NOTICE TO THE MAYOR AND COUNCILLORS.
An ordinary meeting of the Council of the City of Prospect will be held in the Civic Centre, 128 Prospect Road, Prospect on **Tuesday 28 April 2015 at 7.00pm.**

A G E N D A

Members of the public are advised that meetings of Council are video recorded and the recordings of the open session of the meeting will be made available on Council's website for a period of 2 months

1. OPENING
   - 1.1 Acknowledgment of the Kaurna people as the traditional custodians of the land
   - 1.2 Council Prayer
   - 1.3 Declaration by Members of Conflict of Interest

2. ON LEAVE – Cr K Barnett

3. APOLOGIES – Nil

4. CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 24 MARCH 2015

5. MAYOR'S REPORT
   (Page 793-794)

6. VERBAL REPORTS FROM COUNCIL REPRESENTATIVES ON LOCAL GOVERNMENT OR COMMUNITY ORGANISATIONS

7. PETITIONS

   7.1 Petition – Prospect Air Raid Shelter
   (Pages 795-797, Recommendation on Page 795)

8. DEPUTATIONS - Nil

9. MOTIONS ON NOTICE

   9.1 Notice of Motion from Cr T Evans – Street Tree Planting Program
   (Page 798)

10. QUESTIONS WITH NOTICE - Nil

11. QUESTIONS WITHOUT NOTICE

12. PROTOCOL

The Council has adopted the protocol that only those items on Committee reports reserved by members will be debated and the recommendations of all items will be adopted without further discussion.

13. REPORT OF COMMITTEES - Nil

14. COUNCIL REPORTS – INFORMATION REPORT

14.1 Information Report
(Pages 799-868, Recommendation on Page 799)

14.2 Status Report – Capital Projects and Operating Projects
(Pages 869-884, Recommendation on Page 869)

15. COUNCIL REPORTS **Core Strategy 1 – Our Community**

Nil.

16. COUNCIL REPORTS **Core Strategy 2 – Our Economy**

Nil.

17. COUNCIL REPORTS **Core Strategy 3 – Our Environment**

Nil.

18. COUNCIL REPORTS **Core Strategy 4 – Our Character**

Nil.

19. COUNCIL REPORTS **Core Strategy 5 – Your Council**

19.1 Reinstate Membership for the Murray Darling Basin Authority
(Pages 885-889, Recommendation on Page 886)

19.2 Third Budget Review for 2014-2015
(Pages 890-920, Recommendation on Page 891)

19.3 Declare Wilke Lane a Public Road
(Pages 921-928, Recommendation on Page 921)

19.4 Delegation Update
(Pages 929-1023, Recommendation on Pages 929-930)

19.5 Local Government Association Ordinary General Meeting 1 May 2015 - Voting Preferences
(Pages 1024-1035, Recommendation on Page 1024)

19.6 Concessions on Council Rates Petition Report
(Pages 1036-1046, Recommendation on Page 1036)

20. COUNCIL DIARY

20.1 *Event:* ***Prospect Farmers Market***
*D*ate: Thursdays, 3.00pm – 7.00pm
Venue: Vine Street Plaza

20.2 *Event:* ***Club5082***
*D*ate: Friday 1 May 2015 (6.30pm-10.30pm)
Venue: Prospect Town Hall, Prospect Road Prospect

20.3 *Event:* ***Composting and Work Farm Workshop***
*D*ate: Saturday 2 May 2015 (10.00am- 1.00pm)
Venue: Prospect Community Garden, Western Side of Memorial Gardens, Prospect

20.4 *Event:* ***Behind the Bullets and the Barbed Wire***
In honour of the Centenary of Gallipoli landing, this exhibition will focus on what happened on the home front during the World Wars.
Date: Sunday 10 May 2015 – Sunday 24 May 2015 (Launch: Sunday 10 May 2015 at 3pm)
Venue: Prospect Gallery, 1 Thomas Street

20.5 *Event:* ***National Volunteer Week Event***
*D*ate: Friday 15 May 2015 (6.00pm-8.00pm)
Venue: Prospect Town Hall, Prospect Road Prospect

20.6 *Event:* ***Prospect Community Garden Morning Tea and Tour***
*D*ate: Saturday 16 May 2015 (11.00am)
Venue: Western Side of Memorial Gardens, Prospect

20.7 *Event:* ***North Adelaide Vs Eagles***
*D*ate: Sunday 17 May 2015 (2.10pm)
Venue: Prospect Oval

20.8 *Event:* ***Out of the Square – Three Stuffed Mums!***
Music Performance $16 per ticket
*D*ate: Friday 22 May 2015 (11.00am)
Venue: Prospect Town Hall, Prospect Road Prospect

21. *GENERAL BUSINESS*

Council has resolved that an Agenda Item "General Business" be included on Council and Committee Agendas to enable members to raise matters of a minor nature for action by the Administration, or to call for reports.

22. GENERAL BUSINESS – URGENT MATTERS

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

23. CONFIDENTIAL ITEMS

23.1 Order to Exclude - Community Service Award Nominations 2015
(Page 1047, Recommendation on Page 1047)

23.2 Community Service Award Nominations 2015
(Pages 1048-1055, Recommendation on Page 1048)

23.3 Order to Exclude - 2016 Santos Tour Down Under
(Pages 1056, Recommendation on Page 1056)

23.4 2016 Santos Tour Down Under
(Pages 1057-1061, Recommendation on Page 1057)

24. CLOSURE

Mark Goldstone
Chief Executive Officer

23 April 2015

AGENDA ITEM NO.: **5**

TO: Council on 28 April 2015

DIRECTOR: Ginny Moon, Director Corporate Services

REPORT AUTHOR: Sadie Lovering, Executive Assistant Mayor and Director Corporate Services

SUBJECT: Mayoral Monthly Report

This report covers the period from 25 March 2015 – 28 April 2015

In brief, the Mayoral activities have included the following:

1. Activities

- Attended the Business of Cycling Breakfast Seminar
- Attended and Presented Awards at the North Adelaide Croquet Club - Hammer Time
- Competed in the Lord Mayors Golf Day
- Attended a Site Visit to Prospect Digital Hub with Minister Brock, CEO Mark Goldstone, Director Economic Development Matt Grant and Tony Stacey – TSM Consulting
- Attended Prospect District Cricket Club - Annual Presentation Night
- Attended the Maltese RSL - Unveiling Ceremony of an ANZAC Plaque
- Hosted the Opening of Relative Viewpoints at the Prospect Gallery
- Attended the Gawler Street / Nairne Street - 'Moving Minds' Tour
- Attended the Mainstreet SA State Conference 2015 and Evening Economy Masterclass
- Attended the LG Professionals Leadership Excellence Awards Dinner
- Attended the St Cuthbert's Church Centenary Celebrations
- Participated in the Development Assessment Panel Interviews
- Participated in the City Wide Public Art Advisory Board - Assessment of Light Box Gallery Applications
- Attended Fr Timothy Radcliffe's Public Breakfast
- Opened City of Prospect's touring display 'Prospect: A Portrait of a City at War' and Prospect Gallery's 'Poppy's for Prospect'
- Attended the "Lights On" at Broadview Oval
- Attended the Anzac Day, 100th Anniversary of the Landing - Dawn Memorial Service, Prospect RSL Branch
- Hosted the Men's Shed Volunteers at the North Adelaide vs South Adelaide Game at North Adelaide Oval
- Attended the Lord Mayoral Reception to mark the Anniversary of Colonel William Light's Birthday
- Attended The Inaugural Al-Salam Festival 2015 - Peace Festival

2. Meetings

- Council Workshops
- Agenda Review Meeting prior to Council
- Ordinary Meeting of Council
- Weekly Meetings with CEO and EA
- ALGA Board Meeting
- Meeting with Director Infrastructure Assets & Environment – Greg Georgopoulos

- Meeting with CEO Mark Goldstone, Director Corporate Services Ginny Moon, Director Economic Development Matt Grant and Sean Keenihan President, South Australia Branch, Australia China Business Council
- Monthly Meeting with Director Infrastructure Assets & Environment – Greg Georgopoulos
- Meeting with resident Peter Wedd and Manager Development Services and Communications – Chris Newby in regards to Wheel Chair Access to 99 Prospect Road
- Eastern Region Alliance (ERA) Mayors and CEO's Group Meeting
- Meeting with Terry Howe Printing and Manager Arts Gallery and Events – Carolyn Ramsey to Discuss Prospect Portrait Prize
- Monthly Meeting with Director Community, Planning & Communications – Nathan Cunningham
- Shandong Mission Meeting with CEO – Mark Goldstone, Director Corporate Services - Ginny Moon, Director Economic Development - Matt Grant and Manager Governance & Administration – Kerry Loughhead
- Business & Economic Development Champions Meeting
- Meeting with Audit Committee Chair – Laurie Kozlovic, CEO – Mark Goldstone, Director Corporate Services - Ginny Moon, Director Economic Development
- Monthly meeting with Director Corporate Services – Ginny Moon
- Meeting with Wayne Lines (Ombudsman SA) and Kym Davey (Manager Admin Improvement), CEO – Mark Goldstone and Manager Governance & Administration – Kerry Loughhead
- Attended Champions Meeting - Community, Planning & Communications
- LGA Board Meeting
- CEO Performance Development Review Committee Meeting
- Monthly Meeting with Director Business & Economic Development – Matt Grant
- Meeting with Vikram Madan and CEO – Mark Goldstone to discuss Local Governments in India

3. Other

- Media Enquiries
- Various phone calls, emails, letters, etc
- Constituent Queries

I'd be grateful if an elected member would move this report.

David O'Loughlin
Mayor

AGENDA ITEM NO.: 7.1

TO: Council on 28 April 2015

DIRECTOR: Greg Georgopoulos, Director Assets Infrastructure and Environment

REPORT AUTHOR: Greg Georgopoulos, Director Assets Infrastructure and Environment

SUBJECT: Petition – Prospect Air Raid Shelter

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1. EXECUTIVE SUMMARY

1.1 A petition for 218 signatures has been received from the Prospect Local History Group requesting Council commission a conservation and management report in respect to the Prospect Air Raid Shelter including a condition report.

1.2 The head petitioner, Mr David Kilner, convenor of the Prospect Local History Group, made a presentation to Elected Members at the Council Workshop on Tuesday 7 April 2015 regarding the Prospect Air Raid Shelter upgrade.

2. RECOMMENDATION

(1) Council notes the letter and petition from the Prospect Local History Group in relation to the Prospect Air Raid Shelter.

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3. RELEVANCE TO STRATEGIC DIRECTIONS / POLICY

3.1 Regulation 10 of the Local Government (Procedures at Meetings) Regulations 2013 (the Regulations).

3.2 Code of Practice – Meeting Procedures (last updated November 2014).

3.3 Petition Policy.

3.4 **Core Strategy 1 – Our Community.**

1.1 Create an active, healthy, connected and safe community.

1.1.3 Create and engage with resident and advisory groups.

3.5 **Core Strategy 4 – Our Character.**

4.4 Celebrate our history and heritage.

4.4.1 Identify and promote locations, images and areas that showcase local character.

4.4.2 Support our community to record and promote local stories, places and heritage.

3.6 **Core Strategy 5 – Your Council.**

5.2 Responsibly manage and maintain the City's existing public infrastructure.

4. COMMUNITY INVOLVEMENT

4.1 Mr David Kilner, head petitioner, has been advised the petition will be on this Council agenda and was invited to attend.

5. DISCUSSION

5.1 A letter and petition has been received from the Prospect Local History Group in relation to the Prospect Air Raid Shelter. The letter is referenced as **Attachment 1.**

5.2 The petition with 218 signatories and one letter meets the requirements of regulation 10(1) of the *Regulations* and calls:

To the Mayor and the Councillors of the City of Prospect.

We, the undersigned petitioners, urge the Council to consider the following: The City contains a World War II structure, commonly known as the Prospect Air Raid Shelter, located at the Prospect Oval. We hereby request the Prospect Council to commission a conservation and management report in respect of the Air Raid Shelter, which will include a condition report. The Shelter is one of only three left in South Australia and should be saved and preserved for future generations.

We believe the structure has considerable potential to be redeveloped as an Interpretative Centre with a focus on the civil and military response to the threat of attack and invasion during World War II. The Interpretive Centre could play a valuable role in educating schoolchildren and others about Australia's heritage and Prospect's role in Australian heritage.

ATTACHMENTS

Attachments 1: Letter from the Prospect Local History Group.

Prospect Local History Group

C/- Prospect Library
PO Box 171
Prospect SA 5082
Tel: 8342 8170
Email: prospect_lhg@internode.on.net

The Chief Executive
City of Prospect
PO Box 171
Prospect SA 5082

RE: PROSPECT AIR RAID SHELTER - PETITION

Dear Mark,

Thank you for the opportunity to make a presentation to Council regarding the Prospect Air Raid Shelter.

I have pleasure in forwarding a petition signed by 218 people in support of a conservation and management plan in respect of the Shelter.

Signatures were gathered at the Tourrific event and also at the recent Prospect Fair.

Yours Sincerely,

David Kilner,
Convenor
8 April 2015

SCANNED
10 APR 2015
CITY OF PROSPECT

AGENDA ITEM NO.: **9.1**

TO: Council on 28 April 2015

FROM: Mark Goldstone, Chief Executive Officer

SUBJECT: Notice of Motion from Cr T Evans – Street Tree Planting Program

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12(2) The notice of motion must be given to the Chief Executive Officer at least 5 clear days before the date of the meeting at which the motion is to be moved.

1. Councillor Talis Evans**,** having complied with the provisions of **Regulation 12(2) of the "Local Government (Procedures at Meetings) Regulations 2013"** will move:

   "(1) Council immediately commence the planting of 33 street trees which form the backlog of Council's street tree planting program, to be completed by 30 June 2015.

   (2) A budget variance of $13,500 (sufficient to cover planting of 33 street trees) be included in Budget Review 4."

AGENDA ITEM NO.: **14.1**

TO: Council on 28 April 2015

FROM: Mark Goldstone, Chief Executive Officer

REPORT AUTHORS: Executive Management Team

SUBJECT: Information Report

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1. EXECUTIVE SUMMARY

1.1 The Information Report provides a summary by the relevant Director and Staff on activities undertaken and/or to provide information to Elected Members relating to each Core Strategy in the Strategic Plan 2012-2016.

1.2 The Information Report, this month, covers activity for the months of January, February and March 2015.

2. RECOMMENDATION

(1) Council notes the Information Report.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Strategic Plan 2012-2016.

4. COMMUNITY INVOLVEMENT

4.1 The Information Report, a public document, forms part of the Council Agenda.

5. DISCUSSION

5.1 If clarification is required on any of the information provided, please contact the relevant Director or 'champion' of the covering portfolio.

ATTACHMENTS

Attachments: Information Report – January – March 2015

INFORMATION REPORT

STRATEGIC PORTFOLIO ACTIVITY

JANUARY - MARCH 2015

CONTENTS

CS1 OUR COMMUNITY

CS2 OUR ECONOMY

CS3 OUR ENVIRONMENT

CS4 OUR CHARACTER

CS5 YOUR COUNCIL INFRASTRUCTURE & ASSETS

CS5 YOUR COUNCIL CORPORATE SERVICES

CITY OF PROSPECT

CS1 OUR COMMUNITY

We are a community with a sense of belonging and pride in our City, linked by a range of activities, facilities and meeting places.

We celebrate our diversity and value the contribution people of different ages and cultures make to our City.

We advocate strongly for our community and encourage community leadership and involvement in decision making.

Director
Nathan Cunningham
Director Community, Planning & Communications
nathan.cunningham@prospect.sa.gov.au

Elected Member "Champions"

Cr Alison Bowman
alison.bowman@prospect.sa.gov.au

Cr Mark Groote
mark.groote@prospect.sa.gov.au

Cr Allen Harris "Friend"
allen.harris@prospect.sa.gov.au

Cr Mark Standen
mark.standen@prospect.sa.gov.au

Key Strategy 1.1 Create an active, healthy, connected and safe community

Community Safety

Summary of Activities of the Community Safety Officers for January to March 2015 is provided.

Nature of the Activity	Quarter Total 2014/ 2015	Year to Date 2014/ 2015	Quarter Total 2013/ 2014	Year to Date 2013/ 2014
Parking Management				
• Parking offence expiation notices issued	413	1307	269	1215
• Parking offence warning notices issued	272	822	338	724
• Vehicles reported left in the street > 48 Hours	52	177	77	169
• Vehicles abandoned or left in street > 48 hours impounded	3	5	2	2
Animal Management				
• Dog offence expiation notices issued	30	100	2	44
• Dogs at large seized (total)	29	87	34	149
• Dogs at large seized and impounded at the Animal Welfare League	16	51	19	46
• Dogs at large seized and impounded at AWL and picked up by owner	11	38	13	34
• Dogs at large seized and returned to owner by Community Safety Officers	13	36	15	58
• Dog barking collar hiring	1	5	1	2
• Dog barking complaints received	5	18	7	22
• Dog attack/ harassment on person complaints	0	0	2	3

Nature of the Activity	Quarter Total 2014/ 2015	Year to Date 2014/ 2015	Quarter Total 2013/ 2014	Year to Date 2013/ 2014
• Dog attack/ harassment on animal complaints	1	5	3	7
• Cat/possum cage hiring	2	9	6	15
• Cats taken to Animal Welfare League	13	66	3	5
General Inspection Activities Functions				
• Inflammable undergrowth notices issued	21	89	2	3
• Overhanging growth letters sent	59	108	38	43
• Overhanging growth Orders issued	0	0	0	0
• Signs on footpaths – warning to business proprietor(s)	5	6	2	5
• Wasp/bee complaints received	29	65	10	36
• European Wasp Nests Destroyed	5	6	2	3
• Street Rubbish Container Permits	6	42	5	44

Key Strategy 1.1.1 Encourage and support community leadership and participation

Citizen of the Year Awards 2015

Citizen of the Year Award, Young Citizen of the Year Award and Community Event of the Year Award Nominations were assessed and resolved by Council in December 2014. The Awards are provided by the Australia Day Council of South Australia and are administered by Local Government Authorities throughout the State.

City of Prospect presented the Citizen of the Year Awards and the Community Event of the Year Award at the 2015 Tourrific Prospect Street Party on Monday 19 January 2015.

Audrey Hale was the recipient of the 2015 Citizen of the Year Award, and Justin Bussell, winner of the Young Citizen of the Year Award. The Prospect Rotary Club took out the Community Event of the Year Award for their Pit Stop Event held in St Helens Park in October 2014.

Key Strategy 1.1.2 Develop, maintain and provide opportunity for a strong network of local community groups, clubs and schools

Staff continue to provide support to community groups for their access to and provision of services from our three Community Halls – Prospect, Nailsworth and the Community Cottage.

A short list is provided below which shows the range of groups who on a weekly basis are making use of Councils three halls:

- English Conversation Class
- Friends of the Library
- Maltese RSL
- Friday Night Folk Club
- HACC Exercise Group
- Art Groups: Mosaics; Textiles; Painting
- Australian Breastfeeding Association
- Prospect Theatre for Young People
- Taoist Tai Chi
- Prospect Scrabble Group
- Toddler Craft, Music and Dance
- Children's Playgroup
- COTA Strength for Life
- Bollywood Dance Group
- Deeper Christian Life Ministry
- Book Club
- Local History Group
- Collinswood Friendship Group
- Retired Persons Association
- North Wind Mah-jong Club

Key Strategy 1.1.3 Create and engage with resident and advisory groups

Home and Community Care (HACC) Advisory Committee continues to meet monthly to provide advice and guidance to staff for the ongoing operation and development of new initiatives for Council's HACC program.

Youth Advisory Committee meets regularly, and in addition to their regular involvement as volunteers with Club5082, implemented the Tourrific Prospect Youth Event, attended the Prospect Twilight Concerts to assist with community consultation process and prepared a promotional video clip. The committee also organised an interactive display at Prospect Fair to promote services provided by Club5082 and are now focusing on Youth Parliament.

Gallery Advisory Group meets at 6pm on the third Thursday of the month and over the last 12 months has undergone a review of its aims and objectives that has seen a name change to **Prospect Arts Action Network** - See 1.1.5.

City Wide Public Art Advisory Board meets as required and is currently working through a process where it is seeking two new members for its 'community' representation category - See 1.1.5.

Key Strategy 1.1.4 Use social media to engage the community and increase awareness of events, programs and services

Social Media

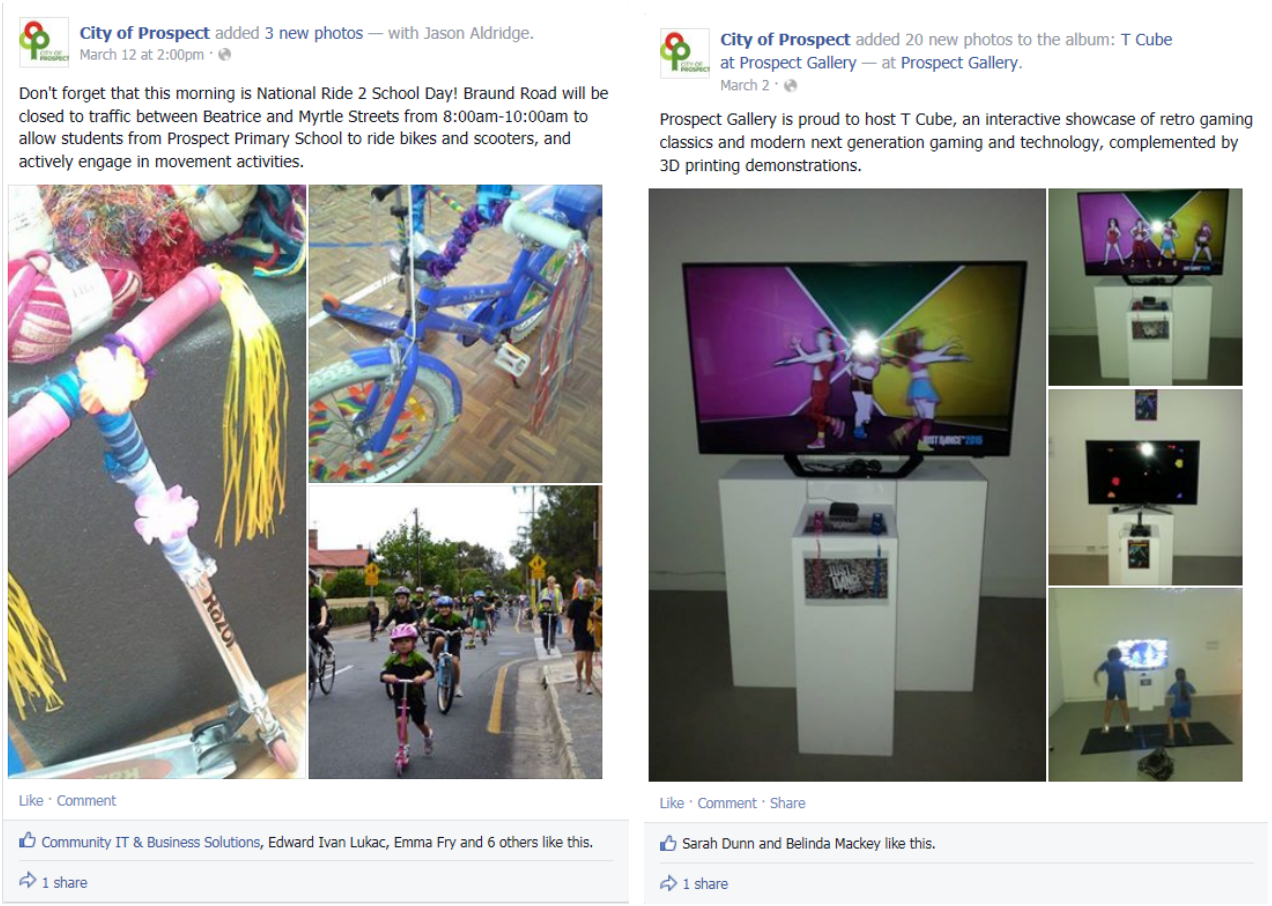
Staff and Elected Members at the Prospect Fair featured on Twitter @CityofProspect in support of Council programs and activities. Popular tweets highlighted the veggie verge program and heritage information.

Other events and activities promoted via Twitter included the Prospect Twilight Concerts, with Director Community, Planning and Communications sharing the beauty of the Memorial Gardens, and North Adelaide Croquet Club's *Hammer Time* event. Tweets on City of Prospect activities from a variety of sources helps increase our reach.

The lead-up to Tourrific Prospect saw interactions on social media, while regular tweets on the day kept attendees informed of what was coming up next on the program.

Elected Members were also active, with Cr Harris and Cr Groote popping up at the Australia Day Citizenship Ceremony, and Cr Bowman and Cr Evans at the Prospect Fair.

Council's primary Facebook account (CityofProspect) was similarly active, promoting and capturing the action at events such as National Ride 2 School Day and exhibition openings at Prospect Gallery.



Key Strategy 1.1.5 Provide a range of cultural, recreation, and arts activities and events

Australia Day Citizenship

In 2015, Australia Day was a low key event and celebrated through a Citizenship ceremony on 27 January 2015 in the Prospect Town Hall, just prior to the January Council Meeting with 51 people receiving their Citizenship Certificates. With the high level of Australia Day activity in the Adelaide CBD and neighbouring councils, and Australia Day occurring right on the back of Tourrific Prospect it was decided to not compete but instead focus on honouring our new citizens.

City of Prospect's 2015 Australia Day Awards were given out by the Mayor on the Fenwicks (main) stage during 2015 Tourrific Prospect on 22 January 2015 to deliver a more public acknowledgement and recognition of their contributions to the community. A second Citizenship ceremony was held on 23 March 2015 and 50 new citizens received their Citizenship Certificates.

Tourrific Prospect

In 2015, City of Prospect was not awarded a Santos Tour Down Under (STDU) Stage Start, however that did not stop over 21,000 people attending the only non-STDU related event of the 'Festival Of Cycling' calendar.

2015 Tourrific Prospect (now in its fourth consecutive year) was held on Monday 19 January 2015 and featured 4 entertainment stages including Club5082 again taking over the Prospect Town Hall. The event attracted 80 street traders, with double the number from outside the Council area from last year. This resulted in exceeding the original stallholder income target by $5,000. In 2015, we saw Qattro increasing its sponsorship from Silver to Lead and we welcomed new sponsors Pak Rite (inaugural Green Sponsor), Haselgrove Wines, Wild Fox Wines, Blackfriars Priory School and The Promo Place. This resulted in a final cash sponsorship income of $52,250 exceeding the 2014/2015 sponsorship budget of $45,000.

29 staff from across Council provided 1,693 hours in support of the event and 18 volunteers completed 220 hours of service on the day and/or in pre event support roles. The much loved Loopy Kids ride saw an additional age group ride added and the number of children participating rose from 150 to 210, all wearing their bright green Tourrific T-Shirts.

In addition, a 'green event' strategy was adopted and with support from our traders, Prospect Rotary, Adelaide firm Green Team and sponsor Pak Rite, we achieved a 100% green event outcome for the first time. A significant feat, not to be underestimated.

As supported by Council at the December 2014 workshop, an application to host a stage start in 2016 has been submitted. A full Tourrific Prospect Evaluation Report, including Marketing and Communications was presented to Council on 24 March 2015.

2015 Twilight Concerts

The Twilight Concerts were held in line with tradition, every Friday evening in February. Great weather ensured they were very well attended each week with no cancellations due to bad weather this year

Sponsorship from Fenwicks Real Estate doubled from $1,000 to $2,000 and the concerts were once again supported each week by the Prospect Blair Athol Lions Club with their BBQ and coffee van and the Prospect Rotary Club with free cordial and ice blocks for the children. We also took the opportunity with the coming together of the community, to hold one of the community consultations with regard to the development of Council's Community Services Plan.

Good crowds of between 600 and 1000 people attended each concert, despite the competition from the now annually occurring Adelaide Fringe and Festival. In 2016, we propose to register the Twilight Concerts as a Fringe event.

In 2015, the events team also took the opportunity of the great atmosphere and weather to thank our 2015 Tourrific Prospect volunteers and staff on the final concert evening with a pizza picnic.

Prospect Fair

On a perfect autumn day on 21 March 2015 it is estimated that over 3,500 people attended the 38th Prospect Fair and enjoyed the offerings of 69 different groups, organisations, schools, kindy's and clubs (20 more than 2014). This occupied 91 sites (19 more than 2014) with 10 Council programs and activities also promoted. Roving entertainers and local school bands performing as part of the Palm Stage program ensured the Fair was great fun for all ages.

The 2015 theme was "respecting the environment". The Award for Best Dressed Stall went to St Helens Kindergarten ($250) and Runner-up was the Rosary School ($200) with all winners receiving cash prizes towards their fundraising efforts.

Stallholder meetings and event briefings were held in the lead up and on the back of the success of 2015 Tourrific Prospect 'green event' results, we sought and received support from our regular stallholders for the 2016 Fair to be a 'green event' with all items being either recyclable or compostable. We also welcomed back Bendigo Bank as our Sponsor for the third year as well as our wonderful volunteers.

PROSPECT GALLERY AND EXHIBITION PROGRAM

Gallery Advisory Group

The Gallery Advisory Group has over the past year undergone a review of its role, vision, aims and objectives and in February 2015 changed its name to the Prospect Arts Action Network (PAAN) to more accurately reflect its objectives of being active, inclusive and outward looking as an advisory group for the arts and artists in Prospect.

In March, we welcomed two new members Bianca Smith and Janneke Posthumus.

They meet on the third Thursday of each month (excluding January) and in 2015 are excited to present the following:

Exhibition Program

Exhibition Title - **'18th Prospect Community Show'**
A popular biennially run exhibition with a long history with City of Prospect.
Artform - Various media in 2D and 3D
Artists - 97 community, emerging and established artists
Curator - not curated
Launch Attendance - 120
Gallery Attendance - 1703 (door counter January 2015)
Gallery Art Sales - $749.50 (retail), Gallery commission $0 (not charged for Community Show sales)
Media Coverage – Social media only

Artists with a strong connection to Prospect Gallery exhibited their artwork in celebration of creative expression through arts and culture in their lives.
Image – Artists who attended the Opening of the 18th Prospect Community Show, photo by John Nieddu

Exhibition Title - **'TCube'**
In partnership with the Library and Digital Hub
Artform - new technologies
Artists - n/a
Curator - not curated
Launch Attendance - not 'launched'
Gallery Attendance - 1610 (door counter February) plus 3 schools attended demonstrations: Prospect Primary, Nailsworth Primary and Prospect Centre and approximately 100 people attend the 3 public demonstrations
Gallery Art Sales - no works for sale
Media Coverage – Social media only

An interactive showcase of retro gaming classics and modern next generation gaming and technology, complemented by 3D printing demonstrations. The display hosted by the Prospect Digital Hub invited people to play old arcade games and try interactive *Kinect* system and the latest interactive dance game.

Exhibition Title - **'Alien Terrains'**
Artform - Textiles and Printmaking
Artists - Andrea Przygonski
Curator - not curated
Opening Speaker - Alexander Arcus, visual artist and previously textiles lecturer at University of SA
Launch Attendance - 50
Gallery Attendance - 1524 (door counter March)
Gallery Art Sales - $1300 (retail), Gallery commission $390
Media Coverage - City North Messenger 11/3/15 and social media

Alien terrains are those abstract spaces that materialize when stepping into unchartered territory. A reflection of a foreign land experienced during a residency in Chicago, USA.
Image - Andrea Przygonski, Chi-Town Sundowners 3, Screenprint on canvas board.

Gallery Door Counter Note: the door counter also captures foot traffic through the Gallery into the Digital Hub.

Future Highlights for April and May

Exhibition Title - **'Relative Viewpoints'** 12 April – 3 May
Artists John Martin and Pirie Martin
A father and son compare their unique views of the Flinders Ranges, focusing on bold colour, form and line through paintings, etchings and prints.
Artform - Printmaking and Painting
Opening - Sunday 12 April
Opening Speaker - Dr Peter Goldsworthy AM

Exhibition Title - **'Poppies for Prospect'** 24 April – 24 May
A field of poppies handmade from wool, yarn, felt, fabric and paper by local people to commemorate the Centenary of the landing at Gallipoli. Currently we have collected over 1700 poppies.
Artform – mixed; yarn, felt and paper
Opening - Friday 24 April 10.30am

Exhibition Title - **'Behind the Bullets and Barbed Wire'** 10 – 24 May
An Interactive exhibition in honour of the Centenary of Gallipoli landing. This exhibition will focus on what happened on the home front during the World Wars.
Opening - Sunday 10 May 3pm

Travelling Exhibition Title - '**Prospect; A Portrait of a City at War'** Opens 24 April
City of Prospect's third WW1 commemorative project. Funded through the Federal Government ANZAC Centenary Local Government Grant from the Department of Veterans Affairs, this travelling exhibition brings together a number of historical elements and stories to commemorate and celebrate the people of Prospect and their involvement not only during WW1, but the many activities undertaken during the post WW1 years - local activities that were created to honour and commemorate those that served their country and those that did not return.
The centenary of the ANZAC landing at Gallipoli is the focus for many Australians this year and across Australia, with a huge variety of celebrations and commemorations being held. City of Prospect's touring and Gallery exhibitions and Poppy's for Prospect installation, will commemorate and acknowledge this momentous occasion and the impact WWI had on the local community whilst highlighting how they rallied and provided support from home.

Traveling exhibition '**Prospect; A Portrait of a City at War'** will also open on 24 April 2015 at 10.30am alongside **'Poppies for Prospect'**.

Prospect Gallery Fair Stall

The Gallery hosted 'Poppies for Prospect' themed stall inviting people to make poppies to contribute to 'Poppies for Prospect' display and held a 2 hour poppy making workshop attended by 24 people The stall was well attended with many brochures given out all day.

Cottage Art Groups

Crackpots Mosaic group had weekly attendance during school term of about 10 people per session.

Friends and Fibres textiles group averaged 5 people per weekly session during school term.

Reconciliation Action Plan

In February 2013 Council endorsed a budget allocation for development of a Reconciliation Action Plan during 2014/2015.

Plans for Reconciliation Week are well in place, schools have been contacted and are booking into the 8 storytelling and traditional craft workshops to be held on Friday 22 May 2015 in St Helens Park.

Actions and activities planned:

- Elected Member and staff Cultural Awareness Training during May
- Reconciliation brunch on Saturday 23 May 2015 in St Helens Park
- Kondoli the Whale – artspace / storytelling and workshop venue for schools on Friday 22 May 2015 and community of Saturday 23 May 2015
- Free emu feather flower and weaving workshops
- Purchase of new Aboriginal story books for the Library collection.

Kondoli the Whale

Key Strategy 1.1.6 Develop a program to provide safe, accessible and well lit pedestrian routes

New 24/7 Light Box Gallery installed at the rear of 128 Prospect Road adding lighting and art to a known pedestrian route off of the main road. *See 4.5.2 Public Art*

Key Strategy 1.1.7 Foster close links with SAPOL and support local community safety initiatives

SAPOL are involved in all of our public events with regard to community policing. We work closely with Emergency Services in preparation of Emergency Response Plans for our events including trader and stallholder briefings and information sessions.

Key Strategy 1.1.8 Seek federal funding for CCTV Crime and Graffiti Prevention Programs

No new activity for this reporting period.

Key Strategy 1.2 Promote Lifelong Learning

Key Strategy 1.2.1 Continue to provide accessible library, toy library and local history services.

LIBRARY

Library Activity Overview – January–March 2014/2015

Activity	Jan-Mar 2014/15	Jan-Mar 2013/14
Visitation	25,358	28,713
Loans	46,475	51,869
Public Access Computer Users	1,842	1,956
Enterprise Hits (Catalogue)	6,394	not available
Programs and Events	813	526

Library Programs – January–March 2014/2015

Program/Event	Jan-Mar 2014/15	Jan-Mar 2013/14
Rhyme Time	361	182
Story Time	77	63
School Holiday Program	92	65
Bus Visits	18	12
Other Programs	311	98
Total	859	420

Early Childhood Literacy Program

Summer Reading Club

This program commenced in the last quarter and concluded in the first week of January 2015. The purpose of the program was to encourage children and young people to discover great authors during the school holidays. A free registration pack which included activity sheets, a reading log and an incentive gift was given to participants. The pack was designed as a self-paced (screen free!) school holiday activity, and a total of 111 children signed up for the program. For those who completed the reading log, there was a prize draw in February. The prize of an iPod Touch was won by Prospect Library customer Caitlin, pictured.

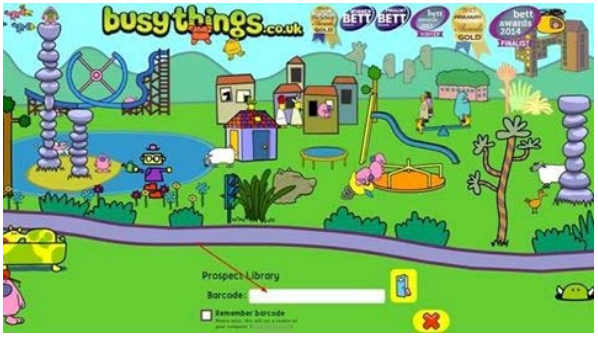
Prize winner Caitlin (centre) with her mother and Library staff member (right)

January School Holiday Program

An exciting program was delivered in January 2015 with plenty of activities designed to appeal to all. Sessions included bike riding skills, geocaching, Minecraft gaming sessions and a kids movie in the Digital Hub. A total of 92 children took part in the program.

Online Resources

Two new online resources have been purchased and were added to the Enterprise (online Library catalogue) page in the quarter. These include Busy Things, a multiple award-winning educational gaming portal for kids and Carter's Price Guide to Antiques for adults. Both resources are available to any customer with a Prospect Library membership.



GPS Navigator Kits

Also new to the collection are two handheld GPS navigator kits for loan to be used for geocaching. They come with suggested geocache sites in the Prospect area. They are proving to be popular with customers who made use of them during the school holiday period.

Prospect 'POP UP' Library

Staff trialled a 'POP UP' Library at both the Touriffic Prospect and Prospect Fair events this quarter. A range of items from the collection including fiction and non-fiction books, children's books, magazines and DVDs were available to borrow through a live connection to the Library system. Library information, colouring in for kids, give away literacy bags and lollipops were available and staff engaged with about 200 customers. The Prospect Fair included the Toy Library which was extremely popular with both little and big kids. The purpose was to increase membership and raise awareness of services and programs.

Toy Library

Changes to the Toy Library hours in the last quarter have continued to increase usage with 1475 loans for January - March 2015. There has been a 20% increase since the same quarter from last year (1194 loans). Other policy changes have been put in place since October 2014 such as enabling the return of toys when the Library is open. This was previously restricted to Toy Library hours. As a result positive feedback has been received from customers.

Key Strategy 1.2.2 Provide and/or support regular opportunities for local people to share their skills and learn from others

Volunteers

There were 180 people who registered their interest to volunteer at City of Prospect during this quarter.

Fourteen new volunteers commenced during this quarter within the following service areas:

- Digital Hub
- Library including Toy Library
- Events Team
- Youth Programs

123 registrations were not able to commence due to no vacancies being available within Council's programs. Those registrations have been referred on to other organisations that are in need of volunteers. The Volunteer Coordinator continues to work with service clubs/local groups to identify local volunteer opportunities.

Six volunteers resigned - one moved out of the local area, one resigned due to full time study and four found full time employment in the areas they were volunteering.

KNOW YOUR NEIGHBOUR

Volunteering numbers soar

Sarah Spencer

THE sense of community is alive and well in Prospect as its volunteer programs grapple with an overflow of residents willing to donate their time and energy.

Prospect Council is having to place would-be volunteers on waiting lists as the 165 volunteer positions across its 12 community programs are filled.

The council uses volunteers to help run its programs, including community transport, arts and culture projects, the Prospect Toy Library and Home and Community Care program.

Prospect community development manager Brendan Lott said the majority of the council's community programs were operating at capacity.

"The HACC program does not have a shortage of volunteers to assist with the delivery of programs, with a growing waiting list of people who wish to volunteer their services," he said.

"There are always more people willing to pitch in and support (the) council in serving its local community.

"Since the start of this year, (the) council has received 180 registrations of interest in volunteering and recruited 15 new active volunteers."

There are 180 people on the council's database wanting to volunteer at any one time.

In 2013, 915 residents sought help through HACC, which is paid for jointly by the State and Federal governments and administered by councils.

Last year, this increased to 936 people.

Volunteers help to assist frail and elderly residents, and people with disabilities, maintain independence.

This week, the *City North Messenger* launches its 2015 *Know Your Neighbour* campaign, which aims to celebrate neighbourly behaviour and publicise projects that help break down social isolation.

The campaign is sponsored by Credit Union SA.

Messenger Community News is on the hunt for Adelaide's best neighbour. The winner will receive $1000 and five runners-up will get $200 each, thanks to Credit Union SA. To nominate, complete the online form at advertiser.com.au/kyn. You can also write to us at Know Your Neighbour competition, Messenger Marketing, GPO Box 339, Adelaide, 5001. Make sure you include your contact details and tell us why your neighbour should win

Following this City North Messenger article on 25 March 2015, several local not-for-profit organisations have contacted Council.

The Volunteer Coordinator is working with these organisations in identifying the gaps/needs and by referring prospective volunteers on to these organisations, eg Meals on Wheels.

Key Strategy 1.2.3 Promote the use of broadband and emerging technologies

Digital Hub

The Digital Hub working in partnership with the Department of the Premier and Cabinet held a very successful Fund My Community event. The Fund My Community system is a pioneer program aimed at community groups seeking grant funding through an online portal. The Digital Hub assisted in providing the technology and online access for the community to use and technology assistance for the community groups that needed it. During April 2015 the Digital Hub will be participating in the public voting process for the applications lodged.

Dear Mr Goldstone,

I would like to pass on my thanks to you and the council for incorporating a Digital Hub within the library. My own council (Unley) does not have one, so I was very happy when I found out I could visit Prospect's.

Digital Hub is a lifeline to people like me who don't grasp IT technology easily, and who are without friends with those skills. The staff and volunteers are friendly, helpful, and ever so patient. I am most grateful.

Thank you again.

Yours faithfully,

W Parsons

Key Strategy 1.3 Provide opportunities for 'active ageing'

Key Strategy 1.3.1 Implement the Eastern Region and local Ageing Strategy

The Eastern Region Alliance (ERA) Ageing Group met to discuss the release of the tender application for the new Regional Assessment Team as part of the reform process. Unfortunately the ERA group is not eligible under the Commonwealth Department of Social Services criteria to conduct regional assessments.

Correspondence will be sent to Commonwealth Department of Social Services stating the interest for Councils to stay involved within the service provision component of Home and Community Care (HACC) and look for opportunities for future growth.

Information regarding the transition to the Commonwealth Home Support Program from 1 July 2105 continues to roll out from the Department of Social Services. All HACC agencies received information regarding the defunding of service type 2 followed by contact from the department to submit an application to invite application for a portion of that funding is returned for providers to continue to deliver direct services. Staff await the outcome of that submission.

Communication received from the Commonwealth indicates that our current funding agreement will be extended until 31 October 2015 and a new funding agreement will commence from 1 November until 30 June 2017. This period is a shorter time frame than previous funding agreements. SA Department Community and Social Inclusion have indicated they will only provide funding agreements for one year, awaiting the impact of the National Disability Insurance Scheme.

The Home and Community Care Program continues to provide a range of services to assist eligible residents to remain in their homes and or participate in council's social programs.

During the period January to March 2015 the following statistics record the number of residents who received a service.

Service	Client numbers
Domestic Assistance	288
Social Support	131
Centre Based Care	95
Home Maintenance	157
Home Modification	19
Transport	54

Key Strategy 1.3.2 Provide opportunities for ongoing participation in community life

Home and Community Care (HACC) Social Programs

The HACC team continue to provide a range of social programs for local residents, either centre based or out in the community; programs include:

- Gentle mobility classes are conducted by trained therapy instructors. Classes are held on a Monday at the Prospect Community Centre and the Walkerville Town Hall.
- Collinswood Friendship Group, Mondays at the Nailsworth Hall. Indoor carpet bowls, cards and afternoon tea provided.
- Adelaide and Monarto Zoo are visited alternately on the 2nd and 4th Monday of the month. A great opportunity for our residents to enjoy a trip to the zoo with the support of our volunteers.
- Lunch Group is held on the 3rd and 4th Monday of the month and is a door to door service for residents to meet and enjoy a meal together at various lunch venues.
- Market Run, the 4th Tuesday of the month, where clients are picked up from their door and spend an afternoon visiting the Central Market.
- The Matinee Group meets on a Tuesday afternoon to enjoy lunch at a local hotel and a live performance at the Star Theatre.
- Strength for Life classes, are conducted at the Nailsworth Community Hall on Monday and Friday mornings and Tuesday evenings. Classes promote health and wellbeing for persons over 50. Attendance at these classes continues to grow and feedback on the increased mobility for the clients is one of the many positives.

- Prospect Friendship Group meets weekly at The Prospect Community Hall. The group enjoy a range of activities including, bingo, cards, entertainment and outings.
- The Men's Shed meet Tuesday, Wednesday and Thursday behind the Nailsworth Community Hall. A social group for men to use their skills to make and repair toys and other items whilst socialising.
- The Seniors group meet every Thursday at the Prospect Community Hall enjoying indoor bowls and afternoon tea.
- A Community Lunch is held on the 1st Thursday, alternating between Prospect and Walkerville Town Halls. Residents enjoy a three course lunch and live entertainment.
- The HACC team continue to work with the Eastern Regional Residential Supported Facilities program in providing opportunities for the residents in the two facilities in Prospect to participate in activities that are interesting and meaningful. These include lending of our Zoo passes, fishing equipment, volunteer support and attending HACC programs.

Out of the Square

A new Social Program launched for this quarter is 'Out of the Square' (OOTS) which is the vanguard of the new style of HACC social programs, recognising that the new generation of our older residents are no longer always satisfied with bingo and card games in a local hall, demanding a higher standard of cultural activities than has previously been provided.

The two events conducted for this quarter attracted an audience of over 50 people at each event, a combination of those paying full ticket price of $16 and HACC eligible residents paying a subsidised $10.

Key Strategy 1.3.3 Continue to provide community transport programs

Community Transport

Council's Community Transport Program provides transport options to allow those less mobile to continue to engage in community life.

The following are all door-to-door pick up and return services:

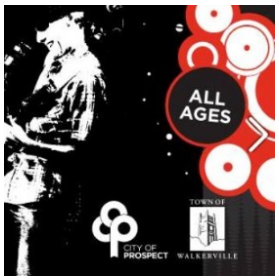
- Prospect Library bus visits operate on the 2nd Thursday of the month
- The Central Market service operates on the 4th Thursday of the month dropping eligible clients off for 1½ hours and returning them home again.
- The Door to Door Shopping Service goes to Northpark and Sefton Park Shopping Centre each week.

Key Strategy 1.3.4 Explore opportunities for regional community transport

The Eastern Community Passenger Network Coordinator has met with HACC staff and continues to update us with information regarding transport options are available to our residents and to encourage referrals to the program.

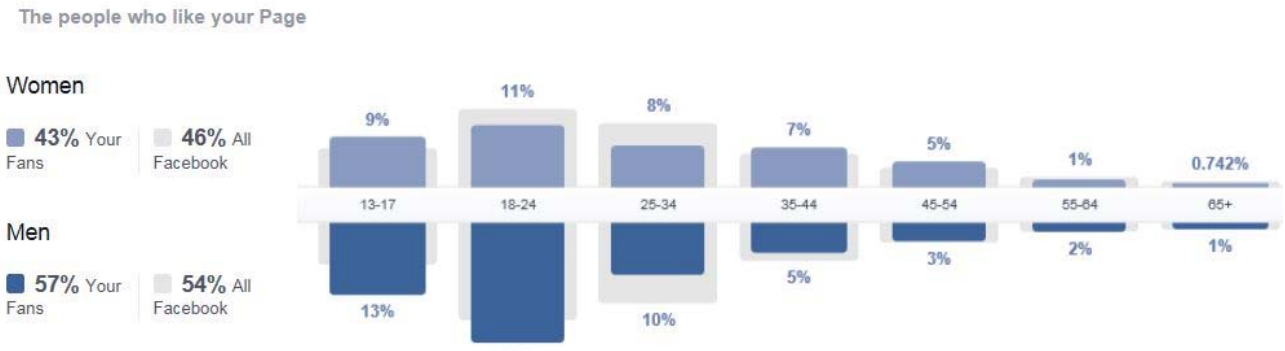
Key Strategy 1.4 Involve our Youth

Key Strategy 1.4.1 Build and maintain relationships with youth-oriented community groups and promote programs through social media and the Prospect Magazine



Club5082's Facebook page is a conduit for local youth who want to keep abreast of the latest activities and events of the Club5082 youth music program, which is a joint initiative between City of Prospect and the Town of Walkerville. The page also supports and promotes similar youth-focussed activities and Council events.

Of the 2290 'Likes' for Council's Club5082 Facebook Page there is a fairly even balance between young men and women, with the bulk of interest capturing the range of 18 – 24 year olds.



Key Strategy 1.4.2 Engage young people in local decision making, leadership opportunities and meaningful community participation

Membership within the **Youth Advisory Committee** remains at five young people who meet regularly with Council's Youth Development Officer to provide advice and practical support for the operation of Club5082.

Key Strategy 1.4.3 Provide and facilitate a diverse range of services and activities for, and by, young people

CLUB 5082 launched into the start of 2015 with an outstanding full program of activities, engaging young people both as participants as well as supporting them to be the driving force behind both organisation and fortnightly event delivery.

This year's Tourrific Prospect Street Party saw Club5082 establish itself as one of the key contributors to the overall success of the event. Trumping other live music performance stages with large numbers of young people converging into the Town Hall to enjoy high energy music presented by the accomplished young bands engaged within this valued community development initiative.

The high energy music was complemented by high production standards, with the Town Hall being fitted out with a fantastic light show including light filled seats, tables and luminous artwork fixed to the walls.

Building on from the excitement of Club5082 at Tourrific Prospect, the activities continued to occur with the first of the regular fortnightly performance program commencing on 6 February, with the five events for this quarter attracting over 60 young people at each event.

The popularity of the first of the fortnightly events was topped on 8 March with *A Party with Kate* and supporting acts filling the venue, requiring staff to close the doors as numbers in attendance began to nudge towards capacity. A great outcome for this well supported youth program

Club5082 at Prospect Fair

Club5082 held an interactive stall at Prospect Fair showcasing four Club5082 artists including:

- Harry Baulderstone
- Holly and Ryan from Fusion Rock Band
- Josh and Mikaela from Dirty Boulevard Band
- Josias Menzel from Aesthetic Amorous Band

The artists performed for 30 minutes each, plugged into a small PA system in a high traffic area of the event. Lots of people visited the Club5082 stall throughout the day to watch the live performances, collect information and play the Xbox Rock Band game on the big screen.

Children flocked to the marquee to simulate the performance of their favourite rock music songs using the controllers modelled as music instruments.

Youth Parliament

Six students from local high schools have been selected to represent City of Prospect and Town of Walkerville at 2015 YMCA Youth Parliament.

The group will meet for the first time in April and work with their assigned mentor to develop a Bill on a topic of their choice and present it at Parliament House during a residential week in July.

In 2014 over 100 Bills were presented at Parliament House. The Bill developed by Prospect and Walkerville team (pictured) was placed in the top 10 and was incorporated into a booklet of Bills that was presented to Minister for Youth for consideration and action. This year's team hopes to repeat that success. An update on the team's progress will be provided in the coming months.

YouthFM

City of Prospect continues to be an active participant and contributor to this popular regional Youth FM radio program. Each year young people are drawn from within each of the Council areas to come together for training and mentoring that supports each of them to be able to prepare and present radio programs.

Another intake of young people is scheduled in the April school holidays with Prospect and Walkerville young people being engaged through local schools and youth organisations calling for expressions of interest. Council will sponsor four young people aged between 15 -25 to participate.

Key Strategy 1.5 Respond to the changing needs of our community

Key Strategy 1.5.1 Prepare a community plan to guide the provision of services and facilities

Community Services Plan

The busy consultation marquee set up at the Tourrific Prospect street party

Stage one for the development of a Community Plan (now referred to as the Community Services Plan) is well progressed with staff ensuring a very visible presence at Council's recent events. The consultation goal was to promote the development of the Plan, capturing comment to guide its development and drawing a positive response for an invitation to join a large reference group of local residents who are interested to be actively involved in the development of the Plan.

Pictured below are the consultations set-up at two of the recent Twilight Concerts and the marquee set-up at Council Prospect Fair, each of which attracted significant interest engaging many local residents who expressed an interest in the development of the Community Plan, with some committing to an on-going involvement within a Reference Group.

Key Strategy 1.5.2 *Regularly engage with other service providers, local groups and our community to seek feedback and input*

Council has five community engagement processes that commenced during this reporting period. Below are screen shots that have been taken directly from the front page of Council's web site:

Regional Public Health Plan

City of Prospect has partnered with other Councils to develop a Regional Public Health and Wellbeing Plan. Council invites your comments to ensure the Plan reflects the requirements of our diverse communities. Consultation closes Friday 17 April 2015 Click here for more information

Draft Heritage Changes Released

Council is updating its Development Plan to increase the number of Local Heritage Places and the extent of Historic Conservation Policy Areas. Consultation closes Tuesday 14 April.
Click here for more information

Broadview Recreation Precinct Master Plan

The Master Plan will provide a vision for future development of the Broadview Sports and Recreation Precinct. Have your say on the draft Master Plan now. Survey closes Sunday 31 May 2015.
Click here for more information

Community Services Plan Stage 1

Council is seeking your input in developing our Community Services Plan, "*People, Places and Participation*" to guide the future provision of community services and facilities. Be quick, the survey closes Monday 13 April 2015 and you could win a Jetts Gym membership.
Click here for more information

Have Your Say: Community Hall Hire Policy

Council has endorsed a draft Community Hall Hire Policy for our three local halls and is interested to receive broad community comment and input to inform and assist its completion. Click here to have your say before Monday 20 April.

Key Strategy 1.5.3 Actively seek community and business partnerships for local projects and services

Council's Community Development Officer was able to negotiate a donated *Jetts Gym* membership for use as an incentive to local residents to respond to the recent on-line Community Services Plan consultation.

