

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

Work in Progress Register September 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 | | | | | | | | | |
| | O.20.03 | Resident Satisfaction Survey | The Resident Satisfaction Survey will measure community perceptions of Council services and in particular track satisfaction with those services provided by Council. It will also help Council to better understand the needs of the community throughout the development of our Strategic Plan to 2024. | Jan/ Feb 2021 | 2020/2021 Financial Year | Y | 2019/ 20 Annual Business Plan | The survey has been scheduled to take place in line with the New Strategic Plan development. This is reported in the Budget Review Report to the February Council Meeting to indicate that it will be carried forward to 2020/21. Adjustment has been presented in the 3rd budget review report at the April 2020 Council meeting. | Corporate Services |
| | O.20.21 | Staged Implementation - Reconciliation Action Plan (Operating) | Implementation of 'Reconciliation Action Plan' - Staged dual naming of two local parks and delivery of National Reconciliation Week activity. | Jul-20 | Jul-20 | Y | 2019/ 20 Annual Business Plan | Dual naming completed for two parks (Prospect Oval/ Payinthe yarta and Broadview Recreation Precinct/ Yarrta Tutu yarta). Council's Reconciliation Week activity will not occur in June 2020 because of COVID-19 restrictions. Assistance provided to the Infrastructure and Environment team for their delivery of Ceremonial Dance Space and Bush Tucker Garden in with RAP direction. Liaison with cultural consultant commenced. Final summary report of achievements presented to July 2020 Council meeting thereby concluding the Innovate RAP. | Community and Planning |
| | | Vine Street Plaza Capital (Stage 1 & 2) | Upgrade of Vine Street Plaza in stages. | Jun-20 | Nov-20 | Y | 2019/ 20 Annual Business Plan | Council endorsed the concept plan for Vine Plaza in February 2020 and approved the delivery of the project in stages. Stage 1 initial demolition works commenced 15 June 2020 and continuing ahead of civil works. Town Hall basement has been emptied ready for activation. Flag poles installed in September 2020. Civil works to commence in October 2020 and anticipated to be completed December 2020. | Infrastructure and Environment |
| 19/20 FY | O.20.34 | Heritage DPA Project (Operating) | Undertake a Prospect Local Heritage DPA that focuses on investigating the upgrading of existing Contributory Items to Local Heritage items, reviewing previous Heritage studies and surveys identifying new buildings suitable for Local Heritage listing and new heritage zones in the City of Prospect. | 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 SPDP in July and Council in August. Statement of Intent sent to Minister for Planning seeking endorsement. Consultation materials being prepared in the background in anticipation of endorsement. Once endorsed by Minister, full DPA to occur over next 12 months. | 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 | Aug-20 | Y | 2019/ 20 Annual Business Plan | Community engagement focus led the final stages of work in 2020 with online sessions occurring late May. Final draft Study (and outcomes of community engagement) presented to SPDP 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. Final study adopted by Council - project completed | 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 in final construction and testing phase (on new timeline impacted by COVID-19 and supported by Arts SA funding partner). Staff have inspected progress on multiple occasions across 2020. Installation in Payinthe scheduled for early October. A launch event is being planned to celebrate this significant Art installation in line with public gathering restrictions and will include Arts SA and Department of Premier and Cabinet (Premier Steven Marshall is also the Minister for Arts). This is expected to be early November subject to Premier and artist availability. | Community and Planning |
| 19/20 FY | | Broadview Sports/ Yarrta Tutu Yarta Playspace | Upgrade to playspace at Broadview Oval/ Yarrta Tutu Yarta. | Dec-20 | | Y | 2019/ 20 Annual Business Plan | Report presented to Council in February 2020 outlining a proposed budgeting model, resulting Council direction will be reflected in BR3. Works commenced in August 2020. | Infrastructure and Environment |
| 19/20 FY | | Charles Cane/ Parndo Yerta Redevelopment | Upgrade to surrounds of Reserve including a new playspace, pedestrian linkage, vegetation and seating. | Dec-20 | | Y | 2019/ 20 Annual Business Plan | Report presented to Council in February 2020 outlining a proposed budgeting model. As resolved by Council, works to be considered in 2020/21 ABP. Income to be carried forward to 2020/21 ABP. Works to commence September 2020. | Infrastructure and Environment |
| 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 |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|----------|---------|---|--|--------------------------|---|--------------------|-------------------------------|--|--------------------------------|
| 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 |
