### Work in Progress Register May 2020

#### Projects - From the Annual Business Plan

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Action/Resolution/Project</th>
<th>Description</th>
<th>Expected Completion Date</th>
<th>Actual Completed Date</th>
<th>Funded/Not Funded</th>
<th>Council Resolution</th>
<th>Comments</th>
<th>Directorate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jun-20</td>
<td>O.20.03</td>
<td>Resident Satisfaction Survey</td>
<td>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.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>The survey has been scheduled to take place in line with the Strategic Plan development. This is reported in the Budget Review to 2020/21. Adjustment has been presented in the 3rd budget review to Apr 2020 Council.</td>
<td>Corporate Services</td>
</tr>
<tr>
<td>Jun-20</td>
<td>O.20.07</td>
<td>Events Grants (Operating)</td>
<td>In make available few big community grants applications to cultural event and events to live 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 neighborhood engagement.</td>
<td>Y</td>
<td>Mar-20</td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Council endorsed the allocation of the Cultural Festival and Events Grants on the 12/10/19 to the SA Bangladesh Community Association $50K, Vukullos Community Australia $5K &amp; Proposed Blair Athol Lions Club $4K - additional monies available for applications for smaller events; street parties not associated with major grant round ($3K savings have now been provided back as savings for 2019/20 in BR3).</td>
<td>Community and Planning</td>
</tr>
<tr>
<td>Jun-20</td>
<td>O.20.19</td>
<td>Prospect Magazine (Operating)</td>
<td>To create and distribute the Prospect Magazine three times per year to approximately 15000, 44,000 properties in the Council area.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Establish delivery of four Prospect Magazines successfully rolled out with no plastic covers. Australia Post will continue to use this method going forward.</td>
<td>Business and Innovation</td>
</tr>
<tr>
<td>Jun-20</td>
<td>O.20.28</td>
<td>Youth Expansion Project (Operating)</td>
<td>Provide an increase in the range of engaging and participatory activities, events and initiatives that significantly increases our council’s connection and service to this part of our community. This will include individuals, community organisations, sporting clubs and schools.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Activities were originally planned to include extensive School Holiday Programming, School Holiday Events, Sports ‘Get Active’ Programs and ‘Ask an Expert’ sessions. These were continually rescheduled due to COVID-19 restrictions. Current projects include ongoing cafes at City Library and Mayoral Focus.</td>
<td>Community and Planning</td>
</tr>
<tr>
<td>Jun-20</td>
<td>C.20.11</td>
<td>Library Collection (Capital)</td>
<td>This project covers the library’s annual stock purchasing budget - a combination of state government grant and council contributed funds.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>State provided through the Library development Board for the library’s annual stock purchasing budget. A combination of State government grant (16%) and Council contributed funds is used annually. Council funds, now fully committed, are to be spent progressively across the remainder of the 2019/20 financial year.</td>
<td>Community and Planning</td>
</tr>
<tr>
<td>Jun-20</td>
<td>C.20.19</td>
<td>Toy Library Collection Renewal (Capital)</td>
<td>A role of purchase of new toys to re-stock the collection and have it in the best condition for the new facility.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Appraisal of budget spent at end of 2nd quarter to establish the Toy Library with a great level and variety of stock for the initial months of operations. With trends now stable and despite impact of COVID-19, remainder of budget to be spent shortly as at some point operations of Toy Library will return to “normal”</td>
<td>Community and Planning</td>
</tr>
<tr>
<td>Jun-20</td>
<td>C.20.20</td>
<td>Maker Space Equipment (Capital)</td>
<td>The project will ensure the proposed Maker space in the new building is appropriately equipped in line with community expectations.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Project to be completed early June 2020. Engagement with various community groups has occurred to ensure the IT fit out of space covers the needs. Purchases being made whilst respecting storage constraints.</td>
<td>Community and Planning</td>
</tr>
<tr>
<td>Jun-20</td>
<td>C.20.25</td>
<td>Vine Street Plaza Capital (Stage 1)</td>
<td>Upgrade of Vine Street Plaza in stages.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Council endorsed the concept plan for Vine Plaza in February 2020 and approved the delivery of the project in stages, with Stage 1 comprising works to the Prospect Road footpath and the rear of the Town Hall. With power selections finalised and documentation at 85%, staff are continuing to engage with neighbouring businesses as Stage 1 delivery is scheduled for June 2020. A grant funding application to for Stage 2 of the upgrade was unsuccessful, so works to the remainder of the plaza is now reliant on approval of funding as described in the draft FY20/21 Annual Business Plan.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td>Jun-20</td>
<td>O.20.01</td>
<td>City Wide Public Art Advisory Board (Operating)</td>
<td>Deliver a City Wide Public Art Programs of small initiatives, small grants and community engagement that inspire the local arts and provide positive public experiences, in a range of public areas for Prospect residents, businesses and visitors.</td>
<td>Y</td>
<td></td>
<td></td>
<td>2019/20 Annual Business Plan</td>
<td>Activities to have included continuation of small public art grants (including additional support to Bande Park, video content for local initiative, AV-related upgrades, Prospect project), event at Brookfield Dog Park, extensive photographing of the public art collection, commitment to UOA “Growing Older not Older” project and planned roll out of Insultex (Hopeful sticker collaborative community project) in May/June 2020.</td>
<td>Community and Planning</td>
</tr>
</tbody>
</table>
May-20 Apr-20 Y 2019/20 Annual Business Plan
An initial report was presented to Council in December 2019 with a secondary report presented to Council in February 2020. Tree stock to be purchased in April and May 2020. Council’s grant application was unsuccessful and had to be reduced in line with the grant amount. Contractor commenced work on 26 April 2020, with work to be completed by end of April 2020. Project completed 1 May 2020. Infrastructure and Environment

