislative procedure.

A final update report will be presented to Council once the Minister's decision regarding the proposed revocation has been received to enable finalisation of the revocation, land division and disposal process.

10. Attachments

Attachment 1 – Aerial (1 page)

Attachment 2 – Community Engagement Feedback Report (3 pages)

Attachment 3 – Example letter to surrounding residents (2 pages)

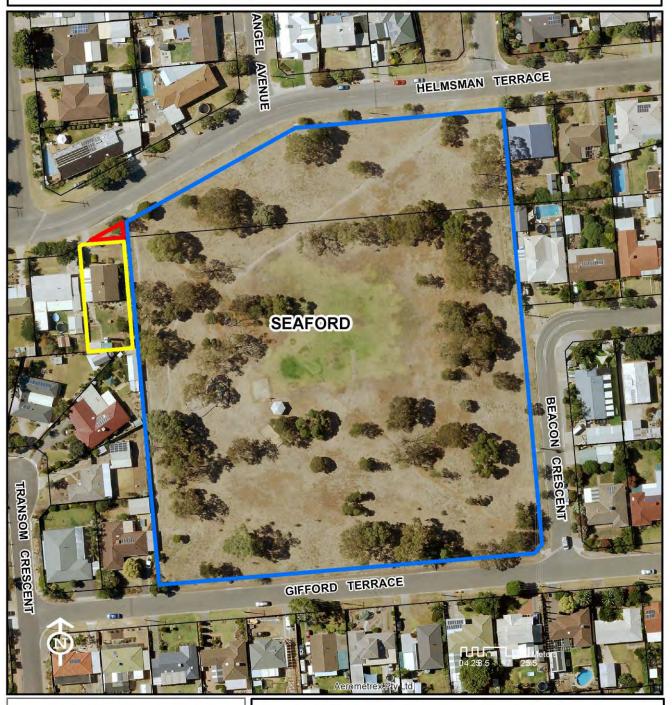
Attachment 4 – Photographs of sign on the land (2 page)

- END OF REPORT -



Attachment 1

28 Helmsman Terrace Seaford



The boundaries plotted hereon are indicative only and their location cannot be relied upon as accurate

Legend

Subject portion of reserve proposed for revocation and disposal

Adjoining landowner's land

Balance of reserve to be retained





COMMUNITY ENGAGEMENT FEEDBACK REPORT

REVOCATION OF 45M² PORTION OF RESERVE TO ENABLE DISPOSAL TO THE ADJOINING LANDOWNER OF 34 HELMSMAN TERRACE, SEAFORD







INTRODUCTION

The proposed revocation of community land has arisen from an application made by the owner of 34 Helmsman Terrace, Seaford to purchase a 45 square metre (approximate) portion of the adjoining reserve owned by council that adjoins the frontage of their land. The proposed revocation of community land process is undertaken in accordance with the provisions of the *Local Government Act* 1999 (SA), which prescribes the required consultation with adjacent landowners and the general public by public advertisement.

COMMUNITY ENGAGEMENT PURPOSE

The purpose of the engagement is to provide genuine opportunities for relevant stakeholders to have their say about the proposed revocation of community land and intended sale to the adjoining land owner.

The objectives of the engagement were to:

- Ensure legislative requirements were met.
- Ensure all adjacent land owners were given an opportunity to provide feedback.
- · Provide opportunities for the community to provide feedback.
- Go above legislative requirements as appropriate to ensure transparency.
- Ensure a consistent approach to all revocations of community land classification.
- Ensure that stakeholders are kept informed.

ENGAGEMENT TECHNIQUES

As outlined in the Community Engagement Plan endorsed by Council on 21 April 2020, the following engagement techniques were used:

- Detailed information about the proposed revocation and disposal being published on council's Your Say website.
- Letters being emailed to the community interest groups of both the Moana & Seaford Community Association and Seaford District Residents Association.
- A public notice being published in The Advertiser newspaper on 17 June 2020.
- A sign being placed next to the subject portion of community land for the duration of the
 engagement period alerting users of the reserve to the proposed revocation and disposal and
 directing them to council's Your Say website for further information and to make a submission.
- An email being sent to Easement Manager at SA Power Networks to request their comments on the revocation given the location of an existing electricity pole close to the proposed boundary line.
- Letters being posted to the landowners of the six dwellings adjacent to the portion of reserve subject to the proposed revocation.

SUMMARY OF COMMUNITY ENGAGEMENT OUTCOMES

During the consultation period, two submissions were received, both through Council's Your Say online survey tool.

www.onkaparingacity.com/yoursay



COMMUNITY ENGAGEMENT FEEDBACK REPORT

Both responded indicated that they were in favour of the proposed revocation and disposal, as long as the portion was being sold to the adjoining landowner (as is proposed).

The comments received are quoted as follows:

- "as long as the portion of land is going to the home owner."
- "It will make for a far more uniform boundary and will be no loss to the council land / park as it isn't really usable space as a park etc anyways. I believe it should be revoked and allowed to be purchased by the home owner."

The two respondents were residents of Seaford and Moana respectively.

The Easement Manager at SA Power Networks also responded confirming that they have no objections to the proposed revocation and disposal, but that it would be SA Power Networks preference for the electricity pole not to be included in the land to be disposed of and therefore for the boundary be adjusted to reflect this. This can be achieved at the time of disposal should this ultimately be approved by Council.

None of the adjacent landowners contacted about the proposal in writing submitted a response. Similarly, neither of the two resident associations contacted in writing submitted a response.

EVALUATION

Evaluation is measured against the project engagement objectives listed in your engagement plan. Did you achieve what you set out to achieve?

Further to the letters send to adjacent residents, sign on the land and public notice, the use of council's Your Say page indicates that 55 people were aware of the project through Your Say, 14 people were informed and two people who submitted submissions were engaged about the project.

Given the limited impact of the proposed revocation on the community, the low number of public responses was anticipated. The consultation undertaken has exceeded the extent of consultation required by legislation under the *Local Government Act 1999* (SA).

SIGN OFF

All feedback reports are to be reviewed by the Engagement Unit (engagement@onkaparinga.sa.gov.au)

www.onkaparingacity.com/yoursay





Attachment 3

Our Ref: 722C

15 June 2020

[Name] [Address]

Dear Sir/Madam

Proposed Revocation of Community Land for Disposal - Have Your Say

The City of Onkaparinga has recently approved the commencement of a revocation process for a small portion of Council owned land adjoining the frontage of 34 Helmsman Terrace, Seaford. The land is described as portion of Allotment 625 in Deposited Plan 7973, comprised in Certificate of Title Volume 6202 Folio 787.

The portion of land proposed for revocation is bordered in red on the attached aerial photograph and is approximately 45 square metres in area.

The revocation will provide a more uniform property boundary and improve the outcome of the originally subdivided lands from 1967 and 1969, whereby a 45 square metre triangular portion of the reserve land was irregularly located between the front property boundary of 34 Helmsman Terrace and the road boundary.

The proposed revocation will not have any impact on a separate project for upgrades to this reserve, which was subject to public consultation in late 2019 and is budgeted and planned for construction in the 2020/21 financial year. These upgrades will include new playground equipment, new seating, a formal path, garden beds and irrigation system on the balance of the reserve not affected by the proposed revocation of the small portion adjoining the frontage of 34 Helmsman Terrace.

It is proposed to revoke the classification of community land to enable the sale of the subject surplus land to the applicant and adjoining landowner of 34 Helmsman Terrace, Seaford (outlined in yellow on the aerial image attached). A condition of any revocation and disposal will be that the land is consolidated with the applicant and adjoining landowner's title to form a single allotment. This will rectify the longstanding anomaly of the location of the western corner property boundary of this parcel of Council's land.

To have your say and for more information, please visit www.onkaparingacity.com/yoursay where you can enter or upload a submission online.



Lity of Onkaparinga O Box 1 Ioarlunga Centre Sauth Australia 5168 www.onkaparingacity.com Noarlunga office Ramsay Place Noarlunga Centre Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Aberfoyle Park office The Hub Aberfoyle Park Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Willunga office St Peters Terrace Willunga Telephone (08) 8384 0666 Facsimile (08) 8382 8744 Woodcroft office 175 Bains Road Morphett Vale Telephone (08) 8384 0666 Facsimile (08) 8382 8744



2

Alternatively, submissions, marked to the attention of Bryn Adams, Property Officer Transactions can be forwarded via the below methods:

E-mail: mail@onkaparinga.sa.gov.au

Post: City of Onkaparinga, PO Box 1, Noarlunga Centre, SA 5168

Personal Delivery: Customer Services Centres at:

· Ramsay Place, Noarlunga Centre

The Hub, Aberfoyle Park

St Peters Terrace, Willunga

· Woodcroft Community Centre

Aldinga Library

Submissions must be received by 5:00 pm on Friday, 10 July 2020.

Enquiries concerning this matter can be made by contacting Bryn Adams by telephone on 8488 2001.

All submissions received will be summarised and the information provided to Council for consideration.

Yours sincerely,

Bryn Adams
Property Officer Transactions

Enc: Aerial photograph



Attachment 4

Photos of consultation sign installed on the land — adj. 34 Helmsman Terrace, Seaford

Taken Thursday, 18 June 2020 at 10:00am









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9.5 ON Business Partner Program Grants Round Two 2020

Report contact Meeting
Eulonda Bolger, Economic Growth Officer Council

(08) 8384 0643

Approving officer Date

Chris White, Director Corporate 20 October 2020

1. Purpose

To seek approval for the allocation of grant funding to 11 businesses as part of the ON Business Partner Program Small Business Grants Round Two 2020.

2. Recommendations

That Council approves the allocation totalling \$31,378.85 distributed across 11 businesses, for the 2020 Round Two ON Business Partner Program Small Business Grants as detailed and recommended in attachment 1 to the agenda report, in the following categories:

- Marketing and Communications Category Eight (8).
- Business Growth Category Three (3).

3. Executive summary

The ON Business Partner Program (ON) is part of council's economic development response to support the 9300 businesses in the city and to improve the quality of life of our residents through new job opportunities.

The City of Onkaparinga's unemployment rate of 7.8 per cent (March 2020) sits above the state average of 6 per cent (March 2020). This unemployment rate is expected to increase as a result of the COVID-19 pandemic.

The ON Business Partner Program Small Business Grants Program (the grants program) was launched in 2017 and represents one of the ON Program's flagship initiatives due to the unique ecosystem support provided and therefore benefit derived by local businesses.

Since inception 98 grants have been awarded enabling an estimated 91 new jobs, reduced business failures and increased business confidence.

Round Two 2020 of the grants program opened on 9 July 2020 and closed 7 August 2020. Applications for grants of up to \$3000 were available to Onkaparinga-based businesses across three categories including start-up, marketing and communications and business growth.

Guidelines for each category outline the objectives and eligibility criteria (refer to attachment 2). Importantly the guidelines prioritise applications that:

- have a positive impact on the economic growth of the city through increased employment, turnover and revenue
- address a service gap and business opportunity
- use local products and/or service providers to retain funds in the local economy and benefit local businesses (multiplier effect)



• for the current round, give consideration to steps to reduce the impact of COVID-19 on the business.

A record number of 44 applications were received for round two 2020 across the following categories:

- Start-up 11 applications.
- Marketing and Communications 19 applications.
- Business Growth 14 applications.

The number of grants awarded each round are recommended by the panel and determined by Council. All applications, across all categories, are competitive and assessed on merit and awarded to the overall highest scoring applications.

Due to the ongoing effect of COVID-19 during the application period, applicants were asked to provide further information on the steps their business has taken to reduce the impact of COVID-19, and how the funds would help them recover.

In August 2020, an invitation was emailed to elected members seeking nominations to participate in the assessment panel, with one nomination received. The assessment panel comprised of Councillor Geoff Eaton, and three senior officers. Scoring of the applications was undertaken in accordance with the 2020 Grant Guidelines (refer attachment 2).

The panel scored and ranked each application, with the top scoring 11 applications being recommended to be awarded grants as outlined in attachment 1.

Whilst other applicants were unsuccessful in this round, they hold potential for future funding. This will be made possible through ongoing mentoring and feedback offered by the ON team. Unsuccessful applicants are encouraged to reapply.

4. Background

Community Plan 2030	prosperity: economically strong, environmentally thriving The grants program (2017 ON Program flagship initiatives) was designed to create and unlock new business opportunities, create employment and build a resilient innovative local economy. The program provides a valuable increased interaction between council and the business community. It opens a two-way dialogue on the services council provides, and how we can provide them more effectively.
Policy and/or relevant legislation	ON Business Partner Program Small Business Grants 2020 Guidelines
Who did we talk to/who will we be talking to	Direct email to council's business database (over 1200 subscribers) Council's Facebook page ON Business Partner Program website



5. Discussion

The grants program is aimed at micro, home-based, Small to Medium Enterprises (SMEs) and start-ups in our region (70 per cent of businesses in our city). This initiative provides successful applicants with up to \$3000 in seed funding to grow their business, along with a range of supports to open doors and develop new connections.

Through this initiative and the wider ON Program, council has demonstrated to businesses that it supports them, and is willing to invest in their business, which has in turn increased business confidence and generated jobs for our city.

One of the most valuable benefits of the grants program is the increased interaction and relationships with the business community. This approach has created a conduit between business and council that has opened two-way dialogue on the services we provide, and how we can provide them more effectively.

Beyond just writing a grant application, participating businesses must connect with a business advisor through the Southern Adelaide Business Mentoring Service (free, independent advice for businesses in region), prepare a business plan and financial plan, and check compliance with insurance, development and Work Health and Safety (WHS) regulations. This has proven a very important process for the business applicants to stop and reflect on how best to grow their business and establish a strong foundation for growth and sustainability.

What is particularly useful is the feedback provided to unsuccessful applicants and the ability to re-apply for the next round of funding. This has been a vital check-in point for many business owners and increase the quality grant applications to a high standard.

6. Financial implications

Financial summary

Awarding the 11 recommended recipients a collective total of \$31,378.85 will be drawn from the 2020-21 Economic Development Reserve.

7. Risk and opportunity management

Risk	
Identify	Mitigation
Misuse of grant funding and/or lack of recognition of our support	Conditions of Funding agreements bind grant recipients to deliver the agreed outcomes. Standard conditions include expending all cash, recognition and promotion of council as a sponsor, indemnification of council and its employees against any actions or claims made against them in relation to the sponsored activity, the appropriate use of the 'ON Business Partner Program' logo and ensuring that grant recipients submit an evaluation report. These activities are monitored by staff.



the businesses ability to operate and dispense funds within the 12-month time period	considered viable and on track to achieve the agreed outcomes, albeit more slowly, there is the potential to extend the 12-month period by a further six months. This will be considered on a case by case basis.
the businesses ability to operate	considered viable and on track to achieve the agreed
Impact of COVID-19 and associated social distancing and regulatory restrictions impacting	It is important the funds are dispensed as proposed within 12 months. If the businesses circumstances change the business may request an extension. If the business is
	Applicants are offered feedback, including suggestions on how to strengthen future applications for funding.
	This risk is highlighted up front in the guidelines, one-on-one meetings, in the grant writing workshop and as part of the application form.
	Due to the number of applications received and the high quality of applications, it is common for applicants to not be successful.
Aggrieved Applicant	Adverse response from applicants as a result of not being successful in receiving a grant. Applications are scored and ranked against the assessment criteria by the panel, aligned to the objectives of the grants program and in accordance with the 2020 Grant Guidelines.

8. Timelines and deadlines

Applicants will be notified of the outcome promptly following a decision by Council.

9. Attachments

Attachment 1 –Summary of recommended businesses including extracts from their applications and the proposed use of grant funding (9 pages)

Attachment 2 –2020 Small Business Grant Guidelines (7 pages)

- END OF REPORT -



Attachment 1

Summary of recommended businesses for grant funding approval, including extracts from their submissions and the proposed use of grant funding.

MARKETING AND COMMUNICATION

1. Star of Greece

Total Project Cost: \$4,900 Grant Amount \$3,000 Business Contribution \$1,900

The Star of Greece is a restaurant and kiosk perched on the clifftops at Port Willunga beach, within the City of Onkaparinga. The submission is seeking funds to support a microsite within the existing website to promote functions as these groups tend to stay at least overnight and longer, thus benefiting the region and businesses in the City of Onkaparinga. Tourism and specifically increased visitation and spend has been identified in the dedicated Tourism Strategic Plan 2019-2023. The funds will provide an increase in event business for the venue and economic benefit to the region.

Our target would be to create 10 additional functions to be held within 18 months of the website launch. Functions attendees have a significantly increased per person spend, an extra \$70 plus they stay in the region longer. This will create additional business after a downturn of \$500,000 due to COVID-19. An increase in business, through functions / events and weddings will help support ongoing local employment, creating ongoing jobs. It will also drive economic growth in the regions by visitors staying at least one night and supporting retail outlets, restaurants, cafes, cellar doors, artisans, food and wine producers etc.

Proposed purpose of funds awarded:

Develop a microsite within the existing website to promote functions that attract overnight stays within the region. Functions / wedding and events create greater economic impact and result in guests staying within the region and supporting other businesses. The photography and drone footage will be taken highlighting the location of the Star of Greece within the City of Onkaparinga.

A functions "kit" will be developed, providing links to accommodation and bookings, as well as other dining, cellar door and tourism activities available in the region. A social media campaign and direct mail will be undertaken to promote the new section.

2. Hugh Hamilton Wines

Total Project Cost: \$15,000 Grant Amount \$3,000 Business Contribution \$12,000

Hugh Hamilton Wines' office and cellar door is located in the heart of McLaren Vale on McMurtrie Road. The lifeblood of our business in direct to consumer (DTC) relationships and sales, therefore, we rely on tourism trade to visit us where we commence an ongoing relationship.

This is in addition to running three vineyards in the region which are the fruit source of our brand.

The majority of our employees reside and work in the City of Onkaparinga.



It is our intention to become leaders in the online DTC space. This will drive eCommerce sales and also visitation. This stimulates not only tourism to our region, but also jobs. Our business is growing, and we will need to employ more people in online and digital parts of the business, also in the tasting room and in the warehouse for packing orders that are being stimulated by online marketing.

We have just employed a new graphics & marketing uni graduate from Flinders Uni for our eCommerce team and a new telemarketer from the local area.

Proposed purpose of funds awarded:

The COVID experience has demonstrated the importance of our website for customer relationships and sales. We need to carry out significant work to improve the user experience. This requires us to engage an external expert to understand our business goals for the site and what technical functions it needs to perform. We would expect the project to result in three phases 1. review 2. recommendations for development 3. development work to optimise the site for users.

This would be expected to result in a lift in improved sales and website analytical results that reflect improved user experience.

3. Vinotopia

Total Project Cost: \$5,500 Grant Amount \$3,000 Business Contribution \$2,500

Vinotopia Gifts & Merchandise was born out of founder Sandra's passion for wine, travel and design. Sandra designs and sources a range of high-end giftwares for wine lovers, and helps wineries, events and tourism businesses with custom-branded merchandise to engage with their customers, drive sales and brand loyalty.

Vinotopia's products are designed with love in McLaren Vale, SA, and handmade by small business partners in Australia and around the world.

The current best-selling item is the unique Vinotopia wine tote. It comes in different designs, such as SA Wine regions and can be custom-branded to feature any design clients desire.

Through professional, up-to-date imagery, brochures, and tailor-made samples, Vinotopia's marketing impact will improve, showing the quality of custom-branded merchandise firsthand, thus, increasing order conversion. This will increase:

IMMEDIATE: improved revenue for the photographer, graphic designer, copywriter & sales assistant businesses.

SHORT-TERM: Orders of ~2000 bags for Vinotopia (\$30,000+ revenue)

LONGER TERM: Helping Onkaparinga wineries increase revenue at cellar door and online by selling custom merchandise (\$60,000+revenue)

- engage their customers (wine club members, cellar door visitors) by reminding them
 of their favourite brand in their daily life and
- through customers acting as winery advocates with their branded merchandise, generating higher brand awareness/word of mouth/more customers visiting the winery and region.



Proposed purpose of funds awarded:

Funding is required for professional, updated photography, graphic design & copywriting as well as a sales assistant, establishing Vinotopia as the go-to custom merchandise expert.

Vinotopia aims to have high-end promotional merchandise support available for wineries wanting to kickstart their business before/when they reopen after the COVID19 closures, to help them deliver positive economic outcomes/increased sales.

The project will entail providing custom merchandise samples to 20 wineries, tailored to each winery's branding, accompanied by high quality sales material.

4. Fleurieu App Pty Ltd

Total Project Cost: \$5,000.30

Grant Amount \$3,000

Business Contribution

\$2,000.30

Media and Advertising App giving local residents and visitors our region at your fingertips. A digital platform connecting businesses with local people and encouraging shop local. Whether it's breaking news or sport, latest weather forecasts, events, things to do, business listings, job listings, or the nearest restaurants, cafes, cellar doors, breweries and bars to you – Fleurieu App has it all.

We connect people and the spaces they enjoy including trails & open spaces. We connect locals to local businesses. We connect visitors to our region and businesses. Locals looking after locals and local business.

Ensuring the Fleurieu App grows as we emerge from Coronavirus down turn. The App will grow in users which goes hand in hand with businesses coming on board for advertising.

There is economic growth instantly through job creation – owner full time, four (4) journalists & one (1) Sales person.

The Fleurieu App engages locals to purchase from and use local businesses. Low cost, effective way for local businesses to advertise - expanding their current business region further. All aspects of the App ensure locals will make the most of their own backyard and therefore spend money locally - ensuring economic growth in Onkaparinga City.

Proposed purpose of funds awarded:

- Fleurieu App video promo.
- Pull up banners located at visitor centres.
- DL Cards with QR, at business clients check out (incentive for business to get downloads through targets and free banner advertising).
- DL cards with QR, throughout all visitor centres, motels and caravan parks before the summer season.
- Business Cards with QR, throughout cafes & restaurants during summer.
- Business & Tourism Association advertising in print and email publication.
- Stickers and DL cards to hand out to the public at all regional agricultural shows.
- Fleurieu Peninsula Tourism publication.
- Fleurieu Living Magazine advertising.



5. Yoga Here and There

Total Project Cost: \$5,315 Grant Amount \$3,000 Business Contribution \$2,315

Yoga Here & There is an international yoga school registered with Yoga Alliance. We provide teacher trainings to (aspiring) yoga teachers and students interested in the background of yoga.

We are a multistyle training school, unique in this region. We also offer the opportunity to local teachers to train and work with us, building valuable yoga teaching experience as interns or assistant trainers.

The founder and lead trainer of Yoga Here & There is Yaisa Nio. She also runs weekly yoga classes, workshops and other courses in Aldinga Beach and local yoga studios in the Onkaparinga region and Adelaide.

Our marketing consists of a website which we update regularly, posts on Facebook/ Instagram and emailed newsletters to our students. Occasionally we hang up flyers in the area and use ads on Facebook/Google. We target two different client groups: students who are interested in yoga classes only and students who are aspiring teachers or keen to learn more about yoga philosophy, anatomy, etc... We have different accounts on social media to communicate separately with these

groups. Otherwise, word of mouth is a strong referral tool for us. So far, we have managed all marketing activities without professional help.

Proposed purpose of funds awarded:

For a steady growth as projected, we cannot rely on our own amateur social media skills to reach the larger audience we seek. The grant would finance professional help for our marketing strategy. We need to identify and articulate the story of what we do in a way that is clear, compelling and connects with the clients we are aiming to reach. Improvement of our website through better brand language/copy and growing search results will organically increase the number of students coming to our yoga classes and yoga trainings, from Onkaparinga as well as from Adelaide and beyond.

The domestic expansion of our teacher trainings business will generate positive economic impacts by:

- hiring local venues and suppliers
- attracting visitors (yoga tourists) who will eat and sleep in the region and enjoy the beauty of the coast, possible also enjoy the wineries, the trails and Onkaparinga's cultural treasures in their spare time.
- stimulating more yoga training schools.

The COVID-19 pandemic propelled forward the plans to grow domestically. Our pilot teacher training in Aldinga Beach will be wrapped up in October 2020 and has inspired us to continue in that direction. We aim to conduct more yoga trainings, courses and immersions, increasing the number of teacher trainees and retreat participants coming to the region. We also want to increase student numbers in regular yoga classes, as this acts as a funnel for training programs and retreats.

We are in need of marketing professionals to help us reposition the business.



Accessible Adelaide

Total Project Cost: \$4,752 Grant Amount \$3,000 Business Contribution \$1,752

Accessible Adelaide Pty Ltd will offer a wheelchair accessible holiday house in the tourist region of McLaren Vale. Wheelchair accessible accommodation is rare, and seldom available in a prime site in such a premier tourist destination. The house will be purpose-built for wheelchair access to national accessibility standards. It will cater for a group of up to 6 people to stay.

Guests might be a person using a wheelchair travelling on their own, or travelling with a carer, or a family or group of friends in which an adult or child uses a wheelchair.

The City's strategic tourism plan 2019-23 positions tourism as a key economic driver for the local economy.

Our wheelchair accessible accommodation will open up the town and region of McLaren Vale to more people with disability who want to visit the area. It will support local tourism, which has become especially important in a time when interstate travel is restricted. Our website will also promote wheelchair accessible cafes, wineries and other attractions in the region. We will be purchasing our business' supplies in McLaren Vale or locally where possible.

Proposed purpose of funds awarded:

We seek grant funding to engage a website developer to design and create our website. We need a website to give a detailed overview of the accommodation and facilities we are offering. It needs to show detailed floor plans, photos and description of the accommodation. We want to use the website to transparently and honestly show what we can offer travellers with a disability. The site must be accessible for all users to easily navigate. We want to showcase McLaren Vale as a holiday destination. And we want to use the website to guide people to our booking site/s.

7. Sweet and Sour Life Coaching

Total Project Cost: \$8,550 Grant Amount \$3,000 Business Contribution \$5,550

A small business operated by Vasso Fessas, an internationally recognised Master Neuro-Linguistic Programming Coach and Trainer, working with business leaders and teams, to accelerate growth and transform the bottom line. Employees are the single biggest costs to business. Yet so often, they operate below their potential – impacting growth and profit.

Business WELLBEING starts with people WELLBEING:

- Life & High-Performance coaching.
- Mental health / wellbeing workshops.
- NLP Certification training.
- Business training, leadership, communication, sales and EQ.

When you remove the obstacles, discover the true capacity of your people and watch your business soar.

Including guest speaking i.e. RISE for Love Local Fleurieu.



I am now looking to adopt a new strategic plan, define my brand, support me to reach more local business leaders/career professionals who are being impacted by the changing landscape, and attract wider audience.

This project will enable the business to shift marketing towards wider audiences (business and career professionals), with the aim of increasing workshops and trainings on an annual basis. Generating additional revenue, enabling Vasso to be more productive, ie working less on and more in the business, through efficient systems and additional support of contracted services and administration support. Providing economic growth to the area.

This project will be utilising local business services, a significant investment in local business. The business will continue to invest in the local community, through spending on workshop venues, catering, office accommodation and generating income and attracting people from outside of the Onkaparinga Council. All creating spending and employment within the area.

Proposed purpose of funds awarded:

This project is website development and brand definition – a key component of the business plan to strategically shift business marketing and define the brand offering, aligning to the target market.

The business marketing plan needs to shift to focus on attracting more individual and business clients (less reliance on government programs).

- through a review of brand definition, language and visual branding
- which will drive development of a website, to showcase products/services, provide a
 booking page and drive traffic, to wellbeing products, aimed at supporting the personal
 and professional development of career and business professionals, and their teams.

8. Folks of All Trades

Total Project Cost: \$3,517.96 Grant Amount \$2,998.85 Business Contribution \$519.08

Folk of all Trades offers hands-on sustainability workshops and events. We have over thirty workshop topics and have been teaching in Adelaide since 2013 - from making sourdough to beeswax wraps, brewing kombucha and starting a veggie patch. Folk of all Trades contributes to the Onkaparinga 2035 Plan by enabling and promoting sustainable and healthy lifestyles (Place - Objective 4), and contributing to an active, creative and learning city (People - Objective 1).

We specialise in working with local government, community groups, and businesses to deliver these workshops, for the community to grow their skills and reduce their environmental impact.

Folk of all Trades is a business based in the City of Onkaparinga, and when we grow, so does the local economy, contributing to the Onkaparinga 2035 Prosperity Objectives. We expect a website to increase turnover by attracting new local partners.

We are also strong advocates of buying and recommending local suppliers where possible. This would also be a feature of the website, the promotion of local products and services.



As our business grows, so does our capacity to offer work to others interested in presenting environmental workshops, thereby increasing employment opportunities and spending locally.

Proposed purpose of funds awarded:

This project is a marketing and promotional strategy; primarily by creating a website for our business, as well as marketing materials including business stamps to use on cards and bags, an event banner, and branded t-shirts for staff. We have invested significant time and energy in growing our brand, creating a logo and brochures, building a social media following of over 4000 people, and building our partnerships. We are now wanting to move to the next stage, which requires a website and further strengthening our brand with clear visual representation at local workshops and events.

