

Legend	
	Annual Business Plan
	Resolution Register
	Completed Tasks in the last 3 months

### Work in Progress Register: November 2020

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
<b>Projects - From the Annual Business Plan</b>									
19/20 FY	O.20.03	Resident Satisfaction Survey	The Resident Satisfaction Survey will measure community perceptions of Council services and in particular track satisfaction with those services provided by Council. It will also help Council to better understand the needs of the community throughout the development of our Strategic Plan to 2024.	Jan/ Feb 2021	2020/2021 Financial Year	Y	2019/ 20 Annual Business Plan	<p>The survey was scheduled to take place in line with the New Strategic Plan development. Adjustment has been presented in the 3rd Budget Review Report at the April 2020 Council Meeting. The Resident Satisfaction Survey is scheduled to commence in concurrent with the Draft Strategic Plan consultation (October to December 2020).</p> <p>There are 2 type of approaches:</p> <p>(1) VALIDATE - Quantitative approach: A community survey tracking satisfaction of core Council service provision areas, including a section on the 2025 Strategic Plan. The survey will be undertaken with a statistically valid random selection of 300 households spread across the Council area using a mixed methodology approach of online and CATI (telephone) supplemented by face to face interviewing if required. Results will be tracked against the 2008, 2010, 2015 and 2017 data. A full insights report will be provided including the provision of results in the form of cross tabulations based on respondent's demographics such as gender and age.</p> <p>(2) EXPLORE - Qualitative approach: Designed to unpack the perspectives of the younger cohorts in the community, including youth aged 12-22 and young families. Four focus groups will be conducted to determine the satisfaction of younger residents with the Council (including families with young children) including: The services younger residents use, including but not limited to parks, sporting facilities, library, kinder gym, toy library, community and youth services and events; The level of satisfaction they have with the current services and facilities they use; The current and emerging issues for young people and young families, their needs and the gaps in services that they require; What they would like to see from then Council on issues that are important to them; and How best the Council can communicate and collaborate with young people and young families within the City of Prospect.</p> <p>The results were presented by McGregor Tan at the 8 December Council Workshop,</p>	Corporate Services
19/20 FY	O.20.07	Events Grants (Operating)	To make available two large community grants applicable to cultural festival and events in line with 2019/20 guidelines (to a maximum of \$10,000) to attract large organisations to host significant events in our community supported by Council. Additionally, several smaller community initiatives (maximum of five) that encourage local sharing and neighbourhood engagement.	Nov-20	Nov-20	Y	2019/ 20 Annual Business Plan	Council endorsed the allocation of the Cultural Festival and Events Grants on the 22/10/19 to the SA Bangladeshi Community Association \$10K, Vietnamese Community Australia (SA Chapter) \$6K & Prospect Blair Athol Lions Club \$4K. \$2K remained available for applications for smaller events/ street parties not associated with major grant round (\$2k savings has now been provided back as savings for 2019/20 in BR3).	Community and Planning
19/20 FY		Vine Street Plaza Capital (Stage 1 & 2)	Upgrade of Vine Street Plaza in stages.	Jun-20	Nov-20	Y	2019/ 20 Annual Business Plan	Council endorsed the concept plan for Vine Plaza in February 2020 and approved the delivery of the project in stages. Stage 1 initial demolition works commenced 15 June 2020 and continuing ahead of civil works. Town Hall basement has been emptied ready for activation. Flag poles installed in September 2020. Civil works to commence in November 2020 and anticipated to be completed early 2021.	Infrastructure and Environment
19/20 FY	O.20.34	Heritage DPA Project (Operating)	Undertake a Prospect Local Heritage DPA that focuses on investigating the upgrading of existing Contributory Items to Local Heritage items, reviewing previous Heritage studies and surveys identifying new buildings suitable for Local Heritage listing and new heritage zones in the City of Prospect.	Sep-21		Y	2019/ 20 Annual Business Plan	Heritage Consultant recommended 59 Contributory Items be elevated to Local Heritage listing. List presented to SPDPC in July and Council in August. Statement of Intent sent to Minister for Planning seeking endorsement. Consultation materials being prepared in the background in anticipation of endorsement. Once endorsed by Minister, full DPA to occur over next 12 months. November update - State response received requesting additional justification work be prepared by Heritage Consultant. Work to progress and Budget Variation to be prepared accordingly.	Community and Planning
19/20 FY	C.20.18	Major Art Installation for CLIC Foyer (Capital)	To fund the creation and installation of a bespoke piece to complete the CLIC/ Payinthe atrium following the Arts SA Expression of Interests process in early 2019. This piece will become the major installation for the new building and is set to become our community's most significant piece of public art.	Oct-20	Oct-20	Y	2019/ 20 Annual Business Plan	Installation and in-situ testing completed October 2020. Launch event with Arts SA and Minister (Premier) scheduled for 23 November as invitation only event due to COVID, and community opportunities to follow.	Community and Planning
19/20 FY		Charles Cane/ Parndo Yerta Redevelopment	Upgrade to surrounds of Reserve including a new playspace, pedestrian linkage, vegetation and seating.	Dec-20		Y	2019/ 20 Annual Business Plan	Report presented to Council in February 2020 outlining a proposed budgeting model. As resolved by Council, works to be considered in 2020/21 ABP. Income to be carried forward to 2020/21 ABP. Works to commence September 2020.	Infrastructure and Environment

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
19/20 FY	O.20.04	Investment Attraction - Visitors & Prospectus	Investment Attraction (Bid 1 of 3 of Economic Development Strategy) - Focus Promotion on Main North /North East Road via events and digital marketing to draw investors to Prospect. Subscriptions to core economic analysis software and 3D imagery of "Future Prospect". The Investment Attraction project will promote Prospect as an investment destination for new apartments & commercial development to increase the commercial rate base.	Ongoing	Jun-20	Y	2019/ 20 Annual Business Plan	Prospect Property Network was launched on 5 September 2019, 80 guests attended.  <ul style="list-style-type: none"> <li>Prospect Property Network held 14 October – 25 attended</li> <li>DTC event being planned</li> <li>Strategic Sites will write to 50 owners of commercial sites in UCZ</li> <li>Third Growth Corridor Report to go to Council 28 Jan 2021</li> <li>Data on Property Sales currently being analysed ongoing engagement with property sector.</li> </ul>	Business and Innovation
19/20 FY	O.20.05	Network Prospect Events Digital Marketing	Network Prospect (Bid 2 of 3 as part of the Economic Development Strategy). Funds are required to run events for small business including Network Prospect and life long learning events in collaboration with the Digital Hub team and provide adequate digital marketing for business but also linking to citizens. A refresh of the Network Prospect website is also planned to transition to the City of Prospect website platform (Matrix).	Ongoing	Jun-20	Y	2019/ 20 Annual Business Plan	Moved to an online platform due to social distancing requirements. Council has received great results with the Sonia Bavistock presenting on Instagram marketing. Sam Davies from Digital Noir presented on "The Future of Work & Working From Home", with a future webinars scheduled from Neon Treehouse, The Edge, and Social Punch.	Business and Innovation
19/20 FY	O.20.06	Innovation Precinct & Prize / Prospect Business Leaders	Innovation Precinct - (Bid 3 of 3 as part of the Economic Development Strategy). This bid seeks to implement recommendations from the Adelaide Uni - Innovation Precinct study. It combines costs to organise a Hackathon event (most likely at CLIC), several other events for the Innovation Ecosystem and Lifelong Learning Program, promotion of the Innovation Precinct and Business Leaders Group and Executive Group events.	Jun-20	Jun-20	Y	2019/ 20 Annual Business Plan	Prospect Innovation Awards digital launch with Prospect Business Leaders held on the 25 March. 19 applications received. Judgement Panel awarded four prizes. Awards night at Prospect Cinemas 27 June 2020. 4 Winners. Winner 1- 1 UP Digital (2,500) for The Prospect Road Trivia Crawl. The project is a live, online trivia show that streams from a different Prospect hospitality or retail business each week. Winner 2 – Enee (\$5000) for the Business Continuity Planner The project is an innovative web based application, designed to help organisations understand the time criticality and vulnerabilities. Winner 3- The Physio Clinic (\$4,000) for Standing up for Hips and Knees The project is a comprehensive package of pain education using the latest research, special exercises and weight management for osteoarthritis (OA) sufferers Winner 4- Blackfriars (\$1,000) Back Yard Poultry The project provides an opportunity for the business students to use raising chickens to learn business skills.	Business and Innovation
19/20 FY	O.20.15	Village Heart Marketing Fund	Village Heart Marketing Funded by a Separate Rate (\$10K) to attract shoppers to Prospect Road. Funds will support a major movie premier at Palace Nova Cinema Prospect with a mini business expo, Christmas in Prospect decorations/ marketing and development of a Shop Local program - with digital marketing.	Jun-20		Y	2019/ 20 Annual Business Plan	Rebates being applied. A new Digital Marketing Plan is being developed. Focus on getting businesses open and other recovery activities.	Business and Innovation
19/20 FY	O.20.11	SharePoint Implementation (Stage 1)	Maximise the benefits of the transition to Office 365 with the utilisation of online services, including Teams and the development of a SharePoint based intranet. This will provide a collaboration platform and allow the digitisation and automation of current manual workflows.	Jun-21	2 Year Project across 2019/2020 & 2020/2021	Y	2019/ 20 Annual Business Plan	This is a 2 year project.  During 2019/2020, the project commencement date was delayed due to the focus on the move to Payinthe, and providing remote services to staff through the COVID-19 pandemic, resulting in a carry over to 2020/2021.  The A-Z Knowledge Base used by Customer Services to assist with resident inquiries is now in production and available on a SharePoint platform. The application is being used by Customer Services, while work continues to provide the first version of Council's intranet to all staff. The first-cut of the SharePoint intranet is ready for review and the first release is planned for January 2020. This release will include the staff entry/ exit workflow.	Corporate Services
19/20 FY	O.20.12	Mobile Access for Field Staff	To improve efficiencies by providing field staff with real-time, mobile access to Civica's Authority CRM system for the management of tasks.	Dec-20		Y	2019/ 20 Annual Business Plan	Funds fully committed. Small amount carried forward from 2019/2020 to finalise the project. The system is now live and some additional mobile devices will be sought by the business for full operation in the field.	Corporate Services