Apr-20 Y 2019/20 Annual Business Plan
Nut tree planting is to be completed in the new year. This will become the major intervention for the new building and is set to become our community’s most significant piece of public art. Program has concluded as per Arts SA guidelines, and impact reported in February. At that time, installation was scheduled for May June however COVID-19 created issues with availability of materials and delay is expected (6 weeks). Arts SA have approved in-principle adjustment in writing and plans will be put in place for installation and launch per Arts SA and COVID-19 restrictions in August 2020. A launch event will be held to celebrate this installation in line with any public gathering restrictions.

Apr-20 Y 2019/20 Annual Business Plan
Hillside Street Signs (Operating)
A Heritage Street Signs Project has commenced and will be undertaken in several locations to mark the Sesquicentenary of Prospect in 2022. This project bid was first submitted last year.

Jun-20 Y 2019/20 Annual Business Plan
Public Art Collection and Promotion (Operating)
Staged roll-out of heritage plaques on or adjacent Local Heritage Buildings around the Council area. Signs or plaques could also be placed in the public realm e.g. footpath, front fence or verge adjacent heritage buildings.

Jun-20 Y 2019/20 Annual Business Plan
Heritage Sites and Signage (Operating)
Staged implementation of initiatives recorded at the 2018 Bicycle Focus Group resident requests from forum that align with internal Local Bicycle Network Review. Implementation of suitable promotion, marketing, education and or training opportunities to the community.

Jun-20 Y 2019/20 Annual Business Plan
Community engagement was scheduled for March 2020 and needed to be cancelled with an engagement approach altered due to COVID-19. Staff have requested a status report be provided for early next FY.

Dec-20 Y 2019/20 Annual Business Plan
Art & Heritage (Operating)
A Heritage DNA Project has commenced which focuses on identifying and mapping out existing Contributory Items to Local Heritage Items, assessing previous Heritage studies and surveys identifying new buildings suitable for Local Heritage listing and new heritage zones in the City of Prospect.

Dec-20 Y 2019/20 Annual Business Plan
Heritage consultant has been engaged and review of Contributory Items is underway to determine which are necessary to meet the legislated criteria. Stage 2 investigations have commenced in April 2020.