BUSINESS GROWTH

1. Karawatha Cottages

Total Project Cost: \$2,760 Grant Amount \$1,380 Business Contribution \$1,380

Karawatha Cottages offers three luxurious self-contained cottages in the McLaren Vale wine region, with each of the cottages individually furnished reflecting the wine country setting - yet providing all the modern amenities and luxurious touches for the discerning traveller and wine lover. The cottages are positioned in an elevated location in the Blewitt Springs region, each with a private deck to highlight the sublime views over vineyards and onto the Mount Lofty Ranges. With several cellar doors and restaurants within a short walk or bike ride away, Karawatha Cottages provides the perfect base for an unforgettable McLaren Vale experience.

Industry studies show how beautiful images increase a hotel's share of 'views', clicks to properties and ultimately bookings. Increased exposure for us will drive more leads & bookings and more visitation to the region. An increased exposure of Karawatha Cottages in media and on generic SATC communications (like Cozy Winter Stays) drives guests to us and into the region.

Our guests stay on average 2.3 nights, with an average of 7.5% of the room rate being used for locally purchased consumables (i.e. breakfast hamper, etc.); in addition, based on a recent qualitative guest survey, our guests spend an average of \sim \$ 500 at local restaurants and cellar doors during their stay.

Proposed purpose of funds awarded:

Whilst Karawatha Cottages enjoys an outstanding guest feedback (as evidenced in our Google and TripAdvisor ratings), we are falling short in adequately showcasing our "product" online (and print), due to a lack of compelling images. We are now seeking to address this and improve our brand perception within the industry and with consumers by engaging professional photographers (standard images and 3D virtual tour) and a graphic designer (logo and brochure).

Images that are capturing consumers imagination will not only increase our online look-to-book ratio, but also increases the likelihood of Karawatha Cottages being featured in media and SATC marketing communication.



2. feather&PECK

Total Project Cost:\$5,530

Grant Amount \$3,000

Business Contribution \$2,530

feather&PECK™ is a vehicle for the market supply of "pastured free-range eggs". The business model delivers: an in-demand product to resellers; health and ethical value to consumers; and an additional income stream for "Farmer-Partners". Eggs are distributed from the feather&PECK grading and distribution 'HUB' in Willunga, SA. The business supports farms with income, training, livestock and supplies to enable sustainable farming of high value eggs. feather&PECK is industry licensed to "PROOF" (Pasture Raised on Open Fields) standards. Pastured free-range eggs are a relatively new subsegment of the egg production market and a higher value product than 'free-range', 'organic' or 'caged). feather&PECK also operate at the Willunga Farmers Market every Saturday.

In achieving the aims of our project, our growth becomes sustainable through efficiency. We aim to grow our annual turnover, which will create jobs, enhance the environment, introducing interesting and appealing farming practices, create higher value jobs. We will attract skilled (and low-skilled) workers to seek to live and work in the region and we would welcome and support the transition of people with the right skills and qualities for our team as it grows. Our growth will add 3.5 jobs to feather&PECK and will likely be filled by people from the region.

Proposed purpose of funds awarded:

The project is to create a more efficient distribution hub that fulfils strong orders for our tasty, ethical product, whilst optimizing efficiency and financial rewards to producers. Efficiency will come through the development of an Integrated-Management-System (IMS) that will deliver: accurate data on performance of each farm/partner, logging of data to ensure compliance to the hub HACCP requirements, reporting on hub production activity and critical inventory reporting for sales data and product allocations. We will engage local software developer to develop a web-based solution that support data entry, collation and reporting to manage all activities from farm to customer.

3. Half Cut McLaren Vale

Total Project Cost: \$6,390 Grant Amount \$3,000

Business Contribution \$3,390

We provide high end hairdressing services and retail products to local residents, clients traveling from Adelaide and tourists to the area. We also visit tourist's accommodation to provide hair styling services for weddings and special events. I employ 3 staff, including myself.

Currently I am studying Trichology (the study of hair and scalp and the disorders associated with it) and would like to expand my business to consult, treat and recommend home care solutions to clients with hair and scalp disorders. I would like Half Cut McLaren Vale to become known as hair and scalp specialists and create a new niche market for this specialist field. Grant funding will assist in separating us even more from our competitors state-wide, as it will open up a whole new target market segmentation for us. We will be able to offer a new line of services including hair and scalp consultations and recommend products and services to help this.

It will also help us to build credibility as specialists and define ourselves in the online market as hair and scalp specialists. This will lead to growth in turnover and we will be able to employ more staff.



There will be a direct increase in turnover of the salon leading to new local jobs to conduct treatments and assists in-salon and online retail sales. This increase in business will directly lead to the economic spend in the region because when clients travel to the area from the city for this niche service they will visit other businesses such as wineries and lunch places and retail while they are here. I already have clients who visit me from the city and visit other businesses in the region, I can only imagine that new clients will do the same.

Proposed purpose of funds awarded:

I would like to purchase a trichoscope (hair and scalp microscope) to be able to look at people's hair and scalp with magnification to assist in diagnosis, prescriptions and treatment service recommendations. This particular model is the most advanced technology in the world and will assist my staff who may not have as much knowledge as me in recommendations.

https://www.aramhuvis.com/en/apm-pro/

Trichology assessments will also increase retail sales because the client will be able to see a high magnification of their hair and scalp issues making it easier for product and service recommendations. When the clients return to monitor their hair and scalp concern, the trichoscope will be able to accurately measure the success of our advice and treatments leading to confidence and word of mouth recommendations in our brand.

ON BUSINESS PARTNER PROGRAM

SMALL BUSINESS GRANTS

2020 Application Guidelines

Online applications:

Round 1

Opens Monday 2 March 9am Closes Thursday 9 April 12 noon

Round 2

Opens Thursday 9 July 9am Closes Friday 7 August 12 noon



www.onbusinesspartnerprogram.com

SMALL BUSINESS GRANTS

The City of Onkaparinga's Small Business Grants are offered through the ON Business Partner Program which supports local businesses of all sizes to thrive and grow, and enjoy the benefits of partnership and collaboration.

Recognising the contribution businesses make to the region, the Small Business Grants were created to unlock new business opportunities, create employment and build a resilient, innovative local economy.

Small Business Grants of up to \$3,000 are available across three categories:

- Start-Up
 Marketing & Communications
- 3. Business Growth.

IMPORTANT DATES

	Applications Open	Applications Close	Applicants Notified by
Round 1	2 March 2020	10 April 2020	20 May 2020
Round 2	9 July 2020	7 August 2020	22 October 2020

ELIGIBILITY

Businesses will be considered eligible if they:

- Are a member of the ON Business Partner Program
- Currently, or will, operate within the City of Onkaparinga; and
- Are a for-profit, registered business (must have an ABN).

NON-ELIGIBLE

Businesses not eligible for funding:

- Franchises (principle franchise group)
- Networking marketing businesses
- Charitable Trusts (or other trusts without an ABN)
- Foreign companies or branches that are not registered as an Australian company
- Unincorporated organisations and government departments or agencies
- Charities and not-for-profit businesses
- **Business and Trader Associations**
- Businesses that have received an ON Small Business Grant in the past, and
- Businesses that have changed their trading name but remain under the same ownership.

Elected members and employees of the City of Onkaparinga are not eligible to sign or be listed on any grant application.

Costs not eligible for funding:

- Finance arrangements (e.g. deposits for loans, leases etc)
- Problem resolution (e.g. payment of outstanding debts with suppliers etc)
- Recurring operational costs (e.g. salaries, stock purchase, rent, insurance etc); and
- Money already spent or key components of the business already started before the grant is approved (e.g. reimbursements).

HOW ARE THE FUNDS AWARDED?

The Small Business Grants are awarded in two rounds per calendar year.

Fifty percent (50%) payment of funds awarded will be paid following notification of successful application and the remaining fifty percent (50%) of funds will be distributed on receipt of acquittal.

Grants are classified as a taxable income.

HOW ARE THE APPLICATIONS ASSESSED?

Eligible applications are assessed by a panel that is informed by the Business Growth & Innovation team at the City of Onkaparinga.

Recommendations of the panel will be approved by elected members at a scheduled council meeting.

Council retains the right not to fund an application based on assessment recommendations.

All applications, across all three categories, are competitive and will be assessed on merit. The assessment panel will recommend funding allocations to Council for a final decision. The panel's recommendations will be based on the scoring and ranking of applications, the merit of each individual application, and the alignment of each application to council's Community Plan - Onkaparinga 2035 – and our strategies, values, policy principles and policies. We will ensure the grant opportunity processes are fair and in accordance with the published grant guidelines, incorporate appropriate safeguards against fraud, unlawful activities and other inappropriate conduct.

Important Considerations:

Grant applications will be assessed against the following weighted criteria:

- Project quality (30%)
- Impact on business and region (40%)
- Sustainable business model (30%).

WHAT ARE THE EXPECTATIONS OF SUCCESSFUL APPLICANTS?

Successful applicants are required to:

- Use the funds awarded in line with the objectives outlined in their grant submission
- Spend the grant funding within 12 months of being awarded (note: should there be a significant reason as to why you are unable to spend the funds within 12 months, you are required to advise a member from the Business Growth & Innovation team on 8384 0666)
- Provide before and after photos of your project/initiative (if relevant); and
- Provide an evaluation summary report on conclusion of the project/initiative as part of your acquittal.

GRANT CATEGORIES

1. START-UP GRANT

Purpose:

The Start-Up Grant seeks to support:

- Start-up businesses;
- Businesses transitioning from a hobby/market style business; and
- The expansion of micro-businesses.

To be eligible for this grant, businesses must have been in operation for 18 months or less.

Examples of projects this grant will fund:

- Purchase of machinery and equipment
- Upgrade and improvement to place of operation.

Projects are scored as follows:

Project Quality (30%)	Weighting
How well prepared is the budget?	10%
Specify the proposed purpose of the funds	10%
Describe how the outcomes and success of the project/initiative will be measured?	10%
Impact on Business & Region (40%)	
How will these funds impact the business?	10%
Will local products and/or service providers be engaged to deliver this initiative?	15%
What impact will this project/initiative have on the economic growth of the region?	15%
Sustainable Business Model (30%)	
What steps have you taken to reduce the impact of COVID-19 on your business?	20%
How would these funds help you to recover from the impact of COVID-19?	10%

2. MARKETING & COMMUNICATIONS GRANT

Purpose:

The Marketing & Communications Grant seeks to support businesses in developing their marketing and communications potential through strategy, web development, SEO and google analytics, communications and public relations, branding, advertising and visual merchandising.

Examples of projects this grant will fund:

- Development of a website
- Design and production of business cards, stationery and branded clothing
- Signage for use at trade fairs/expos
- Production of a promotional video.

Projects are scored as follows:

Project Quality (30%)	Weighting
How well prepared is the budget?	7.5%
Specify the proposed purpose of the funds	7.5%
Describe how the outcomes and success of the project/initiative will be measured?	7.5%
Outline the business's current marketing and communication activities?	7.5%
Impact on Business & Region (40%)	
How will these funds impact the business?	10%
Will local products and/or service providers be engaged to deliver this initiative?	15%
What impact will this project/initiative have on the economic growth of the region?	15%
Sustainable Business Model (30%)	
What steps have you taken to reduce the impact of COVID-19 on your business?	20%
How would these funds help you to recover from the impact of COVID-19?	10%

3. BUSINESS GROWTH GRANT

Purpose:

The Business Growth Grant seeks to enable existing businesses to purchase and implement specialised equipment or services to help them seize growth opportunities.

Examples of projects this grant will fund:

- Purchase of machinery and equipment
- Upgrade and improvement to place of operation.

Projects are scored as follows:

Project Quality (30%)	Weighting
How well prepared is the budget?	10%
Specify the proposed purpose of the funds	10%
Describe how the outcomes and success of the project/initiative will be measured?	10%
Impact on Business & Region (40%)	
How will these funds impact the business?	10%
Will local products and/or service providers be engaged to deliver this initiative?	15%
What impact will this project/initiative have on the economic growth of the region?	15%
Sustainable Business Model (30%)	
What steps have you taken to reduce the impact of COVID-19 on your business?	20%
How would these funds help you to recover from the impact of COVID-19?	10%

ESSENTIAL CRITERIA

Businesses must demonstrate their ability to meet the following essential criteria:

- Have adequate and appropriate public liability insurance cover (minimum of \$10m required, however council may require some businesses to have up to \$20m cover depending on your risk profile)
- Can demonstrate business viability and sustainability by completing and attaching the
 <u>Business Plan Template</u> (or use your own) or be able to provide an excerpt of your business
 plan with the application
- Can demonstrate financial sustainability by completing the budget template within the online application
- Can demonstrate that work, health and safety has been considered as part of the business by completing and attaching the <u>Work, Health & Safety Policy Template</u> (or use your own). For more information on simple safety steps for businesses visit <u>Safe Work SA</u>.
- Have development consent and/or any other required approvals
- Comply with all relevant legislation and industry standards
- Clearly state how this project will provide economic benefit to the region.

Please note:

- Only one grant application per round can be submitted, choose the grant category that best suits your project.
- Attachment file size max 5MB per file and total attachments cannot exceed 25MB
- Create a generic log-in so any member of staff can log-in to complete this or future applications within the smartygrants online application system.
- There is an automatic 30 minute time-out with the smartygrants online application system. Please remember to save your application if you need to walk away for any length of time.
- Letters of support cannot include City of Onkaparinga Mayor or its elected members (to avoid any potential conflict of interest)

HOW TO APPLY

Step 1.	Register as an ON Business Partner: Visit: www.onbusinesspartnerprogram.com Click on 'Register now' on the right hand side Complete the online form and click 'Create account'
Step 2.	 Upload your business details to the ON Business online Business Directory: Visit: www.onbusinesspartnerprogram.com/business-directory Click on 'Add Your Business' on the right-hand side Login to your account (if not logged in already) Complete the online form and click 'Save and continue' When you have returned to your dashboard, ensure you click 'submit for approval' to finalise your business listing.
Step 3.	It is recommended to book a one-on-one appointment with a member from the Business Growth & Innovation team from the City of Onkaparinga to discuss your intention to apply for a grant. Please note, when booking your appointment, you will have the option to choose either a phone conversation or a face-to-face meeting at the Council Offices, Ramsay Place, Noarlunga Centre. Book your appointment here .
Step 4.	It is recommended to make an appointment with a business advisor from the Southern Business Mentoring Program to discuss your business plan and your intent to apply for a Small Business Grant as part of the ON Business Partner Program. A 1 hour session is subsidised at \$20. Visit www.onbusinesspartnerprogram.com/sbmp to choose your advisor and book an appointment.
Step 5.	Visit www.onbusinesspartnerprogram.com/membership/small-business-grants and choose the grant category that best fits your project/initiative. Click through to the online grant application and create a generic log-in and password. Note: you can save your progress and come back to it later. Late applications will not be accepted.
Step 6.	Submit your application including the following mandatory attachments: Certificate of currency for Public Liability Insurance Business Plan (or excerpt) Work, Health & Safety Policy.

If you do not receive email acknowledgement that your application has been successfully submitted, please contact a member from the Business Growth & Innovation team 8384 0666.



9.6 Quarterly financial update incorporating Budget Review 4

Report contact Meeting
Diane Eckermann, Financial Planning & Analysis Team Leader Council

Approving officer Date

Anthony Spartalis, Chief Financial Officer 20 October 2020

1. Purpose

This report provides analysis of our actual financial performance to 30 June 2020 compared to the approved budget and seeks approval for the carried forward budgets to be incorporated into the 2020–21 Budget.

2. Recommendations

- 1. That Council note the quarterly financial update provided in the agenda report and attachment 1 to the agenda report, specifically noting the following:
 - that no significant variations have been identified as part of the year-end analysis at Budget Review 4 that would have impacted the 2020–21 Budget or rate increase adopted by Council on 7 July 2020
 - the impact of the carried forward operating projects of \$3.4 million will affect the operating result when incorporated into the 2020–21 Budget.
- 2. That Council approve the draft actual results for the year ended 30 June 2020 as discussed in the agenda report and presented as attachment 2 to the agenda report (Budgeted Financial Statements).
- 3. That Council approve the carried forward budgets detailed in the agenda report and attachment 3 to the agenda report (Budget Carry Forwards from 2019-20) be incorporated into the 2020–21 Budget.

3. Executive summary

This report and Attachment 1 provide analysis of our actual financial performance to 30 June 2020 compared to the approved budget at Budget Review 3, analysis of the impact the year-end results at Budget Review 4.

This report also provides commentary in relation to various financial risks arising as a result of changes proposed and already made across the government sector that could significantly impact council's long term financial sustainability and outlines the activities we are currently undertaking to mitigate these.

4. Background

Community Plan
2030

people: connected, engaged, active, healthy
place: green, inviting, accessible, liveable
prosperity: economically strong, environmentally thriving
performance: accountable, efficient, inclusive, sustainable



	This report supports all aspects of the Community Plan 2030.
Policy and/or relevant legislation	The Local Government (Financial Management) Regulations 2011 (the Regulations) specify the number and timing of budget reviews that must be considered by Council following adoption of the budget.
Who did we talk to/who will we be talking to	We worked with the Community, Elected Members and Administration to prepare the 2019–20 and 2020–21 Annual Business Plans and Budgets, adopted by Council at its meeting on 16 July 2019 and 7 July 2020 respectively.

5. Discussion

At its meeting on 16 July 2019 Council adopted the 2019–20 Budget and in accordance with the Regulations resolved (in part) that:

The budget will be reviewed four times during the financial year for the periods ended:

- 30 September 2019
- 31 December 2019
- 31 March 2020
- 30 June 2020 (as part of our year-end financial processes).

At its meeting on 17 September 2019 Council approved the 2018–19 carry forwards to be incorporated into the 2019–20 Budget.

At its meetings on 10 December 2019, 17 March 2020 and 21 May 2020 Council approved Budget Review 1, 2 and 3 respectively. Budget Review 3 therefore became the adopted Budget as at 21 May 2020.

6. Financial implications

Financial summary

Item	\$	Comment				
Current budget	Current budget					
Current budget allocation	\$206.5m	Original Budget 2020–21				
Funding required \$2		Rates, grants, subsidies, contributions, statutory and user charges, new borrowings, reimbursments and other income.				
Budget impact (\$5.95		Operating Deficit of the Original Budget				



7. Risk and opportunity management

Risk			
Identify	Mitigation		
Reputation/community expectation	We engaged with our communities as part of the financial planning process and Council considered community feedback prior to adopting the Annual Business Plan and Budget.		
Financial/business sustainability	We continue to employ a strategic approach to our financial planning that incorporates 'bottom-up' budgeting and takes into account the current economic environment, our financial position, our long term financial sustainability, the impacts on the organisation both internally and externally, and the impact to the community.		
Service delivery	The proposed carry forward budgets from 2019–20 to 2020–21 are based on the range of activities and projects to be delivered to meet community needs and expectation.		

Opportunity				
Identify	Maximising the opportunity			
Reputation/community expectation	Opportunity to carry forward budgets into the 2020–21 financial year to continue the project and capital works.			

8. Timelines and deadlines

The draft general purpose financial statements for year ended 30 June 2020 will be presented to Council at its meeting on 17 November 2020.

9. Next steps

The first Quarterly Financial update for 2020-21 will be reported to Council at its meeting on 8 December 2020. This update will include Budget Review 1, incorporating the movements from the recent organisational restructure.

10. Attachments

Attachment 1 – Quarterly Financial Update for the period 30 June 2020 (23 pages)

Attachment 2 – Budgeted Financial Statements (12 pages)

Attachment 3 – Budgeted Carry Forwards from 2019–20 (4 pages)

- END OF REPORT -



Quarterly Financial Update As at 30 June 2020

Diane Eckermann

Team Leader Financial Planning and Analysis

Jade Bird

Manager Financial Services



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EXECUTIVE SUMMARY

Actual to Approved Budget (Budget Review 3) - Actual to budget variances for the period to 30 June 2020 include the following key items:

- Financial impacts of COVID–19 relating to the eight measures approved by Council at its meeting 31 March 2020 were identified in Budget Review 3, with an estimated cost of \$349,305 in the last quarter. Council at its meeting 21 April 2020 also approved allocation of funding for the COVID–19 (Coronavirus) community support grant from \$50,000 of savings identified in the 2019–20 Budget through Budget Review 3. The actual net cost of COVID–19 for 2019–20 is spread across may areas of the organisation and is a mix of loss of income and increase or savings of expenditure. Some items are specific as a purchase of goods and some result from variance to Budget and the prior year activity. The net cost of COVID-19 is approximately \$400,000 for 2019–20.
- Salary and productivity savings budgeted targets of \$1.3 million met.
- Increase to leave provisions of \$1.7 million are included in Employee Costs (see Table 1 below).
- Increase in Depreciation of \$2.1 million mainly attributed to the Buildings category and the consideration of 'coastal' building structures.

2019–20 Year End Analysis at Budget Review 4 – A net funding surplus of \$4.1 million resulted from activities across the four departments after carry forwards, reserve transfers and excluding corporate activities such as loans, depreciation, leave provision adjustments and other corporate transfers, due to the following factors:

- Operating savings of \$1 million, predominantly in contractual services
- Net capital project savings of \$3.1 million across several categories including Buildings, Roadworks,
 Open Space and Carparks
- The Operating and Capital savings from the Departments above are offset by adjustments to corporate costs including leave provisions, increase Depreciation and other minor variances.
- The proposed 2019–20 carry forward budgets totalling \$10.4 million are detailed in attachment 3 to this report.
- The balance of the Contingency Reserve at 30 June 2020 is \$9.1 million. This includes \$3.76 million remaining of projects currently underway that Council has resolved to fund, including ICT Reform, SARS and Aldinga Bay Surf Lifesaving Club replacement. Our Financial Strategies ensure we maintain 2 per cent of rate \$2.7 million revenue to absorb shocks from unforeseen events. The balance of \$2.94 million is currently unallocated.

Project	Reserve Balance 30 June 2019	Council resolution of allocations	Transferred (from)/to the Reserve 2019–20	Balance of allocation remaining in the Reserve at 30 June 2020
ICT Reform	\$2.90m			\$2.90m
High priority SARS initiatives	\$1.21m		(\$0.40m)	\$0.81m
Aldinga Bay Surf Lifesaving Club replacement	\$0.05m			\$0.05m
2019–20 Net Original Budget transfers			(\$0.30m)	(\$0.3m)
Maintain minimum of approximately 2% of rate revenue to provide the ability to absorb shocks from unforeseen events	\$2.60m			\$2.7m
Unallocated funds	\$3.04m			\$2.94m
Total	\$9.80m		(\$0.70m)	\$9.1m

INTRODUCTION

This document provides an overview of the following:

• **Actual Year-End Position** - analysis of our draft actual financial performance to 30 June 2020 compared to the approved budget.

Information is provided as follows:

- Operating position and capital expenditure summary format actual performance and the
 expected year-end position is presented in this format to align better with the financial statements.
 The Operating Position and Capital Expenditure Summary provides a summary of all of council's
 income and expenditure (capital, operating and incorporates debt and reserve transfers).
- **Budgeted financial statements** attachment 2 includes a set of draft actual and budgeted financial statements.
- **Significant financial risks** as requested by the Audit, Risk, Value and Efficiency Committee (ARVEC), significant financial risks that could significantly impact council's long-term financial sustainability are identified and rated with a summary of the activities currently being undertaken to mitigate these.
- **Long Term Financial Plan Implications** Council continues to be exposed to various financial risks arising predominantly from changes proposed and already made across the government sector. We continue to work with the LGA and have been advocating directly on:
 - COVID-19
 - Local Government Review Bill 2020
 - Housing SA stock transfers to NGO/CHP Housing Associations
 - Planning, Development and Infrastructure Act 2016
 - EPA levy increases
 - ESCOSA water pricing requirements
 - Co-mingled recycling market
 - Local Government (Fixed Charges) Amendment Bill 2018
 - Valuation of Land (Separate Valuations) Amendment Bill 2018
 - Detention of dogs and cats.

ACTUAL VS APPROVED BUDGET AS AT 30JUNE 2020

We have analysed our actual performance to 30 June 2020 against our approved budget for the same period. Table 1 below presents this analysis. Variances between actual and budget results from either:

- **Actual budget variations** (where actual income or expenditure amounts are different to budget)
- **Timing differences** (where actual spend is now forecast to occur later than originally budgeted however the dollar amount budgeted is unchanged).

Significant variances, being those greater than +/-\$50,000 and +/-5 per cent, are explained below the table:

TABLE 1: OPERATING POSITION AND CAPITAL EXPENDITURE SUMMARY (INCORPORATING DEBT AND RESERVE TRANSFERS)

ACTUAL VS APPROVED BUDGET YEAR TO DATE (30 JUNE 2020)

	Actual	Approved Budget	Variance Fav/(Unfav)	Variance %	Note	Approved Budget
\$'000						(BR3)
Income						
Rates revenue	140,387	140,501	(114)	(0.1%)		140,501
Statutory charges	3,234	3,450	(216)	(6.3%)	1	3,450
User charges	6,180	5,840	340	5.8%	2	5,840
Grants, subsidies and contributions	18,912	19,247	(335)	(1.7%)		19,247
Investment income	20	65	(45)	(70.0%)		65
Reimbursements	2,076	3,098	(1,022)	(33.0%)	3	3,098
Other income	1,958	717	1,241	173.2%	4	717
Net gain – Equity Accounted Council Businesses	348	-	348	0.0%		-
Total Income	173,114	172,918	195	0.1%		172,918
Expenditure						
Employee costs	69,288	69,614	326	0.5%		69,614
Contracts	42,742	45,420	2,678	5.9%	5	45,420
Materials	12,376	12,372	(3)	0.0%		12,372
Depreciation	37,354	34,778	(2,576)	(7.4%)	6	34,778
Finance costs	3,284	3,311	27	0.8%		3,311
Other	13,223	13,362	451	1.0%		13,362
Total Expenditure	178,268	178,857	590	0.3%		178,857
Operating surplus/(deficit)	(5,154)	(5,939)	785	13.2%		(5,939)

	Actual	Approved Budget	Variance Fav/(Unfav)	Variance	% Note	Approved Budget
\$'000	YTD	YTD	YTD	YT	'D	(BR3)
Capital Projects						
Renewal						
Project expenses	26,252	31,284	5,032	16.1%	7	31,284
Less:						
Grants, subsidies and contributions	305	399	(94)	(23.6%)	8	399
Developer contributions	-	-	-			-
Other income	987	1,141	(154)	(13.5%)	9	1,141
Net Renewal Expense	24,960	29,744	4,784	16.1%		29,744
New and Significant Upgr	ades					
Project expenses	14,588	26,725	12,137	45.4%	10	26,725
Less:						
Grants, subsidies and contributions *	2,096	5,520	(3,425)	(62.0%)	11	5,520
Developer contributions	842	824	18	2.2%		824
Other income	-	-	-			-
Net New and Significant Upgrade Expense	11,650	20,380	8,730	42.84%		20,380
Net Capital Project Expense	36,610	50,124	13,514	26.9%		50,124

,	Actual		Variance Fav/(Unfav)	Variance %	Note	Approved Budget
\$'000	YTD	YTD	YTD	YTD		(BR3)
Other						
Loans						
Drawdown on loans	2,000	12,018	(10,018)	(83.4%)	12	12,018
Less:						
Loan principal repayments	1,845	4,181	2,336	55.9%	13	4,181
Net Loan Movement	155	7,837	(7,682)	(98.0%)		7,837
Reserves						
Transfer from Reserves	20,981	22,827	1,846	8.1%	14	22,827
Less:						
Transfer to Reserves	20,848	8,980	11,868	132.2%	15	8,980
Net Reserve Movement	133	13,847	13,714	99.0%		13,847
Adjustments:						
Depreciation – included in operating result, funded by renewal	37,354	34,778	2,576	7.4%		34,778
Payables 30 June	3,711	-	3,711	0.0%		
Accounting Standard income add back	1,713	-	1,713	0.0%		
Less:						
Grants, subsidies and contributions (renewal) – included in operating result	305	399	94	23.6%		399
Receivables 30 June	997	-	(997)	0.0%		
Net Adjustments	41,476	34,379	7,097	20.6%	-	34,379
Surplus / (Deficit)	-	-	-	-		-

The balanced funding of the budget above is calculated by - Operating surplus/(deficit) less Net Capital Project Expense plus funding from Loans, Reserves and adjustments, and effectively shows the sources of income to meet payments made throughout the year.

The following items are included in this report to allow a comparison to our statutory reporting as required by the Australian Accounting Standards to be included in Council's Financial Statements:

- Council's share of operating profit from equity accounted investees include a profit of \$362,000 from SRWRA and a loss of \$14,000 upon the wind up of Council Solutions Regional Authority (CSRA). This represents a share of equity rather than actual income but is required to be included in the General Purpose Financial Statements.
- Grants and Subsidies income from required accounting treatment from 2018–19 is a reversal of \$1,712,647, reducing operating income in 2019–20 as required under the Australian Accounting Standards.