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
19/20 FY	O.20.16	Strategic Plan Development	Required to be Developed within 2 years of the Election, the Strategic Plan is Council's Visionary document for its medium term future. This project includes both the Development and Community Consultation of Council's Strategic Plan 2020 - 2024.	Jan/ Feb 2021		Y	2019/ 20 Annual Business Plan	A report will be presented to the October 2020 Council Meeting seeking Council's endorsement of the draft Community Plan towards 2040 for community consultation. A portion of the 2019-2020 budget was carried forward to 2020-2021. Refer to O.21.13.	Chief Executive Officer
19/20 FY	O.20.31	InfoCouncil Implementation	Implementation of InfoCouncil, and electronic agendas and minutes package.	Dec-20		Y	2019/ 20 Annual Business Plan	There is partial carry over to 2020/21. System is in production and will be used in January 2021.	Corporate Services
19/20 FY	O.20.32	Secured Management & Distribution of Content	The implementation of LG Hub to securely manage and distribute content (e.g. Council reports, agendas and minutes) to Councillor's mobile devices.	Apr-21		Y	2019/ 20 Annual Business Plan	Funds carried forward to 2020/21 and fully committed. This project is dependent on the completion of the implementation of InfoCouncil. InfoHub will be implemented after the first reporting cycle in 2021.	Corporate Services
19/20 FY	C.20.03	Driveway Rectification Program	Remove hazards and improve property access and amenity.	Ongoing	Ongoing	Y	2019/ 20 Annual Business Plan	Ongoing program, meeting the required demand.	Infrastructure and Environment
	C.20.04	Fleet Management - Capital Acquisitions	Replacement of fleet in accordance with Fleet Replacement Plan. Fleet replaced as required to maximise trade-in value, ensure operator safety and purchase fit for purpose fleet.	Jun-20	Apr-21	Y	2019/ 20 Annual Business Plan	There is limited supply of some vehicles types due to COVID-19 so therefore the replacement of vehicles has impacted availability. \$210,000 to be carried forward to 2021/22 for the purchase of six utilities.	Infrastructure and Environment
19/20 FY		Main North Rd/ Johns Rd Sale Expenditure (Payinithi)	Income expectation at settlement (scheduled March 2020, delay accepted by Council firstly to June 2020, now to November 2020) to assist with managing Council's financial indicators and funding the 20/21FY budget	Nov-20	Jun-20	Y	2019/ 20 Annual Business Plan	Settlement delayed at request of purchaser and accepted by Council in March 2020 and again in June 2020. (Further resolution being updated) Staff keeping regular contact to support the sale however recently commenced contacting other parties to determine interest levels as contingency plan.	Community and Planning
20/21 FY	O.21.06	Events Grants	To make available multiple community grants (from \$5,000) applicable to cultural festival and events in line with 2020/21 guidelines (to a maximum of \$10,000) to attract large organisations to host significant events in our community supported by council. Additionally several smaller community initiatives (maximum of five) that encourage local sharing and neighbourhood engagement.	Apr-21		Y	2020/ 21 Annual Business Plan	Application process concluded 14/9/20 for grant round. Recommendations adopted by Council in October. Funds to be dispersed in line with timing of successful grant application. Savings redirected to support community street party initiative as resolved by Council.	Community and Planning
20/21 FY	O.21.14	Events Season 2020-2021	Event (or series of events) as guided by Public Health Directions on Outdoor Gatherings. Project includes funds from Prospect Spring Fair 2020 from the Recurrent Budget (\$75,000) and project funds of \$120,000. Total event (or events) net cost to be \$194,650.	Jun-21		Y	2020/ 21 Annual Business Plan	Events are currently being planned and rolled out in line with guiding principles and SA Health's latest advice/ restrictions (as they are being updated). Council workshop outlined guiding principles and initial ideas in August. Council report for information provided update on progress of planned and delivered events to-date. November COVID restrictions impacted on late spring/ early summer planned events.	Community and Planning
20/21 FY	O.21.15	Your Prospect	To create and distribute the Your Prospect (Magazine) delivered three times a year (December/April/Aug) to 9500 properties in the Council area.	Jun-21		Y	2020/ 21 Annual Business Plan	1st edition was delivered on schedule in the 1st week of August 2020. Christmas edition at printers	Business and Innovation
20/21 FY	O.21.17	Staged Implementation - Reconciliation Action Plan	Implementation of Reconciliation Action Plan inclusive of implementation of NAIDOC Week and National Reconciliation Week activities, Liaison with Kurna Warra Pintyanthi for Kaura language interpretation.	Dec-20	Nov-20	Y	2020/ 21 Annual Business Plan	NAIDOC Week activities in 2020 occurred in November with schools day, Tours to AGSA and Botanic Gardens, staff training, designated library programing and social media exposure all occurring.	Community and Planning
20/21 FY	O.21.22	40km/h Signage Implementation	For the supply and installation of 40km/h signage throughout the City, except for Galway Ave and all arterial roads.	Dec-20		Y	2020/ 21 Annual Business Plan	Pending approval from DPTI for the formal implementation, following this the signage will be installed along with communication and advertisement of the changes to the community. Nigel to contact DIT CEO to investigate status of application.	Infrastructure and Environment
20/21 FY	C.21.07	Library Collection	This project covers the library's annual stock purchasing budget - a combination of state government grant and council contributed funds.	Jun-21		Y	2020/ 21 Annual Business Plan	Regular library collection budget - staged expenditure of funds to occur over the course of the full financial year.	Community and Planning

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
20/21 FY	C.21.15	Vine Street Plaza Redevelopment (Stage 1 & 2)	Delivery of Vine Plaza Upgrade Plans.	Mar-21		Y	2020/ 21 Annual Business Plan	Council endorsed the concept plan for Vine Plaza in February 2020 and approved the delivery of the project in stages. Stage 1 initial demolition works commenced 15 June 2020 and continuing ahead of civil works. Town Hall basement has been emptied ready for activation. Prospect Road footpath completed in August 2020. Flag poles installed in September 2020. Civil works to commence in January 2021 and completed in March 2021. Finalising construction drawings.	Infrastructure and Environment
20/21 FY	O.21.01	City Wide Public Art Advisory Roundtable	To deliver a City Wide Public Art Programs of small initiatives, small grants and community incentives that improve the local amenity and provide positive public experiences, in a range of public areas for Prospect residents, businesses and visitors.	Jun-21		Y	2020/ 21 Annual Business Plan	Planning has commenced for a range of small grants and projects for this operational budget as discussed at CWP/AR in June 2020. CWP/AR will focus on the capital investment, and staff will focus on delivering this operational budget.	Community and Planning
20/21 FY	O.21.07	Green Tunnel Program	The planting of additional street trees to create a 'Green Tunnel'.	Jun-21		Y	2020/ 21 Annual Business Plan	Currently in the process of identifying planting locations. Potentially half of the planting could be completed in 2020, with the other half to be completed by June 2021. Councillor Workshop scheduled for 9 February 2021 to be followed by Council Report in February 2021.	Infrastructure and Environment
20/21 FY	O.21.08	Heritage Incentive Scheme	Program provides heritage grants to eligible home owners (heritage listed properties) for heritage restoration work. Funds available across the year.	Jun-21		Y	2020/ 21 Annual Business Plan	Heritage grants have been allocated and successful applicants have been advised of the grant funding allocated to their project.	Community and Planning
20/21 FY	O.21.19	Sesquicentennial History Book Project (Yr 1 of 2)	This project aims to engage the services of a historian to begin the process of updating a previous history book on Prospect (Prospect 1872-1972: A Portrait of a City by Max Lamshed) to mark the Sesquicentenary of Prospect in 2022. Council provided \$10K of funding for this project in 2019/20, this is part 2 of the funding.	Oct-20	Oct-20	Y	2020/ 21 Annual Business Plan	Money has been acquitted to Prospect Local History Group, and they have provided a project update concluding this phase of the multi-year project.	Community and Planning
20/21 FY	O.21.24	Significant Tree Grant	Council funded Significant Tree Grant Fund to subsidise the ongoing maintenance of these assets on private land (intended to operate similar to Heritage Incentive Scheme).	Jun-21		Y	2020/ 21 Annual Business Plan	Guidelines being developed and promotion to commence to build awareness of the fund. Contact to be made with owners of listed Significant Trees advising of this opportunity.	Community and Planning
20/21 FY	O.21.27	Broadview Oval / Yarnta Tutu yarta Community Hub - Concept Plans	Creation of concept designs in relation to the Broadview Oval / Yarnta Tutu yarta Community Hub.	Oct-20		Y	2020/ 21 Annual Business Plan	Request for Tender closed 14 August 2020 and a successful consultant engaged. Councillor Workshop held 13 October 2020 and then report presented to Council 27 October 2020. Further consultation with key stakeholders undertaken in November 2020 and Report being presented to Council 15 December 2020.	Infrastructure and Environment
20/21 FY	C.21.09	Public Art	Deliver a Public Art Program (new capital investments) to improve key public areas for Prospect residents, businesses and visitors across multiple locations within our Council.	Jun-21		Y	2020/ 21 Annual Business Plan	Confirmation from CWP/AR at July 2020 budget meeting that Devonport Terrace will be the focus of this capital budget, and the August meeting was onsite to discuss options and undertake planning and discuss opportunities. This will be coordinated alongside the landscape upgrade project.	Community and Planning
20/21 FY	C.21.21	Nailsworth Hall Upgrade	The objective of this project is to upgrade Nailsworth Hall and expand the Men's Shed to improve the amenity and functionality of the hall and to make it multi-use. Key deliverables include new toilets, floor coverings, operable wall and furniture, and improved access to a larger men's shed.	Mar-21		Y	2020/ 21 Annual Business Plan	Preliminary Engineering completed and now being prepared for tender documentation issue. Development Application to be submitted early October 2020. Construction to commence in March 2021 and completed June 2021.	Infrastructure and Environment
20/21 FY	C.21.28	Local Roads & Community Infrastructure Program (Devonport Terrace Streetscape Upgrade)	Projects to be undertaken upon successful grant applications to stimulate economy post COVID-19.	Jun-21		Y	2020/ 21 Annual Business Plan	Request for Tender to engage design consultant closed 31 July 2020 and a successful consultant engaged. Councillor Workshop held 3 November 2020 and scheduled for 8 December 2020. Draft design to be finalised December 2020 and Report to Council January 2021 seeking to undertake community consultation. Construction mid 2021.	Infrastructure and Environment
20/21 FY	O.21.03	Investment Attraction - Visitors & Prospectus	Investment Attraction - The Investment Attraction project will promote Prospect as an investment destination for new apartments & commercial development to increase the commercial rate base. As per Council resolution 25th June 2019 to increase commercial rate by 1% through growth in urban corridors. Required to provide six monthly report to Council on progress.	Jun-21		Y	2020/ 21 Annual Business Plan	Ongoing efforts focussed on creating relationships between owners. Setting up one on one meetings between property owners, developers, and real estate professionals. Strategic Sites program rolled out in September.	Business and Innovation