Respondents to the on-line questionnaire could choose to go into the running to win the donated membership with the winner drawn from a hat once the questionnaire and consultation period is closed.

Key Strategy 1.5.4 Lobby for improved access to government services including childcare, high schools, public transport and national broadband services

Our strong on-going ongoing Government relationship continues to support the rollout of NBN to every household within City of Prospect

Key Strategy 1.6 Provide a diverse range of attractive local facilities

Key Strategy 1.6.1 Implement a Parks Strategy

Broadview Sports and Recreation Precinct Master Plan continues to draw community involvement and comment, with two design workshops conducted that invited local residents to 'drop in' and gain up-to-date information of progress for this project and to contribute their thoughts and ideas.

Two Workshops were conducted on Thursday 26 February 2015 within the Broadview Football Club clubrooms with presentations made by Council's Manager Community Development and consultant Mark Band from *180 Sports and Leisure Solutions*.

Key Strategy 1.6.2 Seek partnerships with other agencies to increase community access to facilities

Formal discussions have commenced with Tennis SA and Tennis Australia regarding the opportunities that have arisen from the development of the Broadview Sports & Recreation Precinct Master Plan.

Both Tennis SA and Tennis Australia have expressed a keen interest to ensure that the final Master Plan closely reflects the strategic and operational requirements of Tennis SA with a view towards an on-going partnership with Council for the capital development of facilities within the Precinct.

Key Strategy 1.6.3 Build partnerships with and between recreation, sports and community organisations

Joint funding between Broadview Football Club, Council and SA Sport & Recreation has allowed for an upgrade of light towers at Broadview Oval, raising the lights capacity to allow competitive evening matches. A launch of the new lighting towers will be held at the Club on Friday 24 April 2015.

Council staff have worked with Broadview Tennis Club, BOSA Soccer Club, Eagles Lacrosse Club and Broadview Bowling Club to assist their completion of grant applications to SA Sport & Recreation.

Key Strategy 1.6.4 Implement a program to encourage community involvement in protecting and maintaining community facilities and streetscape

No new activity for this reporting period.

Key Strategy 1.6.5 Encourage and support the development of accessible community gardens

Council's Youth Development Officer has been liaising with Prospect Centre towards the establishment of a community garden within one of the existing garden beds located within Vine Street Plaza. Progress for this project was slowed due to the need to repair irrigation to the beds but is set to resume through May 2015 (depending on ideal planting conditions). Through this project students develop competency in gardening and their involvement counts towards gaining their Certificate 1 in Horticulture.

Key Strategy 1.7 Provide diverse volunteer opportunities

Key Strategy 1.7.1 Provide regular training and support for volunteers through a volunteer management program

The Volunteer Justice of the Peace program operates four days per week at the Civic Centre and Thursdays at the Library. Since January 2015, thirteen JPs have seen 1901 clients and signed/certified 5977 documents.

Justice of the Peace Volunteer Training and support meeting held on 11 February 2015. Training provided by Royal Association of Justices of South Australia on Land Title Documents.

Training for volunteers continues to be under review in line with the organisation's Workplace Health & Safety plan.

Key Strategy 1.7.2 Publicly recognise the contribution and success of our volunteers

Citizen of the Year Awards - see 1.1.1 above.

Promotion of Council's 2015 Community Service Awards program commenced in March with a closing date for nominations being Friday 3 April 2015.

Community Service Awards are presented annually to local volunteers, and a local business that have made noteworthy voluntary contributions to the community.

Awards are to be presented at Council's National Volunteer Recognition Event on Friday 15 May 2015 in the Prospect Town Hall.

CS2 OUR ECONOMY

Encourage and support economic activity, which contributes to the success of our commercial areas and the wealth of our residential and business community.

Our economic growth is linked to our social and environmental wellbeing.

Integrated and innovative strategies will be developed to drive actions and forge collaborative links, which will engage our community with our local economy - in particular the fast growing global digital economy.

Our Strategic Economic Development Plan has an aim of encouraging and supporting commercial activity, attracting business investment and fostering diversity. Council seeks to enable a pro-growth, socially just, environmentally sustainable, entrepreneurial and innovative community.

Director
Matt Grant
Director Business & Economic Development
matt.grant@prospect.sa.gov.au

Elected Member "Champions"

Cr Kristina Barnett
kristina.barnett@prospect.sa.gov.au

Cr Alison Bowman
alison.bowman@prospect.sa.gov.au

Cr Matt Larwood
matt.larwood@prospect.sa.gov.au

Cr Monica Lee
monica.lee@prospect.sa.gov.au

Key Strategy 2.1 Target and encourage appropriate and diverse commercial investments

Key Strategy 2.1.1 *Distribute high quality business investment and city promotion materials to attract a desirable mix and balance of commercial and retail investment with a focus on technology, hospitality, retail and home based businesses*

Design of the Business and Investment Attraction Prospectus is complete and documents are currently being printed. Document design and content has involved a highly consultative process and as a result will be a powerful tool to attract business and investment. It includes a strong focus on the use of the NBN as our competitive advantage and digital initiatives underway (including the ease in which people can base their business from home). It also identifies opportunities on the corridors and outlines Council's collaborative approach to work with developers and investors.

Key Strategy 2.1.2 *Identify and promote development on strategic sites within our City*

The Director Business and Economic Development has been working with several interested businesses and developers to encourage development in City of Prospect.

Key Strategy 2.1.3 *Promote Main North Road and Churchill Road as arterial gateway roads for medium to large commercial, retail and higher density residential development*

The Business and Investment Prospectus highlights key sites for development including Main North Road and Churchill Road. The Director Business and Economic Development has corresponded with key landowners regarding opportunities.

Key Strategy 2.1.4 *Work to facilitate access to appropriate business infrastructure such as National Broadband Network, transport, signage etc*

NBN Co advise that all businesses in the City of Prospect will have access to NBN 'Fibre to the Premise' (FTTP) by September 2015 and various projects including information sessions under the "Next Generation Digital Economy Strategy 2014 – 2018" are underway to promote awareness.

Key Strategy 2.1.5 *Ensure Council infrastructure supports and increases business activity*

Council's Footpath Trading policy was established in 2011 with the first year fees waived.
2013 was the first year the policy was enforced and has generated mixed responses. The full fees have been invoiced for 2015 (calendar year) and are expected to exceed budget forecast. From 2015-2016 it will be suggested the footpath trading fee be reduced to encourage further street activation.

Key Strategy 2.2 ***Support retail, commercial, home and e-business development across our City***

Key Strategy 2.2.1 *Undertake a detailed economic analysis and assessment of our local economy*

A budget bid for 2015-2016 has been submitted. The data collected will provide detailed economic analysis of City of Prospect to measure economic performance and outcomes of past strategies and forecast trends for future planning.

Key Strategy 2.2.2 *Support existing home based business activities and attract new small office/home office business to our residential sector*

Council has received many enquiries from home based businesses (HBB) regarding the timing of the NBN FTTP roll out and staff provide regular updates to a database of interested HBBs. A 'Digital Economy Strategy Stakeholder' Workshop held is to be held to inform a number of HBBs of the planned implementation of relevant projects and seek future involvement as the digital focused projects are implemented.

Key Strategy 2.2.3 *Establish a business environmental program focusing on reducing waste and reduced electricity consumption to minimise the carbon footprint of our commercial and retail sectors*

No new activity to report for this period.

Key Strategy 2.2.4 *Implement programs to assist local business to grow through the use of online services*

In March 2015, 15 local businesses attended a course in the Digital Hub focusing on how to use free software to build a website ('Weebly'). This was in addition to an information session which delivered key information on how to get your business online, what online resources are available and how to access them. Topics covered included Facebook for business, getting on Google and building your own website. A total of 12 people attended and the session was followed up with some booking one-on-one sessions to learn how to better manage or create their online presence.

Key Strategy 2.2.5 *Promote access to digital information opportunities through active pursuit and implementation of Federal Government strategies*

Full funding for the Digital Enterprise Program has been received to finalise the original grant acquittal.

Key Strategy 2.3 ***Development of Northpark Centre Precinct***

Key Strategy 2.3.1 *Engage with and support the upgrade plan for Northpark Centre Precinct*

Council continues its engagement with an external grant funding consultancy to explore opportunities for funding the Master Plan process for Main North Road. This will include the North Park Centre Precinct.

Key Strategy 2.3.2 *Liaise with developer(s) and investment partner(s) regarding development and new business growth within the precinct*

The Director Business and Economic Development met with North Park Shopping Centre Management to ascertain the economic performance of the centre and hear about the current challenges the centre is facing. A meeting with the landowner has been requested but not yet scheduled.

Key Strategy 2.3.3 *Promote the Precinct as a shopping, business and food destination*

Prospect Road Facebook page will connect with Twitter to allow a promotional portal in conjunction with www.prospectroad.com.au. Traders are invited personally and via the e-newsletter to use free opportunities to promote their business.

As an example of a collaborative approach by a local business, 'Healthy Inspirations', Prospect advertised a promotion on the Council website 'Business' page, offering their clients free vouchers to other surrounding businesses for personal fitness goals achieved. This also promoted surrounding businesses at the same time.

Key Strategy 2.4 ***Development of 250 Churchill Road precinct***

Key Strategy 2.4.1 *Liaise with developer(s) and investment partner(s) regarding development within the Precinct*

Meetings are ongoing between the Director Business and Economic Development, relevant staff and developers.

Key Strategy 2.4.2 *Pursue completion of the northern section of the Churchill Road Master Plan infrastructure works in response to development authority*

No new activity for this reporting period.

Key Strategy 2.5 ***Promote Prospect as one of Adelaide's most livable inner suburbs, with world class digital connections, clean and green amenity, strategically ideal for retail and commercial investment***

Key Strategy 2.5.1 Renew and refresh our Strategic Economic Development Plan

Complete. The plan is available on the Council website and hard and soft copies have been distributed to elected members.

Key Strategy 2.5.2 Capitalise on the National Broadband Network to provide hi-tech enabling communications infrastructure across our City

The "Next Generation Digital Economy Strategy 2014-2018" is a comprehensive group of projects which will likely see Prospect Road become the first Digital focused main-street in South Australia. The confidential strategy contains a full list of projects that capitalise on the opportunity available to Prospect via the NBN FTTP.

Key Strategy 2.5.3 Facilitate equitable access and availability of world class internet speeds, carried by both fibre optics and wireless infrastructure for commercial and residential use

NBN Co. regularly update the Business and Economic Development department on the status of the NBN rollout. Planning is currently underway to educate the community of impending roll out dates and copper infrastructure 'switch off' dates. This will include two community information evenings, a DL flyer inserted in 1st quarter 2015-2016 rates notices and individual training sessions at the Digital Hub.

Key Strategy 2.5.4 Promote uptake and use of the National Broadband network.

NBN Co has offered a representative to speak to all community groups to educate them about connecting to the NBN and not losing telephone or internet services when the infrastructure is switched off. The first Fibre Service Area to have its copper infrastructure switched off will be the suburbs of Fitzroy and Prospect (southern area) in April 2016.

Key Strategy 2.5.5 Establish a Digital Hub as the primary digital interaction, education and training site for our community

Councils Digital Hub completed its funding agreement with the Department of Communications. All funding targets were achieved (significantly exceeded). The Digital Hub continues to provide a high level of service to the community and meet community demand including the following groups:

Nailsworth OSHC

The Digital Hub has recently commenced a relationship with the Nailsworth out of hours school care program. Every Tuesday afternoon, the technology in the Digital Hub is available to the children to study, do research, homework and relax with some casual gaming. During the school holidays the Hub will be hosting virtual tours of the National Gallery in Canberra as part of this program.

Eastern Region Supported Residential Facilities (ERSRF) program

In conjunction with the City of Unley, the Digital Hub has been involved in the ERSRF program. The ERSRF program is a partnership between the Cities of Unley, Prospect and Burnside and provides social support to people living in Supported Residential Facilities (SRFs) across the participating councils.

The program supports SRF residents to remain connected to their community through a range of group and individual opportunities and the Digital Hub specifically assists the residents of Clifford house and Dean Street with access to technology and training to further their online knowledge. Social and recreational opportunities are a primary focus and the group has built up a strong attachment to the Hub, the staff and volunteers working with them.

Prospect Centre

The Prospect Centre has again taken up the offer to continue to use hub volunteers and technology to assist with their formal studies. Currently two class groups are using the hub on Wednesdays, one group is using the hub as a research facility and the other is studying a Certificate II in Hospitality. This is a great opportunity for hub staff and volunteers to assist students with special needs to achieve educational goals.

Key Strategy 2.6 Seek to improve the communication links between government and business

Key Strategy 2.6.1 Develop strong professional relationships with key Federal and State Government stakeholders

The Mayor, Chief Executive Officer and Director Business and Economic Development have met with the Minister for Local Government and Minister for Regional Development to explore future funding opportunities to 'fast track' the delivery of projects identified in the 'Next Generation Digital Economy Strategy 2014 - 2018'. More information will be known once a formal proposal has been submitted.

Key Strategy 2.6.2 Support the Prospect Business Leaders' Group

Potential members have been identified and the Next Generation Digital Economy Stakeholder Workshop has assisted in gauging the level of interest in participating in this group.

Key Strategy 2.7 Improve accessibility to and links between key commercial precincts

Key Strategy 2.7.1 Develop a Master Plan for Main North Road

Funds to develop a master plan for Main North Road are included in a 2015 -2016 budget proposal to be considered in the budget deliberations.

CS3 OUR ENVIRONMENT

Promote and support environmentally sustainable practices

Our environment is highly valued and environmental sustainability is a responsibility shared by all.

Council's Environmental Action Plan outlines our contribution to environmental sustainability including education and support to our community to minimise its impact on the environment and to adapt to climatic changes and lifestyle and economic pressures.

Director
Greg Georgopoulos
Director Infrastructure Assets and Environment
greg.georgopoulos@prospect.sa.gov.au

Elected Member "Champions"

Cr Kristina Barnett
kristina.barnett@prospect.sa.gov.au

Cr Talis Evans
talis.evans@prospect.sa.gov.au

Cr Monica Lee
monica.lee@prospect.sa.gov.au

Cr Mark Standen
mark.standen@prospect.sa.gov.au

Key Strategy 3.1 Support our community to minimise our City's impact on the environment in the areas of waste management, water usage, energy efficiency and biodiversity

Key Strategy 3.1.1 Support learning about environmental impacts and encourage individual action

KESAB was engaged by Council to undertake the delivery of a face-to-face "doorstepping" education campaign to residents in multi-unit dwellings on their waste systems and how to use them effectively.

Doorstepping is effective when delivering a message to residents where English is a second language. The doorstepping campaign began in November 2014 and was completed by the end of February 2015.

Updated information for usage of the recycling bins and hard waste collection were presented to all the residents. It was identified that a large proportion of residents in multi-unit tenements were unaware of Council's at call Hard Waste Collection. Usage of this service was explained and information pamphlets were provided to the residents. It is hoped that through this direct education process, there will be a reduction in illegal dumping outside these premises.

Key Strategy 3.1.2 Implement water saving opportunities and water pollution prevention in all our activities including irrigation practices and development approvals

Rain gardens have been designed by a water sensitive urban design consultant, Designflow for implementation into the existing traffic calming devices on Collingrove Avenue, Broadview. Street runoff will be directed into the basins via the existing kerb and gutter. The basin will be excavated and then filled with rain garden filter material and planted with vegetation, trees and sedges. There are five pairs of traffic calming devices that will be retrofitted. The gardens will remove contaminants from the stormwater, while providing water to the streetscape vegetation. The construction drawings have been finalised and Council is currently awaiting quotes from three contractors to undertake the construction work.

Key Strategy 3.1.3 Increase use of recycled water

No new activity for this reporting period.

Key Strategy 3.1.4 Implement "Eco Prospect" - promoting native local area flora, fauna and biodiversity

Council is currently redesigning and updating the "plant me instead" brochure which provides information about and promotes the use of local native species. The design will be finalised by April 2015, and made available to the public via the Civic centre and Thomas Street library by May 2015.

Key Strategy 3.1.5 Encourage the community to reduce energy usage

As part of City of Prospect's sustainable active travel program, ScRamble, a Ride 2 School Day event was held on Friday 13 March 2015. The ScRamble program continues throughout the year in support of active travel and physical health initiatives for local primary schools.

City of Prospect closed Braund Road, Prospect between Beatrice Street and Myrtle Street between 8:00am and 10:00am to enable Prospect Primary School to take part in the National Ride 2 School Day.

Visual artist Bridgette Minuzzo worked with students on circus and movement workshops, as well as creating temporary and lasting art for the school and local neighbourhood. 450 students from Prospect Primary School attended the event cycling, skating and scooting.

Key Strategy 3.1.6 Implement a low waste approach to Council events

Tourrific Prospect 2015 was a zero waste event. To achieve this, the following initiatives were implemented:

- All plates, cups and cutlery used by stall holders were compostable so that they could all be disposed of in the green organics bin
- Vendors informed patrons that the dinner ware was compostable and signage was placed at the point of sale
- 10 cent deposit drink bottles were collected for charity
- Bin banks consisted of only organics and recycling bins

Jo Hendrix, Waste Auditor and Manager of the 'Wipe out Waste' Program attended the event to ensure the above measures were adhered to. They noted that almost everyone was using compostable plates and cutlery, although there were a few exceptions.

Key Strategy 3.2 Contribute to and support activities that positively affect climate change

Key Strategy 3.2.1 Review Council's Environmental Action Plan in conjunction with the community

No new activity for this reporting period.

Key Strategy 3.2.2 Reduce energy use in Council's buildings

A 5kW solar system has been installed at the Nailsworth Community Hall, and a 3kW solar system has been installed at the Charles Cane Reserve Clubrooms. Installation of these systems will result in a decrease in costs associated with energy usage, as well as reducing the carbon footprint associated with usage of these buildings.

Key Strategy 3.2.3 Lead by example in the use of renewable energy

See 3.2.2

Key Strategy 3.2.4 Support, promote and influence the operations of Wastecare SA, regional waste subsidiary

No new activity for this reporting period.

Key Strategy 3.2.5 Provide Environmental Grants to encourage community involvement

No new activity for this reporting period.

Key Strategy 3.2.6 Support community initiatives such as community gardens

No new activity for this reporting period.

CS4 OUR CHARACTER

Welcoming and interesting public spaces, leafy streets, heritage buildings, historic places, local stories and diverse people; the Character of Prospect.

Character and heritage give us a sense of place and informs us about who we are and how our society has developed over time.

Heritage is an essential part of the present we live in and of the future we will build.

Director
Nathan Cunningham
Director Community, Planning & Communications
nathan.cunningham@prospect.sa.gov.au

Elected Member "Champions

Cr Alison Bowman
alison.bowman@prospect.sa.gov.au

Cr Mark Groote
mark.groote@prospect.sa.gov.au

Cr Allen Harris "Friend"
allen.harris@prospect.sa.gov.au

Cr Mark Standen
mark.standen@prospect.sa.gov.au

Key Strategy 4.1 Encourage preservation of character dwellings and surrounding residential amenity

Key Strategy 4.1.1 Work with State Government to complete Local Heritage Places and Historic Conservation Zones Development Plan Amendments to provide protection for character dwellings within our city

The Local Heritage Places DPA and the Historic Conservation Zone DPA are on interim operation, with consultation concluding on 14 April 2015. Two drop-in sessions, held in March at the Council offices and the Prospect Library, were well-patronised, with interested parties taking the opportunity to discuss the reasons behind the proposed heritage listings and the implications for future development. A number of people also visited the stall at the Prospect Fair over the course of the day, who similarly gained a good understanding of Council's efforts to afford protection to more character dwellings and buildings.

Key Strategy 4.1.2 Review, maintain and promote local heritage register

The Local Heritage Places DPA consultation process featured the display of images of a number of existing and proposed local heritage places, to draw attention to the intrinsic value of these places and the proposed increase to the number of places on our local heritage register.

Key Strategy 4.1.3 Provide information, education and incentives to encourage the retention and restoration of heritage listed properties and character homes

Consultation on the two heritage-focused Development Plan Amendments provided an opportunity to promote the Heritage Grant Program, with owners of existing and proposed heritage places keen to hear about the potential financial support available for restoration works. The updated *Historic Conservation Zone and Local Heritage Places Design Guidelines* document was also popular, with some residents appreciative of the advice contained therein.

Key Strategy 4.1.4 Advocate for consideration of embodied energy impacts (including waste) in design and demolition of buildings.

No new activity for this reporting period.

Key Strategy 4.2 Encourage development on arterial roads to improve housing options and to complement the character, heritage and amenity of our City

Key Strategy 4.2.1 Support quality medium to higher density, mixed-use development on main arterial road corridors to achieve the desired character for each area

There has been continued interest from developers in developing medium to higher density residential development within the Urban Corridor Zone. Council staff meet regularly with designers and property owners in support of achieving the desired character, with a particular emphasis on quality of design. We note the formal and informal design referral processes are being well patronised.

Notable applications submitted during the reporting period include the following:

Address	Proposal Description
87 Devonport Terrace, Prospect	Three storey townhouses comprising nine dwellings
157 Devonport Terrace, Prospect	Four storey apartment building comprising fifteen dwellings
151 Prospect Road, Prospect	Three storey townhouses comprising eight dwellings
171-173 Prospect Road, Prospect	Four storey apartment building comprising twenty-five dwellings
2A Richman Avenue, Prospect	Four storey apartment building comprising ten dwellings

Key Strategy 4.2.2 Support the development of diverse housing options including quality medium and higher density housing on our arterial road corridors

The main areas of growth in housing options continue to be within the arterial road corridors (in line with Council and State Government strategic direction), where development proposals are consistently achieving the desired minimum density outcomes through the provision of apartments and townhouses. In combination with smaller scale housing redevelopment and the retention of existing housing, the desired diversity of housing options is being achieved.

Applications of particular interest submitted during the reporting period include the following:

Address	Proposal Description
7 Warren Avenue, Prospect	Three two-storey dwellings
153 Devonport Terrace, Prospect	Three two-storey dwellings
1 Myponga Terrace, Prospect	Three single-storey dwellings
85 Galway Avenue, Broadview	Two two-storey dwellings
5 Alabama Avenue, Prospect	Two single-storey dwellings
33 Le Hunte Avenue, Prospect	Two single-storey dwellings

Key Strategy 4.2.3 Complete Inner Metropolitan Growth Development Plan Amendment

The Inner Metropolitan Growth DPA has been completed and was consolidated into Council's Development Plan in October 2013. A review of development applications submitted during the 2013 and 2014 calendar years reveals that there has been a significant increase in the value of development lodged with Council for assessment, despite a minor decrease in the number of applications received. These results (below) also reveal that the majority of developments with a higher value were proposed within the new Urban Corridor Zone.

Trends	2013	2014	Change
Applications Lodged	520	493	- 27 (5% decrease)
Applications > $1Mil	6	21	+ 15 (250% increase)
Commercial Applications Lodged	45	60	+ 15 (130% increase)
Commercial Applications Value	2,775,036	27,502,958	+ $24,727,922 (890% increase)
Average Value of Applications*	250,222	434,780	+ $184,558 (70% increase)
Urban Corridor Zone Applications Lodged	55	67	+ 12 (120% increase)
Urban Corridor Zone Applications Value	7,154,358	47,265,207	+ $40,110,849 (560% increase)

* *Excludes applications of minor monetary value such as removal of trees, land divisions and demolitions*

Key Strategy 4.2.4 Implement a design review process to ensure quality public realm outcomes

A design review process for new multi-storey development has been implemented, which ensures that advice from either an individual architect or panel of architects is considered during the assessment of applications for larger scale development.

Key Strategy 4.3 Expand the leafy streetscape

Key Strategy 4.3.1 Implement the Tree Rejuvenation Program

The Street Tree Rejuvenation Program is an annual program of works which includes tree block pruning, planting of replacement trees and watering. The rejuvenation program aims to ensure public safety and maintain the long-term health of these important community assets.

The 2014/2015 White Cedar Removal Program is nearing commencement in April 2015. This year approximately 28 White Cedars are being removed and replaced with new street trees. They have been identified for replacement due to age, disease or damage, or that have presented a risk to public safety.

The Block Pruning Program operates for 6 months of each year and focuses on maintaining the health of our street trees and reducing risk associated with branches or trees collapsing.

Works are aligned to the street tree condition assessment audit recently completed by Tonkin Consulting. Scope of works includes footpath and road clearance, pruning around feed-in lines and street lights, dead wooding and boundary pruning.

Key Strategy 4.3.2 Preserve and expand the leafy canopy of our streets

City of Prospect manages approximately 12,000 trees through regular maintenance including pruning, pest control, tree removal, and preserving all aspects of Council's tree life cycle. Council has devoted significant resources to preserve and manage our tree assets.

Key Strategy 4.4 Celebrate our history and heritage

Key Strategy 4.4.1 Identify and promote locations, images and areas that showcase local character

The Local History Officer (0.2FTE) preserves and maintains the Local History collection at Prospect Library and assists the community with enquiries.

The recently updated *Historic Conservation Zone and Local Heritage Places Design Guidelines* features details of a number of existing Local Heritage Places and provides guidance for how similar buildings can be maintained in keeping with their original character.

Key Strategy 4.4.2 Support our community to record and promote local stories, places and heritage

Local History

In conjunction with Prospect Gallery, the Poppies for Prospect project and exhibition commenced this quarter and will acknowledge the sacrifices made by the people of Prospect as we mark the centenary of the ANZAC landing at Gallipoli. Community members are busy making poppies that can be sewn, crocheted or knitted and can be big or small for an installation of remembrance. Images of the project are pictured below.

Key Strategy 4.4.3 In partnership with our community develop and promote a series of local walks showcasing local history and heritage

Feedback from the community during consultation on the heritage changes to the Development Plan identified support for additional information on heritage buildings to be available in a variety of formats. This feedback will inform the focus of future investigations into a series of local walks.

Key Strategy 4.4.4 Encourage local schools and other organisations to actively engage in activities to share and promote our character and heritage

Some time ago, a tour book was developed by the Prospect Primary School, with support from the Prospect Local History Group and Prospect Library. Based on the adventures of Sluggo the grocery shop cat, who in the 1930s could often be found sitting on the doorstep of Mr Beilby's grocer shop, the self- guided tour book remains available at the Prospect Council and Library as well as at Prospect Primary School.

Key Strategy 4.5 Continue to deliver attractive public spaces and high quality public art

Key Strategy 4.5.1 Develop and implement an Arts and Cultural Policy and place-making strategy to improve our City's public spaces

The development and implementation of an Arts and Cultural Policy and place-making strategy to improve our City's public spaces is pending a 2015/2016 budget bid. However a number of arts, cultural and place making activities are currently occurring through our annual events program (ensuring a diverse range of cultural groups are included):

- City Wide Public Art Advisory Board and Prospect Art Action Network (a range of temporary public art and place making activities such as the Art Kitchen, Light Box Gallery and Brecon Path projects)
- New arts and culture partnerships such as with The Festival of Contemporary Aboriginal and Torres Strait Islander Art 2015 and 2015 Oz Asia Festival
- The Local History Group for Behind the Bullets and Barbed Wire and Poppies for Prospect Anzac installation and exhibition.

Key Strategy 4.5.2 Develop and support public art initiatives in our City

The City Wide Public Art Advisory Board currently has two vacancies that will be recruited in the next quarter – by 30 June 2015. Once these vacancies are filled, the next 12 months to three year public art plan will be discussed, explored and presented to Council.

Currently Expressions of Interest (closing 15 May 2015) are being sought for:

- **Brecon Path Temporary Public Art Installation**

  The Brecon Path Project aims to increase the amenity and atmosphere for all users of this local thoroughfare by implementing new, innovative temporary art installations.

  The Brecon Path Project will surprise and inspire the community of City of Prospect and those who live within the Eastern Regional Alliance (ERA) Council areas, as artists rethink the way we approach our lanes and smaller public spaces and recognise the role they play in our public realm.

  City of Prospect is seeking artists (new and established) of any age, creative thinkers who have never created public art before, or anyone who has a creative idea that they can turn into an installation or intervention of a temporary nature, in this pedestrian laneway.

- **Public Art Hire**

  The public art hire initiative aims to install new public artworks in our open spaces that can benefit from the temporary (12 -18 months) installation of a changing program of public artworks.

Building on the success of the Imag_ine artwork installed in the second half of 2014, we are looking to lease more public artworks and install them (temporarily) across the Council area.

Through an art leasing program, Prospect residents will experience a turnover of new works of public art in their own backyard.

The leasing of public artworks is a cost and resource efficient way to display large art works that we are unable to purchase outright. This minimises long term commitments to maintenance costs, promotes and supports more artists and provides a changing outdoor gallery of public art works that over time, will delight and surprise the whole community.

New City of Prospect Public Art Postcards

A suite of postcards that showcase our key works of public art in City of Prospect are available at no charge from our Library and Civic Centre.

- *Landmark* by Anton Hart (since the new landscaping and lighting)
- *PULSE* by Warren Langley (pictured below left)
- *Time and Space* by George Andric
- *KAB101/Honeysuckle Lane* Graffiti Art by Scott Colman (pictured below right)
- Joseph Stanislaus – Kotkowski AM artwork at 122 Main North Road

Light Box Gallery

City of Prospect's innovative 'Light Box Gallery' has been installed at the rear of 128 Prospect Road (facing the carpark in high pedestrian traffic areas) and features 10 LED operated light boxes (1200 x 1200) that will create a 24/7 exhibition space for artists to display their work. The light boxes are controlled by a timer from 6pm to midnight, with initial images being 'green' stock images installed whilst an Expression of Interest (EOI) seeking images from artists' occurs.

Through the EOI process, Council received 10 artist submissions with the successful exhibiting artist to be selected by the City Wide Public Art Advisory Board on 22 April 2015, with the first artist exhibiting their work in the Light Box Gallery 24/7 by June 2015.

Key Strategy 4.6 Improve the regulatory environment

Key Strategy 4.6.1 Work with the Local Government Association and the State Government to improve compliance with development approval conditions

In August 2014, the Expert Panel on Planning Reform released its second public report, entitled *Our Ideas for Reform*. Following consultation, the final report entitled *The Planning System We Want,* which contains 22 recommended Planning Reforms was delivered to the Minister in December 2014. On 25 March 2015 the South Australian government released its response to *The Planning System We Want*.

The SA government agreed that a range of measures would be required to improve the compliance and enforcement framework in the planning system. Particularly, there should be a range of easy-to-use administrative tools to address non-compliance such as enforceable undertakings and improvement notices, and an enforceable duty of care on builders and professionals whose actions may lead to non-compliance with approvals. The State is cautious about allowing expiation notices to be available for planning breaches, identifying that expiations are usually only suitable where a deterrent aspect is required. The anticipated measures will be included in draft legislation to be released in June 2015 for consultation.

Key Strategy 4.6.2 Develop an educational program to raise awareness of the development assessment process and Council's Development Plan

Feedback was sought from Prospect Primary School on a presentation made to students on the Development Plan and sustainable city principles, to gauge the level of interest in further educational sessions. In the event that interest is high, further sessions will be scheduled accordingly to continue to reach this demographic.

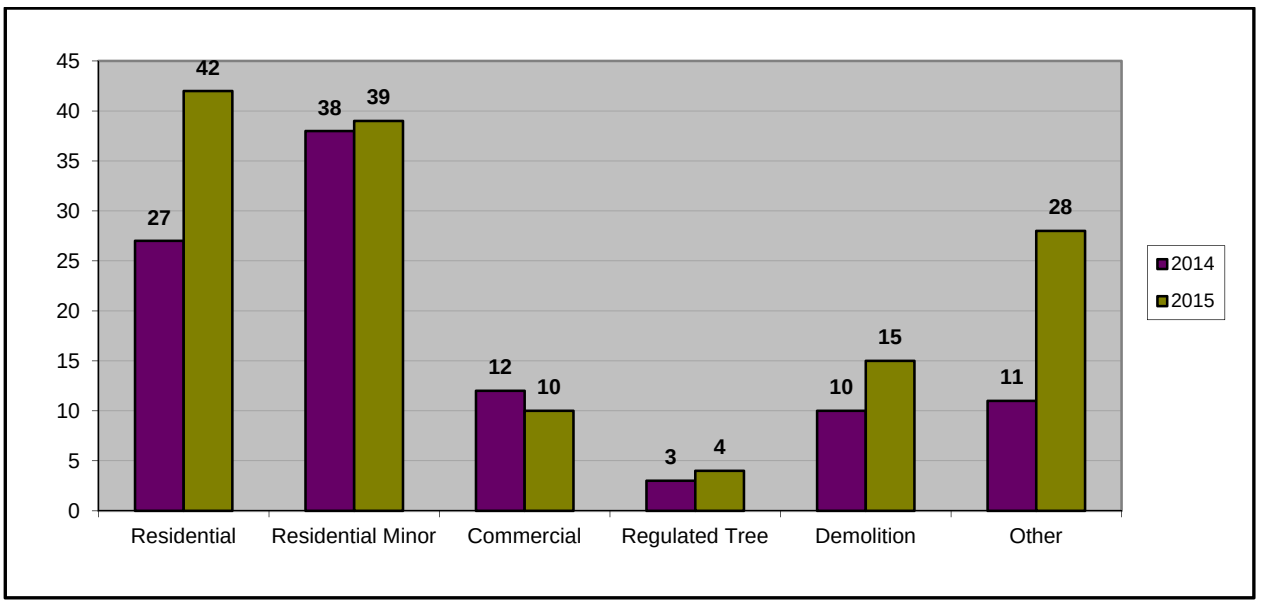
Operational Update: Applications lodged, approved and the value of development

Development Applications Lodged

The following graph summarises the number of development applications lodged with Council in the quarter January to March 2015 according to the nature of the proposal. Development applications have been grouped into the following categories:

- Residential: New dwellings, multiple dwellings and dwelling additions.
- Residential Minor: Sheds, carports, verandahs and swimming pools.
- Commercial: Changes in use of land, signage and alterations or additions.
- Tree: Pruning or removal of regulated trees.
- Demolition: Demolition of buildings.
- Other: Any other types of development.

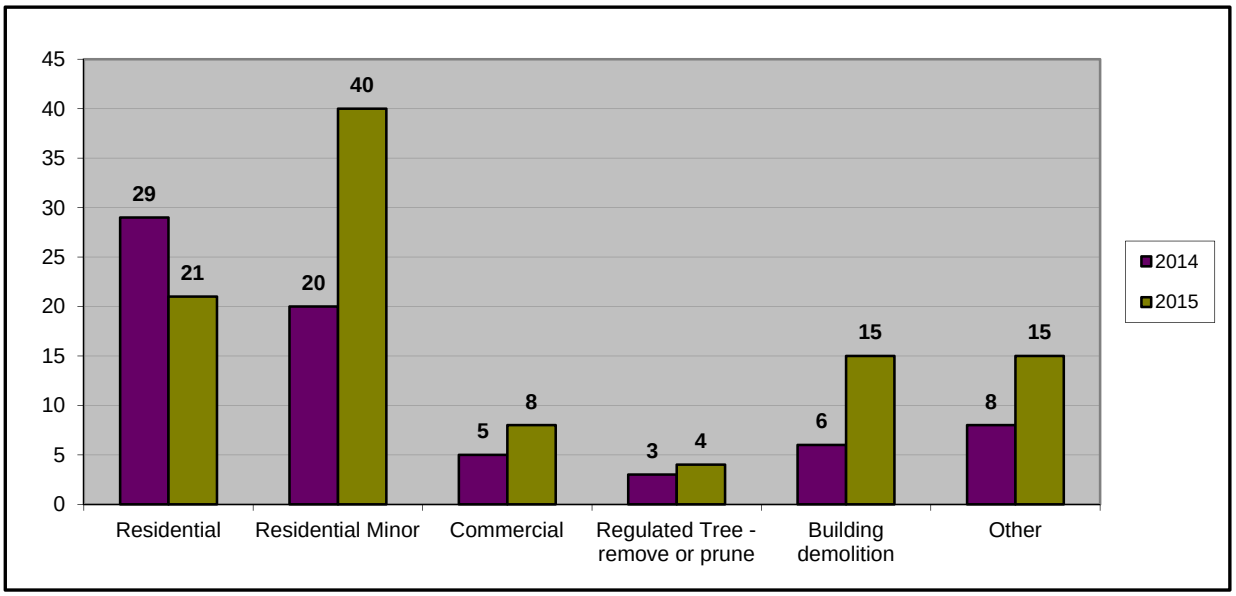
Comparisons are provided with the same time period for 2014. The results indicate that the total number of applications has increased by 37 percent compared with the previous year. Increases in demolition and residential applications are noted, as is a substantial increase in land division applications from 4 (2014) to 18 (2015). These results provide an indication of an increasing level of interest in developing within City of Prospect, particularly through redevelopment of sites.



Full development approvals granted

The following graph summarises the number of full development approvals granted in the quarter January to March 2015 according to the nature of the proposal. Comparisons are provided with the same time period in 2014.

While it is acknowledged that not all development approvals lead to building work being undertaken, these figures can be used to provide an indication of the amount of building activity occurring in the Council area. The figures indicate an increase in building activity, with notable increases in minor domestic structure and demolition approvals.



Value of Lodged Development

The figures in the table below reflect the value of developments (as identified by applicants at time of lodgement) that have been lodged in the quarter January to March for the years 2014 and 2015. These results provide insight into the continuing level of interest in development following the introduction of the Urban Corridor Zone to areas adjacent to Churchill, Prospect and Main North Roads, with a dramatic increase in the value of residential development applications submitted to Council.

The apparent decline in the value of commercial applications is misleading, as the Prospect Road cinema application accounted for $10million of commercial activity in the corresponding 2014 quarter. In terms of longer term trends, it is also worthy of note that the total value of lodged developments from the same 2013 quarter was $13,889,940, of which $7million was a proposed six storey apartment building on North East Road.

Type - Lodged	2014	2015
Residential	$11,267,140	$22,602,355
Residential Minor	$848,702	$720,380
Commercial	$10,542,800	$1,959,500
Regulated Tree - remove or prune	$5,500	$7,000
Building Demolition	$286,500	$144,495
Other	$450,000	$1,562,676
Total	**$23,400,642**	**$26,996,406**

Value of Approved Development

The figures in the table below reflect the value of developments (as identified by applicants at time of lodgement) that have been granted full development approval in the quarter January to March 2014 and 2015.

These results reflect an increase in the value of economic development approved in the Council area and provide an indication of improved confidence in undertaking building activities. It is also worthy of note that the total value of approved developments from the same 2013 quarter was $4,693,536.

Type - Approved	2014	2015
Residential	$7,467,844	$11,712,817
Residential Minor	$676,894	$653,634
Commercial	$125,876	$1,866,068
Regulated Tree - remove or prune	$7,500	$8,200
Building Demolition	$48,500	$142,500
Other	$685,000	$2,006,045
Total	**$9,011,614**	**$16,389,264**

CS5 YOUR COUNCIL INFRASTRUCTURE AND ASSETS

We will improve our City's liveability through the provision of high quality, age friendly infrastructure.

We will build our capacity to deliver efficient and effective services to our community through both direct serviceprovision and partnerships with other councils and the State and Federal Governments.

External funding opportunities and other revenue streams to minimise rate increases will be pursued, and we will continue to review our performance to ensure we are delivering responsive, people focused, value for money services to our community.

Director

Greg Georgopoulos
Director Infrastructure Assets and Environment
greg.georgopoulos@prospect.sa.gov.au

Elected Member "Champions

Cr Kristina Barnett
kristina.barnett@prospect.sa.gov.au

Cr Talis Evans
talis.evans@prospect.sa.gov.au

Cr Monica Lee
monica.lee@prospect.sa.gov.au

Cr Mark Standen
mark.standen@prospect.sa.gov.au

Key Strategy 5.1 Best practice asset management planning for the upkeep and renewal of existing assets

Key Strategy 5.1.1 Review, maintain and implement sustainable Asset Management plans for major asset classes

Flora Terrace

Flora Terrace was scheduled for road reconstruction as part of the 2014/2015 Capital Works Program. The reconstruction works include:

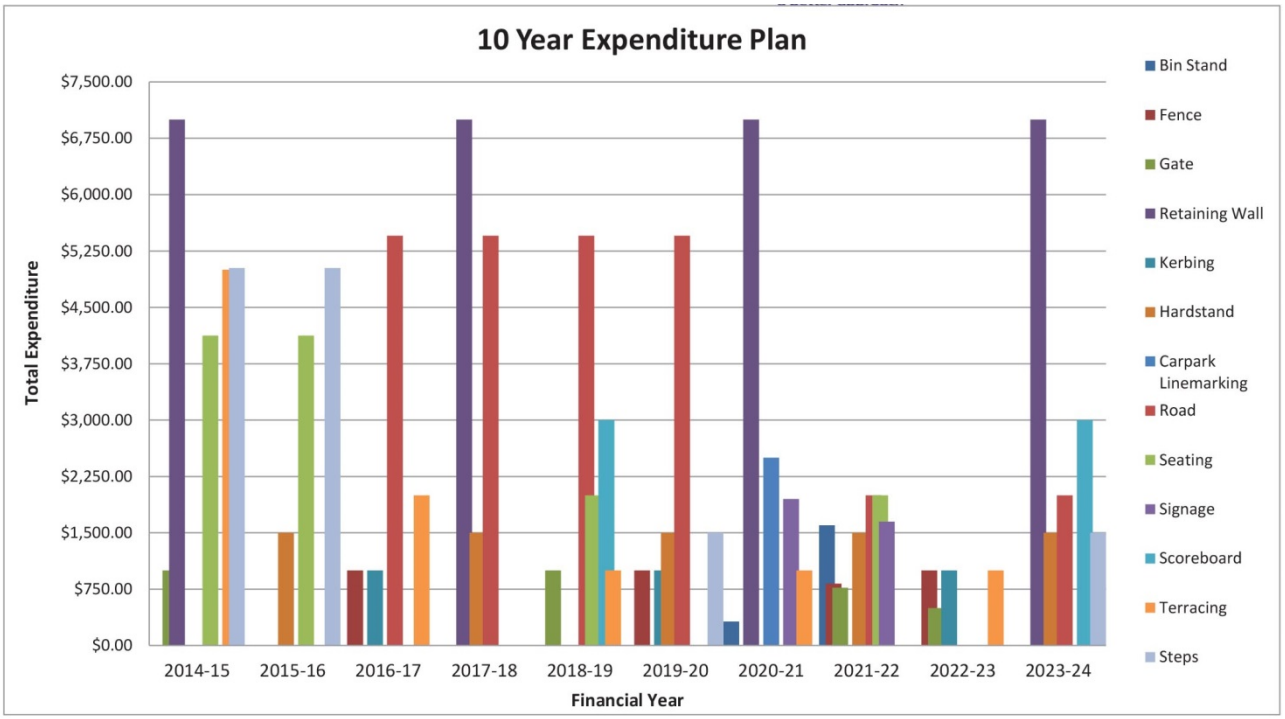
- Pavement rehabilitation works
- Road resurfacing
- Implementation of water sensitive urban-design rain gardens, to capture and utilise stormwater runoff
- Improvement to property access

Construction continues with the completion anticipated by May 2015.

Flora Terrace Reconstruction works continue

Prospect Oval

Prospect Oval has undergone an asset management assessment. An inspection of the site was undertaken for the purposes of assessing the condition of the assets at the oval – to develop an asset register and inform future works. Data collected was used to determine remaining lives, current replacement costs, forecasted depreciations and to develop maintenance and replacement plans.



Key Strategy 5.1.2 Develop and implement plans for 'Other Assets' including regulatory signs, bike paths, street furniture, play equipment and public art

A number of park benches and picnic settings have been repaired, replaced (11), re-painted and re-oiled in the following parks and reserves as part of Asset Maintenance Review;

1. St Helens Park
2. Memorial Gardens
3. Barker Gardens
4. Town Hall Precinct
5. Irish Harp Reserve
6. Matthews Park
7. Stan Watson Reserve
8. Braund Road Reserve
9. W T Smith Park
10. Percy Street Reserve
11. Peppermint Gums Reserve
12. Ern Sconce Rotary Park
13. RL Pash Reserve
14. Prospect Estate
15. Prospect Road

New Picnic Setting at Prospect Estate and Prospect Gardens (Narnu Wirra)

Vine Street Plaza

16 replacement timber seats were installed in Vine Street Plaza during February 2015. As shown in the images below, the new seats are made from a strong hardwood timber and blend well with the existing shady amenity of the plaza.

Images before (above) and after (below)

Key Strategy 5.1.3 Develop integrated streetscape Master Plans across our City

No new activity for this reporting period.

Key Strategy 5.1.4 Develop a Master Plan for the Broadview Oval precinct to inform future investment in facilities and open space

Consultation with key stakeholders for the Broadview Oval Precinct Master Plan was undertaken by Council staff and 'Oneighty' consultancy in February 2015. The consultation involved a short presentation of the envisaged Master Plan and an overview of future developments. The overall discussion was positive and the key stakeholders and community were keen to for the project to move forward.

Key strategy 5.1.5 Complete the development, implementation and post implementation review of Local Area Traffic Management Plans

The LATM review for Prospect North East and South East is currently being undertaken. Traffic data has been collected via the implementation of traffic classifiers throughout the precinct and crash data has been analysed. Survey data from resident surveys has also been collated and tabled. The first meeting with the Consultative Committee (comprised of Prospect North East and South East residents) was on 8 April 2015. This meeting discussed the collected data and address traffic issues raised.

On 25 November 2014, a survey letter was delivered by Council to Pulsford Road residents requesting feedback on replacing the angled slow points along Pulsford Road, with single lane road humps.

115 surveys (all residents of Pulsford Road) were distributed; however Council only received 33 responses (28% of the total street). 30 residents were for the changes (26% of the total street), and 3 were against the changes (2.6% of the total street). The response rate achieved was considered too low to make an infrastructure change that would impact the whole street.

As a result, Council held a street corner meeting on Saturday 28 February 2015 to further discuss with residents the issues around the Pulsford Road angled slow points; residents were encouraged to attend this meeting. The meeting was attended by Greg Georgopoulos, Director Infrastructure Assets and Environment, Councillor Mark Groote and Councillor Alison Bowman (Central Ward Councillors).

All residents of Pulsford Road were invited to the street corner meeting, however only 30 residents attended. The residents in attendance demonstrated unanimous support for the reconstruction of the Pulsford Road Traffic Control Devices. Residents in attendance communicated to Council several explanations for the limited turn out including a large percentage of rental properties along Pulsford Road, as well as a large proportion of new migrant families who spoke limited English.

Council will be proceeding with the reconstruction of the devices in their current locations by reason that:

- There will be no changes to the traffic conditions in terms of speed and volumes along the street
- The maintenance costs for the devices will be reduced
- On-street parking will be increased
- The concerns of residents who live adjacent the current traffic control devices will be addressed

Key Strategy 5.1.6 Improve public transport by partnering with the State Government and neighboring councils

No new activity for this reporting period.

Key Strategy 5.1.7 Review and develop a best value commuter needs Community Bus program

No new activity for this reporting period.

Key Strategy 5.1.8 Improve movement by bicycle or on foot, through the development and maintenance of our street network

Parking signage and footpath infrastructure around Prospect North Primary School has been upgraded to address parking and traffic flow issues. Kerb ramps were reconstructed, disused driveway crossovers were reinstated, new 'Drop and Go' zone signs were installed and new 'No Standing' zones were implemented.

Key Strategy 5.1.9 Promote transport choice and "Travel Smart" initiatives to our community.

No new activity for this reporting period.

Key Strategy 5.1.10 Review and implement Prospect's "Bike Strategy" recommendations.

Design documentation for construction and implementation of the Bike Strategy has been completed under consultation. Documentation consists of line marking and signage plans, as well as shared-use path construction.

Through the development of design drawings, a number of issues have been identified with the lack of safe arterial road crossings for cyclists within City of Prospect. Concern over this has been expressed to DPTI, as well as Council's desire for the installation of median refuges at a variety of locations. DPTI stated that any improvements to the arterial road crossings would need to be applied for by Council, but this would also require approval from DPTI's metro region. They stated that Council could access funding through DPTI for these median refuge crossing areas, but were unsure when funding would be available. Council is currently awaiting further information from DPTI regarding funding opportunities to progress this.

Key Strategy 5.2 Responsibly manage and maintain the City's existing public infrastructure

Key Strategy 5.2.1 Improve and implement an annual City Maintenance Plan for all asset classes

During the period from January to March 2015, the following services were delivered in accordance with the 2015 City Maintenance Annual Plan:

Street Sweeping
The transitional blowing and sweeping program has been operational during these months focussing on streets where the Queensland Box Tree, Jacaranda and White Cedar Trees are present. This is a 6 day program which operates intermittently between our regular street sweeping cycle to ensure footpaths are clear from debris which may become hazardous if left to build up.

Block Pruning
SA Power Networks' horticulture team moved into Prospect early in 2015 to undertake vegetation clearance around power lines, with works focussing on affected street trees only.

City of Prospect also carried out street tree pruning in Gordon Road, Flora Terrace (in preparation for construction works) and Myrtle Street, focussing on footpath, road and boundary clearances, as well as tree shaping to provide a more aesthetically pleasing form.

Tree Watering
Council's tree watering program has continued focussing on watering street trees that have been planted over the past three consecutive years. The program is seasonally adjusted and this year has continued throughout this period.

Key Strategy 5.2.2 Improve and implement service levels for all asset classes

Service levels are currently being reviewed for some of our cyclic works programs including street sweeping and weed spraying.

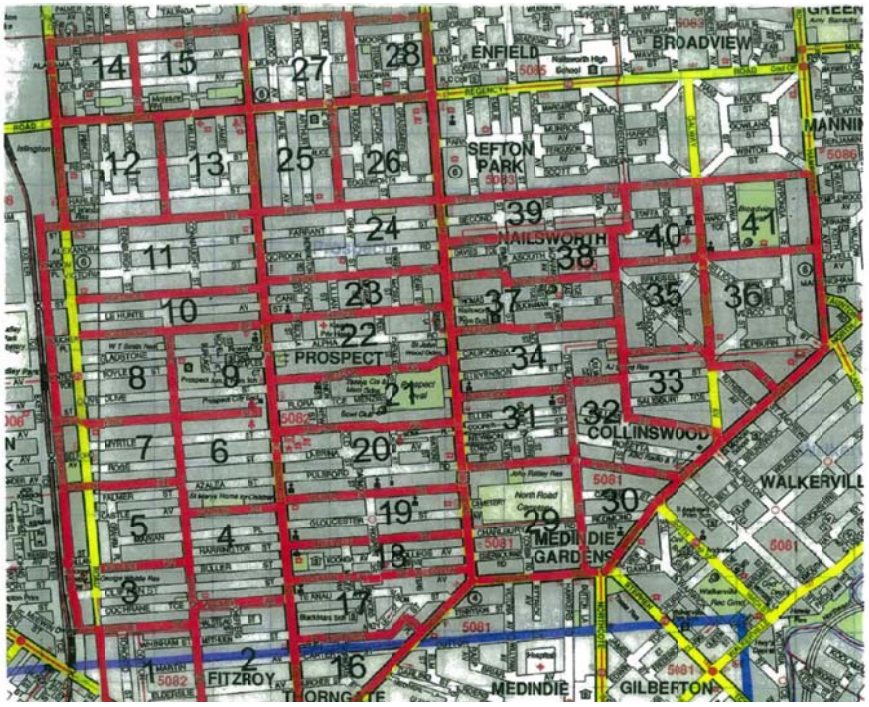
The review will include:
- Re-evaluating our service levels to ensure we provide a best value service
- Improving our programs such as integrating seasonal street sweeping and blowing cycles
- Reviewing our work methods and practices to ensure our programs are both efficient and effective

Key Strategy 5.2.3 Improve the City Precinct Program and parks and gardens maintenance plan

Precinct Services Program
In January 2015, City Maintenance staff focused on Prospect Road as a 'Precinct' prior to the Tourrific street party. Other precincts serviced as scheduled, between January and March 2015 include 31, 13, 38, 16 and 4 (diagram below). Precinct works focuses on addressing high risk issues including:
- Street tree pruning
- Footpath and road repairs
- Backfilling of nature strips

Any category 3 tree trimming requests are also attended to during our precinct visits.

The team is scheduled to spend approximately two weeks in each precinct and the program remains on track for this year.



Parks and Gardens
Maintenance of the City's parks and gardens is aligned to Council's Parks Strategy (Draft), to ensure that each park is appropriately maintained in accordance with agreed park usage criteria and budgets.

Major parks including Memorial Gardens and St Helens Park always receive extra attention prior to the events season and cleaning of the Prospect Estate waterway was also undertaken during this quarter.

Parks are irrigated during the summer months however, irrigation will be seasonally adjusted or switched off as required; this is often dependant on weather conditions and rainfall.

In addition to routine maintenance, additional works and improvements have been carried out in selected parks including;

Ern Sconce Rotary Park
As part of Council's beautification of parks and reserves strategy, Council staff evaluated the Ern Sconce Rotary Park and looked at possible design strategies to help improve the function and well-being of the Park. This park has already been identified by Council staff to have great opportunity for rejuvenation. Passive design techniques with clear site lines were considered in the new location of the shelter to ensure public surveillance for users of the playground. Some of the works which have been undertaken to complete this 2014/2015 financial year include:

1. New infill gravel + sawdust pathways in trail area
2. New Irrigation in garden beds
3. Removal of old shelter + new weatherproof shelter
4. Proposed drought tolerant plantings during planting season
5. Proposed new picnic table under new shelter

St Helens Park

The mosaic planter box entrance of St Helens Park from Prospect Road has been replanted with a mixture of drought tolerant plantings and small charcoal river pebbles. The plants *Cotyledon macrantha Kermit* and *Cotyledon orbiculata* were chosen to highlight the colour palette of the existing mosaic artwork.

Planter box before

Planter boxes facing Prospect Road

Council staff have used the $25,000 allocated for the 2014/2015 financial year to replace the non-compliant swing set. Council Staff investigated a number of options before the selection of this new 360 degree Gyro Swing. The new Gyro Swing required a certain fall zone area and fit perfectly under the shaded existing trees amongst the existing play equipment. Construction of the new swing was completed in April 2015; in time for the school holiday period.