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<th>Code</th>
<th>Description</th>
<th>Start/End</th>
<th>Y/N</th>
<th>2019/20 Annual Business Plan</th>
<th>Status</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.20.25</td>
<td>Replacement of roof (including asbestos) of council buildings</td>
<td>Feb-20</td>
<td>Feb-20</td>
<td>Y</td>
<td>Works completed in February 2020.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td></td>
<td>Upgrade of change rooms to accommodate tenants.</td>
<td>Feb-20</td>
<td>Mar-20</td>
<td>Y</td>
<td>Works completed in March 2020.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td></td>
<td>Repairs to electrical circuits including a new fire alarm system, pedestrian linkage, vegetation and seating.</td>
<td>Dec-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Project presented to Council in February 2021.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td>D.20.24</td>
<td>Upgrade of change rooms to accommodate tenants.</td>
<td>Feb-20</td>
<td>Feb-20</td>
<td>Y</td>
<td>Works completed in February 2020.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td></td>
<td>Subscriptions to core economic analysis software for 3 years.</td>
<td>Feb-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Project Property Network was launched on 30th September, 2020.</td>
<td>Business and Innovation</td>
</tr>
<tr>
<td>D.20.06</td>
<td>Village Heart Marketing Funded to a Separate Fund for Business Initiatives</td>
<td>Feb-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Project deferred with rebates being applied.</td>
<td>Business and Innovation</td>
</tr>
<tr>
<td>D.20.11</td>
<td>SharePoint Implementation (Stage 1)</td>
<td>Jun-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Project deferred with rebates being applied.</td>
<td>Business and Innovation</td>
</tr>
<tr>
<td>D.20.13</td>
<td>Strategic Plan Development</td>
<td>Feb-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Project deferred with rebates being applied.</td>
<td>Business and Innovation</td>
</tr>
<tr>
<td>C.20.01</td>
<td>Asbestos Removal</td>
<td>Mar-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Asbestos was removed from Prospect District Ctr building in March 2020.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td>C.20.02</td>
<td>Drainage Design/Construction</td>
<td>May-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Design for Beatrice Street stormwater upgrade completed and promotion to be commenced in 2020/21.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td>C.20.03</td>
<td>Driveway Rectification Program</td>
<td>Nov-20</td>
<td>N</td>
<td>2019/20 Annual Business Plan</td>
<td>Design for Beatrice Street stormwater upgrade completed and promotion to be commenced in 2020/21.</td>
<td>Infrastructure and Environment</td>
</tr>
<tr>
<td>Code</td>
<td>Description</td>
<td>Start Date</td>
<td>End Date</td>
<td>Plan</td>
<td>Project Status</td>
<td>Infrastructure and Environment</td>
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<tr>
<td>C.20.05</td>
<td>Flood Mitigation - Prospect North West</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Infrastructure to be completed by end of May 2020.</td>
<td></td>
</tr>
<tr>
<td>C.20.07</td>
<td>Irrigation Upgrades - Install Flow Sensors</td>
<td>Feb-20</td>
<td>Feb-20</td>
<td>2019/20 Annual Business Plan</td>
<td>Works has been completed and evaluated, the successful supplier was advised late November.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>To be completed by the end of February 2020.</td>
<td></td>
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<tr>
<td>C.20.10</td>
<td>Kerb and Gutter Constructions</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Installation Program on track, prioritised streets in preparation for road surface works. Winter Terrace and Kingsland Place commencing in April, with the Program to be complete by end of May 2023. Kerbing projects completed by 22 May 2020: Rolfe Street, Dora Street, Winter Terrace, Second Avenue, Stuart Road, Murray Street. Outstanding kerbing project: Kingdom Place (due to be completed mid/late 2021).</td>
<td></td>
</tr>
<tr>
<td>C.20.14</td>
<td>Road Design/ Reconstruction</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Road Reseal Completed (100% complete): Rolfe Street, Koonara Street, Stuart Road, Pleasant Street, Winter Terrace, Gurr Street, Second Avenue, Edward Street. Road Patching (100% complete): Laverdale Lane, Louis Lane, Hillside Street, Kingsland Place, North Street, Prospect Terrace, Mawson Avenue, Liffey Street, Connaught Street, Edinburgh Street. Crack Sealing (100% complete): Dora Street, Gladstone Road, Kingsland Place, Laverdale Lane, North Street, Prospect Terrace, Mawson Avenue, Le Correa Street. Reseal and repair:身体损害，维护道路，增加水浆。确保路面平整。Reseal road network.</td>
<td></td>
</tr>
<tr>
<td>C.20.17</td>
<td>Pedestrian Kerb Ramp</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Project commenced, to be complete by end of May 2020. Some locations adjacent to Schools to be completed in April School Audit, prepare design and/or replace non-compliant street lighting to Australian Standards. Locations of works are carried out based on reports received from residents regarding quality of lighting.</td>
<td></td>
</tr>
<tr>
<td>C.20.21</td>
<td>Devonport Terrace (Strategy Roll Out)</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Project commenced, to be complete by end of May 2020. Same locations adjacent to Schools to be completed in April School.</td>
<td></td>
</tr>
<tr>
<td>C.20.22</td>
<td>Churchill Road Masterplan (Gurr to Livingstone - Design)</td>
<td>Apr-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Project commenced with concept plans prepared. Construction Consultation taking place between 24 May and 2 June 2020 with a report to be presented to the June Council meeting. Grant application for 50% funding successful for construction of microscape. Proposing that construction commences in October 2020.</td>
<td></td>
</tr>
<tr>
<td>C.20.23</td>
<td>Collingwood Shopping Centre Precinct (Stage 1)</td>
<td>Jun-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Consultation was completed in November 2019. A Charleston workshop held in February 2020 and a report was presented to February 2020 Council meeting. Stage 1 works comprising landscaping, lighting and art treatment to be completed by end of June 2020.</td>
<td></td>
</tr>
<tr>
<td>C.20.24</td>
<td>Community Facility Upgrade Grant Program</td>
<td>May-20</td>
<td>Y</td>
<td>2019/20 Annual Business Plan</td>
<td>Grant project has closed 30 February 2020. Successful grant applications advised. To be complete by end of May 2020.</td>
<td></td>
</tr>
</tbody>
</table>
Income expectation at settlement (scheduled March 2020) to assist with delivery of Payinthi extension at March 2020 meeting for further 3 months. Note: this may impact on developer’s appetite to proceed. Discussions ongoing.

Administrative has developed a draft Urban Street Tree Policy and Guide. The management of the Queensland Box trees planted throughout the city has been incorporated into the Urban Street Tree Guide. A report was presented at the March 2020 Council meeting.

Discussions have been underway to undertake a comprehensive tree management strategy with the new tenant being the Nature Foundation SA Inc. Hub, Library & Innovation Centre (CLIC) receives and notes the report.}

Corporate Services

Traffic Management in Broadview

The management of the Queensland Box trees planted throughout the city has been incorporated into the Urban Street Tree Policy. The management of the Queensland Box trees planted throughout the city has been incorporated into the Urban Street Tree Policy.

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21/05/2019 13/10 Item 13.38 - Control Vehicle Crossover Policy and Approval Process  May-20 1. Council resolve to consider driveway mobility and its desire to promote 'single width' pedestrian pathways in future development applications. Council requests a report as to how to tailor guidelines and assessment forms to achieve this outcome.

21/05/2019 18/10 Item 14.2 Traffic Management on Church St  Feb-19 Feb-20 1. Council having considered Item 14.2 Traffic Management on Church St, receive and note the report.
2. That Council endorse the Administration to seek approval from the Department of Planning, Transport and Infrastructure (DPTI) to implement KEEP CLEAR pavement markings on Church St to the interactions with Gladstone St, Winter St, Clifton St and Belford Avenue, in order to improve pedestrian safety.
3. That Council consider the balance of recommendations outlined in this report (not subject to part 2) as part of the overall City Wide traffic study.

21/05/2019 19/10 Item 15.02 Broadway Sports and Recreation Precinct / Yarrta Tunga Master Plan  Apr-20 Y 1. Council having considered Item 15.02 Broadway Sports and Recreation Precinct / Yarrta Tunga Master Plan receive and note the report.
2. That Council undertake an internal revision, with input of key stakeholders, of the Draft Broadway Sports and Recreation Precinct / Yarrta Tunga Master Plan and present a Draft Master Plan to Council seeking formal endorsement by December 2019.
3. That Council endorse additional budget of $30,000 to be funded as part of Budget Review 1 Adjustment.