SIGNIFICANT VARIANCE ACTUAL VS APPROVED BUDGET AT 30 JUNE 2020

Note	Description	Variance \$'000	Variance %	Comment
Operating A	Activities			
1	Statutory charges	(216)	(6.3%)	 Several variances predominantly relating to: Parking Fines - Expiations \$92,000, reduced activity due to COVID-19 Development Fees \$62,000 Dog Registration Fees & Expiations \$50,000.
2	User charges	340	5.8%	Variance predominantly relates to timing of Waste Management Income for additional bins \$350,000.
3	Reimbursements	(1,022)	(33.0%)	Classification movement of income to Other income below \$951,483.
4	Other income	1,241	173.2%	Includes insurances and other recoupments: special distribution income, LGFA Bonus Treasury income.
5	Contractual services	2,678	5.9%	This variance includes (\$116,000) in reserve transfers and \$3.0 million of carried forward project expenditure (see detail of net carry forwards in Attachment 3 to this report).
6	Depreciation	(2,576)	(7.4%)	The variation in depreciation expense can be mainly attributed to the Buildings category and the consideration of 'coastal' building structures. Council has considerable coastal building assets and the useful life on these has been found to differ more than expected from traditional, 'in-land' assets.

Note	Description	Variance \$'000	Variance %	Comment
Capital Pro	jects			
Renewal				
7	Project expenses	5,032	16.1%	This variance in project expenditure is reduced by \$2 million in reserve transfers and \$3.2 million of carried forward project expenditure (see detail of net carry forwards in Attachment 3 to this report).
8	Grants, subsidies and contributions	(94)	(23.6%)	Income variance predominantly relates to Port Noarlunga Bowling Club \$80,000, aligned with project expenditure above.
9	Other income	(154)	(13.5%)	Income from sale of Fleet and Light Commercial Sales lower than anticipated (\$480,000), offset by higher receipts from Plant Sales \$326,000.
New and Sig	nificant Upgrades			
10	Project expenses	12,137	45.4%	This variance in project expenditure predominantly relates to transfers back to reserve of \$3.3 million with the more significant transfers including Stormwater Management \$1.4 million, and Revolving Resources \$0.9 million. Carry forwards of \$4.9 million (see detail of net carry forwards in attachment 3 to this report) and reserve transfers.
11	Grants, subsidies and contributions	(3,425)	(62.0%)	Income variance includes carried forwards in relation to the expenditure above \$1.2 million including Hackham Sports Unisex Change Room (\$489,000) and O'Sullivan Beach Coast Park (\$376,000) (see more detail of other carry forwards in attachment 3 to this report) and reserve transfers.

Note	Description	Variance \$'000	Variance %	Comment
Other				
Loans				
12	Drawdown on loans	(10,018)	(83.4%)	Cash flow has been managed within our current facilities aided by the proposed carry forwards of \$10.4 million, without new loans being required to be drawn down.
13	Loan principal repayments	2,336	55.9%	The repayments made during the year align with the repayment schedule and budget of our fixed loans. Reduction in anticipated loans and a positive cashflow has decreased new loans and repayments.
Reserves				
14	Transfer from Reserves	1,846	8.1%	Various budgeted reserve funded projects and services with remaining budgets at end of year are required to be returned to the reserves resulting in the actual transfer from reserve being less than budgeted.
15	Transfer to Reserves	11,868	132.2%	The carry forwards of \$10.4 million are transferred to the Committed Expenditure Reserve at end of year to be transferred from the reserve in 2020–21 to be included in the 2020–21 Budget.

BUDGET IMPLICATIONS 2020–21

In performing the year end analysis at Budget Review 4 and proposing the draft actuals for 2019–20, no significant variations have been identified that would have impacted the 2020–21 Budget or rate increase adopted by Council on 7 July 2020. Impacts of COVID-19 on the 2020-21 Budget will be presented in a separate report to Council. Council resolved at its meeting of 18 August 2020, to provide assistance to community owned sporting grounds up to 30 September 2020 \$21,416. There is a further COVID–19 report on tonight's agenda.

The operating carry forward projects of \$3.4 million will however affect the operating result when incorporated into the 2020–21 Budget.

LONG TERM FINANCIAL PLAN IMPLICATIONS

We are in the process of a major review of our Long Term Financial Plan, including Elected Member Workshops, Elected Member Finance Working Group sessions, community engagement processes prior to a report to Council in February for approval of the revised Long term Financial Year.

Table 4 depicts the KFIs based on the Original Budget assumptions, incorporating the low rate revenue increases over recent years. Significant change to projected services, projects or revenue to bring all indicators back into line with the KFI targets to ensure council maintains long term financial sustainability over the ten year horizon is currently being considered. This includes reviewing our policies around debt.

TABLE 4: FINANCIAL PERFORMANCE AGAINST KEY FINANCIAL INDICATORS

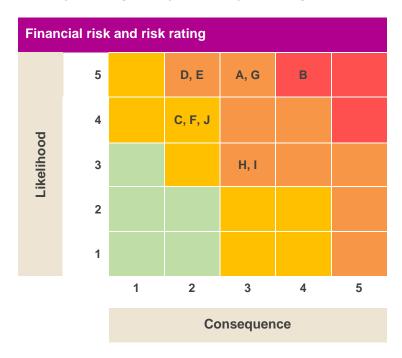
Key Financial Indicator	Target	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Asset sustainability ratio	>70%**										
Operating surplus ratio	>0%**										
Net financial liabilities ratio	<100%										
Interest cover ratio	<5%										
Asset consumption ratio	40-80%										
Adjusted Liquidity Ratio	<=30 days										
Debt servicing	<10%										
Level of borrowings	<100%										

	Marginal	Material
Benchmark met	Underperformance	Underperformance
	(<10%)	(10% or more)

SIGNIFICANT FINANCIAL RISKS

There are a number of financial risks arising largely as a result of changes proposed and already made across the government sector that could significantly impact council's long term financial sustainability. Table 5 below provides details of the financial risks identified and our risk rating for each risk.

TABLE 5 FINANCIAL RISK AND RISK RATING



Overall risk rating				
	Very high			
	High			
	Medium			
	Low			

Risk	Likelihood	Consequence
1	Rare	<\$0.1m
2	Unlikely	>\$0.1m-<\$1m
3	Possible	\$1m-<\$2.5m
4	Likely	>\$2.5m-<\$5m
5	Almost Certain	>\$5m

Risk Description	Risk	Description
A COVID-19	F	ESCOSA water pricing requirements
B Local Government Review Bill 2020	G	Co-mingled recycling market
C Housing SA stock transfers to NGO Housing Associations	Н	Local Government (Fixed Charges) Amendment Bill 2018
D Planning, Development and Infrastructure Act 2016	-1	Valuation of Land (Separate Valuations) Amendment Bill 2018
E EPA levy increases	J	Detention of dogs and cats

Table 6 below provides details of advocacy activities performed to date in relation to each of the risks identified, advocacy outcomes (including any financial implications for council) and next steps.

Risk A: COVID-19

Advocacy activities to date

Since the World Health Organisation declared COVID–19 a pandemic on 11 March 2020, State and Federal governments have announced progressively restrictive policies to reduce the spread of the virus. This was vital to 'flatten the curve' on the number of infections, to give our healthcare system a better opportunity to attend to critical cases.

The organisation, under the guidance of the Crisis Management Team (CMT) and the Director Group (DG), began preparatory measures prior to this declaration, and has developed responses to each stage as it has been announced. CMT has focused on ensuring the health of our community and our workforces as a priority.

Our response aims to ensure we:

- comply with all relevant policy directives at federal and state level
- meet our OHS&W obligations for staff and volunteers
- maintain our critical functions that allow us to continue to provide essential services to our community

enable maintenance of non-critical functions, where possible

Outcomes (if applicable)

Our Crisis Management Team continues to monitor the situation and work through our COVID–19 Plan (revised as necessary) to manage the health and safety of employees and volunteers. The Team is focussed on minimising disruption to the services council delivers, especially those services that, if impacted, will reduce our communities' ability to recover from this public health emergency.

Council is participating in the Local Government Functional Support Group and working with other agencies and councils in our emergency management zone in response to COVID–19.

Financial impacts of COVID–19 on the 2019–20 budget relating to the 8 measures of support has been estimated at \$400,000.

Next steps

Council will monitor compliance with the directions and declarations issued by the Emergency Management Commissioner from time to time, with a particular focus on non-essential business and gatherings on local government land.

18 August 2020, Council resolved that COVID–19 financial assistance will be provided to Community owned sporting grounds to 30 September 2020.

Risk B: Local Government Review Bill 2020

Advocacy activities to date

Local government reform, including various forms of 'rate capping', has been attempted by both the state Liberal and Labor parties since the SA Liberals took a rate capping policy to the 2018 election.

Council has advocated and made representations on the various reform proposals to ensure that they offer real and lasting benefits for communities.

The Statutes Amendment (Local Government Review) Bill 2020 (the Bill) was introduced into Parliament on 17 June 2020. It contains a raft of changes covering issues including elected member conduct, CEO renumeration and performance, audit and risk committee make up, elected member representation, engagement, land revocation and more.

Many of the Bill's proposed changes to the Act are aligned with the local government sector's position of improving effectiveness and efficiency, and could result in improved, less costly processes for Council. However, several changes related to the Annual Business Plan would substantially increase the Minister's powers to intervene in councils' budget setting. This could prevent councils from managing their cities' budgets to meet the unique circumstances and needs of their own communities.

Outcomes (if applicable)

The Strategic Directions Committee considered the Bill at its meeting on 4 August 2020 and approved feedback to the LGA to inform their advocacy on behalf of the sector. Our comments indicated our support for many of elements of the Bill, including those in relation to managing member behaviour. However, they indicated our opposition to:

- the changes to the Annual Business Plan process requiring referral to a 'designated authority'
- increased powers for the Minister to directly intervene in councils' budgets, policies and procedures.

Next steps

The LGA sought comments from councils by 9 August 2020 to inform their negotiations with the South Australian Government and advocacy to Members of Parliament.

After further amendments were proposed, the Bill is expected to be debated in the House of Assembly in the week beginning 12 October 2020. Further updates will be provided to Council as the Bill progresses.

Risk C: Housing SA stock transfers to NGO Housing Association

Advocacy activities to date

Initially proposed in 2012–13 with 10 per cent of the City of Onkaparinga housing stock proposed to transfer over the period to 2018–19:

- All such properties comply for mandatory 75 per cent rate rebates unless the Minister gazettes rebate exemptions
- Proposed rebate exemptions included in the First Draft Local Government (Accountability and Governance) Amendment Bill 2015
- Exemptions quashed by Minister Rau July 2015 and removed from Bill
- Minister Rau advised matter to negotiate between Council and State at transfer.

Advocacy for exemptions through the LGA on behalf of the industry.

Further advocacy undertaken through Inquiry on Rate Capping and through feedback on the 'Local Government (Rate Increases) Amendment Bill 2016'.

A further batch of 4,000 transfers was actioned in 2016–17 but did not impact the City of Onkaparinga.

The 4,000 transfers impacted 2 of the metro councils and approximately 8 rural councils.

The State Government advised that there would not be any moratorium on the 75 per cent mandatory rebate for Housing Association properties.

Outcomes (if applicable)

As at 1 July 2020 there are 748 properties receiving a mandatory rebate. Our LTFP included a \$60,000 increase in rate rebates each year for 4 years which ended in 2018–19. This represented an overall \$240,000 increase in rebates, equivalent to 10 per cent of the \$2.4 million worst case scenario for Council (i.e. if all Housing SA stocks transfer to NGO

Housing Associations in our city).

As Housing SA continues to lease further properties to eligible Housing Associations and as valuations and rates increase each year, it may be prudent for Council to consider a further ongoing Budget provision for increasing rebate levels for these properties in future years.

Next steps

Continue ongoing advocacy through the LGA and any other available political opportunities.

A review of the Local Government Act 1999 is anticipated to be undertaken and may provide avenues for further advocacy for exemptions for these rebates. It should be noted however that previously the State Government have indicated they would not change their position on this matter.

Risk D: Planning Development and Infrastructure Act 2016

Advocacy activities to date

The Planning, Development and Infrastructure Act 2016 (PDI Act) was enacted on 21 September 2016, with many elements of the Act coming into effect since that date.

Council has reviewed and provided submissions on many elements of the PDI Act, in response to public consultation, including:

- Discussion paper submissions on Natural Resources and Environment, Integrated Movement Systems, and Productive Economy
- Draft Assessment Regulations and Practice Directions
- Accredited Professionals Scheme
- Planning and Design Code Phase One
- Assessment Pathways
- Performance Indicators
- Community Engagement Charter
- Building reform (Ministerial Building Standards)
- State Planning Policies
- South Australian Parliamentary Inquiry on Heritage Reforms
- Renewable Energy Policies
- Inspection Policies Practice Direction
- Planning and Design Code Phase Two (regional areas) and People and Neighbourhoods discussion Paper
- Planning and design Code phase 3 -Metropolitan councils including Onkaparinga.

Outcomes (if applicable)

The Act has established:

- the State Planning Commission
- · the Community Engagement Charter
- the Planning and Design Code
- · Practice Directions
- design Standards
- the creation of Environment and Food Production Areas to contain urban growth
- the ability for councils to 'regionalise' through planning agreements and joint planning boards
- new assessment pathways
- amended infrastructure delivery scheme mechanisms
- online e-planning regime.

Council's Assessment Manager and proxies have now received accreditation required under the PDI Act

Consultation has closed on the draft Regulations and Performance Indicator discussion papers. They are as a whole yet to come into effect.

On 1 October 2019 the Commission released the draft Code for public consultation. Council provided feedback to the Commission and the Community Engagement Charter has now been released.

Practice Direction 9 – Building Inspections has been released by the Commission. Council has previously approved additional funding to comply with the increased inspection regime.

On 1 July 2019, Phase 1 of the new planning system became operational in outback areas. In addition, five new sets of Regulations commenced (as the Planning, Development and Infrastructure (General) (Development Assessment) Variation Regulations 2019).

Phase 2 (regional areas) commenced on 1 July 2020, with Phase 3 being delayed until early 2021.

Next steps

The Mayor, Elected Members and staff continue to work with the LGA to advocate for appropriate Regulations to be drafted in response to Council's concerns.

Council will continue to provide feedback through formal submissions as the proposed changes are being rolled out.

Council staff will continue to provide input to draft zones and review the draft Planning and Design Code to ensure Council's views are being represented in policy.

With the new Code utilising an online eplanning system we are unsure on the impact and timing of our fee income from assessments. We will continue to seek clarity on this from DPTI.

Risk E: EPA levy increases

Advocacy activities to date

Significant increases in the EPA levy have regularly been occurring since 2010–11 with advocacy activities taking place from this point.

In a recent response to the South Australian Governments - A Vision for a Circular Economy – Waste Strategy 2020–25 we have advocated for the need for the future trajectory of the levy to be clearly articulated, along with a guaranteed minimum level of reinvestment of the Green industries Fund into the waste and recycling sector.

Outcomes (if applicable)

The significant price increases in the levy announced by State Government have been incorporated into the Budget and LTFP as follows:

- 2016–17 \$62 per tonne July to August and \$76 per tonne from September
- 2017-18 \$87 per tonne
- 2018–19 \$100 per tonne
- 2019–20 \$110 per tonne July to December 2019 and \$140 per tonne from January 2020
- 2020–21 \$143 per tonne

Approximately 40,000 tonnes of rubbish are subject to this levy annually.

Next steps

Ongoing advocacy through the LGA and any other available political opportunities.

The LGA will continue to advocate for the release of money in the Green Industries Fund (previously the Waste to Resources Fund) for projects to generate environmental and employment outcomes for our communities.

We will continue to reinforce to our communities the dollars collected by councils on behalf of other spheres of Government.

A focus on diversion of waste to recycling streams remains an avenue to minimise the impact of the levy.

Risk F: ESCOSA water pricing requirements

Advocacy activities to date

The Essential Services Commission of South Australia (ESCOSA) require that small and intermediate water retailers achieve compliance with the National Water Initiative (NWI) Pricing Principles. This includes the adoption of Full Cost Recovery Pricing as a requirement for the sustainable operation of a water scheme.

Applying Full Cost Recovery is expected to lead to price increases to its customers for both of council's retail licences.

Outcomes (if applicable)

Under our intermediate water retail licence, Community Wastewater Management System (CWMS) we have:

- Adopted a Full Cost Recovery pricing model for our CWMS business from 2017–18 but negotiated with ESCOSA for a five year transition before applying it in full
- Provided a CWMS rate rebate for 2017–18, 2018–19, 2019–20, and 2020–21 to CWMS customers to enable the transition to Full Cost Recovery.
- Adopted a CWMS pricing policy position whereby the case for a customer rebate will be assessed through the annual budget process against the forecast funds required to sustainably manage the scheme.

Next steps

CWMS pricing will continue to transition to Full Cost Recovery and balance the requirements to sustainably manage the schemes.

We do not anticipate any update on this item to impact on the water business until ESCOSA release a new price determination or revoke their current one.

Risk G: Co-mingled Recycled Market

Advocacy activities to date

The recycling industry has seen significant changes since the introduction of the China Sword policy in 2017, this interruption to international commodity markets and significant drops in commodity prices saw our recyclables processor SKM recycling enter into administration.

At a special Council meeting on 12 March 2019, council voted to switch recyclables processor from SKM to VISY.

COAG has proposed to ban the export of certain waste products, and on 18 February 2020 council approved a submission to the Department of Environment and Energy in response to this proposal. This report also provided a submission for the Australian Local Government Association 2020 National General Assembly for a push to mandate national packaging recyclability and recycling targets for producers and packaging manufacturers.

Outcomes (if applicable)

SRWRA have announced the development of a local material recovery facility with anticipated opening being April 2021.

In a recent submission to the South Australian Governments A Vision for a Circular Economy – Waste Strategy 2020–25 we have highlighted our support for a circular economy to reduce our reliance on international markets and the importance for government procurement in supporting local demand for recycled products.

We have set our own targets for the procurement of recycled materials in 2020–21 and beyond via the Local Government Associations Circular Procurement Pilot Project.

Next steps

Council continue to work with suppliers to ensure continuity of service for our residents.

We will continue to advocate for extended producer responsibility, investment back into the infrastructure capabilities within Australia to reduce our reliance on international markets and a transition to a circular economy.

Risk H: Local Government (Fixed Charges) Amendment Bill 2018

Advocacy activities to date

On 17 October 2018, the Hon John Darley MLC introduced the Local Government (Fixed Charges) Amendment Bill 2018 into the Legislative Council.

This is a Private Members Bill to amend the *Local Government Act 1999*.

The Bill proposes amendments to the basis under which councils can impose a Fixed Charge against properties within retirement villages (amending section 152 of the Act).

This provision was first introduced in the draft Local Government (Miscellaneous) Amendment Bill 2009. When passed, the Bill introduced exemptions from Fixed Charge for individual sites in caravan parks, residential parks and marina berths. Retirement Villages were removed from the final legislation.

The LGA sought feedback from councils on this Bill. Refer LGA Circular 43.4 which includes links to the Bill and the Hansard Record of the first reading.

A report was presented to the Council Meeting of 22 January 2019 seeking Council's position in respect to this Bill. Council resolved that they did not support the Bill and empowered the Mayor to undertake all available advocacy options to oppose the bill being passed. We provided feedback to the LGA regarding our position in respect to this proposed legislation, given the potential impact on our community.

For 2019–20 we had 2,262 independent living units (ILU's) within our council area.

The potential impact of this exemption would be \$1.16 million were all ILU's exempt for 2019–20.

This shortfall in revenue would need to be redistributed to all ratepayers. This represents redistribution of 0.87 per cent of general rate revenue to be redistributed between all ratepayers.

Outcomes (if applicable)

On 4 December 2018 the SA Parliament agreed to the establishment of a joint committee to investigate the valuation policies of the Valuer-General and their impact on some retirement village residents and the options available to both state and local government to alleviate any impact on SA Water and local government charges of these policies.

The investigations of the Joint Committee will encompass both the proposals under the Local Government (Fixed Charges) Amendment Bill 2018 and the Valuation of Land (Separate Valuations) Amendment Bill 2018.

On 19 February 2019 the LGA issued Circular 8.10 advising Councils of the formation of the Joint Committee on Valuation Policies and Charges on Retirement Villages seeking feedback to assist the LGA to form their submission on behalf of the Local Government Industry and advising Councils of the closing date for individual submissions.

As per Council's resolutions, an Onkaparinga submission was prepared and lodged under Mayoral signature.

As at 24 April 2019 a total of eighteen submissions have been lodged with the Joint Committee. These include those from City of Onkaparinga, Adelaide Hills Council, the LGA submission and a detailed submission from the Office of the Valuer-General. The remaining submissions are from the Retirement Villages Residents Associations and individual RV Residents.

The LGA has provided submissions to the joint committee and are currently awaiting the final report to be presented.

Next steps

We will continue to work with the LGA to oppose the Bill and advocate against these inequitable proposals.

Risk I: Valuation of Land (Separate Valuations) Amendment Bill 2018

Advocacy activities to date

On 17 October 2018, the Hon John Darley MLC introduced Valuation of Land (Separate Valuations) Amendment Bill 2018 into the Legislative Council.

This is a Private Members Bill to amend the Valuation of Land Act to exclude certain current provisions available to Councils under the *Local Government Act 1999*.

The stated purpose of this Bill is to prevent ILU's in retirement villages from being subject to a mandatory separate valuation assessment as these results in additional rates and taxes from Revenue SA and SA Water.

Refer LGA Circular 43.4 which includes links to the Bill and the Hansard Record of the first reading.

For 2019–20 we had 3,800 tenancy assessments. Each tenancy is subject to a Fixed Charge. Should we lose the ability to rate based on occupation the potential impact of this legislative amendment is approximately \$1.55 million in lost revenue.

This shortfall in revenue would need to be redistributed to all ratepayers. This represents redistribution of 1.16 per cent of general rate revenue to be redistributed between all ratepayers.

This is in addition to the \$1.16 million revenue shortfall if all ILU's were exempt from the Fixed Charge for 2019–20 (refer Risk H).

The impact of these two proposed Bills represents a total of \$2.71 million or 2.03 per cent of general rate revenue that will need to be redistributed between all ratepayers.

Outcomes (if applicable)

On 4 December 2018 the SA Parliament agreed to the establishment of a joint committee to investigate the valuation policies of the Valuer-General and their impact on some retirement village residents and the options available to both state and local government to alleviate any impact on SA Water and local government charges of these policies.

The investigations of the Joint Committee will encompass both the proposals under the Local Government (Fixed Charges) Amendment Bill 2018 AND the Valuation of Land (Separate Valuations) Amendment Bill 2018.

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As per Council's resolutions, an Onkaparinga submission was prepared and lodged under Mayoral signature.

As at 24 April 2019 a total of 18 submissions have been lodged with the Joint Committee. These include those from City of Onkaparinga, Adelaide Hills Council, the LGA submission and a detailed submission from the Office of the Valuer General. The remaining submissions are from the Retirement Villages Residents Associations and individual RV Residents.

The LGA has provided submissions to the joint committee and are currently awaiting the final report to be presented.

Next steps

We will continue to work with the LGA to oppose the Bill and advocate against these inequitable proposals.

Risk J: Detention of dogs and cats

Advocacy activities to date

Council uses the services and facilities of an external organisation to satisfy our legislative obligations under the *Dog and Cat Management Act 1995* for the detention of seized animals.

Current impounding arrangements may not be available from July 2020 requiring consideration of alternative options to meet our legislative obligations.

Alternative options and contingency arrangements are being explored while we maintain discussions for the ongoing receipt of animals with the current service provider.

Outcomes (if applicable)

We are seeking to secure an agreement for the ongoing receipt and containment of dogs (and cats) seized under the Act to meet council's legislative obligations. Council considered a report on negotiations for the detention of dogs and cats in confidence on 21 July 2020. Subsequently an agreement has been entered with the RSPCA for the ongoing use of their Shelter for the next three financial years.

The agreement secures councils statutory obligations for the detention of animals under the *Dog and Cat Management Act 1995* resolving this risk.

Next steps

We continue to investigate the feasibility of building our own facility. This is expected to be complete towards the end of the year at which time findings will be brought to council for consideration.



FUNDING STATEMENT FOR THE YEAR ENDING 30 JUNE 2	2020 at Budget Review 4	
	2019–20	2019–20
	Approved budget	Draft Actuals
Operating activities		
Income		
Rates revenues	140,501,375	140,386,906
Statutory charges	3,449,692	3,233,618
User charges	5,839,970	6,180,298
Grants, subsidies and contributions	19,246,643	18,911,589
Investment income	65,198	19,577
Reimbursements	3,098,651	2,076,411
Other Income	716,629	1,957,543
Net Gain - Equity Accounted Council Businesses	-	347,637
Total income	172,918,158	173,113,580
Expenditure		
Employee costs	69,614,074	69,288,107
Contracts	45,419,681	42,742,060
Materials	12,372,414	12,375,516
Depreciation	34,778,026	37,353,952
Finance costs	3,310,908	3,284,247
Other expenses	13,362,024	13,223,623
Total expenses	178,857,127	178,267,506
Operating surplus / (deficit)	(5,938,968)	(5,153,926)
Capital projects		
Renewal		
Project expenses	31,284,030	26,252,000
Less:	- , - ,	
Grants, subsidies and contributions	399,402	305,189
Developer contributions	· -	-
Other income	1,141,221	986,780
Net renewal expense	29,743,407	24,960,031
New and Significant Upgrades		
Project expenses	26,724,797	14,587,826
Less:	•	, , , , , , , , , , , , , , , , , , , ,
Grants, subsidies and contributions	5,520,267	2,095,717
Developer contributions	824,309	842,283
Other income	-	<u> </u>
Net new and significant upgrade expense	20,380,221	11,649,826
Capital Project Expenditure	50,123,628	36,609,856



	2019–20 Approved budget	2019–20 Draft Actuals
Other		
Loans		
New loans	12,017,931	2,000,114
Less:		
Loan principal repayments	4,181,215	1,844,930
Net loan movement	7,836,716	155,184
Reserves		
Transfer from reserves	22,827,101	20,980,679
Less:		_
Transfer to reserves	8,979,845	20,847,643
Net reserve movement	13,847,256	133,036
Adjust:		
Depreciation - included in operating result, funded by renewal	34,778,026	37,353,952
Grants, subsidies and contributions (renewal) included in operating result	399,402	305,189
Less receivables 30 June 2020 adjustement	-	996,524
Payables 30 June 2020 adjustment	-	3,710,677
Add back reduction in operating income in 2019-20 as required under the		
Australian Accounting Standards Grants & Subsidies above.	<u> </u>	1,712,647
Surplus / (deficit)	•	-
Grand Total Income	215,248,987	200,735,276
Grand Total Expense	215,248,987	200,735,276
Funding Surplus / (deficit)	-	-



STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDING 30 JUNE 2020

	2019–20	2019–20
	Approved budget	Draft Actuals
Operating income		
Operating income		
Rates	140,501,375	140,386,906
Statutory charges	3,449,692	3,233,618
User charges	5,839,970	6,180,298
Grants, subsidies and contributions	19,246,643	18,911,589
Investment income	65,198	19,577
Reimbursements	3,098,651	2,076,411
Other income	716,629	1,957,543
Net gain - joint ventures and associates	-	347,637
Total operating income	172,918,158	173,113,580
Operating expenses		
Formula and the second	00 044 074	CO 000 40 -
Employee costs	69,614,074	69,288,107
Materials, contracts and other expenses	71,154,118	68,341,200
Finance costs	3,310,908	3,284,247
Depreciation	34,778,026	37,353,952
Total operating expenses	178,857,126	178,267,506
Operating surplus/(deficit) before capital amounts	(5,938,968)	(5,153,926)
Capital income		
Asset Disposal and fair Value Adjustment		(5,326,000)
Amounts received specifically for new or upgraded assets	6,344,576	2,938,000
Physical resources received free of charge	5,854,280	603,000
Net surplus/(deficit)	6,259,888	(6,938,926)
Other community in income		, , , ,
Other comprehensive income		
Changes in revaluation surplus - infrastructure, property, plant and		
equipment	72,610,539	27,745,000
Non-operating items - joint ventures and associates	-	
Total other comprehensive income	72,610,539	27,745,000
Total comprehensive income	78,870,427	20,806,074



STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020

	2019–20	2019–20
	Approved budget	Draft Actuals
Courant accets		
Current assets		
Cash and cash equivalents		2,391,000
Trade and other receivables	11,077,183	11,269,000
Inventories	89,651	97,000
Other non-current assets held for sale	-	<u>-</u>
Total current assets	11,166,834	13,757,000
Non-current assets		
Financial Assets	517,692	942,000
Equity accounted investments in council businesses	10,600,000	11,163,000
Infrastructure, property, plant and equipment	2,332,095,988	2,281,033,456
Other non-current assets	16,787,944	6,676,000
Total non-current assets	2,360,001,624	2,299,814,456
Total assets	2,371,168,458	2,313,571,456
Current liabilities		
Trade and other payables	13,421,931	23,696,000
Short term borrowings	3,276,931	10,984,000
Short term provisions	13,039,567	14,029,000
Other current liabilities	6,870,353	-
Total current liabilities	36,608,782	48,709,000
Non-current liabilities		
Trade and other payables Long term borrowings	92,252,586	5,840,500 74,729,220
Long term provisions	1,594,000	1,644,000
Total non-current liabilities	93,846,586	82,213,720
Total liabilities	130,455,368	130,922,720
Net assets	2,240,713,090	2,182,648,736
Equity		
Accumulated surplus	538,920,144	512,007,109
Asset revaluation reserve	1,671,403,539	1,626,538,000
Other reserves	30,389,407	44,103,627
Total equity	2,240,713,090	2,182,648,736



STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 30 JUNE 2020

	2019–20 Approved budget	2019–20 Draft Actuals
Cash flows from operating activities		
Receipts		
Operating receipts	172,852,960	173,548,132
Investment receipts	65,198	19,577
Payments	(440.700.400)	(420,000,000)
Operating payments to suppliers and employees Finance payments	(140,768,192) (3,310,908)	(138,099,200) (3,057,000)
Thance payments	(3,310,900)	(3,037,000)
Net cash flows from operating activities	28,839,058	32,411,509
Cash flows from investment activities		
Receipts		
Grants specifically for new or upgraded assets	6,344,576	6,372,432
Sale of replaced assets Repayments of loans by community groups	1,141,221	986,780 7,000
Distributions received from Equity Accounts Council Businesses	- -	124,000
Distributions received from Equity Accounts Council Businesses		124,000
Payments		
Expenditure on renewal/replacement of assets	(31,284,030)	(26,252,000)
Expenditure on new/upgraded assets	(26,724,797)	(14,587,826)
Net cash flows from investment activities	(50,523,030)	(33,349,614)
Cash flows from financing activities		
Receipts		
Proceeds from borrowings	12,017,931	2,000,114
Proceeds from Bonds and Deposits	-	45,600
Payments		
Repayments of borrowings	(4,181,215)	(1,844,930)
Repayment of Lease Liabilities	-	(98,500)
Repayment of Bonds and Deposits	-	(371,500)
Net cash flows from financing activities	7,836,716	(269,216)
Net increase/(decrease) in cash held	(13,847,256)	(1,207,321)
Cash and cash equivalents at beginning of reporting period	-	3,597,500
Cash and cash equivalents at end of reporting period	(13,847,256)	2,390,179
Represented by:		
Cash and cash equivalents	-	_
Less: Short term cash advance drawdowns	(13,847,257)	2,390,179



STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDING 30 JUNE 2020

	2019–20 Approved budget	2019–20 Draft Actuals
	Approved budget	Diait Actuals
Accumulated surplus		
Accumulated surplus		
Balance at end of previous reporting period	518,813,000	518,813,000
Surplus/(deficit) from operations	6,259,888	(6,938,927)
Transfers to other reserves Transfers from other reserves	(8,979,845) 22,827,101	(21,773,581) 21,906,617
Balance at end of period	538,920,144	512,007,109
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Asset revaluation reserve		
Balance at end of previous reporting period	1,598,793,000	1,598,793,000
Gain on revaluation of infrastructure, property, plant and equipment	72,610,539	27,745,000
Balance at end of period	1,671,403,539	1,626,538,000
Community wastewater management systems reserve		
Balance at beginning of period	577,919	577,919
Transfers to reserve	1,432,743	1,543,912
Transfers from reserve	(1,691,302)	(1,878,908)
Balance at end of period	319,360	242,923
Hazel McKenzie car park		
Balance at beginning of period	14,476	14,476
Transfers to reserve	-	365
Transfers from reserve	-	-
Balance at end of period	14,476	14,841
Stormwater management		
Balance at beginning of period	2,273,271	2,273,271
Transfers to reserve	-	1,634,021
Transfers from reserve	(228,932)	(228,932)
Balance at end of period	2,044,339	3,678,360
Footpath reserve		
Balance at beginning of period	1,591,219	1,591,219
Transfers to reserve	68,500	290,895
Transfers from reserve	(177,823)	(109,323)
Balance at end of period	1,481,896	1,772,791
One Council		
Balance at beginning of period	569,871	569,871
Transfers to reserve	·	259,560
Transfers from reserve	-	-
Balance at end of period	569,871	829,431



STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDING 30 JUNE 2020

	2019–20	2019–20
	Approved budget	Draft Actuals
Open space development reserve		
Balance at beginning of period	5,782,001	5,782,001
Transfers to reserve	800,205	3,356,291
Transfers from reserve Balance at end of period	(4,936,356) 1,645,850	(4,936,356) 4,201,936
	1,043,030	4,201,936
Sturt linear land purchase reserve		
Balance at beginning of period	141,158	141,158
Transfers to reserve	- (444.450)	- (4.44, 450)
Transfers from reserve	(141,158)	(141,158)
Balance at end of period	<u> </u>	-
Coast parks reserve		
Balance at beginning of period	1,740	1,740
Transfers to reserve	-	<u>-</u>
Transfers from reserve	<u>-</u>	<u> </u>
Balance at end of period	1,740	1,740
Court recoating reserve		
Balance at beginning of period	116,079	116,079
Transfers to reserve	-	19,357
Transfers from reserve	(47,454)	(47,454)
Balance at end of period	68,625	87,982
Committed expenditure reserve		
Balance at beginning of period	11,000,629	11,000,629
Transfers to reserve	3,000,000	10,403,113
Transfers from reserve	(11,000,629)	(11,000,629)
Balance at end of period	3,000,000	10,403,113
Contingency reserve fund		
Balance at beginning of period	9,815,341	9,815,341
Transfers to reserve	300,000	236,631
Transfers from reserve	(1,241,850)	(941,850)
Balance at end of period	8,873,491	9,110,122
Commercial activity recomme		
Commercial activity reserve		
Balance at beginning of period	297,674	297,674
Transfers to reserve	1,068,924	818,363
Transfers from reserve	(872,671)	(604,284)
Balance at end of period	493,927	511,753
Revolving resources reserve		
Balance at beginning of period	2,107,812	2,107,812
Transfers to reserve	1,518,276	1,943,722
Transfers from reserve	(1,083,612)	(1,083,612)
Balance at end of period	2,542,476	2,967,922



	2019–20	2019–20	
	Approved budget	Draft Actuals	
Developer contributions (roads)			
Balance at beginning of period Transfers to reserve	97,883	97,883	
Transfers from reserve		<u> </u>	
Balance at end of period	97,883	97,883	
Urban Tree Fund			
Delence at beginning of naried	40.972	40.972	
Balance at beginning of period Transfers to reserve	40,872 7,500	40,872 4,203	
Transfers from reserve	(10,000)	- 7,203	
Balance at end of period	38,372	45,075	
Plant and fleet reserve			
Balance at beginning of period	5,765,949	5,765,949	
Transfers to reserve	-	799,744	
Transfers from reserve	(257,555)	(257,555)	
Balance at end of period	5,508,394	6,308,138	
Seaford Library fund			
Balance at beginning of period	206,463	206,463	
Transfers to reserve	81,000	81,318	
Transfers from reserve	(115,000)	(29,414)	
Balance at end of period	172,463	258,367	
Innovation and Improvement reserve			
Balance at beginning of period	235,000	235,000	
Transfers to reserve	-	-	
Transfers from reserve	-		
Balance at end of period	235,000	235,000	
Climate change response fund			
Balance at beginning of period	746,821	746,821	
Transfers to reserve	-		
Transfers from reserve	(198,019)	(198,019)	
Balance at end of period	548,802	548,802	
Economic Development Reserve			
Balance at beginning of period	1,057,207	1,057,207	
Transfers to reserve	130,000	130,000	
Transfers from reserve	(349,500)	(323,112)	
Balance at end of period	837,707	864,095	



STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDING 30 JUNE 2020

	2019–20 Approved budget	2019–20 Draft Actuals
Water Business Unit reserve		
Balance at beginning of period		
Transfers to reserve	508,795	83,596
Transfers from reserve	(390,000)	- 00,000
Balance at end of period	118,795	83,596
Community Corporation 20224		
Balance at beginning of period	28,207	28,207
Transfers to reserve	3,629	3,629
Transfers from reserve	(2,870)	(2,870)
Balance at end of period	28,966	28,966
Carparking Contribution Scheme		
Balance at beginning of period	39,416	39,416
Transfers to reserve	3,000	3,000
Transfers from reserve	-	<u>-</u>
Balance at end of period	42,416	42,416
Hackham South East Infrastructure		
Balance at beginning of period	502,508	502,508
Transfers to reserve	-	-
Transfers from reserve	<u>-</u>	<u>-</u>
Balance at end of period	502,508	502,508
Strategic Acquisions		
Balance at beginning of period	1,227,147	1,227,147
Transfers to reserve	57,273	161,861
Transfers from reserve	(82,370)	(123,141)
Balance at end of period	1,202,050	1,265,867
Total reserves	1,701,792,946	1,670,641,627
Total equity	2,240,713,090	2,182,648,736



UNIFORM PRESENTATION OF FINANCES FOR THE YEAR ENDING 30 JUNE 2020

	2019–20	2019–20
	Approved budget	Draft Actuals
Operating surplus/(deficit)		
Operating revenues	172,918,158	173,113,579
Less: Operating expenses	(178,857,126)	(178,267,506)
Operating surplus/(deficit) before capital amounts	(5,938,968)	(5,153,927)
Less: Net outlays on existing assets		
Capital expenditure on renewal and replacement of existing assets	(31,284,030)	(26,252,000)
Less: Depreciation, amortisation and impairment	34,778,026	37,353,952
Less: Proceeds from sale of replaced assets	1,141,221	986,780
Net outlays on existing assets	4,635,217	12,088,732
Less: Net outlays on new and upgraded assets		
Capital expenditure on new and upgraded assets	(26,724,797)	(14,587,826)
Less: Grants and contributions for new and upgraded assets	6,344,576	6,372,432
Net outlays on new and upgraded assets	(20,380,221)	(8,215,394)
Net lending / (borrowing) for financial year	(21,683,972)	(1,280,589)



	2019–20 Approved budget	2019–20 Draft Actuals
Operating surplus ratio The percentage by which the major controllable income source v	varies from day to day expenses	
Calculated as:		
Operating surplus/(deficit) before capital amounts	(5,938,968)	(5,153,927)
Divided by:		
Total Operating income	172,918,158	173,113,579
General rates revenue	172,918,158	173,113,579
Expressed as a percentage	(3.4%)	(3.0%)
Target*	>0%	>0%
Net financial liabilities ratio		
How significant is the net amount owed compared with income		
Calculated as:		
Net financial liabilities	118,770,842	116,223,720
Divided by:		
Total operating revenue	172,918,158	173,113,579
Total operating revenue	172,918,158	173,113,579
Expressed as a percentage	68.7%	0.0%
Target	<100%	<100%
Interest cover ratio		
How much income is used in paying interest on loans		
Calculated as:		
Finance costs	3,310,908	3,284,247
Less: Investment income	(65,198)	(19,577)
Net finance costs	3,245,710	3,264,670
Divided by:		
Total operating revenue	172,918,158	173,113,579
Less: Investment income	(65,198)	(19,577)
Total operating revenue	172,852,960	173,094,002
Expressed as a percentage	1.9%	1.9%
Target	<5%	<5%



	2019–20 Approved budget	2019–20 Draft Actuals
Asset sustainability ratio What percentage of assets are being replaced at the rate they are consumed	d	
Calculated as:		
Expenditure on renewal/replacement of assets	31,284,030	26,252,000
Less: Sale of replaced assets	(1,141,221)	(986,780)
Net expenditure on renewal/replacement of assets	30,142,809	25,265,220
Divided by:		
Projected asset renewal funding requirement	27,998,198	27,786,000
Expressed as a percentage	107.7%	90.9%
Target	90-110%	90-110%
Asset consumption ratio		
The average proportion of 'as new condition' left in assets		
Calculated as:	0.000.005.000	0.004.000.454
Carrying value of infrastructure, property, plant and equipment	2,332,095,988	2,281,033,456
Less: Land Carrying value of infrastructure, property, plant and equipment	(566,452,000)	(566,452,000
(excluding land)	1,765,643,988	1,714,581,456
Divided by:		
Carrying value of infrastructure, property, plant and equipment (excluding		
Land)	1,765,643,988	1,714,581,456
Plus: Opening accumulated depreciation and amortisation	563,774,000	563,774,000
Plus: Depreciation and amortisation for financial year	34,778,026	37,353,952
'As new' value of Infrastructure, property, plant and equipment		
(excluding land)	2,364,196,014	2,315,709,408
Expressed as a percentage	74.6%	74.0%
Target	40-80%	40-80%
Adjusted Liquidity Ratio		
The ability to make payment on current liabilities as and when they fall due	taking into account undrawn fur	nding
Calculated as:		
Total current assets	11,166,834	13,757,000
Add: difference between approved and forecast borrowings	30,389,407	44,103,627
Total current assets including cash from undrawn budget funding	41,556,241	57,860,627
Less:		
Total current liabilities	36,608,782	48,709,000
Surplus / (shortfall)	4,947,459	9,151,627
Shortfall expressed as number of rates debtor days	0	0
Target	<30 days	<30 days

Business Unit	Category	Activity	Description	Proposed Carry Forward	Туре	Type Description	Estimated Completion Date
Operating							
11422	Puildings	0	Grease Arrestor Audit	20,000	Type 1	Works in progress, project engagement, concept or design commensement	31/12/2020
120470	Buildings	0	Structural building services project	320,600	Type 1	Works in progress, project engagement, concept or design commencement Multi year project (not limited to a financial year)	
203066	Buildings	0	Capital Works delivery - Buildings	320,600			30/06/2021
211147	Buildings Buildings	0	McLaren Vale Bocce Fire Life Safety	50,000		Works in progress, project engagement, concept or design commencement Works in progress, project engagement, concept or design commencement	30/06/2021 31/12/2020
284157	Buildings	0	Cherry Garden Recreation Unisex Changerooms	277,000		Pending approvals/negotiation	31/08/2020
213036	Coastal Management	0	Metro Seaside Council Committee Expenses	11,947	Type 5	5 11 . 5	30/06/2021
219036	Coastal Management	0	Metro Seaside Council Committee Expenses Metro Seaside Council Committee Income	(11,947)	Type 5		30/06/2021
163088	Commercial Activity	0	Blue Water - Community Corporation 22821	4,856	Type 2		30/06/2022
474023	Community, Culture and Libraries	0	Support staff working remotely	7,242	Type 1		31/08/2020
474025	Community, Culture and Libraries	0	Aldinga Community Centre Computer & Phone Upgrade	18,000	Type 1		31/12/2020
12091	Community, Culture and Libraries	0	Sport and Recreation Industry	14,040	Type 1		31/07/2020
12120	Community, Culture and Libraries	0	McLaren Vale Main Street Art	5,000	Type 3		28/02/2021
209830	Community, Culture and Libraries	0	Arts and cultural development strategy	18,800	Type 1	3 11 7 3	31/12/2020
403135	Community, Culture and Libraries	0	Youth Service Review	10,303	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
403140	Community, Culture and Libraries	0	Duke of Edinburgh Grant Expenses	18,723	Type 2		30/06/2021
472410	Community, Culture and Libraries	Ö	A Sign of Respect Program	4,500	Type 1	Works in progress, project engagement, concept or design commencement	31/12/2020
485201	Community, Culture and Libraries	0	Guide for Leasing Sporting & Community Centres	19,456	Type 1		31/07/2020
489201	Community, Culture and Libraries	0	Guide for Leasing Sporting & Community Centres Income	(19,456)	Type 5		30/07/2020
901106	Community, Culture and Libraries	0	Australia Day Breakfasts	33,061	Type 2		28/02/2021
409140	Community, Culture and Libraries	0	Duke of Edinburgh Grant Income	(18,723)	Type 5	, , , ,	30/06/2021
163096	CWMS	0	Water Business Unit/CWMS Evaluation	79,180	Type 2		30/06/2021
	Economic & Employment			73,100			
10016	Development	0	Onkaparinga Visitor Guide	35,715	Type 2	Multi year project (not limited to a financial year)	30/06/2021
10900	Economic & Employment Development	0	Trade and Investment Attraction Program	17,720	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
371025	Economic & Employment Development	0	Tourism Plan 2018-21	65,000	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
371028	Economic & Employment Development	0	Tourism Capability Building Program	6,200	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
619051	Economic & Employment Development	0	Visitor Information Centre Non Capital Expenses	29,335	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
9874	Economic & Employment Development	0	Digital Economy Strategy	19,677	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
379021	Economic & Employment Development	0	Visitor Guide Income	(55,622)	Type 2	Multi year project (not limited to a financial year)	30/06/2021
379028	Economic & Employment Development	0	Tourism Capability Building Program Income	(1,500)	Type 2		30/06/2021
453541	Environmental Projects	0	Native Vegetation Clearance Offset Expenses	17,021	Type 2		30/06/2021
453542	Environmental Projects	0	Urban Creek Recreation - Onkaparinga River Expenses	11,293	Type 1	1 3 71 7 3 7 1 3	30/06/2021
453543	Environmental Projects	0	Urban Creek Recreation Habitat Pilot	20,000	Type 1		30/06/2021
459543	Environmental Projects	0	Urban Creek Recreation Habitat Pilot Income	(20,000)	Type 5	5	30/06/2021
453544	Environmental Projects	0	Happy Valley Baseline Bird Data for Habitat Restoration	20,000	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
459544	Environmental Projects	0	Happy Valley Baseline Bird Data for Habitat Restoration Income	(20,000)	Type 5	ž	30/06/2021
10302	Environmental Projects	0	Environmental Risk & Compliance	10,000	Type 2	Multi year project (not limited to a financial year)	30/06/2021
203074	Environmental Projects	0	Projects - Biodiversity	8,000	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
203075	Environmental Projects	0	Marine Hitchickers of Eastern Gulf St Vincent Stage 1	6,860	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
549542	Environmental Projects	0	Urban Creek Recreation-Onkaparinga River Income	(15,903)	Type 5		30/06/2021
209500	Environmental Projects	0	Marine Hitchickers of Eastern Gulf St Vincent Stage 1 Income	(7,242)	Type 5		30/06/2021
671102	Major Project Fund	0	FOC Administration Resource	18,314	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
4896	Open Space	0	Frank Smith Park Master Plan	11,520	Type 1		30/11/2020
213033	Organisational Response	Ö	Asset Data Collection	108,613	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
10795	Organisational Response	Ö	Council Chamber Upgrade	68,451	Type 1	1 3 71 7 3 7 1 3	31/08/2020

CARRIED FORWARD BUDGETS FROM THE FINANCIAL YEAR 2019-20

Business				Proposed			Estimated
Unit	Category	Activity	Description	Carry	Type	Type Description	Completion
	O	0	ICT core server infrastructure	Forward 22,096	Tues 1	Walle in manual musical annual annual and design community	Date
	Organisational Response	0			Type 1	Works in progress, project engagement, concept or design commencement	30/10/2020
	Organisational Response	0	Customer Experience Framework	25,790	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
	Organisational Response	0	Secure print management solution	19,000	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
	Organisational Response	0	Upgrade Pathway from 3.10.009	7,520	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
	Organisational Response	0	New Website Platform - Onkaparinga	113,613	Type 2	Multi year project (not limited to a financial year)	30/06/2021
	Organisational Response	0	Disaster Recovery Store Offsite	16,057	Type 1	Works in progress, project engagement, concept or design commencement	31/01/2021
	Organisational Response	0	VM Ware Reimplementation	26,815	Type 1	Works in progress, project engagement, concept or design commencement	31/03/2021
	Organisational Response	0	Risk Project	169,026		Multi year project (not limited to a financial year)	30/06/2021
	Organisational Response	0	COVID-19 Associated Expenditure	25,132	Type 1	Works in progress, project engagement, concept or design commencement	8/08/2020
	Organisational Response	0	Project Expenses CFO	36,091	Type 2	Multi year project (not limited to a financial year)	30/06/2021
	Placemaking	0	Aldinga District Centre Street	51,784		Pending approvals/negotiation	31/12/2020
	Placemaking	0	Port Willunga caravan park investment	5,089		Pending approvals/negotiation	30/09/2020
12097	Placemaking	0	Old South Road Reynella Mural	25,000	Type 3	Pending approvals/negotiation	30/06/2021
204898	Placemaking	0	Suburb Improvement Program PCW	71,565	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
204998	Placemaking	0	Suburb Improvement Program - Greener Neighbourhood	190,975	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
209998	Placemaking	0	Suburb Improvement Program - Greener Neighbourhood Income	(190,975)	Type 5	External funding	30/06/2021
323102	Placemaking	0	Local Heritage Incentive Scheme	18,310	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
9828	Placemaking	0	Local Heritage Workshop & Awards	13,747	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
701415	Plant & Equipment	0	Fleet Resource	10,821	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
12009	Roadworks General	0	Sealed Road Network Condition	313,165	Type 1	Works in progress, project engagement, concept or design commencement	30/12/2020
208589	Roadworks General	0	Bitumen Asphalt Tender	92,412	Type 2	Multi year project (not limited to a financial year)	31/10/2020
564011	Special Maintenance Programs	0	Spatial Resource	25,400	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
10388	Sport & Active Recreation	0	Morphett Vale Memorial Sports	15,000	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
163351	Sport & Active Recreation	0	Sport and Recreation Planning	135,916	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
163353	Sport & Active Recreation	0	Knox Park Master Plan	25,378	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
163354	Sport & Active Recreation	0	Willunga Recreation Ground Upgrades	31,000	Type 3	Pending approvals/negotiation	31/12/2020
11929	Sport & Active Recreation	0	Port Noarlunga Bowling Club	(79,800)	Type 5	External funding	31/07/2020
301021	Strategic Planning	0	Strategic Organisational Analysis & Roadmap	283,643	Type 2	Multi year project (not limited to a financial year)	30/06/2021
11527	Strategic Planning	0	Strategic Measures Project	6,900	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
12092	Strategic Planning	0	Visitor Information Centre Strategic Plan	25,000	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
12093	Strategic Planning	0	Local Area Plan	16,624	Type 2	Multi year project (not limited to a financial year)	30/09/2020
	Strategic Planning	0	Sellicks Beach Masterplan	87,500	Type 1	Works in progress, project engagement, concept or design commencement	31/03/2021
	Strategic Planning	0	Development Plan Review	16,367		Works in progress, project engagement, concept or design commencement	30/06/2021
	Strategic Planning	0	World Heritage Listing Agrarian	5,000	Type 2	Multi year project (not limited to a financial year)	31/03/2021
	Traffic Management	0	Signs New - General	17,315	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
154015	Traffic Management	0	Line Marking New - General	13,882	Type 1	Works in progress, project engagement, concept or design commencement	30/09/2020
	Water Resources	0	Water Assets - Condition Assessment	178,700		Multi year project (not limited to a financial year)	30/06/2021
			Operating Total	3,413,200			,,

CARRIED FORWARD BUDGETS FROM THE FINANCIAL YEAR 2019-20

11105 E 11172 E	Buildings		1	Forward	Туре	Type Description	Completion Date
11105 E							
11105 E		R	Noarlunga Office Air-Conditioner Project	1,279,367	Type 2	Multi year project (not limited to a financial year)	30/06/2021
11172 E	Buildings	R	Archery & Dog Club Disability Upgrade	1,190	Type 1		31/07/2020
	Buildings	R	Christies Beach Surf Club Fire Hydrant	18,413	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
11179 E	Buildings	R	Noarlunga Office Fire Hydrant	190,000	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
	Buildings	R	Major Works on Noarlunga Leisure Centre	420,844		Pending approvals/negotiation	31/01/2021
	Buildings	R	Former Basset Boys School Re Roof	19,274	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
	Buildings	R	Noarlunga Leisure Centre Upgrade Change Rooms	15,000	Type 3	Pending approvals/negotiation	30/06/2021
	Buildings	R	Noarlunga Leisure Centre Hot Water Upgrade	15,000	Type 3	Pending approvals/negotiation	30/06/2021
	Buildings	R	Christies Beach Bowling Club Power	80,000		Works in progress, project engagement, concept or design commencement	31/03/2021
	Buildings	R	Moana Surf Life Saving Centre Reroof	249,664	Type 1	Works in progress, project engagement, concept or design commencement	31/10/2020
212260 E	Buildings	R	Air-Conditioner Renewal Aquatic Centre	15,000	Type 3	Pending approvals/negotiation	30/06/2021
212262 E	Buildings	R	Change Facilities Aquatic Centre	45,000	Type 3	Pending approvals/negotiation	30/06/2021
	Buildings	R	Pool Plant Replace Aquatic Centre	19,350	Type 3	Pending approvals/negotiation	30/06/2021
8870 E	Buildings	R	Willunga Rose Garden - Replace Public Toilet	265,695	Type 3	Pending approvals/negotiation	31/10/2020
11692	Coastal Management	R	Aldinga Beach - Thomas Street	15,515		Multi year project (not limited to a financial year)	30/06/2021
11916 (Coastal Management	R	Esplanade Aldinga - Gordon Street	4,585	Type 1	Works in progress, project engagement, concept or design commencement	20/07/2020
	Commercial Activity	R	Recreation Centre Renewal Backlog Maintenance	10,539	Type 2	Multi year project (not limited to a financial year)	30/06/2021
12105 N	Multi Use Trails	R	Renewal Design projects	10,395	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
	Open Space	R	Myerhoff Street, Playground Upgrade	11,852	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
10692	Open Space	R	Birman Crescent, Playground Upgrade	2,500	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Open Space	R	Automatic Irrigation Controller	7,074	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
111700	Open Space	R	Serpentine Reserve Irrigation	150,000	Type 3	Pending approvals/negotiation	30/09/2020
11436 (Open Space	R	Quadrant Terrace, Seaford Reserve	10,835	Type 1	Works in progress, project engagement, concept or design commencement	31/08/2020
	Open Space	R	Sellicks Beach Shelter Replacement	25,030	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Open Space	R	Clarrie Eats Playground Replacement	3,560	Type 2	Multi year project (not limited to a financial year)	31/07/2020
	Open Space	R	Helmsman Drive, Seaford	1,240	Type 2	Multi year project (not limited to a financial year)	31/07/2020
11714	Open Space	R	Pamela Street, Happy Valley Playground	2,235	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
11767 (Open Space	R	Reserve Unspecified minor works	11,330	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
4585 (Open Space	R	Babbacombe Drive, Reserve Upgrade	1,140	Type 3	Pending approvals/negotiation	30/11/2020
11154 (Organisational Response	R	NBN Infrastructure Upgrade	50,220	Type 1	Works in progress, project engagement, concept or design commencement	30/06/2021
	Roadworks General	R	Dalkeith Avenue, Morphett Vale	13,000	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
10600 F	Roadworks General	R	States Road, Morphett Vale	19,325	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
11292 F	Roadworks General	R	Bexley Street, Flagstaff Hill	9,500	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Roadworks General	R	Taylors Hill Road, Willunga	200,000	Type 1	Works in progress, project engagement, concept or design commencement	14/08/2020
	Roadworks General	R	Traegar Court, Woodcroft	10,700	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
11771 F	Roadworks General	R	Branson Road, McLaren Vale	5,000	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Sport & Active Recreation	R	McLaren Flat - Rehabilitation	10,000	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Sport & Active Recreation	R	Flagstaff Community Centre Facility Upgrade	26,938	Type 1	Works in progress, project engagement, concept or design commencement	31/12/2020
	Sport & Active Recreation	R	Port Noarlunga Bowling - (design)	33,514	Type 1	Works in progress, project engagement, concept or design commencement	31/07/2020
	Traffic Management	R	Bitts Rd, Seaford Meadows - Linemarkng	10,000	/ 17 -	Works in progress, project engagement, concept or design commencement	31/07/2020