| 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 | 2 Year Project across 2019/2020 & 2020/2021 | 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'. During 2019/2020, the project commencement date was delayed due to the focus on the move to Payinthe, and providing remote services to staff through the COVID-19 pandemic, resulting in a carry over to 2020/2021. Teams and SharePoint integration with Content Manager is currently being tested. A-Z Knowledge Database has been released on SharePoint for testing by Customer Services. Planner on SharePoint has been released to Finance for testing. | 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. | Oct-20 | | Y | 2019/ 20 Annual Business Plan | Funds fully committed. Small amount carry forward from 2019/2020 to finalise the project. Civica has released a fix, previously preventing its implementation in the production environment. This is being tested and implementation is planned for mid-September. | Corporate Services |
| 19/20 FY | O.20.16 | Strategic Plan Development | Required to be Developed within 2 years of the Election, the Strategic Plan is Council's Visionary document for its medium term future. This project includes both the Development and Community Consultation of Council's Strategic Plan 2020 - 2024. | Jan/Feb 2021 | | Y | 2019/ 20 Annual Business Plan | At the Councillor Information & Workshop Session held on 8 September 2020, the progress to date of Elected Member feedback, and Administration's responses, were reflected in a draft 20 Year Community Plan, presented alongside a draft set of qualitative and quantitative measures over the first five years, that is, draft 5 Year Strategic Plan. A revised document based on the September Workshop feedback will be presented to a Councillor Information & Workshop Session on 13 October 2020 with the intention of getting further Elected Member feedback in order to create a draft which will be able to be approved for community consultation by the October Council meeting. | Chief Executive Officer |
| 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 | There is partial carry over to 2020/21. Project commencement was delayed due to the focus on the move to Payinthe, and providing remote services to staff through the COVID-19 pandemic, resulting in a carry over to 2020/2021. The implementation has now been completed. System is currently being tested and training is planned for September. | 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. | Nov-20 | | Y | 2019/ 20 Annual Business Plan | Funds carried forward to 2020/21 and fully committed. This project is dependent on the completion of the implementation of InfoCouncil. | Corporate Services |
| | C.20.03 | Driveway Rectification Program | Remove hazards and improve property access and amenity. | Ongoing | Ongoing | Y | 2019/ 20 Annual Business Plan | Ongoing program, meeting the required demand. | Infrastructure and Environment |
| | C.20.04 | Fleet Management - Capital Acquisitions | Replacement of fleet in accordance with Fleet Replacement Plan. Fleet replaced as required to maximise trade-in value, ensure operator safety and purchase fit for purpose fleet. | Jun-20 | Nov-21 | Y | 2019/ 20 Annual Business Plan | There is limited supply of some vehicles types due to COVID-19 so therefore the replacement of vehicles has impacted availability. \$210,000 to be carried forward to 2021/22 for the purchase of six utilities. | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|----------|---------|--|---|--------------------------|-----------------------|--------------------|-------------------------------|--|--------------------------------|
| 19/20 FY | | Main North Rd/ Johns Rd Sale Expenditure (Payinithi) | Income expectation at settlement (scheduled March 2020, delay accepted by Council firstly to June 2020, now to November 2020) to assist with managing Council's financial indicators and funding the 20/21FY budget | Nov-20 | | 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. Good level of interest is a positive sign despite the impact of COVID, however expected to only be several applications (which is similar to previous years). | 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 for a wide range of experiences and activities 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 2020. | 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 | 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 |
| 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 | Council endorsed the concept plan for Vine Plaza in February 2020 and approved the delivery of the project in stages. Stage 1 initial demolition works commenced 15 June 2020 and continuing ahead of civil works. Town Hall basement has been emptied ready for activation. Prospect Road footpath completed in August 2020. Flag poles installed in September 2020. Civil works to commence in October 2020 and anticipated to be completed December 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 September 2020. | 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 | Guidelines being developed and 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 |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|----------|---------|--|---|--------------------------|-----------------------|--------------------|-------------------------------|--|--------------------------------|
| 20/21 FY | O.21.27 | Broadview Oval / Yarnta Tutu yarta Community Hub - Concept Plans | Creation of concept designs in relation to the Broadview Oval / Yarnta Tutu yarta Community Hub. | Oct-20 | | Y | 2020/ 21 Annual Business Plan | Request for Tender closed 14 August 2020 and a successful consultant engaged. Councillor Workshop scheduled for 13 October 2020 and then report to Council 24 November 2020. | Infrastructure and Environment |