22/05/2019 22/10 Item 11.3 White Cedar Program  Feb-20 Feb-20 Y 1. A status report on the White Cedar eradication program be brought to a Council meeting within three months, to consider closing down the rate of removal.
2. Effective immediately, only trees categorised at risk be removed.
3. Any mature trees deemed for removal are replaced with advanced trees as opposed to ‘young trees’, and that these trees used in replacement are of a species that will achieve the ‘green tunnel’ effect, subject to budget variation.

22/05/2019 22/10 Item 11.3 Green Tunnel Street Tree Strategy  Feb-20 Feb-20 Y 1. Council defines a ‘green tunnel’ street as one where significant numbers of street tree canopies within a street intersect across the street and provide a sense of a ‘green tunnel’ along the street.
2. Council requests staff to:
   1. Conduct a simple ‘drive through’ assessment of all streets in the city and determine which streets currently meet this definition and which streets, or substantial portions of streets, do not.
   2. Provide typical cross sections of our common street widths and indicate which of our community used street trees will achieve a ‘green tunnel’ for each common street width.
   3. Analyse the community tree canopy intersection across each road, and provide an estimate of the number of trees needed to achieve a ‘green tunnel’, compared with currently planted species within a reasonable time and which will not, in effect, transform a ‘green tunnel’ street over a reasonable time, should it decide to do so. These recommendations should address the number of new trees required, the associated budget, an appropriate timeframe and annual program, the relationship between the green tunnel strategy and the review of Council’s Street Tree Manual, a recommended community consultation process, and where to start planting.
3. Staff are to provide a report on items 2.1 to 2.3 inclusive at the December 2019 meeting of Council and a final report at the February 2020 meeting of Council to inform decision making and budget discussions.

2. The Council having noted Audit Committee members feedback, recommend inclusion of the following in the Audit Committee Work Program 2020:
   1. Development of Strategic Plan to 2040;
   2. Annual Review of Strategic Plan;
   3. Scoping of Internal Audit Program 2020 to 2022;
3. That Audit Committee Members are invited to attend the Councillor Information and Workshop Session scheduled for the Public Interest Disclosure education.
4. Council forward an acknowledgement to Audit Committee, stating their satisfaction and confidence in the service provided to Council and Community.

26/11/2019 24/10 Item 15.5 Review and Update of Existing Policy  Apr-20 Apr-20 1. Council having considered Item 15.5 Review and Update of Existing Policy receive and note the report.
2. That a formal review of all Council policies, including those presented in Attachments 1-5, effective from the time of this report, be undertaken at a future date.
3. Council adopt the Code of Practice for Access to Meetings and Documents as provided at Attachments 9-10.
4. Council refer Policy Status updates, included alongside a Policy Review, to Audit Committee in accordance with the Terms of Reference (Clause 4.3.4), Audit Committee to provide comment on the overall adequacy of council’s policy suite within the Committee Annual Report. This Policy Status update report is to go to the April 2020 Audit Committee meeting on 27th.

2. This item is held in confidence.
3. This item is held in confidence.

28/12/2019 1/20 Item 5. Confirmation of Minutes  Jan-20 Jan-20 N/A 1. The Minutes of the Ordinary Meeting of Council held on Tuesday 31st December 2019 are taken as read and confirmed as a true record.
2. No action required.
28/01/2020 1/2020 Item 10.1 Community Consultation Results – 40km/h City Wide Speed Limit

Feb-20 Feb-20

1) Council having considered Item 10.1 Community Consultation Results – 40km/h City Wide Speed Limit receives and notes the report.
2) That Council supports in principle a 40km/h speed limit on the local road network throughout City of Prospect, excluding:
   - Galaxy Avenue at a bus route;
   - Proposed Road (notes existing 48km/h and 50km);
   - Roads managed by the State Government - Torrens Road, Rencury Road, Churchill Road, Fitzroy Terrace, Main North Road, Nottage Terrace, North East Road, Hampstead Road.
3) That Council writes to the Department Planning, Transport and Infrastructure seeking permission to introduce the 40km/h speed limit on the local road network throughout City of Prospect, excluding:
   - Galaxy Avenue at a bus route;
   - Proposed Road (notes existing 48km/h and 50km);
   - Roads managed by the State Government - Torrens Road, Rencury Road, Churchill Road, Fitzroy Terrace, Main North Road, Nottage Terrace, North East Road, Hampstead Road.
4) That Council considers the allocation of $35,000 in the draft 2020/21 Annual Business Plan for the installation of 40km/h speed signs throughout the local road network and delivering an Implementation Plan.
5) That Council endorse officers to work with the Motor Accident Commission (MAC), the Centre for Automotive Safety Research (CASR), and the Department of Planning, Transport and Infrastructure (DPTI) to develop educational resources and campaign for the South Australian community about the road safety benefits of a 40km/h speed limit.

Notice sent to CASR, DPTI and Federal and State Local Member

28/01/2020 2/2020 Item 10.2 Gawler Electrification Program – Projects to Vegetation along Devonport Terrace

Feb-20 Feb-20

1) Council having considered Item 10.2 Gawler Electrification Railway Project – Impacts to Vegetation along Devonport Terrace receives and note the report.
2) That Council writes to the Department of Planning, Transport and Infrastructure accepting the grant of $211,415 to Council to improve the landscaping and public realm along Devonport Terrace, noting that where possible, vegetation is to be retained.
3) Where pruning or removal of vegetation was considered to allow the installation of the common fencing, Council note that Department of Planning, Transport and Infrastructure will install panel fencing in lieu of chain mesh fencing.
4) That Council continues to work with the Devonport Terrace Community Reference Group to consult on the landscape changes of Devonport Terrace rail corridor.
5) That Council continues to work with the Office of Design and Architecture and the Gawler Rail Electrification Project Team to develop project principles that will minimise tree clearing and other impacts on residential amenity along Devonport Terrace from Torrens Road to Islington.