CARRIED FORWARD BUDGETS FROM THE FINANCIAL YEAR 2019-20 Proposed Estimated **Business** Activity Category Description Carry Type Type Description Completion Unit Forward Date Significant Upgrade 11562 Buildings Ν Hackham Sports Unisex Changerooms 988.888 Type 1 Works in progress, project engagement, concept or design commencement 30/04/2021 11925 Buildinas Ν Aldinga Netball Trans Clubrooms 116,847 Type 1 Works in progress, project engagement, concept or design commencement 31/08/2020 12044 Buildings Ν Kangarilla Sports Complex Fire Hydrant 23,500 Type 1 31/08/2020 Works in progress, project engagement, concept or design commencement 211560 N 410,000 31/03/2021 Buildings Flagstaff Hill Female Change Room Upgrade Type 3 Pending approvals/negotiation 222787 **Buildings** Ν Aldinga Bay Surf Life Saving Club 158,515 Type 2 Multi year project (not limited to a financial year) 30/04/2021 229787 Ν Aldinga Bay Surf Life Saving Club Insurance Income (158.515)Type 1 Works in progress, project engagement, concept or design commencement 30/04/2021 Buildings 11962 Buildings Ν Hackham Sports Unisex Changerooms Income (488.744)Type 1 Works in progress, project engagement, concept or design commencement 30/04/2021 11332 Car Parks Ν Thalassa Park Car Park Extension 158,000 Type 3 Pending approvals/negotiation 30/06/2021 4778 Car Parks Ν Esplanade & Francis St Upper Car Park 1,426 Type 2 Multi year project (not limited to a financial year) 30/06/2021 (158,000)11992 Car Parks Ν Thalassa Park Car Park Extension Type 5 External funding 30/06/2021 110500 Commercial Activity Aldinga Recreation Centre Swipe Cards 1,654 Works in progress, project engagement, concept or design commencement 30/09/2020 Ν Type 1 12075 Community, Culture and Libraries Ν Place of Courage Public Art 25,300 Works in progress, project engagement, concept or design commencement 31/12/2020 Type 1 21037 Major Project Fund Ν WM Hunt Landfill 57,219 Type 2 | Multi year project (not limited to a financial year) 30/06/2021 21077 O'Sullivan Beach Coast Park 828,688 31/10/2020 Major Project Fund Ν Type 2 Multi year project (not limited to a financial year) 29077 Major Project Fund Ν O'Sullivan Beach Coast Park Income (375,891) Type 2 31/10/2020 Multi year project (not limited to a financial year) 21653 Major Project Fund Ν 38,927 30/06/2021 Wearing Street Type 3 Pending approvals/negotiation 21655 Major Project Fund Ν Hackham South East Local Infrastructure 415,461 Type 2 Multi year project (not limited to a financial year) 30/06/2021 29655 Major Project Fund Ν Hackham South East Local Infrastructure Income (27,572)Type 2 Multi year project (not limited to a financial year) 30/06/2021 21657 Major Project Fund Ν Christie Downs Renewal 897,860 Multi year project (not limited to a financial year) 30/06/2021 Type 2 Aldinga 'Old Survey' Infrastructure 31/12/2020 21660 Major Project Fund Ν 20.771 Type 1 Works in progress, project engagement, concept or design commencement Aldinga Sports Ground - Construction 21663 Major Project Fund Ν 100,000 Type 2 Multi year project (not limited to a financial year) 30/06/2021 21665 Major Project Fund Noarlunga Office Accommodation 38,589 Multi year project (not limited to a financial year) Ν Type 2 30/06/2021 21670 Major Project Fund Port Willunga North Coast Park 6,568 Type 3 | Pending approvals/negotiation 30/09/2020 Ν 11411 Multi Use Trails N On Road Recreation Cycling Signage 8,659 Type 1 Works in progress, project engagement, concept or design commencement 30/04/2021 12098 Tom Roberts Horse Trail Lafferty Road Clarendon 50,000 Multi Use Trails N Type 1 Works in progress, project engagement, concept or design commencement 30/04/2021 210746 Willunga - Aldinga Trail Expenses Works in progress, project engagement, concept or design commencement Multi Use Trails Ν 23,757 Type 1 3/09/2020 219746 Multi Use Trails Ν Willunga - Aldinga Trail Income (23,757)Type 5 External funding 30/09/2020 11587 Open Space N Frank Smith Park (Design) 20,000 Type 3 Pending approvals/negotiation 30/11/2020 12041 Open Space Ν Clarendon Recreation Grand Pavilion 115,000 Type 3 Pending approvals/negotiation 30/06/2021 214438 Open Space Ν Wilfred Taylor Reserve Nature Play Playground 177,100 Type 2 Multi year project (not limited to a financial year) 31/12/2020 10011 Ν Park Street, McLaren Vale 5,000 31/07/2020 Type 1 Works in progress, project engagement, concept or design commencement Roadworks General 11325 N Justs Road, Sellicks Beach 203,036 31/07/2020 Type 1 Works in progress, project engagement, concept or design commencement Roadworks General Ν O'Sullivans Beach Sports Ground Retaining Wall 3,255 31/07/2020 111603 Sport & Active Recreation Type 1 Works in progress, project engagement, concept or design commencement 11695 Sport & Active Recreation Ν Southern United Netball Association (SUNA) sports lighting 25,912 Type 2 | Multi year project (not limited to a financial year) 31/08/2020 10088 Sunnymeade Drive, Hub Drive Intersection 12,636 Traffic Management Ν Type 1 | Works in progress, project engagement, concept or design commencement 31/10/2020 **New & Significant Upgrade Total** 3,700,089

Grand Total

10,403,113



9.7 Council responses to COVID-19

Report contact Meeting

Jade Bird, Manager Financial Services Council

8384 0580

Approving officer Date

Anthony Spartalis, Chief Financial Officer 20 October 2020

1. Purpose

This report provides a current assessment of the COVID-19 pandemic and the impacts on our community, and an overview of the decisions made, or recommendations requiring resolution from Council, relating to our continued response.

2. Recommendations

That Council:

- 1. Notes that based on a current assessment of COVID—19 and the ongoing impacts on our community and sporting clubs, the Chief Executive Officer exercised his delegated authority and approved the extension of the waiving of leases and associated costs to clubs in council owned facilities, and the extension of the relief measures offered to the three community owned sporting clubs, for a period of a further three months (until 31 December 2020) and at a cost of \$120,000.
- 2. Approves an extension of time to pay outstanding rates for a further 8 weeks past the quarter 2 due date (to 31 January 2021) at a projected cost of approximately \$260,000 in lost fines and interest revenue;

OR

Acknowledges that the current extension of time to pay outstanding rates will end on 31 October 2020.

- 3. Notes that after consideration of the financial impact and increased risks associated with installing and maintaining additional hand hygiene services in public toilets, that the current service levels relating to public toilets are to be maintained with no further additions at this time.
- 4. Notes that Council will focus on supporting our local businesses to ensure their ongoing recovery and growth, through the provision of support to enable small **businesses to become 'tender ready', and to** encourage greater procurement participation by local businesses. This support provides a longer-term solution to recovery from COVID—19.

3. Executive summary

Since COVID—19 was declared a pandemic in March 2020, Council has continually reviewed the situation in South Australia and provided a range of responses designed to assist the community, including a zero percent rate rise for 2020—21, extensions for ratepayers to pay their rates, lease waivers for sporting and community clubs, a 'Buy Local' marketing campaign to promote the local economy, and advisory support to businesses within the city.



Whilst the impact of COVID-19 has not been as severe in South Australia as in other states, the potential for social distancing restrictions to be reimposed at any time provides a significant level of uncertainty for the community.

As a number of relief measures that Council approved are due to expire, this report provides a discussion of further COVID—19 responses and options for either approval or noting.

4. Background

Community Plan 2030 prosperity: economically strong, environmentally thriving This report supports our vision to encourage prosperity by prappropriate supports where needed						
Policy and/or relevant legislation	The provision of soap dispensers, hand dryers or paper towels within public toilets is legislated by the <i>SA Public Health Act 2011</i> (the ACT)					
Who did we talk to/who will we be talking to	Feedback was received from community and sporting clubs about the ongoing impact of COVID-19. Liaison with local businesses will occur through workshops, training and presentations.					

5. Discussion

The advent of COVID-19 was unexpected and quickly impacted communities across the globe. These impacts include high infection and mortality rates in many cities and countries, and wide ranging social and economic impacts as governments implement restrictions to curb the spread of the virus.

South Australia has to date avoided significant COVID-19 cases and controls in place have sought to balance the risk of the spread of the virus against the worst economic impacts of lockdown.

In March 2020 restrictions on certain 'Non-Essential Businesses and Other Activities' including sporting and recreational activities were put in place to limit the spread of COVID-19. With their direct and immediate impact on clubs, sporting venues, public swimming pools and gymnasiums etc, Council initiated a raft of relief measures.

Over the preceding months, many of the earlier and more severe restrictions have been relaxed as SA worked its way through our 'roadmap to recovery' and affected businesses and clubs, etc have been able to recommence with COVID Safe controls in place.

However, the threat of the virus is ever present, due to its highly infectious nature coupled with a long incubation period and a wide range of effects from no symptoms to death. It has become evident that restrictions in some form or other will be ongoing for the foreseeable future and South Australia remains in a State of Emergency whereby increased restrictions could be reimposed at any time. This was demonstrated in August when tighter restrictions were reintroduced due to new cases arising in the state. These cases were quickly isolated and the restrictions were relaxed within a month, however these occurrences can be disruptive to business operations.



At the Special Council meeting on 31 March 2020, Council approved the following relief measures (amongst others) in response to COVID-19 restrictions:

That Council:

- 1. Delegates to the Chief Executive Officer the authority to provide ratepayers and businesses a longer period of time to pay fourth quarter rates instalments without incurring penalties, for a period of up to eight weeks past the due date.
- 2. Walves lease and associated costs for community and sporting clubs using Council facilities for a period of three months between April 1 and June 30 2020, and delegates authority to the Chief Executive Officer to review this arrangement in three months' time with a view to extending it if required.

At the Council meeting on 19 May 2020, after consideration of additional relief measures for businesses and individuals, Council approved the extension of the current relief measures for a further 3 months until 30 September 2020.

At the Council meeting on 18 August 2020, Council approved the following relief measure be provided to the three community owned sporting clubs (Willunga Recreation Park, McLaren Vale Sporting Complex and Cherry Gardens Ironbank Recreation Ground):

Provision of a credit (or refund in payment has already been received) for 25% of the 2019–20 costs charged by Council to the community owned sporting clubs, being:

- Willunga Recreation Park \$4,316 (excludes credit for rates for one property, as a 50% discretionary rebate is already received on this)
- McLaren Vale Sporting Complex \$1,248
- Cherry Gardens Ironbank Recreation Ground \$852

plus a \$5,000 supplementary cash payment for financial assistance to each club to be used towards other operating costs.

In addition, Council also delegated to the Chief Executive Officer (CEO) the authority to extend the relief options provided to clubs in council owned facilities and the three community owned sporting clubs should COVID-19 restrictions still be in place as at 30 September 2020. This extension can be for a period as determined by the CEO.

As the uncertainty continues about if and when further restrictions will be imposed due to COVID-19 outbreaks within the state, requests have been made for council to consider providing further support to businesses.

In addition, there have been a few requests for council to consider providing hand hygiene services in public toilets. This has a significant financial impact and ongoing risks to provide this service in unsupervised public amenities.

This report provides an overview of the decisions made, or recommendations requiring resolution from Council, relating to our continued response to COVID-19.

Extension of relief options to clubs in council owned facilities and community owned sporting clubs

Throughout August and September, an assessment of sporting clubs in our city was undertaken to understand how they are currently coping. It has been recognised that the impact of COVID—19 on our community and sporting clubs has been restrictive and significant. While many sports were able to recommence in July, the winter season has been significantly reduced, impacting on clubs' ability to raise income through memberships, sponsorships, fundraising,



hospitality, functions and other opportunities; however the clubs continued to incur fixed operating expenses.

The relief provided by Council to waive lease and other costs has been well received by our clubs to support them through this time; however, the future remains uncertain. A change in situation within South Australia could occur at any time, and clubs may be forced to close once again.

In addition, a number of clubs in our city have reported that a higher proportion of revenue is generated during winter sports, and this revenue supports the club operations for the rest of the year. Therefore, even without further restrictions, our clubs are at a disadvantage due to the restrictions in place earlier this year.

In summary, the conditions that have impacted clubs are still evident, with current restrictions still impacting the way clubs operate (in terms of additional costs and their ability to raise revenue), and the uncertainty around the re-imposition of increased restrictions at any time, contributes to a continuing unstable operating environment.

Based on this assessment, the Chief Executive Officer exercised his delegated authority and approved an extension of the waiving of leases and associated costs to clubs in council owned facilities, and the extension of the relief measures offered to the three community owned sporting clubs, for a period of a further three months (until 31 December 2020) and at a cost of \$120,000. The relevant clubs have been advised of this decision.

Extension of the relief measure to provide ratepayers a longer period of time to pay rates without incurring penalties

The extension of the first relief measure, providing ratepayers longer to pay, has provided ratepayers until 31 October 2020 to pay their outstanding balances without penalties (8 weeks past the due date of first quarter rates notices). The second quarter rates notices are due to go out mid-October, with a due date of 1 December 2020. In addition, following the expiry of the relief measure for ratepayers, interest on outstanding balances will begin to be charged on 1 November.

The disruptive nature of tighter restrictions being imposed quickly has significant impacts on many parts of the community. Workers, particularly in the hospitality and retail sectors, may be subject to being stood down or hours reduced with no notice if restrictions tighten. In addition, the reductions to JobKeeper and JobSeeker payments at the end of September will further impact those who are unable to work because of ineligibility and those people who will maintain employment but receive remuneration at lower levels. Whilst the situation in South Australia has improved compared to six months ago, there is no guarantee that this environment will remain.

Should Council decide to provide a further extension for ratepayers to pay their rates, an eight week extension would provide until 31 January 2021 to pay without incurring penalties on outstanding amounts. A further extension would provide some relief to those who are still recovering from the restrictions imposed earlier in the year and in August, as well as to those who are impacted should additional restrictions be reintroduced suddenly.

As at 30 June 2020, the outstanding rates balance was \$7,379,000 (5.5% of total rate revenue for 2019–20), an increase of \$1,752,000 from the 30 June 2019 figure of \$5,627,000 (4.32% of total rate revenue for 2018–19). This increase can be almost fully attributed to COVID-19 and the extensions provided to ratepayers. A further extension would likely increase the outstanding rates balance, potentially impacting on cashflow in to council. In addition, there is the potential for arrears to increase for individual ratepayers, which may prove increasingly difficult to collect. The lost fines and interest revenue relating to the extension is estimated to be \$260,000.

When considering whether to provide a further extension in time for ratepayers to pay outstanding balances, the desire to provide some further relief needs to be balanced with the



financial impacts, as well as managing ratepayers' expectations about payment of outstanding rates.

Hand hygiene services in public toilets

Since COVID—19 council has received three requests from members of the public regarding the supply of hand soap in public toilets. This is largely due to heightened awareness in relation to hygiene practices within the community. Prior to COVID—19, no request for hand soap services has been received in the past five years.

The City of Onkaparinga provides 70 public toilets amenities city wide. Except for high vandalism sites (11), these public toilets are open 24/7 and all are cleaned (under contract) once every 24 hours.

The provision of soap dispensers, hand dryers or paper towels within public toilets is legislated by the *SA Public Health Act 2011* (the Act). The Act allows for exemption for locations that are not deemed to be reasonable.

Public toilet facilities are unsupervised amenities. We currently do not provide hand soap or hand towel services within these facilities, as it has been considered unreasonable and impractical to manage a sustainable level for this service. Our public toilet facilities are subject to vandalism and graffiti, and on average, our public toilets are subjected to approximately 700 separate incidents of graffiti vandalism annually.

A number of options to install and maintain hand hygiene services in public toilets were considered by Directors Group, including limiting the installation of services to the highest use public toilets only (noting that these can change depending on season – for example, in the warmer months, beachside and active recreation toilet facility usage increases). However, due to the financial impact to install and maintain (with ongoing maintenance costs ranging from \$67,000 to \$228,000 annually, depending on the number of toilet facilities provided with this service), the additional costs associated with likely vandalism of the supplies, increased risks associated with spillage of liquid soap on public toilet floors, and environmental impact of supplies, in addition to the low level of enquiries received from the public about this, it was considered prudent to continue to maintain the current service levels. Council may choose to alter this position at a later date.

Business support

At the Council meeting on 19 May 2020, consideration was given to an option relating to the waiving of some rates for businesses impacted by COVID-19, however the decision was made to provide other relief measures instead. It was identified that a considerable amount of financial support for businesses was already available from both state and federal government, and that council could provide support in other ways. In addition, waiving of rates for businesses had a large financial impact to council, but the benefit to individual businesses was low (on average, \$860 per quarter).

Anecdotally, councils that have implemented a rate waiver for businesses impacted by COVID-19 have seen a low take up of this, indicating that this is generally not where businesses are requiring support.

Attachment 1 of this report shows a comprehensive listing of grant programs relating to support during COVID—19 for businesses, as of early October. This funding is available through state and federal government, as well as other sources such as media organisations, and covers a huge number of business sectors.

With this amount of financial support available to businesses, the practical role that council plays in the support and recovery of local businesses is increasingly important.



Council is in a strong position to provide an advisory role to local businesses, and to assist them in their recovery and development – for example, providing training and education to small businesses to enable them to participate in the tendering process for additional and larger jobs.

Often smaller businesses see the tender requirements as a barrier to competing for work — the requirement to have certain trade certifications, specific levels of insurance, or the ability to write a tender response can be challenging, and the market response is generally limited to larger companies who have the resources to meet these requirements. Council is currently progressing a number of initiatives to support local businesses to become 'tender ready', which include:

- Presentations and workshops for local business, covering all aspects of how to do business with council and offering various resources to support this goal
- Publicly available forward-looking procurement and project information, allowing local businesses to plan and prepare for upcoming tender processes
- Procurement capability training sessions for local businesses on topics such as tender/quote preparation, WHS and insurance.

In addition, council is looking at its own procurement practices and how these can be adapted to encourage greater participation by local businesses, such as:

- Splitting of larger project packages into their component parts, by adopting a council-projectmanaged approach (permitting involvement of smaller local trades and suppliers in suitable projects)
- Improved data analysis, allowing a better assessment of the degree to which current and future purchasing trends impact all locally-based businesses (including franchises, and local offices of larger corporations), together with improved category analysis to better understand local purchasing opportunities
- Increased involvement for local business in small procurement activities, through mandated investigation of the availability of local business in purchasing that falls below the tender threshold
- Seek to leverage major construction projects such as Aldinga High School, duplication of South Road and Victor Harbor Road to support local job creation and procurement of local goods and services

Assisting local businesses to be in a position where they can tender and win larger project work provides not only a benefit to that business, but to the wider community through increased employment and increased spend to stimulate the local economy.

In summary, whilst there is no recommendation for council to provide a rate waiver to businesses who have been impacted by COVID—19, there is a considerable focus on the best ways to support our local businesses in a sustainable, long-term approach, to ensure their ongoing recovery and growth.



6. Financial implications

Financial summary

Item	\$	Comment
Current budget		
Current budget allocation	Nil	
Funding required	\$380,000	\$120,000 – lost revenue from waiving of leases and cash payments to community sporting clubs \$260,000 – lost revenue from fines and interest
External funding		
Budget impact	\$380,000	Lost revenue
FTE	N/A	
Next year's budget		
Funding required	N/A	Temporary relief measure
Funding source	-	
Operating position	-	
Rate rise impact	-	
FTE	-	
Long Term Financial Plan	n	
Debt	\$380,000	Drawdown required to fund relief measures
Interest	\$8,360	Annual interest, based on 2.2%
Reserve	-	

Scope of impact

The costs relating to relief measures provided for COVID-19 are unbudgeted. Given the savings required to facilitate the 0% rate revenue increase approved by Council, and the amount of savings still required to realise this, the following costs will be required to be funded from the contingency reserve, requiring re-drawing of debt:

- Extension of lease waivers and other community sporting clubs relief \$120,000 (as approved by Chief Executive Officer)
- Reduction of budgeted fines and interest revenue due to increase in time to pay outstanding rates - \$260,000 (if resolved by Council to proceed)

Baseline budget rate and debt impact

Year to date Decisions	Operating position	Rates (next budget)	Debt
Cumulative Impact	\$434,724 (surplus)	0.13%	-
This proposal	\$380,000 (deficit)	0% *	\$380,000
Including this proposal	\$54,724 (surplus)	0.13%	\$380,000

^{*} Note: rate impact for next year would be minor, relating to the interest on debt only



7. Risk and opportunity management

Risk	Risk						
Identify	Mitigation						
Employee welfare/public safety	The provision of additional hand hygiene services in public toilets was considered alongside the additional safety risks that this could invite, such as injury due to slippery floors.						
Reputation/community expectation	The responses to COVID–19 for different parts of our community have been considered with a view as to what is the best way to support that sector. It is identified that there is no 'one size fits all', and therefore council's relief and response measures are made in consideration of the best outcomes.						
Financial/business sustainability	Ongoing financial support will impact on council's ability to deliver services and provide low rate increases, and may not be the best way to provide support.						

Opportunity							
Identify	Maximising the opportunity						
Stimulating the local economy	Assisting local businesses to be in a position where they can tender and win large project work provides not only benefit to that business, but to the greater community through increased employment and increased spend to stimulate the local economy. This provides a longer-term benefit to assist businesses both now, and also set them up for future sustainability.						

8. Timelines and deadlines

Ratepayers currently have until 31 October 2020 to pay their outstanding balances without incurring penalties.

9. Next steps

Community and sporting clubs have been advised of the decision made by the Chief Executive Officer to extend the lease waiver until 31 December 2020.

Second quarter 2020–21 rate notices are due out mid-October, with a due date of 1 December 2020. If an extension is provided, ratepayers will have until 31 January 2021 to pay without incurring penalties.

Initiatives identified to support local businesses are currently in progress.

10. Attachments

Attachment 1 – COVID-19 funding opportunities for businesses (8 pages)

- END OF REPORT -

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
ABC Fresh Start Fund	This program aims to stimulate the provision of Australian content, in both scripted and non-scripted content, and across all genres. It will also develop new original content that has potential for broadcast on	Other	No		Pending
	ABC channels and online platforms and support emerging talent and new formats for the Australian market.				4/5-12/6/20
Australia Council for the Arts Resilience Fund • Adapt • Create • Survive	These three grant funding streams aim to support artists affected by COVID-19.	Federal	?	Grant up to \$20,000	Closed
Australia-China Science and Research Fund (ACSRF)	This programme seeks to support strategic science, technology and innovation collaboration of mutual benefit to Australia and China. It builds critical mass in areas of strategic priority and supports enduring partnerships between Australian and Chinese researchers.	Federal	No	Grant up to \$1m	Pending Triannual
Australia-India Strategic Research Fund (AISRF) – Collaborative Research Projects	This program aims to link Australian and Indian research institutions together to work on strategically focused, leading-edge scientific research and technology projects. The projects build research capacity and maximise the application, commercialisation and sustainability of research outcomes, supporting the	Federal	No	Grant from \$300,000 to \$600,000	Pending 4/6-2/7/20
Australian Apprenticeships Incentives Program (AAIP) – Employer Incentives	continued economic growth and development of both nations. This program aims to provide financial assistance to Australian employers to help with hiring and training an apprentice. The objective of the program is to contribute to the development of a highly skilled and relevant Australian workforce that supports economic sustainability and competitiveness.	Federal	Yes	Incentive/subsidy	Open ongoing
Australian Research Data Commons – Australian Data Partnerships Program	This program aims to support the establishment and development of national level data assets where the centripetal force of a competitive and uncoordinated research market impedes the emergence of national scale data assets. It is one of six programs in the National Data Assets initiative which aims to establish or develop national scale data assets to support leading edge research.	Federal	No	Grant up to \$500,000	Pending 7/7-31/7/20
<u>Australian Research Data Commons – Platform Program</u>	This program seeks to increase the number of researchers with access to platforms, both in terms of absolute number and in terms of diversity of disciplines.	Other	No	Grant investment up to \$1m	Pending 7/7-24/7/20
Australian Small Business Advisory Services (ASBAS) Digital Solutions Program – For Businesses	This program aims to provide small business with low cost, high quality advice on a range of digital solutions to help them meet their business needs and grow their digital capabilities.	Federal	No	Service	Open to 30/6/21
Business Mission Program (SA)	This program aims to give South Australian businesses within key sectors of economic growth, the opportunity to expand their export potential and international market footprint whilst developing knowledge of international markets to enhance their global competitiveness.	State	No	Grant	Open ongoing
COVID-19 Arts Grants Support	The COVID-19 Arts Grants supports art making, creative development and professional development across all art form.	State	No	Grant up to \$100,000	Closed March/April
COVID-19 Early Childhood Education and Care Relief Package	This program seeks to help deliver hip pocket relief and help the early childhood education and care sector make it through to the other side of the COVID-19 crisis. These payments will complement the JobKeeper Payment.	Federal	No	Subsidy	Closed June 20
COVID-19 National: Business — Backing Business Investment (BBI)	This program is a time limited 15-month investment incentive which aims to support business investment and economic growth over the short-term, by accelerating depreciation deductions to help the economy withstand and recover from the economic impact of Coronavirus.	Federal	?	Incentive for infrastructure/equipment	Open
COVID-19 National: Business — Business Events Boost Program	It seeks to deliver specific, measurable, and achievable activity for marketing or distribution initiatives that have the potential to influence decision makers to hold domestic business events and/or convert new business events to be held in Australia.	Federal	?	Grant up to \$10,000	Open to 30/9/20
COVID-19 National: Business – COSBOA Small Business Relief Fund	This program aims to support eligible small businesses who need assistance due to the adverse economic effects of the Coronavirus (COVID-19) on their small business. It seeks to help assist businesses on the pathway to recovery after the temporary closures and restrictions resulting from COVID-19.	Other	No	Grant up to \$10,000	Pending 25/5-1/6/20

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
COVID-19 National: Business – Export Finance Australia COVID-19 Export Capital Facility	This program aims to assist previously profitable Australian exporters whose businesses have been impacted by COVID-19.	Federal	No	Loans between \$250,000 and \$50 million up to 2 years	Open ongoing
COVID-19 National: Business – IBA Indigenous Business Relief Package	This program aims to support Indigenous businesses who have been impacted by the COVID-19 crisis, including non-IBA customers. It is a new relief package that has been designed in collaboration with the National Indigenous Australians Agency (NIAA) to respond to the immediate challenges Indigenous businesses are facing.	Federal	No	Loan up to \$100,000	Open for expressions of interest
COVID-19 National: Business – Increasing the Instant Asset Write-Off	This program aims to assist Australian businesses and economic growth in the short-term, and encourage a stronger economic recovery following the Coronavirus outbreak. It is one of the investment measures provided by the Government in backing businesses to invest to help the economy withstand and recover from the economic impact of Coronavirus.	Federal	?	Incentive for infrastructure/equipment	Open 12/3 to 31/12/20
COVID-19 National: Business — International Freight Assistance Mechanism (IFAM)	This program is a temporary, emergency measure which aims to help restore critical global supply chains which have been heavily impacted by COVID-19 containment measures around the world. It seeks to keep key international freight links with trading partners open for goods coming into, and going out of Australia.	Federal	No	Grant	Open to 31/12/20
COVID-19 National: Business – MessageMedia Small Business Grants	This program seeks to provide support to small businesses who have been affected by the COVID-19 pandemic. It aims to give a boost to small businesses with a prize package that includes free financial support and free messaging services.	Other	No	Competition	Pending 7/7-14/8/20
COVID-19 National: Business – Supporting Apprentices and Trainees	This program aims to support business to manage cash flow challenges and to keep apprentices and trainees employed, as part of the Australian Government's Economic Response to COVID-19.	Federal	No	Subsidy up to \$21,000	Open ongoing
COVID-19 National: Business – Temporary Relief for Financially Distressed Businesses	This program aims to provide support to profitable and viable businesses who are temporarily facing financial distress due to the economic impacts brought about by the spread of the Coronavirus. It seeks to ensure that these businesses have a safety net when the crisis has passed so they can resume normal business operations.	Federal	No	Service to the value of \$20,000	Open 25/3 to 24/9/20
COVID-19 National: Business – Workplace Legal Advice Program	This program aims to provide eligible employers with free independent legal help to deal with workplace issues arising from the coronavirus outbreak. Advice is available on issues like: - Stand downs from work - Flexible work arrangements - Pay and entitlements - JobKeeper changes to the Fair Work Act	Federal	No	Service	Open ongoing
COVID-19 National: Business, Community, Individuals – Tax Relief Measures	This program aims to assist Australians experiencing financial difficulty as a result of the COVID-19 outbreak.	Federal	No	Tax relief	Open ongoing
COVID-19 National: Business, Individuals – Early Access to Superannuation	This program aims to allow individuals affected by the Coronavirus to access their superannuation in 2019- 20 and 2020-21.	Federal	No	Superannuation	Open to 24/9/20
COVID-19 National: Business, Individuals – Support for Employees Working from Home	This program aims to provide support to employees who are working from home due to the COVID-19 pandemic by allowing them to claim at tax time for the running expenses they incur.	Federal	No	Tax deduction	Open ongoing
COVID-19 National: Business, Non-Profits – Australian Banking Association Commercial Landlord Relief Package	This program aims to support commercial landlords who have been adversely impacted by COVID-19 by offering six month deferral of loans.	Federal	?	Deferral	Open ongoing
COVID-19 National: Business, Non-Profits – Australian Banking Association Small Business Relief Package	This program aims to support businesses or not-for-profits that have been adversely impacted by COVID-19 by allowing them to defer principal and interest repayments for all bank loans attached to them for a period of six months.	Federal	?	Deferral	Open ongoing
COVID-19 National: Business, Non-Profits – Boosting Cash Flow for Employers	This program aims to provide temporary cash flow support to small and medium businesses and not-for-profit organisations that employ staff and have been affected by the economic downturn associated with COVID-19 (novel coronavirus). It forms part of the Australian Government's Coronavirus Economic Stimulus Package which aims to support households and businesses and address the significant economic consequences of the Coronavirus.	Federal	No	Tax credit from \$20,0000 to \$100,000	Tax lodgements