Plan of New Gyro Swing at St Helens

Image of New Gyro Swing

Image of New Gyro Swing from existing footpath

J W Rattley Park & Matthews Park
New dual dog bubbler drinking fountains installed replacing old outdated concrete drinking fountain.

Prospect Estate New Bridge and Bollards
The bridge at Prospect Estate, as per Council's Asset Management Plan, was due for upgrading. Furthermore, as part of Council's Park and Reserve Beautification Strategy for 2014/2015, this bridge was identified for replacement to fit in with the existing foot bridges on site. The design uses a mix of charcoal grey framework and light grey recycled plastic interlock decking.

In addition to the new bridge, new recycled plastic bollards along Prospect Road and the services entrance on Hillsdale Street have been installed.

Before

After

Key Strategy 5.3 Develop new public infrastructure in a sustainable manner

Key Strategy 5.3.1 Seek funding to progress the Churchill Road Master Plan Upgrade— staged implementation including completion of the upgrade to the southern end of Churchill Road

Churchill Road Street Scape Upgrade

In accordance with the previous new streetscape upgrade along Churchill Road, Council has included as part of this year's Capital Works Program, the stage 2 streetscape upgrade of Churchill Road between Allan Street and Avenue Road. Construction works continue on the upgrade, with one side 90% complete and the other side well underway. This includes deconstruction, base preparation, kerbing and concrete works, irrigation and paving works. Completion of the Street Scape Upgrade is anticipated for end of May 2015.

Churchill Road Street Scape before and After Upgrade

Before

After

Key Strategy 5.3.2 Seek funding to progress the Prospect Road Master Plan Upgrade—staged implementation

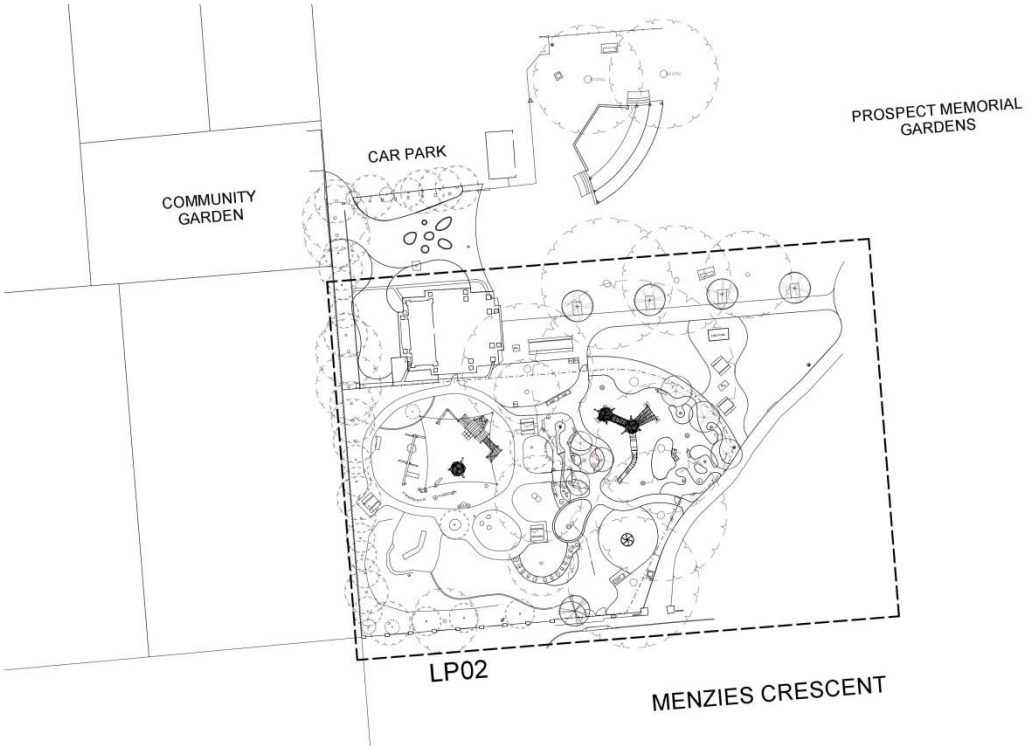
Council is currently preparing an application for Roads to Recovery grant funding for the street scape reconstruction works of Prospect Road between Olive Street and Gordon Road to follow the undergrounding of power lines by SA Power Networks.

Key Strategy 5.3.3 Seek funding to progress the Prospect Oval and Memorial Gardens Master Plan implementation

As part of the Memorial Garden Master Plan implementation, the play space has been identified as a regional facility for improvement. Extension of the Memorial Gardens Play Space was designed by Outer space Landscape Architects and was approved by Council at February's Special Council meeting.

Play space Redevelopment Stage 1 is scheduled for commencement on Wednesday 8 April 2015. Landscape Construction Services (LCS) has been selected to undertake the works over the next 2 months. The works included in Stage 1, 2014/2015 financial year include the following;

- Preliminary works and demolition
- Site preparation and earthworks
- Relocation of existing items
- Hard scaping + aggregate footpaths
- New sandpit and water feature
- New fencing + Art fence
- New park Furniture
- New irrigation
- New plantings + drought tolerant plantings



Map of proposed Memorial Gardens Play Space

Key Strategy 5.3.4 Provide an increased focus on infrastructure improvements that will result from the proposed Main North Road Master Plan

No new activity for this reporting period.

Key Strategy 5.4 Progressively underground power lines on arterial roads

Key Strategy 5.4.1 Develop and implement an underground power lines program

No new activity for this reporting period.

Key Strategy 5.4.2 Lobby State Government agencies to increase undergrounding of power lines within our city

Following on from the successful application for the undergrounding of power lines along Prospect Road from Olive Street to Gordon Road (Stage 3) and as part of the PLEC process, Council is currently preparing an application for the undergrounding of stage 4, Gordon Road to Regency Road Prospect. It is anticipated that these works would be undertaken in 2015/2016 by SA Power Networks.

Key Strategy 5.5 Actively improve non vehicular community movement

Key Strategy 5.5.1 Work to develop, implement and promote a network of safe and connected pedestrian and cycle routes to reduce the dependency on motor vehicles

Applications for the Local Area Traffic Management Community Art Project funding have now closed. 5 project proposals have been received. The applications are currently being reviewed, with project installations occurring throughout May 2015. The project aims to address local area traffic management issues through art installations and education pieces.

Key Strategy 5.5.2 Action the footpath maintenance program based on use and risk around our City

Programmed footpath maintenance is undertaken as part of our City Maintenance Precinct Services program where each precinct within the City is serviced once every two years to address any high risk, or category 1 issues including footpath repairs.

CS5 YOUR COUNCIL
CORPORATE SERVICES

We will build our capacity to deliver efficient and effective services to our community through both direct service provision and partnerships with other councils and the State and Federal Governments.

External funding opportunities and other revenue streams to minimise rate increases will be pursued, and we will continue to review our performance to ensure we are delivering responsive, people focused, value for money services to our community.

Director
Ginny Moon
Director Corporate Services
ginny.moon@prospect.sa.gov.au

Elected Member "Champions
Cr Talis Evans
talis.evans@prospect.sa.gov.au
Cr Mark Groote
mark.groote@prospect.sa.gov.au
Cr Allen Harris "Friend"
allen.harris@prospect.sa.gov.au
Cr Matt Larwood
matt.larwood@prospect.sa.gov.au

Key Strategy 5.6 Deliver a responsive, people-focused service

Key Strategy 5.6.1 Implement human resource strategies focusing on a flexible work plan, skills recruitment and retention, training and development and succession planning

A Human Resource Management System (HRMS) and Human Resource (HR) Strategy and Standards Plan (the Plan) is in progress.

As at end of the March quarter, the policies which have been developed are:

- Recruitment & Selection Policy and Procedure
- Induction Policy and Procedure
- Performance Management & Discipline Policy and Procedure
- Fair Treatment Policy
- Complaint Handling Policy & Procedure
- Workplace Investigation Policy & Procedure

Consultation with employees has occurred and the policies endorsed with training scheduled in April 2015.

Policies for next quarter include: Position Classification Policy and Procedure; Training and Development Policy and Procedure; Senior Officer Remuneration Policy and Procedure; Administration Policy and Procedure; Consultation Policy and Procedure.

Key Strategy 5.6.2 Develop and implement an elected member training and development program

No new activity for this reporting period.

Key Strategy 5.6.3 Implement practices that create positive customer experiences and build customer relations

No new activity for this reporting period.

Key Strategy 5.7 Provide efficient and effective services using the most appropriate service delivery model and technology

BRM Holdich was engaged to undertake the verification of skill sets, resourcing levels and costings and to identify any potential gaps, issues or constraints relating to two co-sourced service delivery models proposed by Bentleys in their review of the IT Shared Service Agreement with City of Tea Tree Gully (CTTG). A favourable variance in costing to that in Bentleys' report was reported and was considered to be a variance between organisations used as a benchmark. Otherwise, no issues or anomalies were reported.

A new Standard Operating Environment for City of Prospect (CoP) is being rolled out and the project is close to completion and ahead of schedule. PCs have a standard core set of applications, including an upgraded MS Office suite which will assist with the stability of applications running on PCs and ongoing support.

The bandwidth of CoP's internet link has been increased four-fold to cater primarily for the new hosted email service and for general internet use. This has been made possible with the savings achieved by decommissioning the dedicated link to CoP's previous email provider.

A Local Government Records Management Assessment Survey, as mandated by State Records, was completed by CoP's Information Management team. The survey assists Local and State Government agencies in continually improving records management practices.

Key Strategy 5.7.1 Actively participate in resource sharing and collaborative service delivery initiatives, with a particular focus on working through the Eastern Region Alliance

No new activity for this reporting period.

Key Strategy 5.7.2 Provide visible service delivery and accountability through a structured program of service reviews and improving Council's internal systems and on-line services

Customer Request Management (CRM) Activity Report January 2015 – March 2015

1) CRM Received Request Statistics by Category January 2015 – March 2015 – **Attachment 1.**

The categories for the January - March quarter that were actioned and closed within the target:

Categories	**Sub Categories**
Animals	Found Animal
Drains	Other Issues
Environment	Environment Air Quality, Noise Pollution, Environmental Issues
Fire Hazards	Other Fire Hazard Issues
Footpaths	Footpath Reconstruction Program & Associated Works, Footpath Sweeping Required, Footpath Trench Reinstatements
Reserves	Council Sprinklers Turned On
Roads	Laneways/Walkways, Road Maintenance Repair, Other Road Issues, Road Sweeping Required

2) CRM Public Entries January 2015 – March 2015

The categories selected by the public were various for the January - March quarter with "Council Tree Trimming" & "Footpath Pavement Condition" and "Road Hazards" and "Waste Dumped/Litter" being the most commonly reported.

Key Strategy 5.7.3 *Effectively advocate for improved roads, education services, transport services and other services to meet the community's needs through relationships established with all levels of government and external agencies*

No new activity for this reporting period.

Key Strategy 5.8 Ensure Financial Stability

Key Strategy 5.8.1 *Continue to build relationships with government, external agencies and grant funding bodies to facilitate integrated services*

No new activity for this reporting period.

Key Strategy 5.8.2 *Generate income growth by diversifying income streams and increasing revenue from other sources such as grant funding*

External Funding Procurement Initiatives
External Funding Procurement Initiatives Report – Refer to **Attachment 2.**
External Funding Lodged 2015-2015 (Capital, Operating, Recurrent) – Refer to **Attachment 3.**

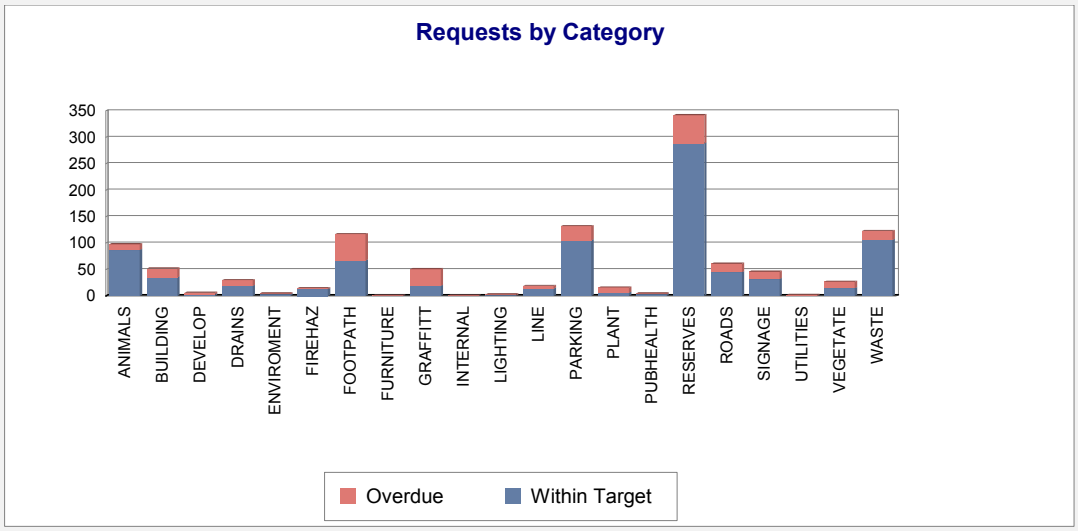
Key Strategy 5.8.3 Seek to grow our commercial and retail sector and associated rate income, to enable residential rate increases to be kept to modest levels

No new activity for this reporting period.

Key Strategy 5.8.4 Implement practices that provide financial accountability and sustainability.

Elected Members' Gifts and Benefits Register – 01/01/2015 to 31/03/2015
This register will be provided as an attachment to this report in January, April, July and October to reflect the previous quarter.

- Value under $100 – Nil to report for this quarter.
- Value over $100 – **Attachment 4.**



AUTHORITY

Received Request Statistics
by Category
All Document Types
1/01/2015 to 31/03/2015

civica

Double click onto the Category to access Request detail

Authority LIVE 6.8

Program - ci_dm070 1/04/2015 1:27:23PM

Action Officer: **All Officers**
Department: **All Departments**
Category Code: **All Categories**
Workflow: **All Workflows**

Department / Category	*S/L Days*	*New*	*Closed*	*C/F Open*	*Within Tgt*	*%*	*Overdue*	*%*
Animals		**98**	**85**	**13**	**87**	**89%**	**11**	**11%**
Dead Animal Pickup	3	8	7	1	7	88%	1	13%
Dog	3	21	19	2	20	95%	1	5%
Found Animal	7	10	9	1	10	100%	0	0%
Lost Animal	7	20	15	5	15	75%	5	25%
Other Animals /Bird issues	14	7	6	1	6	86%	1	14%
Animals Pests	3	32	29	3	29	91%	3	9%
Buildings		**52**	**42**	**10**	**35**	**67%**	**17**	**33%**
Building Minor Maintenance and Repairs	14	51	42	9	35	69%	16	31%
Other Building Issues	14	1	0	1	0	0%	1	100%
Development		**6**	**3**	**3**	**3**	**50%**	**3**	**50%**
Development Breach of Conditions	21	1	0	1	0	0%	1	100%
Development Other Issues	21	4	3	1	3	75%	1	25%
Development Safety Concern	3	1	0	1	0	0%	1	100%
Drains		**30**	**28**	**2**	**19**	**63%**	**11**	**37%**
Blocked Drain Cleaning Required	3	2	2	0	1	50%	1	50%
Drain Lid/Pit Hazard	1	11	10	1	2	18%	9	82%
Drain Maintenance Required	14	6	5	1	5	83%	1	17%
Drains Other Issues	14	11	11	0	11	100%	0	0%
Enviroment		**5**	**4**	**1**	**3**	**60%**	**2**	**40%**
Enviroment Airquality	3	1	1	0	1	100%	0	0%
Noise Pollution	3	1	0	1	1	100%	0	0%
Environmental Issues	2	1	1	0	1	100%	0	0%
Water Contamination/Pollution	2	2	2	0	0	0%	2	100%
Fire Hazards		**15**	**13**	**2**	**13**	**87%**	**2**	**13%**

Received Request Statistics
by Category
All Document Types
1/01/2015 to 31/03/2015

Double click onto the Category to access Request detail

Authority LIVE 6.8

Program - ci_dm070 1/04/2015 1:27:30PM

Action Officer: **All Officers**
Department: **All Departments**
Category Code: **All Categories**
Workflow: **All Workflows**

Department / Category	S/L Days	New	Closed	C/F Open	Within Tgt	%	Overdue	%
Fire Hazards		**15**	**13**	**2**	**13**	**87%**	**2**	**13%**
Inflammable Undergrowth	14	14	12	2	12	86%	2	14%
Other Fire Hazard issues	14	1	1	0	1	100%	0	0%
Footpaths		**117**	**108**	**9**	**67**	**57%**	**50**	**43%**
Footpath Tripping Hazard	3	56	52	4	15	27%	41	73%
Footpath Obstructions	7	5	4	1	4	80%	1	20%
Other Footpath Issues	14	3	3	0	3	100%	0	0%
Footpath Pavement Condition	14	39	35	4	31	79%	8	21%
Footpath Reconstruction Program & Associated Works	21	2	2	0	2	100%	0	0%
Footpath Sweeping Required	14	11	11	0	11	100%	0	0%
Footpath Trench Reinstatements	14	1	1	0	1	100%	0	0%
Street Furniture		**1**	**1**	**0**	**0**	**0%**	**1**	**100%**
Street Furniture	3	1	1	0	0	0%	1	100%
Graffiti		**51**	**50**	**1**	**19**	**37%**	**32**	**63%**
Graffiti Removal	14	51	50	1	19	37%	32	63%
Internal Request		**1**	**1**	**0**	**0**	**0%**	**1**	**100%**
Internal Request / Maintenance / Repair	14	1	1	0	0	0%	1	100%
Lighting		**3**	**1**	**2**	**1**	**33%**	**2**	**67%**
Park Lighting Issues	14	2	1	1	1	50%	1	50%
Street Lighting	14	1	0	1	0	0%	1	100%
		19	**12**	**7**	**14**	**74%**	**5**	**26%**
Line	14	19	12	7	14	74%	5	26%
Parking Control		**132**	**117**	**15**	**105**	**80%**	**27**	**20%**
Abandoned Vehicles	14	50	45	5	39	78%	11	22%
Vehicle Parked Illegally	7	45	42	3	39	87%	6	13%
Other Parking Issues	7	2	1	1	1	50%	1	50%
Parking Patrol Request	7	34	28	6	26	76%	8	24%
Parking Signs Enquiry	7	1	1	0	0	0%	1	100%
Plant		**16**	**14**	**2**	**6**	**38%**	**10**	**63%**
Plant	14	16	14	2	6	38%	10	63%
Public Health		**5**	**4**	**1**	**3**	**60%**	**2**	**40%**
Public Health Other Issues	30	2	1	1	1	50%	1	50%
Public Health Sharps	3	3	3	0	2	67%	1	33%
Reserves		**342**	**327**	**15**	**288**	**84%**	**54**	**16%**
Garden Bed Maintenance	14	4	3	1	3	75%	1	25%
Maintenance of Grounds/Ovals and Schools	14	4	3	1	3	75%	1	25%
Council sprinklers turned on	3	2	1	1	2	100%	0	0%
Nature Strip Maintenance	21	23	23	0	22	96%	1	4%
Parks and Gardens Other Issues	14	26	25	1	21	81%	5	19%

Received Request Statistics
by Category
All Document Types
1/01/2015 to 31/03/2015

Double click onto the Category to access Request detail

Authority LIVE 6.8

Program - ci_dm070 1/04/2015 1:27:30PM

Action Officer: **All Officers**
Department: **All Departments**
Category Code: **All Categories**
Workflow: **All Workflows**

Department / Category	*S/L Days*	*New*	*Closed*	*C/F Open*	*Within Tgt*	*%*	*Overdue*	*%*
Reserves		**342**	**327**	**15**	**288**	**84%**	**54**	**16%**
Playground Maintenance	7	8	7	1	2	25%	6	75%
Reserves Trees	14	252	243	9	214	85%	38	15%
Weed Removal Council Reserves	14	23	22	1	21	91%	2	9%
Roads		**61**	**58**	**3**	**45**	**74%**	**16**	**26%**
Road Hazards	1	15	14	1	4	27%	11	73%
Request for Kerb and Gutter maintenance	14	11	9	2	6	55%	5	45%
Laneways/Walkways	14	4	4	0	4	100%	0	0%
Road Maintenance/Repair	14	17	17	0	17	100%	0	0%
Other Road Issues	14	1	1	0	1	100%	0	0%
Road Sweeping Required	14	13	13	0	13	100%	0	0%
Signage		**46**	**41**	**5**	**32**	**70%**	**14**	**30%**
Sign Maintenance/Repair	14	34	30	4	24	71%	10	29%
Other Signs Issue	14	6	6	0	5	83%	1	17%
Sign Request	14	6	5	1	3	50%	3	50%
Utilities		**2**	**2**	**0**	**0**	**0%**	**2**	**100%**
Report of burst water pipe	1	2	2	0	0	0%	2	100%
Vegetation		**27**	**25**	**2**	**15**	**56%**	**12**	**44%**
Private Shrubs/Trees Overhanging Footpath	7	27	25	2	15	56%	12	44%
Waste		**123**	**116**	**7**	**106**	**86%**	**17**	**14%**
Waste Dumped/Litter	7	111	108	3	100	90%	11	10%
Garbage Bins	14	5	5	0	4	80%	1	20%
Other Waste Issue	14	7	3	4	2	29%	5	71%
Total:		1,152	1,052	100	861	75%	291	25%

INFORMATION REPORT

CORE STRATEGY 5 – YOUR COUNCIL

External Funding Procurement Initiatives Report – 28 April 2015

This report provides a summary of external funding activity during 2014-2015 financial year.

1.1 Each funding application or negotiation to secure external funding is assessed on a case by case basis. In some instances, community consultation may be required to assist in the application process and/or support from the community may need to be tendered as a requirement of the funding being made available.

1.2 External funding activities relate directly to Council's Strategic Plan that was formulated through active community consultation.

1.3 Council's external funding income can be categorised into three categories:

1.3.1 Recurrent Grants

1.3.2 Operating Project Grants, and

1.3.3 Capital Project Grants

1.4 New information updated onto the 2014-2015 Grants Register since 27 January 2015 Council Meeting:

1.4.1 Adjustments / Notes

- Nil.

1.4.2 New Applications Pending Response

- Department of Planning, Transport and Infrastructure for Prospect Oval Development Stage 2 (Cap 5). This project has multiple funding partners including the RSL (Cap 1) and Department of Infrastructure and Regional Development (Cap4). Proceeding with the project is contingent of securing funding from all applicant partners.

1.4.3 Successful Funding

- Nil.

1.4.4 Unsuccessful Funding

- Nil.

1.5 Proposed grants being considered but not yet applied for

- Nil.

1.6 The following table summarises the status of 'Successful' and 'Pending' Capital and Operating external funding sought to date:

Summary 2014-2015			
Status	**External Funding Sought ($)**	**External Funding Sought (%)**	**Number of Applications**
Successful - Capital Projects	325,000	7.94%	2
Successful - Operating Projects	0	0.00%	1
Successful - Recurrent Funding	770,506	18.81%	3
Unsuccessful - Capital Projects	0	0.00%	0
Unsuccessful - Operating Projects	0	0.00%	0
Unsuccessful - Recurrent Funding	0	0.00%	0
Pending - Capital Projects	3,000,000	73.25%	2
Pending - Operating Projects	0	0.00%	0
Pending - Recurrent Funding	0	0.00%	0
Total	**4,095,506**	**100%**	**8**

1.7 The following table summarises the status of total external funding sought to date:

Summary 2014-2015 Successful and Pending Project Funding			
Status	**External Funding Sought ($)**	**External Funding Sought (% of Total Operating & Capital Project Funding)**	**Number of Applications**
Successful - Capital Projects	325,000	9.77%	2
Successful - Operating Projects	0	0.00%	1
Successful Funding	**325,000**	**9.8%**	**3**
Pending - Capital Projects	3,000,000	90.23%	2
Pending - Operating Projects	0	0.00%	0
Pending Funding	**3,000,000**	**90.2%**	**2**
Total (Successful & Pending Funding)	**3,325,000**	**100.0%**	**5**

The following three tables summarise external funding by status sought to date for 2014-2015 compared to last financial year:

SUCCESSFUL	**External Funding Sought ($) To date**	**Proposed Council Contribution ($) To date**	**In-Kind/Project Mgt ($) To date**	**Total Project Cost ($) To date**	**2014-15 Funding Confirmed ($) To date**	**Year End 2013-14 Funding (per 2013-14 Funding Register) ($)**	**Year End 2012-13 Funding (per 2012-13 Funding Register) ($)**	Year End 2011-12 Funding (per 2011-12 Funding Register) ($)	Year End 2010-11 Funding (per 2010-11 Funding Register) ($)	**Increase-Fav / (Decrease - Unfav) in Confirmed Funding ($) To date**
	a	**b**	**c**	**d = a + b + c**	**e**	**f**	**g**	**h**	**i**	**j = a - f**
Capital Projects	325,000	75,000	0	400,000	325,000	320,046	4,510	0	1,153,000	4,954
Operating Projects	0	0	0	0	0	770,694	375,000	700,612	363,846	(770,694)
Recurrent	770,506	0	0	770,506	770,506	465,153	1,208,296	1,553,954	1,362,852	305,353
Total	1,095,506	75,000	0	1,170,506	1,095,506	1,555,893	1,587,806	2,254,566	2,879,698	(460,387)
Ratio	93.59%	6.41%	0.00%	100.00%	100.00%					
	of total project cost (a)/(d)	of total project cost (b)/(d)	of total project cost (c)/(d)		of total external funding sought (e)/(a)					favourable / (unfavourable) funding status to date (2014-15) compared to funding status in 2013-14 (i)/(f)

UNSUCCESSFUL	**External Funding Sought ($)** To date	**Proposed Council Contribution ($)** To date	**In-Kind/Project Mgt ($)** To date	**Total Project Cost ($)** To date	**2013-14 Funding Confirmed ($)** To date	**Year End 2013-14 Funding (per 2013-14 Funding Register) ($)**	**Year End 2012-13 Funding (per 2012-13 Funding Register) ($)**	Year End 2011-12 Funding (per 2011-12 Funding Register) ($)	Year End 2010-11 Funding (per 2010-11 Funding Register) ($)		**Increase-Fav / (Decrease - Unfav) in Confirmed Funding ($) To date**
	a	**b**	**c**	**d = a + b + c**	**e**	**f**	**g**	**h**	**i**		**j = a - f**
Capital Projects	0	0	0	0		573,000	2,600,000	0	2,637,700		573,000
Operating Projects	0	0	0	0		6,785	0	35,000	109,800		6,785
Total	0	0	0	0	0	579,785	2,600,000	35,000	2,747,500		579,785
	0					**0**	**0**	**0**	2,637,700		**0**
Revised Total	0	0	0	0	0	579,785	35,000	35,000	109,800		579,785
Ratio											
	of total project cost (a)/(d)	of total project cost (b)/(d)	of total project cost (c)/(d)		of total external funding sought (e)/(a)						favourable / (unfavourable) funding status to date (2014-15) compared to funding status in 2013-14 (i)/(f)

PENDING	**External Funding Sought ($)** To date	**Proposed Council Contribution ($)** To date	**In-Kind/Project Mgt ($)** To date	**Total Project Cost ($)** To date	**2013-14 Funding Confirmed ($)** To date	**Year End 2013-14 Funding (per 2013-14 Funding Register) ($)**	**Year End 2012-13 Funding (per 2012-13 Funding Register) ($)**	Year End 2011-12 Funding (per 2011-12 Funding Register) ($)	Year End 2010-11 Funding (per 2010-11 Funding Register) ($)		**Increase-Fav / (Decrease - Unfav) in Confirmed Funding ($) To date**
	a	**b**	**c**	**d = a + b + c**	**e**	**f**	**g**	**h**	**i**		**j = a - f**
Capital Projects	3,000,000	19,251	150,000	3,969,251		0	0	0	0		3,000,000
Operating Projects	0	0	0	0		0	0	0	39,105		0
Recurrent	0	0	0	0		0	0	0	0		0
Total	3,000,000	19,251	150,000	3,969,251	0	0	0	0	39,105		3,000,000
Ratio	75.58%	0.49%	3.78%	79.85%	0.00%						
	of total project cost (a)/(d)	of total project cost (b)/(d)	of total project cost (c)/(d)		of total external funding sought (e)/(a)						favourable / (unfavourable) funding status to date (2012-13) compared to funding status in 2011-12 (i)/(f)

1.8 The External Funding Program (**Attachments 1-3**) includes the following information:

1.8.1 the nature of the project

1.8.2 the status of the external grant application

1.8.3 proposed funding partners

1.8.4 amount sought from external funding partner

1.8.5 proposed Council contribution, and

1.8.6 total project cost

1.9 Once an external grant is confirmed and if it is not already included in the current budget, any additional funding sources and project expenditure will be submitted to Council for adoption during the budget review process.

Ginny Moon
Director Corporate Services

External Funding Lodged 2014-2015 Plus Brought Forward Pending Grants

(a)	(c)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)=(j)+(k)+(l)	(n)	(o)
No	**Old Ref No. 13-14**	**Alignment with (strategic plan, business plan etc)**	**Delivering Unit & Submission 'Owner'**	**Status**	**Brief Project Description**	**Proposed Funding Partners**	**External Funding Sought**	**Proposed Council Contribution**	**In-Kind/Project Mgt**	**Total Project Cost**	**Is grant income included in the budget ? (If not - state funding sources)**	**Comments**
Capital Projects												
Cap1	Cap2 (from 11/12)	CS5	Business & Economic Development	Funding conditioned on project progressing which will require Council and/or other external funding bodies to contribute. Council to consider at subsequent meeting. Pending	Prospect Oval Redevelopment - Stage 2	RSL (SA)	$1,500,000	Refer Cap 4	Refer Cap 4	Refer Cap 4	N	Funding conditioned on project progressing which will require Council and/or other external funding bodies to contribute. Funding Requested via Application Cap4 & Cap5.
Cap2	Cap 8 (from 13-14)	CS5	Asset Management	Successful 13/2/2014	Bicycle Network Upgrade	Department of Planning, Transport and Infrastructure	$75,000	$75,000	$0	$150,000	N	Budget Bid for 2014-2015
Cap3		CS5	Asset Management	Successful	Braund Road Bicycle Boulevard	Department of Planning, Transport and Infrastructure	$250,000	$0	$0	$250,000	Y	Included in First Quarter Budget Review
Cap4		CS5	Business & Economic Development	Pending	Prospect Oval Redevelopment - Stage 2	Department of Infrastructure and Regional Development	$1,500,000	$19,251	$150,000	$3,619,251	N	Other Unconfirmed Funding Partners: SA Government $600,000; RSL $1.5M (Cap1); NAFC $25,000
Cap5		CS5	Business & Economic Development	Pending	Prospect Oval Redevelopment - Stage 2	Department Planning, Transport and Infrastructure	$600,000	Refer Cap 4	Refer Cap 4	Refer Cap 4	N	Other Unconfirmed Funding Partners: DIRA $1.5M (Cap4); RSL $1.5M (Cap1); NAFC $25,000
			TOTAL CAPITAL PROJECTS				$3,925,000	$94,251	$150,000	$4,019,251		

External Funding Lodged 2014-2015 Plus Brought Forward Pending Grants

(a)	(c)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)=(j)+(k)+(l)	(n)	(o)
No	**Old Ref No. 13-14**	**Alignment with (strategic plan, business plan etc)**	**Delivering Unit & Submission 'Owner'**	**Status**	**Brief Project Description**	**Proposed Funding Partners**	**External Funding Sought**	**Proposed Council Contribution**	**In-Kind/Project Mgt**	**Total Project Cost**	**Is grant income included in the budget ? (If not - state funding sources)**	**Comments**
Operating Projects												
Op1			Gallery, Arts & Events	Successful (Verbal - Awaiting Written Confirmation)	Prospect, A Portrait of a City at War	ANZAC Centenary Local Grants Program (Federal Government)	$15,000	$0	$0	$15,000	Y	Grant Application and Budget was $21,250. As the full amount was not received the Budget will be Revised.
			TOTAL OPERATING PROJECTS				**$15,000**	**$0**	**$0**	**$15,000**		
			TOTAL CAPITAL & OPERATING PROJECTS				**$3,940,000**	**$94,251**	**$150,000**	**$4,034,251**		

External Funding Lodged 2014-2015 Plus Brought Forward Pending Grants

(a)	(c)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)=(j)+(k)+(l)	(n)	(o)
No	**Old Ref No. 13-14**	**Alignment with (strategic plan, business plan etc)**	**Delivering Unit & Submission 'Owner'**	**Status**	**Brief Project Description**	**Proposed Funding Partners**	**External Funding Sought**	**Proposed Council Contribution**	**In-Kind/Project Mgt**	**Total Project Cost**	**Is grant income included in the budget ? (If not - state funding sources)**	**Comments**
Recurrent Funding												
R1		CS1	HACC				$0	$0		$0	Y	Projected existing recurrent grant
R2		CS1	Libraries - operating & purchases				$147,328	$0		$147,328	Y	Projected existing recurrent grant.
R3		CS5	GCG - general				$327,301	$0		$327,301	Y	Projected existing recurrent grant
R4		CS5	Roads - local				$295,877	$0		$295,877	Y	Projected existing recurrent grant
			TOTAL RECURRENT FUNDING				**$770,506**	**$0**	**$0**	**$770,506**		
			GRAND TOTAL				**$4,710,506**	**$94,251**	**$150,000**	**$4,804,757**		

Elected Members Gift and Benefits Register from 01/11/2014 - 01/11/2018 - Value over $100

For the purposes of Clause 3.10 of the Code of Conduct for Council Members adopted for the purposes of Section 63 (1) of the Local Government Act 1999 and published in the Gazette on 22 August 2013, that where a member receives a gift or benefit of more than $100 there is a requirement for the elected member to advise the CEO and that this information be recorded within the gifts and benefits register made publically available at the Council Office and on Council's website.

Name of Elected Member	Date Given or Received	Name of Donor	Description of Gift or Benefit	Value Over $100	Reason for Offer and Acceptance	Kept or given To Council Property Y/N
Mayor O'Loughlin	27/02/2015	Premier Weatherill	Clipsal Ticket in the Premier's Suite	$200	Potential to network with other LG Elected Members and Ministers	Y

AGENDA ITEM NO.: **14.2**

TO: Council on 28 April 2015

FROM: Mark Goldstone, Chief Executive Officer

SUBJECT: Status Report – Capital Projects and Operating Projects

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1. EXECUTIVE SUMMARY

1.1 A status report for the Capital Projects and Operating Projects as per the 2014-2015 Annual Business Plan is provided to Elected Members quarterly (January, April, July and October).

2. RECOMMENDATION

(1) Council notes the status report for the 2014-2015 Capital Projects and Operating Projects as per Attachments 1-14.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Each of these projects contributes to the achievement of Council's Strategic Plan 2012-2016.

4. COMMUNITY INVOLVEMENT

4.1 Each project has had different levels of community involvement.

5. DISCUSSION

5.1 The attached reports contain information on the Operating Projects and Capital Projects as per the 2014-2015 Annual Business Plan.

5.2 The proposed start and finish dates for each project are included in the report, and only current projects will have target, actual and status updates. The target is the forecast percentage of progress for the quarter, distributed over the life of the project.

5.3 The reports are listed in Core Strategy order.

5.4 Progress of Council's Capital Projects (as per the 2014-2015 Annual Business Plan) are reported at **Attachment 1-4**.

5.5 Progress of Council's Operating Projects (as per the 2014-2015 Annual Business Plan) are reported at **Attachments 5-14**.

ATTACHMENTS

Attachments 1-4: Progress of Council's Capital Projects
Attachments 5-14: Progress of Council's Operating Projects

Capital Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

1. Our Community

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
11	Jo Cooper	Library Capital Book Purchases	108,400	1/07/2014	30/06/2015	Percentage	25	25		75	75		Acquisition of library materials has progressed and is in line with available grant funding from the State Government.

3. Our Environment

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
17	Paul Stringer	Broadview Bowling Club - Installation of New Grease Arrester	11,000	1/10/2014	31/03/2015	Percentage	50	50		100	100		Installation is completed.
21	Anders Bogdanowicz	Waste - Bins	9,900	1/07/2014	30/06/2015	Percentage	25	25		75	75		No new activity to report.
19	Anders Bogdanowicz	Water Sensitive Urban Design for LATM (Stage 1)	20,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		Raingardens have been designed by Designflow for implementation into the existing traffic calming devices on Collingrove Avenue, Broadview. Street runoff will be directed into the basins via the existing kerb and gutter. The basin will be excavated and then filled with raingarden filter material and planted with vegetation, trees and sedges. There are five pairs of traffic calming devices that will be retrofitted. The construction drawings have been finalised and Council is currently awaiting quotes from three contractors to undertake the construction work.
20	Anders Bogdanowicz	Environmental Sustainability (Building) Initiatives	18,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		A 5kW solar system has been installed at the Nailsworth Community Hall, and a 3kW solar system has been installed at the Charles Cane Reserve/Parndo Yerta Clubrooms. Installation of these systems will result in a decrease in costs associated with energy usage, as well as reducing the carbon footprint associated with usage of these buildings.

4. Our Character

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
22	Greg Georgopoulos	WW1 Heritage Shelter Restoration (Childrens Pavilion)	65,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		The works contract has been awarded and will commence on 20 April 2015. Works are scheduled for completion by 22 May 2015 (5 weeks). All contractors have been inducted on site, startup meetings held and preliminary works (signage, notifications, permits) completed. The works will include: removal of existing bitumen under the shelter and new stormwater drains; relocation of electrical supply and meter boards; reinstatement of concrete and footings under the shelter; repair and replacement of ceiling sections within the shelter; repairs to facias, louvres and windows and finally painting.
23	Paul Stringer	RSL Flag Poles	1,500	1/01/2015	30/04/2015	Percentage	50	50		50	50		Flag poles have been removed and upgraded. Poles are scheduled to be re-installed 10/4/2015.

Attachment
Generated by PerformanceManager

Capital Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
24	Carolyn Ramsey	Public Art - Capital	25,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		City of Prospects innovative Light Box Gallery has been installed at the rear of 128 Prospect Road (facing the carpark) and features 10 LED operated light boxes (1200 x 1200) that will create a 24/7 exhibition space for artists to display their work. The light boxes are controlled by a timer from 6pm to midnight, with initial images being green stock images installed whilst an Expression of Interest (EOI) seeking images from artists occurred. Through the EOI process, Council received 10 artist submissions with the successful exhibiting artist to be selected by the City Wide Public Art Advisory Board on 22 April 2015, with the first artist exhibiting their work in the Light Box Gallery 24/7 by June 2015.

5. Your Council

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
62	Anders Bogdanowicz	Bicycle Plan Implementation	150,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Design documentation for construction has been completed through consultation, Documentation consist of line marking and signage plans, as well as shared use path construction. Through the development of design drawings by GTA a number of issues have been identified with the lack of safe arterial road crossings within City of Prospect for cyclists. Concern over this has been expressed to DPTI, as well as Council's desire for the installation of median refuges at a variety of locations. DPTI stated that any improvements to the arterial road crossings would need to be applied for by Council, but that this would also require approval from DPTI's metro region. They stated that Council could access funding through DPTI for these median refuge crossing areas, but were unsure when funding would be available. Council is currently awaiting further information from DPTI regarding funding opportunities to progress this.
56	Paul Stringer	Council Buildings & Structures - Capital Works	136,090	1/07/2014	30/06/2015	Percentage	25	25		75	75		35% of budget is committed. Further quoting is in progress.
48	Dimi Shizas	Driveway Upgrade Program	114,097	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Driveway Upgrade Program consists of the replacement of all asphalt driveways located in streets with concrete footpaths. The dilapidated asphalt driveways are reconstructed out of concrete to remove any existing trip hazards and match the adjacent footpath. Contractors have completed 70% of the Driveway Upgrade program.
55	Dimi Shizas	Kerb and Gutter Constructions	140,768	1/07/2014	30/06/2015	Percentage	25	25		75	75		Kerb and gutter replacements are scheduled to coincide with road resurfacing and road reconstruction to achieve the best finished product and maximum economic efficiency. Kerbing works continue with anticipated completion in May 2015.
58	Carolyn Ramsey	New Community Promotional Infrastructure (Banners and Signage)	9,700	1/07/2014	30/06/2015	Percentage	25	27		75	75		A tender document has been distributed seeking design concepts for the corner of Prospect Road and Fitzroy Terrace to promote local business activity and community events. Designs for holding coreflutes signs in the verge at St Helens Park and banners on the flag poles are complete for installation this quarter.

Attachment

Generated by PerformanceManager

Capital Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

50	Dimi Shizas	Pedestrian Kerb Ramp	25,850	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Pedestrian Kerb Ramp Program consists of replacement of non-conforming kerb ramps within City of Prospect, to eliminate safety hazards and non-compliance to the DDA Standards. Contractors have completed 90% of the program.
53	Dimi Shizas	Road Design/Reconstruction - Footpath Construction Program	496,015	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Footpath Reconstruction Programs consists of reconstruction of asphalt footpaths with concrete block paved footpaths throughout the City of Prospect. Contractors have completed 85% and continue to work though the program.
51	Dimi Shizas	Road Design/Reconstruction - Road Resurfacing Program	914,186	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Road Resurfacing Program consists of resurfacing the expired road surfaces to protect the underlying pavement and improve the service level to the community. The road resurfacing coincides with the Kerb and Gutter Reconstruction Program to ensure maximum economic efficiency and a greater quality of the finished asset. Road resurfacing continues with contractors having completed 85% of the program of works.
64	Anders Bogdanowicz	Safe Routes to School	10,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Parking signage and footpath infrastructure around Prospect North Primary School has been upgraded to address parking and traffic flow issues. Kerb ramps were reconstructed, disused driveway crossovers were reinstated, new Drop and Go Zone signs were installed and new no standing zones were implemented.
10	Brendan Lott	St Helens Park Minor Capital Works	25,000	1/07/2014	30/06/2015	Percentage	25	75		75	75		Children's playground equipment replacement within St Helens Park is now completed. Signage was installed to inform residents of the scope of work and plans for the new equipment as requested.
75	Paul Stringer	Broadview Oval - Replacement of Irrigation Tank	11,000	1/12/2014	31/03/2015	Percentage	50	0	—	50	50		The replacement of the tank was completed in January 2015.
78	Dimi Shizas	Churchill Road Footpath Upgrade	589,611	1/07/2014	31/03/2015	Percentage	50	25		100	75		Construction continues with the first 2 sections complete and sections 3 and 4 well underway, including deconstruction, base prep, kerbing and concrete works, irrigation and paving works. Construction continues and completion is anticipated for May 2015.
68	Gene Fong	Drinking Fountains	7,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		New dual dog bubbler drinking fountains were installed at Matthews Park and J W Rattley Reserve.
70	Paul Stringer	Fence Upgrade - Prospect Oval/Don Lindner Walk	4,000	1/07/2014	31/03/2015	Percentage	50	50		100	100		Fence installation is completed. Re-instatement of path is scheduled for completion April 2015.
54	Paul Stringer	Fleet Management - Capital Acquisitions	413,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		6 Vehicles have been delivered. 2 vehicles are ordered and scheduled for delivery April 2015. 1 vehicle is quoted and scheduled for delivery May 2015.
47	Gene Fong	Irrigation & Planting Upgrades	200,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		This quarter irrigation upgrades were completed in Ern Sconce Rotary Park and Nailsworth Community Garden in the garden bed areas. Further upgrades to Barker Gardens along the fence line and throughout the rose beds. Memorial Gardens Irrigation upgrades were completed and planted with red and white Petunias for the Council Twilight concerts throughout March 2015. Prospect Road Median islands in the village heart were planted with petunias for the Touriffic Prospect Event during February. Planter boxes at the entrance way of St Helens Park were revegetated with drought tolerant succulent species in time for the Prospect Fair in late March 2015. It is anticipated at this stage that works will commence for planting season from May to September 2015.

Attachment

Generated by PerformanceManager

Capital Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

71	Anders Bogdanowicz	LATM - Road Humps North Street & Salisbury Terrace, Collinswood	50,000	1/07/2014	31/03/2015	Percentage	25	50		100	100		Community consultation with North Street and Salisbury Terrace residents was undertaken during November and December 2014 regarding the installation of road humps. 55 Surveys were sent out to the community. 48 responses were received, with 83% of residents opposed to the installation of road humps. As a result road humps will not be installed along North Street or Salisbury Terrace.
74	Paul Stringer	New Fences - Council Parks & Reserves (Cane Reserve Stage 2)	17,000	1/10/2014	31/03/2015	Percentage	50	50		100	100		Southern fence is completed. Western fence is 75% completed, remaining 25% is scheduled for completion in April 2015.
60	Gene Fong	Park Furniture Replacement/Signage	14,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		All Park Furniture has been delivered and installed in various park locations at Charles Cane Reserve/Parndo Yerta.
63	Dimi Shizas	Signage Management	13,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Signage Management Program consists of replacement of damaged and vandalised regulatory signage throughout City of Prospect. Following on from a condition assessment of all regulatory signage, schedules have been compiled for the replacement of poorly scoring signage. Replacement works have now been completed for the 2014/2015 Program.
76	Anders Bogdanowicz	Slow Point Upgrade Pulsford Road	96,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		On 25 November 2014 a survey letter was delivered by Council to Pulsford Road residents requesting feedback on replacing the angled slow points along Pulsford Road, with single lane road humps. 115 surveys (all residents of Pulsford Road) were distributed; however Council only received 33 responses (28% of the total street). 30 residents were for the changes (26% of the total street), and 3 were against the changes (2.6% of the total street). The response rate achieved was considered too low to make an infrastructure change that would impact the whole street. As a result Council held a street corner meeting on Saturday 28 February 2015 to further discuss with residents the issues around the Pulsford Road angled slow points; residents were encouraged to attend this meeting. The meeting was attended by Greg Georgopoulos, Director Infrastructure Assets and Environment, Councillor Mark Groote and Councillor Alison Bowman (Central Ward Councillors). Attendance at the street corner meeting was again limited to 30 residents. The residents in attendance demonstrated unanimous support for the reconstruction of the Pulsford Road Traffic Control Devices. Residents in attendance communicated to Council several explanations for the limited turn out including a large percentage of rental properties along Pulsford Road, as well as a large proportion of new migrant families who spoke limited English. Council will be proceeding with the reconstruction of the devices in their current locations by reason that: - There will be no changes to the traffic conditions in terms of speed and volumes along the street - The maintenance costs for the devices will be reduced - On-street parking will be increased - The concerns of residents who live adjacent the current traffic control devices will be addressed
80	George Pajak	Replacement of Library PC's	59,630	1/01/2015	30/06/2015	Percentage	50	100		50	100		Replacement of PCs was completed in March 2015.

Attachment

Generated by PerformanceManager

Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

1. Our Community

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
26	Carolyn Ramsey	Australia Day Celebration	6,000	1/10/2014	31/03/2015	Percentage	50	50		100	100		In 2015, Australia Day was a low key event celebrated with a Citizenship ceremony on 27 January 2015 in the Prospect Town Hall prior to the January Council Meeting with 51 people receiving their Citizenship Certificates. With the high level of Australia Day activity in the Adelaide CBD and neighbouring councils, and Australia Day occurring right on the back of Tourrific Prospect it was decided to not compete but instead focus on honouring our new citizens. Prospect's 2015 Australia Day Awards were given out by the Mayor on the Fenwicks (main) stage during 2015 Tourrific Prospect on 22 January 2015 to deliver a more public acknowledgement and recognition of the recipients' contribution to the community.
22	Brendan Lott	Broadview Oval Master Plan	2,500	1/01/2015	31/03/2015	Percentage	100	0		100	0		This budget allocation for gaining legal advice for the Management of Broadview Sports & Recreation Precinct is not relevant in this financial year. A final draft of the Master Plan will be presented to a June or July 2015 Council meeting to consider endorsement, hence, the requirement for legal advice pertaining to management structures for the future operation of the precinct will be relevant to the 2015/2016 reporting period. In recognition of changing needs, this allocation was assigned to the completion of the Master Plan which required art rendering of key features to support the consultation process.
9	Brad Scholefield	Community Safety After Hours Callout Svc	23,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		Community Safety Officers have carried out weekend overtime each Saturday patrolling the City for parking offences, collecting stray dogs and carrying out Community Safety duties. Officers have also patrolled Walkerville for 2 hours each fortnight as per Council's contractual arrangements with Town of Walkerville.
7	Brad Scholefield	Community Safety After Hours Temp Staff	23,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		Community Safety contract staff have responded to after hours callouts, including: - Dog attacks - Dogs found by members of the public - Illegal parking - Dangerous dogs wandering at large It is a requirement under the Dog and Cat Management Act to provide the service of attending to dog matters at all hours.
6	Brad Scholefield	Fine Enforcement Fee	7,600	1/07/2014	30/06/2015	Percentage	25	25		75	75		Legislative fee paid to the Fines Enforcement Office for expiations that have not been paid to Council. The Fines Enforcement Office is authorised to suspend offenders licenses, clamp vehicles etc. to ensure fines are paid. This function was performed by the Magistrates Court under previous legislation.

Attachment

Generated by PerformanceManager

Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

47	Helen Robins	Graffiti Removal Non Council Property - Commercial	16,635	1/07/2014	30/06/2015	Percentage	25	25		75	75		Graffiti is removed from Non-Council property one day per week by our volunteer graffiti removal team. The team is supervised by a City Maintenance staff member and at this stage consists of two regular volunteers. Works focus on attending to customer requests (CRM's) that have been received from members of the public as well as removing other graffiti identified by the team.
15	Brendan Lott	Involved Communities	10,000	1/10/2014	30/06/2015	Percentage	50	50		75	75		A number of community consultations have been implemented according to the requirements of an 'Involved Community'. Promotional information both through City North Messenger advertising and on-site promotion signage has been of a high standard. * Broadview Sports & Recreation Precinct Master Plan * Community Services Plan * Community Hall Hire Policy * St Helens Park Playground equipment replacement * Memorial Gardens Playspace Design/Layout - re-development * St Helens Park Kindergarten Lease Renewal
25	Carolyn Ramsey	Prospect Fair - St Helens Park Fair	40,000	1/10/2014	31/03/2015	Percentage	75	75		100	100		Held on Saturday 21 March 2015, an estimated 3,500 people attended the 38th Prospect Fair and enjoyed 69 different groups, organisations, schools, kindys and clubs (20 more than 2014) and occupying 91 sites (19 more than 2014) with 10 Council programs and activities also promoted. Roving entertainers and local school bands performed as part of the Palm Stage program.
8	Chris Newby	Publications - Prospect Magazine	80,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Three editions of the magazine (Spring 2014, Summer 2014 and Autumn 2015) have been delivered to all properties in the area, with the Autumn edition providing an overview of the highly successful Tourrific Prospect street party while highlighting the upcoming Twilight Concerts series (at that time). There was also a strong presence of our new Elected Members, who took the opportunity to thank those who had voted for them in the recent local government elections and to introduce themselves to the rest of the community. The North Adelaide Football Club and the Prospect Tennis Club also featured, alongside a number of local groups and individuals who were recognised for their contribution to the community. Drafting of the Winter 2015 edition of the magazine has commenced.

Attachment

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

21	Carolyn Ramsey	Tourrific Prospect	243,000	1/07/2014	31/03/2015	Percentage	50	50		100	100		In 2015, City of Prospect was not awarded a Santos Tour Down Under (STDU) Stage Start, however 21,000 people still attended the street party. Tourrific Prospect (now in its fourth consecutive year) was held on 19 January 2015 and featured 4 entertainment stages, 80 street traders, with double the number from outside the Council area. We exceeded the original stallholder budget target by $5,000. In 2015, we saw a previous Silver Sponsor upgrade to Lead Sponsor (Qattro) and 5 new sponsors come on board that resulted in a final cash sponsorship income of $52,300 for the 2014/2015 sponsorship budget of $45k. 29 staff from across Council provided 1,693 hours in support of the event and 18 volunteers completed 220 hours of service in support roles. Loopy Kids had 3 age groups attracting an additional 70 children. A green event strategy achieved a 100% green event outcome for the first time. A full Tourrific Prospect Evaluation Report, including Marketing and Communications was presented to Council on 24 March 2015.
17	Jo Cooper	Toy Library Service	9,908	1/07/2014	30/06/2015	Percentage	25	25		75	75		Increase to Toy Library hours has been in place since September 2014. Usage and membership continues to increase. Loans for the quarter are 1419 which is a 20% increase on the last quarter and a 30% increase on the same quarter last year.
27	Carolyn Ramsey	Twilight Concerts - Expense	35,680	1/01/2015	31/03/2015	Percentage	100	100		100	100		Crowds estimated between 600 and 1000 people attended each concert, held every Friday in February with sponsorship from Fenwicks Real Estate doubling from $1,000 to $2,000. The four concerts were supported by the Prospect Blair Athol Lions Club with their BBQ and coffee van and the Prospect Rotary Club with refreshments for the kids. In 2015 consultation for the Community Services Plan was also held.
34	Brendan Lott	Regional Youth Projects	7,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		The budget contribution to YouthFM has been completed with Prospect young people engaged to participate within the program. Council has continued to contribute to the state-wide Youth Week program through the provision of Club5082 activities.
35	Brendan Lott	Youth, Sport & Culture Grants	4,200	1/07/2014	30/06/2015	Percentage	25	0		75	100		All of the budget allocated for this grants program is now expended. The relevant link on Council's web site indicates the program is now closed until next financial year.
39	Brendan Lott	Community Development Plan - Stage 1	10,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Completion of the scoping component for the Community Services Plan is on track. A number of community consultation processes have been completed with an online questionnaire due for completion within the next month.
42	Jennifer Uebergang	Community Panel	15,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Community Panel was surveyed on the draft Community Services Plan Stage 1 "People, Places and Participation" which is a plan to guide the provision of community services and facilities for the next 10 years and aims to ensure that Council understands and is responsive to both current and future community needs.
40	Brendan Lott	Community Profile (Scope)	5,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		The completion of a community profile has been integrated into the scoping process for the Community Services Plan. Staff have obtained a demographic overview of City of Prospect drawing upon ABS information, with a display of that information included within each of the community consultation efforts.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

41	Jennifer Uebergang	Community Satisfaction Survey (Operational and Strategic Plan)	15,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		The Survey has been undertaken with the community. A report will be provided to Council in May 2015,
48	Brendan Lott	Volunteer Recognition Events	6,180	1/10/2014	30/05/2015	Percentage	25	25		50	50		Council's December Volunteer recognition event was well attended, planning is underway for the May 2015 recognition event.

