



**MOUNT BARKER
DISTRICT COUNCIL**

NOTICE OF MEETING

Pursuant to Section 83 of the Local Government Act 1999 notice is hereby given that the following meeting will held in the Nairne Soldiers Memorial Hall, Princes Highway, Nairne, Tuesday 3 October 2023.

7.00 pm

Council Meeting

A handwritten signature in black ink, appearing to read 'A. Stuart', written in a cursive style.

A. Stuart
CHIEF EXECUTIVE OFFICER

29 September 2023

ORDER OF BUSINESS

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1. COUNCIL OPENING**EXPRESSION OF FAITH****ACKNOWLEDGEMENT OF COUNTRY****1.1 Leave of Absence****1.2 Apologies**

Councillor Simon Westwood

2. QUESTIONS FROM THE GALLERY (15 MINUTES)**3. CONFIRMATION OF MINUTES****3.1 Recommendation**

That the minutes of the council meeting held on Monday 4 September 2023 as circulated to members be confirmed as a true and accurate record of proceedings.

That the minutes of the special council meeting held on Monday 18 September 2023 as circulated to members be confirmed as a true and accurate record of proceedings.

4. CONFLICT OF INTEREST DECLARATION

Council Members are reminded of the requirements for disclosure by Members of a general or material conflict of interest in relation to items listed for consideration on the agenda.

Any declaration of a conflict of interest by a council member needs to include the following:

- If the conflict is general or material;
- Which agenda item the conflict relates to; and
- If a general conflict of interest is declared – whether or not the member proposes to participate in the discussion of the matter and if so, how the member intends to deal with the conflict of interest including whether the member intends to vote on the matter and their reasons for participating in the discussion of the matter.
- If a material conflict of interest is declared, the member is to leave the room for the discussion of the matter unless the Minister has granted an approval to the member to participate in the discussion of the matter.

5. DEPUTATIONS

NIL

6.1 **QUESTIONS WITH NOTICE**

6.1 **TITLE: CAR PARKING IN HAHNDORF**
DATE: 3 OCTOBER 2023
FILE NUMBER: DOC/23/131775

Questions asked by Councillor Hardingham

In February 2023 I submitted a number of questions on notice concerning the issue of car parking in Hahndorf. In response, an Information Report was presented in May 2023. Could staff please provide an update to car parking options for Hahndorf and in particular any short term options that can be implemented to assist with car parking arrangements over the busy summer 2023/24 tourist season.

Councillor Narelle Hardingham
19 September 2023

Officer response:

Please refer agenda item 13.6 Hahndorf Car Parking Management Update of this meeting's agenda.

Phil Burton
General Manager Infrastructure

7. QUESTIONS WITHOUT NOTICE – COUNCILLORS

8. MOTIONS ON NOTICE

NIL

9. MOTIONS WITHOUT NOTICE

For

- *requesting a report*
- *a simple matter with minor impact*
- *an urgent matter that without consideration by Council would result in a detriment to Council*

10. PETITIONS

NIL

11. RECOMMENDATIONS FROM COMMITTEES

11.1. SPECIAL AUDIT AND RISK COMMITTEE – 7 SEPTEMBER 2023

The confidential recommendations to Council of the Audit and Risk Committee arising from the Committee's 7 September 2023 special meeting were considered by Council at the special Council meeting 18 September 2023.

11.1.1 REPORT TITLE: MINUTES OF SECTION 41 COMMITTEE: AUDIT AND RISK COMMITTEE SPECIAL MEETING 7 SEPTEMBER 2023

DATE OF MEETING: 3 OCTOBER 2023

FILE NUMBER: FOL/23/91

Recommendation

That Council receive and note the minutes of the Audit and Risk Committee special meeting held 7 September 2023 as circulated to Council Members via the Council Members' Extranet and available on the Audit and Risk Committee page of Council's website.

12. REPORTS**12.1 REPORT TITLE: BOLLEN ROAD, MOUNT BARKER CONCEPT DESIGN****DATE OF MEETING: 3 OCTOBER 2023****FILE NUMBER: DOC/23/123469****ATTACHMENTS: ATTACHMENT 1 – DOC/23/130540 Bollen Road Draft Concept Design****Key Contact** Matthew Dawkins, Manager, Infrastructure Planning**Manager/Sponsor** Phil Burton, General Manager, Infrastructure**Community Plan 2020-2035:**

CW Goal 1 Activity and movement Physical and mental health and wellbeing is supported by opportunities to access parks and natural areas, quality open space and recreation and sporting facilities.

CW Goal 4 Undertake town planning, infrastructure provision and asset management to facilitate healthy lifestyles and safety.

CW Goal 5 Apply a strategic, planned and consistent approach to the provision, development and maintenance of roads and footpaths.

Annual Business Plan:

Bollen Road is a project within the endorsed capital works program.

Purpose:

To present Council Members with the draft concept design for the proposed upgrade of Bollen Road, Mount Barker and to seek endorsement to undertake community consultation on the 30% concept design.

Summary – Key Issues:

1. Bollen Road, Mount Barker plays a key function in the district road network and currently in need of renewal and upgrade to suit the evolving surrounding urbanisation occurring with growth and improve public safety.
2. A concept design has been prepared for the upgrade of Bollen Road and was presented to Council Members at a workshop on 25 September 2023.
3. Community consultation on the draft concept design is now sought so that the project may progress through subsequent stages.

Recommendation:

That Council:

1. Authorise staff to undertake community consultation on the draft Bollen Road, Mount Barker Concept Design as shown in Attachment 1, and
 2. Notes that a further report to Council will be provided upon completion of the community consultation.
-

Background:

1. Bollen Road, Mount Barker is an important collector road that currently connects Flaxley and Hawthorn Roads. The form and function of the road currently aligns with a level of service applicable to rural road with set-backed house frontages on one side
2. The road in some areas is accommodated on a 20m wide road reserve.
3. The rapid development adjacent to Bollen Road consists of 8 current and future developments that consists of residential area, school, retirement housing and recreation grounds.
4. Currently the rural nature of the road, the 60kph speed zone and relatively unimpeded connection to Hawthorn Rd sees a cut through movement occurring which is less appropriate now that housing, a school and childcare centre have been developed.
5. Bollen Road is accommodates an existing bus route which is understood to become more frequent next calendar year.
6. A number of complaints have been received from the community over the years on the condition and function of Bollen Rd.
7. Currently the road has these following issues:
 - a. The road pavement has reached end of life and requires renewal
 - b. The road is narrow with minimal shoulders in most areas
 - c. Overgrown vegetation in close proximity to the road together with minimal lighting and intersection treatments presents some potential road safety issues as greater activity occurs along the road frontage
 - d. Poor sightlines at the Hawthorn Road intersection needs addressing
 - e. Minimal pedestrian and cyclist infrastructure
 - f. Basic stormwater infrastructure and localised flooding.

Discussion:

8. A number of discussions have already been held with stakeholders along Bollen Rd over a period of approximately 12 months. Staff have also met with the Department for Infrastructure and Transport (DIT) to discuss public transport services on Bollen Road. This input has helped form a brief for an engineering design consultant to prepare a draft concept design.
9. Tonkin were engaged earlier this year to prepare the draft concept design.
10. The draft concept design includes the following:
 - a. Safe and compliant traffic lanes
 - b. Pedestrians and cyclist movements
 - c. Trail alignment along Bollen Road
 - d. Pedestrian and cyclist crossing of Western Flat Creek adjacent Memorial Drive
 - e. Trail crossing provision for the linear trail pathway along Western Flat Creek
 - f. Speed environment of 50 km/h with potential for 40km/h applied where pedestrian and cyclist movements are of impact,
 - g. Establishment of a new link between Bollen and Hawthorn Road via land development negotiation at the northern end of the road,
 - h. Staged closure of the Hawthorn and Bollen intersection and re-prioritisation of traffic from Bollen into Silverwood Drive
 - i. Improved stormwater management
 - j. Provisioning for roadside parking between Mansfield and Allen Avenue to service a future open space development on Council land south of Bollen Road
11. In addition, the design addresses a number of community plan objectives relating to waste minimisation, water sensitive urban design and environmental protection.
12. The design is now at 30% and is ready for community consultation.
13. A briefing was held with Council Members on the Bollen Rd draft concept design on 25 September 2023. Paech Rd was also presented at the same time but will now be considered for community consultation at a later stage.

Community Engagement:

Decision to be made	Scope of Bollen Road upgrade.
Key factors to be considered in decision (dot points)	<ul style="list-style-type: none"> - The interests of all road users - The cost of the works - The environmental constraints - The timing and scope of works by others.

Area of community influence	<p>Aspects that are fixed:</p> <ul style="list-style-type: none"> - Location and extent of works - No kerbside parking <p>Key areas for community input:</p> <ul style="list-style-type: none"> - Pedestrian movement and crossing areas - Proposed road alignment of Bollen Road - Proposed intersection treatments at Bollen/Silverwood Drive and Bollen/ Memorial Drive
Method of consultation, informing community & cost	<ul style="list-style-type: none"> - Council website and YourSay platform - Concept design and project information available online - Letter drop to immediately adjacent residents/developers - Open house opportunities to view the plans and ask staff questions and make suggestions - Option to meet with Council staff individually and provide feedback - Notice on Bollen Rd announcing that consultation is open and the period of time to make contact - Letter drop to residents within 400m radius of each road
Feedback to stakeholders/Council	Summary of consultation and amendments made to the concept plans will be provided to the Council and published on the engagement webpage.
Timeframe for consultation	9 October – 23 October 2023

Policy:

In accordance with Public Consultation policy.

Long Term Financial Plan:

The current endorsed LTFP has made a provision for the upgrade of Bollen Rd with an assumption that approximately one-third is funded from renewal. Additional grant revenue is not assumed however after the concept is endorsed and further cost estimates are known then other funding revenue can be sought for this upgrade. This information will be used to inform the next update of the LTFP.

Budget:

There is \$138,175 for Bollen Road detailed design in the current annual business plan and budget.

Statutory/Legal:

N/A

Staff Resource Requirements:

Consultant design and internal project management.

Environmental:

Detailed design work will give consideration to retention and reuse of existing pavement materials where possible and utilisation of recycled products wherever suitable.

Permeable paving at median parking space on Bollen Road can be investigated further in the detailed design stage.

Preservation wherever possible of all remnant native vegetation is a key consideration and objective.

Social:

This project will have a positive social benefit as there will be pedestrian infrastructure linking with existing trails and paths, enhancing active transport opportunities and improving safety and function.

Risk Assessment:

There is a risk of not securing adequate funding to deliver the project in a timely manner however the project planning and design will ensure the project is well scoped and costed and in a position to be put forward for any grant funding opportunities.

The risk of community not supporting the project will be mitigated by undertaking community consultation and keeping them informed of any major changes.