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
20/21 FY	O.21.04	Network Prospect Events Digital Marketing	Network Prospect. Funds are required to run events for small business including Network Prospect and life long learning events in collaboration with the Digital Hub team and provide adequate digital marketing for business but also linking to citizens.	Jun-21		Y	2020/ 21 Annual Business Plan	Due to COVID, events have switched to online webinars, this is allowing us to reach now attendees and grow the audience. Webinars are well attended live, but have a second audience of On-Demand viewers. Events have been held on 8 June, 12 August, 2 September so far. Plan to return to 'in person' events by the end of they year.	Business and Innovation
20/21 FY	O.21.05	Innovation Precinct & Prize/ Prospect Business Leaders	Element of Economic Development Strategy) - Innovation Precinct & Prospect Innovation Award. This bid seeks to implement recommendations from the University of Adelaide - Innovation Precinct study. The Innovation Awards are grants to start ups SME's or students to build the Innovation Ecosystem. Prospect and Business Leaders Group will be a key driver of the Innovation Awards. Funds from this budget line will also part pay for 2 business leader events pa.	Jun-21		Y	2020/ 21 Annual Business Plan	Successful program in 19/ 20. Innovation Prize scheduled for Q4. Prospect Business Leaders consultation and events are ongoing. Prospect Business Leaders meeting was held on 30 September. Larger event scheduled to be held in the Town Hall on 2 December.	Business and Innovation
20/21 FY	O.21.12	Village Heart Marketing Fund	Village Heart Marketing Funded by a Separate Rate (\$112.50 per property) to attract shoppers and visitors to Prospect Road. Funds will support a major movie premier at Palace Nova Cinema Prospect with a mini business expo, Christmas in Prospect decorations/marketing. Major emphasis is digital marketing. The fund normally charges a rate of \$150, however Council is reducing this by 1 quarter in 2020-2021 as part of the financial support package for COVID19.	Jun-21		Y	2020/ 21 Annual Business Plan	Two meetings held in 20/ 21 so far. Group re-writing annual business plan for lower budget. Looking for opportunities to work with COP events team on a number of smaller community events in the village heart.	Business and Innovation
20/21 FY	O.21.26	French Quarter Plan	Support the attraction of French Foreign investment (linked to increased defence spending and partnership with French defence firm) through cultural projects including sponsorship of French cultural events, and establish an international baccalaureate program in a local school.	Jun-21		Y	2020/ 21 Annual Business Plan	French Quarter round table event held in October. Ongoing meetings with French Hospitality businesses to rent Town Hall Foyer and Basement. Joined French-Australian Chamber of Commerce & Industry (FACCI). Had met with La French Tech Australia.	Business and Innovation
20/21 FY	O.21.09	SharePoint Implementation (Stage 2)	Continuation of the implementation of the 2020-2021 SharePoint project.	Jun-21		Y	2020/ 21 Annual Business Plan	This project is earmarked for 'Year 2' of the 2-year project. Additional development will continue after the completion of Stage 1 scope (configuration of SharePoint (completed), development of A-Z Knowledge Database (being tested), implementation of Teams, Planner and integration with Content Manager (currently being tested) and development of 10 workflows.	Corporate Services
20/21 FY	O.21.11	Financial Reporting	Implementation of reporting system to capture financial reporting. System will source data from Councils existing systems as well as staff input in order to provide management and external reporting. Council's current financial reporting system is Adobe flash player reliant and unable to support the strategic plan. Adobe flash player is to be retired 31 December 2020.	May-21		Y	2020/ 21 Annual Business Plan	To be considered & commenced following the Civica Upgrade to Version 7.1 in December 2020. IT Business Analyst has met with finance on a number of occasions as she begins gathering her research for organisational needs.	Corporate Services
20/21 FY	O.21.13	Strategic Plan Development	Required to be developed within 2 years of the Election, the Strategic Plan is Council's Visionary document for its medium term future. This project includes both the Development and Community Consultation of Council's Strategic Plan 2020 - 2024.	Jan-21		Y	2020/ 21 Annual Business Plan	The draft Community Plan towards 2040 was endorsed for community consultation in October 2020. Consultation closed at 5pm on Monday 30 November 2020.  All feedback received from the consultation will be collated and reported to Council at the December 2020 or January 2021 Council Meeting for consideration.	Chief Executive Officer
20/21 FY	O.21.21	Representation Review	Section 12(4) of the Local Government Act 1999 requires councils to conduct representation reviews at least once in each relevant period prescribed by the regulations. The relevant period is determined by the Minister from time to time by notice published in the Government Gazette.	Oct-21		Y	2020/ 21 Annual Business Plan	This project is expected to run for 42 weeks, across 2 financial years. Expected completion prior to November 2021. There will be carry over costs to 2021/22 financial year. A report has been submitted to the September 2020 Council Meeting for the appointment of a qualified consultant for the Review. At the September 2020 Council Meeting, Council resolved to defer this item to the December 2020 Council Meeting. The delay may put pressure for the project to be delivered by the October 2021 due date.	Corporate Services