| 20/21 FY | C.21.09 | Public Art | Deliver a Public Art Program (new capital investments) to improve key public areas for Prospect residents, businesses and visitors across multiple locations within our council. | Jun-21 | | | 2020/ 21 Annual Business Plan | Confirmation from CWPAP at July 2020 budget meeting that Devonport Terrace, Prospect, will be the focus of this capital budget, and the August meeting was onsite to discuss options and undertake planning and discuss opportunities. | 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 September 2020. Development Application to be submitted early October 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 to engage design consultant closed 31 July 2020 and a successful consultant 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 |
| 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 re-writing annual business plan for lower budget. Looking for opportunities to work with COP events team on a number of smaller community events in the village heart. | Business and Innovation |
| 20/21 FY | O.21.26 | French Quarter 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. | Jun-21 | | Y | 2020/ 21 Annual Business Plan | This project is earmarked for 'Year 2' of the 2-year project. Additional development will continue after the completion of Stage 1 scope (configuration of SharePoint (completed), development of A-Z Knowledge Database (being tested), implementation of Teams, Planner and integration with Content Manager (currently being tested) and development of 10 workflows. | Corporate Services |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|----------|---------|---|---|--------------------------|-----------------------|--------------------|-------------------------------|---|--------------------------------|
| 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 following the Civica Upgrade to Version 7.1 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. | Oct-21 | | Y | 2020/ 21 Annual Business Plan | This project is expected to run for 42 weeks, across 2 financial year (from Oct 2020 to Oct 2021). Expected completion prior to November 2021. There will be carry over costs to 2021/22 financial year. A report will be submitted to the September 2020 Council Meeting for the appointment of a qualified consultant for the Review. | 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 |
| 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 closed and a Councillor Workshop scheduled for 6 October 2020. Report to Council 27 October 2020. | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|----------|---------|---|--|--------------------------|-----------------------|--------------------|-------------------------------|--|--------------------------------|
| 20/21 FY | C.21.10 | Road Design/ Reconstruction | Reconstruct and resurface roads where required at the following locations, though this list is subject to change. | Jun-21 | | Y | 2020/ 21 Annual Business Plan | Reseal and Resurface Program will commence as the weather improves, and includes Meredith St, Maud St, Wisteria Lane, Thorngate St and Le Hunte Avenue. | Infrastructure and Environment |
| 20/21 FY | C.21.11 | Street Lighting Upgrades | Design development to upgrade non-compliant public lighting across local road network. | Dec-20 | | Y | 2020/ 21 Annual Business Plan | Works are currently being scoped. | Infrastructure and Environment |
| 20/21 FY | C.21.12 | Pedestrian Kerb Ramp | Continue upgrading kerb ramps across Council to achieve DDA compliance. | May-21 | | Y | 2020/ 21 Annual Business Plan | Upgrades to our footpath network to construct new DDA compliant pedestrian ramps in conjunction with our capital works construction program. | Infrastructure and Environment |
| 20/21 FY | C21.13 | Churchill Road Stage 3 Master Plan Upgrade | Continuation of the Churchill Road Master Plan between Gurr Street and Livingstone Avenue. Works to be undertaken to complement completion of new developments within the region. | Mar-21 | | Y | 2020/ 21 Annual Business Plan | Tender closed and contract awarded. Construction to commence 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 |
| 20/21 FY | C.21.18 | Stormwater Management Plan Contribution- PAE, CS | Contribution to develop Stormwater Management Plan for the 'Barker Inlet Catchment' area encompassing Cities of Port Adelaide Enfield, Charles Sturt and northwest section of City of Prospect. | Jun-21 | | Y | 2020/ 21 Annual Business Plan | Draft flood maps have been generated and Council is currently working with the consultant to develop strategies to reduce the flooding risk, which will be the subject of a future Council Workshop. | Infrastructure and Environment |
| 20/21 FY | C.21.19 | Charles Cane/ Parndo Yerta Reserve Upgrade | Secured in 2019-2020, \$508,562 (50%) grant funding from state government to deliver new play space, including fitness equipment. Council's matching financial contribution of \$508,563 (50%) in 2020-2021 supports its vision to provide quality open space for existing and future community. Total project cost \$1,017,125. | Feb-21 | | Y | 2020/ 21 Annual Business Plan | Contract for construction awarded and commenced 21 September 2020 through to December 2020. | Infrastructure and Environment |
| 20/21 FY | C.21.20 | Farrant & Alexandra St Stormwater Diversion | Creation of a stormwater diversion from Farrant Street will reduce the stormwater flooding impacts in Alexandra Street | Feb-21 | | Y | 2020/ 21 Annual Business Plan | Tender documents for construction released 31 August 2020 and close 2 October 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 10 November 2020). | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|--|---------|--|-------------|--------------------------|-----------------------|--------------------|---|---|--------------------------------|