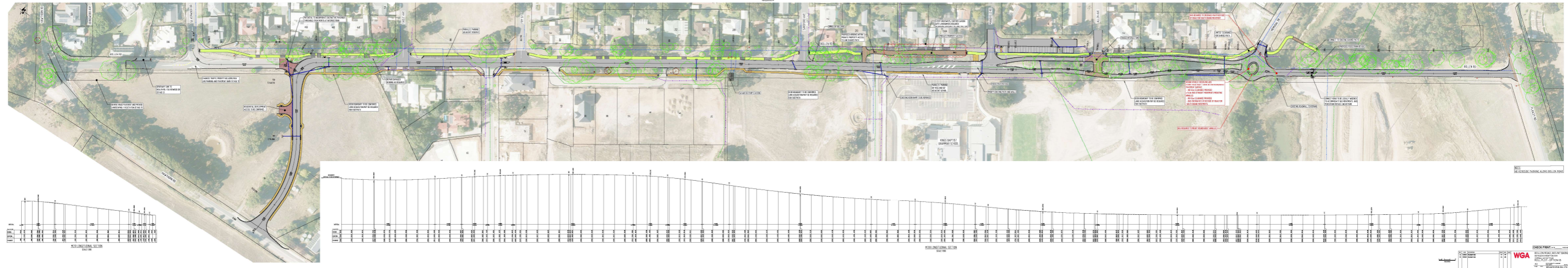
Asset Management:

Much of the road infrastructure is at the end of its useful life and is due for renewal in accordance with Council's asset management plan.

There will likely be an increased maintenance cost due to the upgrade and so an estimate of the ongoing maintenance costs will be provided when the final design is presented to Council for endorsement.

Conclusion:

The draft concept design for the upgrade of Bollen Road in Mount Barker is well advanced and is ready for community consultation.



12.2	REPORT TITLE:	CITY CENTRE ACTIVATION AND MAJOR EVENT PARTNERSHIP 2023-2024
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/106235
	ATTACHMENTS:	DOC/23/128329
	<u>Key Contact</u>	Luke Gray, Manager Strategic Projects & Economic Development
	<u>Manager/Sponsor</u>	Marc Voortman, General Manager, Planning & Community

Community Plan 2020-2035:**Economic Prosperity**

EP Goal 2

The district is known for its liveability, vibrancy and sustainability. Mount Barker thrives with great events and where new and existing businesses want to invest and become established. Smaller towns and rural areas underpin community pride, cohesion and lifestyle opportunities.

Community Wellbeing

CW Goal 3

The diverse and evolving cultural life of the district is promoted, celebrated and supported. Truth-telling and reconciliation helps to unite Australian Aboriginal people and generations of new arrivals from diverse cultural backgrounds in creating a shared future together. Cultural, performing and visual arts help educate, connect and celebrate community and environment.

Arts Plan 2022-2027:

Goal 1 Arts & Cultural Tourism

Mount Barker District offers captivating arts experiences that celebrate the character of the region and contribute to the visitor economy.

Economic Development Strategy 2022-2027

EDS1. Increase Tourism Visitation & Spend

Annual Business Plan:

The Annual Business Plan 23/24 makes reference to the district thriving with great events, and building our identity and reputation for liveability and vibrancy.

Purpose:

Following an Expression of Interest process, to propose that Council partner with Bamboozled Productions to deliver two events on the temporary town square within the proposed City Centre Catalyst project site, bounded by Druids Ave and Morphett, Stephen, Dumas and Hutchinson Streets, Mount Barker.

Summary – Key Issues:

1. A major events partnership is proposed to bring activity to the City Centre Project site, enabling community to interact in a space that has been dormant for a significant length of time.
2. In the short term a temporary activation area will be developed providing community access to a portion of the city centre site adjoining Morphett Street. This will be achieved through the development of a temporary “pop up” style installation. The space will be further utilised throughout the year for the benefit of the community and to support upcoming community engagement and information sharing about the project.
3. After partnering exclusively with the Adelaide Festival for the last 6 years, this year council staff undertook to seek event proposals from a range of appropriately credentialed groups.
4. Five companies and organisations were invited to submit a Major Event Proposal, ranging from local arts organisations with a history in the community event space, through to world class festivals, and high profile, commercially successful major event producers.
5. Bamboozled Productions submitted a compelling submission and although the only one, presented an outstanding event proposal which is considered worthy of Council support.

Recommendation:

That Council:

1. Authorise the Chief Executive Officer, or delegate, to execute a partnership agreement with Bamboozled Productions based on their 2023-2024 Major Event RFQ proposal (as outlined within attachment 1)
 2. Note that a temporary activation area will be established on the City Centre site, to facilitate the major event partnership and ongoing community events and activities, all of which will support the progress of the city centre project.
-

Background:**City Centre/Activation:**

1. In November 2019 and following a national Expressions of Interest process which invited innovative responses and the opportunity to partner with Council, Burke Urban Investments (BUI) were selected as preferred development partner and a joint master planning exercise commenced for the City Centre site.

2. In September 2022, Council resolved to undertake in collaboration with Burke Urban Investments, the next phase of design development, including detailed site due-diligence to resolve optimal:
 - Footprint and fundamental configuration of Council's Civic and Community uses.
 - Land use configuration
 - Staging
 - Timing of delivery
 - Car parking and off-site traffic interventions
 - Other such project elements that support the orderly and economic delivery of the project
3. Council also resolved to commit to the delivery by council of a Town Square as part of an integrated stage 1 development incorporating adjoining commercial and hospitality uses to be delivered by Burke Urban Investments.
4. This partnership approach ensures that Council has direct control over a land parcel option for the location of a future Town Square, something that the community has expressed a strong desire for. The Town Square is being designed as a place for small to medium events and day-to-day use. It aims to provide a catalyst for the surrounding retail, commercial, civic, and accommodation precinct and provide a valuable place where Mount Barker's diverse community can gather, recreate, and spend time.
5. As financial supporters of each previous event Business Mount Barker have again expressed support (including financial) and encouraged Council Staff to explore the further economic benefits of staging the Major Event in the CBD. Council Staff had on previous occasions also encouraged the Adelaide Festival to consider locations within the CBD for potential events, however the last two installations (Cupids Koi and Lost Dogs Disco) were considered by Adelaide Festival to be better suited to the landscape setting of Keith Stephenson Park.

Major Event:

6. For the last 6 years Council has partnered with Adelaide Festival, enabling the delivery of a range of events with economic development outcomes in the District. In 2022 and 2023, with a focus on community orientated free events, Keith Stephenson Park (KSP) was activated with over 23,000 visitors across the events .
7. Historically, Council's support has been provided following receipt of an unsolicited proposal from the Adelaide Festival. In recent years Council actively encouraged the Adelaide Festival to plan for community inclusive and accessible events, resulting in the Cupids Koi and Lost Dogs Disco installations.

8. In an effort to proactively budget for a Major Event, Council's 23/24FY Annual Business Plan included a major event line within the Economic Development program. A competitive request for proposals was undertaken to facilitate a major events partnership outcome for 23/24 FY, enabling an assessment of the capability and capacity of other groups (both local and non-local) to deliver major events within our region.
9. Applicants were asked to submit proposals for Events to be delivered between October 2023 and April 2024 (warmer months), with a budget of \$50-70K.

Discussion:

City Centre/Activation:

10. It is acknowledged there is significant community interest in the City Centre site and a strong desire to see progress in the short term. Whilst progress on the substantial development outcome progresses, it is proposed that in the short term temporary activation of the site occurs providing access to a portion of the site for the community. This will be achieved through the development of a temporary activation area on the site for the proposed major event.
11. The short term activation area will be a "pop up" style installation on the Morphett Street frontage, designed and delivered by Council Staff. It will demonstrate the potential of the future town square and provide a space in the short term that the community can access and enjoy. The space will also be utilised as an area to engage with the community around the future development of the site by Council and Burke Urban Investments.
12. The city centre location is considered to maximise economic benefits for nearby businesses and has received positive feedback from Business Mount Barker who have indicated they would again financially support the proposed major event.
13. A report updating Council on the recent progress of the masterplan for the site by development partner Burke Urban Investments, will be presented to Council in November along with the program for the detailed design and delivery for the Town Square. This will detail the project's progress, including an updated Community Engagement Strategy and required next steps to deliver a Town Square, with a program outline and a drafted term sheet on the commercial provisions between Council and its private sector partner Burke Urban Investments (BUI).

Major Event:

14. Five companies and organisations were invited to submit proposals for partnering with Council to deliver a major event in Mount Barker. Whilst a CBD location was indicated as preferred, proponents were also made aware that an event requiring an alternative location would still be considered.

15. These organisations ranged from local arts organisations with a history in the community event space, through to world class festivals, and high profile, commercially successful major event producers .
16. Although all groups considered the opportunity, due to budget and timing constraints for four of the proponents meant that only one submission was ultimately received.
17. Feedback from those that did not submit was that despite their interest in delivering an event for this community, the total budget and the lead time required to produce and deliver an event made it difficult to meet their and Council's expectations. This feedback will be used to help inform future event bid processes.
18. All proponents expressed a desire for longer term event partnerships with Council, over a multi-year period, in order to maximise economies of scale and enable them to deliver more engaging content.
19. The submission received (attachment 1) was from Bamboozled Productions (BP), who are an experienced production company who regularly deliver high-quality live events and captivating entertainment programs. The proposal is considered to be a competitive response and is within the budget proposed (\$50-70k) and comparable to that previously committed to previous major events delivered by Adelaide Festival.
20. BP have extensive experience partnering with all levels of government, arts funding bodies, and creative festival producers to deliver immersive and innovative public event experiences across Australia and internationally.
21. BP are proposing two outdoor, open access festivals on the proposed future Town Square site, which is to be delivered as part of an early activation strategy for the City Centre project. Attachment 1 provides a detailed description of the two events planned and highlights the extent of integration to quality local offerings, community accessibility and activation of the site.
22. The first of the two events proposed by Bamboozled is *Mount Barker Christmas in the Square*. This free, two day event would take place in mid-December 2023, and will see Mount Barker's Town Square site turn into a magical festival bursting with colour, live performance, food trucks and a sleigh-load of merry-making entertainment.
23. The second event proposed by Bamboozled is the *Mount Barker Street Arts Festival*. This event is proposed to take place over one day and night in March 2024, employing 22 artists and 15 support staff.
24. By activating the city centre site, Bamboozled will help the community to reimagine this space as the thriving Town Square it is proposed to be. It is

expected that this will have a positive impact on businesses within the CBD, and temporary additional parking will be provided onsite to support this increase in business activity.

- 25. The major events will be complemented by a suite of community events happening on weekends on the site throughout the early activation period. Council’s Arts Officer has created a list of community groups and organisations who are actively looking for opportunities to perform and/or interact with the general public. Eg, Mount Barker Town Band, Rockit Performing Arts, Ink Pot Arts, Hills Arts Projects, 150 Dance, etc. Community Development officers are also engaged with community and sporting groups who have expressed a desire to use the site for Come & Try sessions.

Community Engagement:

Informing only	Informing the community of the partnership and associated events, and marketing and activation to support the successful delivery of the events will occur
	An updated Community and Stakeholder Engagement Strategy for the City Centre Project will be presented to Council for endorsement at its November 2023 meeting.
	Media pre, during, and post the event, is expected to generate significant and positive promotion of the region. Council staff will work with Adelaide Hills Tourism to further promote these events through their significant on-line platform. Council’s Economic Development Officer will engage with local businesses to understand the impact of the event and how future events can have an even greater economic impact

Policy:

N/A

Long Term Financial Plan:

N/A

Budget:

Included in the 2023/24 adopted budget is a major event budget line item of \$80k that was to be partially offset by a contribution of \$25k (net cost to Council of \$55k). The major event as proposed will fully expend this budget line.