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
20/21 FY	O.21.23	Social Media Reporting & Engagement	We seek to measure our social media activity on our corporate channels to ensure best practice and to measure the success of our activity.	Ongoing			2020/ 21 Annual Business Plan	From 10 September - 10 October, our corporate social media channel audience is at 9,859, with a growth figure of 0.9%. Our impressions for this period are 36,911. Facebook remains our best-performing channel, with an audience of 4,400, and 32,479 impressions during this period.	Business and Innovation
20/21 FY	O.21.23	Website Conversion and Plugins	The dedicated website budget will support the development of features and plug-ins that are available due of our transition to our new Content Management System, Matrix. The budget can will fund software opportunities that ensure the accuracy of content displayed on our website. Eg. broken links and spelling plugins. The aim is to ensure that our website remains the central point of truth for communications initiatives and activities.  Funds will also seek to facilitate conversion of Network Prospect and Prospect Gallery websites to current Matrix system and nest them in the current Council website – without loss of identity.	Jan-21			2020/ 21 Annual Business Plan	New software is currently being sought for this project.	Business and Innovation
20/21 FY	C.21.01	Asbestos Removal (Staged)	Removal of asbestos from 1 council building per financial year.	Mar-21		Y	2020/ 21 Annual Business Plan	Works currently being scoped.	Infrastructure and Environment
20/21 FY	C.21.03	Driveway Rectification Program	Complete remediation or reconstruct driveways where vehicle scraping occurs due to outdated invert/crossovers.	Jun-21		Y	2020/ 21 Annual Business Plan	Projects will be identified throughout the year that have vehicle scraping issues, with works undertaken as part of the capital works program.	Infrastructure and Environment
20/21 FY	C.21.04	Fleet Management - Capital Acquisitions	Replace fleet as required and identified in management plan. Fleet replaced to maximise trade-in value, ensure operator safety and purchase fit for purpose fleet.	Mar-21		Y	2020/ 21 Annual Business Plan	Three new cricket rollers purchased and in use.	Infrastructure and Environment
20/21 FY	C.21.05	Install Flow Sensors (Stage 3 of 3)	Upgrade and retrofit irrigation controllers with flow sensors - stage 3 of 3. Three Council parks will be upgraded with flow sensors which will enable leaks to be detected and isolated virtually, and fixed with minimal water wastage.	Sep-20	Oct-20	Y	2020/ 21 Annual Business Plan	Installation commenced on Monday, 14 September 2020 with flow sensors being installed in St Johns Wood (completed), Peppermint Gums Park (completed), Stan Watson Reserve (completed) and St Helen's Park (completed).	Infrastructure and Environment
20/21 FY	C.21.06	Kerb and Gutter Constructions	Reconstruct kerb and/or gutter where required at the following locations, though this list is subject to change.	Mar-21		Y	2020/ 21 Annual Business Plan	Works are underway as part of the minor capital works kerb program (kerb patching and partial renewals). This includes Maud St, Meredith St, Thorngate St, Wisteria Lane, Collingrove Ave	Infrastructure and Environment
20/21 FY	C.21.08	Open Space Strategy - Prospect Gardens/Narnu Wirra Playground Upgrade	Open Space Strategy (OSS) identifies that Prospect Gardens/Narnu Wirra Reserve is due for upgrade in 20/21 and actual cost is \$437,000.	Jun-21		Y	2020/ 21 Annual Business Plan	Community consultation closed and a Councillor Workshop held 6 October 2020. Report presented to Council seeking endorsement to undertake further consultation of revised Concept Plan 27 October 2020. Community consultation closed 29 November 2020. Report to be presented to Council in January 2021 seeking endorsement of revised Concept Plan.	Infrastructure and Environment
20/21 FY	C.21.10	Road Design/ Reconstruction	Reconstruct and resurface roads where required at the following locations, though this list is subject to change.	Jun-21		Y	2020/ 21 Annual Business Plan	Reseal and Resurface Program will commence as the weather improves, and includes Meredith St, Maud St, Wisteria Lane, Thorngate St and Le Hunte Avenue.	Infrastructure and Environment
20/21 FY	C.21.11	Street Lighting Upgrades	Design development to upgrade non-compliant public lighting across local road network.	Dec-20		Y	2020/ 21 Annual Business Plan	Works are currently being scoped.	Infrastructure and Environment
20/21 FY	C.21.12	Pedestrian Kerb Ramp	Continue upgrading kerb ramps across Council to achieve DDA compliance.	May-21		Y	2020/ 21 Annual Business Plan	Upgrades to our footpath network to construct new DDA compliant pedestrian ramps in conjunction with our capital works construction program.	Infrastructure and Environment
20/21 FY	C21.13	Churchill Road Stage 3 Master Plan Upgrade	Continuation of the Churchill Road Master Plan between Gurr Street and Livingstone Avenue. Works to be undertaken to complement completion of new developments within the region.	Mar-21		Y	2020/ 21 Annual Business Plan	Tender closed and contract awarded. Construction commenced 5 November 2020 to March 2021.	Infrastructure and Environment

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
20/21 FY	C.21.16	Council Buildings & Structures - Capital Works	Identify buildings that are not DDA compliant and commence process to upgrade facilities to meet requirements.	May-21		Y	2020/ 21 Annual Business Plan	Works currently being scoped.	Infrastructure and Environment
20/21 FY	C.21.17	Footpath Construction - Miscellaneous	Reconstruct footpaths where required at the following locations, though this list is subject to change.	Apr-21		Y	2020/ 21 Annual Business Plan	Works program is currently underway as part of the capital works construction program.	Infrastructure and Environment
20/21 FY	C.21.18	Stormwater Management Plan Contribution- PAE, CS	Contribution to develop Stormwater Management Plan for the 'Barker Inlet Catchment' area encompassing Cities of Port Adelaide Enfield, Charles Sturt and northwest section of City of Prospect.	Jun-21		Y	2020/ 21 Annual Business Plan	Draft flood maps have been generated and Council is currently working with the consultant to develop strategies to reduce the flooding risk, which will be the subject of a future Council Workshop.	Infrastructure and Environment
20/21 FY	C.21.19	Charles Cane/ Parndo Yerta Reserve Upgrade	Secured in 2019-2020, \$508,562 (50%) grant funding from state government to deliver new play space, including fitness equipment. Council's matching financial contribution of \$508,563 (50%) in 2020-2021 supports its vision to provide quality open space for existing and future community. Total project cost \$1,017,125.	Feb-21		Y	2020/ 21 Annual Business Plan	Contract for construction awarded and commenced 29 September 2020 through to December 2020.	Infrastructure and Environment
20/21 FY	C.21.20	Farrant & Alexandra St Stormwater Diversion	Creation of a stormwater diversion from Farrant Street will reduce the stormwater flooding impacts in Alexandra Street	Feb-21		Y	2020/ 21 Annual Business Plan	Tender documents for construction released 31 August 2020 and closed 2 October 2020. Currently being evaluated. Construction to commence 27 January 2021 and completed April 2021.	Infrastructure and Environment
20/21 FY	C21.23	Bus Shelter Upgrades (DDA Compliance)	Reinstate program to upgrade locations with bus shelters to achieve compliance with DDA requirements.	May-21		Y	2020/ 21 Annual Business Plan	Works scoped to upgrade access around Bus Stops. Work scheduled to commence in March 2021.	Infrastructure and Environment
20/21 FY	C.21.24	Collinswood Shopping Centre Precinct Upgrade Stage 2 of 2	Footpath and Landscaping upgrades around the Collinswood Shopping Complex at the intersection of North East Road and Cassie Street	May-21		Y	2020/ 21 Annual Business Plan	Scope for Stage 2 discussed at Councillor Workshop 1 December 2020. Report back to Council early 2021.	Infrastructure and Environment

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
<b>Council Resolutions - This is a register of resolutions that are passed through Council Meetings</b>									
25/06/2019	144/19	Item 9.1: Notice of Motion - Mayor David O'Loughlin Progressive Change in the Distribution of General Rates		Jun-20	Jul-20		(1) Council notes it's desire to progressively shift the rate burden from households to the commercial and corridor development sectors and requests the CEO provide the following: - Acknowledging the Strategic Target for 4.2.2 Council continues to increase its commercial, corridor development and retail sector rate income is a 1% shift to these sectors each year off a 2015/2016 base of 17%, with staff to report to Council twice yearly on progress to date, and forecast progress for the next two years based upon probability analysis of development applications under assessment, approved or under construction. - That each Annual Business Plan include and respond to this analysis. - That Council's economic development plan and activities be focussed on achieving this strategic target, including taking direct action in response to trends revealed in the forecast progress reports that deviate from the target.	An update report will be presented to Council in December 2020. ongoing - see Investment Attraction	Business and Innovation
27/08/2019	194/19	Item 15.2 Broadview Sports and Recreation Precinct / Yarnta Tutu yarta Masterplan		Oct-20		Y	(1) Council having considered Item 15.2 Broadview Sports and Recreation Precinct/ Yarnta Tutu yarta Master Plan receive and note the report. (2) That Council undertake an internal revision, with input of key stakeholders, of the draft Broadview Sports and Recreation Precinct/ Yarnta Tutu yarta Master Plan and present a Draft Master Plan to Council seeking formal endorsement by December 2019. (3) That Council endorse additional budget of \$9,000 to be funded as part of Budget Review 1 Adjustment.	Consultation with all key stakeholders and peak sporting bodies completed. Councillor Workshop held on 21 April 2020 presenting the Draft Master Plan discussion. Draft Master Plan was endorsed by Council in April 2020 for community consultation completed. Report presented to Council on 28 July 2020 seeking endorsement of draft Master Plan. Council resolved to hold a Workshop, specifically in relation to location of proposed new Community Hub. Workshop held 18 August 2020. Further Workshop held 13 October 2020 to be followed by Council Report 27 October 2020. Further consultation with key stakeholders undertaken in November 2020 and Report being presented to Council 15 December 2020.	Infrastructure and Environment
24/03/2020	45/2020	Item 10.7 Small Street Activation Policy – Update #2		Aug-20	Oct-20		(1) Council having considered Item 10.7 Small Street Activation Policy – Update #2 receive and note the report. (2) That Council invite representatives of the City of Unley Administration to present to a Councillor Workshop of the success and learnings of the 'Living Streets Pilot Program'. (3) That Council seeks submissions including methodology and quotations from suitably qualified and experienced urban design and landscape architecture practitioner to develop a Program similar to the City of Unley's 'Living Streets Pilot Program'.	Due to COVID-19 this Councillor Workshop has been delayed but is now scheduled for late 2020.	Infrastructure and Environment
21/04/2020	64/2020	Item 3.3 'Prospect Delivers' Program		Jun-20	9-Jun-20		(1) Council having considered Item 3.3 Prospect Delivers Program receive and note the report. (2) That the reallocation of the budget for Prospect Delivers Program of \$119,000 be made in the third budget review. (3) Council endorse the guidelines and eligibility criteria for the management of Prospect Delivers Program as provided in Attachments 1-2. (4) The Chief Executive Officer be delegated to change the program guidelines to expedite program delivery if required.	City of Prospect has responded to the unprecedented COVID-19 pandemic with an innovative program Prospect Delivers - delivering meals to our communities vulnerable from our 'locked down' café and food service sector – valued at \$120,000.  Prospect Delivers was initiated in 10 days from the 22nd of April with the first vouchers being hand delivered into peoples' letter boxes on the 1st of May.  Over a seven week period 555 vulnerable residents (generally residents over the age of 65) were delivered over 4,400 \$25 meal vouchers.  25 Prospect Cafes and Restaurants participated in the program, keeping those Prospect businesses open during the height of the COVID restrictions. Indeed, anecdotally Prospect Road was the busiest mainstreet in SA compared with City of Adelaide and other suburban mainstreets.  The Prospect Delivers program was closed effective from the 19th of June.	Business and Innovation
28/04/2020	76/2020	Item 10.9 Strategic Sites Program		Ongoing	Aug-20		(1) Council having considered Item 10.9 Strategic Sites Program receive and note the report. (2) An Expression of Interest process be undertaken to invite property owners to participate in the Strategic Sites Program in accordance with the eligibility criteria in this report.	Council adopted guidelines for a Strategic Sites program in April 2020. Council is seeking to work with property owners, developers and the community to develop Strategic Sites in the Prospect Urban Corridor Zone (UCZ). Strategic Sites program has been developed by Council. Owners of key sites in the UCZ will be written to, to see if they want to participate in the program.	Business and Innovation



Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
23/06/2020	105/2020	Item 10.10 Local Government Domestic Violence Initiatives		Mar-21			(1) Council having considered Item 10.10 Local Government Domestic Violence Initiatives, receive and note the report. (2) That Council draw upon the availability of family and domestic violence communication material, available from the Commonwealth and State Governments, Local Government Association and organisations including White Ribbon and 1800Respect (and others), for display within Payinthe, Nailsworth Hall and through Council's website, social media channels and administration email footers. (3) That relevant frontline Council staff and volunteers be trained (in line with universal training provided by 1800Respect) to respond to a disclosure of sexual, domestic and family violence in a way that maximises people's safety and minimises further traumatisation. (4) That the Chief Executive Officer (through suitable delegate) correspond with our local sports clubs to express Council's commitment for an effective response to the prevalence of family and domestic violence within our local communities. Linking the clubs with resources available from their peak sports body and encourage the clubs to use those resources for their response to this important community issue.	Council adopted recommendations which included website info, training and local displays. Website information completed June 2020. Displays for Payinthe installed July 2020. Staff training delivered. Elected Member training delayed in an attempt to facilitate face-to-face in 2021 if possible.	Community and Planning
23/06/2020	110/2020	Item 12.5 Hub and Spoke and Subs and Skills Funding Proposals		Dec-23	Aug-20	N	(1) Council having considered Item 12.5 Hub and Spoke, Subs and Skills Funding Proposals receive and note the report. Funding will be sought through up to four separate funding streams.	Two funding applications lodged for Hub and Spoke project: 1 \$135,000 for project with Little City to establish 3 Landing Pads in Regional SA with PIRSA. 2 \$475,000 application lodged with Dept. of Innovation and Skills for Business Accelerator Program using Adelaide University - ThincLab. Advised Council was unsuccessful.	Business and Innovation
28/07/2020	129/2020	Item 10.11 Balfour and Howard Streets Intersection Options – Community Consultation Results		Oct-20	Oct-20	N	(2) Council supports in principle Option 3 – Removal of Device (Driveway Link) at the Balfour and Howard Streets intersection, subject to future funding approval and the outcomes of the 40km per hour speed limit changes and any other potential safety treatments for the area near that intersection.	Survey and design for the removal of the existing traffic control device currently underway to assist in preparing a detailed cost estimate for the works.	Infrastructure and Environment
28/07/2020	136/2020	Item 10.13 Draft Prospect Oval / Payinthe yarta Master Plan		Dec-20		Y	(1) Council having considered Item 10.13 Draft Prospect Oval / Payinthe yarta Master Plan receive and note the report. (2) That Council endorse the Draft Prospect Oval / Payinthe yarta Master Plan (as presented in Attachment 1-17) for community consultation. (3) A further report is provided to Council on the outcomes of community consultation on the Draft Prospect Oval/ Payinthe yarta Master Plan. (4) That council partner with the North Adelaide Football Club and Prospect District Cricket Club to undertake a community and adjacent stakeholder consultation process on the draft Prospect Oval /Payinthe yarta Master Plan.	Community consultation (in association with the NAFC and PDCC) to commence early 2021.	Infrastructure and Environment
28/07/2020	137/2020	Item 10.14 Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan		Sep-20		Y	(1) Council having considered Item 10.14 Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan receive and note the report. (2) That Council endorse the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan (as presented in Attachment 1) for community consultation. (3) A further report is provided to Council on the outcomes of community consultation on the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan.	Community consultation closed and a Councillor Workshop held 6 October 2020. Report presented to Council seeking endorsement to undertake further consultation of revised Concept Plan 27 October 2020. Community consultation closed 29 November 2020. Report to be presented to Council in January 2021 seeking endorsement of revised Concept Plan.	Infrastructure and Environment
28/07/2020	139/2020	Item 10.17 Growth Corridor Report - Number 2		Jun-21		Y	(1) Council having considered Item 10.17 Growth Corridor Report - Number 2 receive and note the report. (2) Council initiate discussions with the Urban Development Institute of Australia (UDIA) and the property sector to promote Stamp Duty reductions as a method to stimulate the construction. (3) Council consider stimulating development along Main North Road through precinct improvements including additional tree planting in the medium in 2021/22.	N/A	Business and Innovation
28/07/2020	144/2020	Item 12.6 Prospect Innovation Awards - Outcomes		Jun-21		Y	(1) Council having considered Item 12.6 Prospect Innovation Awards - Outcomes receive and note the report.	N/A	Business and Innovation
28/07/2020	149/2020	Item 12.10 Disability Access and Inclusion Plan 2020-2024		Oct-20	Oct-20	Y	(1) Council having considered Item 12.10 Disability Access and Inclusion Plan 2020-2024 receive and note the report.	Draft Disability Access and Inclusion Plan being developed by Council. Report being presented to Council in October 2020.	Infrastructure and Environment
25/08/2020	151/2020	Item 5: Confirmation of Minutes		Oct-20		N	(1) The Minutes of the Ordinary Meeting of Council held on Tuesday 28 July 2020 be taken as read and confirmed as a true record.	Read and confirmed.	Chief Executive Officer

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
25/08/2020	154/2020 155/2020	Item 10.3 Section 221 Application – 60 Belford Avenue, Prospect		Nov-20	Nov-20	N	(1) Council having considered Item 10.3 Section 221 Application 60 Belford Avenue, Prospect receive and note the report. (2) Council endorse in principle the construction of a parklet for outdoor dining as presented in Attachment 1, and authorise Administration to approve the application subject to detailed design and community consultation which reflects general support.	Community consultation commenced 19 October 2020 and closed 6 November 2020. Report to Council on 24 November 2020.	Infrastructure and Environment
25/08/2020	156/2020 157/2020 158/2020 159/2020 160/2020	Item 10.4 Section 221 Application – 69-73 Prospect Road, Prospect		Oct-20	Oct-20	N	(1) Council having considered Item 10.4 Section 221 Application - 69-73 Prospect Road, Prospect receive and note the report. (2) Council endorses in principle the proposed changes to the streetscape paving, planter boxes, seating, and vegetation in accordance with the attached plans (Attachment 9-13) and authorise Administration to approve the application for streetscape changes subject to the detailed design being consistent with the Prospect Road Village Heart streetscape. (3) Council endorses in principle the awning encroachment within the road reserve and authorise Administration to approve the application for the encroachment subject to the detailed design for the awning ensuring that existing and proposed street trees can achieve healthy tree canopy development. (4) Council endorses in principle and subject to parts (2) and (3), the removal of two (2) Council street trees in Pulsford Road associated with the application noting the provision of the streetscape works (Attachment 9-13) are in lieu of any amenity value compensation payable. (5) Council endorses in principle the planting of two (2) new street trees in Pulsford Road, and three (3) new street trees in Prospect Road and authorises Administration to approve the application for new tree plantings.	Council Administration liaising with applicant.	Infrastructure and Environment
25/08/2020	161/2020	Item 10.5 Green Adelaide Water Sustainability Grants 2020/2021 – Grant for Resilient East WSUD Implementation		Aug-20	Aug-20	N	(1) Council having considered Item 10.5 Green Adelaide Water Sustainability Grants 2020/2021 – Grant for Resilient East WSUD Implementation receive and note the report. (2) Council authorises the Chief Executive Officer to submit a grant application for \$30,000 for the 'Green Adelaide Water Sustainability Grants 2020-2021'.	Grant Application submitted.	Infrastructure and Environment
25/08/2020	165/2020	Item 10.9 Policy Review and Update of Existing Policy		Sep-20	7/09/2020		(1) Council having considered Item 10.9 Policy Review and Update of Existing Policy, receive and note the report. (2) Council adopt the Draft Kerbside Waste and Recycling Policy (as presented in Attachments 1-11).	(1) No applicable actions. (2) The adopted Kerbside Waste Policy has been updated to the website - completed 07/09/2020	Corporate Services
25/08/2020	166/2020	Item 10.10 Unreasonable Complainant's Policy		Sep-20	7/09/2020		(1) Council having considered Item 10.10 Unreasonable Complainant's Policy, receive and note the report. (2) Council determines that clauses 8.16.1 - 8.16.3 of the Customer Service Charter be revoked and be replaced with: a. 'Occasionally the conduct of a complainant may be unreasonable. This may take the form of unreasonable persistence, demands, lack of cooperation, arguments, or behaviour. Staff will handle unreasonable complaints and complainants under Council's Unreasonable Complainant Policy.' (3) Council adopt the Unreasonable Complainant's Policy (as presented in Attachments 1-8).	(1) No applicable actions. (2) The Customer Service Charter has been updated to the website with the recommended changes. Completed 07/09/2020 (2) The adopted Unreasonable Complainants Policy has been updated to the website. Completed 07/09/2020	Corporate Services
22/09/2020	173/2020	Item 7.1 Petition – Parking in Te Anau Avenue and Wilson Street, Prospect		Nov-20	Nov-20	N	(1) Council having considered Item 7.1 Petition – Parking in Te Anau Avenue and Wilson Street, Prospect receive and note the report.	Council Report presented in November 2020.	Infrastructure and Environment
22/09/2020	174/2020	Item 7.2 Petition – Suggested inclusion of a play area for young children as part of Vine Street Plaza redevelopment		Sep-20	Sep-20	N	(1) Council having considered Item 7.2 Petition – Suggested inclusion of a play area for young children as part of Vine Street Plaza redevelopment receive and note the report.	Petition was received only. No further action required.	Infrastructure and Environment
22/09/2020	175/2020	Item 10.1 Review and Update to Existing Policy		Sep-20	23/09/2020	N	(1) Council having considered Item 10.1 Review and Update to Existing Policy receive and note the report. (2) Council adopt the Draft Order Making Policy as presented in Attachments 1-9.	(1) No action required (2) Changes have been accepted, and the updated policy has been published to Council's website. Completed 23/09/2020	Corporate Services
22/09/2020	176/2020	Item 10.2 Local Government Association Election for President 2020-2022		Sep-20	30/09/2020	N	(1) Council having considered Item 10.2 Local Government Association Election for President 2020-2022 receive and note the report. (2) The Council casts a vote for Mayor Angela Evans, for the position of Local Government Association President 2020-2022. (3) The Mayor as Council's Delegate; completes the ballot paper, ensuring delivery to the Returning Officer by 5pm Monday 19 October 2020.	The ballot papers have been sent to the LGA.	Corporate Services