Notice of Motion submitted and acknowledged, for GAACC review.

Infrastructure and Environment

28/01/2020 3/2020 Item 10.3 Local Government Association – 2020 Ordinary General Meeting – Notice of Motion

Jan-20 Jan-20

1) Council having considered Item 10.3 Local Government Association – 2020 Ordinary General Meeting – Notice of Motion receives and note the report.
2) Council endorses the following motion to send to the Local Government Association for consideration inclusion on the agenda for the Ordinary General Meeting to be held on 3 April 2020:
   1. That the Ordinary General Meeting requests the LGA to
      · Allow the State Government to review development application fees with more detailed consideration of the cost to Councils in undertaking the statutory functions of planning and building assessment, inspection, and compliance.

Notice of Motion submitted, and acknowledged, for GAACC review.

Corporate Services


Feb-20 Mar-20

1) Council having considered Item 10.4 Review and Update of Existing Policy, dated 28 January 2020, receives and notes this report.
2) Council continues public question time and encourages residents to submit their questions to the Council ahead of Council Meetings.
3) Council adopt the Council Member Conferences, Education and Development Policy 2018-2022 held with minor amendments and published to website - Complete.

Policy 2018-2022 held with minor amendments.

Corporate Services

28/01/2020 5/2020 Item 5: Confirmation of Minutes

Feb-20 Feb-20 N/A

1) The Minutes of the Ordinary Meeting of Council held on Tuesday 28 January 2020 be taken as read and confirmed as a true record.

No action required.

Chief Executive Officer

28/01/2020 6/2020 Item 10.5 Balfour and Howard Streets Intersection Design Options

Mar-20 Mar-20

1) Council having considered Item 10.5 Balfour and Howard Streets Intersection Design Options receives and note the report.
2) That Council undertakes a community survey of residents that within a 500 metre radius of the Balfour and Howard Streets intersection as well as through contacting signatories from the petition received by Council in January 2019. The survey will seek the community’s views on the two options and include impact, benefits and cost of each option and the survey will be placed on Council’s website.
3.1) Option 1 – No realignment of Drayton Link
3.2) Option 2 – Pedestrian Link (changed) minor
3.3) Option 3 – Intersection realigned
4.1) That Council contact the head petitioner advising of Council’s decision resulting from this report.

Community consultation to take place April / May 2020, followed by report to Council.

Infrastructure and Environment
Stage 1 construction to be completed by June 2020. Infrastructure and Environment

Precinct Upgrade

receive and note the report. (2) Council endorse the Collinswood Shopping Centre Precinct Upgrade Plan for design development and delivery, with the following ‘quick wins’ to be undertaken this financial year: (clean the footpath pavers; plant advanced street trees in Cassie Street; install raised planters under oyster tree canopies; and establish under-oyster plantings adjacent to existing street trees).

That Council allocate $50,000 in the draft 2020/21 Annual Business Plan for the implementation of further projects identified in the Collinswood Shopping Centre Precinct Upgrade Plan.

Further report to be presented to Council mid year 2020. Infrastructure and Environment

That Council reallocates the $90,000 annual allocation in the Annual Business Plan effective in 2019/20 and additional berry sweeping services.

That further report is presented to Council on the “Green Tunnel” Strategy providing an outline of the priority streets for either supplementary planting; replacement planting; or road protection measures to be planted in the next 30 years in order to achieve a “Green Tunnel”.

That Council endorses the Vine Plaza Concept Plan for design development and delivery in stages. Stage 1 to be undertaken this financial year includes demolition, site preparation, repaving and raised decks and Stage 2 to be undertaken in 2020/21 including landscaping and lighting next financial year.

That Council having considered Item 10.7 Draft Planning and Design Code Content 2020, receive and note the report.

That Council in responding, also write to the Minister for Planning outlining that the version of the Planning & Design Code released for consultation was not released in its final e-planning format, therefore it has been difficult for Council and its community to reach a full understanding of the relevant planning policy applicable to City of Prospect. As such, a second round of consultation is requested after amendments are undertaken as prompted by this round of consultation and the e-planning platform is ready, and prior to the operation of the electronic Planning and Design Code.

Welcome email sent to Cr Pearce with offer of training for full member role

That Council having considered Item 10.8 Appointment of Council Assessment Panel (CAP) Member, receive and note the report.

That Council having considered Item 10.9 Second Budget Review 2019-2020, receive and note the report.

That Council having considered Item 10.10 ALGA National General Assembly – Call for Motions, receive and note the report.

That Council having considered Item 10.11 Election Signs/Corflute Regulation Submission, receive and note the report.

That Council having considered Item 10.3 Collinswood Shopping Centre Precinct Upgrade, receive and note the report.

That Council endorse the White Cedar Replacement Program receive and note the report.

That Council endorses the Vine Plaza Concept Plan, receive and note the report.

