

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

Work in Progress Register August 2020

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
Projects - From the Annual Business Plan									
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.	Jul-21		Y	2019/ 20 Annual Business Plan	Heritage Consultant engaged and review of Contributory Items completed with 59 items recommended as meeting the legislated criteria for Local Heritage listing. List presented to SPDPC in July and Council in August. Upon adoption by Council, Statement of Intent will be sent to Minister for Planning. If endorsed by Minister, full DPA to occur over next 12 months.	Community and Planning
19/20 FY		Housing Diversity & Desirable Neighbourhoods Study (Operating)	Ongoing study to help define Character of Prospect and look to inform planning policy included in State-wide Planning & Design Code	Aug-20		Y	2019/ 20 Annual Business Plan	Community engagement was scheduled for March 2020 and needed to be cancelled with engagement approach altered due to COVID-19 directions on 'essential' movements and management of gatherings. Online sessions occurred late May and final draft Study (and outcomes of community engagement) presented to SPDPC in July then Council in August 2020 (as scheduled). The work of the Study itself was designed to inform the state-wide Planning & Design Code and this has successfully happened.	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		Y	2019/ 20 Annual Business Plan	Project being constructed (and tested) as per Arts SA guidelines, and inspections have occurred multiple times in 2020, including as recently as mid July. Initially installation was scheduled for May/ June however COVID-19 created issues with availability of materials and a delay is the consequence. There is also currently an engineering component requiring certification against code, and this is expected to be clarified in August, after which the piece will then have a further 4 weeks of in-studio testing before being installed at Payinthe (September or October 2020). Arts SA have been advised of timeline adjustment and reasoning (and are supportive). A launch event will be held to celebrate this installation in line with public gathering restrictions and the final installation date. This celebration will follow the advice of Arts SA and Department of Premier and Cabinet (Premier Steven Marshall is also the Minister for Arts).	Community and Planning
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		Y	2019/ 20 Annual Business Plan	Prospect Property Network was launched on 5 September 2019, 80 guests attended. <ul style="list-style-type: none"> Prospect Property Network to be held in October – Town Hall to be booked DTC event being planned Strategic Sites will write to 50 owners of commercial sites in UCZ Growth Corridor Report to go to Council 28 July 2020 Data on Property Sales currently being analysed 	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		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		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 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 – 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 - 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 - 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

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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.	Ongoing		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		Y	2019/ 20 Annual Business Plan	This is a 2-year project. An Office 365 Solution Architect has been engaged and is currently implementing 'Teams' software as a priority to help address work collaboration. There was a delayed project start due to the focus on the move to Payinthe and on providing remote services to staff through the COVID-19 pandemic, resulting in a partial carry over to 2020/2021.	Corporate Services
19/20 FY	O.20.12	Mobile Access for Field Staff	The implementation of LG Hub to securely manage and distribute content (e.g. Council reports, agendas and minutes) to Councillor's mobile devices.	Aug-20		Y	2019/ 20 Annual Business Plan	Funds fully committed. Current software release has an issue preventing its implementation in production environment. Civica are releasing a fix in late-August 2020.	Corporate Services
19/20 FY	O.20.31	InfoCouncil Implementation	Implementation of InfoCouncil, an electronic agendas and minutes package.	Aug-20		Y	2019/ 20 Annual Business Plan	Project commencement was delayed until March 2020 due to the focus on the move to Payinthe and COVID-19. All preparation for implementation has been completed. There is partial carry over to 2020/21.	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.	Jun-20		Y	2019/ 20 Annual Business Plan	Implementation will follow after the completion of the implementation of InfoCouncil. Funds fully committed. Funds carried forward to 2020/21. Expected competitor date due to a dependency on the upgrade of Council's records management system (Content Manager). Current test environment is being used for testing the new version of Content Manager and will not be available until implementation in the production environment in August 2020.	Corporate Services
19/20 FY		Main North Rd/Johns Rd Sale Expenditure (Payinthe)	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		Y	2019/ 20 Annual Business Plan	Settlement delayed at request of purchaser. Council accepted extension at March 2020 meeting for further 3 months. Note: this extension was granted in early period of COVID-19, restrictions which may impact on developer's appetite to proceed. Further request received for extension to end of November 2020 - accepted by Council at June meeting.	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	Currently advertised and application close on 14/9/20 for this grant round, with outcome presented to Council in October. Funds will be dispersed in line with timing of successful events.	Community and Planning
20/21 FY	O.21.14	Events or Series of Events 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 a range of event series and gatherings (in person through to 100% virtual) to ensure ongoing community participation, wellbeing, connection and business support is ongoing throughout the pandemic. Council Workshop in August where staff outlined guiding principles and draft program ideas. First outcomes to be delivered in September 2020 with planning through to June 2021.	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	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.	Jun-21			2020/ 21 Annual Business Plan	NAIDOC Week activities in 2020 (moved to November) being planned including schools day, Tours to AGSA and Botanic Gardens, staff training, designated library programing and social media exposure.	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.	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			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