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
22/09/2020	177/2020	Item 10.3 Election of East Regional Grouping Representatives to GAROC		Sep-20	30/09/2020	N	(1) Council having considered Item 10.3 Election of East Regional Grouping Representatives to GAROC receive and note the report. (2) The Council casts a vote for Mayor David O'Loughlin and Mayor Elizabeth Fricker, for the two positions on the GAROC Regional Grouping East 2020-2022. (3) The Chair completes the ballot paper, ensuring delivery to the Returning Officer by 5pm Monday 19 October 2020.	The ballot papers have been sent to the LGA.	Corporate Services
22/09/2020	178/2020	Item 10.4 Local Government Finance Authority SA Board of Trustees Election		Sep-20	30/09/2020	N	(1) Council having considered Item 10.4 Local Government Finance Authority SA Board of Trustees Election receive and note the report. (2) Council cast a vote for Karen Hockley and Annette Martin for appointment as Representative Members to the Local Government Finance Authority Board of Trustees. (3) The Mayor as Council's representative, completes the ballot paper, ensuring delivery to the Returning Officer by Friday 16 October 2020.	The ballot papers have been sent to the LGFA.	Corporate Services
22/09/2020	179/2020	Item 10.5 Elector Representation Review 2020/2021		Dec-20		Y	(1) That Item 10.5 Elector Representation Review 2020/2021 be adjourned to the December 2020 Council Meeting.	This report will be presented to the December 2020 Council Meeting.	Corporate Services
22/09/2020	180/2020	Item 10.6 Grant Funding Application – Blackspot Program		Sep-20	Sep-20	N	(1) Council having considered Item 10.6 Grant Funding Application – Blackspot Program receive and note the report. (2) Council endorse the submission of a fully funded grant application of \$40,000 for the safety upgrades at the intersection of William Street and Redin Street, Prospect (as presented in Attachment 1) to the Infrastructure Black Spot Program.	Grant application submitted	Infrastructure and Environment
22/09/2020	181/2020	Item 10.7 COVID-19 Recovery Package Stage 2		Jun-20		Y	(1) Council having considered Item 10.7 COVID-19 Recovery Package Stage 2 receive and note the report. (2) \$15,000 carried forward (23 June 2020) is applied to COVID-19 Recovery Package Stage 2 in the following areas: a) Prospect Road Discover More Campaign to promote visitation to Prospect Road - \$5000 b) Promote Network Prospect's new webpage, business directory and members beyond the Council boundaries - \$5000 c) Additional project after engagement with business groups, such as the Prospect Business Leaders group - \$5000. (3) Council to engage the State Government to assist with business growth in Prospect via extension of: a) Place-making initiatives such as the continuation of the Village Heart masterplan and footpath improvements to encourage more outdoor dining and vibrancy. b) The State government funded \$10,000 Outdoor Activation grant to the Prospect Council, to support the private sector in activating the public realm.	Funds applied to Network Prospect and Village Heart, \$5,000 each. Prospect Business Leaders Group consulted on further \$5,000 and agreed to develop digital marketing program for Main North Road. Meetings south with State Government to extend place making initiatives.	Business and Innovation
22/09/2020	182/2020	Item 10.8 Council Member Conference Opportunity		Sep-20	Sep-20	Y	(1) Council having considered Item 10.8 Council Member Conference Opportunity receive and note the report. (2) Council endorse Mayor David O'Loughlin be registered to attend the 2020 Special Local Roads and Transport Congress - Roads, Regions, Resilience on 16 to 18 November 2020.	Mayor O'Loughlin has been registered to attend the congress and the travel arrangements are being finalised.	Corporate Services
22/09/2020	183/2020	Item 12.1 Mayoral Monthly Activity Report		Sep-20	Sep-20	N	(1) Council having considered Item 12.1 Mayoral Monthly Activity Report receive and note the report.	No action required.	Chief Executive Officer
22/09/2020	184/2020	Item 14.1 Verge Development Policy		Nov-20		N	(1) That a report is presented to Council in November 2020 on the development of a Verge Development Policy which will investigate the ban on the use of artificial grass.	Report to be presented to December 2020 meeting of Council	Infrastructure and Environment
22/09/2020	185/2020	Item 14.2 School Playgrounds		Nov-20		N	(1) That Council writes to the Department for Education as well as Nailsworth Primary School, Prospect Primary School and Prospect North Primary School seeking the use of school facilities such as playgrounds and ovals by the wider community after school hours.	Letters to be sent to relevant Primary Schools once further direction provided regarding COVID conditions	Infrastructure and Environment