Statutory/Legal:

If successful, Bamboozled Productions will be required to fill out necessary permits including Conducting Activities on Council Land.

Staff Resource Requirements:

The Major event partnership and associated activities will be managed within existing staff resources from Strategic Projects & Economic Development team, Arts Officer and the Maintenance and Operations team.

Council's Maintenance and Operations Team will install the required infrastructure by December 2023 to support the temporary activation of the site. This will include a rubble hardstand for the event tents, irrigated grass area for events and general use for the community, and temporary seating and event lighting.

Council Staff are working with Business Mount Barker and other local businesses and community groups to provide temporary furniture, landscape elements and lighting to contribute to the amenity of the space.

Environmental:

Events will be supported to be environmentally sustainable, with Council permits in place to stipulate waste management plans. Strategic Projects & Economic Development team will work with Maintenance and Operations Team & Sustainability and Corporate Planning team to implement best practice for event delivery.

Bamboozled Productions have indicated they strive to be at the forefront of environmental and social sustainability within a festival context. The proposed festivals have a zero waste policy, strict regulations around packaging, and a focus on limiting single use plastics.

Social:

The proposed events and general activation of the City Centre site will allow the community to come together and share in a positive experience that connects them to the site and town in general. BP are passionate about working with a diverse range of community and are especially motivated to connect with young people, which is a current focus of this Council.

Across both festivals, a total of 79 artists, arts workers, production crew, tradespeople and security staff will be employed, and wherever possible local companies and local suppliers will be used.

Bamboozled Productions have indicated a capacity to expand the partnership to include youth activities. Their business model is centered on engaging youth and disengaged members of the community in helping them build and run their festivals and events. Bamboozled Productions are committed to offering job opportunities within the local community for young people through direct

employment, mentorship and their volunteer programmes. Council staff will work with Bamboozled Productions to maximise this opportunity.

Risk Assessment:

As part of council's role in issuing permits for the events, appropriate risk management plans will be required. Bamboozled Productions have all relevant insurances and will follow comprehensive risk management procedures and processes to ensure safety of team, clients, partners and event attendees.

Asset Management:

The infrastructure team will be utilised to ensure that there is a handover of the event space, and the management and cost recovery of any remediation works.

Conclusion:

Council undertook a competitive process, seeking proposals to deliver two major events in Mount Barker, and in so doing activate the temporary town square on the City Centre Project site in the CBD of Mount Barker. Bamboozled Productions submitted a compelling proposal worthy of Council's support.

Previous Decisions By/Information Reports to Council

Meeting Date	5 September 2022	HPRM Reference	doc/22/102469
Title	CONFIDENTIAL: MOUNT BARKER CITY CENTRE PROJECT		
Purpose	To provide Council with an update on project status, seek commitments to key project elements and to outline the necessary next steps in design development, project feasibility work and commercial negotiations to position Council for future decision making.		

Meeting Date	4th April 2022	HPRM Reference	DOC/22/39596
Title	Mount Barker Town Square Consultation Summary		
Purpose	To provide Council Members with feedback from the community on the concept plans for the Mount Barker Town Square (formal naming undecided), Stephen Street upgrade and Burke Urban Investments broader site masterplan following a 4-week period of public and stakeholder consultation.		

Meeting Date	5th October 2021	HPRM Reference	DOC/21/154810
Title	Mount Barker Town Square Consultation		
Purpose	Provide Council Members with the Concept plans for the Mount Barker Town Square, formal naming undecided, and seek authorisation to commence a 4 week period of public and stakeholder consultation on the concepts whilst providing the context of the broader site development		

Meeting Date	22 nd February 2021	HPRM Reference	DOC/21/21511
Title	City Centre Catalyst Development: Heads Of Agreement		
Purpose	To seek endorsement of the Heads of Agreement between Council and Burke Urban Investments Pty Ltd (BUI) relating to the City Centre Catalyst Development and to note next steps in progressing with design, consultation and project funding.		

Meeting Date	4 September 2023	CM Reference	DOC/23/53871
Title	ADELAIDE FESTIVAL 2023 PARTNERSHIP REPORT		
Purpose	To provide council with an update on the economic impact and associated benefits of the partnership with Adelaide Festival.		

Meeting Date	1 AUGUST 2022	CM Reference	DOC/22/86680
Title	ADELAIDE FESTIVAL PARTNERSHIP		
Purpose	To provide council with an update on the economic impact and associated benefits of the partnership with Adelaide Festival in 2022 and present a partnerships proposal for 2023 endorsement		

Meeting Date	4 JULY 2022	CM Reference	DOC/22/74115
Title	ADELAIDE FESTIVAL		
Purpose	To provide council with an update on the economic impact and associated benefits of the partnership with Adelaide Festival.		

Meeting Date	7 FEBRUARY 2022	CM Reference	DOC/22/7348
Title	ADELAIDE FESTIVAL 2022 EVENT SPONSORSHIP UPDATE		
Purpose	To provide an update to Council on support for a major event as part of the 2022 Adelaide Festival.		

Meeting Date	5 DECEMBER 2021	CM Reference	DOC/21/191037
Title	MAJOR EVENT SUPPORT- ADELAIDE FESTIVAL		
Purpose	To provide an update to Council on support for a major event as part of the 2022 Adelaide Festival.		

Meeting Date	7 September 2020	CM Reference	DOC/20/108934
Title	ADELAIDE FESTIVAL PARTNERSHIP REPORT		
Purpose	To advise Council of the outcomes of the 2020 sponsorship partnership with the Adelaide Festival, to flag a potential new sponsorship agreement and to fund sponsorship for the 2021 event.		

Attachment to Item 12.2



productions

MOUNT BARKER MAJOR EVENT PARTNERSHIP PROPOSAL

We respect the traditional custodians of the lands on which we gather in the Adelaide Hills, the Peramangk people.

We know this place is ancient and that the living spirit of the first peoples still breathes here today.

**ALWAYS WAS,
ALWAYS WILL BE**

Who are we?

Bamboozled Productions are dreamweavers, jugglers, jokesters... and amongst all of that, we're also a creative event production team, who develop endlessly imaginative event ideas and execute them with professionalism and style.

We are a team who are passionate about building collaborative, imaginative connections with our clients, so that we can create exceptional event experiences together.

We provide a range of services, from total event takeovers, programming performers and venues for festivals and urban arts activations, to simpler services, like hiring out one of our unique, boutique Spiegeltents or pop-up festival venues.

Our clients often take advantage of our carefully curated network of talented roving performers... We can connect you with internationally-recognised musicians, cabaret performers, comedians, street performers, to name a few!

Furthermore, we advocate for the arts industry and public artistic engagement- LOUDLY, passionately, regularly- and create our own events that generate opportunities for those in the arts community.

Our team consistently place local community needs foremost, prioritising interests of local vendors, suppliers and artists to ensure flow-on activation well beyond the physical boundaries of our spaces.

We are committed to working with you to develop a sustainable, replicable centrepiece of your cultural arts calendar, year in and year out!

Most importantly, we are the team who take events, festivals and performance projects from 'Imagine if...' to 'Look what we did!'

We've been doing all of this since 2009.



"With circus, theatre, hypnosis, and dance, to name just a few of the artforms on show, and an emphasis on exciting new, and genre-defying work, the RCC has the best 'pick-any-show' program on offer" The Guardian UK

Our Event Services

We specialise in three main areas of service to produce high-quality live events and captivating entertainment programs.

WORLD-CLASS EVENT FESTIVAL PRODUCTION

Create the audience experiences of your dreams and achieve the business outcomes you need with our comprehensive event and festival production services.



END-TO-END ENTERTAINMENT CURATION

Experience our innovative, immersive and creative entertainment design and access to our exclusive network of talented local and global performers.



BOUTIQUE CIRCUS TENT AND POP-UP VENUE HIRE

Discover our range of boutique circus tents, Spiegel tents and pop-up venues perfect for your next cabaret, theatre, circus or music event.



DELIVERING THE **WOW**

Clients

We partner with local governments, state government agencies and creative festival producers to deliver immersive and innovative public event experiences.

OUR SOUTH AUSTRALIAN CLIENTS INCLUDE

City of Adelaide
Adelaide Hills Council
City of Tea Tree Gully
City of Port Adelaide Enfield
City of Holdfast Bay
City of Salisbury
City of Charles Sturt
City of Norwood Payneham & St Peters
Walkerville Council
City of Prospect
Murray Bridge Council
City of Mount Gambier
Naracoorte Lucindale Council
Victor Harbour City Council
Whyalla City Council
Westfield – Tea Tree Plaza, Marion, West Lakes
Renewal SA
Rundle Mall
Adelaide Fringe
Adelaide Festival Centre
OzAsia
DreamBig Festival

OUR NATIONAL CLIENTS INCLUDE

City of Joondalup, WA
City of Cockburn, WA
Fringe World, WA
City of Fremantle, WA
City of Stonnington, Vic
City of Melbourne, Vic
Chadstone Shopping Centre, Vic
Mornington Peninsula Shire, Vic
Waverley Council, NSW
City of Sydney, NSW
City of Parramatta, NSW
Sydney Festival, NSW
ACT Government
Rockhampton Regional Council, Qld
Brisbane Powerhouse, Qld
Cairns Regional Council, Qld

OUR INTERNATIONAL CLIENTS INCLUDE

Edinburgh Fringe Festival, Scotland
Glastonbury Music Festival, UK
Kim Tom Clown Festival, China
Just for Laughs, Canada
Sziget Festival, Hungary

Based in Adelaide, we work locally, nationally and globally.

Operating from Adelaide, South Australia, we work with local, national and international clients and partner with the best festival producers and professional performers from all over the country and the world.

We live and work on Kurna land.

Always was, always will be.

DELIVERING THE **WOW**

What we want to do:

Bamboozled Productions proposes to partner with Mount Barker District Council to put on two outdoor, open access festivals.

Firstly, a Christmas focused celebration across the first weekend of the December school holidays 2023.

The second celebration will sit within the Adelaide Festival and Fringe dates, on Saturday 8 March 2024.

Both festivals will take place on the new Mount Barker Town Square, 23 Morphett Street, Mount Barker.



Mount Barker *Christmas* *in the Square*

(working title)

MID DECEMBER, SCHOOL HOLIDAYS 2023

Free to enter and open to everyone, *Mount Barker Christmas in the Square* will see Mount Barker's Town Square turn into a magical festival bursting with colour, live music, food trucks and a sleigh-load of merry-making entertainment to put smiles on faces young and old.

Along with talking Christmas crackers, a Christmas decoration craft tent, live music, a spectacular feature will be our striking red, green and white Little Wooden Christmas tent hosting short, family- friendly performances by jugglers, acrobats, comedians and magicians.

The festival will celebrate; our world of Christmas and all the wonder that comes with it, the coming together of the community in a joyful and peaceful celebration, and our diverse and brilliant cultures that call Mount Barker home. To compliment the entertainment, 5 food trucks will serve quality food and a small bar will serve only local beer and wine.