2. Our Economy

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
53	Jennifer Uebergang	Eastside Business Enterprise Centre	7,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		From 1/7/14 to 21/4/15, EBEC has had contact with 76 businesses from Prospect Council area through a range of services; workshops, breakfasts, networking events and face to face business advisory consultations From 1/7/14 - 31/12/14, EBEC had 5 face to face business advisory consultations at Prospect Civic Centre
58	Jennifer Uebergang	Business & Investment Attraction Strategy	15,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		This document design is complete and at printers. Distribution and launch is scheduled for April 2015.
57	Jennifer Uebergang	Digital Economy Strategy	25,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Strategy document design is complete and has been distributed to Elected Members. The Strategy projects have been scoped and 2015/2016 budget bids submitted to deliver.
55	Jennifer Uebergang	Economic Development Plan	30,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The budget allocation for developing, designing and printing the strategic document exceeds what is required for this task but is not sufficient to implement the actual actions identified. 3rd quarter budget review request reallocating remaining funds (approx $25K) to further scoping projects identified within the strategy (Digital Strategy actions).
59	George Pajak	NBN - Digital Local Government Program	35,750	1/07/2014	30/06/2015	Percentage	25	22		75	68		Video conferencing has been implemented. Implementation of ePortal requires further work on the classification used for customer requests and dependant on the patching of Authority to a current version which is planned for end of April 2015.
62	Jo Cooper	NBN Digital Hub	116,080	1/07/2014	30/06/2015	Percentage	25	25		75	75		Digital Hub is currently operating with the same hours as last quarter, offering one-to-one training, group training sessions and use of equipment and devices. Federal funding for the NBN Digital Hub ceased in March 2015.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

3. Our Environment

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
69	Anders Bogdanowicz	scRamble - Safer Active Travel Project	8,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		As part of City of Prospect's sustainable active travel program, ScRamble, a Ride 2 School Day event was held on Friday 13 March 2015. The ScRamble program continues throughout the year in support of active travel and physical health initiatives for local primary schools. City of Prospect closed Braund Road between Beatrice Street and Myrtle Street between 8:00am and 10:00am to enable Prospect Primary School to take part in the National Ride 2 School Day. Visual artist Bridgette Minuzzo worked with students on circus and movement workshops, as well as creating temporary and lasting art for the school and local neighbourhood. 450 students from Prospect Primary School attended the event cycling, skating and scooting.
70	Anders Bogdanowicz	Community Waste Education Project	15,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		KESAB was engaged by Council to undertake delivery of a face-to-face "doorstepping" education campaign to residents in multi-unit dwellings on their waste systems and how to use them. Doorstepping is effective when delivering a message to residents where English is a second language. The doorstepping campaign began in November 2014 and was completed by the end of February 2015. Updated information for usage of the recycling bins and hard waste collection were presented to all of the residents.

4. Our Character

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
83	Chris Newby	Strategic Directions Report	3,000	1/07/2014	30/06/2015	Percentage	50	0	—	50	0		Commencement of the Strategic Directions Report has been deferred into the new year.
86	Gene Fong	Natural Assets Consultancy	30,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Tonkin Consulting was commissioned by the City of Prospect to prepare an infrastructure plan for the Prospect Oval precinct including data collection of agreed infrastructure assets. An inspection of the site was undertaken for the purposes of assessing the condition of the assets at the oval – to develop an asset register and inform future works. Data collected was used to determine remaining lives, current replacement costs, forecasted depreciations and to develop maintenance and replacement plans. Assets excluded from the review and report are the oval itself, buildings, grandstands, garden beds, sheds, irrigation, underground services and trees.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

92	Carolyn Ramsey	ANZAC & Vietnam Commemoration Event	20,750	1/01/2015	30/06/2015	Percentage	75	75		75	75		Travelling Exhibition ‘Prospect; A Portrait of a City at War’ is City of Prospect’s third WW1 commemorative project. Funded through the Federal Government ANZAC Centenary Local Government Grant from the Department of Veterans Affairs, this travelling exhibition brings together a number of historical elements and stories to commemorate and celebrate the people of City of Prospect and their involvement not only during WW1, but the many activities undertaken during the post WW1 years - local activities that were created to honour and commemorate those that served their country and those that did not return. City of Prospect's touring and Gallery exhibitions and Poppies for Prospect installation, will commemorate and acknowledge this momentous occasion and the impact WWI had on the local community and how they rallied and provided support from home. Traveling exhibition ‘Prospect; A Portrait of a City at War’ and 'Poppies for Prospect' opens on 24 April 2015 at the Thomas Street Centre and 'Behind the Bullets and Barbed Wire' opens in the Gallery on 10 May 2015.
93	Jo Cooper	Children's Art and History Trail Brochure	2,000	1/01/2015	30/06/2015	Percentage	50	0		50	0		Children's Art and History Brochure project will not be proceeding due to time constraints. Budget was also dependent on sponsorship which had not been pursued. Budget review has been completed for this project.
89	Chris Newby	Heritage Grant Program	10,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		No applications have been received for the Heritage Grant Program, although a few property owners have expressed interest in the Program during consultation on the Heritage Places and Historic Conservation Zone DPAs. The effect of interim operation of these DPAs widens the pool of people to whom the grants are available. All owners were advised in writing of the Grant Program, as well as information being available via Council's website, at the DPA information sessions and at the Prospect Fair.
90	Jo Cooper	Local History Officer Position	15,149	1/07/2014	30/06/2015	Percentage	25	25		75	75		The Local History Officer is currently employed at 0.2 FTE on a short term contract until 30/6/2015.
91	Carolyn Ramsey	Reconciliation Action Plan	8,500	1/07/2014	30/06/2015	Percentage	25	27		75	75		On 25 February 2015 Council endorsed a budget allocation for the development of a Reconciliation Action Plan during 2014/2015. Reconciliation Week plans are well in place and schools have been contacted and are booking one of the 8 storytelling and traditional craft workshops to be held on Friday 22 May 2015 in St Helens Park. Actions and activities planned - Elected Member and staff Cultural Awareness Training during May - Reconciliation brunch on Saturday 23 May 2015 in St Helens Park - Kondoli the Whale – artspace / storytelling and workshop venue for schools on Friday 22 and community on Saturday 23 May 2015 - Free emu feather flower and weaving making workshops - Purchase of new Aboriginal story books for the Library collection

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

95	Carolyn Ramsey	City Wide Public Art Advisory Board	25,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		City Wide Public Art Advisory Board currently has two vacancies that will be recruited in the next quarter, by 30 June 2015. Once these vacancies are filled, the next 12 months to three year public art plan will be discussed, explored and presented to Council. Currently we have expressions of interest (closing 15 May 2015) out for: - Brecon Lane Temporary Public Art Installation - Public Art Hire We are currently considering 10 Expressions of Interest for the Light Box Gallery program and have added 3 new Prospect public art postcards to our range.
96	Anders Bogdanowicz	Local Area Traffic Management - Community Art	5,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Applications for the Local Area Traffic Management Community Art Project funding have now closed. 5 project proposals have been received. The applications are currently being reviewed, with successful applicant/s to be notified by mid April 2015, with project installations occurring throughout May 2015.
97	Chris Newby	Better Development Plan DPA	8,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Drafting of the Better Development Plan DPA is largely complete, with Council's Policy Planner continuing to liaise with the Department of Planning to ensure the DPA is acceptable prior to endorsement by Council for formal submission to the Minister. The focus in recent months has been on consultation processes for the two Heritage-focused DPAs.

5. Your Council

Ref to LTFP	Officer Code	Project Name	Annual Budget	Start Date	Finish Date	UOM	Target	Actual	Status	YTD Target	YTD Actual	YTD Status	Comment
111	Dimi Shizas	Increase in Footpath Maintenance	150,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The purpose of this program is to suplement the Footpath Reconstruction Program and include maintenance works to footpaths that are not currently scheduled for reconstruction throughout the city. Contractors have commenced work on concrete grinding, replacement of concrete panels and other associated footpath repair activities.
104	Alex Cortes	Asset Management System Support (formerly AAS27)	60,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		System support for Conquest, Exponare and Asset Management solutions including subscription is ongoing. This support assists Council to effectively manage and update the asset database as required.
110	Anders Bogdanowicz	Local Area Traffic Management Review	30,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The LATM review for Prospect North East and South East is currently being undertaken by Tonkin Consulting. Traffic Data has been collected via the implementation of traffic classifiers throughout the Precinct. Crash data has been analysed. Survey data from the residents survey has been collated and tabled. The first meeting with the Consultative committee comprised of Prospect North East and South East residents will be occurring on 8 April 2015, to discuss the data that has been collected, and the options to address the traffic issues raised.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

100	Jo Cooper	Thomas Street Master Plan - Investigation	15,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Information received from Department of Education and Child Development (DECD) indicated that the current lease for the Thomas Street Centre is likely to end in April 2019. Information and workshops held with Elected Members to discuss future options. A needs assessment for potential future services and programs will now commence.
108	Gene Fong	White Cedar Tree Program	40,000	1/01/2015	30/06/2015	Percentage	50	50		50	50		Letter drops to the residents has commence in the second week of April 2015. White Cedar Removal are scheduled to commence in the first week of May 2015.
123	Helen Robins	Churchill Road Precinct	25,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Due to the high profile and extent of Churchill Road, this precinct is resourced to be maintained at least 7 days per fortnight with maintenance works including tree trimming, weeding, plant care and maintenance, mulching, irrigation, footpath and signage repairs.
120	Gene Fong	Increase in Control Device Operating Budget	20,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		The improvements of control devices are currently undergoing condition assessments. Council is reviewing and identifying which control devices need improvements along prime locations such as Prospect Road, Myponga Round About, Percy Street and Fitzroy Terrace.
112	Anders Bogdanowicz	Irrigation Management Audit	10,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		No further actions to report.
122	Helen Robins	Prospect Road Precinct Service	19,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Due to the high profile and extent of garden beds on Prospect Road (and including Vine Plaza) this precinct is resourced to be maintained at least 2 days per fortnight with maintenance works including tree trimming, weeding, plant care and maintenance, mulching, bin sanitation, irrigation, footpath and signage repairs.
119	Dimi Shizas	Street Lighting Upgrade Various Location	8,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Upgrading of street lighting throughout City of Prospect is identified through lighting compliance checks undertaken by SA Power Networks. Lighting identified as requiring upgrade to meet the current Australian Standards is then Upgraded by SA Power Networks.
125	Alex Cortes	PLEC Undergrounding Prospect Road	560,000	1/07/2014	30/06/2015	Percentage	25	0		75	0		The undergrounding of overhead power lines is a co-operative project involving the Power Line Environment Committee (PLEC), SA Power Networks, Council and the Department of Planning, Transport and Infrastructure. Following a progress report from South Australia Power Networks (SAPN), works are programmed to commence in late May 2015. Works are anticipated to run for 5 - 6 months.
130	Helen Robins	Business Officer Traineeship - Infrastructure	30,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		TheTrainee is progressing with their training program as scheduled. They focus on working within the Infrastructure & Assets team 3 days per week with the other 2 days spend working within City Maintenance and Community Safety. Recent key projects have included assisting with the narrow streets survey, preparation and attending the Infrastructure stall at the St Helen's Fair and learning / assisting with Community Safety processing.
138	Sadie Lovering	Citizenship Ceremonies	5,500	1/07/2014	30/06/2015	Percentage	25	25		75	75		A Citizenship Ceremony was held on 23 March 2015, with 51 conferees attending. Next Citizenship Ceremony is scheduled for 29 June 2015.
128	Anna Mellier	Culture Survey/Actions	10,000	1/07/2014	30/06/2015	Percentage	25	50		75	100		The Culture Survey is an annual activity related to the City of Prospect Corporate Values of Respect; Innovation; Integrity; Commitment; Enjoyment and Teamwork.
137	George Pajak	Disaster Recovery Implementation	65,000	1/10/2014	31/03/2015	Percentage	75	75		100	100		Project is on track and planned to be completed end of June 2015.
133	Anna Mellier	Executive Management Training/Development/Planning	26,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		A Strategic Planning session was held by the Executive Management Team in February 2015.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	— None	On Target	On Target	On Target	In Progress	Needs Attention

127	Anna Mellier	HR Strategy & Roadmap Implementation	51,409	1/07/2014	30/06/2015	Percentage	25	50		75	100		A Human Resource Management System (HRMS) and HR Strategy and Standards Plan (the Plan) is in progress. As at end of March quarter, the policies which have been developed are: Recruitment & Selection Policy and Procedure; Induction Policy and Procedure; Performance Management & Discipline Policy and Procedure; Fair Treatment Policy; Complaint Handling Policy & Procedure and Workplace Investigation Policy & Procedure, consultation with employees has occurred and the policies endorsed, training for these policies is scheduled in April 2015. Policies for next quarter include: Position Classification Policy and Procedure; Training and Development Policy and Procedure; Senior Officer Remuneration Policy and Procedure; Administration Policy and Procedure; Consultation Policy and Procedure.
131	Anna Mellier	LGMA Challenge	5,000	1/10/2014	31/03/2015	Percentage	50	75		100	125		A team of enthusiastic employees from all directorates of the organisation was formed to participate in the LGMA Australasian Management Challenge . This group of up and coming leaders have initiated their training to take part in the professional development program where they will take on a number of tasks relating to the most relevant and important issues faced in local government. The Challenge took place in March 2015, where participants took on a number of tasks set around current relevant and import issues facing Local Government in a fast paced and highly collaborative environment. The team were competing against other metropolitan and regional Councils, with the outcomes and winners to be announced at the LG Professionals Awards dinner held in the final quarter.
143	Kerry Loughhead	Eastern Region Alliance	20,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Current projects being researched or progressed include: Transition into Retirement HACC Reform Climate Adaptation Project Creative Industries Group By-Law Review with Town of Walkerville
141	Helen Robins	Illegal Dumping Management	15,000	1/07/2014	30/06/2015	Percentage	25	25		75	75		Between January and March 2015 Council received 111 customer requests (CRM's) relating to illegally dumped waste, an average of 10.33 CRM's per week. Once identified, illegally dumped waste is booked in for collection by Council's hard waste contractor as Council has 8 booking reserved per week for this purpose. Any e-waste or other unsuitable items are collected by City Maintenance. During this quarter a review of our existing procedure has been undertaken with some improvements made to the investigation process and flyers/standard letters. The new procedure is will be launched during the second quarter and will include the use of crime tape to deter offenders.
149	George Pajak	Storage Area Network		1/07/2014	30/06/2015	Percentage	25	25		75	75		Lease payment.

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Operating Project Report For Council

For the month ending 31/03/2015

Status	—	None		On Target		On Target		On Target		In Progress		Needs Attention								
144	George Pajak	Trim Enhancement		20,000	1/01/2015	30/06/2015	Percentage	50	45		50	45		Project commenced in March 2015 and is delayed due the dependency of the patching of Authority which will be conducted in late April-early May 2015. Project is planned to be completed in April 2015.						

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AGENDA ITEM NO.: **19.1**

TO: Council Meeting on 28 April 2015

DIRECTOR: Greg Georgopoulos, Director Infrastructure Assets and Environment

REPORT AUTHOR: Anders Bogdanowicz, Environment and Transport Engineer

SUBJECT: Reinstate Membership for the Murray Darling Basin Authority

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1. EXECUTIVE SUMMARY

1.1 The purpose of this report is to determine if Council would like to be a member of the Murray Darling Association (MDA).

1.2 The Association provides a focus for Local Government and community participation in the major natural resource issues of the Murray-Darling Basin. It provides information, facilitates debate, identifies needs and priorities, undertakes projects and education initiatives, and promotes research.

1.3 Council has been a member of the MDA in the past (Council records show from 1998 – 2009), with the membership ceasing in 2010/2011 following a review of value for Council.

1.4 A review of the benefits of re-joining this organisation was undertaken in 2014. In March 2014 Council resolved not to reinstate membership of the MDA.

1.5 The current membership fee is calculated at a rate of 0.0475 cents per head of population (approximately $1,100 pa).

1.6 Other metropolitan Councils that are members include Adelaide City Council, City of Burnside, Campbelltown City Council, City of Holdfast Bay, City of Marion, City of Mitcham, City of Norwood, Payneham & St Peters, City of Onkaparinga, City of Playford, City of Port Adelaide Enfield, City of West Torrens, Corporation of the Town of Walkerville and City of Unley.

1.7 Whilst it is understood the MDA provides benefits for South Australians with regard to Murray Darling Basin issues, the question is if funding this organisation should be the responsibility of City of Prospect's ratepayers any more so than any other organisation that broadly benefits the South Australian community.

1.8 Council administration is of the view that, under current budgetary pressures, the $1,100 for the MDA membership could be better used elsewhere for infrastructure or service delivery that directly benefits City of Prospect residents.

2. RECOMMENDATION

(1) Council to be a member of the Murray Darling Association commencing 1 July 2015, paying membership fees annually.

or

(1) Council will not be a member of the Murray Darling Association.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 **Core Strategy 1 – Our Community.**

1.1 Core Strategy 3 – Our Environment.

3.1 Support our community to minimise our City's impact on the environment in the areas of waste management, water usage, energy efficiency and biodiversity.

3.1.1 Support learning about environmental impacts and encourage individual action.

4. COMMUNITY INVOLVEMENT

4.1 No consultation has been undertaken on this issue.

5. DISCUSSION

5.1 The MDA describes itself as *...founded in 1944 as the Murray Valley Development League. It is an association of Local Government municipalities in New South Wales, Queensland, South Australia, and Victoria, as well as community groups, businesses, individuals and agencies with an interest in ensuring that the Murray-Darling Basin continues as a viable and valuable asset for all Australians.*

5.2 Since 1944, the Association has contributed to water conservation, decentralisation, tourism, the Snowy Scheme, catchment management, water quality, education, regional development, formation of the Murray-Darling Basin Ministerial Council, dry land salinity and pests. This document summarises 62 years of remarkable achievement.

5.3 The MDA undertakes many projects to help create awareness of the preciousness of water and improve the state of the Murray Darling Basin, reduce urban usage of water and educate people about the Rivers and their surrounding environs. Below is a list of projects, with their objective and location.

5.3.1 Project: **NATIONAL CARP & PEST FISH TASK FORCE**
Objective: To ensure community and Local Government participation in the management of carp and other pest fish across the Murray-Darling Basin
Location: Australia wide
START DATE 1997
FINISH DATE On-going

Progress: Participated in preparation of Aliens in the Basin brochure. Participated in development of new carp poster and Daughterless Carp brochure

5.3.2 Project: **RIVER MURRAY & LOWER LAKES SUSTAINABLE RECREATION**
Objective: To identify and prioritise sites along the River Murray for rehabilitation; and to educate recreational users to minimise their impacts on the environment; whilst enjoying it.
Location: South Australia
Progress: Project is ongoing

5.3.3 Project: **MURRAY VALLEY TRAIL - Barmah-Millewa**
Objective: To implement the Murray Valley Trail in the Barmah-Millewa section
Location: Strathmerton-Nathalia-Barmah (VIC) Tocumwal-Mathoura-Moama (NSW)

5.3.4 Project: **MORGAN EAST WETLAND**
Objective: To complete the rehabilitation/restoration of Morgan East wetland
Location: Morgan Wetlands, South Australia
Progress: Project completed apart from the installation of test wells that are subject to a water allocation.

5.3.5 Project: **LOCAL GOVERNMENT SALINITY CAPACITY**
Objective: An investigation into Local Government and management of dryland salinity in South Australia.
Location: Murray River section of South Australia

5.3.6 Project: **MURRAY VALLEY TRAIL - SUNRAYSIA**
Objective: To implement the Murray Valley Trail in the Mildura Rural City Council and Wentworth Shire Council boundaries
Location: Hattah-Red Cliffs-Mildura (VIC) Buronga-Wentworth-SA border (NSW)

5.3.7 Project: **IMPLEMENT HORSESHOE LAGOON DEVELOPMENT PLAN**
Objective: To implement the development plan (education activities, signage, trails, brochures, etc) for Horseshoe Lagoon prepared by the Murray Darling Association for the Murray Shire Council in 2004
Location: Moama NSW
Progress: Signage being developed with community groups and Murray Shire Council, a brochure is being developed by Lead On Youth Group and developing submission for an Aboriginal bush tucker project

5.3.8 Project: **WATERWISE - INNOVATIVE INDUSTRY WATER USE**
Objective: To raise awareness in the community about the importance of the River Murray and identify ways to reduce urban water reliance on river water.
Location: Metropolitan South Australia
Progress: continued from 2003 and is on-going

5.3.9 PROJECT: **LOCAL GOVERNMENT ENGAGEMENT IN NATURAL RESOURCE MANAGEMENT**
Objective: To develop protocols and MOU's with Local Government on training in natural resource management
Location: Nine councils in Murray-Darling Basin in South Australia

5.3.10 Project: **PREPARE AND PRINT MURRAY USERS GUIDE**
Objective: Prepare and print a guide for NSW & Victorian river users to make them aware of the ecological issues when holidaying along the River Murray (based on the SA publication)
Location: NSW & Victorian section of Murray River

5.3.11 Project: **UP-DATE & REPRINT MAJECTIC MURRAY USERS GUIDE**
Objective: Revise, update and reprint a guide for SA river users to make them aware of the ecological issues when holidaying along the River Murray (based on the first two editions)
Location: South Australian section of River Murray
Progress: Work in progress, started 2004

5.3.12 Project: **DAUGHTERLESS CARP - Community consultation process**
Objective: To undertake the community consultation component of the first three years of the Daughterless Carp project
Location: Australia-New Zealand
Progress: Development of a new brochure on Daughterless Carp plus:
- Contributed to research project on community perceptions of genetically modified organisms in pest control
- Presentation to community groups across Murray-Darling Basin on-going

5.3.13 Project: **savethemurray.com**
Objective: To manage an interactive website to help the community focus on, learn about and respond to issues to clean up the health of the Murray River
Location: Murray-Darling Basin
Progress: Ongoing, currently looking at enhancing the website to include Darling River and/or the Murray-Darling Basin

5.3.14 Project: **NATIVE FISH STRATEGY**
Objective: To play an active role in implementing the Murray-Darling Basin Native Fish Strategy
Location: Murray-Darling Basin
Progress: This is an ongoing project. The MDA and National Carp and Pest Fish Task Force is represented on the Murray-Darling Basin Commission's Community Stakeholder Group for the Native Fish Strategy.

5.3.15 Project: **NSW MURRAY WETLANDS WORKING GROUP**
Objective: To play an active role in the rehabilitation of wetlands along the NSW Murray River
Location: NSW section of the Murray River
Progress: This is an on-going project; the MDA is represented on the Murray Wetlands Working Group.

5.4 Ray Najar, of the MDA approached Council to encourage reinstatement of membership in 2014. Greg Georgopoulos, Director Infrastructure Assets and Environment, met with Mr Najar, Cr Peter Jamieson and Mr Jim Hullick to discuss the benefits of membership.

5.5 Mr Najar and associates were unable to provide concise responses, and often diverted from the topic when responding to Council's queries regarding how membership of the MDA would directly benefit City of Prospect's ratepayers.

ATTACHMENTS

Nil

AGENDA ITEM NO.: **19.2**

TO: Council Meeting on 28 April 2015

DIRECTOR: Ginny Moon, Director Corporate Services

REPORT AUTHOR: Chris Birch, Manager Financial Services

SUBJECT: Third Budget Review for 2014-2015

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1. EXECUTIVE SUMMARY

1.1 The Third Budget Review projects a favourable adjustment of the operating result before capital amounts of $188,951 from the Second Budget Review.

1.2 The original budget for 2014-2015 projected an operating deficit of $789,477. The budget was reconsidered by Council at the meeting 28 October 2014 (First Budget Review) with a reduction in operating deficit before capital amounts to a deficit of $780,479. The budget was subsequently reconsidered by Council at the meeting 24 February 2015 (Second Budget Review) with a reduction on operating deficit before capital amounts to a deficit of $703,165.

1.3 The Third Budget Review projects a favourable operating result adjustment of $188,951. This results in a revised operating deficit before capital amounts of $514,214.

1.4 Overall, the major movement within the Third Budget Review can be summarised in the following savings or increased income sources:-

Additional Income

- Investment Income $10,000 (#94)

Expenditure Savings

- Electricity $45,000 (#53)
- Water $36,787 (#54)
- Footpath Maintenance $30,000 (#74)
- Fuel $18,000 (#83)
- Motor Vehicle Registrations $10,000 (#84)
- Storage Area Network Lease $16,324 (#104)

1.5 In addition to the favourable operating result adjustment of $188,951, there is a saving of approximately $85,000 from various components of the IT Budget. As Council is transitioning its IT services to a co-source model, it is proposed that this operating service to be quarantined for unbudgeted transitional and remedial expenditure. Final savings will be presented to the final budget review in August.

1.6 Total budget variations from the Third Budget Review in 2014-2015 resulting in:-

- **Favourable position of net decrease** in **operating deficit result** (before capital amounts) by $188,951 to an **operating deficit of $514,214**.

- **Favourable position of decrease** in **net deficit** (after capital amounts) by $11,049 to a **net deficit** of $300,800.

- **Unfavourable position of net decrease** in **cash budget deficit** by $283,426 to a deficit cash budget of $158,851.

- Net decrease in capital expenditure budget by $322,475 to $5,040,723.

- Net increase in operating projects by $67,283 to $2,480,638.

2. RECOMMENDATION

(1) Council approve the Third Budget Review adjustments for the 9 month period to 31 March 2015 as listed in Attachments 12–19.

(2) Council approve the revised projected operating deficit (before capital amounts) of $514,214, a projected net deficit (total comprehensive income amounts) of $300,800, and a projected Net Borrowing position of $1,883,221.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Provision of Budget Reviews is required by Local Government Act, 1999.

3.2 Section 123 (13) of the Local Government Act 1999 requires Council to reconsider its budget during the course of the financial year and, if necessary or appropriate, make any revisions.

3.3 Local Government (Financial management) Regulations 2011, Section 9 – Review of Budgets at least twice, between 30 September and 31 May.

3.4 **Core Strategy 5 – Your Council.**

5.8 Ensure Financial Stability.

5.8.4 Implement practices that provide financial accountability and sustainability.

4. COMMUNITY INVOLVEMENT

4.1 There is no relevant community consultation requirement. Budget reviews are available to the public via Council's website.

5. DISCUSSION

5.1 The original budget for 2014-2015 projected an operating deficit of $789,477. The budget was reconsidered by Council at the meeting 28 October 2014 (First Budget Review) with a reduction in operating deficit before capital amounts to a deficit of $780,479. The budget was subsequently reconsidered by Council at the meeting 24 February 2015 (Second Budget Review) with a reduction on operating deficit before capital amounts to a deficit of $703,165.

5.2 The Third Budget Review projects a favourable operating result adjustment of $188,951. This results in a revised operating deficit before capital amounts of $514,214.

5.3 The following table is a summary of budget adjustments (that affects the operating result) presented to Council during the 2014-2015 financial year:-

Summary of Budget Review Adjustments for 2014-2015

Adopted Original Budget (Adopted 1/07/2014)			($789,477)	*Deficit*
Budget Review 1	Carry Forward from 2013-2014		$0	
	Net Favourable Budget Adj		$8,998	
Budget Review 2	Net Favourable Budget Adj		$77,314	
Budget Review 3	Net Favourable Budget Adj		$188,951	
			($514,214)	*Deficit*

5.4 **Attachments 12-19** confirm the effects of the variations on the accrual and cash position projection for Council for the period ended 30 June 2015 as follows:

	Operating Surplus/(Deficit) (before Capital Revenue) Refer Attachment 1	Total Comprehensive Income – Surplus/(Deficit) Refer Attachment 1	Capital Expenditure Refer Attachment 8	Operating Projects Refer Attachment 16-17	Cash Position Surplus/ (Deficit) Refer Attachment 12 - 19
Second Budget Review *adopted by Council 24 February 2015)*	($703,165)	($289,751)	$5,363,198	$2,413,355	($124,575)
Budget Adjustments as per Budget Review 3	Fav By $188,951	Fav By $11,049	Decrease in Cap Exp By $322,475	Increase in Oper Exp By $67,283	Fav By $283,426
Proposed Budget Review 3 Closing Balance	($514,214)	($300,800)	$5,040,723	$2,480,638	$158,851
Net Variation in %	Fav By 26.9%	Fav By 3.8%	Decrease in Cap Exp By 6.0%	Increase in Op Project Exp By 2.8%	Fav By 227.5%

5.5 In reviewing the budget, Council needs to focus on its eight (8) Key Financial Sustainability Indicators as illustrated in the following table. The comparison of both the 2014-15 original budget and the subsequent Budget Reviews are as follows:

		2014-15 Target	Adopted Original Budget	First Budget Review (Sep)	Second Budget Review (Dec)	Third Budget Review (Mar)
1	Operating Surplus/ (Deficit) $	250k-650k	($789,477)	($780,479)	($703,165)	($514,214)
	An operating deficit indicates the extent to which operating revenue is insufficient to meet all operating expenses including depreciation.					
2	Operating Surplus Ratio %	2 - 5%	(4.34%)	(4.29%)	(3.87%)	(2.83%)
	This ratio expresses the operating surplus (deficit) as a percentage of general and other rates, net of rebates. A negative ratio indicates the percentage of total rates insufficient to fund capital expenditure over and above the level of depreciation or does not have the ability to reduce the level of net financial liabilities.					
3	Net Financing Liabilities $	$2 – $10M	$7,200,017	$6,266,207	$7,686,274	$6,873,821
	The Net Financial Liabilities measures Council's indebtedness					
4	Net Financing Liabilities %	10 – 50%	34% 25%*	30% 21%*	38% 29%*	32% 24%*
	The ratio indicates the extent to which net financial liabilities can be met by Council's total operating revenue.					
5	Interest Cover Ratio %	0 – 5%	2%	2%	2%	2%
	The ratio indicates the extent to which council's commitment to interest expenses are met by total operating revenues (net interest expenses/total operating revenue)					
6	Asset Sustainability Ratio %	100 – 120%	94%	126%	126%	126%
	This ratio indicates whether Council is renewing or replacing existing non-financial assets at the rate of consumption (Capital Expenditure on Renewal/Optimal Level of Spend per Infrastructure Asset Management Plans)					
7	Asset Consumption Ratio %	50 – 80%	65%	60%	60%	61%
	This ratio indicates the consumption of the asset stock at a point in time (total written down value of depreciable assets/total reported value of depreciable assets before accumulated depreciation					
8	Interest Expense %	Nil	3%	3%	3%	3%
	This ratio expresses the loan interest expense as a percentage of operating revenue net of NRM levy.					

*****Amended Net Financial Liabilities Ratio excludes Secured Loan of $1.88M to North Adelaide Football Club

5.6 Following the adoption of the Second Quarter Budget Review, it was identified that the reported Net Financial Liabilities and Net Financial Liabilities Ratio had been overstated by approximately $1.1M. The comparatives for the Second Budget Review have been correctly restated in this report.

5.7 Analysis

5.7.1 Analysis of variations and their effect on Council's financial position (Statement of Comprehensive Income & Cash Flow Statement) are given below under the following headings :-

A) Budget variations affecting Operating Result as per Statement of Comprehensive Income

B) Budget Variations affecting Capital Expenditure

C) Budget Funding Summary/Cash Budget

(A) Budget Variations Affecting Operating Result as per Statement of Comprehensive Income (Attachment 2)

5.7.2 Total budget variations from the Third Budget Review in 2014-2015 resulted in a net **favourable** movement in the **operating result** (before capital revenue) of $188,951 deficit when compared to the original budget.

5.7.3 In addition to the favourable operating result adjustment of $188,951, there is a saving of approximately $85,000 from various components of the IT Budget. As Council is transitioning its IT services to a co-source model, it is proposed that this operating service to be quarantined for unbudgeted transitional and remedial expenditure (refer #98 - #103). Final savings will be presented to the final budget review in August.

5.7.4 Significant budget variations presented in the Third Budget Review include (**Attachments 12–19**) :-

Significant Unfavourable Adjustments

- Tourrific Prospect $13,003 (#2-22)
- Memorial Gardens Playspace/Broadview Oval Masterplan design work $9,700 (#42)
- Prospect Magazine User Charges Income $6,000 (#52)
- Braund Road Bike Boulevard grant income $200,000 (#70)
- Information Management Salaries $15,150 (#96)
- IT Transition and Remedial Expenditure (#98 – 102)

Significant Favourable Adjustments

- Neighbourhood Development $6,000 (#31)
- Heritage Grant Program $7,500 (#47)
- Electricity $45,000 (#53)
- Water Charges $36,787 (#54)
- Braund Road Bike Boulevard contractor capital expense $210,000 (#69)
- LATM Infrastructure Project $15,000 (#71)
- Footpath Maintenance $30,000 (#74)
- Kerb & Gutter Construction $30,000 (#75)

- Charles Cane Reserve Irrigation $13,551(#78)
- Fleet Fuel $18,000 (#83)
- Fleet Motor Registration $10,000 (#84)
- Investment Interest Income $10,000 (#94)
- IT Software Licences and IP Costs and savings from IT Projects (#103)
- Storage Area Network $16,324 (#104)
- Depreciation $28,000 (#105)
- Net Gain on Joint Venture – EHA $5,600 (#107-108)

5.7.5 Summary of Cash Budget review classifications **(refer to Attachments 12-19)**

Summary of Cash Budget Revision Classification		**Amount Favourable/ (Unfavourable)**
a	***Policy Change***	**0**
b	***Revised Budget Estimates Approved by Council***	**0**
c	***Budget Savings/(Overruns)***	**$283,426**
d	***Internal Adjustment excluding budget overruns (inc grants, reallocation)***	**0**
	Total Adjustments	**$283,426**

5.7.6 The following is a summary of major movements that have had an impact on the Statement of Comprehensive Income BEFORE Capital Amounts (Attachment 2).

	Description	**Amount**
	Operating Deficit before Capital Amounts (As per Second Budget Review)	($703,165)
Less	**Unfavourable variation** – refer **Attachments 12-19**, item numbers 3-4,8-10,14,16,25,29-30,41-43,49,51-52,56,59,61,65,68,77,90-91,96,103,106,110-111,113-115,117-119,124,126-127,130-132,134,136,139,141,143-144,146.	($361,916)
Add	**Favourable variation** – refer **Attachments 12-19,** item numbers 1-2,5-7,11-13,15,17-24,26-28,31-40,44,46-48,50,53-54,57-58,60,62-64,67,72,74,76,81-84,86-89,92-95,97-99,102,104-105,107-108,109,112,116,120-123,125,128-129,133,135,137-138,140,142,145,147.	$550,867
	Projected Operating Deficit before Capital Amounts (After Third Budget Review)	($514,214)

5.7.7 The following is a summary of major movements that have had an impact on the Statement of Comprehensive Income AFTER Capital Amounts (**Attachment 2**).

	Description	Amount
	Net Deficit after Capital Revenue (As per Second Budget Review)	($289,751)
Less	**Unfavourable variation** – refer **Attachments 12-19**, item numbers 3-4,8-10,14,16,25,29-30,41-43,49,51-52,56,59,61,65,68,70,77,90-91,96,103,106,110-111,113-115,117-119,124,126-127,130-132,134,136,139,141,143-144,146.	($561,916)
Add	**Favourable variation** - refer **Attachments 12-19**, item numbers 1-2,5-7,11-13,15,17-24,26-28,31-40,44,46-48,50,53-54,57-58,60,62-64,67,72,74,76,81-84,86-89,92-95,97-99,102,104-105,107-108,109,112,116,120-123,125,128-129,133,135,137-138,140,142,145,147.	$550,867
	Expected Net Deficit after Capital Revenue (After Third Budget Review)	($300,800)

B) Budget Variations Affecting Capital Expenditure

5.7.8 Decrease in capital expenditure by $322,475 from $5,363,198 (Second Budget Review) to $5,040,723 (Third Budget Review).

- Council is working in partnership with the Department of Planning, Transport and Infrastructure in order to deliver the Braund Road Bicycle path. The project is now considered to extend beyond the financial year and has been reduced in the current budget. The expenditure is fully funded from the Department with funding reduced also (refer #69-70).

C) Budget Funding Summary/Cash Budget

5.7.9 Third Budget Review adjustments resulted in:-

- **Unfavourable** projected net borrowing $1,883,221.
- Cash budget deficit **decreased** from $124,575 (Second Budget Review) to a cash surplus of $158,851 (Third Budget Review).

5.7.10 The Third Budget Review's Cash Flow Statement is provided in **Attachment 5.**

5.8 After considering all operating and capital variations, the following table provides a reconciliation of the cash budget to operating result after capital amounts (**Attachments 2 and 5**):-

Reconciliation of cash budget to operating result	**Amount Favourable/ (Unfavourable)**
Projected Surplus Cash Budget (per Attachment 19) (This amount includes operating expenditure, operating projects, capital projects, loan principal repayment, reserve funds movements & brought forward surplus from the previous financial year. It does not include depreciation or accruals)	**$158,851**
Include Depreciation (because depreciation is a non-cash part of the operating result)	($3,372,000)
Exclude Capital Projects (because the Cap Project Expenditure is not part of the operating result)	$5,040,723
Exclude Loan Principal repayment (because loan repayment is not part of the operating result)	$526,569
Include Written Down Value of Asset Disposed (Net Surplus $174,718)	($86,304)
Exclude Budget Surplus Carried Forward from 2013-2014	($1,068,639)
New Loan Borrowings	($1,500,000)
Operating Result after Capital Amounts– Deficit (per Attachment 2)	**($300,800)**

5.9 Summary of Net Variation in Statement of Comprehension Income including ALL variations - **Attachment 2**:-

Operating Income	**Amount**	**Net Variation**
Rate Revenue	Nil	No Change
Statutory Income	$4,550	Favourable
User Charge	$750	Favourable
Grant	$5,750	Unfavourable
Investment income	$10,000	Favourable
Reimbursements	$13,318	Favourable
Other Income	$11,988	Favourable
Share of Gain – Equity Accounted Council Businesses	$3,445	Favourable
Total Variation in Income	**$38,301**	Favourable
Operating Expense	**Amount**	**Net Variation**
Employee Expense	$72,360	Favourable
Materials, Contracts & Other Expenses	$48,135	Favourable
Finance Charge	Nil	No Change
Other - Depreciation	$28,000	Favourable
Share of Loss – Equity Accounted Council Businesses	$2,155	Favourable
Total Variation in Expense	**$150,650**	Favourable
Asset disposal & fair value adjustments	Nil	No Change
Amounts received specifically for new or upgraded assets	$200,000	Unfavourable
Net Variation of Operating Result	**$11,049**	**Unfavourable**

5.10 Uniform Presentation of Finances

5.10.1 **Attachment 6** is the Statement of Uniform Presentation of Finances. The adjustments in the Third Budget Review resulted in a decrease in the net unfunded budget amount by approximately $283,426 to a surplus amount of $158,849.

5.10.2 Having a net surplus budget result means that Council has sufficient funds to cover operating expenses, extraordinary items and net capital investment and additional funding will need to be sourced.

5.11 Other Potential Adjustments

5.11.1 The Third Budget Review brings to account, information and activities that have occurred since the preparation and subsequent adoption of the original budget and subsequent budget reviews.

5.11.2 At this stage, Council does not have sufficient information to make adjustment to its budget on a number of items. These items will be monitored and adjusted where necessary in subsequent budget reviews. These items include:

- PLEC – The PLEC project (undergrounding of power lines on Prospect Road) is managed externally to Council. Delays have been experienced in the commencement to this project, largely as a result of the manger operating on a calendar year program, rather than financial. Council will only make its contribution to the project once planned milestones have been reached. Should these not be reached before 30 June 2015, Council's contribution will be carried over to the 2015-2016 financial year. As the works are on third party assets and the expenditure is "operating" in nature, this will have a large positive impact on the Operating Deficit for 2014-2015, most likely returning Council to an Operating Surplus. In addition to the external contribution, the need to borrow to fund the program will also be deferred. This deferral will compound the savings with less interest payable on borrowings.

ATTACHMENTS

Attachment 1:	Financial Indicators
Attachment 2:	Statement of Comprehensive Income
Attachment 3:	Balance Sheet
Attachment 4:	Statement of Changes in Equity
Attachment 5:	Statement of Cash Flow
Attachment 6:	Uniform Presentation of Finances
Attachments 7-8:	Summary by Function
Attachment 9:	Capital Projects Statement
Attachments 10-11:	Operating Projects Statement
Attachments 12-19:	Budget Variations
Attachments 20-21:	Local Government (Financial Management) Regulations, 2011

FINANCIAL INDICATORS 2014-15

	Target	Adopted Original Budget 2015	First Budget Review (BR1) 2015	Second Budget Review (BR2) 2015	Proposed Third Budget Review (BR3) 2015	Actual 2014	Actual 2013	Actual 2012	Actual 2011	Actual 2010	Actual 2009
These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.											
Operating Surplus	250K - 650K	(789,477)	(780,479)	(703,166)	(514,214)	376,006	(41,278)	(1,392,275)	145,441	(299,916)	422,122
Being the operating surplus (deficit) before capital amounts .											
Operating Surplus Ratio											
Operating Surplus / Rates - general & other less NRM levy	2-5%	(4.34%)	(4.29%)	(3.87%)	(2.83%)	2%	0%	(10%)	1%	(2%)	4%
This ratio expresses the operating surplus as a percentage of general and other rates, net of NRM levy.											
Net Financial Liabilities	2 - 10 M	7,200,017	6,266,207	7,686,274	6,873,820	4,055,779	6,215,141	6,883,873	7,194,604	3,648,370	1,696,325
Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses).											
Net Financial Liabilities Ratio											
Net Financial Liabilities / Total Operating Revenue less NRM levy	10-50%	34%	30%	38%	32%	21%	33%	38%	43%	23%	11%
Interest Cover Ratio											
Net Interest Expense / Total Operating Revenue less NRM levy less Investment Income	0-5%	2%	2%	2%	2%	1%	2%	2%	1%	0.2%	(0.2%)
Asset Sustainability Ratio											
Net Asset Renewals / IAMP Expenditure Requirement	100-120%	94%	126%	126%	126%	45%	94%	68%	392%	117%	114%
Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.											
Asset Consumption Ratio											
Carrying value of depreciable assets / Gross value of depreciable assets	50-80%	65%	60%	60%	61%	59%	51%	63%	50%	54%	60%
Total carrying value of depreciable assets divided by total reported value of depreciable assets before accumulated depreciation.											
Interest Expense Ratio											
Interest Expense / Total Operating Revenue less NRM levy	NEW	3%	3%	3%	3%	3%	2.9%	3.1%	1.7%	0.7%	0.8%
Finance costs divided by operating revenue less the NRM levy.											

Attachment

CITY OF PROSPECT
Statement of Comprehensive Income 2014-15
For the Period Ended 31 March 2015

		Original Budget 2014-15	Revised Budget BR2 2014-15	YTD Original Budget as at 31 March 2015	YTD Actual as at 31 March 2015	YTD Var Fav/(Unfav)	Proposed Revised Budget BR3 2014-15	End of Financial Year Forecast
		$	$	$	$		$	$
INCOME								
Rates	**1**	17,754,276	17,734,096	17,715,261	17,724,852	9,591	17,734,096	17,735,813
Statutory charges	**2**	499,864	524,875	411,142	424,907	13,765	529,425	535,775
User charges	**3**	187,157	202,277	132,034	111,167	(20,867)	203,027	203,614
Grants, subsidies and contributions	**4**	1,601,861	1,681,493	1,157,220	1,303,306	146,086	1,675,743	1,675,743
Investment income	**5**	231,640	231,640	161,278	179,732	18,454	241,640	241,640
Reimbursements	**6**	192,895	192,256	168,083	182,507	14,424	205,574	207,076
Other income	**7**	126,545	200,205	175,461	190,094	14,633	212,193	216,033
Net gain - equity accounted Council businesses	**8**	0	0	0	0	0	3,445	3,445
Total Income		**20,594,238**	**20,766,842**	**19,920,479**	**20,116,565**	**196,086**	**20,805,143**	**20,819,139**
EXPENSES								
Employee Costs	**9**	7,573,563	7,151,318	5,317,042	5,187,586	129,456	7,078,958	7,153,589
Materials, Contracts & Other Expenses	**10**	9,816,362	10,322,746	6,606,404	6,281,154	325,250	10,274,611	10,378,870
Finance Costs	**11**	593,790	593,790	265,977	265,977	0	593,790	593,790
Depreciation, amortisation & impairment	**12**	3,400,000	3,400,000	2,540,463	2,511,401	29,062	3,372,000	3,372,000
Net loss - equity accounted Council businesses	**13**	0	2,155	2,155	0	2,155	0	0
Total Expenses		**21,383,715**	**21,470,009**	**14,732,041**	**14,246,117**	**485,924**	**21,319,357**	**21,498,249**
Operating Surplus/(Deficit)		**(789,477)**	**(703,167)**	**5,188,438**	**5,870,448**	**682,010**	**(514,214)**	**(679,109)**
Asset disposal & fair value adjustments	**14**	84,186	88,414	71,631	75,138	3,507	88,414	81,562
Amounts received specifically for new or upgraded assets	**15**	117,000	325,000	75,000	75,000	0	125,000	125,000
NET SURPLUS/(DEFICIT) transferred to Equity Statement		**(588,291)**	**(289,753)**	**5,335,069**	**6,020,585**	**685,516**	**(300,800)**	**(472,547)**
Other Comprehensive Income		**-**	**-**	**-**	**-**	**-**	**-**	**-**
TOTAL COMPREHENSIVE INCOME		**(588,291)**	**(289,753)**	**5,335,069**	**6,020,585**	**685,516**	**(300,800)**	**(472,547)**

Notes to the Operating Statement : Income

1 Op Rev - Rates	Minor variance. To be monitored.
2 Op Rev - Stat Charges	Various adjustments to statutory income budgets. Major items consisting of decrease in Development Assessment building fee income ($5K, Item 51), decreased weekend parking income ($4K, Item 61), and additional rate search income ($5K, Item 95).
3 Op Rev - User Charges	Various adjustments to user charges income budgets. Major items consisting of decrease in Prospect Magazine advertising income ($6K, Item 52), increase bar and entrance fees from Club5082 ($5K, Item 125).
4 Op Rev - Grants, subsidies and contributions	Unfavourable variance due to decreased grant income expected in relation to ANZAC Vietnam Event ($6K, Item 113).
5 Op Rev - Investment Income	Additional investment income to be received ($10K, Item 94).
6 Op Rev - Reimbursements	Additional income associated with private works income ($9K, Item 72), and HACC social programs ($4K, Item 132).
7 Op Rev - Other Income	Various adjustment to other income. Major items consisting of insurance claim income ($4K, Item 137 and $5K, Item 140) and Friends of Library Donation ($5K, Item 28).
8 Op Rev - Net gain - equity accounted Council businesses	Joint venture profit recognition ($3K, Item 108).

Notes to the Operating Statement : Expenses

9 Op Exp - Employee Costs	Minor favourable variance due to position vacancies, some positions have been temporarily filled by external contractors.
10 Op Exp - Contractual, Materials & Other	Major items consist of adjustment relating to Tourrific Prospect ($14K, Items 3-22), savings across neighbourhood development ($6K, Item 31) and HACC ($6K, Items 32-38), lack of interest in Heritage Program ($7K, Item 47), savings in electricity charges ($45K, Item 53) and savings in water budget ($37K, Item 54), savings in fuel budget ($10K, Item 83).
11 Op Exp - Finance Costs	Nil variance. To be monitored.
12 Op Exp - Depreciation	Revised forecast for depreciation resulting in decrease of projection of $28K (Item 105).
13 Op Exp - Net Loss - equity accounted Council businesses	Part of end of year process once final verification has been received from subsidiaries. Adjustment to reflect gain rather than loss in Eastern Health Authority ($2K, Item 107).
14 Asset disposal & fair value adjustments/ Net gain/(loss) on disposal or revaluation of assets	Minor variance. To be monitored.
15 Capital Rev - Amounts received specifically for new or upgraded assets	Unfavourable adjustment relating to Braund Road Bike Boulevard ($200K, Item 70).