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
22/09/2020	186/2020	Item 14.3 Treaty		Sep-21		N	(1) City of Prospect recognises the significant contribution to culture from our ancient history and our important connections to Kaurna people. After recently adopting the Uluru Statement of the Heart and displaying it in our Kaurna-named Payinthe building, Council now calls for a report to be prepared which investigates the options and the process for progressing a Treaty (or similar agreement) with Kaurna people.  (2) As an integral part of the City of Prospect undertaking a process of agreement making with the Kaurna peoples, Council make available and promote the use of Payinthe to host 'truth-telling' forums between Kaurna people's, locals and other interested parties.	Investigation commenced for Council report to outline options, timeframes, stakeholders, costs, other examples etc. Promotion for 'truth telling' requires some early discussions with local Kaurna and Aboriginal representatives to explain the opportunity. Council Workshop occurred in November to outline the breadth of the matter and look to move forward (noting this will take time to do it justice)	Community and Planning
27/10/2020	187/2020	Item 5: Confirmation of Minutes		Oct-20		N	(1) The Minutes of the Ordinary Meeting of Council held on Tuesday 22 September 2020 be taken as read and confirmed as a true record.	No action required.	Chief Executive Officer
27/10/2020	188/2020	Item 10.1 2019-2020 Audit Committee Annual Report and Self-Assessment		Oct-20	Oct-20		(1) Council having considered Item 10.1 2019-2020 Audit Committee Annual Report and Self-Assessment receive and note the report. (2) That Council receive the 2019-2020 Audit Committee Annual Report, contributing to improved performance standards and reviewing key result areas.	Council received the Audit Committee Annual Report and Self- Assessment in the October Council Meeting.	Corporate Services
27/10/2020	189/2020	Item 10.2 Internal Review of Decisions – Section 270 Review - Cassie Street Traffic & Parking Issues Petition		Nov-20	Nov-20	N	(1) Council having considered Item 10.2 Internal Review of Decisions – Section 270 Review - Cassie Street Traffic & Parking Issues Petition receive and note the report. (2) Council notes the typographical error made in paragraph 8.3.8 (Attachment 24) of Norman Waterhouse's Final Report, the word 'not' should appear after the word 'do' in line one of the paragraph. (3) Council affirms the following conclusion from the Section 270 Review Final Report provided by Norman Waterhouse Lawyers: • "That the Council, having reconsidered all the information before it at the time it made the Decision, the information submitted by the Applicant and this report, affirm the Decision." • "That the relevant project team consider the information within the Review Application and this report and determine whether any actions need to be considered in respect of traffic management in Cassie Street as part of the project funding and scope of the 'Collinswood Shopping Centre Precinct Upgrade Stage 2 of 2 Footpath and Landscaping upgrades around the Collinswood Shopping Complex at the intersection of North East Road and Cassie Street'."	The Governance actions has been completed.  The Infrastructure & Environment Team to progress on the following:-  "That the relevant project team consider the information within the Review Application and this report and determine whether any actions need to be considered in respect of traffic management in Cassie Street as part of the project funding and scope of the 'Collinswood Shopping Centre Precinct Upgrade Stage 2 of 2 Footpath and Landscaping upgrades around the Collinswood Shopping Complex at the intersection of North East Road and Cassie Street'."	Infrastructure and Environment
27/10/2020	190/2020	Item 10.3 Broadview Oval / Yarrta Tutu yarta Draft Master Plan		Dec-20		Y	(1) Council having considered Item 10.3 Broadview Oval/ Yarrta Tutu yarta Draft Master Plan receive and note the report. (3) That Council undertake targeted consultation on the proposed master plan (as presented in Attachment 1) prior to the matter being considered by Council at the November 2020 Meeting.	Council Report presented 27 October 2020. Further consultation with key stakeholders undertaken in November 2020 and Report being presented to Council 15 December 2020.	Infrastructure and Environment
27/10/2020	191/2020	Item 10.4 Prospect Gardens / Narnu Wirra Playspace – Results of Consultation		Jan-21		Y	(1) Council having considered Item 10.4 Prospect Gardens/ Narnu Wirra Playspace – Results of Consultation receive and note the report. (2) That Council endorse the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan (V2) (as presented in Attachment 38) for further community consultation. (3) A further report is provided to Council on the outcomes of community consultation on the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan.	Community consultation closed 29 November 2020. Report to Council seeking endorsement of Concept Plan in January 2021. Detailed design early 2021, followed by tender and then construction.	Infrastructure and Environment
27/10/2020	192/2020	Item 10.5 JW Rattley Park Upgrade		Apr-21		N	(1) Council having considered Item 10.5 JW Rattley Park Upgrade, receive and note the report. (2) That Council undertakes community consultation of the revised Concept Plan for JW Rattley Park. (3) That a further report is presented to Council on the outcomes of the community consultation on the revised Concept Plan for JW Rattley Park.	Report to Council 27 October 2020 seeking endorsement to undertake consultation on revised upgrade plan. Community consultation closes 7 December 2020. Report to Council seeking final endorsement of the revised upgrade plan in January 2021. Procurement (February/ March 2021 and construction in April 2021.	Infrastructure and Environment

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
27/10/2020	194/2020	Item 10.8 Draft Disability Access and Inclusion Plan 2020-2024		Oct-20	Oct-20	N	(1) Council having considered Item 10.8 Draft Disability Access and Inclusion Plan 2020-2024 receive and note the report. (2) That Council endorse the Draft Disability Access and Inclusion Plan 2020-2024 (as presented in Attachment 12-40) for community consultation, subject to minor administrative amendments. (3) That Council submit the Draft Disability Access and Inclusion Plan 2020-2024 to the CEO of the SA Department of Human Services for their record. (4) That a further report is presented to Council on the outcomes of the community consultation on the Draft Disability Access and Inclusion Plan 2020-2024.	Draft DIAP submitted to SA Department of Human Services. Community consultation closed on 27 November 2020. Report to Council seeking final endorsement in January 2021	Infrastructure and Environment
27/10/2020	195/2020	Item 10.9 Prospect District Cricket Club Request for Fee Waiver 2020-2021		Oct-20	Oct-20	N	(1) Council having considered Item 10.9 Prospect District Cricket Club Request for Fee Waiver 2020-2021 receive and note the report. (2) That Council waives the 2020/2021 annual lease payments (\$28,273.60) for the Prospect District Cricket Club.	Letter sent to PDCC	Infrastructure and Environment
27/10/2020	196/2020	Item 10.11 Update to External Grants Policy		Oct-20	Oct-20		(1) Council having considered Item 10.11 Update to External Grants Policy receive and note the report. (2) Council adopt the Draft External Grants Policy (as presented in Attachments 1-5).	Council endorsed the External Grants Policy in the form recommended by the Audit Committee in the October Council Meeting. The endorsed Policy has been published on the website.	Corporate Services
27/10/2020	197/2020	Item 10.12 Draft General Purpose Financial Statements for the Year Ended 30 June 2020		Nov-20			(1) Council having considered Item 10.12 Draft General Purpose Financial Statements for the Year Ended 30 June 2020, receive and note the report. (2) Council notes that the Audit Committee is satisfied that City of Prospect's General Purpose Financial Statements for the Year Ended 30 June 2020 as per Attachments 1-52, present fairly the state of affairs of the Council and are in accordance with the Local Government Act 1999, the Local Government (Financial Management) Regulations 2011 and the Australian Accounting Standards. (3) The Mayor and Chief Executive Officer be authorised to sign the Certification of the Financial Statements when complete.	Statements certified and presented to the Auditors. Complete, signed statements with Audit Certificates tabled to the November Council Meeting	Corporate Services
27/10/2020	198/2020	Item 10.13 Draft Asset Management Plans		Mar-21		N	(1) Council having considered Item 10.13 Draft Asset Management Plans receive and note the report. (2) That Council endorse the Draft Asset Management Plans (as presented in Attachments 1-65) for community consultation, subject to minor administrative amendments, plus the attachment of scheduled program of works for each category of Asset Management Plan. (3) That a report is presented to Council in December 2020 on Council's "Green Tunnel Strategy" (i.e. Urban Tree Management Plan) which will treat trees similar to assets and will be managed using an asset management approach.	Community consultation to commence in January 2021, to be followed with a report to Council seeking final endorsement.	Infrastructure and Environment
27/10/2020	199/2020	Item 10.14 Internal Audit Function 2020-2022 – Appointment		Oct-20	Oct-20		(1) The Council having considered Item 10.14 Internal Audit Function 2020-2022 – Appointment, receives and notes the report. (2) The Council recommends that BDO Advisory be appointed to undertake the Internal Audit function for 2 years ending December 2022. (3) The Council notes a new Internal Audit Plan to be developed.	Council endorsement has ensured that BDO Advisory have been engaged as the Internal Audit Provider	Corporate Services
27/10/2020	200/2020	Item 10.15 LGA Annual General Meeting 2020 – Voting Preferences		Oct-20	Oct-20		(1) Council having considered Item 10.15 LGA Annual General Meeting 2020 – Voting Preferences receive and note the report. (2) Council endorse the voting preferences as presented in Attachments 1-6 and supports Council's delegate, subject to debate at the meeting, altering such preferences accordingly.	No action required.	Corporate Services
27/10/2020	201/2020	Item 10.16 Release of Draft Community Plan for Community Consultation		Nov-20	Nov-20	Y	(1) Council having considered Item 10.16 Release of Draft Community Plan for Community Consultation, receive and note the report. (2) Council endorse the Draft Community Plan (as presented in Attachments 1-47 as Our Community Plan Towards 2040), for community consultation (subject to minor administrative amendments). (3) Council endorse the Community Engagement Plan as detailed within the discussion section of this Report to ensure the community are able to provide input towards the final version of Our Community Plan Towards 2040.	Consultation commenced in line with endorsed Community Engagement Plan	CEO, Community and Planning, Corporate Services