The Festival dates are proposed for:

- » Friday 15 December between 5pm - 10pm
- » Saturday 16 December between 12pm - 5pm

The festival will include the following activities:

- » Friday evening will start with a **Welcome to Country** by local Peramangk elder.
- » The craft area will be run by the local artistic community centre, Ink Pot Arts. Hosting a **environmentally sustainable Christmas decoration workshop for children**, this will be housed in a colourful Christmas themed canvas tent, The Pocket
- » A music stage with local SA performers, a Gospel Choir, Bollywood music, Adelaide Hills Ukulele group and dance, African drummers and of course some Christmas carols, celebrating diversity and inclusion across the Mount Barker region.
- » Outdoor performance stage with MC and comedians, jugglers, acrobats and more.
- » A mini Christmas performance tent hosting short family friendly performances throughout the afternoon and early evening.
- » Food trucks celebrating Christmas delights from all over the world.
- » A boutique bar serving Adelaide Hills finest beer and wine offerings.



Mount Barker *Street Arts Festival*

(working title)

SATURDAY 9 MARCH 2024

Free, and open to everyone, Mount Barker's first *Street Arts Festival* celebrating outdoor entertainment at its best.

Street theatre serves as a highly accessible form of performance art, offering a range of benefits. By taking performances to public spaces, it breaks down traditional barriers, making theatre available to a diverse audience without cost or formalities. This fosters community and shared experiences, while its immediacy enhances connections between performers and spectators.

Addressing social issues, street theatre transforms urban environments into platforms for dialogue. In essence, it democratizes culture, enriches public spaces, and amplifies the power of artistic expression.

The Festival dates are proposed for Saturday 9 March 2024 between 1pm - 9pm

The festival will include the following activities:

- » **The day will start with a Welcome to Country by local Peramangk elder**
- » **Outdoor performance stage with an MC and a variety of the best in Street theatre performances from local, interstate and international jugglers, acrobats and comedians**
- » **Free standing aerial rig with dynamic, awesome performances**
- » **Roving entertainment roaming the streets of Mount Barker - Gawler Street and the Adelaide Hills Markets during the morning market trade**
- » **Community performances by Ink Pot Inc., Scotts Highland Dancers and RockIT Performing Arts**
- » **Art Wall - external facade of the storage area, located on the Town Square to be painted by local young artists**
- » **Local DJ playing during the day, with a live band to finish off the night**
- » **Four food trucks serving healthy, and wherever possible local food**
- » **A boutique bar serving Adelaide Hills finest beer and wine offerings**



Goals for the two proposed festivals:

COMMUNITY

We want to improve the liveability and reputation of Mount Barker by playing a part in developing community wellbeing (physically and mentally) and social inclusion across all demographics, through festivals and collective celebration.

1. These festivals will enhance Mount Barker's identity as a modern progressive place to live and work;
2. Inspire a younger generation to engage in the arts either for pleasure or as a future career path;
3. Work closely with local community groups such as Mount Barker Community Centre, Community Living Australia, Adelaide Hills Youth Sector Network etc.
4. The festivals are socially inclusive. Our programming will consider and reflect Mount Barker's growing multicultural audience, the senior and gender diverse communities. The events will be accessible and welcoming to all.

***"As a resident of Stirling,
I have witnessed firsthand how
this Festival has brought together
Adelaide Hill's families to participate
in what is a carnival-like atmosphere.***

***This cohesive quality and community building
nature of the Festival is one of the key
attributes that makes it unique."***

**- Dr Russell Fewster,
Lecturer in Performing Arts UniSA Creative**



Flame Oz at Stirling Fringe Opening Night

Goals:

ECONOMIC PROSPERITY

We aim to assist Mount Barker District Council in becoming a landmark destination that supports innovative ideas, entrepreneurial businesses that offer sustainable growth and employment opportunities not only in festivals and events but across other industry sectors.

1. These festivals will employ people across all industry sectors - performers, musicians, builders, bar staff, production crew, carpenters, technicians, electricians, administrators, marketeers
2. These festivals will engage local hire companies - toilets, fencing, sound and lighting equipment, truck hire, security companies, printing, waste management, engineers
3. These festivals will showcase local produce and wine across our bars and food offerings

4. We aim to offer job opportunities within the local community, particularly for young people, whether this is by direct employment or mentorship and/or volunteer programmes
5. These festivals will contribute to South Australia's calendar of major events and will attract interstate and international tourists to the region
6. Festivals and events increase tourism visitation resulting in higher frequency rates and longer stays for accommodation providers

"Your hard work makes the Adelaide Fringe the electric mix of comedy, cabaret, drama, music, visual arts, dance and circus events, which makes it such a success"

**- Hon Jack Snelling,
South Australian Minister for The Arts
(2014 to 2017)**



Goals:

ECONOMIC PROSPERITY CONT...

How will these events support local businesses?

These festivals will provide significant support to nearby businesses in various ways. They will attract a large number of visitors, creating a unique opportunity for local businesses to increase their visibility, boost sales, and build community connections. Here's how nearby businesses can benefit:

- » **Increased Foot Traffic:** The festival will draw a diverse crowd, including both locals and tourists. This increased foot traffic can lead to higher visibility for nearby businesses, as attendees are more likely to explore the surrounding area.
- » **Boosted Sales:** With more people in the vicinity, businesses can expect a surge in sales during the festival. Restaurants, cafes, retail shops, and even service providers will experience a significant increase in customer traffic and revenue.

- » **Branding and Exposure:** Nearby businesses can benefit from the festival's promotional efforts, such as social media marketing, event listings, and advertisements. This exposure can help increase brand awareness and attract new customers.
- » **Community Engagement:** Festivals foster a sense of community by bringing people together. Businesses can capitalize on this atmosphere by hosting further activities, workshops, or demonstrations that engage festival-goers leaving a lasting positive impression.
- » **Networking Opportunities:** Business owners and staff can use the festival as a networking platform to connect with other local businesses, potential partners, and customers. Building these relationships can lead to long-term collaborations.
- » **Unique Selling Points:** Nearby businesses could align their offerings with the festival's theme, they can create a unique selling point that sets them apart during the event.
- » **Supporting Local Economy:** When local businesses benefit, the entire community benefits. Increased sales can lead to job creation and additional revenue for the local economy.



Goals:

ECONOMIC PROSPERITY CONT...

FRINGE IN THE HILLS - 2017 TO 2022:

Economic impact of the Event:

Over its five years (so far), Fringe in the Hills has sold more than 30,000 tickets and entertained more than 80,000 people. It's employed more than 550 performers and provided work and promotional opportunities each year for more than 100 local restaurants, wineries, brewers and food producers, as well as theatre technicians, production companies, electricians, event hire companies, security personnel, graphic designers, printers and more.



Yellaka at Stirling Fringe

SO SOIREE - 2021 TO 2022:

Economic impact of the Event:

Debuting in 2021, *So Soiree* is part of the council's strategy to enhance the bustling economy of Chapel Street in Prahran. Showcasing some of Melbourne's best performers, the event provided a much-needed opportunity to welcome back live performances and re-engage the community after some of the world's toughest lockdown conditions.



Werk It at So Soiree in The Parlour

COA CHRISTMAS FESTIVAL 2017 - 2022:

Economic impact of the Event:

Over the 6 years (so far), Christmas Wonderland has entertained more than 80,000 people. It has employed more than 250 performers and provided work and promotional opportunities each year for more than 50 local restaurants, wineries, brewers and food producers, as well as theatre technicians, production companies, electricians, event hire companies, security personnel, graphic designers, printers and more.



Mr. Spin at CoA Christmas Festival

Instrumental in the growth of the event...

As one of the founding programmers of the Royal Croquet Club (RCC), Louise Clarke and Bamboozled Productions have been instrumental in the development and rapid growth of the event.

Growing the event from 76,000 attendees in its inaugural year to over 230,000 in 2017, along with over 70,000 tickets being sold to the award-winning program.

Hailed as one of the most interesting and unique programs of recent times, Louise and her team can take credit for many of the accolades RCC received and her impeccable support for the arts.

Stuart Duckworth
Director, Royal Croquet Club

An integral part of the Adelaide Hills event calendar

The Stirling Fringe has become an integral part of the Adelaide Hills events calendar since Bamboozled Production introduced it to the Adelaide Hills Community in 2017. Council has supported the event as it has grown into a signature Hills celebration for many of our residents and visitors.

Jennifer Blake
Adelaide Hills Council

Highly anticipated by visitors, the community and local businesses

Over the past four years Stirling Fringe has grown in size and developed to become an annual event that is highly anticipated by visitors, the community, and local businesses... (it) aligns well with the brand of the Stirling township and the Adelaide Hills more generally – sophisticated world-class offerings combined with the warmth and intimacy of a rural village, complemented by local artisan food and craft beverages.

Sally Smith
Adelaide Hills Tourism

Goals:

ECOLOGICAL SUSTAINABILITY & THE CIRCULAR ECONOMY

Strive to be a leader in the development of environmental and social sustainability practices within a festival context, with policies and procedures put into practise from the outset.

1. We will utilise a currently vacant building and the adjacent land to start the journey towards reimagining the space as a town square, we will help facilitate the change from empty lot to public space
2. Facilitate and encourage festival ideas that inspire new alternative ways of thinking with regard to sustainability, community and economy using ingenuity and wisdom
3. All our events and festivals have a zero waste policy; food and beverage providers will be required to supply only compostable packaging to the public
4. All food and drink providers are required to be local wherever possible, selling local produce
5. Water is not for sale. All water is to be provided for free from quench benchers or similar products
6. As a festival we won't provide or sell landfill products to the public
7. We encourage walking, cycling, and taking public transport to get to our festivals over taking the car
8. Our festival build team will not use single use plastic products - corflutes, cable ties, fence scrim etc.
9. All event infrastructure will be brought second hand or/ and custom built and then either recycled, upcycled or sold.



Why Us?

Our Experience - We have partnered with over 50 local governments, state government agencies and 100's of creative festival producers to deliver immersive and innovative public event experiences. We have proven festival experience and we know what works.

We have performed at over 700 festivals to 1000s of people, in Town Squares, Castles, shopping precincts, beaches to casinos across 30 countries. We get people and we know how to celebrate and support Community.

Our network

With one of Australia's most extensive and exclusive networks of performers, artists, makers, producers, technical staff, box office staff, event ushers, production crew, set builders, event marketers and festival delivery teams, we have the contacts and credibility to custom-build bespoke events and festivals teams.

We are your people

We are artists, we are producers, we are performers, we are community. We understand community on a cultural level, we understand the significance of art, culture and storytelling in a council context.

We are genuinely unique

We build bespoke, custom designed circus tents in Adelaide, using local carpenters, welders and painters. They are unique to Australia, South Australia and Mount Barker.

Our values

When you work with us, you know you're working with a team built on integrity, diversity, passion for the arts and a commitment to environmental sustainability. Because at the heart of each of our artistic programs, entertaining line-ups and festival productions are our values:

- » Integrity
- » Diversity & Equal Opportunity
- » Supporting The Arts & Arts Engagement
- » Sustainability & Environment



Testimonials & Awards

Winning awards for ourselves and our events always makes us feel honoured and grateful for the opportunities we have to deliver impressive events for our clients.