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20/21 FY	C.21.15	Vine Street Plaza Redevelopment (Stage 1 & 2)	Delivery of Vine Plaza Upgrade Plans.	Dec-20		Y	2020/ 21 Annual Business Plan	Prospect Road footpath completed. Flag Poles to be installed August 2020. Finalising construction drawings.	Infrastructure and Environment
20/21 FY	O.21.01	City Wide Public Art Advisory Board	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			2020/ 21 Annual Business Plan	Planning has commenced for a range of small grants and projects for this operational budget, and this was discussed at CWP/AR in June 2020. CWP/AR will focus on the capital investment, and staff will focus on delivering this 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-20		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.	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			2020/ 21 Annual Business Plan	Wrapping up last FY program with applications able to be received for new FY from now.	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			2020/ 21 Annual Business Plan	Money will be acquitted to Prospect Local History Group in 1st Quarter of this FY allowing them to progress/ deliver this exciting 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			2020/ 21 Annual Business Plan	Promotion to commence to build awareness of the fund through first half of FY. Contact to be made with 'owners' of 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 in the process of being engaged.	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			2020/ 21 Annual Business Plan	Confirmation from CWP/AR at July 2020 budget meeting that Devonport Terrace, Prospect, will be the focus of this capital budget, and their August meeting will be onsite at that location to discuss options and undertake planning.	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	Construction plans being developed with a Request for Tender to be released late August 2020. Development Application to be submitted early September 2020.	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.	May-21		Y	2020/ 21 Annual Business Plan	Request for Tender closed 31 July 2020 and a successful consultant in the process of being engaged. Design to be finalised December 2020. Construction to commence early 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. Big Funnel concept is setting up one on one meetings between property owners, developers, and real estate professionals. Prospect Property Network event planned for October. Strategic Sites program rolling out in early September.	Business and Innovation
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 their year.	Business and Innovation

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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. Next meeting on 30 September.	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 rewriting 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 Strategy	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 scheduled for October. Ongoing meetings with French Hospitality businesses to rent Town hall Foyer and Basement. Discussing joining French-Australian Chamber of Commerce & Industry (FACCI)	Business and Innovation
20/21 FY	O.21.09	SharePoint Implementation (Stage 2)	Continuation of the implementation of the 2020-2021 SharePoint project.	Aug-20		Y	2020/ 21 Annual Business Plan	Knowledge database (one deliverable) will be available for testing mid-August 2020.	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.	Dec-20		Y	2020/ 21 Annual Business Plan	To be considered alongside Civica Upgrade in December 2020.	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			2020/ 21 Annual Business Plan	A Councillor Information & Workshop Session was held on 7 July 2020 and the Hearts of Minds Vision for the Strategic Plan was presented to Elected Members and Councillors participated in an interactive session in two groups, to review the strategy focus points and initiatives across the four strategic pillars. Feedback will be incorporated into the draft plan and a version of the Plan suitable for consultation will be presented to a Councillor Information & Workshop Session in September 2020. A portion of the 2019-2020 budget will be carried forward to 2020-2021.	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.	Aug-20		Y	2020/ 21 Annual Business Plan	Will commence procurement process for a consultant to assist with the work in August 2020.	Corporate Services
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.	TBC			2020/ 21 Annual Business Plan	New software is currently being sought for this project.	Business and Innovation

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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-221		Y	2020/ 21 Annual Business Plan	Acquisition Plan approved and purchase order completed for purchase of three rollers	Infrastructure and Environment
20/21 FY	C.21.05	Install Flow Sensors (Stage 2 of 2)	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		Y	2020/ 21 Annual Business Plan	Quotes received for evaluation. Contractor to be selected and engaged.	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.	Feb-21		Y	2020/ 21 Annual Business Plan	Community consultation currently underway, with the results to be brought to the September 2020 Council meeting. Following this the playspace equipment will be procured and a contractor engaged for the installation.	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 Ave.	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 with a contract to be awarded before the end of August. The works program is preliminary scheduled for delivery from October 2020 to March 2021.	Infrastructure and Environment
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