| Council Resolutions - This is a register of resolutions that are passed through Council Meetings | | | | | | | | | |
| 28/05/2019 | 136/19 | Item 13.16: Leasing of retail and commercial space for the Community Hub, Library & Innovation Centre (CLIC) | | TBA | TBA | | (1) Council having considered Item 13.16 Leasing of commercial space for Community Hub, Library & Innovation Centre (CLIC) receives and notes the report. (2) Council delegate the power pursuant to Section 201(1) of the Local Government Act 1999 to the Chief Executive Officer, to negotiate two commercial tenancies on the land at 128 Prospect Road, subject to the conditions specified herein: - to negotiate a minimum of \$100,000 in total rent per annum from the retail and commercial tenancies at 128 Prospect Road for a maximum period of five plus five years; - to negotiate a range of rental conditions and incentives as part of the leases. | The commercial tenancy on level 2 at Payinthe has been successful with the new tenant being the Nature Foundation SA Inc. Consistent with Council resolution for the two Payinthe tenancies meeting or exceeding \$100,000 per annum, the lease is for \$80,000 per annum plus outgoings on a 'five + five' basis. The rent is subject to annual CPI increases and a full market review at 5 year intervals. A launch /media event in early February with Nature Foundation. Council currently has one proposal on the smaller ground floor tenancy. | Business and Innovation |
| 25/06/2019 | 144/19 | Item 9.1: Notice of Motion - Mayor David O'Loughlin Progressive Change in the Distribution of General Rates | | Jun-20 | Jul-20 | | (1) Council notes it's desire to progressively shift the rate burden from households to the commercial and corridor development sectors and requests the CEO provide the following: - Acknowledging the Strategic Target for 4.2.2 Council continues to increase its commercial, corridor development and retail sector rate income is a 1% shift to these sectors each year off a 2015/2016 base of 17%, with staff to report to Council twice yearly on progress to date, and forecast progress for the next two years based upon probability analysis of development applications under assessment, approved or under construction. - That each Annual Business Plan include and respond to this analysis. - That Council's economic development plan and activities be focussed on achieving this strategic target, including taking direct action in response to trends revealed in the forecast progress reports that deviate from the target. | An update report will be presented to Council in December 2020. | Business and Innovation |
| 27/08/2019 | 194/19 | Item 15.2 Broadview Sports and Recreation Precinct / Yarrta Tutu yarta Masterplan | | Oct-20 | | Y | (1) Council having considered Item 15.2 Broadview Sports and Recreation Precinct/ Yarrta 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/ Yarrta Tutu yarta Master Plan and present a Draft Master Plan to Council seeking formal endorsement by December 2019. (3) That Council endorse additional budget of \$9,000 to be funded as part of Budget Review 1 Adjustment. | Consultation with all key stakeholders and peak sporting bodies completed. Councillor Workshop held on 21 April 2020 presenting the Draft Master Plan discussion. Draft Master Plan was endorsed by Council in April 2020 for community consultation completed. Report presented to Council on 28 July 2020 seeking endorsement of draft Master Plan. Council resolved to hold a Workshop, specifically in relation to location of proposed new Community Hub. Workshop held 18 August 2020. Further Workshop scheduled for 13 October 2020 to be followed by Council Report 24 November 2020. | Infrastructure and Environment |
| 25/02/2020 | 34/2020 | Item 12.2 Payinthe – Boosting Out of Hours Usage | | Aug-20 | Jul-20 | N | (1) Council having considered Item 12.2 Payinthe – Boosting Out of Hours Usage, receive and note the report. | Stage 1 actions concluded early 2020 including moving hirers to PIN access, finalisation of online provider for bookings, opening up small meeting rooms for casual (and free) community use, extending daily use of the facility through casual and program use, assessing internal and external demands on the facility (inside and outside business hours) and establishing visible online calendars or room availability. Availability of rooms then postponed temporarily due to COVID-19. Stage 2 actions occurred during June and July to launch fully operational online platform SpacetoCo following a rebuild of their product. Revised Community Facility Hire Policy approved by Council in April 2020, and restructured Fees and Charges also adopted. Project completed | Community and Planning |
| 24/03/2020 | 45/2020 | Item 10.7 Small Street Activation Policy – Update #2 | | Aug-20 | Oct-20 | | (1) Council having considered Item 10.7 Small Street Activation Policy – Update #2 receive and note the report. (2) That Council invite representatives of the City of Unley Administration to present to a Councillor Workshop of the success and learnings of the 'Living Streets Pilot Program'. (3) That Council seeks submissions including methodology and quotations from suitably qualified and experienced urban design and landscape architecture practitioner to develop a Program similar to the City of Unley's 'Living Streets Pilot Program'. | Due to COVID-19 this Councillor Workshop has been delayed but is now scheduled for late 2020. | Infrastructure and Environment |