SOME OF OUR AWARD HIGHLIGHTS

» AUSTRALIAN BUSINESS ARTS FOUNDATION (ABaf) award

In collaboration with Rundle Mall, we directed the Adelaide Street Theatre Festival for 11 years, winning the prestigious Australian Business Arts Foundation (ABaf) award.

» Stirling Fringe - 2019 BankSA WEEKLY AWARD FOR BEST EVENT

» Stirling Fringe - nominated for 2017 Arts SA RUBY AWARD FOR COMMUNITY AND REGIONAL EVENT OVER \$100,000

» Louise Clarke - SPIRIT OF THE FRINGE AWARD for her personal contribution to Adelaide Fringe

TESTIMONIALS ABOUT OUR EVENTS

'There will be something for everyone'

I'm thrilled that Stonnington will be hosting the So Soiree Festival, it gives the community an opportunity to come together and celebrate comedy, cabaret and circus. We will be showcasing some of Melbourne's best performers and we can't wait to have them at our festival. There will be something for everyone, we are really looking forward to welcoming back and kickstarting the Art's industry's return to our community.

Cr Kate Hely

Mayor, City of Stonnington

'Best program on offer'

With circus, theatre, hypnosis, and dance, to name just a few of the artforms on show, and an emphasis on exciting, new, and genre-defying work, the RCC has the best 'pick-any-show program' on offer.

Jane Howard

The Guardian, UK

TESTIMONIALS ABOUT US

'Immense growth in our festival'

Their professionalism, creativity and innovative ideas resulted in immense growth in our festival and allowed us to truly showcase the Fringe in our City. CTTG has nothing but positive praise and thanks to Louise and her team for everything they did to help us make *Summer Garden Festival* such a great success in 2019! We couldn't recommend them more highly and look forward to future collaboration."

Danielle Wundke

Senior Events Officer, City of Tea Tree Gully

'Makes it such a success'

Your hard work makes the Adelaide Fringe the electric mix of comedy, cabaret, drama, music, visual arts, dance and circus events, which makes it such a success.

Hon Jack Snelling

South Australian Minister for The Arts (2014 to 2017)

DELIVERING THE **WOW**

'Second to none'

Bamboozled professionalism and attention to detail were second to none which paid a huge part in the success of the brand activations in both Sydney (Spectrum Now festival) and Hobart, Tasmania (Dark MOFO festival).

James Watts
Brand Experience Director, Yakusan

'Never cease to amaze me'

Bamboozled Productions never cease to amaze me in the brilliant, beautifully designed and unique venues they create, and the awesome shows they continue to produce and present in such clever ways.

Greg Clarke
Director, Adelaide Fringe (2011 to 2015)

'Ticked all the boxes'

It's always a treat to work with professionals, regardless of their trade, and Louise and Nigel ticked all the boxes. On-time, courteous, keen to understand the brief and expectations, and focused on delivering a good product for us. It was simply a bonus that they can do all that and still be warm, good-natured and look like they're having fun.

Yalumba Winery



Safety and Risk Management

At Bamboozled Productions, we prioritise safety in the workplace and safety at events. We follow comprehensive risk management procedures and processes to ensure the safety of our team, partners, clients, and event attendees.

We're happy to provide copies of our safety and risk management documents or licenses, which include:

- » **Circus tent safe work method statements**
- » **Circus tent engineering specifications**
- » **Event production risk management plan**
- » **License to perform high-risk work**
- » **Public liability insurance \$20 million**
- performers
- » **Public liability insurance \$20 million**
- event production
- » **Public liability insurance \$20 million**
- circus tent hire
- » **Work cover insurance - Australia-wide**



DELIVERING THE **WOW**



Contact

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12.3	REPORT TITLE:	AWARD OF PUBLIC CONVENIENCE CLEANING CONTRACT
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/119876
	ATTACHMENTS:	1. DOC/23/87268 2022.026 Public Convenience Cleaning Specification
	<u>Key Contact</u>	Daniel Newson, Acting Manager Maintenance and Operations , Infrastructure
	<u>Manager/Sponsor</u>	Phil Burton, General Manager, Infrastructure

Community Plan 2020-2035:

Leadership and Good Governance

LGG 1.5 Demonstrate accountability through clear, relevant and easily accessible policies, corporate reporting and legislative compliance.

LGG 1.10 Adopt and apply a commercial approach to deliver projects, programs and services where enduring community value and benefit can be demonstrated.

Annual Business Plan 2022/2023:

Operational program

Purpose:

To gain Council's authority to award contract 2022.026 Public Convenience Cleaning Services to Pickwick Group Pty Ltd ("Preferred Tenderer") for the lump sum amount of \$280,615.27 p/a (excluding GST) for 3 years with the option of 2 additional years at council's discretion and additional cleans at the Preferred Tenderer's tendered schedule of rates.

Summary – Key Issues:-

- Based on community expectations and contemporary service standards, the service level for public convenience cleaning has been increased to include more frequent cleans at highly utilised sites (and some reduced frequencies at lower utilised sites) and an improved performance specification.
- Council released a competitive tender to the open market to secure the best value for money contractor to deliver these services over the next 3 years with an option for a further 2 years.
- After an evaluation of all tenders received against agreed criteria, the public convenience cleaning services contract is recommended for award to Pickwick Group Pty Ltd for the lump sum amount of \$280,615.27 p/a (excluding GST) which represents an increase of circa \$85k over actual expenditure in 2022/23.

Recommendation:

That Council:

1. Endorses the specification for the cleaning of Public Conveniences, as shown in in attachment 1, to respond to the community's desire for an increased service level on these assets.

2. Authorises the award of the contract 2022.026 for the provision of Public Convenience Cleaning Services to Pickwick Group Pty Ltd (“Preferred Tenderer”) for the lump sum amount of \$280,615.27 p/a (excluding GST) for 3 years with the option of 2 additional years at council’s discretion and additional cleans at the Preferred Tenderer’s tendered schedule of rates.
 3. Authorises the Chief Executive Officer or his delegated officer being the General Manager Infrastructure to execute contract documents between Council and the Preferred Tenderer.
 4. Notes that the increased operational expenditure required to support this contract award will be considered at Budget Review 1 in November 2023.
-

Background:

1. Council currently owns 31 public convenience facilities throughout the district which are cleaned on a regular basis utilising contract resources.
2. The current contract is with Zippy Cleaning and Maintenance Services PTY LTD (ACS Property Services Group) and commenced on the 1 September 2018. It was awarded for 3 years with an option of an additional 2 years expiring on the 31 August 2023. An extension was issued on the 30 August 2023 to extend the expiry date until 31 October 2023 to allow an approach to market for the new contract.
3. The current contract is based on specifications provided by Council Solutions (COSOL) who at the time operated a shared procurement model servicing a number of councils.
4. The specifications were developed in 2016 and were based on the hierarchy and utilisation of sites at that time with only minor adjustments made through the contract term for new facilities and increased usage at some sites.
5. The schedule includes daily cleans and periodical cleans on a monthly and quarterly basis in an attempt to maintain an acceptable level of cleanliness and hygiene at each site.
6. Since the establishment of this contract, new facilities, such as the ones at Crystal Lake and The Glebe, have increased the a scope and cost of this service. In addition to this, the growth in population has led to higher utilisation of public spaces (e.g. Hahndorf) putting pressure on the established cleaning frequencies. Inflation has also substantially increased the cost of labour and consumables under the contract.
7. Feedback from the community through customer service requests and Council Members, has been clear that the current service levels for the cleaning of facilities is falling short of community expectations in some locations and an improvement was desired.
8. In the recent MARKYT Community Survey, 26 written comments were received in the Public Buildings category with 19 related to Public Convenience facilities, all showing some level of general dissatisfaction. With the category receiving a performance score

of 50 out of 100, this corresponds to the recent Council Member survey on Maintenance Service Levels where 50% of respondents felt council's public convenience facilities were below communities expectations.

Discussion:

9. Based on community expectations and contemporary service standards, the service level for public convenience cleaning has been increased to include more frequent cleans at highly utilised sites (and some reduced frequencies at lower utilised sites) and an improved performance specification developed (see attachment 1).
10. Council staff believe that this new performance specification is an appropriate standard to be applied and will help to better manage performance under the new contract.
11. To seek to ensure best value for money and maximum community benefit, the current cleaning services contract for Council was split into individual streams consisting of:
 - a. public conveniences,
 - b. council corporate buildings, and
 - c. event spaces.
12. This was done with the intent of encouraging smaller local businesses where possible to make a submission into smaller contracts and resulting in better contract management and cleaning results.
13. Pursuant to Council's Procurement policy an open market tender through Vendor Panel was undertaken to secure a suitably qualified Contractor to undertake the services.
14. The request for tender ("RFT") was issued via VendorPanel on 10 July 2023 and closed on 28 July 2023. Seven submissions were received and were evaluated by a panel consisting of 3 Council staff.
15. Clarification was sought from 2 shortlisted tenderers and reference checks were undertaken on the shortlisted tenderers.
16. Following the evaluation process and consideration of the views of the Panel, the Preferred Tenderer has been chosen on the following basis:
 - a. The methodology of delivery of the service was believed to provide the best opportunity to meet the council's cleaning specifications for public conveniences, while providing good value for money in the current market when evaluated against the other submissions.
 - b. The preferred tender has provided evidence in having the required experience, capability, capacity and availability to undertake the service provision required through council's specification for cleaning of public conveniences.
 - c. The preferred tenderer's pricing offers Council the best value for money when weighed against other submitted prices and the non-financial qualitative criteria.
 - d. Reference checks have indicated that other parties that use the Preferred Tenderer are satisfied with the quality of work being undertaken to deliver cleaning contracts in similar facilities.

- e. The Preferred Tenderer have indicated they will provide benefit to the local community through aiming to engage 100% of its employees from the wider region of Mount Barker and districts bordering Mount Barker and prioritises purchasing from local suppliers when possible through memorandums of agreement with local suppliers.
 - f. The preferred tenderer has recognised the size and complexity of the district in its methodology, including resources and travel time to undertake the contract.
17. The new contract will address the shortcomings of the previous contract however will result in an increase in operational expenditure to deliver the required service – circa \$85k per annum.
18. The new contract also has provision for the districts growth and increase in use of public convenience facilities at various locations (e.g. as is predicted with the opening of the new premier playground at Keith Stephenson Park) and adjustments to cleaning schedules and frequencies will be made accordingly within the contract with the applicable additional rates being applied through the contract.
19. The contract rates are subject to annual rise and fall based on an acceptable CPI.

Community Engagement:

Informing only	Council minutes on website
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Policy:

The tender process has been undertaken in accordance with Council's Procurement Policy and associated procedures.

Long Term Financial Plan:

This service is included in Council's endorsed long term financial plan as an operational expense however at a lower rate than current market rates of the recommended contract. This will be updated during the next review of the plan.

Budget:

The budget for these services in 2023/24 is \$168K. The actual spend on Public Convenience Cleaning during 2022/23 was \$195K. The new contract will represent a \$85K increase on this previous year's spend. Subject to the outcomes of this report, a budget adjustment will be required at Budget Review 1 in November 2023.

Statutory/Legal:

Council has a responsibility to ensure public conveniences are clean and fit for use. This is covered as a General Duty under section 56 of the Public Health Act 2002 to ensure that Council's prevent or minimise any harm to public health caused or likely to be caused by, anything done or omitted to be done by the person.