That Council provide a response to the Australian Local Government Association supporting additional measures to restrict use of election signs, with the submission to be a Council’s support for election signs to be recycled or reused at the end of this.
25/02/2020

Item 10.12 Review and Update of Existing Policy

Mar-20

2. Council adopt the Council Member Records Management Policy, as provided at Attachments 1-9.
3. Council endorse changes to the Council Member Allowances and Benefits Policy, for
y
Policy; and
b. Expenses will only be reimbursed for attendance at conferences, seminars, etc. which
have been approved by Council or subject to the Council Member Conferences,
Environment and Development Policy to read as follows:
4. Add to related documents, Council member Conferences, Education and Development Policy; and
5. Expenses will only be reimbursed for attendance at conferences, seminars, etc. which
have been approved by Council or subject to the Council Member Conferences,
Environment and Development Policy.
6. Council adopt the Mobile Food Vendor Location Policy, as provided at Attachment.

25/02/2020

Item 33.13 Successful Grant Funding – Broadview Oval / Yarnta Tutu yarta Payrappe and Charles Cane Reserve / Parndo Yerta Redevelopment

Feb-20

Feb-20

Y

1. Council having considered Item 33.13 Successful Grant Funding – Broadview Oval / Yarnta Tutu yarta Payrappe and Charles Cane Reserve / Parndo Yerta Redevelopment.
2. That the Council contribution of $350,000 in the 2019/20 Annual Business Plan for the Broadview Oval / Yarnta Tutu yarta Payrappe is achieved by:
   a. Budget reallocation from savings of $165,000 as a result of the open tender for the 2019/20 Roads Design/Construction Program.
   b. Budget reallocation of $185,000 from delaying of kerb reconstructions and road
surface upgrade in Le Hunte Avenue until 2020/21, allowing for design in 2019/20 to
incorporate addressing of stormwater issues.
3. That Council engage with the residents of Le Hunt Avenue, between Brand Road and
Churchill Road and advise them, that Council will undertake design development of
Le Hunte Avenue in 2019/20 and contact kerb reconstruction and road surface
upgrade in 2020/21 to ensure that Council addresses stormwater concerns.
4. That Council consider allocating $180,856 in the 2021/22 Annual Business Plan for
the Charles Cane Reserve / Parndo Yerta Redevelopment.

25/02/2020

Item 12.2 Pajinh - Boosting Out of Hours Usage

Aug-20

Aug-20

1. Council having considered Item 12.2 Pajinh – Boosting Out of Hours Usage, receives
and note the report.
2. A Report be presented to April 2020 Council Meeting on initiatives that can be
undertaken in line with the LGA toolkit.

25/02/2020

Item 12.6 Local Government Domestic Violence Initiatives

Apr-20

Apr-20

N/A

1. Council having considered Item 12.6 Local Government Domestic Violence Initiatives,
receive and note the report.
2. A Report be presented to the April 2020 Council Meeting on initiatives that can be
undertaken in line with the LGA toolkit.
3. Report presented to April Council meeting despite LGA toolkit not being available and
no response being provided by LGA enquiring on the LGA toolkit.
4. Report outlined a small number of in-house initiatives being planned in response to
emerging sentiment; noting
5. Stage 1 actions in progress (again, some on hold due to COVID-19 Restrictions) and
have included securing online platform SpacetoCo following a robust tender process;
review Community Facility Hire Policy approved by Council in April 2020, and
6. Stages 1 actions in progress (again, some on hold due to COVID-19 Restrictions) and
have included securing online platform SpacetoCo following a robust tender process;
review Community Facility Hire Policy approved by Council in April 2020, and
restructured Fees and Charges in draft format. Additionally an operational process to
awards the tender of Pajinh Kuu and other Payinthi (North Side)
locations under certain circumstances.

25/02/2020

Item 14.2 Smoke Free Zones within City of Prospect

Feb-20

Feb-20

N/A

1. Council having considered Item 14.2 Smoke Free Zones within City of Prospect.
2. That Council write to the Department of Planning, Transport and Infrastructure
(DPTI) and City of Port Adelaide Enfield, advising of the proposal to construct a
roundabout (Option 3) at the Galway Avenue, Jellicoe Street and Rheims Street
intersection.
3. That Council consider allocating $388,000 in the Long Term Financial Plan (2021/22)
for the construction of a roundabout at Galway Avenue, Jellicoe Street and Rheims
Street intersection.

24/03/2020

Item 10.1 Appointment of Independent Member – Audit Committee

Apr-20

Apr-20

1. The Council having considered Item 10.1 Appointment of Independent Member – Audit
Committee receives and note the report.
2. That the Council appoint Peter Scargill as Independent member of the Audit
Committee for a three year term expiring 31 March 2023.
3. Council acknowledge the years of service and commitment from Independent
Member Mr David Moffat.
4. Peter Scargill has been emailed (and has confirmed receipt of
attached documents: Council Member Allowances and Benefits Policy).
5. Letter of appreciation was sent to David Moffat before end of
April 2020.
Infrastructure and Environment

24/03/2020 Item 10.3 Menzies Crescent Traffic Management

Mar-20 Mar-20 N
(1) Council having considered Item 10.3 Menzies Crescent Traffic Management receive and note the report.
(2) That Council undertakes to collect speed and traffic volume data in Menzies Crescent.
(3) That Council undertakes a further speed and traffic volume data collection in Menzies Crescent in 12 months after the implementation of the 40km/h speed limit.
(4) That an investigation reviewing the results of the 2014-2016 data and then post the implementation of the 40km/h speed limit speed and traffic volume analysis to establish the need or not for further traffic treatments in Menzies Crescent.

Council will continue to investigate options to increase the service standard for berry sweeping services on Council's footpaths.