| 21/04/2020 | 64/2020 | Item 3.3 'Prospect Delivers' Program | | Jun-20 | 9-Jun-20 | | (1) Council having considered Item 3.3 Prospect Delivers Program receive and note the report. (2) That the reallocation of the budget for Prospect Delivers Program of \$119,000 be made in the third budget review. (3) Council endorse the guidelines and eligibility criteria for the management of Prospect Delivers Program as provided in Attachments 1-2. (4) The Chief Executive Officer be delegated to change the program guidelines to expedite program delivery if required. | City of Prospect has responded to the unprecedented COVID-19 pandemic with an innovative program Prospect Delivers - delivering meals to our communities vulnerable from our 'locked down' café and food service sector – valued at \$120,000. Prospect Delivers was initiated in 10 days from the 22nd of April with the first vouchers being hand delivered into peoples' letter boxes on the 1st of May. Over a seven week period 555 vulnerable residents (generally residents over the age of 65) were delivered over 4,400 \$25 meal vouchers. 25 Prospect Cafes and Restaurants participated in the program, keeping those Prospect businesses open during the height of the COVID restrictions. Indeed, anecdotally Prospect Road was the busiest mainstreet in SA compared with City of Adelaide and other suburban mainstreets. The Prospect Delivers program was closed effective from the 19th of June. | Business and Innovation |
| 28/04/2020 | 76/2020 | Item 10.9 Strategic Sites Program | | Ongoing | Aug-20 | | (1) Council having considered Item 10.9 Strategic Sites Program receive and note the report. (2) An Expression of Interest process be undertaken to invite property owners to participate in the Strategic Sites Program in accordance with the eligibility criteria in this report. | Council adopted guidelines for a Strategic Sites program in April 2020. Council is seeking to work with property owners, developers and the community to develop Strategic Sites in the Prospect Urban Corridor Zone (UCZ). Strategic Sites program has been developed by Council. Owners of key sites in the UCZ will be written to, to see if they want to participate in the program. | Business and Innovation |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|------------|----------|--|-------------|--------------------------|-----------------------|--------------------|---|--|--------------------------------|
| 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 or October 2020). | Community and Planning |
| 23/06/2020 | 97/2020 | Item 10.2 Discretionary Rate Rebate – General Rates 2020-2021 | | 20-Jul-20 | 1-Jul-20 | | (1) Pursuant to Local Government Act 1999 Section 166, Council having considered their eligibility, provide a 100% discretionary rebate for the 2020-2021 rating year to the 1st Gilberton Scouts (assessment 114280). (2) Pursuant to Local Government Act 1999 Section 166, Council having considered their eligibility, provide a 100% discretionary rebate for the 2020-2021 rating year to the 2nd Prospect Sea Scouts (assessment 161463). (3) Pursuant to Local Government Act 1999 Section 166, Council having considered their eligibility, provide a 100% discretionary rebate for the 2020-2021 rating year to the Returned & Services League (assessment 143529). | Completed in rates billing process 1/7/2020 | Corporate Services |
| 23/06/2020 | 98/2020 | Item 10.3 Discretionary Rate Rebate – Village Heart Marketing Fund 2020-2021 | | 20-Jul-20 | 1-Jul-20 | | (1) Council having considered Item 10.3 Discretionary Rebate – Village Heart Marketing Fund 2020-2021, receive and note the report. (2) Pursuant to the Local Government Act 1999 Section 166, Council subsequently provide a rebate of \$112.50 to the following Ratepayers, for the separate rate levied on contiguous properties for the 2020-2021 rating year: • 189647 Philpott & Associates • 202762 Schinella's Your Local Market • 202770 Schinella's Your Local Market • 143875 Tricia Chillingworth • 199539 Flux Family Trust | Completed in rates billing process 1/7/2020 | Corporate Services |
| 23/06/2020 | 99/2020 | Item 10.4 Fees and Charges 2020-2021 | | 20-Jul-20 | 15-Jul-20 | | (1) Council having considered Item 10.4 Fees and Charges 2020-2021, endorse the Fees and Charges 2020-2021 (as presented in Attachments 1-16) with updated Statutory Charges once gazetted by the State Government. (2) Council continues to offer support to the community through its COVID-19 Financial Support package (originally resolved 21 April 2020) with the following fees and charges being waived until 31 December 2020: a. Section 1.1 - Nailsworth Hall Hire Fee b. Section 2.5 – Payinthe Meeting Rooms Hire Fees | Completed - Statutory fees were gazetted last week of June and updated. Register published on website 1/7/20. | Corporate Services |
| 23/06/2020 | 100/2020 | Item 10.5 Local Roads and Community Infrastructure Program Funding Options | | Jul-20 | Jun-21 | | (1) Council having considered Item 10.5 Local Roads and Community Infrastructure Program Funding Options receive and note the report. (2) That Council allocates the Local Roads and Community Infrastructure Program fund of \$286,180 to the Devonport Terrace Streetscape Upgrade upon a successful grant application. (3) That Council commits \$211,415 in compensation funding from DPTI to the Devonport Terrace Streetscape Upgrade, upon receipt of the funding. (4) That Council commences the Devonport Terrace Streetscape Upgrade. | Council has commenced this project and is seeking a Request for Tender to engage a consultant to prepare concept and detailed designs. | Infrastructure and Environment |