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
COVID-19 National: Business, Non-Profits – Commonwealth National Parks Support for Tourism (Fee Waivers)	This program aims to support the tourism industry through COVID—19 and to support businesses to rebuild their operations. It forms part of the Australian Government's \$1 billion COVID—19 Relief and Recovery Fund which aims to support regions, communities and industry sectors that have been disproportionately affected by the Coronavirus crisis.	Federal	No	Fee Waiver	Open to 31/3/21
COVID-19 National: Business, Non-Profits – Medical Research Future Fund (MRFF) - Coronavirus Research Response (Respiratory Medicine Clinical Trials Research)	This program aims to enable Australian researchers to drive innovation and contribute to global efforts to control the COVID-19 outbreak. It forms part of the Australian Government's \$2.4 billion Coronavirus (COVID-19) National Health Plan which seeks to support the health system to manage the outbreak of novel coronavirus in Australia.	Federal	No	Grants up to \$3m	Open ongoing
COVID-19 National: Business, Non-Profits – MRFF Coronavirus Research Response	This program aims to enable Australian researchers to drive innovation and contribute to global efforts to control the COVID-19 outbreak. It forms part of the Australian Government's \$2.4 billion Coronavirus (COVID-19) National Health Plan which seeks to support the health system to manage the outbreak of novel coronavirus in Australia.	Federal	No	Grant up to \$3m	Rounds open to 5/5/21
COVID-19 National: Business, Non-Profits – Public Interest News Gathering Program	This program aims to support regional broadcasters and publishers to maintain their production and distribution of public interest journalism in regional Australia during the COVID–19 pandemic phase. It implements the Government's response to the Australian Competition and Consumer Commission's (ACCC) Digital Platforms Inquiry by replacing the remaining Regional and Small Publishers Jobs and Innovation Package.	Federal	No	Grant	Pending 7/5-29/5/20
COVID-19 National: Business, Non-Profits – Regional Airline Network Support Package	This program aims to support critical air services to connect regional Australia to freight, medical testing, supplies and essential personnel during the COVID-19 period.	Federal	No	Grant	Open to 31/12/20
COVID-19 National: Business, Non-Profits – Show Starter Loans	This program seeks to assist arts and entertainment businesses to fund new productions and events, as part the Government's plan to restart Australia's creative economy and support jobs in the arts, entertainment and screen sectors as they rebuild from the impacts of COVID—19.	Federal	No	Loan up to 5 years	Opening
COVID-19 National: Business, Non-Profits — Supporting Agricultural Shows and Field Days Program	This program aims to help agricultural show societies and organisers of Agricultural Field Days deal with cash flow pressures caused by the COVID-19 related cancellations. Its objective is to provide operational support for agricultural show societies and organisers of Agricultural Field Days that cancel their scheduled show or Agricultural Field Days in 2020 because of COVID-19. There are two streams of funding available: 1. For Capital City Royal Shows - Grants to reimburse eligible expenditure can be up to the maximum grant amount but cannot exceed this amount even if eligible expenditure is greater. - The total grant available to each eligible capital city will be capped - Adelaide: \$2,504,175 2. For Local Shows and Agricultural Field Days - The maximum total grant amount available across the life of the program is dependent upon the average total attendance on all days at the local agricultural show or field day, based upon the shows and field days conducted over the previous three years: a) Small shows with up to 1,999 attendees: \$10,000 b) Medium shows with 2,000 to 4,999 attendees: \$15,000 c) Large shows with 5,000 attendees and up: \$70,000	Federal	No	See description	Open 18/9/20 Close 9/10/20
COVID-19 National: Business, Non-Profits, Individuals – Australian Airline Financial Relief Package	This program aims to assist the domestic airline industry in response to the economic pressures created by the impact of COVID–19 by reducing operational cost pressures to improve the ability of airlines to maintain services. It forms part of the Australian Government's response to the economic impact of COVID–19 and in response to its unprecedented and likely sustained impact on the Australian domestic airline industry. The objective of the program is to reduce the cost base faced by commercial airlines, improving the financial viability of scheduled and commercial flights.		No	Rebate	Open to 31/12/20
COVID-19 National: Business, Non-Profits, Individuals — Coronavirus SME Guarantee Scheme	This program aims to support many otherwise viable SMEs to access vital additional funding to get through the impact of Coronavirus. It seeks to provide businesses with funding to meet cash flow needs, by further enhancing lenders' willingness and ability to provide credit and assist businesses across the economy who are facing significant challenges due to disrupted cash flow to meet existing obligations.	Federal	No	Loan up to \$250,000	Open to 30/6/21

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
COVID-19 National: Business, Non-Profits, Individuals – Heart Foundation CVD and COVID-19 Grant	This program aims to support ground-breaking research focused on COVID-19 and its interaction with heart conditions	Other	No	Grant up to \$100,000	Pending 20/7-28/8/20
COVID-19 National: Business, Non-Profits, Individuals – IRGP Australia-ASEAN Council (AAC) COVID-19 Special Grants Round	This program aims to support continuity in people-to-people and institutional engagement between Australia and Southeast Asia during and following the Novel Coronavirus (COVID—19) pandemic, when restrictions on travel and social distancing will limit opportunities for face-to-face engagement and inward and outbound visits.	Federal	Yes	Grant from \$10,000 to \$50,000	Pending 11/6-5/8/20
COVID-19 National: Business, Non-Profits, Individuals – IRGP Australia-Indonesia Institute (AII) COVID-19 Special Grants Round	This program aims to support continuity in people-to-people and institutional engagement between Australia and Indonesia during and following the Novel Coronavirus (COVID—19) pandemic, when restrictions on travel and social distancing will limit opportunities for face-to-face engagement and inward and outbound visits.	Federal	Yes	Grant from \$10,000 to \$50,000	Pending 11/6-5/8/20
COVID-19 National: Business, Non-Profits, Individuals – JobKeeper Payment	This program aims to help keep more Australians in jobs and support businesses affected by the significant economic impact of the coronavirus. It forms part of the Australian Government's economic support package which has provided timely support to affected workers, businesses and the broader community, and has kept Australians in work, and businesses in business.	Federal	No	Subsidy	Open to 28/3/21
COVID-19 National: Business, Non-Profits, Individuals – JobTrainer Fund	This program aims to provide Australians with access to new skills by retraining and upskilling them into sectors with job opportunities, as the economy recovers from COVID—19. It is the first element of the 'second phase' of recovery after JobKeeper is phased out in September.	Federal	No	Subsidy	Opening
COVID-19 National: Business, Non-Profits, Individuals – JobTrainer Fund	This program aims to provide Australians with access to new skills by retraining and upskilling them into sectors with job opportunities, as the economy recovers from COVID-19. It is the first element of the 'second phase' of recovery after JobKeeper is phased out in September.	Federal	?	Subsidy	Opening
COVID-19 National: Business, Non-Profits, Individuals – NBN Co COVID-19 Relief and Assistance Package	This program aims to help internet providers to support their residential and small and medium business customers affected by the COVID-19 pandemic.	Other	No		Open to 30/9/20
COVID-19 National: Business, Non-Profits, Individuals – Pipeline Accelerator COVID-19 Scheme	This program aims to provide rapid support to Australian researchers engaged in research related to COVID—19. TIA's Pipeline Accelerator schemes are designed to respond quickly to the needs of researchers and industry by facilitating access to expertise in national research infrastructure.	Federal	No	Grant up to \$50,000	Pending 20/4-5/6/20
COVID-19 National: Business, Non-Profits, Individuals – Relief for Commercial Tenants	This program aims to help renters by providing a range of measures during the COVID-19 pandemic. This includes a temporary hold on evictions and a mandatory code of conduct for commercial tenancies to support small and medium sized enterprises (SMEs) affected by coronavirus.	Federal	No	Waiver/Deferral	Open ongoing
COVID-19 National: Business, Non-Profits, Individuals – Restart Investment to Sustain and Expand (RISE) Fund	This program aims to provide capital to help production and event businesses who are impacted by the COVID—19 pandemic to put on new festivals, concerts, tours and events as social distancing restrictions ease, including through innovative operating and digital delivery models. It seeks to support the delivery and presentation of activities across all art forms to audiences across Australia.	Federal	Yes	Grant from \$75,000 to \$2m	Open to 31/5/21
COVID-19 National: Business, Non-Profits, Individuals – Screen Australia COVID-19 Budget Support Fund	This program aims to assist current stalled projects to resume or get into production, and will contribute to the COVID-19 costs for some projects, particularly those that are of scale. It is not intended to fill gaps in finance plans but only to fund direct COVID-19 costs.	Federal	No	Grant up to \$300,000	Open to 31/12/20
COVID-19 National: Business, Non-Profits, Individuals – Screen Australia Temporary Interruption Fund (TIF)	This program aims to support local film and television producers to start filming again in circumstances where new productions have been halted by insurers not providing coverage for COVID–19. It seeks to provide assistance for new local productions which have been unable to start production due to production insurance exclusions relating to COVID–19.	Federal	No	Grant up to \$4m	Open to 28/5/21
COVID-19 National: Individuals — Coronavirus Supplement	This program aims to temporarily expand eligibility to income support payments and establishing a new, time limited coronavirus supplement. It forms part of the Australian Government's Coronavirus Economic Stimulus Package which aims to keep Australians in jobs, keep businesses in business and support households and the Australian economy as the world deals with the significant challenges posed by the spread of the coronavirus.	Federal	No	Subsidy up to \$550	Open to 24/9/20
<u>COVID-19 SA: Business — FIXE Mentor</u> <u>Program</u>	This program aims to provide mentoring support for South Australian startups and scaleups impacted by COVID-19.	State	No	Mentoring	Open ongoing

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
COVID-19 SA: Business – Payroll Tax Relief	This program aims to provide tax relief South Australian businesses who have been adversely impacted by COVID-19. It forms part the South Australian Government's Jobs Rescue Package which provides immediate financial support and relief to those most affected by the COVID-19 pandemic.	State	No	Tax relief	Open ongoing
COVID-19 SA: Business – Skilling South Australia Group Training Boost	This program aims to support South Australian businesses who are looking to host a new apprentice or trainee through a GTO by reducing the charge out rate to reduce costs associated with the impact of COVID-19.	State	Yes	Rate reduction up to \$5200	Open ongoing
COVID-19 SA: Business, Individuals – Great State Voucher	This program seeks to offer travel vouchers to South Australians to use towards accommodation across the state, as part of a significant COVID-19 tourism stimulus package to further boost the visitor economy and local jobs.	State	No	The scheme will provide: - \$100 vouchers for use at participating CBD hotels \$50 vouchers to spend in regional and suburban accommodation.	Close 25/9/20
COVID-19 SA: Business, Non-Profits – Emergency Cash Grants for Small Businesses	This program aims to support South Australian small businesses that employ staff and are subject to closure or highly impacted by the shutdown restrictions announced by the Government as a result of the corona virus (COVID–19). It forms part of the South Australian Government's \$650 million Jobs Rescue Package which aims to safeguard South Australia's economy and minimise the economic impacts of the COVID–19 global crisis.	State	No	Grant up to \$10,000	Pending 21/4-1/6/20
COVID-19 SA: Business, Non-Profits – Regional Growth Fund Strategic Business Round	This program seeks to assist regions in the recovery from the COVID-19 pandemic. It is a once-off special round under the Regional Growth Fund Strategic Pool which aims to unlock business investment to jump start regional economies by supporting shovel ready projects that drive new or enhanced economic activity.	State	?	Grant from \$50,000 to \$2m	Pending 10/6-6/7/20
COVID-19 SA: Business, Non-Profits – SA Health COVIDSafe Awards	This program aims to recognise and reward South Australian businesses and defined public activities who have demonstrated innovation and compliance with COVID-19 directions.	State	Yes	Award	Pending Close 5/7/20
COVID-19 SA: Business, Non-Profits – SATC Resilience and Rebound Program	This program aims to provide business support for South Australian tourism operators to help work through the COVID-19 crisis and have the necessary tools they will need to help with recovery post event crisis.	State	No	Training	Open ongoing
COVID-19 SA: Business, Non-Profits – SSA Workforce Projects COVID-19 Response and Recovery	This program aims to support businesses impacted by the COVID—19 pandemic with the retention, transition and mobilisation of workers across industry sectors in need, and upskill and reskill displaced workers to find new work in areas of demand. It will run parallel to the current SSA Project Guidelines, which focus on pre-apprenticeships, apprenticeships and 'like' projects, with the aim of increasing the uptake of training contracts in industries where there is still a need.	State	Yes	Subsidy	Open to 30/9/20
COVID-19 SA: Business, Non-Profits – VET Market Continuity Package	This program aims to provide immediate relief to the training sector to ensure the state's VET market was effectively positioned to support industry skill demand in the COVID–19 economic recovery phase. It is designed to maintain stability and strong locally based skills supply and will complement the suite of initiatives available to RTOs in South Australia.	State	No	Grant	Open to 30/9/20
COVID-19 SA: Business, Non-Profits, Individuals — Land Tax Deferral	This program aims to support COVID—19 affected businesses and individuals by providing deferral on their land tax payment. It forms part the South Australian Government's Jobs Rescue Package which will provide immediate financial support and relief to those most affected by the COVID—19 pandemic.	State	No	Tax deferral	Open going
COVID-19 SA: Business, Non-Profits, Individuals – Land Tax Relief for Landlords	This program aims to provide landlords with tax relief on their 2019–20 land tax for properties leased to residential and non-residential tenants who have been financially impacted by COVID–19.	State	?	Tax relief	Open to 28/2/21
Destination Australia Program	This program aims to provide grants to eligible Australian tertiary education providers to allocate, administer and promote scholarships for international and domestic students studying in regional Australia. It forms part of the Planning for Australia's Future Population and aligns with the National Strategy for International Education 2025.	Federal	No	Grant up to \$16,500	Pending 12/5-7/7/20
Entrepreneurs' Programme – Strengthening Business Initiative	This program seeks to support businesses in fire-affected communities to rebuild, transform and adapt following the bushfire crisis. It forms part of the Entrepreneurs' Programme, which provide access to tailored advice and networks to help businesses solve problems, rather than focusing on financial assistance.	Federal	No	Service	Open to 30/6/22

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
Foundation for Young Australians – Youth Action Project Grant Scheme (YAPGS)	This program aims to fund projects that support young people (15-24 years) as they navigate and recover from the impact of the Australian bushfires, the COVID—19 pandemic and the ongoing challenges with employment, mental health or transportation. It is a partnership between the Australian Government and the Foundation for Young Australians (FYA).	Federal	?	Grant from \$5000 to \$20,000	Open to 7/10/20
IRGP – Australia Indonesia Institute (AII)	This program aims to provide seed funding for innovative programs and initiatives which strengthen people-to-people and institutional links with Indonesia and deepen mutual understanding and cooperation between Australia and Indonesia. It forms part of International Relations Grants Program (IRGP) that aims to promote people-to-people links and a contemporary and positive image of Australia and support for the Australian government's international policy goals.	Federal	Yes	Grant from \$10,000 to \$40,000	Pending 5/2-17/4/20
IRGP – Australia-ASEAN Council (AAC)	This program aims to increase knowledge and promote Australia's interests in Southeast Asia by initiating and supporting activities designed to enhance awareness, understanding and links between people and institutions in Australia and ten Southeast Asian countries. It forms part of the International Relations Grants Program (IRGP) which seeks to support the government's foreign policies and economic diplomacy interests and projects a positive contemporary image of Australia.	Federal	Yes	Grant from \$10,000 to \$50,000	Pending 5/2-17/4/20
IRGP – Australia-Japan Foundation (AJF) Grant Program	This program seeks to advance Australia's engagement with Japan by supporting people-to-people linkages; amplifying and shifting perceptions of Australia in Japan to reflect contemporary Australia; and facilitating the promotion of the inventive, innovative capabilities that Australia brings to Australia-Japan collaborations across broad and ever sophisticated sectors. It also seeks to bring to the fore, awareness of the ongoing vital importance of Australia and Japan on each other's foreign and trade policies by facilitating informed discussions.	Federal	Yes	Grant from \$10,000 to \$40,000	Pending 5/2-14/4/20
IRGP – Australian Cultural Diplomacy Grants Program (ACDGP)	This program aims to sustained purposeful engagement to promote Australia's cultural and creative industries overseas; to establish networks; and support ongoing collaborations and exchange. It forms part of the International Relations Grants Program that aims to promote people-to-people links and a contemporary and positive image of Australia and support for the Australian government's international policy goals.	Federal	Yes	Grant from \$10,000 to \$60,000	Open to 5/10/20
IRGP – National Foundation for Australia-China Relations	This Foundation aims to develop, promote and strengthen understanding and engagement between Australia and China, including business and community stakeholders, in support of Australia's national interests. It will replace the Australia-China Council which, for more than forty years, has done an outstanding job at the forefront of the nation's expanding ties to China.	Federal	Yes	Grant	Open to 8/9/20
IRGP - The Australia-India Council (AIC)	This program seeks to advance Australia's foreign and trade policy interests by building awareness and understanding between the peoples and institutions of Australia and India. It is part of the International Relations Grants Program (IRGP) that promote people-to-people links and a contemporary and positive image of Australia and support for the Australian government's international policy goals.	Federal	Yes	Grant up to \$150,000	Pending 5/2-14/4/20
<u>Landing Pads Program</u>	This program aims to provide Australian scaleups with access to world-leading entrepreneurial expertise and business networks to help them expand globally. Five Landing Pads have been established in San Francisco, Tel Aviv, Shanghai, Berlin and Singapore.	Federal	No	Training mentoring and services	Open to 30/9/20
Live Music Australia Program	This program aims to revive business ventures in local suburbs, towns and regions across the country, building capacity for a sustainable live music scene with strong community roots, in all parts of Australia. It focuses on small to medium venues that support high quality original Australian live music that is professionally staged.	Federal	Yes	Grant up to \$100,000	Open to 13/9/20
Medical Research Future Fund (MRFF) – Biomedical Translation Bridge Program	This program aims to help eligible organisations fund and nurture early stage health and medical research to reach proof-of-concept stage with potential to attract further capital and support. It forms part of the Australian Government's \$20 billion Medical Research Future Fund which aims to provide grants of financial assistance to support medical research and medical innovation to improve the health and wellbeing of Australians.	Federal	No	Grant from \$200,000 to \$1m	Pending 18/5-1/6/20
Medical Research Future Fund (MRFF) – Activity: Rare Cancers, Rare Diseases and Unmet Need (RCRDUN) Grants	This program aims to increase clinical trial activity in Australia, help patients access clinical trials, and enable researchers to bring international trials to Australian patients. It forms part of the \$20 billion Medical Research Future Fund that provides a sustainable source of funding for vital medical research over the medium to longer term.	Federal	No	Grant – no maximum	Open to 11/11/20

Funding program – updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
Medical Research Future Fund (MRFF) – Emerging Priorities and Consumer Driven Research Grants	This program seeks to support high-quality research that improves patient care, translates new discoveries into practice, and encourages consumers and researchers to work together on emerging priorities. It forms part of the Medical Research Future Fund (MRFF) which aims to provide grants of financial assistance to support health and medical research and innovation, with the objective of improving the health and wellbeing of Australians.	Federal	No	Grant	Open to 11/11/20
Music Development Office - Project Support Grants	This program seeks to support artists and music businesses through financial contributions allowing them to continue to develop new content and new ways of working, planning and connecting under the current COVID-19 conditions.	State	No	Grant from \$20,000 to \$200,000	Pending 8/4-17/4/20
R&D Tax Incentive Programme	This programme aims to provide a tax benefit to companies to help offset some of the cost of conducting eligible research and development activities. It is the government's key mechanism to stimulate Australian industry's investment in R&D.	Federal	No	Tax offset	Open ongoing
Regional Airlines Funding Assistance	This program aims to assist air service operators providing services to regional and remote locations to continue to remain financially viable through the unprecedented downturn in aviation due to the impact of the COVID–19 pandemic. It forms part of the Australian Government's \$1 billion Relief and Recovery Fund which will support regions, communities and industry sectors that have been severely affected by the Coronavirus (COVID–19) crisis. The fund was announced as part of the Government's response to the economic impact of COVID–19.	Federal	No	Grant from \$100,000 to \$5m	Open to 1/12/20
COVID-19 National: Business, Non-Profits – Regional Airline Network Support Package	This program aims to support critical air services to connect regional Australia to freight, medical testing, supplies and essential personnel during the COVID-19 period. A total funding pool of \$198 million is available across 2019-20 and 2020-21.	Federal	No	The amount of the grant will be the subject of negotiation with the airline based on the range and scope of services to be provided.	Open to 28/3/21
Rural Financial Counselling Service (RFCS) – Small Business Support Program	This program seeks to support eligible small businesses with targeted assistance to manage adjustment pressures and remain viable in the long term. It will also ensure that small, regional businesses remain resilient through the COVID-19 downturn and maintain the capacity to rebound when normal trading conditions resume.	Federal	No	Grant service	Open ongoing
SATC Digital Training Program	This program aims to support tourism operators who are significantly impacted with the COVID—19 pandemic by providing online training programs focussed on supporting and upskilling tourism businesses to market themselves online.	State	No	EOI	Closed
SATC Regional Events Grants Fund	This program aims to provide financial support for small to medium regional event organisers who have experienced financial loss due to the forced cancellation or postponement of an event staged between 16 March 2020 and 31 August 2020, as a result of COVID-19.	State	?	Grant up to \$5,000	Closed 3-17/4/20
SATC Small Tourism Business Grants Fund	This program seeks to provide financial support for sole traders and small tourism businesses who have experienced financial loss as a result of COVID-19.	State	No	Grant up to \$10,000	Closed 3-17/4/20
Screen Australia – Enterprise People	This program aims to support individuals to take advantage of development opportunities and build sustainable creative screen careers, share information and experience between industry participants to build capability, and promote the business opportunities and commercial benefits of gender equity, diversity and inclusion.	Federal	?	Grant up to \$70,000	Open ongoing
Screen Australia – International Marketing Support: Pitching Events/Talent Lab	This program aims to provide support for planned attendance by producers selected for key pitching events in order for them to secure finance, production and marketplace partners for Australian projects, and/or for key creatives invited to talent labs for professional development and building international industry networks.	Federal	No	Grant up to \$3000	Open ongoing
South Australian Wine Industry Development Scheme (SAWIDS)	This program aims to build and strengthen the South Australian wine industry through projects that develop capability, grow competitiveness and productivity, and increase profitability through innovation or expanding production.		No	Grant up to \$200,000	Pending Closed 24/4/20

Attachment 1

Funding program - updated 9/10/20	Description	Source	Council Eligible	Grant \$	Status
Space Innovation Fund – Space Scholarship Program	This program aims to support potential entrepreneurs and innovators with relevant tertiary qualifications to attend either a formal academic program, or a period of supervised industrial experience. It forms part of the \$4 million Space Innovation Fund and aims to improve the knowledge and develop skills of potential founders of space-related enterprises.	State	No	Grant up to \$20,000	Open to 30/9/20
Youth Action Project Grant Scheme	 YAPGS is open to both individuals and organisations with two kinds of projects to be supported: New projects that recognise and uniquely respond to the hardship young people are facing now and will face in the future. Existing projects that provide a valuable on-going service to young people, which require additional funding to adapt or continue that work given the impact of the current environment. 	Federal	Yes	Grants up to \$20,000	Open to 7/10/20
Westpac – Businesses of Tomorrow Program	This program aims to celebrate exceptional organisations shaping the future of business and making valuable contributions to their industry, customers and community.	Other	No	Mentoring	Pending 3/2-20/7/20
Wine Australia – Travel Bursaries	This program seeks to support international travel for conference attendance and/or study tours that align with the RD&E priority areas, with the two-fold purpose of: - Demonstrating benefit to the Australian grape and wine sector and/or existing research. - Supporting careers for grape and wine researchers in the sector and academia by providing opportunities to broaden their professional development, particularly early in their career.	Federal	No	Grant from \$1500 to \$2500	Pending 6/3-24/4/20



9.8 Confidential items

Report contact Meeting

Sue Hammond, Council and Committee meeting coordinator Council

8384 0747

Approving officer Date

Chris White, Director Corporate 20 October 2020

1. Purpose

This report presents a summary of items held in confidence and items released since the last quarterly report to Council at its 21 July 2020 meeting.

2. Recommendations

That Council receive and note the report and attachment relating to the release of confidential items.

3. Executive summary

At its meeting of 18 June 2019, Council resolved as follows:

"That a quarterly record of the confidential items that remain in confidence and those confidential items that have been cleared from confidentiality be listed in the agenda and minutes of a Council meeting."

A summary of items held in confidence is available on council's website, together with any released documents on council's website, link: <u>Confidential Reports Register</u>

123 items remain in confidence. Since the previous report was presented in July 2020, six items have been released in full.

4. Background

Community Plan 2030	performance: accountable, efficient, inclusive, sustainable
Policy and/or relevant legislation	Section 90(3) of the <i>Local Government Act 1999</i> sets out the instances that allow Council to consider matters in confidence and Section 91 sets out the ability for councils to keep relevant reports, documents and discussions confidential.
Who did we talk to/who will we be talking to	Report authors, Directors Group, third parties. When the item relates to a third party they are advised of the release of the item.



5. Financial implications

There are no financial implications in Council noting this report.

6. Risk and opportunity management

Risk					
Identify	Mitigation				
Compliance/legal	Section 91(9) of the <i>Local Government Act 1999</i> sets out that the Council or committee must specify the duration of an order or the circumstances in which the order will cease to apply and that any order that operates for a period exceeding 12 months must be reviewed at least once in every year.				

Opportunity					
Identify	Maximising the opportunity				
Transparency	Public are able to access Confidential Reports Register on the website which shows items held in confidence and links to released items.				

7. Timelines and deadlines

This update report is presented quarterly to Council.

8. Next steps

The annual review of confidential items is planned to be presented to Council's December/January meeting.

The annual review is planned to be presented in two reports. One report will recommend to Council the release of selected confidential items that have remained in confidence for over 12 months and the other report will recommend that the reminaing items stay in confidence and be considered at the next annual review.