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
27/10/2020	202/2020	Item 12.2 Eastern Waste Management Authority Board Meeting Minutes		Oct-20		N	(1) Council having considered Item 12.2 Eastern Waste Management Authority Board Meeting Minutes receive and note the minutes of the Ordinary Board Meeting of the Eastern Waste Management Authority held on Thursday 24 September 2020 as presented in Attachment 1-4.	No action required.	Infrastructure and Environment
27/10/2020	203/2020	Item 12.3 Chief Executive Officer Performance Development Review Committee		Oct-20	Oct-20	N	(1) Council having considered Item 12.3 CEO Performance Development Review Committee, receive the report. (2) The Minutes of the Chief Executive Officer Performance Development Review Committee Meeting held on Monday 19 October 2020, as provided in Attachments 1-2, be received.	No action required.	Corporate Services
27/10/2020	204/2020	Item 12.4 Audit Committee Meeting Minutes 19/10/2020		Oct-20	Oct-20		(1) Council having considered Item 12.4 Audit Committee Meeting Minutes 19/10/2020, receive and note the Minutes of the Audit Committee Meeting held on Monday 19 October 2020 as provided in Attachments 1-7.	No action required.	Corporate Services
27/10/2020	205/2020	Item 12.6 Payinthe Closure – Christmas Period 2020-2021		Oct-20		N	(1) Council having considered Item 12.6 Payinthe Closure – Christmas Period 2020-2021 receive and note the report.	No action required.	Chief Executive Officer
27/10/2020	206/2020	Item 12.1 Mayoral Monthly Activity Report		Oct-20		N	(1) Council having considered Item 12.1 Mayoral Monthly Activity Report receive the report, as amended.	No action required.	Corporate Services
27/10/2020	207/2020	Item 12.5 2020-2021 Event Season Update		Nov-20	Nov-20	Y	(1) Council having considered Item 12.5 2020-2021 Event Season Update, receive and note the report.	No action required.	Community and Planning
27/10/2020	208/2020	Item 14.1 Leveraging Council's Procurement Policy to drive recycling		Feb-21	Dec-20	N	(1) Council resolves that, forthwith, the Chief Executive Officer change internal practices to align with Council's previous decisions and intent by: 1.1 preventing the purchase of single use plastics, except where alternatives are currently unavailable; 1.2 requiring recycled content in every material supply purchase outcome where available as an acceptable equivalent and within a 20% price differential to options with no recycled content; 1.3 in achieving the above, place a strong emphasis on choosing products incorporating materials recycled through local government kerbside collection streams; 1.4 such that exceptions can only be made by express approval of the CEO who shall report such exceptions to Council no less than annually; 1.5 these changes to be reflected in an updated Procurement Policy, to be submitted to the Audit Committee, then Council, for approval at the December 2020 meetings.	Corporate Services will be responsible for the review of the Procurement Policy. Monitoring and reporting to be undertaken by Environmental Officer. Communication to key staff has commenced with training of all staff to be scheduled following the policy adoption.  Revised Policy has been submitted to the 7 December Audit Committee Meeting for review. Further adjustments to be made and resubmit to February 2021 Audit Committee.	Corporate Services / Infrastructure and Environment
27/10/2020	209/2020	Item 14.2 Inclusive Park Picnic Tables		Oct-20	Oct-20	N	(1) Council resolved that, the Chief Executive Officer ensures that all future installations of fixed park or picnic tables or table and bench settings are designed such that they can be easily accessed by people in wheelchairs or other common mobility devices.	Appropriate staff advised of directive.	Infrastructure and Environment
27/10/2020	210/2020	Item 14.3 Planning Compliance and Enforcement Improvement		Mar-21		N	(1) To fulfil Council's desire for high quality planning and built form outcomes, Council resolves that:  1.1 the Chief Executive Officer immediately adopts a 'zero tolerance' approach to higher density and commercial developers omitting external structures, materials, finishes, landscaping or other features required as part of their current development approval;  1.2 the Chief Executive Officer exercises powers available to him under legislation to achieve the intent of this resolution prior to, or within 10 business days of, any occupancy of such a building, noting that a certificate of compliance stating such is required from the builder or owner under Development Regulations 2008, Regulation 83AB, Schedule 19A;  1.3 to the extent that this resolution is inconsistent with the terms of the Council's current Development and Associated Public Realm Urban Corridor Enforcement Policy ('the Policy') the Policy is hereby amended to give effect to this resolution;  1.4 the Chief Executive Officer will bring a revised version of the Policy, which reflects the changes of approach implemented by this resolution, to Council for consideration at the earliest opportunity.	First resolution immediately triggered progress of longstanding compliance activities moving to serving of Formal Notices to the responsible parties on 4 sites in Urban Corridor Zone. Section 84 Notices were subsequently served on parties linked to those sites. Draft updated policy to be developed over coming months and presented to Council in early 2021 ahead of community consultation on variation.	Community and Planning

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
24/11/2020	213/2020	Item 5: Confirmation of Minutes		-	-	-	(1) The Minutes of the Ordinary Meeting of Council held on Tuesday 27 October 2020 be taken as read and confirmed as a true record.	No action required.	Nigel McBride
24/11/2020	214/2020 215/2020 216/2020 217/2020 218/2020	Item 10.1 Petition – Parking in Te Anau Avenue and Wilson Street, Prospect		Nov-20	Nov-20	N	(1) Council having considered Item 10.1 Petition – Parking Issues and Request to change Parking Restrictions in Te Anau Avenue and Wilson Street receive and note the report. (4) That Council notes that 'No Standing' signs have since been installed at the Te Anau Avenue and Prospect Road intersection in accordance with current Road Rules, to help improve sightlines when exiting Te Anau Avenue and reduce illegal parking near the intersection. (5) That Council acknowledges that Administration has been, and will continue to, work closely with Blackfriars Priory School in regard to managing traffic around the school. (6) That Council acknowledges there is currently no speeding or road safety issues in Te Anau Avenue or Wilson Street. (7) That Council provides a copy of this Council Report and Resolutions to the head petitioner.	Copy of resolution sent to head petitioner and respondent to consultation.	Infrastructure and Environment
24/11/2020	219/2020	Item 10.2 Community Consultation Results - Section 221 Application – 60 Belford Avenue, Prospect		Nov-20	Nov-20	N	(1) Council having considered Item 10.2 Community Consultation Results - Section 221 Application - 60 Belford Avenue, Prospect receive and note the report. (2) Council support the construction of a parklet for outdoor dining at 60 Belford Avenue, subject to a detailed design being submitted to ensure the construction is in accordance with design standards and consistent with the surrounding streetscape and reserve. (3) That Council contact Frankly Bagels and the respondents to the consultation advising of Council's decision resulting from this report.	Letter sent to respondents to the consultation and contact has been made with Frankly Bagels.	Infrastructure and Environment
24/11/2020	220/2020	Item 10.3 Prospect Broadview Bowling Club Roof Replacement		Nov-20	Nov-20	N	(1) Council having considered Item 10.3 Prospect Broadview Bowling Club Roof Replacement receive and note the report.	Report to be represented to Council once/if Council Capital Works funds available.	Infrastructure and Environment
24/11/2020	221/2020	Item 10.4 Appointment of Deputy Mayor		Nov-20	Nov-20	N	(1) Council having considered Item 10.4 Appointment of Deputy Mayor receive and note the report. (2) Council appoint Cr Matt Larwood to the position of Deputy Mayor for a 12 month period, ending in November 2021.	No action required.	Corporate Services
24/11/2020	222/2020	Item 10.5 Appointment of Members – Audit Committee		Dec-20		N	(1) Council having considered Item 10.5 Appointment of Members – Audit Committee receive and note the report. (2) That the Council reappoint Peter Fairlie-Jones as Independent Member of the Audit Committee for a three-year term starting 1 April 2021 and expiring 31 March 2024. (3) Cr Steven Rypp be appointed to the Audit Committee for a term of two years expiring on 31 October 2022.	Letter sent to Members confirming their appointment and upcoming meeting dates.	Corporate Services
24/11/2020	223/2020	Item 10.6 City of Prospect Annual Report 2019-2020		Dec-20		N	(1) Council having considered Item 10.6 City of Prospect Annual Report 2019-2020 receive and note the report. (2) Council endorse the Annual Report (as provided under separate cover), subject to minor administrative changes. (3) Council provide a copy of the 2019-2020 Annual Report to the Government Grants Commission and the Presiding Members of the Houses of Parliament.	(2) Council Annual Report has been finalised and ready for distribution - <b>complete 7/12/2020</b> . (3) Council provide a copy to legislated bodies before 31 December 2020.	Corporate Services
24/11/2020	224/2020	Item 10.7 First Budget Review 2020-2021		Nov-20	Nov-20		(1) Council, having considered Item 10.7 First Budget Review 2020-2021, endorse the First Budget Review 2020-2021 as presented in Attachments 1 - 21. (2) Council approves the revised projected operating deficit (before capital amounts) of \$918,349, a projected net surplus (total comprehensive income amounts) of \$466,949, and a projected Net Borrowing position of \$2,203,946.	Revised Budget Loaded into Financial Reporting System	Corporate Services
24/11/2020	225/2020	Item 10.8 Discretionary Rate Rebate – Nature Foundation		Mar-21			(1) That Item 10.8 be deferred to allow Council Administration to negotiate an amendment to the rental agreement.	Director Business & Innovation has met with Nature Foundation Inc management to commence negotiations. Early discussions have been positive with an expect rectification as soon as the Lawyers can draft an amendment to the current lease agreement. Following the signing of the lease, this discretionary rebate will not be required.	Corporate Services

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
24/11/2020	226/220	Item 10.9 Small Business Development Programs		Jun-21		Y	(1) Council having considered Item 10.9 Small Business Development Programs, receive and note the report. (2) Council endorse the Network Prospect Annual Report 2019/2020 (as presented in Attachments 1-22) and the Prospect Road Destination Marketing Evaluation 2019/2020 (as presented in Attachments 23-51).	The Business and Innovation team are currently developing the schedule of events for 2021, with a combination of in person events and live streamed events to taking place subject to conditions. Additionally, the Village Heart Marketing Fund committee has now endorsed its Annual Business Plan, having had to change plans a number of times due to Covid restrictions.	Business and Innovation
24/11/2020	227/2020	Item 12.2 General Purpose Financial Statements for the Year Ended 30 June 2020					(1) Council having considered Item 12.2 General Purpose Financial Statements for the Year Ended 30 June 2020, receive and note the report and Financial Statements in Attachments 1-54.		Corporate Services
24/11/2020	228/2020	Item 12.1 Mayors Monthly Activity Report		Nov-20	Nov-20	N	(1) Council having considered Item 12.1 Mayoral Monthly Activity Report receive and note the report, and noted that he attended the Australian Local Government Women's Association South Australian Branch inc Annual General Meeting which included a tour of Payinthe on 7 November 2020.	No action required.	Corporate Services