| 23/06/2020 | 101/2020 | Item 10.6 Churchill Road Master Plan (Stage 3 of 3) Consultation Results | | Jul-20 | Apr-21 | | (1) Council having considered Item 10.6 Churchill Road Master Plan (Stage 3 of 3) Consultation Results receive and note the report. (2) Council endorse the Churchill Road Master Plan (Stage 3 of 3) as presented in Attachments 20-28 and commence construction in late 2020 noting the intention to retain the footpath on the western side of Churchill Road (from Regency Road to Hungry Jacks). (3) That Council authorises the Chief Executive Officer to write to the Department of Planning, Transport and Infrastructure seeking a decision on the configuration of the new Payinthe Road and Churchill Road Intersection (also incorporating the Redin Street intersection). (4) That Council advises all residents, businesses, occupiers and owners that live adjacent to Churchill Road (Gurr Street to Livingston Avenue) as well as other respondents to the consultation of Council's decision. | Council has been liaising with DPTI representatives regarding the new Payinthe Road but are still continuing. Letter distributed to residents advising of Council's decision. Tender for construction advertised. | Infrastructure and Environment |
| 23/06/2020 | 102/2020 | Item 10.7 Nailsworth Hall Refurbishment | | Jul-20 | Jun-20 | | (1) Council having considered Item 10.7 Nailsworth Hall Refurbishment receive and note the report. (2) Council endorse the Nailsworth Hall Refurbishment concept plans (as presented in Attachments 1-4) for design development and construction, noting that minor design changes may be undertaken during design development. | Detailed designs being prepared. | Infrastructure and Environment |
| 23/06/2020 | 103/2020 | Item 10.8 Broadview Oval / Yarnta Tutu yarta Community Hub Project Brief | | Jul-20 | Dec-20 | | (1) Council having considered Item 10.8 Broadview Oval / Yarnta Tutu yarta Community Hub Project Brief receive and note the report. (2) Council endorse the Broadview Oval / Yarnta Tutu yarta Community Hub Project Brief (as presented in Attachments 1-12), noting that minor updates may be undertaken prior to release to tender. | Council has sought a Request for Tender from consultants to prepare concept plans. | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|------------|--|--|-------------|--------------------------|-----------------------|--------------------|--|--|--------------------------------|
| 23/06/2020 | 105/2020 | Item 10.10 Local Government Domestic Violence Initiatives | | 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 installed July 2020. Staff and Elected Member training under consideration to be scheduled likely October/ November 2020. | Community and Planning |
| 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 - ThinkLab. | 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 occurring with developer to prompt and facilitate 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 | 25/08/2020 | 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. | (1) No applicable actions. (2) Application completed by Mayor David O'Loughlin and sent to the LGA. The LGA has since acknowledged receipt and confirmed the nomination - Completed 25/08/2020 | Corporate Services |
| 28/07/2020 | 123/2020 | Item 10.8 Unreasonable Complainants Policy | | Aug-20 | 25/08/2020 | 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. | (1) Council received the report again in August, and adopted the Draft Policy. - Completed 18/08/2020 | Corporate Services |
| 28/07/2020 | 128/2020 | Item 10.11 Balfour and Howard Streets Intersection Options – Community Consultation Results | | Jul-20 | Jul-20 | | (1) Council having considered Item 10.11 Balfour and Howard Streets Intersection Options – Community Consultation Results receive and note the report. | Noted | Infrastructure and Environment |
| 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 | 130/2020 | Item 10.11 Balfour and Howard Streets Intersection Options – Community Consultation Results | | Aug-20 | Aug-20 | | (4) That Council contact the head petitioner and respondents to the consultation advising of Council's decision resulting from this report. | Head Petitioner advised in writing. | Infrastructure and Environment |
| 28/07/2020 | 131/2020 132/2020 133/2020 134/2020 135/2020 | Item 10.12 Broadview Oval / Yarnta Tutu yarta Draft Master Plan Consultation Outcomes | | Jul-20 | Jul-20 | | (1) Council having considered Item 10.12 Broadview Oval/ Yarnta Tutu yarta Draft Master Plan Consultation Outcomes receive and note the report. (2) Council refer the Broadview Oval/ Yarnta Tutu yarta Master Plan (as presented in Attachment 1), to a future workshop on site for discussion by the end of August 2020. (3) Council note that the design and delivery of sporting and recreational precincts as well as individual elements of the Master Plan will be subject to future funding. (4) The Council continues to investigate grant funding opportunities to fund the Master Plan. (5) That Council advises all residents that live within a 500 metre radius of Broadview Oval/ Yarnta Tutu yarta well as other respondents to the consultation of Council's decision. | Councillor Workshop held 18 August 2020. | 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 October 2020. | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|------------|--|--|-------------|--------------------------|-----------------------|--------------------|--|---|--------------------------------|