9. Attachments

Attachment 1 – Summary of items held in confidence as at 25 September 2020 (10 pages)

- END OF REPORT -

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
5/7/11	11.4	Planning Policy Committee minutes (re item 5.1 Update on Christie Downs Regeneration project)	Section 90(3)(b) Section 90(3)(d)	RETAIN IN CONFIDENCE until the finalisation of any potential negotiations with the party that has supplied the information to Council.	
15/11/11	11.2	Confidential - Seaford District Centre - development and land considerations	Section 90(3)(b)	RETAIN IN CONFIDENCE until any agreements relating to land transactions are in place, or a determination by Council that land transactions will not proceed.	
6/12/11	15.2	Confidential - Water Business Unit	Section 90(3)(b)	RETAIN IN CONFIDENCE until such time as water supply agreements are executed with 'bulk' water supply customers being SA Water and the Department for Planning, Transport and Infrastructure's contractor consortium delivering the Southern Expressway duplication.	
6/12/11	15.3	Review of Confidential Register of Council resolutions	Section 90(3)(g)	RETAIN IN CONFIDENCE until the orders contained herein have expired.	
8/5/12	15.1	Review of confidential orders	Section 90(3)(g)	RETAIN IN CONFIDENCE Until the orders contained herein have expired.	
2/10/12	15.2	Confidential Futurtec Project - Update	Section 90(3)(b)	RELEASED A review has determined that the confidential provisions are no longer required.	29/09/20
23/10/12	15,1	Confidential attachment to item 9.1 Aldinga Airfield, request to revoke condition 8 of 1977 planning approval for Authorised Landing Area	Section 90(3)(h)	RETAIN IN CONFIDENCE kept confidential until the expiry of the period of two months after the conclusion of the negotiations concerning the LMA for the Aldinga airfield site which the Council resolved to undertake on 19 June 2012.	
5/2/13	15.2	Southern Sports Complex Funding update	Section 90(3)(j)	RETAIN IN CONFIDENCE Until the State Government seeks to make the proposal public or abandons the proposal.	
23/4/13	3.1	Water Business Unit performance update	Section 90(3)(d)	RETAIN IN CONFIDENCE Until such time as commercial agreements with major consumers are in place.	
5/11/13	15.1	Strategic Directions Committee minutes - Community Wastewater Management Scheme	Section 90(3)(d)	RETAIN IN CONFIDENCE Until such time as a final decision has been made regarding the future management of the Community Wastewater Management Scheme	
5/11/13	15.2	Strategic Directions Committee minutes - Southern Sports Complex	Section 90(3)(j)	RETAIN IN CONFIDENCE until advice is received from the State Government that the Business case is no longer confidential (excepting the quantum of Council's financial commitment to the project and the pre-conditions of that commitment, which may be advised on a condition of confidentiality to the project partners being the State Government and South Adelaide Football Club/AFL as part of on-going negotiations)	
1/4/14	15.1	Legal proceedings	Section 90(3)(i)	RETAIN IN CONFIDENCE the legal advice relating to this item and all minutes and attachments of Council, with the exception of attachment 4 Council Report on Sellicks Beach Community Wastewater Management Scheme: 2012-13 Financial Information from meeting March 19 2013 and attachment 5 Council Report on Sellicks Beach Community Wastewater Management Scheme from meeting February 26 2013, relating to discussion of the subject matter be kept confidential until conclusion of any legal proceedings (including appeal actions).	
1/4/14	15.2	Personal affairs	Section 90(3)(a)	RETAIN IN CONFIDENCE	
13/5/14	15.1	Aldinga Airfield	Section 90(3)(h)	RETAIN IN CONFIDENCE That attachment 5 and the legal advice dated 12 May 2014 shall remain confidential in perpetuity as it contains confidential information provided in confidence by Aldinga Aviation	Att
3/6/14	15.1	Water Business Unit performance update	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as commercial agreements with major consumers are in place	Attachment
5/8/14	15.2	Elected Member Code of Conduct – Ombudsman's letter and final report Confidential	Section 90(3)(g) Section 90(3)(h)	RETAIN IN CONFIDENCE until conclusion of legal proceedings (including appeal actions).	ent 1

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
9/6/15	3.1	Chief Executive Officer Performance Management Committee confidential minutes	Section 90(3)(a)	RETAIN IN CONFIDENCE with the exception of part 2c, until 30 April 2027	la i
28/7/15	15.2	Urgent business - Staff update	Section 90(3)(a)	RETAIN IN CONFIDENCE until all relevant parties have been notified	1 = 1
18/8/15	15.2	Strategic Directions Committee confidential minutes (re item 12,1 South Adelaide Football Club)	Section 90(3)(d)	RETAIN IN CONFIDENCE until there is no commercial need for confidentiality, subject to the annual review by the Chief Executive Office	r
8/9/15	15.1	Notice of Motion to revoke a resolution of Council (Cr Nankivell) re South Adelaide Football Club	Section 90(3)(d)	RETAIN IN CONFIDENCE until there is no commercial need for confidentiality, subject to the annual review by the Chief Executive Office	r
29/9/15	15.2	Audit, Risk, Value and Efficiency Committee confidential minutes re External auditor selection and appointment process	Section 90(3)(k)	RETAIN IN CONFIDENCE a. The discussion of the Council relating to the external auditor selection and appointment process be kept confidential until the expiry of the contract. b. Point 2 of the resolution of the Council relating to appointment of the external auditor remain confidential until the matter has been determined by Council. *Note: ARVEC agenda report remains confidential until expiry of contract.	
19/1/16	14.1	Notice of Motion re Code of Conduct – Cr Jamieson	Section 90(3)(a)	RETAIN IN CONFIDENCE to be kept confidential as it relates to the personal affairs of an elected member	-
12/4/16	15.1	Chief Executive Officer Performance Management Committee confidential minutes re CEO performance review process	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027	4
14/6/16	15.3	Water Business Performance Update	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as with regard to: a. information associated with the operational and financial performance of the Water Services Scheme, Council has concluded its consideration of this report b. information associated with commercial arrangements for the Water Services Scheme presented in Section 7 of this report, until such time as commercial negotiations are finalised and agreements are executed.	7
6/9/16	15.1	Chief Executive Officer Strategic Performance Objectives Annual Report	Section 90(3)(a)	RETAIN IN CONFIDENCE Agenda report and minutes are released as per resolution. The discussion relating to the subject matter is to be kept confidential until 30 April 2027.	
27/9/16	7.1	Confidential Deputation – South Adelaíde Football Club	Section 90(3)(d)	RETAIN IN CONFIDENCE until all parties are satisfied there is no further need for confidentiality.	1 - 1
27/9/16	15.1	Audit, Risk, Value and Efficiency Committee meeting confidential minutes (re South Adelaide Footbal Club financial request)	Section 90(3)(d)	RETAIN IN CONFIDENCE until all parties are satisfied there is no further need for confidentiality.	
27/9/16	15,2	Urgent business – South Adelaide Football Club - Confidential	Section 90(3)(d)	RETAIN IN CONFIDENCE until all parties are satisfied there is no further need for confidentiality.	
18/10/16	15.1	Code of Conduct for Council Members Ombudsman's report (GC2015-11) Outcome of Mediation	Section 90(3)(a)	RETAIN IN CONFIDENCE as it relates to the personal affairs of an elected member.	1
29/11/16	14.1	Confidential – Code of Conduct investigation	Section 90(3)(h)	RETAIN IN CONFIDENCE minutes of the Council and related documents of the subject matter be kept confidential as they relate to legal advice.	
24/1/17	15.1	Notice of Motion - Cr Jamieson - Code of Conduct Investigation	Section 90(3)(a) Section 90(3)(g) Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE the Code of Conduct investigation and the minutes of the Council and related documents of the subject matter be kept confidential.	121
24/1/17	15.3	Audit, Risk, Value and Efficiency Committee meeting confidential minutes re Service Reviews - CWMS and WSS	Section 90(3)(d)	RETAIN IN CONFIDENCE the minutes and the report of the Council relating to discussion of the subject matter be kept confidential until such time as with regard to: a. information associated with the operational and financial performance of the Water Services Scheme, the Audit, Risk, Value and Efficiency Committee has concluded its consideration of this report b. information associated with commercial arrangements for the Water Services Scheme presented in Section of this report, until such time as commercial negotiations are finalised and agreements are executed.	

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
21/2/17	15.2	2 Community Wastewater Management Scheme and Water Business	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as a final decision has been made regarding the future management of the Community Wastewater Management Scheme and Water Business	
18/4/17	15.3	3 Chief Executive Officer Performance Management Committee meeting confidential minutes re CEO Performance Management Committee Review	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 with the exception of resolution 5 above and resolution 8 of the Chief Executive Officer Performance Management Committee minutes, which will be released once considered by Council	
16/5/17	2,1	1 Confidential Report - ICT reform project	Section 90(3)(d)	RETAIN IN CONFIDENCE until after the completion of the finalised and agreed contract period. (Partial revocation approved 23/4/18 - redacted agenda report and minutes released)	
15/8/17	15.1	Chief Executive Officer Performance Management Committee meeting confidential minutes of 25 July 2017	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the Chief Executive Officer's contract of employment in accordance with standard human resource record keeping practices),	
17/10/17	15.1	Chief Executive Officer Performance Management Committee meeting confidential minutes of 19 September 2017	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027.	
21/11/17	15.2	Council Owned land parcel at Meyer Road, Lonsdale	Section 90(3)(b)	RETAIN IN CONFIDENCE until the end of all current and future contractual arrangements between the parties	
12/12/17	15.3	3 Strategic Directions Committee meeting confidential minutes re Community Facilities Study	Section 90(3)(d)	RETAIN IN CONFIDENCE until 30 June 2019 (Note: Partial revocation approved 18/12/17 to release clauses 3e, 3f and 4) Note: Confidentiality provisions revoked and remade 18/6/19 as follows: That the matter of Community Facilities Study Extension of Confidentiality having been considered in confidence under sections 90(2) and 90(3)(d) of the Local Government Act 1999 that an order be made under the provisions of sections 91(7) and (9) of the Local Government Act 1999 that this report of 5 December 2017, Item 12.1 Community Facilities Study and the minutes and the report of Item 15.3 Strategic Directions Committee Confidential Minutes re Community Facilities Study of the 12 December 2017, with the exception of recommendation of 3e,3f and 4 relating to discussion of the subject matter, be kept confidential until 31 December 2019 pending a workshop with Council prior to this date. Above order revoked 10/12/19. Refer new order - to be be kept confidential (with the exception of clauses 3e, 3f and 4) until the cessation of the project.	
12/12/17	15.4	4 Water Assets Management	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as the affected parties approve the lifting of confidentiality and a final decision has been made regarding the Water Assets Management.	12.1
30/1/18	15.2	2 BMX UCI Facilities update	Section 90(3)(b)	RETAIN IN CONFIDENCE until additional funding has been sourced to meet the required budget to fund the preferred location for the BMX UCI facilities with the exception of the costs estimates which would remain confidential until a contract to construct the facilities has been awarded. *Partial revocation approved 31/1/18 to allow resolution at point 2 to be conveyed to the CEO of City of Marion only.) *Minutes and redacted agenda report released per resolution 19/2/19.	
30/1/18	15.3	3 Chief Executive Officer Performance Management Committee meeting confidential minutes of the adjourned meeting of 5 December 2017 held on 12 December 2017	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices)	

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
30/1/18	15.4	Chief Executive Officer Performance Management Committee meeting confidential minutes of 16 January 2018	Section 90(3)(a)	RETAIN IN CONFIDENCE that only the remuneration levels of the Chief Executive Officer (resolution 4) having been dealt with on a confidential basis under Section 90(3)(a) of the Local Government Act 1999 be released from confidence only upon resolution of the Council in accordance with the legislative requirements to disclose the final remuneration of the Chief Executive Officer on the Register of Salaries and that the discussion, information, reports, attachments and minutes of the Council having been dealt with on a confidential basis under Section 90(3)(a) of the Local Government Act 1999 (with the exception that this information may be released to the Chief Executive Officer, the Director Corporate and City Services and the Independent Advisor to the Chief Executive Officer Performance Management Committee, Mr Daryl Stillwell) be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standar human resource record keeping practices).	d
20/2/18	15.2	BMX UCI Facilities update	Section 90(3)(b)	RETAIN IN CONFIDENCE until additional funding has been sourced to meet the required budget to fund the preferred location for the BMX UCI facilities with the exception of staff discussions with the City of Marion and state government to source the funding gap and the costs estimates which would remain confidential until a contract to construct the facilities has been awarded. *Minutes and redacted agenda report released per resolution 19/2/19.	
20/3/18	15.2	Water Assets Commercial Valuation	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as the affected parties approve the lifting of confidentiality and a final decision has been made regarding the Water Assets Management. *Partial revocation approved 10/4/18 to release sections of the agenda report and attachments	
20/3/18	15.3	Chief Executive Officer Performance Management Committee meeting confidential minutes of 6 March 2018	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
20/3/18	15.4	Code of Conduct for Council Members Confidential Preliminary Assessment EM2017-13	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2017-13, save that the complainant relevant to this matter be notified of the Council's decision regarding their complaint.	of
15/5/18	15.2	Ombudsman Final report (2017/08607)	Section 90(3)(g)	RETAIN IN CONFIDENCE be kept confidential unless determined otherwise by the Ombudsman SA.	
26/6/18	4.1	Kerbside recycling processing contract	Section 90(3)(d)	RETAIN IN CONFIDENCE until the expiry of our kerbside recycling processing contract in 2024.	
26/6/18	15.2	Late report – Chief Executive Officer Performance Management Committee meeting confidential minutes of 12 June 2018	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
21/8/18	15.2	Chief Executive Officer Performance Management Committee meeting minutes of 17 July 2018	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
21/8/18	15,3 (Pt 2)	Chief Executive Officer Performance Management Committee meeting minutes 14 August 2018 2. Re Item 5.1 2017-18 CEO Performance Review	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
21/8/18	Comment of the Control	Chief Executive Officer Performance Management Committee meeting minutes 14 August 2018 3. Re Item 5.2 Chief Executive Officer 2017-18 Remuneration Review	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contractof employment in accordance with standard human resource record keeping practices) noting that the Remuneration levels of the Chief Executive Officer only will be released earlier from confidence upon resolutio of the Council in accordance with the legislative requirements to disclose the final Remuneration of the CEO on the Register of Salaries. *Point 3 of resolution released in public mins.	
21/8/18	15.3 (pt 4)	Chief Executive Officer Performance Management Committee meeting minutes 14 August 2018. 4. Re Item 4.1 Chief Executive Officer Revised Strategic Performance Objectives Report	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance	4 of 10

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
4/9/18	3.1	Confidential - ICT reform project	Section 90(3)(d)	RETAIN IN CONFIDENCE until after the completion of the finalised and agreed contract period, with the exception of the identity of Technology One and the amount payable by the Council under the contract for the provisions of services, afte the contract has been entered into by all parties, in accordance with section 91(8) of the Local Government Ac 1999. *Redacted agenda and mins released per notice of partial revocation	
11/9/18	15.1	Water Divestments community engagement	Section 90(3)(d)	RETAIN IN CONFIDENCE until such time as council has considered this report and the accompanying public report "Water Assets Divestment Project (11 September 2018)". With the exception that: a. Attachment 1 "Community Engagement Report" - From page 34 (from "Perspectives of potential buyers of assets sales") up to and including page 41; b. Attachment 1 "Community Engagement Report" - From page 64 (from Q9 only) to up to and including page 76 (up to Q11 only); and c. In the body of the confidential Council report - Section 6 d (Figure 4 and associated commentary). shall remain in confidence until such time as Council has entered a contract for the sale or otherwise for the Water Business and Community Wastewater Management Scheme assets or Council has resolved to retain these assets. *Minutes and redacted report released	
11/9/18	15.2	Code of Conduct for Council Members investigation report - EM2017-13	Section 90(3)(a)	RETAIN IN CONFIDENCE That Attachment 2 to the Council Report 'Code of Conduct complaint" be kept confidential; and that the matter of Code of Conduct for Council Members investigation report - EM2017-13 having been considered by the Council in confidence under sections 90(2) and 90(3)(a) of the Local Government Act 1999 that the Council Report "Code of Conduct for Council Members investigation report EM2017-13" and Attachment 1 "EM2017-13 Code of Conduct final investigation report" relating to discussion of the subject matter be released from confidence and that the complainant be contacted prior to release from confidence to seek their consent to be identified in the "Code of Conduct for Council Members investigation report EM2017-13" and Attachment 1 "EM2017-13 Code of Conduct final investigation report". In the event that consent is not provided, the complainants name will be redacted when released from confidence. *Redacted agenda report released.	f
11/9/18	15.3	Chief Executive Officer Performance Management Committee meeting minutes of 4 September 2018	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
11/12/18	15.2	Legal advice	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices), with the exception of the confidential resolution beir released to the Chief Executive Officer.	
22/1/19	15.1	Code of Conduct for Council Members Preliminary Assessment Report EM2018-04	Section 90(3)(a)	RETAIN IN CONFIDENCE excluding any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2018-04	il
22/1/19	15.5	Further advice on appeal options against approval of Seaford Meadows subdivision	Section 90(3)(h)	RETAIN IN CONFIDENCE be kept confidential. *Minutes released as per council resolution of 19/2/19.	
19/2/19	15.1	Council Chamber upgrade (including live streaming & recording of meetings)	Section 90(3)(d)	RETAIN IN CONFIDENCE with the exception of the identity of the successful vendor and the contract amount after the contract has bee entered into by all parties in accordance with section 91(8) of the Local Government Act 1999.	n
19/2/19	15.2	UCI International Standard BMX facility — update	Section 90(3)(b)	RETAIN IN CONFIDENCE the minutes and the agenda report relating to UCI International Standard BMX facility – update be released from confidence with the exception of the attachments to the report which would remain confidential until a contract to construct the facilities has been awarded. *Minutes and agenda report released. Report attachments remain in confidence.	

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COUNCIL I MEETING I DATE			Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since las report to Council
12/3/19	3.1	Kerbside recyling processing	Section 90(3)(d) Section 90(3)(h)	RETAIN IN CONFIDENCE until the expiry of our kerbside recycling processing contract in 2024, or to the expiry date of any related contracts entered into in relation to this matter, whichever date is the latter with the exception of the details of the anticipated 2019-20 final budget impact and the name of Council's recycling processor, in-order to allow our community to be informed and to allow advocacy to the South Australian Government for financial assistance.	f
19/3/19	15.1	Aldinga Southern School Update	Section 90(3)(d)	RETAIN IN CONFIDENCE that the agenda report, any informal questions and responses, discussion and minutes of the Council relating to discussion of the subject matter be released with the exception of section 4b (Financial implications (confidential)) of the agenda report which will be kept confidential until Council enters a formal lease or ceases negotiations seeking to enter a lease.	s.
19/3/19	15.2	Seaford Meadows challenge - potential to negotiate	Section 90(3)(h	*Minutes and redacted agenda report released. Section 4B remains in confidence. RETAIN IN CONFIDENCE that the agenda report (including Attachment 1), any informal questions and responses, discussion and minutes of the Council relating to discussion of the subject matter be kept confidential until the conclusion of any court proceedings and/or appeal options, excluding the release of Attachment 2 to the agenda report - Media release.	
16/4/19	15.1	Notice of Motion - Cr Bray - Legal action	Section 90(3)(d) Section 90(3)(h)	Att 2 "Media Release" released. RETAIN IN CONFIDENCE until the expiry of our kerbside recycling processing contract in 2024, or to the expiry date of any related contracts entered into in relation to this matter, whichever date is the latter	
21/5/19	15.1	Deputation – Aldinga Beach 'Latitude' plans for appeal settlement – Chris Vounasis, Winwest and James Hilditch, Hilditch Lawyers	Section 90(3)(i)	RETAIN IN CONFIDENCE the discussion of the deputee and Council relating to the subject matter be kept confidential until the Council's appeal is finalised in the ERD Court, except insofar as is necessary to communicate the Council's decision to the Court and interested parties	
21/5/19	15.2	Aldinga Beach "Latitude" plans for appeal settlement with Winwest	Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE until the Council's appeal is finalised in the ERD Court, except insofar as is necessary to communicate the Council's decision to the Court and interested parties	
21/5/19	15.3	Audit, Risk, Value and Efficiency Committee independent member appointment	Section 90(3)(a)	RETAIN IN CONFIDENCE with the exception that the name of the successful candidate be released once all parties are notified of the outcome of Council's deliberations in respect to the appointment of the independent Ordinary Member. *Minutes released. Agenda report remains in confidence.	
21/5/19	15.4	CEO Performance Management Committee meeting confidential minutes of 9 May 2019 re Independent Advisor appointment	Section 90(3)(a) Section 90(3)(b)	RETAIN IN CONFIDENCE with the exception that the name of the Independent Advisor and the value of the engagement be released once engagement for the Independent Advisor appointment is finalised. (Council and CEOPMC agenda and mins released, with the exception of atts 1-4 of CEOPMC report)	
21/5/19	15.5	CEO Performance Management Committee meeting confidential minutes of 9 May 2019 re Quarterly Report	Section 90(3)(a)	RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices)	
21/5/19	15.6	Code of Conduct for Council Members EM2018-04	Section 90(3)(a)	RETAIN IN CONFIDENCE	4
18/6/19	15.2	Community Facilities Study extension of confidentiality	Section 90(3)(d)	RETAIN IN CONFIDENCE that the report of 5 December 2017, Item 12.1 Community Facilities Study and the minutes and the report of Item 15.3 Strategic Directions Committee Confidential Minutes re Community Facilities Study of the 12 December 2017, with the exception of recommendation of 3e,3f and 4 relating to discussion of the subject matter, be kept confidential until 31 December 2019 pending a workshop with Council prior to this date. Above order revoked 10/12/19. Refer new order - to be be kept confidential until the cessation of the project.	
18/6/19	15.4	Enforcement matter	Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE	

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EETING ATE		Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since las report to Council
18/6/19		Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE be kept confidential except for the purposes of disclosing information to Hickinbotham and the independent mediators within the formal mediation process.	
18/6/19	9 15.6 EM2019-01(b) Code of Conduct for Council Members Preliminary Assessment Report	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding communication with the complainant and subject of the complaint in relation to Council's decision, any public apology and any future report presented to Council which determines a breach o the Code of Conduct for Council Members has been determined in relation to EM2019-01(b).	
18/6/19	15.7 EM2019-01(c) Code of Conduct for Council Members Preliminary Assessment Report	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding communication with the complainant and subject of the complaint in relation to Council's decision, any public apology and any future report presented to Council which determines a breach o the Code of Conduct for Council Members has been determined in relation to EM2019-01(c)	
18/6/19	15.8 EM2019-02 Code of Conduct for Council Members Preliminary Assessment Report	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding communication with the complainant and subject of the complaint in relation to Council's decision and any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2019-02.	
18/6/19	9 15.9 ICT Reform Project Steering Committee meeting confidential minutes of 30 May 2019	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	
18/6/19	9 15.10 CEO Performance Management Committee meeting confidential minutes of 6 June 2019 re 2018-19 CEO Performance Review	Section 90(3)(a)	RETAIN IN CONFIDENCE (with the exception that this information may be released to the Director Corporate and City Services and the Independent Advisor to the Chief Executive Officer Performance Management Committee) be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	C .
18/6/19	9 15.11 CEO Performance Management Committee meeting confidential minutes of 6 June 2019 re Legal advice	Section 90(3)(a) Section 90(3)(h)	RETAIN IN CONFIDENCE (with the exception that this information may be released to the Director Corporate and City Services) be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
23/7/19	9 3.1 Deputation – Seaford Meadows development – Michael Hickinbotham, Hickinbotham Seaford Meadows Project team	Section 90(3)(i)	RETAIN IN CONFIDENCE	
23/7/19	3.2 Seaford Meadows Development - Mediation Update	Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE excluding communications with Hickinbotham and their advisors, any court related personnel and any media statements that may be released at key points in the settlement process, where legally appropriate	
23/7/19	9 3,3 Aldinga School Shared Use	Section 90(3)(d)	RETAIN IN CONFIDENCE until commercial negotiations have been finalised and proponents and the state government approve release of information in accord with their respective confidentiality provisions.	of
6/8/19	9 3.1 Aldinga School Shared Use	Section 90(3)(d)	RETAIN IN CONFIDENCE until commercial negotiations have been finalised and proponents and the state government approve release conformation in accord with their respective confidentiality provisions.	of
17/9/19	9 15.1 Kerbside Recycling Contract	Section 90(3)(d) Section 90(3)(h)	RETAIN IN CONFIDENCE until the expiry of our kerbside recycling processing contract in 2024, or to the expiry date of any related contracts entered into in relation to this matter to maintain the commercial in confidence aspects of the contractual arrangement (whichever date is the latter) with the exception of the details of the name of Council's recycling processor and the total contract price for inclusion and publication in the Council's budget and any associated media releases, in order to allow our community to be informed.	
17/9/19	9 15.2 CEO Performance Management Committee meeting confidential minutes of 5 September 2019 re 2018-19 CEO Performance Review Draft Survey	Section 90(3)(a)	RETAIN IN CONFIDENCE (with the exception that this information may be released to the Chief Executive Officer, the Director Corporate and City Services and the Independent Advisor to the Chief Executive Officer Performance Management Committee) be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	a

OUNCIL I IEETING I ATE	NO.	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
17/9/19		Section 90(3)(a)	RETAIN IN CONFIDENCE (with the exception that this information may be released to the Chief Executive Officer, the Director Corporate and City Services and the Independent Advisor to the Chief Executive Officer Performance Management Committee) be kept confidential until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
15/10/19	15.1 ICT Reform Project Steering Committee meeting confidential minutes of 23 September 2019	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	
15/10/19	15.2 EM2019-01 (b & c) Code of Conduct for Council Members Preliminary Assessment Update	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding communication with the complainants and subject of the complaint in relation to Council's decision and any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2019-01(b & c)	
15/10/19	15.3 EM2019-05 Code of Conduct for Council Members Preliminary Assessment	Section 90(3)(a)	RETAIN IN CONFIDENCE be kept confidential excluding communication with the complainant and subject of the complaint in relation to Council's decision and any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2019-05.	
17/10/19		Section 90(3)(a) Section 90(3)(g) Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE (with the exception that appropriate information required to instruct and respond to legal representation and the Director Corporate and City Services) be kept confidential until further order of the Council.	
22/10/19		Section 90(3)(a) Section 90(3)(h)	RETAIN IN CONFIDENCE Notwithstanding the order made by the Council pursuant to Section 91(7) of the Local Government Act 1999 in relation to the item titled Confidential – CEO employment contract the Council authorises Council's lawyers, the Director Corporate and City Services and the Mayor to disclose such information or documents as may in their opinion be necessary for implementation of Council's decision and for the purposes of a media statement to be issued.	
29/10/19	3.1 14 degrees South Enterprise, Community and Cultural Hub Initiative	Section 90(3)(d)	RETAIN IN CONFIDENCE be released (subject to the written consent of TAFE) with the exception of section 4b (Financial Implications (Confidential)) of the agenda report which will be kept confidential until Council enters a formal lease or ceases negotiations seeking to enter a lease.	
29/10/19		Section 90(3)(a) Section 90(3)(h)	RETAIN IN CONFIDENCE Notwithstanding the order made by the Council pursuant to Section 91(7) of the Local Government Act 1999 in relation to the item titled Confidential – CEO employment contract the Council authorises Council's lawyers, the Director Corporate and City Services and the Mayor to disclose such information or documents as may in their	
19/11/19	15.1 CEO Performance Management Committee meeting confidential minutes of 22 October 2019 re 2018-19 CEO Performance Review	Section 90(3)(a)	aning he necessary for implementation of Council's decision RETAIN IN CONFIDENCE until 30 April 2027 (being seven years following the expiry of the CEO's contract of employment in accordance with standard human resource record keeping practices).	
26/11/19	3.1 Confidential - Chief Executive Officer Recruitment	Section 90(3)(d)	RETAIN IN CONFIDENCE (with the exception that this information may be released to the acting Chief Executive Officer, the Director Corporate and City Services and the appointment outcome only to the human resource company appointed by Council, and the exception of communication with the unsuccessful human resource companies) be kept confidential until engagement is finalised for the human resource company appointment and then upon that finalisation the name and the value of the engagement of the successful proponent only can be released publicly.	
58/JA/JS			*Recommendation 5 released in public mins	-
10/12/19	14.1 Southern Region Waste Resource Authority Materials Recovery Facility (MRF)	Section 90(3)(d)	RETAIN IN CONFIDENCE until advice is received from the Southern Region Waste Resource Authority, and will be reviewed at least annually in accordance with the Act.	