Attachment

CITY OF PROSPECT Balance Sheet 2014-15 As At 31 March 2015	Original Budget 2014-15	Revised Budget BR2 2014-15	YTD Actual as at 31 March 2015	Proposed Revised Budget BR3 2014-15
	$	$	$	$
ASSETS				
Current Assets				
Cash and cash equivalents	1,249,531	148,149	5,194,964	431,576
Trade & Other Receivables	1,400,000	1,450,089	4,639,769	1,450,089
Total Current Assets	**2,649,531**	**1,598,238**	**9,834,733**	**1,881,665**
Non-Current Assets				
Financial Assets - Community Loans	1,880,000	1,880,000	1,900,000	1,900,000
Equity Acc Investments in Council Businesses (EHA & Waste Care)	44,727	68,544	68,544	68,544
Infrastructure, Property Plant & Equipment	140,766,772	142,729,970	139,571,262	142,434,443
Other Non-current Assets	-	25,000	25,000	25,000
Total Non-Current Assets	**142,691,499**	**144,703,514**	**141,564,807**	**144,427,987**
Total Assets	**145,341,030**	**146,301,753**	**151,399,539**	**146,309,651**
LIABILITIES				
Current Liabilities				
Trade & Other Payables	2,569,716	2,004,681	762,181	1,495,652
Borrowings	595,661	595,661	595,661	595,661
Short-term Provisions	532,000	532,000	770,377	532,000
Total Current Liabilities	**3,697,377**	**3,132,342**	**2,128,219**	**2,623,313**
Non-Current Liabilities				
Long-term Borrowings	7,872,171	7,872,171	6,534,234	7,872,171
Long-term Provisions	160,000	160,000	761,534	160,000
Total Non Current Liabilities	**8,032,171**	**8,032,171**	**7,295,768**	**8,032,171**
Total Liabilities	**11,729,548**	**11,164,513**	**9,423,987**	**10,655,484**
NET ASSETS	**133,611,482**	**135,137,240**	**141,975,553**	**135,654,167**
EQUITY				
Accumulated Surplus	75,759,397	76,583,818	82,986,465	76,665,079
Asset Revaluation Reserve	57,623,348	58,761,384	58,761,384	58,761,384
Other Reserves	228,737	(207,962)	227,704	227,704
TOTAL EQUITY	**133,611,482**	**135,137,240**	**141,975,553**	**135,654,167**

Attachment

CITY OF PROSPECT
Statement of Changes in Equity 2014-15
For the Period Ended 31 March 2015

	Asset			
	Accumulated Surplus $	Revaluation Reserve $	Other Reserves $	Total Equity $
Original Budget 2014-15				
Balance at end of previous reporting period	76,364,694	57,623,348	211,731	134,199,773
Net Surplus / (Deficit) for Year	(588,291)			(588,291)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment				-
Transfers between reserves	(17,006)		17,006	-
Balance at end of period	**75,759,397**	**57,623,348**	**228,737**	**133,611,482**
Revised Budget (BR2)				
Balance at end of previous reporting period	75,803,210	58,761,385	862,398	135,426,993
Net Surplus / (Deficit) for Year	(289,753)			(289,753)
Other Comprehensive Income				-
Gain on revaluation of infrastructure, property, plant & equipment				-
Transfers between reserves	1,070,360		(1,070,360)	-
Balance at end of period	**76,583,817**	**58,761,385**	**(207,962)**	**135,137,240**
YTD Actual as at 31 March 2015				
Balance at end of previous reporting period	75,893,814	58,761,384	1,296,027	135,951,225
Net Surplus / (Deficit) for Year	6,020,585			6,020,585
Other Comprehensive Income				-
Gain on revaluation of infrastructure, property, plant & equipment				-
Transfers between reserves	1,072,065		(1,068,323)	3,742
Balance at end of period	**82,986,465**	**58,761,384**	**227,704**	**141,975,552**
Revised Budget (BR3) 2014-15				
Balance at end of previous reporting period	75,893,814	58,761,384	1,296,027	135,951,225
Net Surplus / (Deficit) for Year	(300,800)			(300,800)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment	-	-	-	-
Transfers between reserves	1,072,065		(1,068,323)	3,742
Balance at end of period	**76,665,079**	**58,761,384**	**227,704**	**135,654,167**

Attachment

CITY OF PROSPECT
Cash Flow Statement 2014-15
For the Period Ended 31 March 2015

	Original Budget 2014-15	Revised Budget BR2 2014-15	YTD Actual as at 31 March 2015	Proposed Revised Budget BR3 2014-15
	$	$	$	$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Operating Receipts	20,494,198	20,535,202	15,664,516	20,563,503
Investment Receipts	100,040	231,640	179,732	241,640
Payments				
Operating payments to suppliers & employees	(17,389,925)	(17,476,218)	(11,832,310)	(17,353,568)
Finance payments	(593,790)	(593,790)	(265,977)	(593,790)
Net Cash provided by (or used in) Operating Activities	**2,610,523**	**2,696,834**	**3,745,961**	**2,857,786**
CASH FLOWS FROM INVESTMENT ACTIVITIES				
Receipts				
Amounts specifically for new or upgraded assets	117,000	325,000	75,000	125,000
Sale of Replaced Assets	184,500	174,718	112,809	174,718
Repayments of loans by community groups	131,600	131,640	98,730	131,640
Payments				
Expenditure on Renewal/Replacement of assets	(3,128,047)	(4,124,036)	(1,757,492)	(4,041,442)
Expenditure on New/Upgraded assets	(849,200)	(1,239,162)	(449,556)	(999,281)
Loan To Community Groups	-	-	-	-
Net Cash provided by (or used in) Investing Activities	**(3,544,147)**	**(4,731,840)**	**(1,920,509)**	**(4,609,365)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Proceeds from Borrowings	1,500,000	1,500,000	-	1,500,000
Payments				
Repayments of Borrowings	(526,569)	(526,569)	(334,894)	(526,569)
Net Cash provided by (or used in) Financing Activities	**973,431**	**973,431**	**(334,894)**	**973,431**
Net Increase (Decrease) in cash held	**39,807**	**(1,061,575)**	**1,490,558**	**(778,149)**
CASH & CASH EQUIVALENTS AT BEGINNING OF PERIOD	**1,209,724**	**1,209,724**	**3,704,406**	**1,209,724**
CASH & CASH EQUIVALENTS AT END OF PERIOD	**1,249,531**	**148,149**	**5,194,964**	**431,576**

Attachment

CITY OF PROSPECT - 2014-15 UNIFORM PRESENTATION OF FINANCES FOR THE PERIOD ENDED 31 March 2015

	UNIFORM PRESENTATION OF FINANCES		Original Budget 2014-15	Last Revised Budget (BR2) 2014-15	Actual as at 31 March 2015	Annual Variance	Proposed Revised Budget (BR3) 2014-15
			$'000	$'000	$'000	$'000	$'000
	OPERATING ACTIVITIES						
	Income	***1***	20,594	20,767	20,117	(650)	20,805
Less	Expenses	***2***	21,384	21,470	14,246	7,224	21,319
Equals	**Operating Surplus/(Deficit)**	***a***	**(789)**	**(703)**	**5,870**	**6,574**	**(514)**
	CAPITAL ACTIVITIES						
Less	**Net Outlays on Existing Assets**						
	Capital expenditure on Renewal/Replacement of Existing Assets	***3***	3,128	4,124	1,757	2,367	4,041
	less Depreciation, Amortisation and Impairment Expenses	***4***	3,400	3,400	2,511	889	3,372
	less Proceeds from Sale of Replaced Assets	***5***	185	175	113	(62)	175
	Net Outlays on Existing Assets	***b***	**(456)**	**549**	**(867)**	**1,540**	**495**
Less	**Net Outlays on New & Upgraded Assets**						
	Capital expenditure on New/Upgraded Assets	***6***	849	1,239	450	790	999
	less Amounts received specifically for New/Upgraded Assets	***7***	117	325	75	(250)	125
	less Proceeds from Sale of Surplus Assets	***5***	0				
	Net Outlays on New & Upgraded Assets	***c***	**732**	**914**	**375**	**1,040**	**874**
	Net Outlays on Existing, New and Upgraded Assets		**276**	**1,463**	**(492)**	**2,579**	**1,369**
Equals	**Net Lending/(Borrowing) for Financial Year** ***(d) = (a)-(b)-(c)***	***d***	**(1,065)**	**(2,167)**	**6,363**	**3,994**	**(1,883)**
	Financing Transactions						
	New borrowings (Net off loan to Community Group)	***e***	*1,500*	*1,500*	*0*	*(1,500)*	*1,500*
Less	*Repayment of principal on borrowings*	***f***	*527*	*527*	*335*	*192*	*527*
Less	*(Increase)/Decrease in level of cash and investments*	***g***	*40*	*(1,062)*	*1,491*	*(2,552)*	*(778)*
Less	*Other*	***h***	*(132)*	*(132)*	*4,537*	*4,855*	*(132)*
Equals	***Funding Transactions***	***i***	***1,065***	***2,167***	***(6,363)***	***(3,994)***	***1,883***
Add	*Cash brought forward from Previous Year*	***k***	*0*	*1,069*	*1,069*	1,069	1,069
Add	Provision for LSL (non cash)	***l***	0	0	0	0	0
	Net Surplus/(Unfunded) Budget	***i=d+e-f+k+l***	***(92)***	***(125)***	***7,096***	***3,371***	***159***

Notes

1 Income - Refer Attachment 2, notes 1-7 of Statement of Comprehensive Income

2 Expenses - Refer Attachment 2, notes 8-12 of Statement of Comprehensive Income

3 Capital expenditure on Renewal/Replacement of Existing Assets - minor favourable change in budget.

4 Depreciation, Amortisation and Impairment Expenses - favourable change in budget

5 Proceeds from Sale of Replaced & Surplus Assets - no change in budget

6 Capital expenditure on New/Upgraded Assets - favourable variation in budget.

7 Amounts received specifically for New/Upgraded Assets - unfavourable change in budget.

Attachment

City of Prospect
SUMMARY OF FUNCTIONS
For the Period Ending 31 March 2015

EXPENDITURE		Item No	Budget Review 2 2014-15	BR3 Variations	Revised Budget 2014-15	Actual as at 31 March 2015	Budget Remaining
1. PLANNING							
1.0 PLANNING MANAGEMENT	1.0		218,172	-	218,172	124,031	94,141
1.1 CITY PLANNING	1.1	46-47	18,546	10,500	29,046	10,815	18,231
1.2 DEVELOPMENT ASSESSMENT	1.2	48-50	853,731	4,170	857,901	630,240	227,661
1.3 HERITAGE	1.3		-	-	-	-	-
1.5 ENVIRONMENTAL HEALTH	1.5	55, 66, 68	-	(5,000)	(5,000)	-	(5,000)
			1,090,449	**9,670**	**1,100,119**	**765,087**	**335,032**
2. INFRASTRUCTURE & ASSETS							
2.05 INSPECTORIAL	2.05	56-57, 65	523,248	(3,350)	519,898	363,472	156,426
2.07 ENVIRONMENT	2.07	107	135,838	2,155	137,993	73,665	64,328
2.1 TRAFFIC MANAGEMENT	2.1	69, 71	1,085,870	225,000	1,310,870	450,274	860,596
2.2 STREETS & FOOTPATHS	2.2	53, 73, 105, 135	6,391,366	104,942	6,496,308	2,901,950	3,594,358
2.3 STORMWATER DRAINAGE	2.3	74-75, 134	506,156	58,058	564,214	342,549	221,665
2.4 OPEN SPACES	2.4	77-80, 136, 138	2,285,616	9,934	2,295,550	1,475,621	819,929
2.5 STREET TREES & NATURE STRIPS	2.5	67	368,569	2,748	371,317	393,953	(22,636)
2.6 WASTE MANAGEMENT	2.6	81-82	2,181,212	2,000	2,183,212	1,393,109	790,103
2.7 SANITATION	2.7		80,439	-	80,439	128,578	(48,139)
2.8 FLEET MANAGEMENT	2.8	83-84, 141	868,148	23,404	891,552	503,343	388,209
2.9 DEPOT OPERATIONS	2.9	112	2,299,086	30,000	2,329,086	1,152,057	1,177,029
			16,725,548	**454,891**	**17,180,439**	**9,178,570**	**8,001,869**
3. COMMUNITY							
3.0 COMMUNITY MANAGEMENT	3		196,783	(2,000)	194,783	106,904	87,879
3.1 COMMUNITY DEVELOPMENT	3.1	31-45, 126-	966,380	(6,029)	960,351	764,645	195,706
3.2 COMMUNITY SERVICES	3.2	54, 130-131, 133	832,415	34,469	866,884	571,646	295,238
3.3 COMMUNITY ARTS,GALLERY & EVENTS	3.3	3-26, 114-123	771,061	(3,643)	767,418	604,722	162,696
3.4 LIBRARY	3.4	29-30	1,755,764	(1,000)	1,754,764	1,340,997	413,767
			4,522,403	**21,797**	**4,544,200**	**3,388,913**	**1,155,287**
4. CORPORATE SERVICES							
4.1 ELECTED MEMBERS & LOCAL GOV'T	4.1	87-92, 142-	1,198,702	5,275	1,203,977	884,359	319,618
4.2 RATES ADMINISTRATION	4.2		270,113	-	270,113	216,258	53,855
4.3 EMPLOYEE RELATIONS & TRAINING	4.3	85-86	96,464	-	96,464	4,690	91,774
4.4 ADMINSTRATIVE SERVICES	4.4	93, 139	330,022	2,000	332,022	330,117	1,905
4.5 FINANCIAL MANAGEMENT	4.5		1,619,854	-	1,619,854	933,336	686,518
4.6 INFORMATION MANAGEMENT	4.6	96-104, 144 147	552,297	8,174	560,471	351,273	209,198
			4,067,452	**15,449**	**4,082,901**	**2,720,033**	**1,362,868**
5. BUSINESS & ECONOMIC DEVELOPMENT							
5.0 BUSINESS & ECONOMIC DEVELOPMENT	5	109-111	475,592	(30,000)	445,592	371,976	73,616
5.05 CORPORATE COMMUNICATION	5.05		-	-	-	-	
			475,592	**(30,000)**	**445,592**	**371,976**	**73,616**
PROSPECT WIDE							
RATES INCOME & REBATES/RESERVES/B-FWD	Prospect Wid	106	(2,909,568)	(28,000)	(2,937,568)	377,741	(11,034)
			(2,909,568)	**(28,000)**	**(2,937,568)**	**377,741**	**(11,034)**
EXPENDITURE TOTAL			**23,971,876**	**443,807**	**24,415,683**	**16,802,321**	**10,917,636**

Attachment

City of Prospect
SUMMARY OF FUNCTIONS
For the Period Ending 31 March 2015

INCOME		Item No	Budget Review 2 2014-15	BR3 Variations	Revised Budget 2014-15	Actual as at 31 March 2015	Budget Remaining
1. PLANNING							
1.2 DEVELOPMENT ASSESSMENT	1.2	51	(199,709)	(5,000)	(204,709)	(154,206)	(50,503)
1.5 ENVIRONMENTAL HEALTH	1.5		-	-	-	-	-
			(199,709)	**(5,000)**	**(204,709)**	**(154,206)**	**(50,503)**
2. INFRASTRUCTURE & ASSETS							
2.05 INSPECTORIAL	2.05	58-64	(368,720)	4,550	(364,170)	(297,577)	(66,593)
2.07 ENVIRONMENT	2.07	108	-	3,445	3,445	-	3,445
2.1 TRAFFIC MANAGEMENT	2.1	70	(330,000)	(200,000)	(530,000)	(75,000)	-
2.2 STREETS & FOOTPATHS	2.2	72	(348,291)	9,000	(339,291)	(305,118)	(34,173)
2.4 OPEN SPACES	2.4	76, 137	(79,897)	5,710	(74,187)	(25,303)	(48,884)
2.5 STREET TREES & NATURE STRIPS	2.5		-	-	-	-	-
2.6 WASTE MANAGEMENT	2.6		(61,248)	-	(61,248)	(60,388)	(860)
2.7 SANITATION	2.7		-	-	-	-	-
2.8 FLEET MANAGEMENT	2.8	140	(183,118)	4,596	(178,522)	(123,681)	(54,841)
2.9 DEPOT OPERATIONS	2.9		(6,000)	-	(6,000)	(13,500)	7,500
			(1,377,274)	**(172,699)**	**(1,549,973)**	**(900,566)**	**(194,407)**
3. COMMUNITY							
3.1 COMMUNITY DEVELOPMENT	3.1	125	(75,630)	4,800	(70,830)	(47,351)	(23,479)
3.2 COMMUNITY SERVICES	3.2	2, 129, 132	(683,542)	2,318	(681,224)	(520,277)	(160,947)
3.3 COMMUNITY ARTS,GALLERY & EVENTS	3.3	113, 124	(99,300)	(6,650)	(105,950)	(76,720)	(29,230)
3.4 LIBRARY	3.4	27-28, 52	(247,464)	-	(247,464)	(189,377)	(58,087)
			(1,105,936)	**468**	**(1,105,468)**	**(833,725)**	**(271,743)**
4. CORPORATE SERVICES							
4.1 ELECTED MEMBERS & LOCAL GOV'T	4.1		(5,561)	-	(5,561)	(6,355)	794
4.3 EMPLOYEE RELATIONS & TRAINING	4.3		-	-	-	-	-
4.4 ADMINSTRATIVE SERVICES	4.4		(84,591)	-	(84,591)	(85,186)	595
4.5 FINANCIAL MANAGEMENT	4.5	94-95	(757,993)	15,000	(742,993)	(596,814)	(146,179)
4.6 INFORMATION MANAGEMENT	4.6		-	-	-	(57)	
			(848,145)	**15,000**	**(833,145)**	**(688,413)**	**(144,789)**
5. BUSINESS & ECONOMIC DEVELOPMENT							
5.0 BUSINESS & ECONOMIC DEVELOPMENT	5	1	(1,400)	1,850	450	(2,611)	3,061
5.05 CORPORATE COMMUNICATION	5.05		-	-	-	-	-
			(1,400)	**1,850**	**450**	**(2,611)**	**3,061**
PROSPECT WIDE							
RATES INCOME & REBATES/RESERVES/B-FWD	Prospect Wide		(20,314,835)	-	(20,314,835)	(17,698,016)	(2,616,819)
			(20,314,835)	**-**	**(20,314,835)**	**(17,698,016)**	**(2,616,819)**
INCOME TOTAL			**(23,847,299)**	**(160,381)**	**(24,007,680)**	**(20,277,538)**	**(3,275,199)**
NET TOTAL			**124,577**	**283,426**	**408,003**	**(3,475,216)**	**7,642,437**
NET SUMMARY							
1 PLANNING SERVICES			890,740	4,670	895,410	610,881	284,529
2 INFRASTRUCTURE & ASSETS			15,348,274	282,192	15,630,466	8,278,004	7,807,462
3 COMMUNITY, ARTS & EVENTS			3,416,467	22,265	3,438,732	2,555,188	883,544
4 CORPORATE SERVICES			3,219,307	30,449	3,249,756	2,031,620	1,218,078
5 ECO DEVELOPMENT & MARKETING			474,192	(28,150)	446,042	369,365	76,677
PROSPECT WIDE			(23,224,403)	(28,000)	(23,252,403)	(17,320,275)	(2,627,853)
			124,577	**283,426**	**408,003**	**(3,475,216)**	**7,642,437**

Attachment

2014-15 CAPITAL PROJECTS						
Description	**New Asset (N); Renewal(R); Upgrade (U)**	**Original Budget 2014-15**	**Budget Review 2 2014-15**	**Budget Variation (BR3)**	**Budget Review 3 2014-15**	**Actual to 31 March 2015**
Env Sustainability (Building) Initiatives	N	18,000	18,000	(4,000)	14,000	0
Civic Centre Green Wall	N	0	0	3,000	3,000	0
Signage Management	R	13,000	13,000	0	13,000	13,399
Brand Road Bike Boulevard	U	0	260,000	(210,000)	50,000	15,728
LATM Infrastructure Project	N	50,000	50,000	(15,000)	35,000	15,555
Beautification Project for All Parks & Reserves	N	200,000	200,000	0	200,000	108,780
Bicycle Plan	N	150,000	150,000	0	150,000	17,760
Devonport Tce Greenways Project Expenditure	N	0	55,115	0	55,115	54,391
Safe Routes to School	U	10,000	10,000	0	10,000	1,400
Driveway Upgrade Program	R	114,097	176,838	0	176,838	125,664
Pedestrian Kerb Ramp	R	25,850	45,008	0	45,008	41,833
Bus Shelter Upgrades (DDA Compliance)	R	0	0	0	0	0
Road Design/Reconstruction (Capital)	R	914,186	1,073,172	0	1,073,172	198,050
Footpath Construction - Miscellaneous	R	496,015	831,028	(30,000)	801,028	650,724
Kerb and Gutter Constructions	R	140,768	238,585	(30,000)	208,585	81,697
Water Sensitive Urban Design for LATM De	N	20,000	20,000	0	20,000	3,856
Slow Point Upgrade Pulsford Rd	N	96,000	96,000	0	96,000	9,650
Churchill Rd Footpath Upgrade	R	589,611	720,000	0	720,000	167,072
Charles Cane Reserve Irrigation	U	75,000	75,000	(13,551)	61,449	61,449
Broadview Oval-Irrigation Tank Replace	R	11,000	11,000	0	11,000	0
Council Buildings & Structures	R	0	0	4,000	4,000	3,554
Park Furniture Replacement/Signage	R	14,000	14,000	0	14,000	510
New Fences - Council Parks & Reserves	R	17,000	17,000	(2,000)	15,000	13,980
Council Buildings & Structures - Capital Works	R	136,090	175,134	0	175,134	33,089
Filtered Water Bottle Refill Stations	N	7,000	7,000	0	7,000	8,167
Fence Upgrade - Prospect Oval	U	4,000	4,000	(1,383)	2,617	2,617
Waste - Bins	R	9,900	0	0	0	0
Waste Bin - Capital Item	R	0	0	0	0	0
Broadview Bowling Club-Grease Arrester	N	11,000	11,000	0	11,000	10,261
Fleet Management - Capital Acquisitions	R	413,500	574,411	0	574,411	314,909
RSL Flag Poles	U	1,500	1,500	0	1,500	0
Parks Strategy Implementation	N	25,000	52,120	0	52,120	29,227
Comm Fac - Town Hall Facilities	R	0	0	5,406	5,406	5,406
HACC - Social & Day Programs	N	0	13,237	0	13,237	0
Memorial Gardens Stage 1	U	112,000	159,140	0	159,140	3,340
Broadview Oval Lighting Project	U	25,000	25,000	0	25,000	75,000
Memorial Gardens Heritage Shelter	R	65,000	65,000	0	65,000	0
LED Signage System (Fitzroy Tce)	N	9,700	0	0	0	0
Public Art - Capital	N	25,000	25,000	0	25,000	24,273
Library Services	R	0	3,000	0	3,000	0
Library Capital Book Purchases	R	108,400	107,230	0	107,230	84,711
Councillors IPad Replacement	N	10,000	7,050	0	7,050	7,050
Work Health Safety & Welfare	U	0	0	1,053	1,053	1,053
Replacement of Library PC's	R	59,630	59,630	(30,000)	29,630	22,896
Grand Total		**3,977,247**	**5,363,198**	**(322,475)**	**5,040,723**	**2,207,048**
CAPITAL SUMMARY						
Total New Asset		621,700	704,522	(16,000)	688,522	288,970
Total Renewal Asset		3,128,047	4,124,036	(82,594)	4,041,442	1,757,492
Total Upgrade Asset		227,500	534,640	(223,881)	310,759	160,586
Total Capital Expenditure as per Adopted Budget		**3,977,247**	**5,363,198**	**(322,475)**	**5,040,723**	**2,207,048**

Attachment

2014-15 OPERATING PROJECTS					
Description	**Original Budget 2014-15**	**Budget Review 2 2014-15**	**Budget Variation (BR3)**	**Budget Review 3 2014-15**	**Actual to 31 March 2015**
Local Heritage & Historic Conservation Zones DPA	5,400	5,400	0	5,400	613
Strategic Directions Report	3,000	3,000	(3,000)	0	0
Heritage Grant Program	10,000	10,000	(7,500)	2,500	0
Better Development Plan DPA	8,000	8,000	0	8,000	0
General Inspection	0	0	0	0	316
Dog Control	0	0	0	0	316
Parking Control	0	0	0	0	325
Community Safety Officer Weekend Overtime	23,500	23,500	0	23,500	15,680
Community Safety After Hours Temp Staff	23,500	23,500	0	23,500	15,995
Veggie Verges	0	0	6,000	6,000	2,847
Business Officer Traineeship - Infrastructure Dept	30,000	21,400	0	21,400	12,251
Fine Enforcement Fee	7,600	7,600	(2,000)	5,600	2,243
Local Area Traffic Mgtmt-Community Art	5,000	5,000	0	5,000	0
SCRamble - Safer Active Travel Project	8,000	8,000	0	8,000	3,605
Prospect Road Precinct Service	19,000	55,554	0	55,554	41,985
Churchill Road Precinct	25,000	42,832	0	42,832	53,949
Asset Management System Support (formerly AAS27)	60,000	60,000	0	60,000	61,346
PLEC Undergrounding Prospect Road	560,000	560,000	0	560,000	576
Increase in Footpath Maintenance	150,000	150,000	(30,000)	120,000	23,475
Local Area Traffic Management Review	30,000	30,000	0	30,000	10,600
Street Lighting Upgrade Milner & Staples	0	0	0	0	(992)
Street Lighting Upgrade Various Location	8,000	8,000	1,942	9,942	9,942
AMP	0	0	8,000	8,000	5,760
Natural Assets Consultancy	30,000	30,000	0	30,000	23,728
Irrigation Management Audit	10,000	10,000	0	10,000	6,620
Depot/Thomas St Master Plan - Investigation	15,000	15,000	(5,000)	10,000	0
Increase in Control Device Operating Budget	20,000	20,000	0	20,000	4,732
White Cedar Tree Program	40,000	40,000	0	40,000	450
Graffiti Removal Non Council Property - Commercial	16,635	16,635	(1,000)	15,635	4,817
Community Waste Education Project	15,000	15,000	0	15,000	8,867
Illegal Dumping Management	15,000	15,000	0	15,000	6,334
Involved Communities	10,000	10,000	0	10,000	6,690
Community Development Plan - Stage 2	10,000	0	0	0	0
Publications - Prospect Magazine	80,000	98,200	0	98,200	35,981
Regional Youth Projects	7,000	7,000	0	7,000	5,200
Toy Library Service	9,908	9,908	0	9,908	4,019
Youth, Sport & Culture Grants (Project)	4,200	4,200	0	4,200	4,200
Volunteer Recognition Events	6,180	6,180	0	6,180	1,670
Community Profile (Scope)	5,500	0	0	0	0
Broadview Oval Master Plan	2,500	2,500	4,200	6,700	6,700
Community Support Fund	23,000	23,000	0	23,000	23,000
HACC Transitional Funding - Expenditure	0	0	0	0	(3,123)
Memorial Gardens Playspace Launch	3,000	4,400	0	4,400	4,160
Twilight Concerts - Expense	35,680	35,680	0	35,680	28,992
Prospect Fair - St Helens Park Fair	40,000	40,000	0	40,000	20,751
LED Signage System (Fitzroy Tce)	0	9,700	0	9,700	0
Priorities City Wide Public Art Advisory Board	25,000	25,000	0	25,000	2,715
2015 ANZAC & Vietnam Commemoration Event	20,750	20,750	(5,750)	15,000	7,774
Reconciliation Action Plan	8,500	8,500	0	8,500	450
Culture Survey/Actions	10,000	10,000	0	10,000	567
Local History Officer Position	15,149	15,149	0	15,149	8,272

Attachment

2014-15 OPERATING PROJECTS					
Description	**Original Budget 2014-15**	**Budget Review 2 2014-15**	**Budget Variation (BR3)**	**Budget Review 3 2014-15**	**Actual to 31 March 2015**
Tourrific Prospect	243,000	219,276	14,103	233,379	236,095
Children's Art and History Trail Brochure	2,000	2,000	(2,000)	0	0
Governance/Electoral Roll/Election	80,350	67,352	(3,428)	63,924	63,924
Australia Day Celebration	6,000	6,000	(2,710)	3,290	3,217
Executive Management Training/Development/Planning	26,000	26,000	0	26,000	18,760
Eastern Region Alliance	20,000	20,000	0	20,000	20,000
Citizenship Ceremonies	5,500	5,500	0	5,500	2,473
Community Satisfaction Survey(Operational & Strate	15,000	15,000	0	15,000	6,705
LGMA Challenge	5,000	5,000	1,750	6,750	5,707
HR Strategy & Roadmap Implementation	51,409	51,409	0	51,409	20,483
External Grant & Sponsorship Procurement	0	30,000	30,000	60,000	40,000
Architectural Plan-Upgrade Customer Services Area	0	0	5,000	5,000	0
Tea Tree Gully IT Shared Services Review	10,000	12,870	0	12,870	12,870
IM Plotter/Scanner	7,008	7,008	0	7,008	6,437
IT Service Transition	0	0	85,000	85,000	0
Disaster Recovery Implementation	65,000	65,000	0	65,000	22,701
Business Process Improvement Authority	25,000	25,000	0	25,000	0
Trim Enhancement	20,000	20,000	0	20,000	0
SOE Build and Upgrade to Office 2010	44,168	44,168	(10,000)	34,168	23,786
Storage Area Network	40,000	33,854	(16,324)	17,530	17,530
NBN Digital Hub	116,080	116,080	0	116,080	73,138
NBN Digital Enterprise Program	0	0	0	0	0
Provision of Video Conference	35,750	35,750	0	35,750	17,953
Economic Development Plan	30,000	30,000	(25,475)	4,525	4,525
Eastside Business Enterprise Centre	7,500	7,500	0	7,500	7,357
Digital Economy Strategy	25,000	25,000	25,475	50,475	32,475
Community Panel (prev in Governance)	15,000	15,000	0	15,000	0
Business & Investment Attraction Strat	15,000	15,000	0	15,000	8,245
Grand Total	**2,363,767**	**2,413,355**	**67,283**	**2,480,638**	**1,118,780**

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

Legend: Classification of budget revision

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						Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Surplus/(Deficit) From Second Budget (Adopted 24/02/2015 Council Meeting)						**(703,165)**	**(289,751)**	**(124,575)**	**(5,363,198)**	**(2,413,355)**
Various Budget Adjustments with alteration to bottom line (Items 1-108)										
BUSINESS & ECONOMIC DEVELOPMENT										
1	To	*c*	Traders Fee - User Charges Income	1,850	Favourable	1,850	1,850	1,850		
			Revised forecast for traders fee income in 2014/15							
BUSINESS & ECONOMIC DEVELOPMENT NET FAVOURABLE CASH ADJUSTMENT OF $1,850										
COMMUNITY, PLANNING & COMMUNICATIONS										
2	To	*c*	Tourrific Prospect - User Charges Income	1,100	Favourable	1,100	1,100	1,100		
3	To	*c*	Tourrific Prospect - Workers Compensation Premium	(111)	Unfavourable	(111)	(111)	(111)		(111)
4	To	*c*	Tourrific Prospect - Income Protection	(55)	Unfavourable	(55)	(55)	(55)		(55)
5	From	*c*	Tourrific Prospect - Salaries	209	Favourable	209	209	209		209
6	From	*c*	Tourrific Prospect - Superannuation	1,212	Favourable	1,212	1,212	1,212		1,212
7	From	*c*	Tourrific Prospect - Other Consultants	1,192	Favourable	1,192	1,192	1,192		1,192
8	To	*c*	Tourrific Prospect - Contractors	(6,511)	Unfavourable	(6,511)	(6,511)	(6,511)		(6,511)
9	To	*c*	Tourrific Prospect - Plant Hire	(10,723)	Unfavourable	(10,723)	(10,723)	(10,723)		(10,723)
10	To	*c*	Tourrific Prospect - Other External Services	(26,003)	Unfavourable	(26,003)	(26,003)	(26,003)		(26,003)
11	From	*c*	Tourrific Prospect - Postage	899	Favourable	899	899	899		899
12	From	*c*	Tourrific Prospect - Stationery	733	Favourable	733	733	733		733
13	From	*c*	Tourrific Prospect - Photographic Expense	2,381	Favourable	2,381	2,381	2,381		2,381
14	To	*c*	Tourrific Prospect - Printing Charges	(2,655)	Unfavourable	(2,655)	(2,655)	(2,655)		(2,655)
15	From	*c*	Tourrific Prospect - Materials	396	Favourable	396	396	396		396
16	To	*c*	Tourrific Prospect - Public Risk Insurance	(198)	Unfavourable	(198)	(198)	(198)		(198)
17	From	*c*	Tourrific Prospect - Advertising Press	905	Favourable	905	905	905		905
18	From	*c*	Tourrific Prospect - Advertising & Media Promotion	20,934	Favourable	20,934	20,934	20,934		20,934
19	From	*c*	Tourrific Prospect - Food & Meals	540	Favourable	540	540	540		540
20	From	*c*	Tourrific Prospect - Entertainment	1,915	Favourable	1,915	1,915	1,915		1,915
21	From	*c*	Tourrific Prospect - Carparking	88	Favourable	88	88	88		88
22	From	*c*	Tourrific Prospect - Event Licences	749	Favourable	749	749	749		749
			Final budget variation to reflect actual result of Tourrific Prospect. Net unfavourable variation of $13,003.							
23	From	*c*	Australia Day - Food & Meals	2,390	Favourable	2,390	2,390	2,390		2,390
24	From	*c*	Australia Day - Advertising	500	Favourable	500	500	500		500
25	From	*c*	Australia Day - Other External Services	(380)	Unfavourable	(380)	(380)	(380)		(380)
26	From	*c*	Australia Day - Salaries	200	Favourable	200	200	200		200
			To reflect savings associated with Australia Day Ceremony. Net favourable adjustment of $2,710.							
27	To	*c*	Library Services - User Charges Income	1,000	Favourable	1,000	1,000	1,000		
			Greater than expected Library user charges income in 2014-15.							
28	To	*c*	Library Services - Donations Income	5,000	Favourable	5,000	5,000	5,000		
			To reflect Donation to be received from the Friends of Prospect Library in 2014-15							
29	To	*c*	Thomas Street Centre - Equipment under $1000	(800)	Unfavourable	(800)	(800)	(800)		
30	To	*c*	Thomas Street Centre - Lease Expense	(200)	Unfavourable	(200)	(200)	(200)		
			To reflect purchase of EFTPOS machine for Thomas Street Centre, including ongoing costs for remainder of 2014-15.							
31	From	*c*	Neighbourhood Development - Other External Services	6,000	Favourable	6,000	6,000	6,000		
			Savings associated with Neighbourhood Development program							

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

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							Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with alteration to bottom line (Items 1-108)											
32	From	*c*	HACC - Postage	500	Favourable		500	500	500		
33	From	*c*	HACC - Subscriptions	200	Favourable		200	200	200		
34	From	*c*	HACC - Advertising	1,000	Favourable		1,000	1,000	1,000		
35	From	*c*	HACC - Printing	1,000	Favourable		1,000	1,000	1,000		
36	From	*c*	HACC - Contractors	1,000	Favourable		1,000	1,000	1,000		
37	From	*c*	HACC - Software Licences	1,200	Favourable		1,200	1,200	1,200		
38	From	*c*	HACC - Stationery	1,000	Favourable		1,000	1,000	1,000		
			Savings identified for the Home and Community Care Program. Net favourable adjustment of $5,900.								
39	From	*c*	Nailsworth Village - Contractors	1,000	Favourable		1,000	1,000	1,000		
			Savings associated with Nailsworth Village in 2014-15.								
40	From	*c*	Volunteer Expenses - External Services	1,000	Favourable		1,000	1,000	1,000		
			Savings associated with Volunteer Development in 2014-15.								
41	To	*c*	Broadview Oval Master Plan	(4,200)	Unfavourable		(4,200)	(4,200)	(4,200)		(4,200)
			Additional works required for Master Plan including quantity survey and 3D renditions.								
42	To	*c*	Recreation Development - Contractors	(9,700)	Unfavourable		(9,700)	(9,700)	(9,700)		
			Refinement of the design and layout for Memorial Gardens Playspace and Broadview Oval Master Plan								
43	To	*c*	Town Hall Facilities - Bad Debts Written Off	(1,853)	Unfavourable		(1,853)	(1,853)	(1,853)		
			To reflect Town Hall Bad Debts not previously budgeted.								
44	From	*c*	Town Hall Facilities - Operating - Furniture and Equipment	6,030	Favourable		6,030	6,030	6,030		
45	To	*c*	Town Hall Facilities - Capital - Furniture and Equipment	(5,406)	Unfavourable				(5,406)	(5,406)	
			To reflect capital assets purchase in relation to Town Hall. Inclusive of blinds, tables and chairs. Net favourable operating adjustment of $624.								
46	From	*c*	Strategic Directions Report - Other Professional Services	3,000	Favourable		3,000	3,000	3,000		3,000
			Strategic Directions Report deferred until 2015-16.								
47	From	*c*	Heritage Grant Program - Donations	7,500	Favourable		7,500	7,500	7,500		7,500
			Lack of interest in Heritage Grant Program in 2014-15. Likely to increase next FY as a result of current Heritage DPA's.								
48	From	*c*	Development Assessment - Software/Online Costs	2,800	Favourable		2,800	2,800	2,800		
			Due to system patching not occurring until April 2015, process improvement in relation to Development Assessment module in Authority will not be actioned.								
49	To	*c*	Development Assessment - Subsidy Payment to Other Agencies	(3,630)	Unfavourable		(3,630)	(3,630)	(3,630)		
			Higher than anticipated Development Assessment lodgements in 2014-15.								
50	To	*c*	Development Assessment - Building Planning Consultant Fees	5,000	Favourable		5,000	5,000	5,000		
			Changed procurement for Development Assessment consultants, resulting in cost efficiencies in 2014-15.								
51	From	*c*	Development Assessment - Building Fees Income	(5,000)	Unfavourable		(5,000)	(5,000)	(5,000)		
			Lower than anticipated Development Assessment Building Fee income in 2014-15.								
52	From	*c*	Prospect Magazine - User Charges Income	(6,000)	Unfavourable		(6,000)	(6,000)	(6,000)		
			Autumn addition advertising not as anticipated for Prospect Magazine, resulting in revised income forecast.								
COMMUNITY, PLANNING & COMMUNICATIONS TOTAL NET UNFAVOURABLE CASH ADJUSTMENT OF ($2,852).											

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

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						Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with alteration to bottom line (Items 1-108)										
INFRASTRUCTURE, ASSETS & ENVIRONMENT										
53	From	*c*	Prospect Wide Electricity Charges *Cost saving due to new street lighting electricity contract with Alinta Energy.*	45,000	Favourable	45,000	45,000	45,000		
54	From	*c*	Prospect Wide Water Charges *Savings resulting from adjustments made to the City wide watering management program.*	36,787	Favourable	36,787	36,787	36,787		
55	To	*c*	Civic Centre Green Wall - Capital Works - Other Consultants / Professional Services *Budget increase associated with preliminary feasibility study and concept design for the Civic Centre vertical green wall.*	(3,000)	Unfavourable			(3,000)	(3,000)	
56	To	*c*	General Inspection - Other External Services	(3,500)	Unfavourable	(3,500)	(3,500)	(3,500)		
57	From	*c*	Fine Enforcement Fee - Other External Services *Adjustment to General Inspection expense is due to higher than forecast costs associated with Fire and Emergency Services works, bee and wasp eradication and electronic expiation system management.* *Fine Enforcement Fees related to the recovery of outstanding expiation fees are lower than initially anticipated.* *Net unfavourable adjustment $1,500.*	2,000	Favourable	2,000	2,000	2,000		2,000
58	To	*c*	Dog Registration Fees *Greater than anticipated dog registrations in 2014-15.*	3,000	Favourable	3,000	3,000	3,000		
59	From	*c*	Dog Expiation Income *Less dog expiations issued than anticipated in 2014-15.*	(1,000)	Unfavourable	(1,000)	(1,000)	(1,000)		
60	To	*c*	Dog Expiation Reminder Fee Income *Greater than anticipated income from dog expiation reminder fees in 2014-15.*	1,000	Favourable	1,000	1,000	1,000		
61	From	*c*	Weekend Parking Expiation Fees *Less than anticipated parking expiations issued in 2014-15.*	(4,000)	Unfavourable	(4,000)	(4,000)	(4,000)		
62	From	*c*	Statutory Fees Written Off *Expiation writes off variation from budget estimate. Less than anticipated write offs.* *Fine Enforcement Fee is lower than forecast fees which are related to the recovery*	2,500	Favourable	2,500	2,500	2,500		
63	To	*c*	Impounded Animal Income	1,600	Favourable	1,600	1,600	1,600		
64	To	*c*	Parking Control Income	1,450	Favourable	1,450	1,450	1,450		
65	To	*c*	Parking Control - Other External Services *Impounded Animal Income greater than anticipated income generated.* *Parking Control Income is greater than forecast due to income generated from installing signs at Coles Private Parking Area. Note this income increase is marched by an expense in Parking Control.* *Net favourable adjustment $1,200.*	(1,850)	Unfavourable	(1,850)	(1,850)	(1,850)		
66	From	*c*	Environmental Sustainability Building Initiatives - Other External Services *Savings due to project coming in under budget.*	4,000	Favourable			4,000	4,000	
67	From	*c*	Nature Strip - Materials	2,748	Favourable	2,748	2,748	2,748		
68	To	*c*	Vegie Verge - Contractors *Project take up by the community has been greater than anticipated. Net unfavourable adjustment $3,252.*	(6,000)	Unfavourable	(6,000)	(6,000)	(6,000)		(6,000)

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							Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with alteration to bottom line (Items 1-108)											
69	From	*c*	Braund Road Bike Boulevard - Contractors	210,000	Favourable				210,000	210,000	
70	From	*c*	Braund Road Bike Boulevard - Grant Income *Reduction in income due to changes to grant funding. Department of Planning, Transport and Infrastructure (DPTI) only providing funding for design component of project. Construction will now be handled internally by DPTI. Net favourable adjustment of $10,000.*	(200,000)	Unfavourable			(200,000)	(200,000)		
71	To	*c*	LATM Infrastructure Project - Capital Works - Other Consultants / Professional Services *Savings in relation to North Street and Salisbury terrace speed hump implementation. No longer being implemented due to lack of community support.*	15,000	Favourable				15,000	15,000	
72	From	*c*	Private Works - User Charges - Trees / Nature Strip Development *Increased income associated with amenity value charges for tree removal.*	9,000	Favourable		9,000	9,000	9,000		
73	From	*c*	Footpath Construction - Contractors *Savings are due to lower unit rates resulting from delivering a larger contract and efficient procurement practices and good project management.*	30,000	Favourable				30,000	30,000	
74	From	*c*	Increase in Footpath Maintenance - General Maintenance - Contractors *Savings are due to efficient procurement approaches, lower market pricing and good project management.*	30,000	Favourable		30,000	30,000	30,000		30,000
75	From	*c*	Kerb and Gutter Constructions - Contractors *Savings are due to lower unit rates resulting from larger kerb and gutter contract and efficient procurement approaches and good project management.*	30,000	Favourable				30,000	30,000	
76	To	*c*	Open Spaces - Other Income *Income associated with various insurance claims (Local Government Association Asset Fund).*	1,710	Favourable		1,710	1,710	1,710		
77	To	*c*	AMP - Council Building - Professional Services *Adjustment is due to unbudgeted maintenance scope relating to software expense.*	(8,000)	Unfavourable		(8,000)	(8,000)	(8,000)		(8,000)
78	From	*c*	Charles Cane Reserve Irrigation - Capital Works - Contractors *Savings are due to better than anticipated market prices and efficient procurement practices.*	13,551	Favourable				13,551	13,551	
79	To	*c*	New Fences - Council Park & Reserves - Capital Works - Contractors *Savings are due to better market pricing.*	2,000	Favourable				2,000	2,000	
80	From	*c*	Prospect Oval Fence Upgrade - Capital Works - Contractors *Project came in under budget due to favourable market prices and efficient procurement practices.*	1,383	Favourable				1,383	1,383	
81	From	*c*	Waste Management - Subscriptions Members *Savings are due to cancellation of subscription with Kesab which is no longer required.*	1,000	Favourable		1,000	1,000	1,000		
82	To	*c*	Graffiti Removal Non-Council Property - Materials *Saving due to decrease in graffiti removal requirements in 2014-15.*	1,000	Favourable		1,000	1,000	1,000		1,000

Attachment

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- *c Budget Overruns/Savings*
- *d Internal Adjustment excluding budget overruns (inc grants, reallocation)*

						Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with alteration to bottom line (Items 1-108)										
83	From	*c*	Fleet Management - Fuel *Saving due to well-planned approach to city maintenance and more economical vehicle choices.*	18,000	Favourable	18,000	18,000	18,000		
84	From	*c*	Fleet Management - Motor Vehicle Registration Fees *High than necessary percentage increase on registration fee was applied during the original budget deliberation process.*	10,000	Favourable	10,000	10,000	10,000		
85	To	*c*	Work Health Safety & Welfare - Furniture	(1,053)	Unfavourable			(1,053)	(1,053)	
86	From	*c*	Work Health Safety & Welfare - General Administration - Materials *Re-allocation of funds to cover purchase of additional office furniture.*	1,053	Favourable	1,053	1,053	1,053		
INFRASTRUCTURE, ASSETS & ENVIRONMENT TOTAL NET FAVOURABLE CASH ADJUSTMENT OF $245,379										
CORPORATE SERVICES										
87	From	*c*	Governance - Councillor Expense - Food & Meal Expenses *Budget savings attributed to less workshops due to election, no workshops in Jan, and new regime of only two workshops per month.*	2,450	Favourable	2,450	2,450	2,450		
88	From	*c*	Mayor Expenses - Entertainment Expenses *Mayor's annual dinner delivered under budget.*	1,043	Favourable	1,043	1,043	1,043		
89	From	*c*	Governance - Electoral Roll - Other External Services *Related expenses were spent in previous financial year.*	3,428	Favourable	3,428	3,428	3,428		3,428
90	To	*c*	Elected Member Legal Costs - Solicitor Fees	(1,229)	Unfavourable	(1,229)	(1,229)	(1,229)		
91	From	*c*	Code of Conduct for Elected Member - Solicitor Fees *Increase budget to cover legal advice cost for Cr Larwood and Code of Conduct Issue. Net unfavourable adjustment $2,646.*	(1,417)	Unfavourable	(1,417)	(1,417)	(1,417)		
92	From	*c*	Christmas BBQ and End of Year Staff Function - Food and Meal Expenses *The event came in under budget.*	1,000	Favourable	1,000	1,000	1,000		
93	From	*c*	General Administration Expenses - Telephone Charges *Budget adjustment due to operational savings.*	5,000	Favourable	5,000	5,000	5,000		
94	To	*c*	Financial Management - Investment Interest Income *Additional investment income received in 2014-15.*	10,000	Favourable	10,000	10,000	10,000		
95	To	*c*	Financial Management - Statutory Charges *Additional Rate search income received in 2014-15.*	5,000	Favourable	5,000	5,000	5,000		
96	To	*c*	Information Management - Salary & Wages *Contract extension of maternity leave replacement to facilitate improved transition of project management in progress.*	(15,150)	Unfavourable	(15,150)	(15,150)	(15,150)		
97	From	*c*	Information Technology - Temporary Staff Employed through Agency *Saving due to contractor not being paid for taking leave.*	7,000	Favourable	7,000	7,000	7,000		

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

Legend: Classification of budget revision

- *a Policy Change*
- *b Revised Budget Estimates Approved by Council*
- *c Budget Overruns/Savings*
- *d Internal Adjustment excluding budget overruns (inc grants, reallocation)*

Various Budget Adjustments with alteration to bottom line (Items 1-108)

						Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
98	From	*c*	Information Technology - Computer / EDP Costs - Software / Software Licences	20,000	Favourable	20,000	20,000	20,000		
99	From	*c*	Information Technology - Computer / EDP Costs - Internet Services / IP Costs	25,000	Favourable	25,000	25,000	25,000		
100	From	*c*	Replacement of Library PC - Capital Works - IT Consultants	7,870	Favourable			7,870	7,870	
101	To	*c*	Replacement of Library PC - Capital Works - Computer Hardware	22,130	Favourable			22,130	22,130	
102	From	*c*	SOE Build and Upgrade to Office 2010 - Computer / EDP Costs - IT Consultant	10,000	Favourable	10,000	10,000	10,000		10,000
103	To	*c*	IT Service Transition - Professional Services	(85,000)	Unfavourable	(85,000)	(85,000)	(85,000)		(85,000)
			IT Software Licences and IP Costs - Operational savings and reduction in licence costs resulting from final lease and licences review. Replacement of Library PC - Savings as a result of this project being run in parallel with the SOE project. Output of SOE project Re image is already developed for library. SOE Build and Update to Office 2010 – Project savings due to development and rollout being completed ahead of planned estimate. As council is transitioning its IT services to a co-source model, it is proposed that this operating service to be quarantined for transitional cost. Final savings to be presented to 4th budget review.							
104	From	*c*	Storage Area Network - Computer / EDP Costs - Lease / Rental Expenses	16,324	Favourable	16,324	16,324	16,324		16,324
			This is a once off saving for the Storage Area Network lease.							
105	From	*c*	Depreciation Expense	28,000	Favourable	28,000	28,000			
106	From	*c*	Depreciation - Clear Out	(28,000)	Unfavourable					
			Revised forecast for depreciation in 2014-15. Net favourable adjustment to operating statement of $28,000.							
107	From	*c*	Loss on Joint Venture - Eastern Health Authority	2,155	Favourable	2,155	2,155	2,155		
108	To	*c*	Gain on Joint Venture - Eastern Health Authority	3,445	Favourable	3,445	3,445	3,445		
			Recogntion of Joint Ventre Share of Prospect following second budget review of subsidiary. Refer resolution 35/1, 24/02/2015. Net positive movement of $5,600.							

CORPORATE SERVICES TOTAL NET FAVOURABLE CASH ADJUSTMENT OF $39,049

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

Legend: Classification of budget revision

- *a Policy Change*
- *b Revised Budget Estimates Approved by Council*
- *c Budget Overruns/Savings*
- *d Internal Adjustment excluding budget overruns (inc grants, reallocation)*

							Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with NO alteration to bottom line (Items 109-147)											
BUSINESS & ECONOMIC DEVELOPMENT											
109	From	*d*	Economic Development Plan - External Services	25,475	Favourable		25,475	25,475	25,475		25,475
110	To	*d*	Digital Economy Strategy - External Services	(25,475)	Unfavourable		(25,475)	(25,475)	(25,475)		(25,475)
			Transfer of funds to a more appropriate operating project reflecting true expenditure. Digital Economy Strategy is a whole section of the Economic Development Plan (Strategy 4.0)								
111	To	*d*	External Grant & Sponsorship - Consultant	(30,000)	Unfavourable		(30,000)	(30,000)	(30,000)		(30,000)
112	From	*d*	Depot - Salaries	30,000	Favourable		30,000	30,000	30,000		
			To account for engagement of consultant to source external grant funding opportunities til end of June 2015.								
COMMUNITY, PLANNING & COMMUNICATIONS											
113	From	*d*	ANZAC Vietnam Event - Operating Grant Income	(5,750)	Unfavourable		(5,750)	(5,750)	(5,750)		
114	To	*d*	ANZAC Vietnam Event - Contractors	(8,000)	Unfavourable		(8,000)	(8,000)	(8,000)		(8,000)
115	To	*d*	ANZAC Vietnam Event - Documentation	(710)	Unfavourable		(710)	(710)	(710)		(710)
116	From	*d*	ANZAC Vietnam Event - Advertising	620	Favourable		620	620	620		620
117	To	*d*	ANZAC Vietnam Event - Materials	(3,570)	Unfavourable		(3,570)	(3,570)	(3,570)		(3,570)
118	To	*d*	ANZAC Vietnam Event - Insurance	(340)	Unfavourable		(340)	(340)	(340)		(340)
119	To	*d*	ANZAC Vietnam Event - Printing	(500)	Unfavourable		(500)	(500)	(500)		(500)
120	To	*d*	ANZAC Vietnam Event - Professional Services	8,250	Favourable		8,250	8,250	8,250		8,250
121	To	*d*	ANZAC Vietnam Event - External Services	10,000	Favourable		10,000	10,000	10,000		10,000
			Adjustment to 2015 ANZAC & Vietnam Commemoration Event budget to reflect grant funding received from the Minister for Veteran Affairs. $15,000 grant received rather than forecasted amount of $20,750.								
122	From	d	Children's Art and History Trail Brochure - Professional Services	1,500	Favourable		1,500	1,500	1,500		1,500
123	From	d	Children's Art and History Trail Brochure - Other External Services	500	Favourable		500	500	500		500
124	From	d	Children's Art and History Trail Brochure - Sponsorship Income	(2,000)	Unfavourable		(2,000)	(2,000)	(2,000)		
			Children's Art and History Trial Brochure is not proceeding in 2014-15.								
125	To	*d*	Club 5082 - Bar, Entrance & Merchandising Income	4,800	Favourable		4,800	4,800	4,800		
126	From	*d*	Club 5082 - Materials	(4,800)	Unfavourable		(4,800)	(4,800)	(4,800)		
			To reflect additional income and expenditure budget required for Club 5082 in 2014-15.								
127	To	*c*	Town Hall Facilities - Building Maintenance	(3,000)	Unfavourable		(3,000)	(3,000)	(3,000)		
128	From	*c*	Nailsworth Hall - Cleaning	3,000	Favourable		3,000	3,000	3,000		
			Revised forecast for costs associated with Town Hall maintenance in 2014-15.								
129	To	*c*	HACC Social & Day Programs - Reimbursement Income	4,318	Favourable		4,318	4,318	4,318		
130	From	*c*	HACC - Donations/ Contributions Income	(1,318)	Unfavourable		(1,318)	(1,318)	(1,318)		
131	To	*c*	HACC - Social Programs	(3,000)	Unfavourable		(3,000)	(3,000)	(3,000)		
132	From	*c*	Services to Aged & Disabled - User Charges Income	(2,000)	Unfavourable		(2,000)	(2,000)	(2,000)		
133	From	*c*	HACC - Contractors	2,000	Favourable		2,000	2,000	2,000		
			Revised forecast for Home and Community Care income and expenditure budgets in 2014-15.								

Attachment

Third Budget Review 2014-15 (For the Period Ended 31 March 2015)

Legend: Classification of budget revision

- *a Policy Change*
- *b Revised Budget Estimates Approved by Council*
- *c Budget Overruns/Savings*
- *d Internal Adjustment excluding budget overruns (inc grants, reallocation)*

						Operating Surplus/(Deficit) before Capital Revenue	Operating Surplus/ (Deficit) after Capital Revenue	Cash Budget Favourable/ (Unfavourable)	(Increase)/ Decrease in Capital Exp	(Increase)/ Decrease in Operating Projects
Various Budget Adjustments with NO alteration to bottom line (Items 109-147)										
INFRASTRUCTURE, ASSETS & ENVIRONMENT										
134	To	*c*	Street Lighting Upgrade Various Location - Contractors	(1,942)	Unfavourable	(1,942)	(1,942)	(1,942)		(1,942)
135	From	*c*	Street Lighting General Maintenance - Contractors	1,942	Favourable	1,942	1,942	1,942		
			Reallocation of budget to reflect the accurate costings.							
136	To	*c*	Council Buildings & Structures - Capital Works - Contractors	(4,000)	Unfavourable			(4,000)	(4,000)	
137	To	*c*	Council Buildings & Structures - Other Incomes	4,000	Favourable	4,000	4,000	4,000		
			Underground stormwater leak in town hall basement resulting in requirement for repair budget.							
138	From	*c*	Deport / Thomas St. Master Plan Investigation - Contractors	5,000	Favourable	5,000	5,000	5,000		5,000
139	To	*c*	Architectural Plan - Customer Services Area - Other Consultant / Professional Services	(5,000)	Unfavourable	(5,000)	(5,000)	(5,000)		(5,000)
			To reflect expenditure relating to Architectural Plan - Customer Services Area project.							
140	To	*c*	Fleet Management - Other Income	4,596	Favourable	4,596	4,596	4,596		
141	To	*c*	Fleet Management - Plant Operating Expenditure - Other External Services	(4,596)	Unfavourable	(4,596)	(4,596)	(4,596)		
			Insurance related cost and income associated with theft of fleet vehicle.							
142	From	*c*	Employee Relations & Training Prospect Wide - Course / Conference	1,750	Favourable	1,750	1,750	1,750		
143	From	*c*	LGMA Challenge - Staff Training - Other External Services	(1,750)	Unfavourable	(1,750)	(1,750)	(1,750)		(1,750)
			Reallocate fund from Prospect Wide Training budget to cover LGMA Challenge expense. Nil dollar adjustment.							
CORPORATE SERVICES										
144	To	*c*	Rates Administration - Solicitors Fees	(5,000)	Unfavourable	(5,000)	(5,000)	(5,000)		
145	From	*c*	Depot Operations - Solicitors Fees	5,000	Favourable	5,000	5,000	5,000		
			Solicitor Fees associated with Rates objections.							
146	To	*c*	Information Management - Temporary Staff Employed through Agency	(46,000)	Unfavourable	(46,000)	(46,000)	(46,000)		
147	From	*c*	Information Management - Salary & Wages	46,000	Favourable	46,000	46,000	46,000		
			Reallocate Information Management Salaries and Wages to cover temporary staffing expenses.							
			Budget Adjustments with alteration to bottom line - Sub Total			*184,951*	*(15,049)*	*283,426*	*326,475*	*(41,341)*
			Budget Adjustments with NO alteration to bottom line - Sub Total			*4,000*	*4,000*	*0*	*(4,000)*	*(25,942)*
			Net Budget Adjustments			188,951	(11,049)	283,426	322,475	(67,283)
(Surplus)/Deficit From Third Budget Review						**(514,214)**	**(300,800)**	**158,851**	**(5,040,723)**	**(2,480,638)**

Summary of Budget Revision Classification		
a	*Policy Change*	*0*
b	*Revised Budget Estimates Approved by Council*	*0*
c	*Budget Overruns/Savings*	*283,426*
d	*Internal Adjustment excluding budget overruns (inc grants, reallocation)*	*0*
		283,426

	Operating Surplus/ (Deficit) before Capital Revenue Summary	Operating Surplus/ (Deficit) after Capital Revenue Summary	Cash Budget Summary
Depreciation	28,000	28,000	0
Operating	233,984	233,984	33,984
Project	(67,283)	(67,283)	(67,283)
Project Revenue	(5,750)	(5,750)	(5,750)
Capital	0	0	322,475
Capital Revenue	0	(200,000)	(200,000)
	188,951	(11,049)	283,426

Attachment

6—Annual business plans

Pursuant to section 123(2)(g) of the Act, an annual business plan (including a draft for the purposes of public consultation) must include information with respect to the following additional matters:

(a) the reason why the council has adopted its valuation method for rating purposes;

(b) if differential rates are used, the reasons and justifications for the differentiation, and the expected level of revenue to be raised by each differential rate;

(c) if applicable, the use and level of a fixed charge component of a general rate;

(d) the use and level of any separate rate, service rate or service charge, including the reasons for the rate or charge;

(e) the council's policy on discretionary rebates and remissions, with particular reference to the rebates that will apply for more than 1 financial year and including information on how a rebate is designed to meet the purpose behind the rebate;

(f) issues concerning equity within the community and the impact of rates across the area;

(g) the application or operation of a minimum amount payable by way of rates (if applicable).