Infrastructure and Environment

24/03/2020 Item 10.4 Queensland Box Trees - Long Term Options and Replacement Species

Mar-20 Mar-20 N
(1) Council having considered Item 10.4 Queensland Box Trees - Long Term Options and Replacement Species receive and note the report.
(2) That Council does not support the proactive removal of Queensland Box trees and only support removal of such trees in good, dead, damaged or dangerous as per Council Policy on Street Trees.
(3) That Council continues to investigate options to increase the service standard for berry sweeping services on Council’s footpaths.

Infrastructure and Environment

24/03/2020 Item 10.5 Dog Registration Fees 2020-2021

Mar-20 Mar-20 N/A
(1) Council having considered Item 10.5 Dog Registration Fees for 2020-2021 receive and note the report.
(2) That Council endorse 2020-2021 Dog Registration Fees as per Table 1 of the report.

Infrastructure and Environment

24/03/2020 Item 10.7 Small Mixed Activation Policy - Update #2

Aug-20
(1) Council having considered Item 10.7 Small Mixed Activation Policy - Update #2 receive and note the report.
(2) That Council invite representatives of the City of Unley Administration to present to a Councillors Workshop of the successes 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 architect practitioners to develop a program similar to the City of Unley’s ‘Living Streets Pilot Program’.

Council will continue to investigate options to increase the service standard for berry sweeping services on Council’s footpaths.

Infrastructure and Environment

24/03/2020 Item 10.8 Rotary Centenary Playspace Concept Design at Broadview Sports and Recreation Precinct / Yarnta Tutu yarta

Mar-20 Mar-20 Y
(1) Council having considered Item 10.8 Rotary Centenary Playspace Concept Design at Broadview Sports and Recreation Precinct / Yarnta Tutu yarta receive and note the report.
(2) That Council endorse the Rotary Centenary Playspace Concept Design at Broadview Sports and Recreation Precinct / Yarnta Tutu yarta for design development and delivery in 2020.
(3) That Council conducts community engagement with residents that live within a 300 metre radius of and the key user groups of the Broadview Sports and Recreation Precinct /Yarnta Tutu yarta, advising of the proposed upgrade and the timeframes to complete the project. Notification will also be included on Council’s website and social media.

Infrastructure and Environment

24/03/2020 Item 10.9 Review and Update of Existing Policy

Apr-20 Apr-20
(1) Council having considered Item 10.9 Review and Update of Existing Policy, dated 24 March 2020, receive and note the report.
(2) Council adopt the Code of Practice – Meeting Procedures, as provided at attachments 1-20.

Complete. No further action required.

Corporate Services

24/03/2020 Item 10.10 CEO Performance Development Review Committee Probation Outcome

Apr-20 Apr-20
(1) Council having considered Item 10.10 CEO Performance Development Review Committee Probation Outcome of 24 March 2020, receive and note the report.
(2) The CEO Performance Development Review Committee confirm the CEO’s performance has met expectations and recommend the confirmation of employment consistent with the terms of the Employment Agreement.

Council will continue to investigate options to increase the service standard for berry sweeping services on Council’s footpaths.

Infrastructure and Environment

24/03/2020 Item 10.11 State Government Planning and Development Fund Applications

Apr-20 Apr-20
(1) That the City of Prospect could as many small ready projects as possible to the State Government Planning and Development Fund Applications processes where possible.
(2) If need be the City of Prospect Council call a Special Council Meeting to approve or disapprove the applications being put forward.

Applications of small ready projects submitted to the Planning and Development Fund.

Infrastructure and Environment

24/03/2020 Item 10.12 Review and Update of Existing Policy

Apr-20 Apr-20
(1) Order pursuant to Section 90(3)(a)

That under the provisions of Section 90(2) of the Local Government Act 1999, an order be made that the public with the exception of Nigel McBride, Chief Executive Officer; be excluded from attendance at the Ordinary meeting of Council in order to consider in confidence Agenda Item 16.2 titled ‘Chief Executive Officer Performance Development Review Committee Meeting Minutes’. The Council is satisfied that it is necessary that the public be excluded to enable the Council to consider the report at the meeting:- On the grounds provided by Section 90(3)(a) of the Local Government Act 1999, being that the disclosure of the information concerning personal affairs, being the performance of the Chief Executive Officer.

Infrastructure and Environment

2/04/2020 Item 3.1 Electronic Participation in Council and Council Committee Meetings

Apr-20 Apr-20
(1) Council having considered Item 3.1 Electronic Participation in Council and Committee Meetings, receive and note the report.
(2) That Council alters its Code of Practice for Access to Meetings and Documents to facilitate participation in Council and Council Committee meetings by electronic means by including in this policy the highlighted provisions set out in Attachments 1-16 to this report.
(3) That Council alters its Code of Practice – Meeting Procedures to facilitate participation by Council and Council Committee members in Council and Council Committee meetings by electronic means by including in this policy the highlighted provisions set out in Attachments 17-48 to this report.
(4) Council alters its Informal Gatherings Policy to facilitate participation by Council members in informal gatherings by electronic means by including in this policy the highlighted provisions set out in attachments 49-55 to this report.
(5) Council resolve that, as from 21 April 2020, Council and Committee meetings will take place by electronic means at a Virtual Meeting Room, with access details to be provided with notice of the meeting on the Council website.

Part #2 - Code of Practice for Access to Meetings and Documents updated and published to website - complete.

Part #3 - Code of Practice - Meeting Procedures updated and published to website - complete.