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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, and this 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	Staff currently working with the sporting clubs to refine the design and ensure that there is adequate provision for field adjustments depending on the season. Construction of the works will commence after the completion of Broadview Oval playspace.	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 to be released late August 2020 with expected construction to commence early 2021.	Infrastructure and Environment
20/21 FY	C21.22	Broadview Oval/Yarnta Tutu Yarta Irrigation	Installation of 12 to 14 Rainbird sprinklers to improve playing surface and maximise water coverage by improving the head to head coverage of irrigation system. Includes any earth works required for installation.	Sep-20		Y	2020/ 21 Annual Business Plan	Upgrading irrigation to the Eastern side of the Oval, as well as the installing new 90 degree sprinklers to the cricket pitch to improve water efficiencies. Contractor has been engaged and will confirm availability so that works can commence as soon as possible. Works will need to consider sporting club requirements.	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 are currently being scoped.	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 to be discussed at Councillor Workshop (scheduled for late 2020).	Infrastructure and Environment

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Council Resolutions - This is a register of resolutions that are passed through Council Meetings									
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. Councilor 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. Report to Council on 22 September or 27 October 2020.	Infrastructure and Environment
28/04/2020	81/2020	Item 16.1 Community Service Awards 2020		Sep-20		Y	(2) Council having considered Item 16.1 Community Service Awards 2020 receive and note the report. (3) 'This Item is held in Confidence'. (4) That awards be presented in person when it is safe to do so.	Recipients contacted and congratulated. Also advised of Council's desire to present 'in person', acknowledging this will delay the process. Aiming to occur in subsequent phase of 'COVID safe' protocols (hopefully September 2020).	Community and Planning
23/06/2020	96/2020	Item 10.1 Adoption of Annual Business Plan 2020-2021 and Declaration of Rates		Jul-20			Refer to minutes. (1) Council having considered Item 10.1 Adoption of Annual Business Plan 2020-2021 and Declaration of Rates, endorses and adopts the Annual Business Plan 2020-2021, inclusive of the budget, long term financial plan and rating strategy (as presented in Attachments 1-74) with minor amendments as stated; (2) Council endorses the Rating Policy 2020-2021 as presented in Attachments 75-88; (3) Council determines that consideration of the Budget 2020-2021 and Strategic Directions initiatives for 2020-2021 has taken into account: • The capital valuation of the City as set by the Valuer General of South Australia; • The relationship of the amount of rates needed to meet the objectives of City of Prospect's Strategic Plan 2020 and the Annual Business Plan 2020-2021 (including Budget, Long Term Financial Plan and Rating Strategy); • City of Prospect's Rating Strategy and Structure (per Annual Business Plan 2020-2021) to be adopted as part of this report; • The relationship and impact of the rates and rate differential between Residential and Non-Residential assessments; • The equity of the rating structure; • Rate concessions and rebates that will apply; • Consideration of a Maximum Rate. (4) Valuation of Separately Owned or Occupied Property City of Prospect, pursuant of Section 168(1) of the Local Government Act 1999, endorses the action of the Chief Executive Officer in requesting the Valuer General to assess the Capital Value of various pieces of rateable property in the 2020-2021 valuation that are capable of being separately rated. (5) Adoption of Valuations City of Prospect, pursuant to Section 167(2)(a) of the Local Government Act 1999, adopts valuations of Capital Value (of all land) made by the Valuer General in relation to the area of the Council on 1 July 2020 and specifies that the total of the values that are to apply within the area for rating purposes of the year ending the 30 June 2021 is \$6,498,687,300. (6) Adoption of Budget 2020-2021 Pursuant to the provisions of Section 123 of the Local Government Act 1999, Council adopts the Annual Business Plan 2020-2021 (Budget, Long Term Financial Plan and Rating Strategies) including the:	- Rate Billing is complete - Annual Business Plan is published on website - Summary ABP drafted for inclusion in rates notices. - Rates Notices to be printed and posted week beginning 27/7/2020	Corporate Services
23/06/2020	104/2020	Item 10.9 COVID-19 Recovery Package Summary and Financial Impacts		Jun-20			(1) Council having considered Item 10.9 COVID-19 Recovery Package Summary and Financial Impacts, receive and note the report. (2) Council recognises the effort to respond to the COVID-19 Pandemic and the high level of community support received for the initiatives. (3) Council to carry forward \$15,000 from the estimated unspent allocation for Prospect Delivers program to 2020/2021 for the provision towards a business recovery campaign. (4) Council to waive 50% of the last quarter rent in 2019/2020 for the Nature Foundation. (5) Council pursuant to Local Government 1999 Section 182 (1)(b), provide a rate remission equal to 100% of the 2019-2020 Fourth Quarter Instalment to assessments 143917 (Flying Finns Pty Ltd) and 190819 (SAEID Barber Shop) that were forced to close or restrict trade under the State Government's COVID-19 regulations. (6) Council pursuant to Local Government 1999 Section 182 (1)(b), provide a rate remission equal to 50% of the 2019-2020 Fourth Quarter Instalment to assessment & 202804 (Jolly Venezia Cakes) that have demonstrated they have suffered a significant financial loss due to impact of COVID-19 pandemic.	Rebates applied. Currently developing COVID Recovery Package with \$15,000 allocated.	Business and Innovation
23/06/2020	105/2020	Item 10.10 Local Government Domestic Violence Initiatives		Nov-20			(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 being arranged. Staff and Elected Member training to be scheduled likely October 2020.	Community and Planning