7—Budgets

Pursuant to section 123(10)(b) of the Act, each budget of a council under the Act must—

(a) include budgeted financial statements, which must be presented, other than notes and other explanatory documentation, in a manner consistent with the Model Financial Statements; and

(b) state whether projected operating income is sufficient to meet projected operating expenses for the relevant financial year; and

(c) include a summary of operating and capital investment activities presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*; and

(d) include estimates with respect to the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

8—Provision of subsidiary budgets to councils

(1) For the purposes of clause 9(2)(e) of Schedule 2 of the Act, a copy of a budget adopted by a subsidiary must be provided to the chief executive officer of the relevant council within 5 business days after its adoption.

(2) For the purposes of clause 25(2)(e) of Schedule 2 of the Act, a copy of a budget adopted by a regional subsidiary must be provided to the chief executive officer of each constituent council within 5 business days after its adoption.

Attachment

9—Review of budgets

(1) A council, council subsidiary or regional subsidiary must prepare and consider the following reports:

(a) at least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under subregulation (1)(b), and at least 1 report must be considered after consideration of the report under subregulation (1)(b))—a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*;

(b) between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.

(2) A council must also include in a report under subregulation (1)(b) revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

10—Report on financial results

(1) A council, council subsidiary or regional subsidiary must, by no later than 31 December in each year, prepare and consider a report showing the audited financial results of each item shown in the statement of comprehensive income and balance sheet of the budgeted financial statements of the council, council subsidiary or regional subsidiary (as the case may be) for the previous financial year compared with the estimated financial results set out in the budget presented in a manner consistent with the Model Financial Statements.

(2) A council must also include in a report under subregulation (1) audited financial results for the previous financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

Part 3—Accounting principles

11—Accounting standards

(1) A council, council subsidiary or regional subsidiary must ensure that all accounting records, accounts and financial statements are prepared and maintained in accordance with all relevant Australian Accounting Standards.

Attachment

AGENDA ITEM NO.: **19.3**

TO: Council Meeting on 28 April 2015

DIRECTOR: Greg Georgopoulos, Director of Infrastructure, Assets and Environment

REPORT AUTHOR: Greg Georgopoulos, Director of Infrastructure, Assets and Environment

SUBJECT: Declare Wilke Lane a Public Road

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1. EXECUTIVE SUMMARY

1.1 Council is the owner of a parcel of land described as Allotment 2 within Filed Plan 110114 in the area named Prospect, Hundred of Yatala. The land is held within Certificate of Title Volume 5197 Folio 358 and is known as Wilke Lane. The land is used as a public laneway but has not been declared as a road. Council intends to declare Wilke Lane as Public Road to properly reflect its use.

1.2 The Local Government Act 1999 establishes the process for the declaration of land as a Public Road.

1.3 Council must consider the existing use and tenure of the land and make a resolution to give notice of Council's intent to declare Wilke Lane as Public Road.

1.4 The preferred option is for Council to resolve to proceed with the issue of a notice of intention to declare Wilke Lane to be Public Road which is a more accurate reflection of the historical and existing use of the property.

1.5 The proposed public road declaration will also secure access rights over the land for the adjoining residential property owners, who have been using the land for this purpose for a number of years, and will enable council to rectify the encroachment issue (as a separate process), as per referenced in part 4.8 as reported to Council on 26 November 2013 in **Attachment 1-4**.

2. RECOMMENDATION

(1) Council to commence the process for the declaration of Wilke Lane (described as Allotment 2 within Filed Plan 110114 in the area named Prospect, Hundred of Yatala and held within Certificate of Title Volume 5197 Folio 358) as a Public Road under the Local Government Act 1999 by publication of a notice of intention to declare the land as Public Road in the Government Gazette and in the City North Messenger as per Attachment 5.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 **Core Strategy 5 – Your Council.**

5.1 Best practice asset management planning for the upkeep and renewal of existing assets.

5.1.1 Review, maintain and implement sustainable Asset Management plans for major asset classes.

5.1.2 Develop and implement plans for 'Other Assets' including regulatory signs, bike paths, street furniture, play equipment and public art.

5.1.3 Develop integrated streetscape Master Plans across our City.

5.2 Responsibly manage and maintain the City's existing public infrastructure.

5.2.1 Improve and implement an annual City Maintenance Plan for all asset classes.

5.2.2 Improve and implement service levels for all asset classes.

5.2.3 Improve the City Precinct Program and parks and gardens maintenance plan.

4. COMMUNITY INVOLVEMENT

4.1 Council has previously consulted with adjoining property owners regarding the use and possible disposal of Wilke Lane. Feedback from this consultation process indicated that adjoining owners had some concerns relating to the loss of the land as a rear access point to their residential properties. As such, Council decided not to proceed with the disposal of the whole of Wilke Lane, and the adjoining property owners were advised of this decision in December 2010.

4.2 As part of Council's previous dealings with Wilke Lane, a small encroachment by an adjoining residential property was identified (approximately 11sqm). Council has liaised with the Registered Proprietors of this adjoining property, and they have expressed their desire to rectify this encroachment by way of boundary realignment.

4.3 Wilke Lane was formerly classified as Community Land, despite its use as a public laneway. Notice of Council's intention to revoke the community land classification of Wilke Lane was published in the City North Messenger on 19 September 2012 and invited comments for a period of 28 days. No submissions or objections were received. Council revoked the community land classification on 26 November 2013.

5. DISCUSSION

5.1 Wilke Lane is a dead-end section of road that runs east from Darmody Street.

5.2 It has an area of approximately 124sqm – approximately 33.5m in length and approximately 3.7m in width.

5.3 As Council has maintained the laneway as a road, it is obliged to continue doing so if adjacent property owners decide to use it as a road in the future.

5.4 At present, Council owns Wilke Lane as a Freehold parcel of land and responsibility for the maintenance and general upkeep of the laneway rests with Council. Subsequent to declaration as a Public Road, Wilke Lane will form part of Council's road network and will be maintained as part of this network.

5.5 Adjacent owners have indicated that they would like the land to be retained in its current state for use as an access point to their properties.

5.6 Once Wilke Lane is declared as Public Road, Council can deal with the encroachment issue by declaring that portion of the road closed and amalgamating the closed road with the adjoining Registered Proprietor's land under the Roads (Opening & Closing) Act 1991.

5.7 Council has 2 options, as follows:-

5.7.1 Resolve not to proceed with the declaration of the land as Public Road.

Under this option, the land would remain as a Council owned and maintained parcel of land being used by adjoining residential property owners as a public laneway. The use of the property does not support its ownership as a Freehold parcel. It would be necessary to go through a land division process to amend the boundaries between the Council land and the adjoining Registered Proprietor's land to deal with the encroachment.

5.7.2 Resolve to proceed with the declaration of the land as Public Road.

It appears as though Council's original intention was for this land to be held as public road; however, this has never been formalised. Subsequent to declaration as a Public Road, Wilke Lane will form part of Council's road network and will be maintained as part of this network. The land tenure would reflect its current use as public laneway.

ATTACHMENTS

Attachments 1-4: Council Report 26/11/2013 – Encroachment and Potential Sale of Wilke Lane, Prospect

Attachments 5: Public Notice of Intention

ITEM NO.: **20.10 ON AGENDA**

TO: Council on 26 November 2013

FROM: Director Infrastructure Assets and Environment

SUBJECT: Encroachment and Potential Sale of Wilke Lane, Prospect

FILE NO.: C12/790

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1. PURPOSE OF REPORT

1.1 In response to a Resolution of Council, this report provides additional information with regard to the rectification of an encroachment issue and potential disposal of Wilke Lane, Prospect.

2. RELEVANCE TO STRATEGIC DIRECTIONS / POLICY

2.1 Core Strategy 5 – **Your Council**

3. DISCUSSION

3.1 At Council's 28 May 2013 meeting, the proposed revocation of the Community Land Classification of Wilke Lane Prospect was considered and the following resolution was made by Council:-

"Resolve to proceed with the revocation of the community land classification of Wilke Lane – described as Allotment 2 within Filed Plan 110114, CT 5197/358 – and the application should now be referred to the Minister for approval." refer **Attachment 1-3.**

3.2 This process is now underway. Council further requested:-

"that a report be provided concerning Council's ability to sell Wilke Lane, detailing any potential for refusal by the Minister.

The report needs to emphasise the complications that we might face in relation to public consultation, and the Minister's opinion on that."

3.3 The information contained herein sets out the process that has been undertaken to date and the likely issues that may be encountered in attempting to dispose of Wilke Lane.

4. PROCESS UNDERTAKEN TO DATE

4.1 In 2009, Council was approached by an adjoining property owner who indicated their interest in purchasing the whole of Wilke Lane and merging the land with their residential property.

4.2 It was identified that six properties abut Wilke Lane, and the Registered Proprietors of these properties were therefore contacted by letter to advise that the land is surplus to Council's requirements, and to seek feedback regarding its disposal.

Attachment

4.3 At this time, it was noted that roads and road related areas are excluded from Community Land classification, so revocation would not be required.

4.4 Following a lengthy consultation process, it was determined that four of the adjoining property owners were interested in purchasing some or all of Wilke Lane.

4.5 In 2010, all of the interested parties were contacted with an indication of the land that would be available for them to purchase and the likely costs involved. This correspondence requested a response confirming their interest or otherwise.

4.6 Responses were mixed, with some owners in favour of purchasing part or all of the laneway, and some opposed to any road closure which would prohibit rear access to their property.

4.7 Following further consideration, Council resolved not to proceed with the road closure process. This was particularly in light of the rear access issues raised in consultation with the adjoining property owners. All adjoining owners were advised of Council's decision in December 2010.

4.8 As part of the consultation process, Council identified an encroachment over Wilke Lane by one of the adjoining property owners. Council contacted the encroaching owner and it was agreed that the small portion of Wilke Lane being encroached upon (approximately 11 square metres) would be closed as a road and merged with the adjoining residential property to rectify the encroachment. This encroachment occurs at the eastern end of Wilke Lane and does not impact upon access to any of the adjoining properties.

4.9 In formally instigating the road closure process in 2011, it was identified that Wilke Lane is actually Council owned land, used for access purposes, as opposed to Public Road. Further investigation at this time also revealed that the land is held as Community Land.

4.10 In order for Council to hold Wilke Lane as public road and rectify the encroachment issue, it was determined that the following process should be undertaken:-

a) Revoke the Community Land classification of the whole of Wilke Lane in accordance with the *Local Government Act 1999*.

b) Declare the whole of Wilke Lane as Public Road in accordance with the requirements of the *Local Government Act 1999*.

These steps require two separate public consultation/notification periods, and will result in the whole of Wilke Lane being correctly held as Public Road. These steps will also ensure the adjoining residential property owners have security of access to the rear of their properties as a result of Wilke Lane being held as Public Road.

c) Proceed with a road closure for only the small portion of land that has been encroached upon, including transfer of this portion to the adjoining residential property owner to rectify the encroachment.

This step will, in effect, rectify the encroachment issue and will require an additional public consultation process, including liaison with adjoining property owners.

Attachment

4.11 Following lengthy consideration by Council, a Revocation Report was prepared and public consultation commenced on 20 September 2012. No submissions or objections were received during the public consultation process.

4.12 The matter was considered at Council's 28 May 2013 meeting and, at that meeting, Council resolved to proceed with revocation of the Community Land classification and to refer the matter to the Minister for approval.

5. ISSUES THAT MAY BE ENCOUNTERED IN DISPOSING OF WILKE LANE

5.1 Wilke Lane is developed for use as a public laneway. Despite it being owned by Council as a Freehold parcel of land, it has been available for use as a public laneway for a number of years by members of the public and, more specifically, adjoining property owners. The Local Government Act 1999 defines Road as follows:-

"**road** means a public or private street, road or thoroughfare to which public access is available on a continuous or substantially continuous basis to vehicles or pedestrians or both and includes—

(a) a bridge, viaduct or subway; or

(b) an alley, laneway or walkway;"

5.2 As such, any disposal of the land would be subject to a road closure process in accordance with the requirements of the Roads (Opening and Closing) Act 1991. This process requires public consultation with the community and targeted consultation with adjoining property owners. In instances where an objection to the process is received, it also requires the approval of the Minister.

5.3 As set out in point 2 above, consultation with adjoining property owners was undertaken in 2010 and this consultation revealed:-

- 4 of the 6 adjoining property owners did express interest in purchasing portion or all of the laneway.
- 1 of the adjoining properties encroaches onto the laneway (this is in the process of being rectified).
- Concerns were raised regarding the significant tree which overhangs the laneway.
- Concerns were raised regarding the loss of rear access to the residential properties if the laneway is closed and disposed of.

5.4 Issues likely to be encountered in disposing of the land predominantly centre around the loss of rear access to the residential properties with multiple adjoining owners wishing to purchase the land but indicating they will object to its closure if they cannot purchase it.

5.5 In addition, the laneway contains a stormwater drainage pipe and this pipe will need to be protected by easement if the laneway is closed and sold.

Attachment

6. PREFERRED OPTION & JUSTIFICATION

6.1 Should Council wish to pursue disposal of the laneway then new searches and a new consultation process must be completed. It is likely that objections will be received during this consultation process and the matter would therefore be referred to the Minister for consideration. Experience in road closure matters in the past has shown that, generally, where someone has legal access to their property, this access cannot be removed without their agreement. It is therefore considered unlikely that the process would be approved by the Minister unless agreement could be reached with all adjoining owners.

6.2 It is noted that the encroachment matter is currently being addressed and the steps that are currently underway are necessary regardless of whether Council wishes to pursue the disposal of the remaining laneway. It is therefore strongly recommended that the encroachment matter be rectified prior to any further consideration regarding the disposal of the remainder of Wilke Lane.

7. RECOMMENDATION

(1) Management be instructed to instigate a process to rectify the encroachment issue on Wilke Lane, Prospect.

(2) No further action be taken with regard to disposal of Wilke Lane, Prospect.

Greg Georgopoulos
Director Infrastructure Assets and Environment

Attachment

INSERT CITY OF PROSPECT LOGO

Notice of Intention to make Declaration as Public Road

Notice is hereby given pursuant to Section 210 of the Local Government Act 1999 that the City of Prospect proposes to declare the following land to be Public Road:-

Allotment 2 in Filed Plan 110114 in the area named Prospect, Hundred of Yatala contained within Certificate of Title Volume 5197 Folio 358 and known as Wilke Lane, Prospect.

Council invites submissions on this matter by delivery to the Council offices at 128 Prospect Road, Prospect or by post to PO Box 171, Prospect SA 5082.

Dated

Mark Goldstone
Chief Executive Officer

Attachment

AGENDA ITEM NO.: **19.4**

TO: Council on 28 April 2015

DIRECTOR: Ginny Moon, Director Corporate Services

REPORT AUTHOR: Kerry Loughhead, Manager Governance and Administration

SUBJECT: Delegation Update

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1. EXECUTIVE SUMMARY

1.1 At its meeting of 28 October 2014, Council reviewed and adopted the Delegation Manual 2014. Since this meeting the Local Government Association (LGA), in association with Normans Lawyers, has advised the template for delegations under the Development Act has been updated.

1.2 The new regulation 47A of the Development Regulations has been added to the template which deals with a situation where, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion that the variation is minor in nature and, if the delegate is satisfied that the variation is minor in nature, to approve the variation.

2. RECOMMENDATION

(1) Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under Development Act 1993 and Development Regulations 2008.

(2) Delegations made under Development Act 1993:

2.1 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation (annexed to the Report dated 28 October 2014 and entitled City of Prospect Delegation Manual 2014 and marked Appendix 2) (distributed under separate cover) are hereby delegated this 28 October 2014 to the person occupying the office of Chief Executive Officer, subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

2.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

2.3 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993 the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation (annexed to the Report dated 28 October 2014 and entitled City of Prospect Delegation Manual 2014) (distributed under separate cover) and which are specified below are hereby delegated to the Council's Development Assessment Panel, subject to any conditions specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

10.1.1, 10.1.3, 10.1.4, 10.1.5, 10.1.6, 10.2, 12.1, 12.2, 12.3, 12.4, 12.5, 14.1.1, 14.1.2, 14.2, 15.1, 15.2, 16.1, 16.2, 16.3.1, 16.3.2, 16.4, 17.2.1.1, 17.2.1.2, 17.2.2.1, 17.2.2.2, 17.2.3, 17.3, 17.4, 17.5, 17.6, 17.7, 17.8, 17.9, 17.10, 17.11, 18.1.1, 18.1.2, 18.1.3, 18.1.4, 18.1.5, 18.2, 18.3.3, 18.3.4, 18.4.1, 18.4.2, 18.5, 18.6, 18.7, 18.10, 18.11, 18.12, 18.15, 18.16, 19.1, 19.2, 20.1, 21.1, 21.2, 21.3, 21.4, 22.1, 23.1, 23.2, 23.3, 24.1, 24.2, 24.3, 25.1, 25.2, 25.3, 26.1.1, 26.1.2, 26.1.3, 26.2, 26.3, 26.4, 26.5, 26.6, 27.3, 27.4, 27.5, 29.1, 30.1, 31.1, 31.2, 31.3, 31.4, 31.5.1, 31.5.2, 37A.1, 37A.2, 37A.3, 39.1, 39.2.1, 39.2.2, 39.6, 59.1, 59.2, 59.3, 59.4, 62.1, 62.2, 65.1, 69.1, 69.2, 70.3, 71.1, 74.1.1, 74.1.2, 74.2, 76.1, 77.1, 77.2, 78.1, 80.1, 81.1, 81A.1, 83.1, 83.2, 84.1, 85.1, 85.2, 85.3, 86.1, 111.1.1, 111.1.2, 111.1.3, 111.1.4, 112.1, 114.1, 118.1, 118.2, 118.3.1, 118.3.2, 118.4.1, 118.4.2, 118.5, 118.6.1, 118.6.2, 118.6.3, 118.7.1, 118.7.2.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Local Government Act 1999 – Section 44

3.2 **Core Strategy 5 – Your Council.**

5.7.2 Provide visible service delivery and accountability through a structured program of service reviews and improving Council's internal systems and on-line services.

4. COMMUNITY INVOLVEMENT

4.1 Nil.

5. DISCUSSION

5.1 Delegations to the administration provide the authority for officers to deliver Council services.

5.2 Delegations need to be clear and well documented to ensure Council's operations are open, transparent and accountable.

5.3 As a matter of best practice it is usual for delegations to be made by the Council to the Chief Executive Officer (CEO). Once the delegations to the CEO have been made, it is appropriate for the CEO to make sub-delegations to the relevant Council officers (or such other bodies as are allowable).

5.4 Sub delegations from the CEO to the relevant officers will be made in accordance with Section 44 of the Local Government Act 1999.

5.5 It is important to note that both the wording of the resolution and the instrument of delegation itself are important. It is the resolution which makes the delegation, as the resolution is the instrument which sets out the scope of the delegation.

5.6 The template for delegations under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008 has been updated due to addition of Regulation 47A of the Development Regulations. The amended Instrument of Delegation is provided at **Attachment 1-92**.

ATTACHMENTS

Attachments 1-92: **Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008**

APPENDIX 2

INSTRUMENT OF DELEGATION UNDER THE

DEVELOPMENT ACT 1993, DEVELOPMENT (DEVELOPMENT PLANS) AMENDMENT ACT 2006 AND DEVELOPMENT REGULATIONS 2008

NOTES

1. Conditions or Limitations: conditions or limitations may apply to the delegations contained in this Instrument. Refer to the Schedule of Conditions at the back of this document.

2. Refer to the relevant Council resolution(s) to identify when these delegations were made, reviewed and or amended.

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

		Delegation	Sub Delegation
1.	**Concept of Change in the Use of Land**		
1.1	The power pursuant to Section 6(3) of the Development Act 1993 ('the Act') and in circumstances where a particular use of land has been discontinued for a period of six months or more:		
1.1.1	to form the opinion that the revival of that use would be inconsistent with the Development Plan and have an adverse effect on the locality in which the land is situated; and	CEO	DCPC MDSC
1.1.2	to serve written notice on the owner and occupier of the land declaring that a revival of the use will be treated for the purposes of the Act as a change in the use of land.	CEO	DCPC MDSC
2.	**Appointment of Authorised Officers**		
2.1	The power pursuant to Section 18(1) of the Act to appoint a person to be an authorised officer for the purposes of the Development Act 1993.	CEO	DCPC
2.2	The power pursuant to Section 18(2) of the Act to impose conditions on the appointment of an authorised officer.	CEO	DCPC

Attachment

2.3	The duty, pursuant to Section 18(3) of the Act to issue an authorised officer with an identity card.	CEO	DCPC
2.4	The power pursuant to Section 18(5) of the Act to at any time, revoke an appointment which the Delegate or the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.	CEO	DCPC
3.	**Delegations**		
3.1	The duty pursuant to Section 20(8) of the Act to ensure that notice of a delegation under Section 20 of the Act is, in prescribed circumstances, given in the Gazette.	CEO	DCPC MGA
4.	**Council or Minister May Amend a Development Plan**		
4.1	Where an amendment relates to the area, or part of the area, of a council, the power pursuant to Section 24(1)(a)(i) of the Act to prepare an amendment to a Development Plan.	CEO	DCPC MDSC Pol.Pl.
4.2	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(i) to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.
4.3	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(ii) of the Act to prepare an amendment to a Development Plan at the request or with the approval of the Minister.	CEO	DCPC MDSC Pol.Pl.
4.4	The power pursuant to Section 24(1a) of the Act and in accordance with subdivision 2 of Division 2 Part 3 of the Act to act jointly with one or more councils in preparing amendments to 1 or more Development Plans under sub Section (1)(a)(i) or (1)(b)(ii) of the Act.	CEO	DCPC MDSC Pol.Pl.

Attachment

4.5	The power pursuant to section 24(1)(a)(iva) of the Act, where the Council or the Delegate has, after commencing the processes associated with making an amendment as set out in Section 25 of the Act, to subsequently decide not to proceed with the amendment after all.	CEO	DCPC MDSC Pol.Pl.
4.6	The power pursuant to Section 24(1b) of the Act to make submissions in relation to the matter within the period specified by the Minister.	CEO	DCPC MDSC Pol.Pl.
4.7	The power pursuant to Section 24(2a) of the Act to make submissions (within a period specified in the notice) in relation to a matter.	CEO	DCPC MDSC Pol.Pl.
5.	**Amendments by a Council**		
5.1	The power pursuant to Section 25(1) of the Act to prepare a 'Statement of Intent' in accordance with the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.2	The power pursuant to Section 25(1) of the Act to reach agreement with the Minister on a 'Statement of Intent' prepared by the Council.	CEO	DCPC MDSC Pol.Pl.
5.3	Subject to Sections 25(4) and 25(5) of the Act the power pursuant to Section 25(3) of the Act to prepare a proposal, to be called a 'Development Plan Amendment' (or DPA) that complies with the following requirements:	CEO	DCPC MDSC Pol.Pl.
5.3.1	the DPA must be based on the outcome of investigations initiated by the Council or the Delegate in accordance with the terms of the Statement of Intent and such other investigations (if any) as the Council or the Delegate thinks fit;	CEO	DCPC MDSC Pol.Pl.
5.3.2	the DPA must include an assessment of the extent to which the proposed amendment:		
5.3.2.1	accords with the Planning Strategy; and	CEO	DCPC MDSC Pol.Pl.

Attachment

5.3.2.2	accords with the Statement of Intent; and	CEO	DCPC MDSC Pol.Pl.
5.3.2.3	accords with other parts of the Development Plan; and	CEO	DCPC MDSC Pol.Pl.
5.3.2.4	complements the policies in the Development Plans for adjoining areas; and	CEO	DCPC MDSC Pol.Pl.
5.3.2.5	satisfies the matters prescribed in the Regulations;	CEO	DCPC MDSC Pol.Pl.
5.3.3	the DPA must include:		
5.3.3.1	an explanation of the intent of the proposed amendments, the relationship between that intent and the policy of the Statement of Intent, and a summary of the major policy changes (if any) that are proposed; and	CEO	DCPC MDSC Pol.Pl.
5.3.3.2	a summary of the conclusions drawn from the investigations and assessments referred to above; and	CEO	DCPC MDSC Pol.Pl.
5.3.3.3	a draft of the amendment, or a draft of the relevant section of the Development Plan as amended (with the amendments shown in a distinctive manner);	CEO	DCPC MDSC Pol.Pl.

Attachment

	5.3.4 the DPA must include an assessment of the extent to which the proposed amendment accords with relevant infrastructure planning (with respect to both physical and social infrastructure) identified by the Council through strategic planning or other processes undertaken by the Council under the Act or the Local Government Act 1999 or identified by a Minister, or any other relevant government agency, in accordance with any scheme set out in the Regulations, in connection with the preparation of the DPA under the Act;	CEO	DCPC MDSC Pol.Pl.
	5.3.5 the DPA must include any other matter prescribed by the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.4	The power pursuant to Section 25(3) (a) of the Act to initiate investigations in accordance with the terms of the Statement of Intent and such other investigations as the Delegate thinks fit.	CEO	DCPC MDSC Pol.Pl.
5.5	The duty, pursuant to Section 25(4) of the Act to prepare a DPA only after the Delegate has considered the advice of a person with prescribed qualifications.	CEO	DCPC MDSC Pol.Pl.
5.6	The power pursuant to Section 25(5) of the Act to not, except as authorised by the Minister, propose an amendment to a part of a Development Plan that has been declared by the Minister by notice in the Gazette as being part of a set of standard policy modules for the purposes of the Act.	CEO	DCPC MDSC Pol.Pl.
5.7	The duty pursuant to Section 25(6) of the Act to deal with a DPA in accordance with process A, B or C as described by the Act, depending on an agreement reached between the Council or the Delegate and the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	CEO	DCPC MDSC Pol.Pl.
5.8	The power pursuant to Section 25(6) of the Act to reach an agreement with the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	CEO	DCPC MDSC Pol.Pl.

Attachment

5.9	Process A		
5.9.1	The duty pursuant to Section 25(7)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent, for comment within the period prescribed by the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.9.2	The power pursuant to Section 25(7)(b) of the Act, if a response is not received within the period that applies under Section 25(7)(a) of the Act, to assume that the particular Department, agency or other body does not desire to provide any comment.	CEO	DCPC MDSC Pol.Pl.
5.9.3	The power pursuant to Section 25(7)(c) of the Act to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.
5.9.4	The duty pursuant to Section 25(7)(c)(i) of the Act to comply with the requirement of the Minister to make an alteration to the DPA.	CEO	DCPC MDSC Pol.Pl.
5.9.5	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(7)(d) of the Act to release the DPA for public consultation in accordance with the Regulations), over a period of at least 8 weeks.	CEO	DCPC MDSC Pol.Pl.
5.10	Process B		
5.10.1	The duty pursuant to Section 25(8)(a) of the Act, if required by the Minister, to first refer the DPA to the Minister for consideration.	CEO	DCPC MDSC Pol.Pl.
5.10.2	The power, pursuant to Section 25(8)(a) of the Act, to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.
5.10.3	The duty pursuant to Section 25(8)(a)(i) of the Act to comply with a requirement of the Minister to make an alteration to the DPA.	CEO	DCPC MDSC Pol.Pl.

Attachment

5.10.4	Subject to complying with Section 25(8)(a) of the Act, (if relevant) the duty and power pursuant to Section 25(8)(b)(i) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 8 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.	CEO	DCPC MDSC Pol.Pl.
5.10.5	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act the duty pursuant to Section 25(8)(b)(ii) of the Act to release the DPA for public consultation in accordance with the Regulations over a period that is at least concurrent with the period that applies under Section 25(8)(b)(i) of the Act.	CEO	DCPC MDSC Pol.Pl.
5.11	<u>Process C</u>		
5.11.1	The duty and power pursuant to Section 25(9)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 4 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.	CEO	DCPC MDSC Pol.Pl.
5.11.2	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(9)(b) of the Act to release the DPA for public consultation in accordance with the Regulations, over a period that is at least concurrent with the period that applies under Section 25(9)(a) of the Act.	CEO	DCPC MDSC Pol.Pl.
5.11.3	The duty pursuant to Section 25(9)(c) of the Act, at the time that the DPA is released for public consultation, to give:	CEO	DCPC MDSC Pol.Pl.

Attachment

	5.11.3.1 an owner or occupier of any land that is directly subject to the operation of the proposed amendment; and	CEO	DCPC MDSC Pol.Pl.
	5.11.3.2 an owner or occupier of each piece of adjacent land to land that is directly subject to the operation of the proposed amendment, a written notice in accordance with the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.12	The duty pursuant to Section 25(10) of the Act to not release a DPA for public consultation unless or until the Chief Executive Officer of the Council has, on behalf of the Council, issued a certificate in the prescribed form relating to the extent to which the proposed amendment:		
	5.12.1 accords with the Planning Strategy; and	CEO	DCPC MDSC Pol.Pl.
	5.12.2 accords with the Statement of Intent; and	CEO	DCPC MDSC Pol.Pl.
	5.12.3 accords with other parts of the Development Plan; and	CEO	DCPC MDSC Pol.Pl.
	5.12.4 complements the policies in the Development Plans for adjoining areas; and	CEO	DCPC MDSC Pol.Pl.
	5.12.5 satisfies the matters prescribed in the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.13	In addition to any requirement prescribed by the Regulations, the duty pursuant to Section 25(11) of the Act for the purposes of undertaking the public consultation, to:		

Attachment

	5.13.1 allow interested persons to make representations in writing in relation to the matter over the period that applies for the purposes of the public consultation; and	CEO	DCPC MDSC Pol.Pl.
	5.13.2 subject to Section 25(11)(b) of the Act and in accordance with the Regulations, hold within the area of the Council at least 1 meeting where members of the public may attend and make representations in relation to the matter,	CEO	DCPC MDSC Pol.Pl.
	5.13.3 appoint a committee (which may, but need not, include members of the Council) to consider any representations made under Sections 25(11)(a) or 25(11)(b) of the Act and to provide advice in relation to those representations.	Not Delegated	Not Delegated
5.14	If a proposed amendment designates a place as a place of local heritage value, the duty pursuant to Section 25(12) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land constituting a place proposed as a place of local heritage value a written notice:		
	5.14.1 informing the owner of the proposed amendment, and	CEO	DCPC MDSC Pol.Pl.
	5.14.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.15	If a proposed amendment declares a tree to be a significant tree or a stand of trees to be significant trees, the duty pursuant to Section 25(12a) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land where the tree or trees are located a written notice:		
	5.15.1 informing the owner of the proposed amendment; and	CEO	DCPC MDSC Pol.Pl.

Attachment

	5.15.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.	CEO	DCPC MDSC Pol.Pl.
5.16	The duty pursuant to Section 25(13)(a) of the Act, after complying with the requirements of Sections 25(1)-(12a) of the Act, to, in accordance with the Regulations prepare a report on the matters raised during the consultation period, on the reasons for any failure to comply with any time set for any step under Sections 25(1)-(12a) of the Act, and on any recommended alterations to the proposed amendment.	CEO	DCPC MDSC Pol.Pl.
5.17	The power pursuant to Section 25(13)(b) of the Act, if the Delegate thinks fit, by notice in writing to the Minister, to decline to proceed any further with an amendment.	CEO	DCPC MDSC Pol.Pl.
5.18	The duty to send to the Minister:		
	5.18.1 a copy of a report under Section 25(13)(a); and	CEO	DCPC MDSC Pol.Pl.
	5.18.2 a certificate from the Chief Executive Officer;	CEO	DCPC MDSC Pol.Pl.
	pursuant to and in accordance with Section 25(14) of the Act and the Regulations.		
5.19	The power pursuant to Sections 25(15)(d) and 25(15)(f) of the Act to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.
5.20	The power pursuant to and in accordance with Section 25(21) of the Act to consult with, and make submissions to the Minister.	CEO	DCPC MDSC Pol.Pl.
5.21	The power pursuant to Section 25(23) of the Act to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.

Attachment

6.	**Amendments by the Minister**			
	6.1	The power pursuant to Section 26(5)(d)(i) of the Act, in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	CEO	DCPC MDSC Pol.Pl.
	6.2	The power pursuant to Section 26(5a)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	CEO	DCPC MDSC Pol.Pl.
	6.3	The power pursuant to Section 26(5b)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 4 weeks.	CEO	DCPC MDSC Pol.Pl.
	6.4	The power pursuant to Section 26(12) of the Act, to make comment to the Minister within a period determined by the Minister in relation to a proposal to act under Section 26(11) of the Act.	CEO	DCPC MDSC Pol.Pl.
	6.5	The power pursuant to, Section 26(12) of the Act to, by notice in writing, object to the Minister's proposed action.	CEO	DCPC MDSC Pol.Pl.
7.	**Parliamentary Scrutiny**			
	7.1	The power pursuant to Section 27(6) of the Act to consult with the Minister.	CEO	DCPC MDSC Pol.Pl.
8.	**Strategic Directions Reports**			
	8.1	The duty pursuant to Section 30(1) of the Act, to, from time to time, in accordance with the requirements of Section 30 of the Act, prepare a report under Section 30 of the Act (a Strategic Directions Report) that:		
		8.1.1 addresses the strategic planning issues within the area of the Council, with particular reference to:	CEO	DCPC MDSC Pol.Pl.

Attachment

	8.1.1.1	the Planning Strategy; and	CEO	DCPC MDSC Pol.Pl.
	8.1.1.2	any other policy or document prescribed by the regulations; and	CEO	DCPC MDSC Pol.Pl.
8.1.2	addresses appropriate amendments to any Development Plan that applies within the area of the Council; and		CEO	DCPC MDSC Pol.Pl.
8.1.3	sets out the Council's priorities for:			
	8.1.3.1	achieving orderly and efficient development through the implementation of planning policies; and	CEO	DCPC MDSC Pol.Pl.
	8.1.3.2	the integration of transport and land-use planning within its area; and	CEO	DCPC MDSC Pol.Pl.
	8.1.3.3	implementing any relevant targets set out in the Planning Strategy; and	CEO	DCPC MDSC Pol.Pl.
	8.1.3.4	implementing affordable housing policies set out in the Planning Strategy within its area; and	CEO	DCPC MDSC Pol.Pl.
	8.1.3.5	infrastructure planning (with respect to both physical and social infrastructure), taking into account any advice provided by a Minister, or any other relevant government agency, in accordance with a scheme set out in the regulations, and any of the Council's proposals with respect to infrastructure; and	CEO	DCPC MDSC Pol.Pl.
	8.1.3.6	other projects or initiatives considered to be relevant by the Council; and	CEO	DCPC MDSC Pol.Pl.

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	8.1.4 contains such other material as may be:		
	8.1.4.1 prescribed by the regulations; or	CEO	DCPC MDSC Pol.Pl.
	8.1.4.2 required by the Minister.	CEO	DCPC MDSC Pol.Pl.
8.2	The duty pursuant to Section 30(2) of the Act to prepare and complete a report under Section 30 of the Act:	CEO	DCPC MDSC Pol.Pl.
	8.2.1 within 12 months after an alteration is made to the Planning Strategy, or within such longer period as the Minister may allow, if:		
	8.2.1.1 the Minister declares, by notice in the Gazette, that the alteration is considered to be a significant alteration that should trigger a review of Development Plans, or specified Development Plans, under Section 30 of the Act in relation to issues specified by the Minister; and	CEO	DCPC MDSC Pol.Pl.
	8.2.1.2 the Development Plan that applies in relation to the Council's area (or a part of its area) falls within the ambit of the declaration; and	CEO	DCPC MDSC Pol.Pl.
	8.2.2 in any event, within 5 years after the completion of the last report under Section 30 of the Act.	CEO	DCPC MDSC Pol.Pl.
8.3	The duty, pursuant to Section 30(3) of the Act, in connection with the preparation of a report under Section 30 of the Act, to:		
	8.3.1 by public advertisement, invite interested persons to make written submissions to the Council within 2 months of the date of the advertisement or such longer period as may be allowed by the advertisement; and	CEO	DCPC MDSC Pol.Pl.

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	8.3.2 consult with any prescribed authority or body in the manner specified by the regulations.	CEO	DCPC MDSC Pol.Pl.
8.4	The duty, pursuant to Section 30(4) of the Act, in connection with the operation of Section 30(3) of the Act, to prepare and make available the documentation prescribed by the regulations.	CEO	DCPC MDSC Pol.Pl.
8.5	The duty pursuant to Section 30(5) of the Act to give a person who makes a written response to an invitation under Section 30(3)(a) of the Act an opportunity to appear personally or by representative before the Council or a Council Committee and to be heard on those submissions.	CEO	DCPC MDSC Pol.Pl.
8.6	The duty pursuant to Section 30(6) of the Act, in preparing a report under Section 30 of the Act, to:		
	8.6.1 reach agreement with the Minister on a Statement of Intent with respect to any proposed amendments to a Development Plan that applies within the area of the Council; and	CEO	DCPC MDSC Pol.Pl.
	8.6.2 if relevant, prepare a DPA that is suitable for consideration under Section 25(3) of the Act.	CEO	DCPC MDSC Pol.Pl.
8.7	The duty pursuant to Section 30(7) of the Act to furnish a report under Section 30 of the Act to the Minister.	CEO	DCPC MDSC Pol.Pl.
8.8	The duty pursuant to Section 30(8) of the Act to, then, in accordance with any reasonable request of the Minister, enter into an agreement with the Minister on the steps that the Council will take as a result of the matters contained in the report (and the report will not be taken to have been completed unless or until such an agreement is reached with the Minister).	CEO	DCPC MDSC Pol.Pl.
8.9	The power pursuant to Section 30(9) of the Act to request the Minister to exempt the Council:		

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8.9.1	from a requirement to prepare a particular report under Section 30 of the Act; or	CEO	DCPC MDSC Pol.Pl.
8.9.2	from a particular requirement with respect to a report under Section 30 of the Act.	CEO	DCPC MDSC Pol.Pl.
8.10	The duty pursuant to Section 30(12) of the Act to make copies of a report prepared under Section 30 of the Act available for inspection (without charge) by the public at the principal office of the Council.	CEO	DCPC MDSC Pol.Pl.
8.11	The duty pursuant to Section 30(13) of the Act, if a report proposes amendments to a Development Plan that applies within the area of the Council, to ensure that it releases a DPA for public consultation under Section 25 within the period prescribed by the regulations.	CEO	DCPC MDSC Pol.Pl.
8.12	The power pursuant to Section 30(14) of the Act, to request in accordance with the regulations a Minister identified by the regulations for the purposes of this provision to furnish to the Council within the prescribed period a statement of the nature and extent of any infrastructure that, according to the Minister's assessment, should be taken into account in connection with the preparation of a report under Section 30 of the Act.	CEO	DCPC MDSC Pol.Pl.
8.13	The power pursuant to Section 30(15) of the Act to act jointly with two or more councils under Section 30 of the Act and to act on behalf of, and with the agreement of, the other council or councils in undertaking any process or procedure under Section 30 of the Act.	CEO	DCPC MDSC Pol.Pl.
9.	**Copies of Plans to be Made Available to the Public**		
9.1	The duty pursuant to Section 31(3) of the Act to make copies of a Development Plan published under Section 31(1) of the Act that applies in relation to the area of the Council available for inspection (without charge) and purchase by the public at an office of the Council.	CEO	DCPC MDSC Pol.Pl.

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10.	**Matters Against Which Development Must be Assessed**		
10.1	The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development):		
10.1.1	the provisions of the appropriate Development Plan;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
10.1.2	the provisions of the Building Rules;	CEO	DCPC MDSC DO(B)
10.1.3	in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the satisfaction of the conditions specified in Section 33(1)(c) of the Act;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
10.1.4	in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO (P) AO (D)
10.1.5	the requirement that any encroachment of a building over, under, across or on a public place has been dealt with in a satisfactory manner; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO (P) AO (D)
10.1.6	such other matters as may be prescribed.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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10.2	The power pursuant to Section 33(3) of the Act, when granting a development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
10.3	If:		
	10.3.1 a development only requires an assessment under paragraph (b) of Section 33(1) of the Act; and		
	10.3.2 the Council:		
	10.3.2.1 is the relevant authority; and		
	10.3.2.2 is to make the assessment under that paragraph; and		
	10.3.3 the Council determines to grant consent under that paragraph,		
	the duty, pursuant to Section 33(4b) of the Act as the relevant authority, to issue the relevant development approval with the consent.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
11.	**Determination of Relevant Authority**		
11.1	The power pursuant to Section 34(1)(b)(iii) of the Act to request the Minister to declare the Development Assessment Commission to be the relevant authority for a proposed development.	CEO	DCPC MDSC
11.2	The power pursuant to Section 34(1a) of the Act, where the Minister has made a declaration under Section 34(1)(b)(vi) of the Act, to provide the Development Assessment Commission with a report, relating to the application for development authorisation, within the time prescribed by the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	11.3	The power pursuant to Section 34(8a) of the Act to, in conjunction with the Councils for the areas in relation to which a regional development assessment panel has been constituted, remove a member from the panel for a failure to comply with the requirements of Section 34(6a) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.	Not Delegated	Not Delegated
	11.4	The power in accordance with Section 34(21) of the Act to withdraw from a regional development assessment panel	Not Delegated	Not Delegated
	11.5	The duty pursuant to Section 34(27)(a) of the Act to establish a policy relating to the basis upon which the Council will make the various delegations required by Section 34(23) of the Act.	CEO	DCPC MDSC
	11.6	The duty pursuant to Section 34(27)(b) of the Act to ensure that a copy of the policy established by the Council under Section 34(27)(a) of the Act is available for inspection at the principal office of the council during ordinary office hours and for inspection on the internet.	CEO	DCPC MDSC
12.	**Special Provisions Relating to Assessment Against Development Plans**			
	12.1	The duty pursuant to Section 35(1) of the Act to grant a development plan consent if the Regulations or the relevant Development Plan describes any proposed development as a complying development (subject to such conditions or exceptions as may be prescribed by the Regulations or the relevant Development Plan and subject to any other provision made by the Act or applying under the Regulations).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	12.2	The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	12.3	Subject to Sections 35 (1d) and (1e) of the Act, if a proposed development meets all but 1 criteria necessary for the development to be complying development, the duty, pursuant to Section 35(1c) of the Act to regard the aspect or aspects of the development that are consistent with the development being complying development accordingly and to assess the balance of the development as merit development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	12.4	The power pursuant to Section 35(2) of the Act to assess whether or not a development is seriously at variance with the relevant Development Plan.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	12.5	The power pursuant to Section 35(3)(a) of the Act in appropriate cases, to concur in the granting of consent to a development described as a non-complying development.	DAP CEO	DCPC MDSC
	12.6	Subject to the Act, the power and duty pursuant to Section 35(6) of the Act, to accept that a proposed development complies with the provisions of the appropriate development plan to the extent that such compliance is certified by a private certifier.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
13.	**Special Provisions Relating to Assessment Against the Building Rules**			
	13.1	The duty pursuant to Section 36(1) of the Act to grant a building rules consent if the Regulations provide that any proposed building work complies with the Building Rules.	CEO	DCPC MDSC DO(B)
	13.2	The power pursuant to and in accordance with Section 36(2) of the Act:		
		13.2.1 to assess whether a development is at variance with the Building Rules;	CEO	DCPC MDSC DO(B)

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13.2.2	to determine whether to grant building rules consent where the variance is with the performance requirements of the Building Code and the Building Rules Assessment Commission concurs in the granting of consent;	CEO	DCPC MDSC DO(B)
13.2.3	to determine whether to grant building rules consent where the variance is with a part of the Building Rules other than the Building Code and to determine that it is appropriate to grant the consent despite the variance on the basis that the Delegate is satisfied that:		
	13.2.3.1 the provisions of the Building Rules are inappropriate to the particular building or building work, or the proposed building fails to conform with the Building Rules only in minor respects and the variance is justifiable having regard to the objects of the Development Plan or the performance requirements of the Building Code and would achieve the objects of the Act as effectively, or more effectively, than if the variance were not to be allowed; or	CEO	DCPC MDSC DO(B)
	13.2.3.2 in circumstances where the development has already occurred the variance is justifiable in the circumstances of the particular case.	CEO	DCPC MDSC DO(B)
13.3	The duty pursuant to Section 36(3) of the Act to modify the application of the Building Rules to avoid an inconsistency between the Building Rules and the Development Plan in relation to a State heritage place or a local heritage place.	CEO	DCPC MDSC DO(B)
13.4	The duty pursuant to Section 36(3a) of the Act to seek and consider the advice of the Building Rules Assessment Commission before imposing or agreeing to a requirement under Section 36(3) of the Act that would be at variance with the performance requirements of the Building Code.	CEO	DCPC MDSC DO(B)

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13.5	The duty pursuant to Section 36(4)(a) and (b) of the Act to accept that proposed building work complies with the Building Rules to the extent that:		
13.5.1	such compliance is certified by the provision of technical details, particulars, plans, drawings or specifications prepared and certified in accordance with the Regulations; or	CEO	DCPC MDSC DO(B)
13.5.2	such compliance is certified by a private certifier.	CEO	DCPC MDSC DO(B)
13.6	The power pursuant to Section 36(6) of the Act to refuse to grant a consent in relation to any development if, as a result of that development, the type or standard of construction of a building of a particular classification would cease to conform with the requirements of the Building Rules for a building of that classification.	CEO	DCPC MDSC DO(B)
14.	**Consultation With Other Authorities or Agencies**		
14.1	Subject to Section 37AA of the Act, the duty pursuant to Section 37(1)(a) and (b) of the Act where an assessment is required of an application for the consent or approval of a proposed development of a prescribed class to:		
14.1.1	refer the application, together with a copy of any relevant information provided by the applicant to a body prescribed by the Regulations and including the Development Assessment Commission, and	DAP CEO	DCPC MDSC Pol. Pl. SDO DO(P) DO(B) AO(D)
14.1.2	not make a decision until a response has been received from the prescribed body in relation to the matter or matters for which the referral was made or the presumption is made that the body does not desire to make a response or concur (as the case requires).	DAP CEO	DCPC MDSC Pol. Pl. SDO DO(P) DO(B) AO(D)

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	14.2 The duty pursuant to Section 37(5)(a) of the Act where an application has been refused or conditions imposed in respect of a development authorisation by direction of a prescribed body, to notify the applicant that the application was refused, or the conditions imposed, by direction under Section 37 of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	14.3 If a relevant authority is directed by a prescribed body to refuse an application and the refusal is the subject of an appeal under the Act, the power, pursuant to Section 37(6) of the Act to make application for the relevant authority to be joined as a party to the proceedings.	CEO	DCPC MDSC Pol.Pl. SDO DO(P)
15.	**Preliminary Advice and Agreement**		
	15.1 The power pursuant to and in accordance with Section 37AA(2)(e) of the Act to be satisfied that an application accords with an agreement indicated by a prescribed body in accordance with Section 37AA(2)(c) of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	15.2 The power pursuant to and in accordance with Section 37AA(4) of the Act to determine that an agreement under Section 37AA of the Act is no longer appropriate due to the operation of Section 53 of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
16.	**Proposed Development Involving Creation of Fortifications**		
	16.1 The duty pursuant to Section 37A(1) of the Act where the Delegate has reason to believe that a proposed development may involve the creation of fortifications, to refer the application for consent to, or approval of, the proposed development to the Commissioner of Police ('the Commissioner').	DAP CEO	DCPC MDSC
	16.2 The power pursuant to Section 37A(2)(b) of the Act to receive the Commissioner's written determination under Section 37A(2)(a) of the Act.	DAP CEO	DCPC MDSC

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16.3	The duty pursuant to Section 37A(5) of the Act if the Commissioner determines that the proposed development involves the creation of fortifications to:		
16.3.1	if the proposed development consists only of the creation of fortifications – refuse the application; or	DAP CEO	DCPC MDSC
16.3.2	in any other case – impose conditions in respect of any consent to or approval of the proposed development prohibiting the creation of the fortifications.	DAP CEO	DCPC MDSC
16.4	The duty pursuant to Section 37A(6) of the Act, if the Delegate acting on the basis of a determination of the Commissioner under subsection 37A(2) refuses an application or imposes conditions in respect of a development authorisation, to notify the applicant that the application was refused, or the conditions imposed, on the basis of a determination of the Commissioner under Section 37A of the Act.	DAP CEO	DCPC MDSC
17.	**Public Notice and Consultation**		
17.1	The duty, pursuant to Section 38(3) of the Act, where a person applies for a consent in respect of the Development Plan for a Category 1 development, to not on the Delegate's own initiative seek the views of the owners or occupiers of adjacent or other land in relation to the granting or refusal of development plan consent.	Not Applicable	Not Applicable
17.2	Where a person applies for a consent in respect of the Development Plan for a Category 2A development, -		
17.2.1	the duty pursuant to Section 38(3a)(a) of the Act to:		
17.2.1.1	subject to any exclusion or qualification prescribed by the Regulations – give an owner or occupier of each piece of adjoining land; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	17.2.1.2 give any other person of a prescribed class,	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	notice of the application; and		
17.2.2	the duty pursuant to Section 38(3a)(b) of the Act, to:		
	17.2.2.1 give consideration to any representations in writing made in accordance with the Regulations by a person who is entitled to be given notice under paragraph (a) of Section 38(3a) of the Act; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	17.2.2.2 forward to the applicant a copy of any representations that the relevant authority must consider under subparagraph (i) of Section 38(3a)(b) of the Act and allow the applicant an opportunity to respond in writing, to those representations within the period prescribed by the Regulations; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
17.2.3	if a representation is received under paragraph (b) of Section 38(3a) of the Act within the prescribed number of days, the power pursuant to Section 38(3a)(c) of the Act to, in the Delegate's absolute discretion, allow the person who made the representation to appear personally or by representative before it to be heard in support of the representation.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
17.3	The duty pursuant to Section 38(4) of the Act to give notice of a proposal for a Category 2 development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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17.4	The duty pursuant to Section 38(5) of the Act to give notice of a proposal for a Category 3 development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
17.5	The duty pursuant to Section 38(8) of the Act to forward to an applicant a copy of any representation made regarding the proposed development, and to allow the applicant to respond in writing to those representations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
17.6	The power pursuant to Section 38(10)(a) of the Act, in respect of a Category 2 development, to determine whether to allow a person who made a representation to appear personally or by representative before the Delegate.	DAP CEO	Not Sub-delegated
17.7	The duty pursuant to Section 38(10)(b) of the Act, in respect of a Category 3 development, to allow a person who made a representation and who as part of that representation indicated an interest in appearing before the Delegate, a reasonable opportunity to appear personally or by representative to be heard in support of the representation.	DAP CEO	Not Sub-delegated
17.8	The duty pursuant to Section 38(11) of the Act to allow an applicant to appear personally or by representative before the Delegate or the Council in order to respond to any relevant matter.	DAP CEO	Not Sub-delegated
17.9	The duty pursuant to Section 38(12) of the Act, where representations have been made under Section 38 of the Act, to give notice of the decision on the application to each person who made a representation and in respect of a Category 3 development of the person's appeal rights under the Act, and give notice to the Court.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	17.10 The power, pursuant to subsection 38(17) of the Act, where a relevant authority is acting under Section 38 of the Act in relation to a Category 2A or Category 2 development, to not take into account under Section 38 of the Act a representation made by a person who is not entitled to be given notice of the relevant application under Section 38 of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	17.11 The power, pursuant to subsection 38(18) of the Act, to not take into account under Section 38 of the Act, a representation that is not made in accordance with any requirement prescribed by the Regulations for the purposes of Section 38.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.	**Application and Provision of Information**		
	18.1 The power pursuant to Section 39(2) of the Act to request an applicant to:		
	18.1.1 provide such additional documents or information to enable assessment of the application;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	18.1.2 remedy any defect or deficiency in any application or accompanying document or information required by or under the Act;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	18.1.3 consult with an authority or body prescribed by the Regulations;	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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	18.1.4	(where required by the Regulations) prepare a statement of effect in relation to non-complying development; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	18.1.5	comply with any other requirement prescribed by the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.2	If:			
	18.2.1	a development is of a kind that is complying development; and		
	18.2.2	the development falls within a class of development prescribed by the Regulations for the purpose of Section 39(2a)(b) of the Act; and		
	18.2.3	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d),		
		the duty, pursuant to Section 39(2a) of the Act, to, in making an assessment as to development plan consent, assess the application without requesting the applicant to provide additional documents or information.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.3	If:			
	18.3.1	a development falls within a class of development prescribed by the Regulations for the purposes of Section 39(2b)(b) of the Act; and		
	18.3.2	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d) of the Act,		

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		the power and duty pursuant to Section 39(2b)(c) of the Act, to;		
	18.3.3	in making an assessment as to development plan consent, request the applicant to provide additional documents or information in relation to the application on 1 occasion only; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
		the duty pursuant to Section 39(2b)(d) of the Act, to;		
	18.3.4	make that request within a period prescribed by the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.4		Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power pursuant to Section 39(3)(b) of the Act to:		
	18.4.1	subject to Section 39(3)(b)(ii) of the Act, refuse the application; and	DAP CEO	DCPC MDSC Pol. Pl. SDO DO (P) DO (B) AO (D)
	18.4.2	refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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18.5	The duty, pursuant to Section 39(3a) of the Act, in dealing with an application that relates to a regulated tree, to seek to make any assessment as to whether the tree is a significant tree without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.6	The duty, pursuant to Section 39(3b) of the Act, in dealing with an application that relates to a regulated tree that is not a significant tree, to seek to assess the application without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.7	The power pursuant to Section 39(4)(a) and Section 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.8	The power pursuant to Section 39(4)(b) and Section 39(5) of the Act to permit an applicant to lodge an application without the provision of any information or document required by the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.9	The power pursuant to Section 39(4)(c) and Section 39(5) of the Act to waive payment of whole or part of the application fee or refund an application fee (to the extent that such fees are payable to the Council).	CEO	DCPC MDSC
18.10	The power pursuant to Section 39(4)(d) of the Act and Regulation 17(3)(a) of the regulations to refuse an application that relates to a development of the kind that is described as a non-complying development under the Development Plan without proceeding to make an assessment of the application.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P)