| 28/07/2020 | 137/2020 | Item 10.14 Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan | | Sep-20 | | Y | (1) Council having considered Item 10.14 Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan receive and note the report. (2) That Council endorse the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan (as presented in Attachment 1) for community consultation. (3) A further report is provided to Council on the outcomes of community consultation on the Draft Prospect Gardens / Narnu Wirra Playspace Concept Plan. | Community consultation closed and a Councillor Workshop scheduled for 6 October 2020. Report to Council 27 October 2020. | 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 | 142/2020 | Item 12.2 Eastern Waste Management Authority Board Meeting Minutes | | Jul-20 | Jul-20 | | (1) Council having considered Item 12.2 Eastern Waste Management Authority Board Meeting Minutes receive and note the minutes of the Ordinary Board Meeting of the Eastern Waste Management Authority held on Thursday 25 June 2020 as presented in Attachment 1-6. | No further action required. | Infrastructure and Environment |
| 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 | 148/2020 | Item 12.9 East Waste 2019 Household Bin Audit Results | | Jul-20 | Jul-20 | | (1) Council having considered Item 12.9 East Waste 2019 Household Bin Audit Results receive and note the report. | Administration reviewing methods to improve recycling rates and reduce contamination rates. | Infrastructure and Environment |
| 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 |
| 25/08/2020 | 151/2020 | Item 5: Confirmation of Minutes | | | | | (1) The Minutes of the Ordinary Meeting of Council held on Tuesday 28 July 2020 be taken as read and confirmed as a true record. | Read and confirmed. | Chief Executive Officer |
| 25/08/2020 | 152/2020 | Item 10.1 Local Heritage Transition Development Plan Amendment Update and Submission of Statement of Intent – From SPDPC | | | | | (1) Council having considered Item 10.1 Local Heritage Transition Development Plan Amendment Update and Submission of Statement of Intent – From SPDPC, receive and note the report. (2) Council endorse the Local Heritage Transition Development Plan Amendment Statement of Intent (provided under separate cover), including providing supporting text to criteria (a) as detailed in this report, for submission to the Minister for Planning (with the inclusion of updated photographs for some items and as subject to minor administrative amendments). | Council endorsed the Local Heritage Transition Development Plan Amendment Statement of Intent, which has been subsequently submitted to the Minister for Planning for consideration and approval. | Community and Planning |
| 25/08/2020 | 153/2020 | Item 10.2 Housing Diversity and Desirable Neighbourhoods Study – Study Update and Draft Report – From SPDPC | | Aug-20 | | | (1) Council having considered Item 10.2 Housing Diversity and Desirable Neighbourhoods Study – Study Update and Draft Report – From SPDPC receive and note the report. (2) Council endorse the Housing Diversity and Desirable Neighbourhoods Study - Draft Final Report (provided under separate cover) and as recommended by the Strategic Planning and Development Policies Committee at its July 2020 Meeting. | No action required. | Community and Planning |
| 25/08/2020 | 154/2020 155/2020 | Item 10.3 Section 221 Application – 60 Belford Avenue, Prospect | | TBC | | | (1) Council having considered Item 10.3 Section 221 Application 60 Belford Avenue, Prospect receive and note the report. (2) Council endorse in principle the construction of a parklet for outdoor dining as presented in Attachment 1, and authorise Administration to approve the application subject to detailed design and community consultation which reflects general support. | Community consultation to commence October 2020. | Infrastructure and Environment |
| 25/08/2020 | 156/2020 157/2020 158/2020 159/2020 160/2020 | Item 10.4 Section 221 Application – 69-73 Prospect Road, Prospect | | TBC | | | (1) Council having considered Item 10.4 Section 221 Application - 69-73 Prospect Road, Prospect receive and note the report. (2) Council endorses in principle the proposed changes to the streetscape paving, planter boxes, seating, and vegetation in accordance with the attached plans (Attachment 9-13) and authorise Administration to approve the application for streetscape changes subject to the detailed design being consistent with the Prospect Road Village Heart streetscape. (3) Council endorses in principle the awning encroachment within the road reserve and authorise Administration to approve the application for the encroachment subject to the detailed design for the awning ensuring that existing and proposed street trees can achieve healthy tree canopy development. (4) Council endorses in principle and subject to parts (2) and (3), the removal of two (2) Council street trees in Pulsford Road associated with the application noting the provision of the streetscape works (Attachment 9-13) are in lieu of any amenity value compensation payable. (5) Council endorses in principle the planting of two (2) new street trees in Pulsford Road, and three (3) new street trees in Prospect Road and authorises Administration to approve the application for new tree plantings. | Council Administration liaising with applicant. | Infrastructure and Environment |
| 25/08/2020 | 161/2020 | Item 10.5 Green Adelaide Water Sustainability Grants 2020/2021 – Grant for Resilient East WSUD Implementation | | Aug-20 | | | (1) Council having considered Item 10.5 Green Adelaide Water Sustainability Grants 2020/2021 – Grant for Resilient East WSUD Implementation receive and note the report. (2) Council authorises the Chief Executive Officer to submit a grant application for \$30,000 for the 'Green Adelaide Water Sustainability Grants 2020-2021'. | Grant Application submitted. | Infrastructure and Environment |