Date	Ref	Action/ Resolution/ Project	Description	Expected Completion Date	Actual Completed Date	Funded/ Not Funded	Council Resolution	Comments	Directorate
23/06/2020	110/2020	Item 12.5 Hub and Spoke and Subs and Skills Funding Proposals		Dec-23		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 - ThinLab.	Business and Innovation
23/06/2020	113/2020	Item 16.1 Extension of Settlement Period for the Sale of a Portion of 82-90 Johns Road (Tram Barn) and 218 Main North Road, Prospect (Former Milk Depot)		Nov-20			(2) Council having considered Item 16.1 Extension of Settlement Period for the Sale of a Portion of 82-90 Johns Road (Tram Barn) and 218 Main North Road, Prospect (Former Milk Depot) receive and note the report. (3) 'This item is held in confidence'. (4) Order Pursuant to section 91(7) That in accordance with Section 91(7) and Section 91(9) of the Local Government Act 1999 and on the grounds that Item 16.1 for the meeting of Council held on 23 June 2020 was received, discussed and considered in confidence pursuant to Section 90(3)(b) of the Local Government Act 1999, this meeting of the Council, orders that the report titled 'Extension of Settlement Period for the Sale of a Portion of 82-90 Johns Road (Tram Barn) and 218 Main North Road, Prospect (Former Milk Depot)' and the minutes of this meeting and all other business items previously reported to Council in relation to this matter, be retained in confidence and not available for public inspection until the contract of sale has been signed, and for a period of 2 years.	Settlement extended to November 2020. Ongoing discussions with developer to prompt settlement.	Community and Planning
28/07/2020	122/2020	Item 10.7 Nominations - Local Government Association of South Australia President and Members of the Greater Adelaide Region Organisation of Councils		Sep-20		N	(1) Council having considered Item 10.7 Nominations – Local Government Association of South Australia President and Members of the Greater Adelaide Region Organisation of Councils, receive and note the report. Greater Region of Adelaide Organisation of Councils (GAROC) (2) That Council nominates Mayor David O'Loughlin for a position on the East Regional Grouping of the Greater Adelaide Regional Organisation of Councils.	In progress in liaison with the Mayor.	Corporate Services
28/07/2020	123/2020	Item 10.8 Unreasonable Complainants Policy		Aug-20		N	(1) To defer Item 10.8 Unreasonable Complainants Policy, to the next ordinary Council Meeting to ask staff to consider how Elected Members are engaged with and informed about the outcomes of the application of the policy.	In Progress - Report to Council in August 2020.	Corporate Services
28/07/2020	129/2020	Item 10.11 Balfour and Howard Streets Intersection Options – Community Consultation Results		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 to commence September 2020.	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.	Consultation with the community is currently underway, with closing date in early September so the results can be presented to Council at the September 2020 meeting. Consultation will include an interactive live webinar, and a workshop with Nailsworth Primary School.	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		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