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18.11	The power pursuant to Section 39(4)(e) of the Act, if there is an inconsistency between any documents lodged with the Council for the purposes of Division 1 of Part 4 of the Act, or between any such document and a development authorisation that has already been given that is relevant in the circumstances, to return or forward any document to the applicant or to any other person and to determine not to finalise the matter until any specified matter is resolved, rectified or addressed.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.12	The power pursuant to Section 39(7) of the Act to approve an application for variation of the conditions of the development authorisation previously given under the Act, or to extend the period for which such authorisation remains operative.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.13	The power, pursuant to section 39(7)(c) to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
18.14	The power, pursuant to section 39(7)(d) of the Act, to approve the seeking of a variation to extend the period for which the relevant authorisation remains operative.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
18.15	Where granting an application for variation of a development authorisation pursuant to section 39(6), the power, pursuant to section 39(7a), to make specific provision for the variation of a condition imposed with respect to the original authorisation in its decision on the application for variation.	DAO CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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	18.16 The power pursuant to Section 39(8) of the Act to issue a consent which provides for the undertaking of development in stages.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	18.17 The power pursuant to Section 39(9) of the Act to determine that the applicant is entitled to a refund of the application fee in the event that an application is withdrawn.	CEO	DCPC MDSC
19.	**Determination of Application**		
	19.1 The duty pursuant to Section 40(1) of the Act to give notice of a decision in accordance with the Regulations (and in the case of a refusal, the duty to include the reasons for the refusal and any appeal rights that exist under the Act.)	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	19.2 The power pursuant to Section 40(3) of the Act to extend the period of time within which a development authorisation remains operative.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
20.	**Time Within Which Decision Must be Made**		
	20.1 The duty, pursuant to Section 41(1) of the Act to deal with an application as expeditiously as possible and within the time prescribed by the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	20.2 If:		

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	20.2.1 the relevant authority does not decide an application that relates to development that is a complying development within the time prescribed under Section 41(1) of the Act; and		
	20.2.2 the applicant gives the relevant authority a notice in accordance with the Regulations on the basis that the decision on the application has not been made,		
	the duty pursuant to Section 41(5)(d) of the Act, subject to any exclusion or qualification prescribed by the Regulations, to refund the fee received by the relevant authority under Section 39(1)(d) in relation to the application.	CEO	DCPC MDSC
21.	**Conditions**		
21.1	The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks fit or as may be prescribed by regulation to any decision under Division 1 of Part 4 of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
21.2	The duty, pursuant to Section 42(4) of the Act, in accordance with Section 42(5) of the Act and subject to Sections 42(6) and (8) of the Act, if a development authorisation provides for the killing, destruction or removal of a regulated tree or a significant tree, to apply the principle that the development authorisation be subject to a condition that the prescribed number of trees (of a kind determined by the Delegate) must be planted and maintained to replace the tree (with the cost of planting to be the responsibility of the applicant or any person who acquires the benefit of the consent and the cost of maintenance to be the responsibility of the owner of the land).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
21.3	The power, pursuant to Section 42(6) of the Act, on the application of the applicant, to determine that a payment of an amount calculated in accordance with the Regulations be made into the relevant fund in lieu of planting one or more replacement trees under Section 42(4) of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	21.4	The power, pursuant to Section 42(8)(b) of the Act, after taking into account any criteria prescribed by the Regulations and if the Minister concurs, to determine that it is appropriate to grant an exemption under Section 42 of the Act in a particular case.	DAP CEO	DCPC MDSC
22.	**Cancellation by a Relevant Authority**			
	22.1	The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Delegate.	DAP CEO	DCPC MDSC
23.	**Investigation of Development Assessment Performance**			
	23.1	The power pursuant to Section 45A(2) of the Act to explain the Council's actions and to make submissions (including, if relevant, an indication of undertakings that the Council is willing to give in order to take remedial action) to the Minister within a period (being at least 28 days) specified by the Minister.	DAP CEO	DCPC MDSC
	23.2	The duty pursuant to Section 45A(14) of the Act to comply with a direction under Section 45A(11) or (13) of the Act.	DAP CEO	DCPC MDSC
	23.3	The power pursuant to Section 45A(12) of the Act to make submissions to the Minister on the report on which the action under Section 45A(11) of the Act is based within a period (being at least 28 days) specified by the Minister.	DAP CEO	DCPC MDSC
24.	**Crown Development and Public Infrastructure**			
	24.1	The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. DO(P) AO(D)
	24.2	The power pursuant to Section 49(5) of the Act to report to the Development Assessment Commission on any matters contained in a notice from the Development Assessment Commission under Section 49(4a) of the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	24.3	The power pursuant to Section 49(9) of the Act to withdraw opposition to a State agency proposed development.	DAP CEO	DCPC MDSC
25.	**Electricity Infrastructure Development**			
	25.1	The power pursuant to Section 49A(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.	DAP CEO	DCPC MDSC Pol. Pl. SDO DO (P) AO (D)
	25.2	The power pursuant to Section 49A(5) of the Act, where notice of a proposal to undertake development for the purposes of the provision of electricity infrastructure has been given to the Council pursuant to Section 49A(4a) of the Act, to report to the Development Assessment Commission on any matters contained in the said notice.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	25.3	The power pursuant to Section 49A(9) of the Act, in circumstances where the Council's report to the Development Assessment Commission under Section 49A(5) of the Act expressed opposition to the proposed development, to withdraw that opposition.	DAP CEO	DCPC MDSC
26.	**Open Space Contribution System**			
	26.1	The power pursuant to Section 50(1) of the Act, with respect to an application for the division of land into more than 20 allotments where one or more allotments is less than one hectare in area, to require:		
		26.1.1 that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or	DAP CEO	DCPC MDSC
		26.1.2 that the applicant make the contribution prescribed by the regulations in accordance with the requirements of by Section 50 of the Act; or	DAP CEO	DCPC MDSC

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	26.1.3 that the land be vested in the Council and that the applicant make a contribution determined in accordance with Section 50(7) of the Act, according to the determination and specification of the Council or Delegate.	DAP CEO	DCPC MDSC
26.2	The power pursuant to Section 50(1) of the Act, when proposing to take any action that is at variance with the Council's Development Plan to seek the concurrence of the Development Assessment Commission.	DAP CEO	DCPC MDSC
26.3	The power pursuant to Section 50(3) and 50(2)(d) of the Act to enter into an agreement on behalf of the Council with the Development Assessment Commission and the applicant under which certain land described by the relevant plan of division will be vested in the Council.	DAP CEO	DCPC MDSC
26.4	The power pursuant to Section 50(3a) of the Act to concur on behalf of the Council to the vesting of land in the Council pursuant to a requirement of the Development Assessment Commission that an area of the site of the development be kept as open space or in some other form that allows for active or passive recreation under Section 50(3a)(a) of the Act.	DAP CEO	DCPC MDSC
26.5	The power pursuant to Section 50(10) of the Act to receive payment of monies from an applicant under Section 50(1) of the Act and the duty to immediately pay that money into a special fund established for the purposes of Section 50 and to apply that money for the purpose of acquiring or developing land as open space.	DAP CEO	DCPC MDSC
26.6	The power pursuant to Section 50(11) of the Act to determine that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.	DAP CEO	DCPC MDSC
27.	**Carparking Fund**		

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	27.1	The power pursuant to Section 50A(1) of the Act to establish a car parking fund.	Not Delegated	Not Sub-delegated
	27.2	The duty pursuant to Section 50A(1) of the Act to publish a notice in the Gazette in accordance with Section 50A(2) of the Act where the approval of the Minister has been obtained.	CEO	DCPC MDSC
	27.3	The power pursuant to Section 50A(5)(c) of the Act to determine that a proposal does not provide for sufficient spaces for the parking of cars at the site of a development.	DAP CEO	Not Sub-delegated
	27.4	The power pursuant to Section 50A(5)(d) of the Act to agree with an applicant that a contribution calculated in accordance with a determination of the Council or the Delegate can be made by the applicant to a car parking fund in lieu of providing a certain number of spaces for the parking of cars at the site of a development.	DAP CEO	Not Sub-delegated
	27.5	The power pursuant to Section 50A(5) of the Act to make a determination for the purpose of calculating amounts to be paid into a carparking fund.	DAP CEO	Not Sub-delegated
	27.6	The duty pursuant to and in accordance with Section 50A(6) of the Act to publish a determination for the purpose of calculating amounts to be paid into a carparking fund and any variations from time to time in the Gazette.	CEO	DCPC MDSC
	27.7	The power pursuant to and in accordance with Section 50A(7) of the Act to invest any money in a carparking fund and to pay any resultant income into the fund.	CEO	DCPC MDSC DCS MFS
	27.8	The power pursuant to and in accordance with Section 50A(8) of the Act to apply money standing to the credit of the car parking fund.	CEO	DCPC MDSC DCS MFS
28.	**Urban Trees Fund**		**Not applicable**	**Not applicable**

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28.1	The power, pursuant to Section 50B(1) of the Act, with the approval of the Minister, to establish an urban trees fund for an area designated by the Delegate (a designated area).	Not Delegated	Not Sub-delegated
28.2	The duty, pursuant to Section 50B(2) of the Act, to effect establishment of the fund by notice in the Gazette.	CEO	DCPC MDSC
28.3	The duty, pursuant to Section 50B(3) of the Act, to define a designated area by reference to an area established by the relevant Development Plan.	Not Delegated	Not Sub-delegated
28.4	The power, pursuant to Section 50B(5) of the Act, to invest any money in an urban trees fund that is not for the time being required for the purpose of the fund and the duty to pay any resultant income into the fund.	CEO	DCPC MDSC DCS MFS
28.5	The power, pursuant to Section 50B(6) of the Act, to apply money standing to the credit of an urban trees fund to:		
28.5.1	maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act; or	CEO	DCPC DIAE
28.5.2	purchase land within the designated area in order to maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act.	CEO	DCPC DCS
28.6	The duty, pursuant to Section 50B(7) of the Act, if the Council subsequently sells land purchased under Section 50B(6)(b) of the Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 50B of the Act subject to the following qualifications as prescribed by Sections 50B(7)(a) and (b) of the Act:	CEO	DCPC DCS MFS
28.6.1	if an urban trees fund is no longer maintained by the Council, the proceeds must be applied for a purpose or purpose consistent with Section 50B(6)(a) or (b) of the Act;	CEO	DCPC DCS MFS

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	28.6.2 if money from an urban trees fund only constituted a proportion of the purchase price of the land (the designated proportion), the money that is subject to these requirements is the designated proportion of the proceeds of sale.	CEO	DCPC DCS MFS
29.	**Certificate in Respect of the Division of Land**		
	29.1 The duty pursuant to Section 51(2) of the Act to provide appropriate information to the Development Assessment Commission (upon request by the Development Assessment Commission) before it issues a certificate in respect of the division of land.	DAP CEO	DCPC MDSC Pol. Pl. SDO DO (P) AO (D)
30.	**Saving Provisions**		
	30.1 The power pursuant to Section 52(4) of the Act to extend the limitation period referred to in Section 52(2) of the Act in order to avoid or reduce hardship.	DAP CEO	DCPC MDSC
31.	**Avoidance of Duplication of Procedures Etc**		
	31.1 The power pursuant to Section 52A(2)(a) of the Act to accept a document under the Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (and defined in Section 52A(9) of the Act, as a 'Commonwealth Act document') as an application, notice or other document for the purposes of the Act, if (subject to the provisions of Section 52A(7)) the document complies with the requirements of the Act.	DAP CEO	DCPC MDSC
	31.2 The power pursuant to Section 52A(2)(b) of the Act where a document has been accepted for the purposes of the Act, to direct that a procedure taken under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 in relation to the said document will be taken to have fulfilled the requirements for a procedure in relation to the relevant document under the Act, if the requirements of the Act in relation to the procedure have been complied with under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	DAP CEO	DCPC MDSC

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31.3	The power pursuant to Section 52A(2)(c) of the Act to adopt or accept the whole or part of a document (whether a plan, report, statement, assessment or other document of the same kind or not) used or to be used for the purposes of the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 as the document required under the Act, if (subject to the provisions of Section 52A(7) of the Act) the document has been prepared in compliance with the Act, and complies with the requirements of the Act.	DAP CEO	DCPC MDSC
31.4	The power pursuant to Section 52A(5) of the Act where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an activity or includes an activity for which a development authorisation is required under the Act to, when considering an application for a development authorisation or for the variation of a development authorisation, for the activity, use information and other material provided to the Commonwealth Minister under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 for the purposes of the Commonwealth Minister deciding to give approval to the controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	DAP CEO	DCPC MDSC
31.5	Where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an activity, or includes an activity, for which a development authorisation is required under the Act:		
	31.5.1 in circumstances where:		
	31.5.1.1 the Commonwealth Minister has given his or her approval to the controlled action; and		
	31.5.1.2 the applicant for the development authorisation or the Commonwealth Minister has informed the relevant authority of that fact;		

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	the duty pursuant to Section 52A(6)(a) of the Act to consider whether the conditions (if any) to be attached to the development authorisation should be consistent with the conditions (if any) attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999; and	DAP CEO	DCPC MDSC
31.5.2	the power pursuant to Section 52A(6)(b) of the Act to attach a condition to the development authorisation that requires compliance with all or some of the conditions attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	DAP CEO	DCPC MDSC
32. **Requirement to Upgrade Building in Certain Cases**			
32.1	Where an application is made for building rules consent for building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the purposes of subsection 53A(1) of the Act, the power pursuant to Section 53A(1) of the Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition and therefore require as a condition of consent that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards.	CEO	DCPC MDSC DO(B)
32.2	Where an application is made for building rules consent for building work in the nature of an alteration of a class prescribed by the Regulations the power pursuant to Section 53A(2) and subject to Section 53A(3) of the Act, to form the opinion that the affected part of the building does not comply with the performance requirements of the Building Code in relation to access to buildings and facilities and services within buildings, for people with disabilities and therefore require as a condition of consent that building work or other measures be carried out to the extent necessary to ensure that the affected part of the building will comply with those performance requirements of the Building Code.	CEO	DCPC MDSC DO(B)

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33.	**Urgent Building Work**		
33.1	The power pursuant to Section 54(2)(d) of the Act to issue any directions and specify a period of time with respect to building work performed as a matter of urgency.	CEO	DCPC MDSC DO(B)
34.	**Action if Development Not Substantially Completed**		
34.1	The power pursuant to Section 55(1) of the Act to apply to the Court for an order under Section 55(3) of the Act where the development to which an approval relates has been commenced but not substantially completed within the period prescribed by the Regulations for the lapse of the approval.	CEO	DCPC MDSC
34.2	The power pursuant to Section 55(5) of the Act where the Court makes an order under Section 55(3)(a), (b) or (ca) of the Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out and to recover the cost of that work as a debt from the person.	CEO	DCPC MDSC
34.3	The power pursuant to Section 55(6) of the Act where an amount is recoverable from a person under Section 55(5) of the Act, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice within which the amount must be paid.	CEO	DCPC MDSC
35.	**Completion of Work**		
35.1	The power pursuant to Section 56(1) of the Act to issue a notice in writing requiring an owner of land to complete a development on the land within a period specified in the notice.	CEO	DCPC MDSC DO(B)
35.2	The power pursuant to the Section 56(2) of the Act to cause the necessary work to be carried out where an owner has failed to carry out work as required by a notice under Section 56(1) of the Act.	CEO	DCPC MDSC DO(B)

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	35.3 The power pursuant to Section 56(3) of the Act to recover the reasonable costs and expenses incurred by the Council or any person acting on behalf of the Council under Section 56 of the Act as a debt due from the owner.	CEO	DCPC MDSC
	35.4 The power pursuant to Section 56(4) of the Act to, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice, within which the amount must be paid by the person where an amount is recoverable from the person under Section 56(3) of the Act.	CEO	DCPC MDSC
36.	**Council to Establish Development Assessment Panels**		
	36.1 The duty pursuant to Section 56A(3) of the Act to appoint a presiding member to the council development assessment panel in accordance with the requirements set out in Section 56A(3)(b) of the Act.	Not Delegated	Not Sub-delegated
	36.2 The duty pursuant to Section 56A(3) of the Act to appoint the remaining members of the council development assessment panel in accordance with the requirements set out in Section 56A(3)(c) of the Act.	Not Delegated	Not Sub-delegated
	36.3 The duty pursuant to section 56A(3)(d) of the Act to ensure that, unless granted an exemption by the Minister, at least 1 member of the panel is a woman and at least 1 is a man and to ensure that insofar as is reasonably practicable, the panel consists of equal numbers of men and women.	Not Delegated	Not Sub-Delegated
	36.4 The duty pursuant to Section 56A(3)(e) to determine the term of office for a member of the council development assessment panel, which period cannot exceed 2 years.	Not Delegated	Not Sub-delegated
	36.5 The duty pursuant to Section 56A(3)(f) of the Act to determine any other conditions of appointment of the members of the council development assessment panel.	Not Delegated	Not Sub-delegated

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36.6	The power pursuant to Section 56A(3)(g) of the Act to remove a member of the council development assessment panel from office for:	Not Delegated	Not Sub-delegated
36.6.1	breach of, or failure to comply with, the conditions of appointment; or	Not Delegated	Not Sub-delegated
36.6.2	misconduct; or	Not Delegated	Not Sub-delegated
36.6.3	neglect of duty; or	Not Delegated	Not Sub-delegated
36.6.4	incapacity to carry out satisfactorily the duty of his or her office; or	Not Delegated	Not Sub-delegated
36.6.5	failure to carry out satisfactorily the duty of his or her office; or	Not Delegated	Not Sub-delegated
36.6.6	failure to comply with a requirement under Section 34(6) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.	Not Delegated	Not Sub-delegated
36.7	The duty pursuant to and in accordance with Section 56A(5) of the Act to give notice of an appointment.	CEO	DCPC MDSC
36.8	The duty pursuant to Section 56A(15)(b) of the Act and in accordance with Section 56A(17) of the Act to make minutes of meetings of a council development assessment available for reasonable access by members of the public.	CEO	DCPC MDSC
36.9	The duty pursuant to and in accordance with Section 56A(20) of the Act to provide information to the Minister where requested by the Minister.	CEO	DCPC MDSC
36.10	The duty pursuant to Section 56A(22) of the Act to appoint a public officer (who must not be a member of the council development assessment panel).	Not Delegated	Not Sub-delegated
36.11	The duty pursuant to Section 56A(23) of the Act to ensure that notice of the appointment of a public officer (including the public officer's name and contact details) is published in the Gazette.	CEO	DCPC MDSC

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	36.12 The power pursuant to Section 56A(27) of the Act to make an application to the Minister to exempt the Council from the requirement to establish a council development assessment panel under Section 56A of the Act.	Not Delegated	Not Sub-delegated
	36.13 The power pursuant to Section 56A(28) of the Act to consult with the Minister in relation to revoking an exemption under Section 56A(27) of the Act.	Not Delegated	Not Sub-delegated
37.	**Building Rules Assessment Audits**		
	37.1 The duty pursuant to Section 56B(2) to have its building assessment auditor audit the Council's activities in relation to the undertaking of assessments of proposed developments against the provisions of the Building Rules in accordance with the requirements of Section 56B.	CEO	DCPC MDSC
	37.2 The duty pursuant to Section 56B(5) to ensure that after the expiration of the periods prescribed in Section 56B(4) an audit under Section 56B is completed at least once in every prescribed period.	CEO	DCPC MDSC
	37.3 The power pursuant to Section 56B(10) to respond to a report prepared by a building assessment auditor prepared in relation to the Council under Section 56B.	CEO	DCPC MDSC
	37.4 The power pursuant to Section 56B(14) to make submissions to the Minister in relation to a matter concerning the possible exercise of the Minister's powers under Section 56B(12).	CEO	DCPC MDSC
	37.5 The duty pursuant to Section 56B(16) to comply with a direction given to the Council under Sections 56B(12) or 56B(15).	CEO	DCPC MDSC
37A.	**Development Plan Assessment Audits**		
	37A.1 The power and duty pursuant to Section 56C(2) of the Act to have the Council's activities in relation to Development Plan assessments audited by a development assessment auditor in accordance with the requirements of Section 56C of the Act.	CEO DAP	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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37A.2	The power pursuant to Section 56C(10) of the Act to provide a response to an auditor with a view to correcting any error or fact.	CEO DAP	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
37A.3	The power pursuant to Section 56C(14) of the Act to make submissions in relation to the matter to the Minister.	CEO DAP	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
37A.4	The power pursuant to Section 56C(15) of the Act to, if		
37A.4.1	the Minister makes a recommendation to the Council under Section 56C(12)(a) of the Act; and		
37A.4.2	the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation,		
	consult with the Minister.	CEO	DCPC MDSC
38.	**Land Management Agreements**		
38.1	The power pursuant to Sections 57(2) and 57(2a) of the Act to enter into an agreement relating to the development, management, preservation or conservation of land within the area of the Council with the owner of the land.	Not Delegated	Not Sub-delegated
38.2	The duty pursuant to and in accordance with Section 57(2c) of the Act and Regulation 98A of the Regulations to establish and keep a register available for public inspection (without charge).	CEO	DCPC MDSC

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	38.3 The duty pursuant to Section 57(2e) of the Act, in relation to the granting of development plan consent with respect to a Category 2A, Category 2 or Category 3 development, to note the existence of the agreement (or the proposal to enter the agreement), and the availability of copies of the agreement for public inspection on the notice of the relevant authority's decision.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	38.4 The power pursuant to Section 57(3) of the Act to carry out on private land any work for which provision is made by agreement under Section 57 of the Act.	CEO	DCPC MDSC
	38.5 The power pursuant to Section 57(5) of the Act, to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.	CEO	DCPC MDSC
	38.6 The power pursuant to Section 57(8) of the Act to apply to the Registrar-General where an agreement in relation to which a note has been made under Section 57 of the Act has been rescinded or amended, to enter a note of the rescission or amendment made against the instrument of title or against the land.	CEO	DCPC MDSC
	38.7 The power pursuant to Section 57(11) of the Act to consent to the remission of rates payable to the Council provided for in an agreement entered into by the Minister.	CEO	DCPC MDSC
39.	**Land Management Agreements - Development Applications**		
	39.1 The power pursuant to and subject to Section 57A(1) of the Act to enter into an agreement under Section 57A of the Act with a person who is applying for a development authorisation under the Act.	DAP CEO	Not Sub-delegated
	39.2 The duty pursuant to Section 57A(3) of the Act to have regard to:		
	39.2.1 the provisions of the appropriate Development Plan.	DAP CEO	Not Sub-delegated

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	39.2.2 the principle that the entering into of an agreement under Section 57A by the Council should not be used as a substitute to proceeding with an amendment to a Development Plan under the Act.	DAP CEO	Not Sub-delegated
39.3	The duty pursuant to Section 57A(5) of the Act to register agreements entered into under Section 57A in accordance with the Regulations.	CEO	DCPC MDSC
39.4	The duty pursuant to Section 57A(6) of the Act to keep a register available for public inspection (without charge) in accordance with the Regulations.	CEO	DCPC MDSC
39.5	The power pursuant to Section 57A(7) of the Act to provide a person, on payment of the prescribed fee, a copy of an agreement registered under Section 57A(5) of the Act.	CEO	DCPC MDSC
39.6	The duty, pursuant to Section 57A(8) of the Act, where an agreement is entered into under Section 57A of the Act, in connection with an application for a development authorisation with respect to a Category 2A, Category 2 or Category 3 development, to include a note of the existence of the agreement on the notice of the relevant authority's decision under the Act.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
39.7	The power pursuant to Section 57A(14) of the Act to apply to the Registrar-General to note the agreement against the relevant instrument of title, or in the case of land not under the provisions of the Real Property Act 1886, against the land.	CEO	DCPC MDSC
39.8	The power pursuant to Section 57A(16) of the Act to apply to the Registrar-General where an agreement under Section 57A has been rescinded or amended to enter a note of the rescission or amendment against the instrument of title, or against the land.	CEO	DCPC MDSC
39.9	The power pursuant to Section 57A (18) of the Act where an agreement under Section 57A does not have effect under Section 57A within the prescribed period, to, by notice given in accordance with the regulations, lapse the relevant development approval (and the agreement will then be rescinded by force of Section 57A(18) of the Act).	CEO	DCPC MDSC

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40.	**Notification During Building**		
40.1	The power pursuant to Section 59(3) of the Act to direct that building work stop when a mandatory notification stage has been reached.	CEO	DCPC MDSC DO(B)
41.	**Classification of Buildings**		
41.1	The power pursuant to Section 66(2) of the Act to assign to any building a classification that conforms with the Regulations and the duty pursuant to Section 66(4) of the Act to give notice in writing to the owner of the building to which the classification has been assigned.	CEO	DCPC MDSC DO(B)
42.	**Certificates of Occupancy**		
42.1	The duty pursuant to and in accordance with the requirements of Sections 67(2), (3), (4), (5) and (6) of the Act to give a certificate of occupancy.	CEO	DCPC MDSC DO(B)
42.2	The power pursuant to Section 67(3)(a) of the Act to require information from an applicant for a certificate of occupancy.	CEO	DCPC MDSC DO(B)
42.3	The duty pursuant to Section 67(10) of the Act to give written notice to an applicant of the refusal of the certificate of occupancy.	CEO	DCPC MDSC DO(B)
42.4	The power pursuant to Section 67(13) of the Act to revoke a certificate of occupancy in prescribed circumstances.	CEO	DCPC MDSC DO(B)
43.	**Temporary Occupation**		
43.1	The power pursuant to Sections 68(1) and (2) of the Act to approve the occupation of a building on a temporary basis without a certificate of occupancy and subject to such conditions as the Delegate thinks fit to impose.	CEO	DCPC MDSC DO(B)
43.2	The duty pursuant to and in accordance with Section 68(3) of the Act to give written notice to an applicant of the refusal of approval for temporary occupation of a building.	CEO	DCPC MDSC DO(B)

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44. **Emergency Orders**		
44.1 Where an owner of land fails to comply with the requirements of an emergency order issued under Section 69(1) of the Act:		
44.1.1 the power pursuant to Section 69(4) of the Act to cause the required work to be carried out; and	CEO	DCPC MDSC DO(B)
44.1.2 the power pursuant to and in accordance with Sections 69(5) and 69(6) of the Act to recover the reasonable costs and expense of that work from the owner as a debt.	CEO	DCPC MDSC DO(B)
44A Fire Safety		
44A.1 The power pursuant to Sections 71(18) and (19) of the Act to establish and designate a body as an appropriate authority.	Not delegated	
44A.2 The power pursuant to Section 71(19)(a)(i) of the Act to appoint a person who holds prescribed qualifications in building surveying to the appropriate authority.	CEO	Not Sub-delegated
44A.3 The power pursuant to Section 71(19)(a)(ii) of the Act to determine if a person is to be nominated to the appropriate authority by the Chief Officer of the South Australian Metropolitan Fire Service or the Chief Officer of the South Australian Country Fire Service (after taking into account the nature of the Council or Council's area(s)).	CEO	Not Sub-delegated
44A.4 The power pursuant to Section 71(19)(a)(iii) of the Act to appoint a person with expertise in the area of fire safety to the appropriate authority.	CEO	Not Sub-delegated
44A.5 The power pursuant to Section 71(19)(a)(iv) of the Act to determine and select a person to be appointed to the appropriate authority.	CEO	Not Sub-delegated
44A.6 The power pursuant to Section 71(19)(b) of the Act to determine the term of the office not exceeding three years of a member of the appropriate authority.	CEO	Not Sub-delegated

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	44A.7 The power pursuant to section 71(19)(d) of the Act to appoint deputy members to the appropriate authority.	CEO	Not Sub-delegated
	44A.8 The power pursuant to Section 71(19)(e) of the Act to determine the procedures of an appropriate authority.	CEO	DCPC MDSC
45.	**Building Inspection Policies**		
	45.1 The duty pursuant to and in accordance with Section 71A of the Act to prepare and from time to time alter a building inspection policy.	Not Delegated	Not Sub-delegated
46.	**Advertisements**		
	46.1 The power pursuant to and in accordance with Section 74(1) of the Act to:		
	46.1.1 form the opinion that an advertisement or advertising hoarding disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality or is contrary to a character desired for a locality under the relevant Development Plan; and	CEO	DCPC MDSC
	46.1.2 serve notice in writing requiring the removal or obliteration of the advertisement or the removal of the advertising hoarding (or both).	CEO	DCPC MDSC
	46.2 The power pursuant to Section 74(3) of the Act where a person has failed to comply with a notice under Section 74(1) of the Act, to enter on land, carry out the terms of the notice and recover the costs of doing so as a debt from the person on whom the notice was served.	CEO	DCPC MDSC
47.	**Enforcement Notices**		
	47.1 The power pursuant to and in accordance with Section 84(2) of the Act to issue an enforcement notice where the Delegate has reason to believe on reasonable grounds that a person has breached the Act or a repealed Act.	CEO	DCPC MDSC

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47.2	The power pursuant to Section 84(3) of the Act to determine that a direction under Section 84(2) of the Act is urgently required and can be orally given by an authorised officer.	CEO	DCPC MDSC
47.3	Where a person has failed to comply with a direction contained in a notice issued pursuant to Section 84(2)(b) of the Act:		
47.3.1	the power pursuant to Section 84(6) of the Act to cause the necessary action to be undertaken; and	CEO	DCPC MDSC
47.3.2	pursuant to and in accordance with Sections 84(7) and 84(8) of the Act to recover the costs of doing so as a debt from the person whose failure gave rise to the action.	CEO	DCPC MDSC
48.	**Applications to Court**		
48.1	The power pursuant to Section 85(1) of the Act to apply to the Court for an order to remedy or restrain a breach of the Act, or a repealed Act.	CEO	DCPC MDSC
48.2	Where the Court has made an order under Section 85(6)(d) of the Act and a person has failed to comply with the order, the power pursuant to and in accordance with Section 85(12) and Section 85(13) of the Act, to cause any work contemplated by the order to be carried out and to recover the costs of doing so as a debt from the person.	CEO	DCPC MDSC
49.	**General Right to Apply to Court**		
49.1	Where the Council is a party to a dispute referred to in Section 86(1)(e) of the Act, the power pursuant to Section 86(1)(e) of the Act to apply to the Court for determination of the dispute.	CEO	DCPC MDSC
50.	**Authority to be Advised of Certain Matters**		

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	50.1 The power pursuant to Section 93(1)(b)(iii) of the Act to require from a private certifier who is making a decision of a prescribed kind in relation to any aspect of building work such other information or documentation as the Delegate or the Council may require.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
51.	**Referrals**		
	51.1 The power pursuant to and in accordance with Section 94 of the Act to consent to the referral by a private certifier to the Council or Delegate of any function under the Act.	CEO	DCPC MDSC DO(B)
52.	**Professional Advice to be Obtained in Relation to Certain Matters**		
	52.1 The power pursuant to Section 101(1) of the Act, in the exercise of a prescribed function, to rely on a certificate of a person with prescribed qualifications.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	52.2 The duty pursuant to Section 101(2) of the Act to seek and consider the advice of a person with prescribed qualifications or person approved by the Minister in relation to a matter prescribed by the Regulations.	CEO	DCPC MDSC Pol. Pl. SDO DO(P) DO(B) AO(D)

DELEGATIONS UNDER THE DEVELOPMENT (DEVELOPMENT PLANS) AMENDMENT ACT 2006		
53. **Transitional Provisions**		

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53.1	The power pursuant to and in accordance with Clause 5(1) of Schedule 1 to the Development (Development Plans) Amendment Act 2006 ('the DPA Act'), if the Council or the Delegate has, before the commencement of Clause 5 of Schedule 1 to the DPA Act reached an agreement with the Minister on a Statement of Intent with respect to an amendment to a Development Plan, or taken steps to prepare a Plan Amendment Report on the basis of such a Statement of Intent subject to Clause 5(2) of Schedule 1 to the DPA Act, to continue with the process as set out in Section 25 of the Act (as in force immediately before the commencement of Clause 5 of Schedule 1 to the DPA Act) as if the DPA Act had not been enacted until the relevant amendment is approved (with or without alteration) or otherwise dealt with by the Minister under Section 25(15) of the Act, subject to the qualification that the relevant Plan Amendment Report may be referred to as a Development Plan Amendment.	CEO	DCPC MDSC Pol. Pl.
53.2	The power pursuant to Clause 5(2) of Schedule 1 to the DPA Act to agree on a Statement of Intent that is to supersede a Statement of Intent agreed between the Council or the Delegate and the Minister before commencement of Clause 5 of Schedule 1 to the DPA Act.	CEO	DCPC MDSC Pol. Pl.

DELEGATIONS UNDER THE DEVELOPMENT REGULATIONS 2008			
54.	**Infrastructure Planning**		
54.1	The power pursuant to Regulation 9A(1) of the Development Regulations 2008 ('the Regulations') to, in preparing the DPA, to the extent (if any) required by the Statement of Intent, seek, in accordance with Regulation 9A(2), the advice of a Minister and any other government agency, specified by the Minister as part of the agreement on the Statement of Intent.	CEO	DCPC MDSC Pol. Pl.

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55.	**Consultation with Government Departments or Agencies**		
55.1	The duty pursuant to Regulation 10A(1) of the Regulations if the Council is subject to a requirement under Section 25(7)(a) of the Act to ensure that a copy of any written report received from a Department or agency is furnished to the Minister for the purposes of considering the matter under Section 25(7)(b) of the Act.	CEO	DCPC MDSC Pol. Pl.
56.	**Public Consultation – Section 25 & 26**		
56.1	Subject to Regulations 11A(3) and 11A(6) of the Regulations, for the purposes of Sections 25 and 26 of the Act, the duty pursuant to Regulation 11A(1) of the Regulations to give public notice of a DPA by publication in the designated manner of a notice:		
56.1.1	advising the time and places at which the DPA is available for inspection (without charge) and purchase by the public; and	CEO	DCPC MDSC Pol. Pl.
56.1.2	inviting any interested person to make written submissions on the amendment to the council within the relevant period specified in the notice; and	CEO	DCPC MDSC Pol. Pl.
56.1.3	stating that the submissions will be available for inspection by any interested person at a place specified in the notice from the expiration of the period specified under Regulation 11A(1)(b) of the Regulations until the conclusion of any public meeting held for the purposes of Section 25(11)(b) or 26(5c)(b) of the Act (or, if no such meeting is to be held, until the decision is made not to hold the meeting); and	CEO	DCPC MDSC Pol. Pl.
56.1.4	providing information about when and where any public meeting is proposed to be held for the purposes of Sections 25(11)(b) or 26(5c)(b) of the Act (subject to a decision being made under the relevant section not to hold a meeting).	CEO	DCPC MDSC Pol. Pl.

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	56.2 If one or more written submissions are made in response to a notice published under Regulation 11A(1) of the Regulations, the duty pursuant to Regulation 11A(3) of the Regulations to make a copy of each submission available for inspection in accordance with the statement included under Regulation 11A(1)(c).	CEO	DCPC MDSC Pol. Pl.
	56.3 For the purposes of Sections 25(9)(c) and 26(5b)(c) of the Act, the duty pursuant to Regulation 11A(4) of the Regulations to include in the written notice the same information as required for a notice under Regulation 11A(1) of the Regulations.	CEO	DCPC MDSC Pol. Pl.
	56.4 The duty pursuant to Regulation 11A(5) of the Regulations, to ensure that a copy of any DPA released for public consultation under Section 25 of the Act is provided to the Minister within 2 business days after that release.	CEO	DCPC MDSC Pol. Pl.
57.	**Public Meeting**		
	57.1 The duty pursuant to and in accordance with Regulation 12 of the Regulations to hold a public meeting if an amendment has been prepared by the Council or the Delegate.	CEO	DCPC MDSC Pol.Pl.
	57.2 The power pursuant to Regulation 12(4) of the Regulations to adjourn a public meeting from time to time, and place to place if necessary or appropriate.	CEO	DCPC MDSC Pol.Pl.
58.	**Application to Relevant Authority**		
	58.1 The power pursuant to Regulation 15(1)(c) of the Regulations to require an additional or lesser number of copies of plans, drawings, specifications and other documents and information relating to a proposed development than the number prescribed in Regulation 15(1)(c) of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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58.2	The duty pursuant to and in accordance with Regulation 15(4) of the Regulations, if an application is lodged with the Council but a regional development assessment panel is the relevant authority, to retain a copy of the application and other accompanying information and to forward the application on to the appropriate person acting on behalf of the regional development assessment panel.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
58.3	The duty pursuant to and in accordance with Regulation 15(5) of the Regulations, when an application is lodged with the Council but the Development Assessment Commission is the relevant authority, to forward all but one copy of the application and the accompanying information, as well as a written acknowledgment that the appropriate fees have been paid, including details of each fee component paid, to the Development Assessment Commission.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
58.4	The power pursuant to Regulation 15(7)(b) of the Regulations to indicate, in such manner as may be determined by the Development Assessment Commission, that the Delegate wishes to receive written documentation instead of electronic access to the relevant documents and information via the Internet.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
58.4A	The power and duty pursuant to Regulation 15(7b) of the Regulations, to within 2 business days of receipt of a copy of an application under Regulation 15(7a) of the Regulations, furnish to the private certifier:	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	58.4A.1 the Development Assessment number assigned to the development proposed under the application; and		DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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58.4A.2 if the private certifier, at the time of forwarding a copy of an application under Regulation 15(7a) of the Regulations, requests advice on the matters set out in subparagraphs (i) and (ii), and if such advice is relevant:			
	58.4A.2.1 advice about any site contamination that is believed to exist at the site where the development would be undertaken; and	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	58.4A.2.2 advice about the likely need for approval to alter a public road under section 221 of the Local Government Act 1999 in order to establish a new access point.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
58.5	The power pursuant to Regulation 15(8) of the Regulations to extend the period prescribed in Regulation 15(8) for the lodging of an application for the appropriate development authorisation as required by Section 54(2)(c).	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
58.7	The power pursuant to Regulation 15(11) and subject to Regulation 115(12) of the Regulations, to , in an appropriate case, dispense with or modify the requirements of Schedule 5 in relation to a particular application.	CEO	DCPC MDSC SDO DO(P)
58.8	The duty pursuant to Regulation 15(12) of the Regulations to not modify the requirements of Schedule 5 in relation to an application if the application is in relation to *residential code* development.	CEO	DCPC MDSC SDO DO(P)
59.	**Nature of Development**		

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59.1	The duty pursuant to Regulation 16(1) of the Regulations, where an application requires the assessment of a proposed development against the provisions of the Development Plan, to determine the nature of the development applied for.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
59.2	The power pursuant to Regulation 16(2) of the Regulations to form the opinion that a development is non-complying, and the duty if the Delegate is of the opinion that an application relates to a kind of development that is non-complying and the applicant has not identified the development as such, by notice in writing to inform the applicant of that fact.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
59.3	The power pursuant to Regulation 16(3) of the Regulations to, if an application in relation to a proposed development indentifies the development as *residential code* development of designated development, form the opinion that the development is *residential code* development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the application of that fact.	DAP CEO	DCPC MDSC SDO DO(P)
59.4	The power pursuant to Regulation 16(4) of the Regulations to, if an application in relation to a proposed development identifies the development as *residential code* development or designated development, form the opinion that the development is not *residential code* development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the application of that fact and the reasons for the Delegate's opinion.	DAP CEO	DCPC MDSC SDO DO(P)
60.	**Non-Complying Development**		
60.1	The power pursuant to Regulation 17(3) of the Regulations, after receipt of an application which relates to a kind of development that is described as non-complying development to:		

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60.1.1	refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or	CEO	DCPC MDSC
60.1.2	resolve to proceed with an assessment of the application.	CEO	DCPC MDSC
60.2	The duty pursuant to Regulation 17(4) of the Regulations, in situations where the Delegate has resolved to proceed with the assessment of an application for non-complying development, to require the applicant to provide a statement of effect.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
60.3	The power pursuant to Regulation 17(6) of the Regulations to determine that a proposed development is of a minor nature for the purposes of exemption from the requirements to provide a statement of effect.	CEO	DCPC MDSC
61.	**Notification of Application for Tree-Damaging Activity to Owner of Land**		
61.1	Where the owner of land to which an application for a tree-damaging activity in relation to a regulated tree relates is not a party to the application, the duty pursuant to and in accordance with Regulation 18 of the Regulations:		
61.1.1	to give the owner of land notice of the application; and	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
61.1.2	to give due consideration, in the assessment of the application, to any submission made by the owner within a reasonable time after the giving of notice of the application.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
62.	**Amended Applications**		

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	62.1 The power pursuant to Regulation 20(4) of the Regulations to form the opinion that variations to an application are not substantial and that repeating of the referral process under Part 5 of the Regulations, or the giving of notice under Part 6 of the Regulations is not required.	DAP CEO	DCPC MDSC
	62.2 The power pursuant to Regulation 20(5) of the Regulations, where a variation to an application changes the essential nature of a proposed development to (by agreement with the applicant) proceed with the variation on the basis that the application will be treated as a new application.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
63.	**Withdrawing/Lapsing Application**		
	63.1 The duty pursuant to Regulation 22(1) of the Regulations, where an applicant withdraws an application, to notify any agency to which an application was referred under Part 5 of the Regulations and any person who made a representation in relation to the application under Part 6 of the Regulations of the withdrawal.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
	63.2 Where at least two years have passed since the date on which an application for development authorisation under Part 4 of the Act was lodged with the Council the power, pursuant to Regulation 22(2) of the Regulations to lapse the said application.	CEO	DCPC MDSC
	63.3 Before taking action to lapse a development application under Regulation 22(2) of the Regulations the duty, pursuant to and in accordance with Regulation 22(3) of the Regulations to:		
	63.3.1 take reasonable steps to notify the applicant of the action under consideration; and	CEO	DCPC MDSC
	63.3.2 allow the applicant a reasonable opportunity to make submissions to the Council or the Delegate about the proposed course of action, and the power to determine the manner and form of those submissions.	CEO	DCPC MDSC

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64.	**Contravening Development**		
64.1	The power pursuant to Regulation 23(2) of the Regulations, by notice in writing to the applicant to decline to proceed with an application until proceedings under the Act have been concluded.	CEO	DCPC MDSC
65.	**Referrals**		
65.1	The duty pursuant to Regulation 24(1) of the Regulations to refer an application of a prescribed kind together with a copy of any relevant information provided by the applicant to the relevant body prescribed by Schedule 8 of the Regulations and to not make a decision on the application until a response has been received from the referral body or the time period for receipt of a response has lapsed.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
66.	**Procedure Where Concurrence Required**		
66.1	The duty pursuant to Regulation 25 of the Regulations, if concurrence must be sought from another body prior to issuing a consent or approval to forward to the other body whose concurrence must be sought that information required by Regulation 25(b) of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
67.	**Additional Information or Amended Plans**		
67.1	The duty pursuant to Regulation 27(1) of the Regulations, where an application has been referred to a prescribed body under Part 5 of the Regulations and additional information is received which is materially relevant to the referral, to repeat the referral process where the Delegate is of the opinion that the additional information or amendment is significant and the power to repeat the referral process in all other instances.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
68.	**Special Provisions – Referrals**		

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68.1	The duty pursuant to and in accordance with Regulation 28(3) of the Regulations to refer an application for building rules consent to the relevant fire authority for comment and report where the Delegate considers that:		
68.1.1	a proposed alternative solution within the meaning of the Building Code requires assessment against a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or	CEO	DCPC MDSC DO(B)
68.1.2	the proposed development is at variance with a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or	CEO	DCPC MDSC DO(B)
68.1.3	special problems for fire fighting could arise due to hazardous conditions of a kind described in Section E of the Building Code,	CEO	DCPC MDSC DO(B)
	and the duty pursuant to Regulation 28(5) of the Regulations to have regard to any report received from the fire authority under Regulation 28.	CEO	DCPC MDSC DO(B)
68.2	The power pursuant to Regulation 28(4) of the Regulations, when a report from a fire authority pursuant to Regulation 28(3) is not received by the Council within 20 business days, to presume that the fire authority does not desire to make a report.	CEO	DCPC MDSC DO(B)
68.3	if, in respect of an application referred to a fire authority under Regulation 28, the fire authority:		
68.3.1	recommends against the granting of building rules consent; or		
68.3.2	concurs in the granting of consent on conditions specified in its report,		
	but the Delegate:		

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	68.3.3 proposes to grant building rules consent despite a recommendation referred to in Regulation 28(5a)(a) of the Regulations; or		
	68.3.4 does not propose to impose the conditions referred to in Regulation 28(5a)(b) of the Regulations, or proposes to impose the conditions in varied form, on the grant of consent,		
	the duty pursuant to Regulation 28(5a) of the Regulations to:		
	68.3.5 refer the application to the Building Rules Assessment Commission; and	CEO	DCPC MDSC DO(B)
	68.3.6 not grant consent unless the Building Rules Assessment Commission concurs in the granting of consent.	CEO	DCPC MDSC DO(B)
68.4	The duty pursuant to Regulation 28(6) of the Regulations to provide to the Building Rules Assessment Commission a copy of any report received from a fire authority under Regulation 28(1) that relates to an application referred to the Building Rules Assessment Commission under the Act.	CEO	DCPC MDSC DO(B)
68.5	The duty pursuant to Regulation 28(7) of the Regulations, where building work comprises or includes the construction or installation of a private bushfire shelter, not to grant a building rules consent unless the Building Rules Assessment Commission concurs in the granting of the consent.	CEO	DCPC MDSC DO(B)
69.	**Land Division Applications**		
69.1	The duty pursuant to Regulation 29(1) of the Regulations, subject to the provisions in Regulation 29(2) of the Regulations, to withhold making a decision on an application which relates to a proposed development that involves the division of land until a report has been received from the Development Assessment Commission.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	69.2	The power pursuant to Regulation 29(2) of the Regulations, when a report from the Development Assessment Commission pursuant to Regulation 29(1) of the Regulations is not received by the Council within eight weeks or within such longer period as the Development Assessment Commission may require by notice in writing to the Council, to presume that the Development Assessment Commission does not desire to make a report.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
70.	**Underground Mains Area**			
	70.1	The power pursuant to Regulation 30(1) of the Regulations to seek a report from the relevant electricity authority where the Delegate considers that an area should be declared an underground mains area.	CEO	DCPC MDSC
	70.2	The power pursuant to Regulation 30(2) of the Regulations to declare an area as an underground mains area.	CEO	DCPC MDSC
	70.3	The power pursuant to Regulation 30(4) of the Regulations, where a development includes the division of land within or partly within an underground mains area, to require, as a condition of the decision, that any electricity mains be placed underground.	DAP CEO	DCPC MDSC
71.	**Preliminary Advice and Agreement - Section 37AA**			
	71.1	The power pursuant to Regulation 31A(6)(b) of the Regulations to determine that an application no longer accords with an agreement indicated by the prescribed body.	DAP CEO	DCPC MDSC Pol.Pl. DO(B) AO(D)
	71.2	The power pursuant to Regulation 31A(6) of the Regulations if:		

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71.2.1 a relevant authority permits an applicant to vary an application under Section 39(4) of the Act; and	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.2.2 the relevant authority determines that the application no longer accords with the agreement indicated by the prescribed body, to refer the application (unless withdrawn) to the prescribed body:	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.2.3 to obtain a variation to the agreement under Section 37AA of the Act; or	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.2.4 to obtain a response from the prescribed body for the purposes of Section 37 of the Act.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.3 The power pursuant to Regulation 31A(7) of the Regulations if:		
71.3.1 an application is withdrawn by the Applicant; and		
71.3.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,		

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to notify the relevant prescribed body of the withdrawal of an application.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.4 The power pursuant to Regulation 31A(8) of the Regulations if:		
71.4.1 an application is lapsed by a relevant authority under Regulation 22 of the Regulations; and		
71.4.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,		
to notify the relevant prescribed body of the lapsing of an application.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
71.5 The power pursuant to Regulation 31A(9) of the Regulations if:		
71.5.1 an application seeks to rely on an agreement under Section 37AA of the Act in connection with the application; and		
71.5.2 a notice of decision is issued by the relevant authority under Regulation 42 of the Regulations,		
to send a copy of the notice to the prescribed body within 5 business days after the notice is given to the applicant under Regulation 42 of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
72. **Public Inspection of Certain Applications**		

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72.1	The duty pursuant to and in accordance with Regulation 34(1) of the Regulations, subject to Regulation 34(4) of the Regulations to ensure that copies of documents referred to in Regulation 34(1) concerning an application are reasonably available for inspection by the public (without charge).	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
72.2	The duty pursuant to Regulation 34(2) of the Regulations, subject to Regulation 34(4) of the Regulations, where a request is made within the time period that applies under Regulation 34(1) of the Regulations and on payment of a fee fixed by Council to provide to a member of the public a copy of any document of information available for inspection under Regulation 34(1) of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
72.3	The power pursuant to Regulation 34(3) of the Regulations to require that a person who has made a request under Regulation 34(2) of the Regulations verify his or her name, address and contact details in such manner as the Delegate thinks fit.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
72.4	The power pursuant to Regulation 34(4) of the Regulations to form the opinion that the present or future security of a building would be jeopardised if plans, drawings, specifications or other documents or information relating to the assessment of a proposed development against the Building Rules were to be made available for inspection.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
73.	**Response by Applicant**		
73.1	The power pursuant to Regulation 36 of the Regulations to extend the time within which an applicant may respond to any representation	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
74.	**Determination of Commission as Relevant Authority**		

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74.1	Where the Development Assessment Commission is the relevant authority under Section 34(1)(b) of the Act:		
74.1.1	in a case where the Minister has made a declaration under Section 34(1)(b)(iii) or 34(1)(b)(vi) of the Act, the duty pursuant to and in accordance with Regulation 38(2)(a)(i) of the Regulations to forward to the Development Assessment Commission any application received by the Council under the Act and the Regulations in relation to the matter together with accompanying documentation or information and, as appropriate, fees; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
74.1.2	in any case, the power pursuant to and in accordance with Regulation 38(2)(b) to provide a report on matters under Section 33(1) (as relevant).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
74.2	Where the Development Assessment Commission is the relevant authority under Section 34(1)(b)(iv) of the Act and the proposed development is to be undertaken within one kilometre of a boundary with the Council, the power, pursuant to Regulation 38(4) of the Regulations, to provide the Development Assessment Commission with comments on the proposed development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
75.	**Assessment in Respect of Building Rules Referred to the Council**		
75.1	The duty pursuant to and in accordance with Regulation 39 of the Regulations, where the Council is the relevant authority pursuant to Section 34(2) of the Act, not to give any decision in respect of the assessment against the Building Rules until the Development Assessment Commission or the regional development assessment panel (as the case may be) has made its decision.	CEO	DCPC MDSC DO(B)

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76.	**Notification of Decision to Applicant (Including Conditions)**		
76.1	The duty pursuant to and in accordance with Regulation 42 of the Regulations to give notice of a decision on an application under Division 1 of Part 4 of the Act including, but not limited to, the power to endorse approved plans and documentation under Regulation 42(4).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
77.	**Notification of Decision to a Prescribed Body**		
77.1	The duty pursuant to and in accordance with Regulation 43 of the Development Regulations, to send a copy of the notice of decision issued under Regulation 42 of the Regulations to any prescribed body to which the application had been referred.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
77.2	The duty pursuant to and in accordance with Regulation 43(3) of the Regulations to send a copy of a notice of a decision on an application, if or when a development authorisation is issued in relation to a proposed division of land, to the Development Assessment Commission.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
78.	**Notification of Decision to Owner of Land**		
78.1	The duty pursuant to and in accordance with Regulation 44 of the Regulations to send a copy of any notice issued under Regulation 42 of the Regulations to the owner of land to which a decision on the application relates where the owner is not a party to the application.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
79.	**Scheme Description – Community Titles**		
79.1	The duty pursuant to Regulation 45(2) of the Regulations to endorse a scheme description under Section 3 of the Community Titles Act 1996 in the following terms:		

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	79.1.1 All the consents or approvals required under the Development Act 1993 in relation to the division of the land (and a change in the use of the land (if any)) in accordance with the scheme description and the relevant plan of community division under the Community Titles Act 1996 have been granted. OR No consent or approval is required under the Development Act 1993 in relation to the division of land (or a change in the use of the land) in accordance with this scheme description. This endorsement does not limit a relevant authority's right to refuse, or to place conditions on, development authorisation under the Development Act 1993 in relation to any other development envisaged by this scheme description. Signed: Dated:		
	79.2 The power pursuant to Regulation 45(2) of the Regulations to include in an endorsement of a scheme description under Section 3 of the Community Titles Act 1996, notes concerning conditions on any consent or approval, and notes concerning additional approvals that may be required in the future and to sign and date the endorsement.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
80.	**Special Provisions Relating to Staged Consents**		
	80.1 The duty pursuant to and in accordance with Regulation 46(1) of the Regulations, and in a case where the development is within the ambit of Schedule 1A, subject to, in accordance with Regulations 46(4) and (5) of the Regulations, any step that the Delegate, as the relevant authority considers it needs to take under Section 42 of the Act, to issue a Notice of Approval in the circumstances prescribed by Regulation 46 of the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
81.	**Endorsed Plans**		

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81.1 The duty pursuant to Regulation 47 of the Regulations to return to a successful applicant, a copy of the plans, drawings, specifications and other documents and information lodged by the applicant duly endorsed with the building rules consent.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
81A. Minor Variation of Development Authorisation		
81A.1 The power pursuant to Regulation 47A of the Regulations, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion that the variation is minor in nature and, if the delegate is satisfied that the variation is minor in nature, to approve the variation.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
82. **Lapse of Consent or Approval**		
82.1 The power pursuant to Regulation 48(2) of the Regulations to extend the time when any consent or approval under Part 4 of the Act will lapse.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
83. **Width of Roads and Thoroughfares**		
83.1 The power pursuant to Regulation 51(4) of the Regulations to dispense with the requirements of Regulation 51(1) and (3) dealing with the width of any proposed road or thoroughfare where the Delegate is of the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services.	DAP CEO	DCPC MDSC
83.2 The power pursuant to Regulation 51(6) of the Regulations to dispense with the requirements of Regulation 51(5) dealing with the width of a road at the head of every cul-de-sac where it appears that the cul-de-sac is likely to become a through road.	DAP CEO	DCPC MDSC