COUNCIL MEETING DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
10/12/19	14.2	Remake confidentiality orders for the Community Facilities Study	Section 90(3)(d)	RETAIN IN CONFIDENCE that the report and minutes of Remake Confidentiality Orders for the Community Facilities Study and the reports and minutes relating to discussion of the subject matter of the following: [Iltern 15.2 Community Facilities Study extension of confidentiality of 18 June 2019 [Iltern 12.1 Community Facilities Study of 5 December 2017 [Iltern 15.3 Strategic Directions Committee Confidential Minutes re Community Facilities Study of the 12 December 2017, with the exception of recommendation of 3e,3f and 4 be kept confidential until the cessation of the project.	
10/12/19	14.5	Aldinga School Shared Use	Section 90(3)(d)	RETAIN IN CONFIDENCE until commercial negotiations have been finalised and proponents and the state government approve release of information in accord with their respective confidentiality provisions.	
21/1/20	14,1	Tier 1 Event	Section 90(3)(j)	RELEASED A review has determined that the confidential provisions are no longer required.	11/08/2020
21/1/20	14.2	2 ICT Reform Project Steering Committee meeting confidential minutes of 9 December 2019	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	
21/1/20	14.3	EM2019-06 Code of Conduct for Council Members Preliminary Assessment	Section 90(3)(a)	RETAIN IN CONFIDENCE To be kept confidential, excluding communication with the complainant and subject of the complaint in relation to Council's decision, and any future report presented to Council which determines a breach of the Code of Conduct for Council Members has been determined in relation to EM2019-06.	
21/1/20	14.4	Council Chamber upgrade (including audio recording of meetings)	Section 90(3)(d)	RETAIN IN CONFIDENCE To remain in confidence, with the exception that a public statement on the project will be released upon the execution of a contract with an audio visual supplier.	
18/2/20	14.1	Aldinga Beach 'Latitude' plans for appeal settlement with Winwest	Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE until the Council's appeal is finalised in the ERD Court, except insofar as is necessary to communicate the Council's decision to the Court and interested parties.	
27/2/20	3.1	Chief Executive Officer Selection and Recruitment	Section 90(3)(a)	RETAIN IN CONFIDENCE The following documents shall be kept confidential: • Attachment 1 Vuca Selection Process report • Attachment 3 Candidate 1 Application • Attachment 4a Candidate 2 Application • Attachment 4b Candidate 2 Curriculum Vitae. until further order of the Council. * Minutes, agenda report and att 2 released.	
17/3/20	9.7	Water Assets - Divestment Project update	Section 90(3)(b)	RETAIN IN CONFIDENCE The discussion relating to the subject matter remain confidential. Agenda and minutes both public.	
17/3/20	14.1	Development and disposal options for the land at 113 Liguria Crescent, Noarlunga Downs	Section 90(3)(b)	RETAIN IN CONFIDENCE Until the subject land has been disposed.	
17/3/20	14.2	2 Aldinga School Shared Use Agreement	Section 90(3)(d)	RETAIN IN CONFIDENCE until commercial negotiations have been finalised and proponents and the state government approve release of information in accord with their respective confidentiality provisions.	
17/3/20	14.3	ICT Reform Project Steering Committee meeting confidential minutes of 2 March 2020	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	
21/4/20	14.1	Aldinga Beach 'Latitude' plans for appeal settlement with Winwest	Section 90(3)(h) Section 90(3)(i)	RETAIN IN CONFIDENCE until the Council's appeal is finalised in the ERD Court, except insofar as is necessary to communicate the Council's decision to the Court and interested parties.	
21/4/20	14.2	Audit, Risk, Value and Efficiency Committee meeting confidential minutes of 16 March 2020	Section 90(3)(e)	RETAIN IN CONFIDENCE	

COUNCIL I MEETING I DATE		TITLE	Reason for confidentiality under the Local Government Act 1999	Reason to Retain	Released since last report to Council
16/6/20	14.1	Pepper Tree Café Compliance report	Section 90(3)(a)	The following attachments to the agenda report remain in confidence: • Attachment 8 – Section 270 internal review – CAP agenda • Attachment 9 – Sonus Noise Assessment Pepper Tree Café • Attachment 10 – Section 270 internal review – Approvals • Attachment 11 – Ombudsman SA correspondence • Attachment 12 – Civil claim • Attachment 13 – First complaint from the resident • Attachment 14 – Sample of complaints.	
				*Mins and agenda report + Atts 1-7 released	
16/6/20	14.2	Update report on the closure and sale of the unmade road adjacent 3903 Main South Road, Sellicks Hill	Section 90(3)(a) Section 90(3)(b)	RETAIN IN CONFIDENCE until the road closure process has been finalised including the payment and reimbursement of all associated costs by the applicant.	
16/6/20	14.3	ICT Reform Project Steering Committee meeting confidential minutes of 18 May 2020	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	
21/7/20	14.1	Hopgood Theatre	Section 90(3)(d)	RETAIN IN CONFIDENCE until negotiations have been concluded.	
21/7/20	14.2	Development Application fees for Kiddle Pty Ltd (Leconfield) Proposal	Section 90(3)(h)	RELEASED A review has determined that the confidential provisions are no longer required.	24/09/2020
21/7/20	14.3	Negotiations for the detention of dogs and cats	Section 90(3)(b)	RELEASED A review has determined that the confidential provisions are no longer required.	11/08/2020
18/8/20	3.4	Proposed extension of lease over land at 10 Meyer Road, Lonsdale (Item 14.4 adjourned from Council meeting 21/7/20)	Section 90(3)(b) Section 90(3)(d)	RETAIN IN CONFIDENCE until the end of all current and future contractual arrangements between the parties	
18/8/20	3.5	Audit, Risk, Value and Efficiency Committee meeting confidential minutes of 22 June 2020 (Item 14.5 adjourned from Council meeting 21/7/20)	The Part of the Pa	RETAIN IN CONFIDENCE	
18/8/20	3.6	CEO Performance Management Committee meeting minutes of 25 June 2020 re Appointment of Independent Advisor (Item 14.6 adjourned from Council meeting 21/7/20)	Section 90(3)(b)	RETAIN IN CONFIDENCE with the exception that this information may be released to the Chief Executive Officer, the Director Corporate and City Services, Manager Human Resources, and that the name of the Independent Advisor and the value of the engagement be released once renewal of the term for the Independent Advisor appointment is finalised.	
18/8/20	3.7	CEO Performance Management Committee meeting minutes of 25 June 2020 re CEO Key Performance Areas and Key Performance Indicators (Item 14.7 adjourned from Council meeting 21/7/20)	Section 90(3)(a)	RETAIN IN CONFIDENCE until 20 April 2032 (being seven years following the expiry of the CEO's contract in accordance with standard human resource recording keeping practices), with the exception that this information may be released to the Chief Executive Officer, the Director Corporate and City Services, Manager Human Resources, and the Independent Advisor	
18/8/20	3.8	Strategic Directions Committee meeting confidential minutes of 7 July 2020	Section 90(3)(j)	RETAIN IN CONFIDENCE until we have confirmation from Santos Tour Down Under that this information can be released	
18/8/20	14.1	LGA Initiative – Food Diversion	Section 90(3)(j)	RETAIN IN CONFIDENCE until such time as the initiative is finalised and announced publicly.	
18/8/20	14.2	Presiding Member appointment of Council Assessment Panel	Section 90(3)(a)	RELEASED A review has determined that the confidential provisions are no longer required.	21/09/2020
18/8/20	14.3	Chief Executive Officer Performance Management Committee meeting confidential minutes of 6 August 2020 re probation review	Section 90(3)(a)	RETAIN IN CONFIDENCE until 6 August 2032 (being seven years following the expiry of the CEO's contract in accordance with standard human resource recording keeping practices), with the exception that this information may be released to the Chief Executive Officer, the Director Corporate, Manager Human Resources, and the Independent Advisor.	
18/8/20	14.4	Legal Services Summary	Section 90(3)(h) Section 90(3)(i) Section 90(3)(a)	RELEASED A review has determined that the confidential provisions are no longer required.	7/09/2020
15/9/20	14.1	ICT Reform Project Steering committee meeting confidential minutes of 24 August 2020	Section 90(3)(a) Section 90(3)(d)	RETAIN IN CONFIDENCE	



9.9 Council and Committee Reporting Schedule

Report contact Meeting
Sue Hammond, Council and Committee Meeting Coordinator Council

8384 0747

Approving officer Date

Chris White, Director Corporate 20 October 2020

1. Purpose

This report provides an update on the reporting for upcoming Council and Committee meetings.

2. Recommendations

That Council note the agenda report and Reporting Schedules (attachments 1 and 2 to the agenda report).

3. Executive summary

This report is provided as per the following resolution of Council at its meeting of 21 March 2017:

That the item "Updated Work Program" from the agenda of the Strategic Directions Committee be duplicated as a monthly agenda item for Council meetings.

As the Reporting Schedule is a guide only and subject to change, members are encouraged to utilise the Elected Member website for an up to date version of the Reporting Schedule.

4. Discussion

Unscheduled elected member sessions

Fees and Charges – Council resolution 16/6/20 "That Council review and adopt the proposed Fees and Charges for 2020–21 as included in attachment 1 to the agenda report effective from 1 July 2020 with the exception of the nine fees related to burial plot renewals, niche wall renewals and rose garden memorial renewals fees which are to be discussed at a workshop to be held as soon as possible".

This session will be included in an EM session later in the year.

Organisational Expo

Postponed from 10 November 2020 – planned to be rescheduled March 2021 pending COVID restrictions at the time.

5. Attachments

Attachment 1 – Reporting Schedule to January 2021 (3 pages)

Attachment 2 – Schedule of elected member sessions to end of year (1 page)

- END OF REPORT -



Attachment 1

Report schedule as at 15 October 2020

EPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
IcLaren Vale Visioning Project	Mrotek, Adam	С	
DCmeeting 3/11/20			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
Council and Committee Reporting Schedule	Luke, Jonathan	PRS	-
Sellicks Beach Structure Plan	Wright, Clare	PRS	
Affordable Housing	Onsman, Ynys	SE	
Draft Arts and Cultural Development Strategic Plan 2021-26	Stevens, Bobbie-Jean	SE	
Kaurna Engagement	Brown, Michael	SE	
Update Report on the establishment of the Aldinga Washpool Conservation Park	Onsman, Ynys	SE	
M Session 10/11/2020			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
Council meeting 17/11/20		-	
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CE
Report to restrict trucks on Saddle Bags Road Kangarilla	Williams, Brett	CO	CI
Witton Bluff Base Trail - Engagement Outcomes and Section 48 Prudential Report	Bau, Robert	co	
ARVEC 2020 annual report	Mirovitskaya, Elena	C	
Confidential Report - Legal Services Summary	White, Christopher	С	
Confidential: ARVEC Independent Presiding Member appointment	White, Christopher	С	
Council and Committee Reporting Schedule	Hammond, Susan	C	
Council Solutions 2019–20 Audited financial statements	- Congression Congression	С	
draft Annual Report 2019-20	Bogatec, Emil	C	
Oraft general purpose financial statements for year ended 30 June 2020	Carter, Kevin	C	
Southern Region Waste Resource Authority Annual Report 2019-20	Carter, Kevin	C	
Strategic Directions Committee minutes	Hammond, Susan	C	
etter Box Banks (Council's financial exposure)	Dallimore, Fiona	PRS	
Strategic Asset Management Plan - community engagement plan	Flaherty, Lisa	SE	
EM Session 24/11/2020			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
		25.000	200



REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
2019-2020 Internal Financial Controls assessment	Mirovitskaya, Elena	C	
2020 Committee Reporting Schedule (Work Plan)	Brown, Kathryn	C	
Bi-annual Work Health and Safety activities update	Stott, Christian	C	
ICT Data Security Briefing paper	Strawbridge, Brian	C	
Implementation of external audit actions report	Carter, Kevin	C	
In-camera meeting with ARVEC and Internal Auditors (Galpins)	Mirovitskaya, Elena	С	
Information report - hospitality and expense reporting	Brown, Kathryn	C	
Internal audit - Payroll part I Audit	Mirovitskaya, Elena	C	
Internal audit scope documents	Mirovitskaya, Elena	C	
Quarterly Financial Update including Budget Review 1		C	
Quarterly Performance Improvement Report	Hassam, Gregory	C	
Quarterly update - Risk Management	Mirovitskaya, Elena	C	
Value of LGA membership	Morris, Desma	C	
Building Rules Assessment Audit Report - close out of actions	Randell, Ian	PRS	
IDC meming 2 / 12 / 20			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
Management of Vehicle Impacts on Protected Foreshore Areas - Engagement Outcomes	Jurado, Salvador	CO	
Wearing Street Project Update	Fitzpatrick, Brian	CO	
Council and Committee Reporting Schedule	Luke, Jonathan	PRS	
Heritage Grant Applications 62 Grants Gully Road, Clarendon and 30 St Matthews Street, Willunga	Bali Dogra, Divya	PRS	
2020 Tree Canopy Heat Mapping	McGlennon, Jennifer	SE	
Corporate Emissions Target & Roadmap	McGlennon, Jennifer	SE	
Onkaparinga Now update	Tsacalakis, Jim	SE	

REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT CF
Future of the Aldinga Recreation Centre	Buckell, Matthew	CO
Appointment of Deputy Mayor	Brunotte, Therese	C
Audit, Risk, Value and Efficiency Committee meeting minutes	Hammond, Susan	C
Audit, Risk, Value and Efficiency Committee membership	Brunotte, Therese	С
Australia Day Committee membership	Brunotte, Therese	C
Council and Committee Reporting Schedule	Hammond, Susan	C
Quarterly Financial Update including Budget Review 1	Eckermann, Diane	C
Rate Rebates 2020-21 - Discretionary	Rice, Justin	C
Rate Rebates 2020-21 - Mandatory	Rice, Justin	C
Strategic Directions Committee membership	Brunotte, Therese	C
Strategic Directions Committee minutes	Hammond, Susan	C
Appointment of Council Member and Deputy Council Member to the CAP	Mitchell, Renee	PRS



Council meeting - January 2021

REPORT SCHEDULED

RESPONSIBLE OFFICER DEPT CF DW STATUS

Department acronyms

CO - City Operations

CS - Community Services

C - Corporate

PRS - Planning and Regulatory Services

SE - Strategy and Engagement

Meeting acronyms

ARVEC - Audit, Risk, Value and Efficiency Committee

 ${\sf SDC-Strategic\ Directions\ Committee}$

EM Session - Elected Member Session



Attachment 2

Report schedule as at 15 October 2020 Elected member sessions to end of 2020

REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
McLaren Vale Visioning Project	Mrotek, Adam	С	
EM Session 10/11/2020			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
EM Session 24/11/2020			
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF
Coastal Climate Risk Management - TBC	Keath, Nina	co	

Department acronyms

CO – City Operations

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10. Questions on notice

10.1 Questions on notice - Cr Themeliotis - Service sharing

- 1. What service sharing arrangements do we have with our neighbouring councils?
- 2. If there is not any service sharing arrangements, would it be worth council exploring this?

Response:

City Operations

Existing - formal

The Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay under Section 43 of the Local Government Act, 1999. It provides waste management services to the three councils via the landfill it operates at Seaford Heights. A materials recovery facility (MRF) is under construction on the site to sort and market the kerbside recycling collected by the councils.

Existing - informal

Assistance with emergency recovery eq equipment, staff to assist with bushfire damage.

Corporate

Existing - formal

ICT Disaster Recovery site at City of Adelaide.

Existing - informal

Council's WHS team shares data and material on safety frameworks, programs, procedures and strategies with other councils, as well as sharing Human Resource and Learning and Development policies and procedures (with a view to standardising best-practice frameworks across the industry).

There is also a regular network providing assistance and advice between councils in multiple service delivery areas. For example, City of Marion and City of Mitcham assisted with ICT support and assistance during the ICT outage and recovery.

There are also various professional forums though which information and expertise is shared - specifically:

- LGA Finance Managers Group
- Revenue Professionals Group
- Network of Procurement Professionals Group
- Governance Policy Officers network
- Risk Management Forum.

Potential

Council is also exploring a resource-sharing arrangement in the Verification of Competency space (in which Council has a specialist staff member), though with current work programs, capacity is not expected to allow this for at least the next 12 months.

Further to the above, Council is also exploring options to share high-speed data connectivity in the TechOne OneCouncil space with the City of Adelaide. This is a work in progress in its



early stages, but we are very excited about the possible performance, reliability and cost benefits.

In the future, Council is keen to explore possible shared services with neighbouring (regional) councils in Procurement, as this presents potential efficiencies both in purchasing (strategic procurement), and volume discounting.

Community services

Existing - formal

Council provides immunisation services to Alexandrina and Victor Harbor Councils.

Existing - informal

There is collaboration through networks like the Regional Disability Network, Southern Services Reform Group and the Youth Roundtable, sharing information and undertaking project work where we have shared goals that benefit our communities.

Planning and regulatory services

Existing - formal

Development services

The Development Services building team has the following arrangement with Adelaide Hills Council (AHC), to assist them with resourcing the demand for new structure approvals following the Cudlee Creek bushfire in late December 2019:

- AHC may refer a development application for building rules assessment to the City of Onkaparinga
- our building officers carry out the assessment, including engaging with the applicant if needed
- our officers then provide a recommendation to AHC whether the application are to be approved (with or without conditions) or refused.

As our officers have not been delegated or authorised to make decisions on behalf of AHC, our role is to provide a professional recommendation to AHC.

This agreement is provided on a pro-bono basis until 31 December 2020, at which time it may be reviewed as required.

Immunisation services

The Immunisation team provide an immunisation service for both Alexandrina Council and Victor Harbor Council, through a contract that we have with both councils.

The immunisation team consists of 10 casual registered nurses, a coordinator and a part time registered nurse.

At Alexandrina, they provide two community clinics a month – one in Goolwa and one in Strathalbyn. These clinics are open to anyone in the community requiring a vaccine; including babies, teenagers and the elderly. We also provide the School Based Immunisation Program at three of their high schools- which requires us to visit these schools three times throughout the school year.

For Victor Harbor, we provide the School Based Immunisation Program only, to three of their high schools.



Environmental health services

Our Environmental Health team help our neighbouring councils at times by approving wastewater applications for systems that are to be installed within council owned buildings. This is to prevent any conflict of interest and to ensure that the system is installed as per the Wastewater Regulations. This is an ad hoc service where we receive the application fee from the property owner as payment for our assistance.

Existing - informal

Council has also contributed in the provision of assistance to fire affected councils to clear backlogs of building matters (in addition to operational support).

Strategy and engagement

Existing - formal

Fleurieu Tourism Board (Onkaparinga, Yankalilla, Victor Harbor)

Southern Business Mentoring Program

The Southern Business Mentoring Program is a jointly funded initiative by the Cities of Onkaparinga, Marion and Holdfast Bay. The shared services program includes one-on-one consultations with business advisors offering independent advice across multiple disciplines including general business; strategic/digital marketing; transformation and innovation; trade and export; HR, WHS and workforce planning; mental health and wellbeing; retail. The program is available to businesses including start-ups operating within the three council areas.

World Heritage Bid

City of Onkaparinga along with nine other local councils (Adelaide Hills Council, Alexandrina Council, The Barossa Council, Clare and Gilbert Valleys Council, Light Regional Council, Mount Barker District Council, Mid-Murray Council, City of Mitcham, Yankalilla Council) is pursuing National Heritage listing of the region's agricultural landscapes. Currently the project is funded financially by Adelaide Hills, Barossa, Mount Barker and Onkaparinga. Resource sharing for World Heritage bid includes collaboration with the participating councils by involvement at the meetings, sharing of expertise and use of shared document repositories.



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10.2 Questions on notice - Cr Themeliotis - LGA Membership

1. Over the last five years please list the cost of Onkaparinga Council's Local Government Association (LGA) Membership?

Year	Inc GST
2014-15	\$100,010.90
2015-16	\$101,288.00
2016-17	\$103,820.20
2017-18	\$109,323.50
2018-19	\$114,398.90
2019-20	\$119,468.80

1a. Over those five years (for each year) can you please list the return in dollars Onkaparinga Council received from our LGA Membership?

In regards to your question about the value provided by the LGA to the City of Onkaparinga specifically over each of the last five financial years, the LGA are still compiling the 2019/20 figures, and a detailed report will be provided to Council in November 2020 setting out the value and return for the City of Onkaparinga. It is understood that similar reports have been provided in the past, most recently to the Council meeting of 7 August 2018.

Total figures for the past few years appear below:

2019-20 — This data is still being compiled and will be the subject of a report to the November 2020 Council meeting. The value for 2019-20 will include the \$1,200,981.26 refund from SA Power Network arising from the LGA's dispute process through the Australian Electricity Regulator.

2018-19 - \$3,983,256

2017-18 - \$4,332,459

2016-17 - \$1,961,302 (based on total value of \$133,368,568 delivered by the LGA to the sector divided by the number of member councils - the figure for Onkaparinga would likely be significantly higher given the size of the City of Onkaparinga relative to other SA councils)

2015-16 - Data not available

2. What is our expected Membership cost going to be for this financial year 2020/21?

Year Inc GST 2020-21 \$120,495.10



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11. Motions on notice

11.1 Motion on notice - Cr Tonkin - Southern Women Matter

Background

Domestic violence is a complex issue that severely impacts all communities, including the City of Onkaparinga.

In October last year the Mayor supported the Southern Women Matters Campaign by writing to the Honourable Michelle Lensink supporting the request to Government for funding to establish an outer southern domestic violence hub, to provide much needed services and support for women in the south,

Following the tragic loss of a local women to domestic violence earlier this year, the Mayor worked in partnership with local MPs, Zonta Club of Noarlunga Southern Vales, the Southern Domestic Violence Action Group and the Onkaparinga Collaborative Approach to recognise the tragic loss and continue to raise awareness about domestic violence.

One in three women experience domestic violence at some time in their life and we have seen the devasting effects of this violence in our city far too often. In the City of Onkaparinga the number of reported family and domestic abuse related offences increased by 9.5% between 2018-19 to 2019-20.

We don't know yet the full impact that COVID-19 has had with regards to family violence but the statistics are expected to rise substantially. In a recent article from respected publication *The Conversation*, a Monash University spokesperson said that since the COVID-19 pandemic began, significant concerns have emerged about the heightened risk of family and domestic violence for women and children.

"In April, the United Nations declared this a 'shadow pandemic'. The UN called for governments worldwide to commit more funding to ensure safety from violence during this period".

The Southern Women Matter campaign is being led by the Southern Domestic Violence Action Group(SDVAG). SDVAG is a collaboration of local community members, service providers and advocates. Southern Women are campaigning for:

- A funded southern hub to be established to provide an informed first point of contact and to continue sustained support through the woman's journey to safety and recovery;
- The southern hub to be a place of collaboration, with local community members and organisations working together to raise awareness about and prevent domestic violence; and
- Specialised workers providing community awareness, case management, trauma and PTSD counselling and therapy, and referral to appropriate health, community and legal support and acute crisis services to be funded and employed to work from the hub.

25 November is the International Day for the Elimination of Violence Against Women and marks the beginning of 16 Days of Activism, culminating in a Human Rights Day on 10 December. Zonta Club of Noarlunga Southern Vales have requested that Council help with advocating on this important issue and assist in raising awareness during the 16 days of activism by displaying roadside banners.



Motion

- 1. That Council shows its support for the Southern Women Matter Campaign by writing to the Honourable Michelle Lensink MLC.
- 2. That Council supports the Mayor to speak about and advocate on domestic violence issues on behalf of Council during her term in office.
- 3. That Council approves expenditure of \$480 for the development of six roadside banners to be displayed annually during the 16 days of activism using unexpended event sponsorship funds.



11.2 Motion on notice - Cr Olsen - Hand sanitation for public toilets

Background

During the COVID19 period I've had many residents comment on Council's lack of soap dispensers in their public toilets for maintaining their personal hygiene. Given the times we're currently living in where we need to control the spread of germs, it's prudent for Council to review its obligations and policies to align them with the expectations of the Community.

Toilets in high use areas (eg. Foreshore Coastal Paths, Coast to Vines Trail, Sturt Linear Path, District and Regional Playgrounds, Skateparks, etc, etc) are high priority locations that are frequently visited and provide the greatest potential risk for the spread of germs.

Motion

That a report return to Council by January 2021 that includes, but is not limited to:

- The legislated responsibilities of Council to supply hand sanitation in public toilets (eg soap)
- An assessment of **Council's public toilets to determine how many currently** provide hand sanitation, and how many do not.
- An assessment of how many potentially high use toilets exist across the City.
- A strategy and timing for potentially installing hand sanitation into these high use toilets.
- A costing for capital expenditure, installation costs, and ongoing annual servicing/maintenance for high use toilets.
- A potential funding source for the capital expenditure and installation.



12. Petitions

Nil.

13. Urgent business

14. Confidential items

Confidential Clause

If the Council so determines items 14.1 to 14.2 may be considered in confidence under Section 90(2) of the *Local Government Act 1999* on grounds contained in the Recommendations below.

Scott Ashby

Chief Executive Officer



14.1 Proposed future management arrangements for Noarlunga Leisure Centre

1. Exclusion of the public

That:

- a. under the provisions of Section 90(2) of the *Local Government Act 1999* an order be made that the public, with the exception of staff on duty, be excluded from attendance at the meeting in order to consider this item in confidence.
- b. the Council is satisfied that it is necessary that the public, with the exception of staff on duty, be excluded to enable the Council to consider the report at the meeting on the following grounds:

Section 90(3)(b) information the disclosure of which—

- (i) 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
- (ii) would, on balance, be contrary to the public interest;

This report considers a commercial arrangement with an existing provider.

- c. accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.
- 2. Confidential recommendations
- 3. Period of confidentiality and delegations
 - a. That the matter of 'Proposed future management arrangements for Noarlunga Leisure Centre' having been considered by the Council in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999* that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* that the agenda report, related attachments, discussion and minutes of the Council relating to the subject matter be kept confidential until:
 - once the transition has been completed

or

- [...]
- b. That, pursuant to section 91(9)(a) of the *Local Government Act 1999*, Council delegates the duty to conduct an annual review of the confidentiality order to the Chief Executive Officer, or their sub-delegate.
- c. That, pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke the confidentiality order to the Chief Executive Officer, or their sub-delegate.



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14.2 Audit, Risk, Value and Efficiency Committee meeting confidential minutes of 12 October 2020

1. Exclusion of the public

That:

- a. under the provisions of Section 90(2) of the *Local Government Act 1999* an order be made that the public, with the exception of staff on duty, be excluded from attendance at the meeting in order to consider this item in confidence.
- b. the Council is satisfied that it is necessary that the public, with the exception of staff on duty, be excluded to enable the Council to consider the report at the meeting on the following grounds:
 - Section 90(3)(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.
- c. accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.
- 2. Confidential recommendations
- 3. Period of confidentiality and delegations
 - a. That the matter of Audit, Risk, Value and Efficiency Committee meeting confidential minutes of 12 October 2020 having been considered by the Council in confidence under sections 90(2) and 90(3)(e) of the *Local Government Act 1999* that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* that the agenda report, related attachments, discussion and minutes of the Council relating to the subject matter be kept confidential until 2030.
 - b. That, pursuant to section 91(9)(a) of the *Local Government Act 1999*, Council delegates the duty to conduct an annual review of the confidentiality order to the Chief Executive Officer, or their sub-delegate.
 - c. That, pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke the confidentiality order to the Chief Executive Officer, or their sub-delegate.



15. Closure



Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Governance use only: Member voted FOR/AGAINST the motion.

Cou	uncillor:	Da	te:		
Meeting name:		Ag	Agenda item no:		
1.	I have identified a conflict of in	nterest as:			
MAT	erial 🗆 actu	JAL 🗆	PERCEIVED		
indire of int ACTU pecui PERO be ta	ERIAL: Conflict arises when a councillo actly and whether pecuniary or personal erest, Councillors must declare the confunction JAL: Conflict arises when there is a confiary) and the public interest, which migner conflict arises in relation to a ken, from the perspective of an impartion is in fact the case.) if the matter is of a lict and leave the flict between a cought lead to decision matter to be discussion.	decided in a particular manner. meeting at any time the item is nuncillor's interests (whether dir n that, is contrary to the public assed at a meeting of council, if	If declaring a material conflict s discussed. ect or indirect, personal or interest. a councillor could reasonably	
2.	The nature of my conflict of interest is as follows: (Describe the nature of the interest, including whether the interest is direct or indirect and personal or pecuniary)				
3.	Lintond to doal with my conflic	et of interest i	a the following transpare	nt and accountable	
٥.	I intend to deal with my conflict way:	ot or interest i	Title following transpare	TIL AND ACCOUNTABLE	
	I intend to leave the meetin OR	g			
	☐ I intend to stay in the meeti	ng <i>(complete par</i>	t 4)		
4.	The reason I intend to stay in	the meeting ar	nd consider this matter is	as follows:	
	(This section must be filled in. Ensure suffand that I will receive no benefit of and voting on this matter.		•		
CON	IFLICTS MUST ALSO BE DECLAR	ED VERBALLY	DURING MEETINGS		

Ordinary Business Matters

A material, actual or perceived Conflict of Interest does not apply to a matter of ordinary business of the council of a kind prescribed by regulation.

- (1) The following ordinary business matters are prescribed under Regulation 8AAA of the Local Government (General) Regulations 2013.
 - (a) the preparation, discussion, conduct, consideration or determination of a review under section 12 of the Act
 - (b) the preparation, discussion, adoption or revision of a policy relating to allowances and benefits payable to members if the policy relates to allowances and benefits payable equally to each member (rather than allowances and benefits payable to particular members or particular office holders)
 - (c) the preparation, discussion, adoption or alteration of a training and development policy under section 80A of the Act
 - (d) the preparation, discussion, adoption or amendment of a strategic management plan under section 122 of the Act
 - (e) the adoption or revision of an annual business plan
 - (f) the adoption or revision of a budget
 - (g) the declaration of rates (other than a separate rate) or a charge with the character of a rate, and any preparation or discussion in relation to such a declaration
 - (h) a discussion or decision of a matter at a meeting of a council if the matter—
 - (i) relates to a matter that was discussed before a meeting of a subsidiary or committee of the council
 - (ii) the relevant interest in the matter is the interest of the council that established the committee or which appointed, or nominated for appointment, a member of the board of management of the council subsidiary or regional subsidiary.
- (2) For the purposes of section 75(3)(b) of the Act, a member of a council who is a member, officer or employee of an agency or instrumentality of the Crown (within the meaning of section 73(4) of the Act) will not be regarded as having an interest in a matter before the council by virtue of being a member, officer or employee.

Engagement and membership with groups and organisations exemption

A member will not be regarded as having a conflict of interest actual or perceived in a matter to be discussed at a meeting of council by reason only of:

- an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or membership of a political party
- membership of a community group, sporting club or similar organisation (as long as the member **is not** an office holder for the group, club or organisation)
- the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school
- a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a Council.

However, the member will still be required to give careful consideration to the nature of their association with the above bodies. Refer Conflict of Interest Guidelines.

For example: If your only involvement with a group is in your role as a Council appointed liaison as outlined in the Council appointed liaison policy, you will not be regarded as having a conflict of interest actual or perceived in a matter, and are NOT required to declare your interest.