Staff Resource Requirements:

The cleaning contract and execution and ongoing management will be undertaken using existing internal resources.

Environmental:

The Preferred Tenderer has indicated that they operate under an Environmental Management System which complies with the requirements of ISO 14001:2015 for the provision of cleaning services, they have also indicated they purchase and use Good Environmental Choice Australia (GECA) accredited products.

Social:

Increasing service levels and awarding this contract will have a positive impact on the social and wellbeing outcomes for the community and their enjoyment of open spaces and public convenience facilities in the district. It also has the potential to increase visitation to the district and possibly generate greater economic returns.

Risk Assessment:

A key risk to council is the reputational risk of presenting toilets at an unacceptable level of cleanliness through compromised service specifications or service frequency and in doing so also presenting an unacceptable public health risk to the community.

Asset Management:

Successful awarding and implementation of this contract will ensure council facilities are presented at their best and will ensure council facilities meet expected lifespans of the asset with operational costs being included in the next review of council's strategic Asset Management Plan (SAMP).

Conclusion:

The increased service levels for public convenience cleaning responds to community demand and the award of the new contract to the Preferred Tenderer on the basis that they offer the capacity and methodology to deliver the services to the required level will lead to improved outcomes albeit at an increased operating cost that will need to be considered at the next budget review.

Previous Decisions By Council

Meeting Date	NIL	HPRM Reference	DOC/
Title			
Purpose			

SPECIFICATION

SCOPE

The intent of this scope is to establish the tasks required to be undertaken and the frequencies of which they will be undertaken at each nominated Public Convenience site per the included tables.

DEFINITIONS

- Clean** means the achievement of the desired minimum standard as required by the specification which will result in an almost complete absence of visible dirt, rubbish, marks, grime, stains, soiling and evidence of insect or vermin presence. Relative to the QA auditing, the contractor shall develop a rating system against the above Performance Indicators. To achieve a pass in QA audit, a score of 90% or more shall be required.
- Hygienic** means conducive to maintaining health and preventing disease, especially by being clean; sanitary
- Soiling** means it may include dirt, dust, mud, incrustations, organic material blown in, faeces and /or matter of a biological nature.

1. Routine cleaning activities

These shall be performed **actively** meaning the task is undertaken at the required frequency regardless of the visual appearance. This shall occur at each site per *Table 1.4* All cleaning undertaken shall be hygienic and clean unless otherwise specified.

- 1.1 Clean all floors by means of a sweep or vacuum and wet mop, paying particular attention to drains, corners, urinal steps and edges around urinals and toilet pans.
- 1.2 Clean and sanitise all bathroom fixtures and door furniture. Extra attention shall be paid to basins, taps, exposed piping, hand dryers, soap dispensers and all wall surfaces around these fixtures where fats and oils accumulate.
- 1.3 Clean and flush all urinals and toilet pans.
- 1.4 Clean and undertake inspection of baby change table (where installed).
- 1.5 Polish all stainless or chrome fittings and mirrors, no streaks spots or stains shall be present after cleaning.
- 1.6 Spot clean, dust, remove cobwebs and soiling from all walls, eaves, ceilings, doors and partitions (internal and external).
- 1.7 Replenish toilet paper when less than ¼ roll left. (return remainder to ESC stores).
- 1.8 Replenish soap dispensers when less than ¼ remaining. (discard remainder).

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- 1.9 Removal all rubbish and waste from a distance of 3m around the exterior of the facility.
- 1.10 Blockages – in the first instance, contractor will attempt to unblock using a plunger. If this is unsuccessful, report to be escalated to the nominated Council Officer as soon as possible via email or other electronic means and on weekends to be reported by phone to the Councils After Hours Officer. Signage as provided by Council (Out of Order), being in good condition, to be affixed to the affected toilets door and door locked.
- 1.11 All waste shall be collected and transported from the site. Waste shall not be disposed of in public place bins. Disposal shall be at the advised Council depot or other location as agreed with council in writing. ,

2. Weekly cleaning activities

- 2.1 Thoroughly wash and dust all wall surfaces, ledges and exhaust fans (if fitted) inside the facility.
- 2.2 Flush and clean all water traps inside and outside facility (floor, sink and overflow relief gullies), clean all floor drains and grates. Any defects or blockages, will be reported to council officer for maintenance.

3. Monthly cleaning activities

- 3.1 Inspect urinals for uric acid build-up, recrystallise if required.

4. Quarterly cleaning activities

- 4.1 Remove and clean all light fitting covers or diffusers (if removable), wipe over exterior of all fittings to remove dust and cobwebs.
- 4.2 Deep cleaning of floors and all wall surfaces to where the wall meets the roof or ceiling. Cleaning to include pressure washing and/or scrubbing of floors to remove all foreign material affixed to surface.
- 4.3 Exterior walls and concrete surrounding facility to be pressure washed or scrubbed with care to be taken around external lighting (if fitted to wall).

Weekly, Monthly and Quarterly activities will be undertaken in addition to the Routine activities, these will be undertaken on a day of the choosing by The Contractor but will occur on an already nominated day of attendance. The day of additional activities for each site shall be advised to the Council Representative in writing at the commencement of the Contract. Any changes to this shall be advised in writing at the time of change.

5. Site specific variations

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The frequency of 4.2 and 4.3 for particular sites will be as per Table 1.1 rather than Quarterly. All other sites not included in the table shall be done quarterly.

Table 1.1

Flaxley Road, Mount Barker	Monthly
Keith Stephenson Park, Mount Barker	Monthly
Stephen Street, Mount Barker	Monthly
Callington Recreation Grounds, Callington	Bi-Annually
Echunga Recreation Grounds, Echunga	Bi-Annually
Environmental Services Centre	Bi-Annually
Macclesfield Recreation Grounds, Macclesfield	Bi-Annually
Spring Road Cemetery, Mount Barker	Bi-Annually
Harrogate Tennis Courts, Harrogate	Annually
Prospect Hill Memorial Hall, Prospect Hill	Annually

6. General Requirements

- 6.1 Where facilities are located within reserves or parks, the contractor shall utilise the nearest parking available and walk into the facility. The Contractor shall not drive up to the facility unless prior approval in writing from council. If any damage is to occur within reserves or parks as a result of vehicles undertaking activities in relation to this contract, the Contractor shall be responsible for any costs incurred by Council in the remediation of any damage.
- 6.2 For facility specification, refer to Table 1.6
- 6.3 Any vandalism to a facility must be reported with photos to the Council Representative before any cleaning tasks are undertaken.
- 6.4 Before commencement of any cleaning, The Contractor will announce their presence (if the toilet is not a locked site). If a response is received, they shall wait until the toilet has been vacated. Signage and barrier shall be placed across the entrance while cleaning is undertaken.
- 6.5 The Contractor will produce digital site activity reports that shall contain as a minimum;
 - The Site Name
 - Address
 - Date and time attended

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- Personnel attended
- Activities undertaken and completion status
- Photos of completed work (minimum 2 per room)

Activity reports shall be maintained on a digital platform or delivered via email by the Contractor. Digital platforms shall be accessible by the Council Representative at any time. If via email activity reports shall be sent daily via email to the nominated officer and council.

Activity reports may be used at any time by the Council Representative for the purpose of quality assurance and/or verification of attendance to the site in accordance with the nominated schedule. In addition to the digital report, The Contractor shall complete an entry on the whiteboard posted at each site upon the completion of the routine attendance, to give visual indication to public of cleaning activities at the site.

- 6.6 The Contractor will produce digital site maintenance reports for any situation that requires the Council Representatives attention to remediate. These shall contain as a minimum;
- The Site Name
 - Address
 - Date and time attended
 - Personnel attended
 - Situation that requires attention and photos.

In the instance that these reports contain vandalism resulting in property damage or graffiti, the reports may at the discretion of, and by, the Council Representative, be provided to SA Police.

Site Maintenance reports shall be maintained on a digital platform or forwarded via email by the Contractor. Digital platforms shall be accessible by the Council Representative at any time. Maintenance reports shall be sent daily via email to the nominated officer and council.

Activity and maintenance reports can be linked in one product.

- 6.7 The Contractor shall ensure that daily routine clean is undertaken prior to 8am at each site. Where a site has a second clean on the same day, this shall be undertaken between 11am and 1pm. Where a site has a third clean on the same day, this shall be undertaken between 4pm and 5pm.

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- 6.8 The Contractor shall, in conjunction with routine cleaning, also unlock nominated toilets per Table 1.2. The Contractor shall ensure that all toilets are unlocked between the hours of 5am and 8am.

If the Contractor is unable to perform the unlocking between the specified times in one off instances, they shall advise the Council Representative as soon as they become aware of the inability to meet the expectation. They shall also advise when they will undertake the activity.

Table 1.2

Asset	Location	Unlock
Public Convenience	Alec Johnston Park, Hahndorf	✓
Public Convenience	Auricht Road Bus Park, Hahndorf	✓
Public Convenience	Battunga Park, Meadows	✓
Public Convenience	Byethorne Park, Nairne	✓
Public Convenience	Davenport Square, Macclesfield	✓
Public Convenience	Environmental Services Centre	✓
Public Convenience	Flaxley Road, Mount Barker	✓
Public Convenience	Keith Stephenson Park, Mount Barker	✓
Public Convenience	Laratinga Wetlands, Mount Barker	✓
Public Convenience	Miels Park, Littlehampton	✓
Public Convenience	Mount Barker Showgrounds, Mount Barker	✓
Public Convenience	Nairne Recreation Grounds, Nairne	✓
Public Convenience	Pioneer Gardens, Hahndorf	✓
Public Convenience	Stephen Street, Mount Barker	✓

- 6.9 Battunga Park and Davenport Square have 3 additional toilets (as indicated by signage on doors) these additional cubicles are opened and have routine cleaning activities undertaken for weekend use on Saturday morning and are then locked on Monday morning by cleaners. Additional toilets shall have a routine clean undertaken on Monday morning before being locked for the week.
- 6.10 The Mount Barker District Council is a rapid growth council meaning additional sites for cleaning may come on board over time as assets are gifted to council and council develops new assets. As part of modernization, council is also improving its service standards through use of electronic technology as a result nominated sites for unlocking may be subject to change / reduction as council brings on new facilities, Council and contractor will manage these changes as they occur as part of this contract.

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- 6.11 The Contractor shall only use consumables (with accompanying SDS) provided by the Council. All consumables will be kept in sufficient supply from the stores shed at the Environment Services Centre 100 Springs Road Mount Barker. The Contractor shall notify the Council Representative if there is less than two weeks supply in the Stores shed.
- 6.12 All cardboard and other waste shall be disposed of in the allocated industrial bins within the Environmental Services Centre yard or by contractor in a means approved by council.
- 6.13 Billing shall occur on a monthly basis commencing at the start of the month. If the contract commences part way, the first invoice shall be a partial invoice to bring the cycle to the first whole month. Invoices shall clearly set out per site and visit.
- 6.14 The Contractor shall undertake routine Quality Assurance auditing (monthly). This audit shall not be undertaken by the same person/s that undertake the cleaning of the sites. The audits shall contain a sample of no less than 20% of sites with each site being audited no less than three times annually. The Council or Nominated Officer shall have the option to accompany the Contractor on the audit for the purpose of transparency in reporting and shall be notified with 72 hours' notice of when an audit will be undertaken. Audits shall be undertaken during standard business hours and shall not incur additional charges. For scoring of audits, please see below Key Performance Indicators.
- 6.15 Periodic audits may be undertaken by council in response to customer complaints. Where standards are deemed to have not been met, corrective actions in accordance with section 8 will be required.
- 6.16 Adhoc Cleaning / Emergency cleans and additional cleans at specific locations may be required and should be performed in accordance with the Tiered Response Times detailed in Table 1.3 and Table 1.5.