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84.	**Road Widening**		
84.1	The power pursuant to Regulation 52(1) of the Regulations to require a road widening if land to be divided abuts an existing road.	DAP CEO	DCPC MDSC
85.	**Requirement as to Forming of Roads**		
85.1	The power pursuant to Regulation 53(1) and (2) of the Regulations to specify the width of roads.	DAP CEO	DCPC MDSC
85.2	The power pursuant to Regulation 53(4) of the Regulations to dispense with the requirements of Regulation 53(3) of the Regulations that adequate provision be made for the turning of vehicles at the head of a cul-de-sac where the Delegate is of the opinion that the cul-de-sac is likely to become a through road.	DAP CEO	DCPC MDSC
85.3	The power pursuant to Regulation 53(6) of the Regulations to dispense with the requirements of Regulation 53(5) dealing with the forming of footpaths, water-tables, kerbing, culverts and drains on proposed roads.	DAP CEO	DCPC MDSC
86.	**Construction of Roads, Bridges, Drains and Services**		
86.1	The power pursuant to Regulation 54(1) of the Regulations to require the paving and sealing of the roadway of proposed roads.	DAP CEO	DCPC MDSC
87.	**Supplementary Provisions**		
87.1	The duty pursuant to Regulation 55(1) of the Regulations to consider and if appropriate approve a road location and grading plan for the forming of any proposed road, including every footpath, water-table, kerbing, culvert and drain.	CEO	DCPC MDSC
87.2	The duty pursuant to Regulation 55(2) of the Regulations to consider, and if appropriate approve, detailed construction plans and specifications signed by a professional engineer or licensed surveyor for all work referred to in Regulations 53 and 54 of the Regulations.	CEO	DCPC MDSC

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	87.3 The duty pursuant to Regulation 55(4) of the Regulations to consider, and if appropriate accept, that all connections for water supply and sewerage services to any allotment delineated on a plan of division have been laid under the surface of a proposed road before the roadway is sealed.	CEO	DCPC MDSC
88.	**General Land Division**		
	88.1 The power pursuant to and in accordance with Regulation 58(1) of the Regulations to enter into a binding arrangement with an applicant for land division for the satisfaction of outstanding requirements.	CEO	DCPC MDSC
	88.2 The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the Development Assessment Commission that an applicant has entered into appropriate binding arrangements pursuant to Section 51(1) of the Act.	CEO	DCPC MDSC
89.	**Division of Land by Strata Title**		
	89.1 The power pursuant to Regulation 59(1) of the Regulations to advise the Development Assessment Commission that an applicant has entered into a binding arrangement with the Council for the satisfaction of the requirements of Section 33(1)(d) of the Act and that the arrangement is supported by adequate security.	CEO	DCPC MDSC
90.	**General Provisions**		
	90.1 The power pursuant to and in accordance with Regulation 60(1) of the Regulations to enter into a form of arrangement with an applicant to the satisfaction of the Development Assessment Commission for the purposes of Section 51(1) of the Act.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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	90.2 The power pursuant to Regulation 60(7) of the Regulations, for the purposes of Section 51(4) of the Act, to request (in such a manner as may be determined by the Development Assessment Commission) that a copy of a certificate or plan (or certificates and plans) referred to in Regulation 30(4) of the Regulations be furnished to the Council by sending a written copy to the Council.	CEO	DCPC MDSC Pol.Pl. DO(P) AO(D)
	90.3 The power pursuant to Regulation 60(9) of the Regulations to consult with the Development Assessment Commission before it grants an extension of the period prescribed by Regulation 60(8) of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
91.	**Declaration by The Minister - Section 46**		
	91.1 The duty pursuant to and in accordance with Regulation 61(2) of the Regulations, to transmit to the Minister any relevant documentation (including the application and any accompanying documentation or information lodged by the proponent with the Council under Division 1 of Part 4 of the Act) within 10 business days after the receipt of a copy of a notice required by Regulation 61(1) of the Regulations.	CEO	DCPC MDSC
	91.2 At the same time that documents are transmitted to the Minister under Regulation 61(2) of the Regulations, the duty pursuant to Regulation 61(3) of the Regulations to also transmit to the Minister any fees that have been paid by the proponent under Schedule 6 (less any amount that the Minister determines should be retained by the Council).	CEO	DCPC MDSC
	91.3 Where an application lodged with the Minister under Section 46 of the Act requires an assessment against the Building Rules and the assessment against the Building Rules is to be referred to the Council, the power pursuant to Regulation 61(5)(d) of the Regulations, to require from the applicant additional copies of the plans, drawings, specifications and other documents and information required by Regulation 61(4) of the Regulations.	CEO	DCPC MDSC

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92.	**Referral of Assessment of Building Work**		
92.1	Where a development application which is subject to the operation of Section 48 of the Act is referred to the Council for assessment in respect of the Building Rules the duty pursuant to and in accordance with Regulation 64(2) of the Regulations, to ensure that the assessment is consistent with any development plan consent previously given under Section 48 of the Act.	CEO	DCPC MDSC
92.2	Where the Council acting under Regulation 64(1) of the Regulations determines that it is appropriate to give a certification with respect to the development complying with the Building Rules (and if the assessment of the Council is consistent with any development plan consent) the duty, pursuant to Regulation 64(3) of the Regulations to:		
92.2.1	provide the certification in the form set out in Schedule 12A; and		
92.2.2	to the extent that may be relevant and appropriate:		
92.2.2.1	issue a schedule of essential safety provisions under Division 4 of Part 12 of the Act; and		
92.2.2.2	assign a classification to the building under the Regulations; and		
92.2.2.3	ensure that the appropriate levy has been paid under the *Construction Industry Training Fund Act 1993.*	CEO	DCPC MDSC DO(B)

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	92.3 Where the Council issues a certificate in the form set out in Schedule 12A of the Regulations as required by Regulation 64(3)(a) of the Regulations, the duty pursuant to Regulation 64(4) of the Regulations to furnish to the Minister a copy of the certificate together with a copy of any schedule of essential safety provisions.	CEO	DCPC MDSC DO(B)
93.	**Notifications During Building Work**		
	93.1 The power pursuant to Regulation 74(1)(b) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	CEO	DCPC MDSC DO(B)
	93.2 The power pursuant to Regulation 74(1)(c) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	CEO	DCPC MDSC DO(B)
	93.3 The duty pursuant to Regulation 74(4) of the Regulations to make a note on the relevant building file of any notice given in accordance with Regulation 74(3)(d) by a person by telephone.	CEO	DCPC MDSC DO(B)
94.	**Essential Safety Provisions**		
	94.1 The duty pursuant to Regulation 76(4) of the Regulations, on either the granting of a building rules consent or on application by the owner of a building, to issue a schedule in the form set out in Schedule 16 specifying the essential safety provisions for buildings and the standards and requirements for maintenance and testing in respect of those provisions.	CEO	DCPC MDSC DO(B)

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	94.2 The power pursuant to Regulation 76(10) of the Regulations to require compliance with Regulation 76(7) despite Regulation 76(9) of the Regulations if the essential safety provisions were installed under a modification of the Building Rules under Section 36(2) of the Act or the building has been the subject of a notice under Section 71 of the Act.	CEO	DCPC MDSC DO(B)
94A	**Swimming Pool Safety**		
	94A.1 The power pursuant to Regulation 76D(4a) of the Regulations to, for the purposes of Section 71AA(7) of the Act, subject to Regulation 76(D)(4b) of the Regulations, establish a swimming pool inspection policy.	Not Delegated	Not Sub-delegated
95.	**Building Rules: Bushfire Prone Areas**	**Not applicable**	**Not applicable**
96.	**Construction Industry Training Fund**		
	96.1 The duty pursuant to Regulation 79(2) of the Regulations to withhold issuing a building rules consent until satisfied that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993 or that no such levy is payable.	CEO	DCPC MDSC DO(B)
	96.2 The power pursuant to Regulation 79(4) of the Regulations to form an opinion whether the appropriate levy under the Construction Industry Training Fund Act 1993 has or has not been paid, or is or is not payable, and notify the applicant that a building rules consent cannot be issued until the Delegate is satisfied that the levy has been paid or is not payable.	CEO	DCPC MDSC DO(B)
	96.3 The power pursuant to and in accordance with Regulation 79(5)(b) of the Regulations to determine that the application has lapsed.	CEO	DCPC MDSC DO(B)
97.	**Classification of Buildings**		

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97.1	The power pursuant to Regulation 82(3)(b)(i) of the Regulations to require such details, particulars, plans, drawings, specifications, certificates and other documents as may reasonably be required to determine a building's classification upon application by an owner of a building under Regulation 82(1) or (2) of the Regulations.	CEO	DCPC MDSC DO(B)
97.2	The duty pursuant to Regulation 82(4) of the Regulations to assign the appropriate classification under the Building Code to a building upon being satisfied that the building possesses the attributes appropriate to its present or intended use.	CEO	DCPC MDSC DO(B)
98.	**Certificates of Occupancy**		
98.1	The power pursuant to Regulation 83(2)(c) of the Regulations to require from an applicant for a certificate of occupancy reasonable evidence that conditions attached to a development approval have been satisfied.	CEO	DCPC MDSC DO(B)
98.2	The power pursuant to Regulation 83(2)(d) of the Regulations where an application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, to require from an applicant for a certificate of occupancy reasonable evidence that in the case of a building of more than 1 storey, the requirements of Minister's Specification SA 83 have been complied with, or in any other case the building is suitable for occupation.	CEO	DCPC MDSC DO(B)
98.3	The power pursuant to Regulation 83(3) of the Regulations to dispense with the requirement to provide a Statement of Compliance under Regulation 83(2)(a) if the Delegate is satisfied that a person required to complete 1 or both parts of the Statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification(s) and it appears to the Delegate that the relevant building is suitable for occupation.	CEO	DCPC MDSC DO(B)

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98.4	Where:		
	98.4.1 a building is required by the Building Rules:		
	98.4.1.1 to be equipped with a booster assembly for use by a fire authority; or		
	98.4.1.2 to have installed a fire alarm that transmits a signal to a fire station; and		
	98.4.2 facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the Act,		
	the duty pursuant to Regulation 83(4) of the Regulations to not grant a certificate of occupancy unless or until a report has been sought from the fire authority as to whether those facilities have been installed and operate satisfactorily.	CEO	DCPC MDSC DO(B)
98.5	The power pursuant to Regulation 83(5) of the Regulations, when a report from the fire authority pursuant to Regulation 83(4) is not received within 15 business days, to presume that the fire authority does not desire to make a report.	CEO	DCPC MDSC DO(B)
98.6	The duty pursuant to Regulation 83(6) of the Regulations to have regard to any report received from a fire authority under Regulation 83(4) before issuing a certificate of occupancy.	CEO	DCPC MDSC DO(B)
98.7	The power pursuant to Regulation 83(9) of the Regulations to revoke a certificate of occupancy.	CEO	DCPC MDSC DO(B)
99.	**Certificate of Independent Technical Expert in Certain Case**		

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99.1	The power pursuant to Regulation 88(3) of the Regulations, in circumstances where Regulation 88 of the Regulations applies, to rely on the certificate of an independent technical expert.	CEO	DCPC MDSC DO(B)
100.	**Fees**		
100.1	The power pursuant to Regulation 95(2) of the Regulations to require an applicant to provide such information as the Delegate may reasonably require to calculate any fee payable under Schedule 6 and the power to make any other determination for the purposes of Schedule 6.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
100.2	The power pursuant to the provisions of Regulation 95(3) of the Regulations to calculate any fee on the basis of estimates made by the Delegate where the Delegate believes that any information provided by an applicant is incomplete or inaccurate.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
100.3	The power pursuant to Regulation 95(4) of the Regulations to, at any time, and despite any earlier acceptance of an amount in respect of the fee, reassess a fee payable under the Regulations.	CEO	DCPC MDSC
100.4	The duty pursuant to Regulation 95(5) of the Regulations, on a reassessment under Regulation 95(4) of the Regulations:		
100.4.1	if it appears that an overpayment has occurred, to refund any amount due in accordance with the reassessment; and	CEO	DCPC MDSC
100.4.2	if it appears that an underpayment has occurred, to charge any further amount payable in accordance with the reassessment.	CEO	DCPC MDSC
101.	**Register Of Applications**		

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101.1	The duty pursuant to Regulation 98 of the Regulations to keep available for public inspection a register of applications for consent, approval, or the assignment of building classifications under the Act.	CEO	DCPC MDSC
101.2	The power pursuant to Regulation 98(3) to fix a fee and upon payment of that fee, make available to a member of the public a copy of any part of a register or document kept for the purposes of Regulation 98(1).	CEO	DCPC MDSC
102.	**Registration of Land Management Agreements**		
102.1	The duty pursuant to and in accordance with Regulation 99(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57(2) of the Act.	CEO	DCPC MDSC
102.2	The power pursuant to Regulation 99(3) of the Regulations to determine what other information may be contained in the Register.	CEO	DCPC MDSC
103.	**Land Management Agreements - Development Applications**		
103.1	The duty pursuant to Regulation 100(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57A of the Act.	CEO	DCPC MDSC
103.2	The duty pursuant to Regulation 100(3) of the Regulations to include in the register a copy of each agreement entered into by the Council under Section 57A of the Act and other information the Delegate considers appropriate.	CEO	DCPC MDSC
103.3	The duty pursuant to Regulation 100(5) of the Regulations to keep the register at the principal office of the Council.	CEO	DCPC MDSC
103.4	The duty pursuant to Regulation 100(6) of the Regulations to keep the register available for public inspection during normal office hours for the office where the register is situated.	CEO	DCPC MDSC

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103.5 The duty pursuant to Regulation 100(9) to give a copy of a notice under Regulation 100(8) to any owner of the land who is not a party to the agreement.	CEO	DCPC MDSC
104. **Documents to be Preserved by a Council**		
104.0 The power and duty pursuant to Regulation 101(a1) of the Regulations to retain a copy of each document provided to the Council by a private certifier in relation to any application for a development plan consent assessed by the private certifier.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.1 The duty pursuant to Regulation 101(1) of the Regulations to retain a copy of the documents listed in Regulation 101 of the Regulations in relation to any building work approved under the Act.	CEO	DCPC MDSC Pol.Pl. DO(P) DO(B) AO(D)
104.1A The power and duty pursuant to Regulation 101(1a) of the Regulations to preserve any document referred to in Regulation 101(a1) for a period of at least 10 years.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.2 The duty pursuant to Regulation 101(2) of the Regulations to preserve any document referred to in Regulation 101(1) of the Regulations until the building to which the document relates is demolished or removed.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.3 The power pursuant to and in accordance with Regulation 101(3) of the Regulations to offer to give plans and specifications in the Council's possession to a building owner and if the building owner declines the offer, the power to destroy the documents.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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104.4	The power pursuant to and in accordance with Regulation 101(4) of the Regulations to make available for inspection at the offices of the Council during normal office hours any document retained by the Council under Regulation 101(a1) or (1) of the Regulations (without charge) and to fix a reasonable fee for a copy of any document retained by the Council under Regulation 101(a1) or (1) of the Regulations.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.5	The power pursuant to Regulation 101(5) of the Regulations to not make available of any plans, drawings specifications or other documents or information:	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)

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104.5.1 for inspection under Regulation 101(4)(a) if to do so would:		
104.5.1.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.5.1.2 constitute a breach of any other law; or	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.5.2 for copying under Regulation 101(4)(b) if to do so would:		
104.5.2.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.5.2.2 involve an infringement of copyright in matter contained in a document; or	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
104.5.2.3 constitute a breach of any other law.		
104A Documents to be Provided by Private Certifier		

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104A.1 The power pursuant to Regulation 102(2) of the Regulations to request a private certifier to produce to the Council within a reasonable period, a copy of any document that has been submitted to the private certifier for the purposes of an application for development plan consent (and that it is not already held by the Council under the Regulations) so that the Council can respond to a request from a member of the public for access to such document.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) DO(B) AO(D)
105. **Transfer of Development Potential**		
105.1 The duty pursuant to Regulation 104 of the Regulations, wherever the provisions of the Development Plan provide for the transfer of development potential, to maintain a register of development rights containing the information prescribed in Regulation 104(1) and to make the said register available for public inspection on payment of the appropriate fee.	CEO	DCPC MDSC
106. **System Indicators**		
106.1 The duty pursuant to Section 115(1)(a) of the Regulations to keep and collate the information specified in the system indicators document on a quarterly basis.	CEO	DCPC MDSC AO(D)
106.2 The duty pursuant to Section 115(1)(b) of the Regulations to provide the information for each quarter to the Minister in a manner and form determined by the Minister, within 21 days after the end of the quarter.	CEO	DCPC MDSC AO(D)
106.3 The power pursuant to Regulation 115(2) of the Regulations to apply to the Minister to exempt the Council from a requirement in the system indicators document.	CEO	DCPC
107. **Schedule 1A – Demolition**		
107.1 The power, pursuant to Clause 12(3) of Schedule 1A of the Regulations, to make an application to the Minister for an area to be declared by the Minister to be a designated area.	CEO	DCPC MDSC Pol.Pl.

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107.2 The power pursuant to Clause 12(9) of Schedule 1A of the Regulations, before the Minister takes action to vary or revoke a declaration under Clause 12(3) of Schedule 1A of the Regulations or a condition under Clause 12(7) of Schedule 1A of the Regulations, to in response to a notice in writing from the Minister, show, within the specified time, why the proposed course of action should not be taken.	CEO	DCPC MDSC Pol.Pl.
108. **Schedule 4 – New Dwellings**		
108.1 The power pursuant to Clause 2B(4)(b) of Schedule 4 of the Regulations to form the belief that the allotment is, or may have been, subject to site contamination as a result of a previous use of the land or a previous activity on the land.	CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
109. **Schedule 6 - Fees**		
109.1 The power pursuant to Clause 1(7) of Schedule 6 to the Regulations to determine the amount of the fee to be charged to an applicant to cover the Council's reasonable costs in giving public notice of the application under Section 38(5) of the Act.	CEO	DCPC MDSC
110. **Schedule 8 – Development Near The Coast**	**Not Applicable**	**Not Applicable**
110.1 The power pursuant to item 1(b) of Clause 2 of Schedule 8 of the Regulations, where development is on coastal land, to form the opinion that the development is of a minor nature only, and comprises the alteration of an existing building or the construction of a building to facilitate the use of an existing building.		
111. **Schedule 8 - Development Adjacent To Main Roads**		
111.1 The power pursuant to Item 3 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development is likely to:		

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111.1.1 alter an existing access; or	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
111.1.2 change the nature of movement through an existing access; or	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
111.1.3 create a new access; or	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
111.1.4 encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972,	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
in relation to an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road, or within 25 metres of a junction with an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the relevant Development Plan).	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
112. **Schedule 8 - State Heritage Places**		
112.1 The power pursuant to Item 5(1) of Clause 2 of Schedule 8 of the Regulations to form the opinion that a development materially affects the context within which a State Heritage place is situated	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
113. **Schedule 8 – Mining – General**	**Not applicable**	

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114. **Schedule 8 - Activity of Environmental Significance**		
114.1 The power pursuant to Item 10(b) of Clause 2 of Schedule 8 of the Regulations, where development involves, or is for the purposes of an activity specified in Schedule 21 of the Regulations (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level), other than development which comprises the alteration of, or addition to, an existing building, to form the opinion that the development does not change the use of the building, and is of a minor nature only, and does not have any adverse effect on the environment.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
115. **Schedule 8 – Aquaculture Development**	**Not Applicable**	
116. **Schedule 8 – Development Within the River Murray Floodplain Area**	**Not applicable**	
117. **Schedule 8 – Development Within the River Murray Tributaries Area**	**Not applicable**	
118. **Schedule 9 - Part One, Category One Development and Part Two Category Two Development**		
118.1 The power pursuant to Clause 1 of Part 1 to Schedule 9 of the Regulations in circumstances where a development would be a complying development under the Regulations or the relevant Development Plan but for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to meet those conditions is of a minor nature only.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

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118.2 The power pursuant to Clause 2(1)(g) of Part 1 to Schedule 9 of the Regulations to form the opinion that a development is of a kind which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
118.3 The power pursuant to the following designated sub-paragraphs of Clause 3 of Part 1 to Schedule 9 of the Regulations, where a development is classified as non complying under the relevant Development Plan, to form the opinion that:		
118.3.1 the alteration of, or addition to, a building is of a minor nature only, pursuant to sub-paragraph (a);	DAP CEO	DCPC MDSC
118.3.2 the construction of a building to be used as ancillary to or in association with an existing building and which will facilitate the better enjoyment of the purpose for which the existing building is being used constitutes development of a minor nature only pursuant to sub-paragraph (b).	DAP CEO	DCPC MDSC
118.4 The power pursuant to Clause 5 of Part 1 to Schedule 9 of the Regulations to form the opinion:		
118.4.1 that the division of land (including for the construction of a road or thoroughfare) is for a proposed use which is consistent with the objective of the zone or area under the Development Plan; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
118.4.2 whether the division will change the nature or function of an existing road.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)

Attachment

118.5	The power pursuant to Clause 11 of Part 1 to Schedule 9 of the Regulations, in circumstances where development comprises a special event and the special event will not be held over more than 3 consecutive days, to form the opinion that an event of a similar or greater size or of a similar or greater impact on surrounding areas, has not been held on the same site (or substantially the same site) within 6 months immediately preceding the day or days on which the special event is proposed to occur.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
118.6	Pursuant to Clause 17 of Part 1 of Schedule 9 to the Regulations for the purpose of determining whether a development should be considered to be of a minor nature only:		
	118.6.1 the duty to not take into account what is included within Schedule 3 of the Regulations; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	118.6.2 the power to take into account the size of the site of the development, the location of the development within that site, and the manner in which the development relates to the locality of the site; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	118.6.3 the power to conclude, if relevant, that the development is of a minor nature only despite the fact that it satisfies some, but not all, of the criteria set out in item 2(d) of Part 1 of Schedule 9 to the Regulations.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
118.7	The power pursuant to Clause 21 of Part 2 to Schedule 9 of the Regulations, except where development is classified as non complying development under the relevant Development Plan, to form the opinion:		

Attachment

	118.7.1 that in respect of a proposed division of land that the applicant's proposed use of the land, is for a purpose which is consistent with the zone or area under the Development Plan; and	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
	118.7.2 whether the proposed division will change the nature or function of an existing road.	DAP CEO	DCPC MDSC Pol.Pl. SDO DO(P) AO(D)
119.	**Schedule 10 - Decisions by Development Assessment Commission**		
	119.1 In circumstances where the Council is undertaking development within the meaning of that term under Section 4 of the Act and:		
	119.1.1 the development involves the construction (but not alteration of or change in use to a hotel or tavern, or tourist accommodation, or an entertainment complex, or a cinema, or a hospital) but where the Council's interest is limited to the ownership of rights associated with an easement, road or reserve, the power pursuant to Clause 2(a) of Schedule 10 of the Regulations to form the opinion that the purpose of the easement, road or reserve will not be materially affected;	CEO	DCPC MDSC
	119.1.2 in circumstances where the development involves the construction of, or a change in use to, a shop or office or the construction of a building for the purposes of, or a change in use to, a form of industry and the interest of the Council is limited to the ownership of rights associated with an easement, road or reserve, the power pursuant to Clause 2(b) of Schedule 10 of the Regulations to form the opinion that the purpose of the easement, road or reserve will not be materially affected.	CEO	DCPC MDSC

Attachment

SCHEDULE OF CONDITIONS

CONDITIONS OR LIMITATIONS APPLICABLE TO DELEGATIONS CONTAINED IN THIS INSTRUMENT

Paragraph(s) in instrument to which conditions/limitations apply	Conditions / Limitations
	The Development Assessment Panel will only consider applications of a type as follows:- a) where an application contemplates a non-complying form of development b) where a Category 2 or 3 representor has indicated a desire to address the Panel in support of a representation c) where the Director Community Planning & Communications determines that the application is of a nature and type that would be of particular interest to the Panel

Attachment

AGENDA ITEM NO.: **19.5**

TO: Council on 28 April 2015

FROM: Mark Goldstone, Chief Executive Officer

REPORT AUTHOR: Kerry Loughhead, Manager Governance and Administration

SUBJECT: Local Government Association Ordinary General Meeting 1 May 2015 - Voting Preferences

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1. EXECUTIVE SUMMARY

1.1 Council's voting preferences on the Motions contained in the Local Government Association of South Australia (LGA) Ordinary General Meeting Agenda have be reviewed and a summary of the Agenda detailing the Motions is provided at **Attachment 1-10**, noting voting preferences as suggested by Mayor David O'Loughlin and Deputy Mayor Mark Groote.

2. RECOMMENDATION

(1) The Deputy Mayor notes Council's voting preferences for the Local Government Association Ordinary General Meeting on 1 May 2015.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Rule 35 of the Constitution of the Local Government Association of South Australia.

3.2 **Core Strategy 5 – Your Council.**

5.7 Provide efficient and effective services using the most appropriate service delivery model and technology.

5.7.3 Effectively advocate for improved roads, education services, transport services and other services to meet the community's needs through relationships established with all levels of government and external agencies.

5.8 Ensure Financial Stability.

5.8.1 Continue to build relationships with government, external agencies and grant funding bodies to facilitate integrated services.

4. COMMUNITY INVOLVEMENT

4.1 For public information via open agenda.

5. DISCUSSION

5.1 Rule 35 of the Constitution of the LGA of South Australia provides that each Council may appoint one of its members to vote at the LGA Annual General Meeting.

5.2 At the Council Meeting of 24 February 2015, Deputy Mayor Mark Groote was nominated as Council's voting delegate and will be attending the Ordinary General Meeting on Friday 1 May 2015.

5.3 The Annual General Meeting Agenda can be found at http://www.lga.sa.gov.au/webdata/resources/files/LGA%20Ordinary%20General%20Meeting%20-%20Agenda%20-%201%20May%202015.pdf .

5.4 A summary of the Agenda detailing the Motions is provided at **Attachment 1-10**, noting voting preferences as suggested by Mayor David O'Loughlin and Deputy Mayor Mark Groote.

5.5 The following legend has been used to identify voting preferences:-

5.5.1 Green highlight = Supported

5.5.2 Yellow highlight = Voting preference subject to debate at Council Meeting

5.5.3 Red highlight = Not supported

5.6 Elected Members will be asked to advise if there are any Motions requiring debate to determine Council's preference.

5.7 Meeting Procedures may be suspended if required.

ATTACHMENTS

Attachments 1-10: Summary of Local Government Association Ordinary General Meeting Agenda

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

Legend for voting preferences

Green highlight = Supported

Yellow highlight = Voting preference subject to debate at Council Meeting

Red highlight = Not supported

Attachment

Item No.	Items	Page No.
1.	**Opening & Welcome** *The President will open the General Meeting and welcome delegates and guests.*	5
2.	**Apologies** *The President will announce apologies received from Councils which are not represented at the meeting and call for any further apologies.*	5
3.	**Notices & Arrangements** *The Chief Executive Officer will advise arrangements for the conduct of the business of the meeting.*	5
4.	**President's Report** *The President will report on activities since the 31 October 2014 Annual General Meeting.*	5
5.	**Previous Minutes**	5
5.1	**LGA Annual General Meeting Draft Minutes - 31 October 2014 (Supported)** Recommendation *That the minutes of the Annual General Meeting held on 31 October 2014 be confirmed as an accurate record.*	5
5.2	**Business arising from the previous minutes**	16
5.3	**Resolutions and actions from the LGA Annual General Meeting of 31 October 2014 (Supported)** Recommendation *That the Ordinary General Meeting notes progress with resolutions resulting from the 31 October Annual General meeting.*	16
6.	**Recommendation reports from the LGA Board**	25

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

6.1	**Local / State Government Reform (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report;* *2. endorses the approach and scope of the LGA in identifying areas to enhance State/Local Government relationships and the capacity of the Local Government sector; and* 3. *endorses ongoing discussions with the Premier and Minister for Local Government in the areas outlined in the report to finalise a program of reform for implementation over the next 12 – 24 months.*	25
6.2	**LGA Regions Work Plan (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report;* *2. notes that Councils and other stakeholders have been consulted on a draft LGA Regions Work Plan;* *3. endorses the final LGA Regions Work Plan; and* 4. *notes that progress reports on the Work Plan will be regularly provided to SAROC.*	29
6.3	**LGA Economic Development Statement (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report; and* 2. *endorses the adoption of the LGA's Economic Development Statement.*	35
6.4	**Planning Reform (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report and receives an update;* *2. notes the submission made to the State Government on the Expert Panel on Planning Reform's Final report following endorsement by the LGA Board in January 2015; and* 3. *endorses the further activities being undertaken and proposed by the LGA to continue engaging with the State Government to represent the views of Councils regarding planning reform.*	44

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

6.5	**Supplementary Road Funding (Supported)** Recommendation *That the Ordinary General meeting:* 1. *endorses the LGA President and LGA Secretariat continuing to seek reinstatement by the Federal Government for the South Australian Supplementary Road Funding Program; and* 2. *encourages all Councils to continue to inform their local Federal MPs of the importance of this funding to South Australian communities.*	47
6.6	**2014 Local Government Elections Review (Supported)** Recommendation *That the Ordinary General Meeting:* 1. *notes the report; and* 2. *notes that the LGA will be involved in a formal review of the Local Government (Elections) Act 1999, a review of the role and administration of the elections in conjunction with the Electoral Commission, and an internal review of LGA processes during 2015.*	49
6.7	**Rail and Road Crossing Agreements for Councils (Supported)** Recommendation *That the Ordinary General Meeting:* 1. *notes the report; and* 2. *endorses the Reference Group's position that Councils should not maintain road infrastructure inside the three meter danger zone of the rail corridor.*	55
6.8	**Pensioner Concessions update and policy (Supported)** Recommendation *That the Ordinary General Meeting:* 1. *receives the report; and* 2. *endorses inclusion of the following policy in the LGA Policy Manual:* *To ensure equity between Council communities and generally within SA, State and Federal Government should fund concessions on Council rates.*	57

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

6.9	**Waste Update (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report;* *2. requests the LGA to align Local Government waste management objectives with green economy principles where appropriate;* *3. requests the LGA to pursue hypothecation of, and enhanced access to the Waste to Resources Fund; and* 4. *requests the LGA to continue working closely with the Waste Management Association of Australia on waste management matters.*	59
6.10	**Constitutional Change regarding the Management of Late Items (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report: and* *2. endorses the following changes to the of the LGA Constitution:* *a. insert in clause 3 after the definition of 'Immediate Past President' and before the definition of 'LGA' the following:* *"late notice of motion" means a notice of motion that in all respects complies with clause 25.2 but is received by the LGA less than 42 days prior to the next general meeting after the notice is given.* *b. insert after clause 25.4, the following new clauses:* *25.5 Notwithstanding any other provision of this Constitution, the President may, in the President's absolute discretion, determine that a late notice of motion may be dealt with at the next general meeting.* *25.6 In making a determination under clause 25.5, the President must take into account the Guiding Principles which are set out at regulation 4 of the Local Government (Procedures at Meetings) Regulations 2013.* *25.7 If the President determines to accept a late notice of motion under clause 25.5, the LGA must give all persons entitled to notice of the general meeting written notice of the late notice of motion as soon as practicable (which may occur at any time prior to the commencement of the general meeting at which the notice of motion will be considered), in the manner prescribed by clause 24.4.* *c. amend clause 28.3.5(c) as follows:* *(c) If the proposition put by the chair is passed, the business may proceed; or* *d. insert after clause 28.3.5, the following new clause:* *28.3.6 it is a late notice of motion that the President has determined may be dealt with at the general meeting under clause 25.5 and of which the LGA has given notice under clause 25.7.*	64

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

6.11	**Metropolitan Local Government Group Amendments to the Constitution (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report: and* *2. endorses the following change to the LGA Constitution:* *a. amend the current wording of Clause 116.1 as follows:* *116.1 'the Group must meet at least six times per year at such time and place as determined by the Chief Executive Officer'.*	66
6.12	**Vegetation Management (Supported)** Recommendation *That the Ordinary General Meeting:* *1. notes the report; and* *2. endorses the LGA CEO to finalise the submission to SA Power Networks on the Draft Vegetation Management Protocol.*	68
7.	**Information reports from the LGA Board**	71
7.1	**LGA Workers Compensation Scheme Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	71
7.2	**LGA Mutual Liability Scheme update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	75
7.3	**Progress Report on LGA Annual Priorities (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	78
7.4	**Progress reporting on LGA Strategic Plan 2011-2015 Key Performance Indicators (Supported)** Recommendation *That the Ordinary General Meeting notes the report progress to date against the Key Performance Indicators in the LGA Strategic Plan 2011-2015.*	90
7.5	**LGA Procurement Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	103

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

7.6	**Australian Local Government Association Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	106
7.7	**Change of Local Government Regions (Supported)** Recommendation *That the Ordinary General Meeting notes the changes to Clause 3 - Dictionary in the LGA Constitution to accommodate changes of Councils between regions.*	107
7.8	**Water Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	109
7.9	**Public Health Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	111
7.10	**Council of the Future Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	114
7.11	**Community Services Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	117
7.12	**Community Housing Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	119
7.13	**Local Government Legislative Update (Supported)** Recommendation *That the Ordinary General Meeting notes the report.*	121
7.14	**Climate Change Update (Supported)** Recommendation That the Ordinary General Meeting notes the report.	123
8.	**Council Notices of Motion**	127

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

8.1	**Increase in Level of Fines and Interest on Unpaid Rates (Supported)** *Regional Council of Goyder* Proposed Motion *That the LGA request the State Government to amend:* 1. *Section 181 (8)(b) of the Local Government Act 1999 to reflect an increase in the amount of fine on unpaid rates to be applied from the existing 2 per cent to up to but not exceeding 10 per cent at the discretion of the individual Council; and* 2. *Section 181 (17) of the Local Government Act 1999 to reflect an increase in the amount of interest on unpaid rates to be applied from the existing formula to 7 per cent above the Reserve Bank of Australia official rate at all times.*	127
8.2	**Register of Interests (Supported)** *City of Marion* Proposed Motion *That the Ordinary General Meeting requests the LGA to continue to advocate an amendment to the Local Government Act 1999 to amend Division 2 regarding Register of Interests to enable an Elected Member's residential address to be suppressed under special circumstances.*	132

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

8.3	**Trans Pacific Partnership (TTP) Trade Agreement (debate at Council Meeting)** *District Council of Mount Barker* Proposed Motion *That the Ordinary General Meeting:* 1. *Request the LGA write to the Minister for Trade and Investment, the Hon. Andrew Robb, requesting consultation and engagement on the Trans Pacific Partnership (TPP) Agreement, answers to the matters below; and requesting release of the text before signing to enable an informed response by local government.* *Does the TPP:* - *enable a foreign investor to sue governments for damages over policy, laws or regulations at local, state or national level?* - *increase the period for copyright royalties and/or increases restrictions or penalties for temporary downloads from the internet which could increase costs for public and school libraries and restrict the free flow of information?* - *restrict local government policies which encourage local employment, support local economic and industry development and encourage good employment practices and initiatives?* - *restrict local government policies which encourage good environmental practices and initiatives?* - *restrict local government supply and regulation of services or require the commercialisation of services?* - *prevent local government procurement policy from giving preference to local suppliers?* *Furthermore that the LGA forward the above letter to the Australian Local Government Association (ALGA) and urge formalized dialogue between the ALGA and the Minister to assist Councils in their responses.*	134
8.4	**Reinstatement of Automatic Enrolment (Supported)** *Rural City of Murray Bridge* Proposed Motion *That the Ordinary General Meeting requests the LGA continue lobbying the State Government to reinstate automatic enrolment on Council's voters roll under the Local Government (Elections) Act 1999.*	139

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

8.5	**Mandatory Total Fire Ban (debate at Council meeting)** *City of Salisbury* Proposed Motion *That the Ordinary General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to lobby the State Government to ensure that a mandatory Total Fire Ban is put in place on occasions that a major emergency or disaster event is declared related to a bushfire and that the Total Fire Ban remain active for the duration of the emergency event.*	141
8.6	**Proposed Legislation amendment relating to Suppressed Addresses on Candidate Nomination Forms for Local Government Elections (Not Supported)** *City of Tea Tree Gully* Proposed Motion *That the Ordinary General Meeting requests the LGA to lobby State Government to investigate amending the Local Government (Elections) Act 1999, the Electoral Act 1985 or the Commonwealth Electoral Act 1918 to ensure a nominated candidate's residential suburb is visible to the public, both on the front page of the candidate nomination form as well as on candidate profile to ensure that use of a PO Box or suppressed/silent voters roll address does not prevent residents knowing which suburb or Council area a candidate lives in, for the purposes of Local Government elections.*	143
8.7	**Changes to legislation and processes relating to election issues (Supported)** *City of Tea Tree Gully* Proposed Motion *That the Ordinary General Meeting requests the LGA to lobby the State Government to investigate legislative and process changes to improve the Local Government election processes.*	146
8.8	**Absentee Landowners - Electoral Enrolment (Supported)** *District Council of Tumby Bay* Proposed Motion *That the Ordinary General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to lobby the State Government to amend the Local Government (Elections) Act 1999 to allow electoral enrolments for absentee property owners to remain in place until such time as the property is sold. It is intended that the absentee property owners would need to apply to be on the electoral roll in the first instance.*	150

Attachment

Summary of Local Government Association Ordinary General Meeting Agenda
Friday 1 May 2015 at 10.00am

8.9	**Increasing Funding for Flooding and Drainage (Supported)** *City of West Torrens* Proposed Motion *That the Ordinary General Meeting seeks urgent consideration by the State Government to increasing the funding allocation made to Local Government via the Stormwater Management Fund from the current indexed $4 million per annum to a dollar amount commensurate with the significant number and dollar value of storm water management projects urgently required on a catchment basis throughout South Australia. It is further recommended to the State Government that the NRM levy be partially allocated to fund storm water projects as a matter of urgency.*	153
8.10	**Maintaining Local Public Hospitals (debate at Council meeting)** *City of West Torrens* Proposed Motion *That the Ordinary General Meeting advises the State Government that it does not support the closure of the Public Hospital Casualty Departments and other health facilities, including the Queen Elizabeth and the Repatriation Hospitals.*	156
8.11	**Damage to Council Infrastructure - Recovery of Cost (Supported)** *City of West Torrens* Proposed Motion *That the Ordinary General Meeting authorises that the LGA initiates discussions with the State Government to facilitate a suitable mechanism to enable recovery of damages to Council infrastructure during development activities.*	160
9.	**Late Items**	164
9.1	**Review of State Records Act 1997 (debate at Council meeting)** *Light Regional Council* Proposed Motion *That the Ordinary General Meeting request the State Parliament to undertake a review of the State Records Act 1997 with the aim of achieving appropriate amendments to reflect current records management practices taking into account the advancements to communications and technological systems.*	
10.	**Any other business**	164
11.	**Next meeting** *The Annual General Meeting of the LGA will be held on Friday 30 October at the Adelaide Oval, War Memorial Drive, Adelaide*	164
12.	**Close**	164

Attachment

AGENDA ITEM NO.: **19.6**

TO: Council on 28 April 2015

DIRECTOR: Ginny Moon, Director Corporate Services

REPORT AUTHOR: Kerry Loughhead, Manager Governance & Administration

SUBJECT: Concessions on Council Rates Petition Report

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1. EXECUTIVE SUMMARY

1.1 On 25 March 2015 the Local Government Association (LGA) wrote to Council requesting assistance with a *Concessions on Council Rates* petition addressed to the Honourable the Members of the House of Assembly in Parliament.

1.2 Council is requested to make the petition available at its offices, library and community organisations such as Seniors Centres and RSL Clubs.

1.3 The LGA has included a template petition, provided at **Attachments 1-2**, along with a promotional poster, provided at **Attachment 3** and a *Concessions on Council Rates* information package, provided at **Attachments 4-6**.

1.4 Given the tight timeframe for lodging the petition, it is recommended the petition be made available at the Civic Centre and the Library only.

1.5 The petition (if so resolved) is to be finalised in the week of Monday 18 May 2015 and forwarded to Ms Rachel Sanderson, State Member for Adelaide requesting it to be tabled in Parliament in the week of Tuesday 2 June 2015.

2. RECOMMENDATION

(1) Council endorses placement of the Local Government Association Concessions on Council rates petition at the Civic Centre and the Thomas Street Centre (Library).

(2) Council authorises the Chief Executive Officer to facilitate lodgement of completed petitions with the local State Member of Parliament for tabling in Parliament in the week of Tuesday 2 June 2015.

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3. RELEVANCE TO CORE STRATEGIES / POLICY

3.1 Core Strategy 5 – Your Council.

5.6 Deliver a responsive, people-focused service.

5.6.3 Implement practices that create positive customer experiences and build customer relations.

5.7 Provide efficient and effective services using the most appropriate service delivery model and technology.

5.7.3 Effectively advocate for improved roads, education services, transport services and other services to meet the community's needs through relationships established with all levels of government and external agencies.

5.8 Ensure Financial Stability.

5.8.1 Continue to build relationships with government, external agencies and grant funding bodies to facilitate integrated services.

5.8.2 Generate income growth by diversifying income streams and

5.8.4 Implement practices that provide financial accountability and sustainability.

4. COMMUNITY INVOLVEMENT

4.1 The community have been advised of the proposed concession cuts via leaflets sent out with Council Rates Notices, on Council's website and by television advertising initiated by the State Government.

5. DISCUSSION

5.1 On 25 March 2015 the Local Government Association (LGA) wrote to Council requesting assistance with a *Concessions on Council Rates* petition addressed to the Honourable the Members of the House of Assembly in Parliament.

Background

5.2 Pursuant to the SA Rates and Land Tax Remissions Act 1968 the South Australian Government has provided a concession on Council rates to pensioners and other benefit recipients for more than 40 years.

5.3 The benefit was extended to self-funded retirees in 2001. Currently the benefit is a maximum $190 for pensioners and concession card holders and $100 for self-funded retirees.

5.4 This funding has been supported through a Federal Agreement (the National Partnership Agreement on Certain Concession Card and Senior Card Holders) which provided funding to the State Government to enable concessions to be paid to part pension concession holders on utilities, water and Council rates.

5.5 Specifically for South Australia, the Agreement provided approximately $27.7 million in funding for the 2013/2014 financial year to cover all concessions to part pensioners.

5.6 In 2014 the Commonwealth Government made a decision to cut the Agreement on Certain Concessions for Pensioner Concession Card and Senior Card Holders.

5.7 The State Government agreed to fill this funding gap for the 2014/2015 financial year, however in its 2014/2015 Budget the State Government announced that concessions on Council rates would cease as of June 2015.

5.8 Despite the Agreement providing funding for part pensioners across various taxes and utility charges, the State Government decision will pass cuts entirely onto Council rate concession recipients from next year. This will impose significant hardship on only one category of concession recipient.

5.9 For our Council the funding for pensioner concessions received from the State Government is a total of $255,580.00 with 15% of our ratepayers receiving these concessions.

5.10 According to the LGA, the specific cost impost on each pensioner concession entitlement will vary across the Council area (and collectively other Councils); however by way of example the average "bill shock" on a pensioner rate payer will be approximately 20.7%.

5.11 The average SA Council rate for 2014/2015 is approximately $1600 and using this average, pensioners receiving the $190 concession paid, on average, a net amount of $1410 this financial year.

5.12 When pensioners lose this concession and you also factor in the annual Local Government Price Index, (2.6% based on 2013/2014), the total increase for pensioners will be $217 or an increase of 20.7%.

5.13 A letter addressing concerns with cutting the pensioner concession on Council rates was sent by the LGA to the Treasurer, the Hon Tom Koutsantonis, in July 2014. A subsequent meeting was held on 13 August 2014 between the LGA President and Chief Executive Officer and the Treasurer to discuss concessions on Council rates.

5.14 Historically rate payers may be eligible for a pensioner concession on Council rates if they own or part-own their principal place of residence on the date that the first Council rates account is payable for that financial year and responsible for paying the rates on that property. Also, they must have one of the following cards:

- a Pensioner Concession Card;
- Gold Card from the Department of Veterans' Affairs;
    - Totally and Permanently Incapacitated (TPI);
    - Extreme Disablement Adjustment (EDA);
    - War Widow;
- Gold Card from the Department of Veterans' Affairs issued to a person with 80 or more overall impairment points under the Military Rehabilitation and Compensation Act 2004;
- Seniors Card; and/or
- State Concession Card.

New Information

5.15 In light of the significant impact to pensioners and the wider community, and the lack of commitment by the State and Federal Government, the LGA Board meeting of 20 November 2014 resolved:

That the LGA Board:

(1) authorises the LGA President and CEO to continue to lobby the State Treasurer and relevant Minister to reinstate the pensioner concession on Council rates;

(2) authorises the President to write to all Councils advising that the LGA's position is not to support Councils funding pensioner or self-funded retiree concessions;

(3) authorises the Executive Committee to work with the Secretariat on a campaign to support Councils in their discussions with the community and local MPs on the matter of pensioner and self-funded retiree concessions; and

(4) establish a Local Government policy position in consultation with Councils on the removal of pensioner/self-funded retirees concession from Council rates from the 2015 budget.

5.16 At its meeting held on 16 December 2014, Council resolved

(1) Council will not replace the withdrawn Federal and State Government funding for pensioner concessions.

(2) Council will participate in the Local Government Association's campaign to see reinstatement of the pensioner concessions.

(3) Council will insert a flyer in the next quarterly rates notice alerting ratepayers to the impact of removal of pensioner concessions on rates.

(4) Council will write a letter to all currently registered ratepayers in receipt of concession for 2014/2015 who have already paid their rates in full, alerting those ratepayers to the impact of removal of pensioner concessions on rates.

5.17 By 18 March 2015, 61 Councils had passed resolutions broadly consistent with the LGA proposal.

5.18 Six other Councils had partially endorsed the proposed resolution and one Council had formally postponed a decision.

5.19 Following a meeting of the LGA Executive Committee on Thursday 26 February 2015, the LGA is now initiating a state-wide Concessions on Council rates petition and is seeking the assistance of all Councils in making the petition available at Council offices, Libraries and appropriate community organisations such as Seniors Centres and RSL Clubs.

5.20 On 19 March 2015 the LGA Board authorised the LGA Secretariat to issue the petition.

5.21 A copy of the formal format of the petition is provided at **Attachments 1-2**.

5.22 A copy of the poster provided by the LGA is provided at **Attachment 3**.

5.23 The *Concessions on Council Rates* information package is provided at **Attachments 4-6**.

5.24 Given the tight timeframe for lodging the petition, it is recommended the petition be made available at the Civic Centre and the Library only.

5.25 The petition (if so resolved) is to be finalised in the week of Monday 18 May 2015 and forwarded to Ms Rachel Sanderson, State Member for Adelaide requesting it to be tabled in Parliament in the week of Tuesday 2 June 2015.

ATTACHMENTS

Attachments 1-2:	Template petition
Attachment 3:	Promotional Poster
Attachments 4-6:	Information Package

Petition

To the Honourable the Members of the **House of Assembly** in Parliament assembled –

The petition of the undersigned residents of greater South Australia

Title: Concessions on Council Rates

Argument:

Pursuant to the SA Rates and Land Tax Remissions Act 1968 the SA Government has provided a concession on Council rates to pensioners and other benefit recipients for more than 40 years. The benefit was extended to self-funded retirees in 2001. Currently the benefit is a maximum $190 for pensioners and concession card holders and $100 for self-funded retirees. Following Federal cuts to a National Partnership Agreement which reduced general support to a range of concessions, the SA Government announced it will pass on that cut and a further $4.7m by entirely abolishing concessions on Council rates from 1 July, 2015.

Request:

Your petitioners request that your Honourable House will retain and index State Government concessions on Council rates.

Signatures	Addresses

Attachment

On presentation to the House of Assembly this Petition will become a public document

LGA 618791

Petition

To the Honourable the Members of the **House of Assembly** in Parliament assembled –

Title; Concessions on Council Rates

Your petitioners therefore request that your Honourable House will retain and index State Government concessions on Council rates.

Signatures	Addresses

Attachment

On presentation to the House of Assembly this Petition will become a public document

LGA 618791

Local Government Association
of South Australia

For further information please go to
http://www.lga.sa.gov.au/
pensionerconcessions

Save Council Rates Concessions

Attachment

Local Government Association of South Australia

Council Rates Concessions

Concessions on Council Rates Information Package

Introduction

Pursuant to the *SA Rates and Land Tax Remissions Act 1968* the South Australian Government has provided a concession on Council rates to pensioners and other benefit recipients for more than 40 years. The benefit was extended to self-funded retirees in 2001. Currently the benefit is a maximum $190 for pensioners and concession card holders and $100 for self-funded retirees. Following Federal cuts to a National Partnership Agreement which reduced general support to a range of concessions, the South Australian Government announced it will pass on that cut and a further $4.7 million by entirely abolishing concessions on Council rates from 1 July 2015.

The Local Government Association of South Australia on behalf of Councils has undertaken a significant amount of work on a campaign to have concessions on Council rates reinstated.

Response to the LGA's campaign has identified two possible solutions to reinstatement of concessions:

1) The Leader of the Opposition, Steven Marshall, has committed, along with cross-bench members of the Upper House, to disallow any change to the regulations that would need to be removed to enable no concessions being available from the State Government.

2) SA Treasurer Tom Koutsantonis has indicated to media that the SA Government will review the concession on Council rates in their budget deliberations.

Through ongoing discussions with Councils the LGA has been made aware of the considerable complexities of Councils' administrative processes and repercussions as the result of possible delays on the decision to retain concessions on Council rates. Of particular concern is the timing of community consultation on Annual Business Plans, the printing of rates notices, and preparing for constituent complaints with the arrival of the first quarter rates notice. To assist, the LGA has obtained advice to aid Councils in understanding their obligations.

See Below

Q: Are Councils obliged to provide the State Government concessions on Council rates if the Rates and Land Tax Remission Regulations 2009 (the Regulations) are not changed by the date upon which they are required, under the Local Government Act, to send out rates notices?

A: Yes. If the Regulations continue to exist in their current form at the time that Councils declare their rates and no subsequent action is taken to repeal or amend the provisions retrospectively, Councils will be obliged to continue to provide the pensioner concession remissions to those ratepayers who satisfy the criteria set out in the Regulations for the 2015/2016 financial year.

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Q: If regulations are passed to remove the concession available to ratepayers, after the deadline upon which Councils must provide a rates notice, will Councils be required to provide rebates on these payments?

A: The answer to this question will depend upon the actual wording of the repeal or amendment of the 2009 Regulations effected by the proposed new regulations.
If the repeal/amendment occurs after 1 July 2015 but is not expressed to be effective for the 2015/2016 financial year, it will, when regard is had to the current wording of regulation 6(2) of the 2009 Regulations and section 16 of the *Acts Interpretation Act 1915*, operate only in respect of subsequent financial years commencing in financial year 2016/2017 – this would mean that the relief would continue to be applied in 2015/2016 by Councils. However, if the repeal/amendment occurs after rates have been declared but it is stated to have immediate effect for the 2015/2016 financial year (i.e. be repealing or amending the provisions effective from at least 1 July 2015), there will be no legal obligation upon Councils to maintain the remission relief.

Q: What recourse, if any, would Councils have with the State Government or its agencies if they are not in a position to apply the rates concessions due to lack of data being provided to determine who should get what concession? The Councils in this scenario would have administrative errors occurring where they may apply/not apply the concession to eligible ratepayers that would require correction.

A: Councils would be required to work with the data that is available and to assess any person asserting an entitlement to this relief against the relevant applicable criteria in the 2009 Regulations. It is an administrative issue rather than a legal one. That said, if there was a deliberate withholding of such data as a means to frustrate the conferral of relief, that is a matter that, in my view, would be of interest to the Ombudsman at the very least as actions that could be considered to be an act of maladministration on the part of the Government Department.

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Council Rates Concessions

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Q: Are Councils required to include in their ABP the provision, or not, of the rates concession?

A: The requirement at section 123 of the Act to include in the draft ABP, the rates structure and council rating policies, taken together with the information required by regulation 6 of the *Local Government (Financial Management) Regulations 2011*, presents a clear position that mandated relief of the type provided under the 1986 Act and the 2009 Regulations, is to be included – in any event, it is a matter of transparency and accountability as well as appropriate administrative practice in the raising of funds from the ratepayer base, to make this information publicly available as part of these prescribed financial accountability measures. However, in the current uncertain circumstances, it would be entirely appropriate (indeed, necessary) to note in the draft ABP that the proposal of the State Government is to remove its funding for these concessions and if this occurs (and, as above, how it occurs) what the council's proposed response will be – i.e. if the legislative change has immediate effect, whether the council will issue a further rates notice as per section 180(1)(c) of the Local Government Act, to correct the amount then due to the council by way of rates)

In relation to the rates notices sent out by Councils, the content of these is prescribed. In this regard, regulation 17(1)(j) of the *Local Government (General) Regulations 2013* requires that details of any rebate, remission, concession or deduction is to be included. Whether or not the pensioner concession information is to be included will depend upon whether there is any repeal or amendment of either the 1986 Act or the 2009 Regulations and, if so, whether it applies for 2015/2016 or only for financial years following. Until such repeal or amendment becomes law, the remission entitlement continues to exist and hence must be included in the rates notice accordingly.

Attachment

AGENDA ITEM NO.:	**23.1**
TO:	Council on 28 April 2015
DIRECTOR:	Nathan Cunningham, Director Community, Planning and Communications
REPORT AUTHOR:	Brendan Lott, Manager Community Development
SUBJECT:	Order to Exclude Public – Community Service Award Nominations 2015

It is recommended:

(1) Under the provisions of section 90 (2) and (3)(a) of the Local Government Act, 1999, an order be made that the public, with the exception of the Chief Executive Officer, Director Corporate Services, Director Infrastructure Assets & Environment, Director Business & Economic Development, Director Community, Planning & Communications, Manager Governance & Administration and the Minute Secretary, be excluded from attendance at the meeting in order to receive, discuss or consider in confidence:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

as the item includes the winners of the Community Service Awards which are to be announced at the Volunteer Recognition Event on 15 May 2015.

AGENDA ITEM NO.:	**23.3**
TO:	Council on 28 April 2015
DIRECTOR:	Nathan Cunningham, Director Community, Planning and Communications
REPORT AUTHOR:	Carolyn Ramsey, Manager Arts, Gallery and Events
SUBJECT:	Order to Exclude Public – 2016 Santos Tour Down Under

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It is recommended:

(1) Under the provisions of section 90 (2) and (3)(d) of the Local Government Act, 1999, an order be made that the public, with the exception of the Chief Executive Officer, Director Corporate Services, Director Infrastructure Assets & Environment, Director Business & Economic Development, Director Community, Planning & Communications, Manager Governance & Administration and the Minute Secretary, be excluded from attendance at the meeting in order to receive, discuss or consider in confidence:

(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which—

(i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

(ii) would, on balance, be contrary to the public interest;