| Date | Ref | Action/ Resolution/ Project | Description | Expected Completion Date | Actual Completed Date | Funded/ Not Funded | Council Resolution | Comments | Directorate |
|------------|----------|--|-------------|--------------------------|-----------------------|--------------------|--|---|--------------------------------|
| 25/08/2020 | 162/2020 | Item 10.6 School Consultation Results – Traffic Management Around Schools | | Aug-20 | | | (1) Council having considered Item 10.6 School Consultation Results – Traffic Management Around Schools, receive and note the report. (2) That Council acknowledges providing a safe road environment for adult and child pedestrians, cyclists and motorists is the responsibility of all people picking up and dropping off children at schools, including schools. | Six monthly meetings with schools scheduled. | Infrastructure and Environment |
| 25/08/2020 | 163/2020 | Item 10.7 40km/h Speed Limit – City of Port Adelaide Enfield Impact | | Aug-20 | | | (1) Council having considered Item 10.7 40km/h Speed Limit – City of Port Adelaide Enfield Impact receive and note the report. (2) That Council authorise the Chief Executive Officer to write to the City of Port Adelaide Enfield: a. Thanking the City for its interest in the proposed 40km/h speed limit in its area, b. Supporting the City of Port Adelaide Enfield's consideration for implementing a 40km/h speed limit in the Sefton Park and Broadview area (South of Regency Road). c. Advising City of Port Adelaide Enfield that, based on the community feedback from the area North of Regency Road, the City of Prospect is committed to the proposal to implement a 40km/h speed limit in this area. | Letter sent to City of Port Adelaide Enfield | Infrastructure and Environment |
| 25/08/2020 | 164/2020 | Item 10.8 Driveway Crossover Policy | | Aug-20 | | | (1) Council having considered Item 10.8 Driveway Crossover Policy receive and note the report. (2) Council adopts the Driveway Crossover Policy as presented in Attachments 1-6. | Policy placed on website. | Infrastructure and Environment |
| 25/08/2020 | 165/2020 | Item 10.9 Policy Review and Update of Existing Policy | | Sep-20 | 7/09/2020 | | (1) Council having considered Item 10.9 Policy Review and Update of Existing Policy, receive and note the report. (2) Council adopt the Draft Kerbside Waste and Recycling Policy (as presented in Attachments 1-11). | (1) No applicable actions. (2) The adopted Kerbside Waste Policy has been updated to the website - completed 07/09/2020 | Corporate Services |
| 25/08/2020 | 166/2020 | Item 10.10 Unreasonable Complainant's Policy | | Sep-20 | 7/09/2020 | | (1) Council having considered Item 10.10 Unreasonable Complainant's Policy, receive and note the report. (2) Council determines that clauses 8.16.1 - 8.16.3 of the Customer Service Charter be revoked and be replaced with: a. 'Occasionally the conduct of a complainant may be unreasonable. This may take the form of unreasonable persistence, demands, lack of cooperation, arguments, or behaviour. Staff will handle unreasonable complaints and complainants under Council's Unreasonable Complainant Policy.' (3) Council adopt the Unreasonable Complainant's Policy (as presented in Attachments 1-8). | (1) No applicable actions. (2) The Customer Service Charter has been updated to the website with the recommended changes.- completed 07/09/2020 (2) The adopted Unreasonable Complainants Policy has been updated to the website - completed 07/09/2020 | Corporate Services |
| 25/08/2020 | 167/2020 | Item 10.11 South Australia's Waste & Food Strategies - Response to Consultation | | Aug-20 | | | (1) Council having considered Item 10.11 South Australia's Waste & Food Strategies - Response to Consultation receive and note the report. (2) That Council endorse the Submission to Green Industries SA – South Australia's Waste Strategy 2020-25 – August 2020 (as presented in Attachments 1-5), with the addition of words to answer 20 relating to the appearance of the bench top organics basket and a lack of suitable promotion, subject to minor edits. (3) That Council endorse the Submission to Green Industries SA – South Australia's Food Waste Strategy – Valuing our Food Waste – August 2020 (as presented in Attachments 6-8), subject to minor edits. | Submissions forwarded. | Infrastructure and Environment |
| 25/08/2020 | 168/2020 | Item 12.1 Mayoral Monthly Activity Report | | Aug-20 | | | (1) Council having considered Item 12.1 Mayoral Monthly Activity Report, receive and note the report. | No action required. | Chief Executive Officer |
| 25/08/2020 | 169/2020 | Item 12.2 Strategic Planning & Development Policies Committee Meeting Minutes 30/07/2020 | | Sep-20 | Sep-20 | | (1) The Minutes of the Strategic Planning and Development Policies Committee Meeting held on Thursday 30 July 2020 be received (as presented in Attachments 1-3). | Minutes adopted - actions covered by separate Council resolutions | Community and Planning |
| 25/08/2020 | 170/2020 | Item 12.3 Planning Reform Update August 2020 – Final Phases | | Aug-20 | | | (1) Council having considered Item 12.3 Planning Reform Update August 2020 – Final Phases, receive and note the report. | No action required. | Community and Planning |
| 25/08/2020 | 171/2020 | Item 12.4 Value of LGA Membership | | Aug-20 | | | (1) Council having considered Item 12.4 Value of LGA Membership receive and note the report. | No action required. | Chief Executive Officer |