Table 1.3

Tiered Response Timeframes	
Emergency	1 Hour Response
Tier 1	3 Hour Response
Tier 2	12 Hour Response
Tier 3	Next Business Day
Tier 4	Within 5 Business Days

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7. Key Performance Indicators

Performance Indicator	Description	Achievement
PI1	No visible cobwebs	Absence of Cobwebs on any horizontal or vertical surface, including blinds, window frames, screens, vents and under any fixtures or furniture.
PI2	No visible debris	Absence of litter, rubbish, dust incrustations and food particles on any horizontal surface including all floors.
PI3	No visible foreign matter	Absence of soiling on any floor surface. Absence of soiling in and around any rubbish bin. Absence of soil build up and incrustation in any corner or tight space, such as around furniture legs, on fans and vents. Absence of soiling on any bathroom fixture and horizontal or vertical surfaces.
PI4	No visible dust	Absence of dust on any horizontal or vertical surface, including narrow horizontal surfaces such as top of partitions or toilet cubicles. Absence of dust on and around any rubbish or cigarette receptacle.
PI5	No visible litter	Absence of litter and rubbish on any horizontal surface, including all floors. Absence of litter and rubbish in and around any rubbish or cigarette receptacle.
PI6	No visible marks	Absence of finger marks, rub marks or soil/grime build up associated with repeated touching on any vertical surface. Absence of finger marks, rub marks, kick marks or soil/grime build up associated with repeated touching on any item of furniture or equipment, particularly on furniture legs and handrails. Absence of body marks, rub marks or easily removed adhesive marks on any glass surface, which will be left free of cleaning marks.
PI7	No visible mould	Absence of mould in any wet area or areas that received high moisture levels (e.g. high glazing).
PI8	No visible smears or streaks	Absence of streak spots or marks on any bright work, which will be polished dry to a high sheen. Absence of streaks on any resilient flooring, which will be left free of cleaning streaks. Absence of soiling on any glass surface, which will be left free of cleaning streaks.
PI9	No visible spills	Absence through removal of any liquid spill that may be a hazard to users of the facility, including removal, where possible, of evidence of the spill.

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PI10	No visible stains	Absence of spot staining and spill staining on any non-porous floor surface. Staining to be reduced on porous floor surfaces. Absence of stains on any bright work, which will be left free of cleaning streaks. Absence of spot staining on any bathroom fixture or vertical surface. Absence of stains, black mars and scuff marks on any resilient flooring.
PI11	Sufficient facility consumables available	All soap, toilet roll and paper towel dispensers stocked to an appropriate level for facility usage. Spare facility consumables are to be stored in the service duct or store room for Council staff to replenish in the event of depletion prior to a scheduled visit.
PI12	Bins emptied and returned	All waste is collected from bins and they are left clean, empty and replaced to appropriate location.
PI13	No adhesive marks	Absence of residual adhesive marks after the removal of any unauthorised posters
PI14	No graffiti	Absence of easily cleanable unauthorised markings on any surface, with no shadow left behind.
PI15	No residue	Absence of water, watermarks, polish/wax build-ups, soap or chemical residue on any surface as a result of cleaning
PI16	No sharps in area	Absence of any sharps of drug paraphernalia in or around to a distance of ten metres from any facility.

8. Corrective Actions

- 8.1 If QA auditing returns scores below 90% for any Performance Indicator, the Contractor shall undertake any remediation work required to achieve a pass at their expense. A follow-up audit shall be conducted with 48hrs of a failed audit. If the resulting audit fails to produce a pass, the Contractor shall have 24hrs to bring the facility up to standard at which point a final audit shall be conducted.
- 8.2 If general cleaning services are deemed to be not to standard at any time after a routine activity has been undertaken via customer complaint or council inspection, the cleaner shall undertake a reactive service within 3hrs to return to standard as identified by the relevant performance indicators. If the failure to meet standard is due to Contractor not meeting standards during routine activities, then rectification will be the responsibility of the Contractor. If due to circumstances out of the control of the Contractor, an additional charge may be applied in accordance with the Schedule of Rates.

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Table 1.4

Asset	Location	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Public Convenience	Alec Johnston Park, Hahndorf	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Anembo Clubhouse Disabled, Littlehampton	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Anembo Park Radio Remote Car, Littlehampton	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Auricht Roat Bus Park, Hahndorf	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Battunga Park, Meadows	✓	✓	✓	✓	✓	✓	*
Public Convenience	Brukung Hall, Brukung	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Byethorne Park, Nairne	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Callington Recreation Grounds, Callington	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Davenport Square, Macclesfield	✓	✓	✓	✓	✓	✓	*
Public Convenience	Echunga Memorial Hall, Echunga	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Echunga Recreation Grounds, Echunga	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Environmental Services Centre	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Flaxley Road, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Glebe, Littlehampton	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Hahndorf Recreation Grounds, Hahndorf	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Harrogate Tennis Courts, Harrogate	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Hutton Reserve, Kanmantoo	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Jeffery Street, Nairne	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Keith Stephenson Park, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Laratinga Wetlands, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Lord Robinson Park, Macclesfield	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Macclesfield Recreation Grounds, Macclesfield	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Meadows Recreation Grounds, Meadows	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Miels Park, Littlehampton	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Mount Barker Showgrounds, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Nairne Recreation Grounds, Nairne	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Parkindula, East Parkway, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Pioneer Gardens, Hahndorf	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Prospect Hill Memorial Hall, Prospect Hill	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Spring Road Cemetery, Mount Barker	✓	✓	✓	✓	✓	✓	✓
Public Convenience	Stephen Street, Mount Barker	✓	✓	✓	✓	✓	✓	✓
* 3 additional weekend use toilets to clean								
✓ Peak season additional cleans								
		Peak Period		Off Peak Period				
		1st October		1st April		31st March		
		1st April		30th September				

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Table 1.5

Tier 1		
Public Convenience	Alec Johnston Park, Hahndorf	3 Hour Response
Public Convenience	Auricht Road Bus Park, Hahndorf	
Public Convenience	Pioneer Gardens, Hahndorf	
Public Convenience	Anembo Clubhouse Disabled, Littlehampton	
Public Convenience	Battunga Park, Meadows	
Public Convenience	Byethorne Park, Nairne	
Public Convenience	Davenport Square, Macclesfield	
Public Convenience	Echunga Memorial Hall, Echunga	
Public Convenience	Flaxley Road, Mount Barker	
Public Convenience	Keith Stephenson Park, Mount Barker	
Public Convenience	Laratinga Wetlands, Mount Barker	
Public Convenience	Miels Park, Littlehampton	
Public Convenience	Mount Barker Showgrounds, Mount Barker	
Public Convenience	Stephen Street, Mount Barker	
Tier 2		
Public Convenience	Anembo Park Radio Remote Car, Littlehampton	12 Hour Response
Public Convenience	Glebe, Littlehampton	
Public Convenience	Jeffery Street, Nairne	
Public Convenience	Parkindula, East Parkway, Mount Barker	
Public Convenience	Environmental Services Centre	
Tier 3		
Public Convenience	Callington Recreation Grounds, Callington	Next Business Day
Public Convenience	Echunga Recreation Grounds, Echunga	
Public Convenience	Hahndorf Recreation Grounds, Hahndorf	
Public Convenience	Macclesfield Recreation Grounds, Macclesfield	
Public Convenience	Meadows Recreation Grounds, Meadows	
Public Convenience	Nairne Recreation Grounds, Nairne	
Public Convenience	Spring Road Cemetery, Mount Barker	
Public Convenience	Brukung Hall, Brukung	
Public Convenience	Hutton Reserve, Kanmantoo	
Public Convenience	Lord Robinson Park, Macclesfield	
Public Convenience	Harrogate Tennis Courts, Harrogate	
Public Convenience	Prospect Hill Memorial Hall, Prospect Hill	

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Table 1.6

Location	Unlock	m2	Indicative Floor Type		Facility details							
			Tiles	Concrete	Pans	Urinals	Unisex cubicle	Hand dryer	Paper towel	Soap dispensers	Basins	Toilet Roll dispensers
Alec Johnston Park, Hahndorf	Unlock	20	✓		6	1	1	✓		3	3	6
Anembo Clubhouse Disabled, Littlehampton	Auto	6	✓		1	0	1	✓		1	1	1
Anembo Park Radio Remote Car, Littlehampton	No	10	✓		2	0	2		✓	2	2	2
Auricht Roat Bus Park, Hahndorf	Unlock	32	✓		3	1	0	✓		2	2	3
Battunga Park, Meadows	Unlock	32		✓	6	0	6		✓	6	6	6
Brukung Hall, Brukung	No	16	✓		1	0	1	✓	✓	1	1	1
Byethorne Park, Nairne	Unlock	16		✓	2	0	2	✓		2	2	2
Callington Recreation Grounds, Callington	Auto	16		✓	2	0	2	✓		2	2	2
Davenport Square, Macclesfield	Unlock	32		✓	6	0	6		✓	6	6	6
Echunga Memorial Hall, Echunga	Unlock	24		✓	4	0	4	✓		4	4	4
Echunga Recreation Grounds (X2), Echunga	No	32		✓	11	2	0	✓	✓	4	4	11
Environmental Services Centre	No	16	✓		2	0	2	✓		2	2	2
Flaxley Road, Mount Barker	Unlock	16	✓		2	0	2		✓	2	2	2
Glebe, Littlehampton	Auto	16		✓	2	0	2	✓		2	2	2
Hahndorf Recreation Grounds, Hahndorf	Auto	18		✓	3	0	3	✓		3	3	3
Harrigate Tennis Courts, Harrigate	No	20		✓	3	1	0	✓	✓	2	2	3
Hutton Reserve, Kanmantoo	Auto	16		✓	2	0	2	✓		2	2	2
Jeffery Street, Nairne	Auto	32		✓	2	0	2	✓		2	2	2
Keith Stephenson Park, Mount Barker	Unlock	20	✓		4	1	1	✓		3	3	4
Laratinga Wetlands, Mount Barker	Unlock	20		✓	2	0	2		✓	2	2	2
Lord Robinson Park, Macclesfield	No	16		✓	2	0	2			2	2	2
Macclesfield Recreation Grounds, Macclesfield	No	32	✓		3	1	0	✓		2	2	3
Meadows Recreation Grounds, Meadows	No	32	✓		6	1	1	✓		3	4	6
Miels Park, Littlehampton	Unlock	20	✓		6	1	1		✓	3	3	6
Mount Barker Showgrounds, Mount Barker	Unlock	20	✓		5	1	1		✓	3	3	5
Nairne Recreation Grounds, Nairne	Unlock	20	✓		3	0	3		✓	3	3	3
Parkindula, East Parkway, Mount Barker	Auto	16		✓	2	0	2			2	2	2
Pioneer Gardens, Hahndorf	Unlock	20		✓	4	0	4	✓		3	3	4
Prospect Hill Memorial Hall, Prospect Hill	No	32		✓	3	1	0	✓		2	2	3
Spring Road Cemetery, Mount Barker	Auto	16		✓	1	0	1	✓		1	1	1
Stephen Street, Mount Barker	Unlock	18	✓		4	1	1	✓		3	3	4

12.4	REPORT TITLE:	VISITOR SERVICING TRANSITION PLAN
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/111414
	ATTACHMENTS:	Nil
	<u>Key Contact</u>	Ben Footner – Manager Customer Experience Luke Gray – Manager Strategic Projects & Economic Development
	<u>Manager/Sponsor</u>	Marc Voortman – General Manager Planning & Community

Community Plan 2020-2035:

Guiding Theme - Economic Prosperity (pg. 13)

EP Objective 3.3 – Facilitate and deliver tourism infrastructure, information provision and events and encourage accommodation options.