Part #4 - Informal Gatherings Policy updated and published to website - complete.

Part #5 - Done. No further action required.

Corporate Services
(3) Applications to be made via Council website - awaiting reactivation to commence.

(4) Process discontinued. Civica to assist in January 2021 when reactivation to commence.

(5) Remission journal to be processed. Where the rate account is in commercial assessments (Rate Classes 2, 3 & 4) forced to close under the Federal Instalment to commercial assessments (Rate Classes 2, 3 & 4) who demonstrate they have suffered a significant financial loss due to impacts of COVID-19 pandemic.

(4) Council Suspends the application of Fines and Interest levied under Local Government Act 1999 Section 182 (1)(b) provide a rate remission of $37,520 to any assessment levied with the Separate Rate – Village Heart Marketing Fund for 2020-2021.

(5) Council endorses 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.

(1) Council having considered Item 3.3 Prospect Delivers Program receive and note the report.

(2) That Council receives the report with no further action required.

(1) Council having considered Item 1.1 Review and Update of Existing Policy receives and notes the report.

(2) Council endorses the policy of PROSPECT DELIVERS PROGRAM as provided in Attachments 1-2.

(3) Council determine that clause 4.3.1 & 4.4.3 of the Policy Manual be revoked, and that 'Recognising that street parties are a great way to meet neighbours and build community spirit' and published to website - complete.


(2) Council approves the revised projected operating deficit (before capital amounts) of $4,458,385, a projected net surplus (total comprehensive income amounts) of $4,458,250, and a projected net Borrowing position of $1,746,137.

(1) Council having considered Item 3.2 COVID-19 Financial Support Package, receive and note the report.

(2) Council endorses the Prospect Local History Group installing memorial plaques on each of the bollards surrounding Prospect Memorial Park and Recreation Reserve (Memorial Gardens).

(3) Council endorses the Prospect Local History Group to apply for funding under the City of Prospect Community Support Fund.

(4) That Council endorses the Prospect Local History Group.

(1) Council having considered Item 10.6 Memorial Gardens World War I Memorial Plaques Proposal receive and note the report.

(2) That Council consents to the Prospect Local History Group installing memorial plaques on each of the bollards surrounding Prospect Memorial Park and Recreation Reserve (Memorial Gardens).

(3) That Council encourages the Prospect Local History Group to apply for funding under the City of Prospect Community Support Fund.

Corporate Services / Business & Innovation / Infrastructure

Business and Innovation

Corporate Services

Infrastructure and Environment

Infrastructure and Environment

Corporate Services

Infrastructure and Environment
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<tr>
<th>Date</th>
<th>Item No.</th>
<th>Item Title</th>
<th>Reference</th>
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<tr>
<td>28/04/20</td>
<td>10.7</td>
<td>Plan for the EHA Constituents 2020-2025</td>
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<td>Plan adopted. Future work plans and budget bids to be established to deliver the Plan through its multi-year life.</td>
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<td>28/04/20</td>
<td>10.8</td>
<td>East Waste Draft Annual Plan 2020-2021</td>
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<td>Infrastructure and Environment</td>
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<td>Council having considered Item 10.8 East Waste Draft Annual Plan 2020-2021; received and noted the report.</td>
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<td>Council endorsed the East Waste Draft Annual Plan 2020-2021 (as presented in attachments 1-23)</td>
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<td>The Chief Executive Officer writes to East Waste advising Council’s decision to endorse their draft Annual Plan for 2020-2021 for final adoption by the Eastern Waste Management Authorities.</td>
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<td>28/04/20</td>
<td>10.9</td>
<td>Strategic Sites Program</td>
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<td>Council having considered Item 10.9 Strategic Sites Program receive and note the report.</td>
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<td>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.</td>
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<td>Council adopted guidelines for a Strategic Sites program in April 2020.</td>
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<td>Council is seeking to work with property owners, developers and the community to develop Strategic Sites in the Prospect Urban Corridor Zone (UCZ).</td>
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<td>Council is seeking to work with property owners, developers and the community to develop Strategic Sites in the Prospect Urban Corridor Zone (UCZ).</td>
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<td>Exciting new businesses are springing up from bagel shops with great coffee to a French Charcuterie.</td>
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<td>However, in order to maintain and improve on that momentum in the COVID-19 environment the Strategic Sites program has been developed by Council.</td>
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<td>Owners of key sites in the UCZ will be written to, to see if they want to participate in the program.</td>
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<td>28/04/20</td>
<td>10.10</td>
<td>Local Government Domestic Violence Initiative - Update</td>
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<td>Community and Planning</td>
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<td>Council having considered Item 10.10 Local Government Domestic Violence Initiative - Update, receive and note the report.</td>
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<td>Upon release of Local Government Domestic Violence Initiative Toolkit from LGA SA, a report is presented to Council on initiatives that can be undertaken in line with the toolkit.</td>
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<td>A report to come back by the June 2020 Council Meeting on the direct actions the City of Prospect Council has taken and will be taking to engage the wider community on domestic violence initiatives and preventions.</td>
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<td>28/04/20</td>
<td>12.1</td>
<td>Monthly Activity Report</td>
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<td>Chief Executive Officer</td>
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<td>Council having considered Item 12.1 Monthly Activity Report receive and note the report.</td>
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<td>28/04/20</td>
<td>12.2</td>
<td>Events Evaluation Report 2019-2020</td>
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<td>Council having considered Item 16.1 Community Service Awards 2020, receive and note the report.</td>
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<td>This Item is held in Confidence.</td>
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