Community Priority Direction 2 – Activating Tourism (pg. 17) – Developing Mount Barker as the heart of the Adelaide Hills and promoting its first-class tourism experiences and destinations.

Delivery Guideline 2 - Working Smarter (pg. 25)

WS Strategy 2.2 – Strive to improve performance and service delivery across all Council functions where gaps are identified.

WS Strategy 2.4 – Use technology to increase efficiency and save money

Annual Business Plan:**Guiding Theme – Economic Prosperity (pg 29)****Key Annual Objectives:**

- Partner with Adelaide Hills Tourism to support destination marketing and development
- Develop a visitor servicing plan in consultation with the industry

Key Performance Measures:

- Increase tourism visitation and spend by 5%

Purpose:

To secure Council support to proceed with the Visitor Servicing Transition plan as outlined in this report.

Summary – Key Issues:

1. Council’s Tourism Visitor Servicing Model has been reviewed, triggered by changes to consumer behaviour, expectations and lack of regional support for the current Adelaide Hills Visitor Information Centre.
2. Given the importance of the \$225million annual expenditure that is received via the Adelaide Hills Tourism sector, investment into visitor servicing needs to meet consumer behaviour and achieve an effective use of Council funds.
3. This Report seeks endorsement to shift the visitor servicing model towards alternatives that better cater for modern visitor behaviours, and better support local tourism operators across the district.

Recommendation:

That Council:

1. Approve the closure of the Adelaide Hills Visitor Information Centre, effective as of the 31st of January 2024.
 2. Approve the increased funding contribution to Adelaide Hills Tourism to match that of our regional partner, Adelaide Hills Council, subject to an updated funding agreement with agreed key performance indicators.
 3. Note that alternative visitor servicing models will be considered and presented to Council, including models/concepts generated from within the tourism industry.
-

Background:

1. The method in which tourists seek and receive information has changed significantly in the last 10-20 years, as technology continues to provide greater accessibility to contemporary information and booking services.
2. As individual businesses have improved their on-line presence, this too has decreased the need for centralised information and booking services.
3. The current visitor servicing model (centred around the Adelaide Hills Visitor Information Centre – AHVIC - in Hahndorf) is a traditional “bricks and mortar” offering and is now not meeting the expectations of the industry or the consumer.

4. The AHVIC is located at the front of the Hahndorf Academy however as the two uses attract very different target markets, this co-location has not delivered on the synergies originally anticipated.
5. The AHVIC is funded by Mount Barker District Council and includes a \$5,000 annual contribution from Hahndorf Business and Traders Association.
6. The AHVIC has never been run in partnership with Adelaide Hills Council as a truly regional collaboration. In 2017 a review provided a recommendation for a more collaborative approach which was initially supported by Adelaide Hills Council, however they then withdrew this support in favour of increasing their contribution to Adelaide Hills Tourism, citing that in their view, investing into on-line visitor servicing represented a better return on their investment. They continue to adopt this model.
7. The disparate approach to visitor servicing between Mount Barker District Council and Adelaide Hills Council has also led to an inconsistent level of funding to the regional tourism authority creating a lack of synergy at a regional level. Whilst this does create a challenging environment for Adelaide Hills Tourism (AHT), they work hard to mitigate this lack of consistency in application across the region. AHT's positive work was presented to the Council in a recent briefing.
8. A Tourism & Events review was conducted in late 2021/early 2022 to review services and assist Council to chart a path out of this uncertainty and towards a model that better utilised Council resources for the benefit of visitors and local tourism operators.
9. The Review made several recommendations including a functional realignment of the Tourism & Events areas which has now been completed. The Tourism Development function now sits within the Economic Development portfolio recognising its role in delivering on the broader Economic Development Strategy of the District.
10. Other recommendations included the formulation of a Visitor Economy Strategy, and the presentation of several alternative models for visitor servicing which have assisted in informing the transition plan outlined in this report.
11. The ongoing uncertainty around AHVIC operations has been further compounded in recent times by a variety of secondary challenges, including ongoing volunteer shortages, the increasing need for facility renewal, and the departure of the long term Tourism & Events Manager in early 2022.
12. This has ultimately led to a decline in the quality of the service offering, creating discontent amongst the business/trader community.

Discussion:

13. Advances in technology over the past 10-20 years have led to a significant change in the visitor servicing landscape. Visitor behaviour has shifted to online, particularly when it comes to Accommodation/Tour bookings and itinerary planning.
14. This has led to the traditional Visitor Information Centre model being increasingly challenged, with many Councils reviewing and/or closing services in favour of greater investment in their online offerings and social media engagement/attraction.
15. The experience is no different in the context of our own AHVIC. Strong and consistent feedback from local tourism operators about the shortcomings of the booking service provided by the AHVIC (namely excessive commission rates, slow payment returns, integration issues causing double bookings, and general inferior performance to other 3rd party online booking sites) led to a decision being made to decommission this service approximately 6 months ago.
16. Feedback from the decommissioning was minimal, with a number of operators actually applauding the move for the reasons outlined above.
17. In order to formulate the Transition Plan, Council staff have continued to engage with key stakeholders including:
 - a) Hahndorf Business and Traders Association
 - b) Adelaide Hills Tourism
 - c) South Australian Tourism Commission
 - d) Tourism Industry Council of South Australia
 - e) AHVIC Volunteers
18. Hahndorf Business and Traders Association have consistently expressed their dissatisfaction with the current AHVIC and have supported its closure in favour of exploring alternative, potentially industry led models. A period of no active face to face visitor servicing is also accepted as all parties consider alternative options and how they would be best implemented.
19. Representatives from SATC and TICSAs also expressed their support for Council exploring alternative approaches, recognising the need to increasingly embrace digital servicing, whilst working with businesses to understand whether alternative face to face services would provide more effective outputs.
20. These alternatives include smaller kiosk-style information booths, roaming concierges and partnerships with key businesses to perform ambassador roles (i.e. at tourist parks, major tourist destinations, etc).

21. SATC and TICSAs representatives also expressed that Council was not alone in reconsidering their approach to visitor servicing with at least two other regional South Australian Council's (and others Nationally) soon to transition away from their traditional Visitor Information Centre's.
22. Although the closure of the current AHVIC is supported by key industry representatives, it is acknowledged that it will be met with apprehension and even anger from some of the current volunteers. This is not unexpected and is understandable given the passion, pride and time they have spent providing this service on behalf of our community.
23. The human element to any change process is important to manage well and support will be given to ensure they have opportunities to transition to alternative Council program streams, or new volunteer driven initiatives in the visitor servicing space if these are to eventuate.
24. Despite the impact on volunteers, the clear objective with this Transition Plan is to ensure we are delivering the best possible product for the consumer and return on investment for our community.
25. Considering the recommendations of the Tourism and Events Review, stakeholder feedback and broader industry trends as outlined, the timing is now conducive for Council to transition to a more contemporary model for visitor servicing that will better meet the needs of both operators and visitors.
26. It proposed that this more contemporary model will be achieved through the following actions.
27. **Action 1: Announce closure of the current Visitor Information Centre (Council Decision).** It is proposed that the Adelaide Hills Visitor Information Centre be closed as at the 31st of January 2024. This action will:
 - Maintain the current service offering over the busy Christmas period.
 - Address feedback from local operators regarding the shortcomings of the service;
 - Free up staff resourcing and budget to enable the transition to a more contemporary model.
28. **Action 2: Increase Council contribution to Adelaide Hills Tourism (Council Decision).** It is proposed that funding is increased to Adelaide Hills Tourism so that the contribution of Mount Barker District Council meets that of regional partners Adelaide Hills Council. This action will:
 - Ensure regional consistency;
 - Increase support and liaison for local operators;
 - Increase online engagement and exposure to the consumer;

- Assist with stakeholder management during the transition to closure of the current visitor information centre;
 - Allow capacity to provide support to potential alternative service offerings (to be determined).
29. **Action 3: Increase resources to Tourism Development (Budgeted - Operational Action).** It is proposed that the Council will recruit a staff member (already budgeted in 23/24FY) to better service the largest industry in the district. This resource will:
- Act as a direct Council liaison for tourism operators not only in Hahndorf, but also the broader district;
 - Be a more active and visible Council presence in the tourism business community;
 - Allow the Council to be more active in attracting and leveraging major events to the district;
 - Collaborate with Adelaide Hills Tourism and other regional partners such as the RDA to better support the industry online and through the provision of training and workshop opportunities.
 - Assist with stakeholder management during the transition to closure of the current visitor information centre;
 - Allow capacity to provide support to potential alternative service offerings (to be determined).
30. **Action 4: Explore opportunities for alternative service offerings.** It is proposed that alternative options emanating from the last round of engagement with local tourism operators continue to be developed. These alternative options should be pursued under the following guiding principles:
- Collaboration with stakeholders to ensure industry support
 - Financial sustainability and high return on investment
 - Leverage existing Council or private sector assets
 - Explore opportunities for external capital, technology or program funding
31. Any decision on an alternative visitor servicing offering, particularly those which require funding of Council, will be supported by a business case and would be presented to Council for decision making prior to implementation.
32. The target timeline for a decision on an alternative model would be early 2024.
33. There are other secondary considerations that will be resolved by Council staff should the Council support the recommendations in this report including:
- Volunteer engagement and transition
 - Future usage of current VIC site (academy/commercial operator)
 - Souvenir sales
 - Printing/distribution of brochures, maps etc

34. Should Council consider that it should remain involved in a VIC it is evident that a significant increased level of investment and resources would be required to provide an adequate and quality service for visitors to the region. This would include potential significant capital investment into a more functional and accessible facility, a substantial growth in volunteer numbers supported by significant additional Council Staff resource. For the reasons highlighted in this report and shared by regional partners, industry representatives and operators the retention of a ‘bricks and mortar’ visitor servicing model is not recommended by staff.

Community Engagement:

Decision to be made	Closure of existing AHVIC and an increased to Adelaide Hills Tourism. Any future investment or co-investment into an alternative face-to-face visitor servicing offering will be subject to further engagement with key stakeholders.
Key factors to be considered in decision (dot points)	Financial (return on investment) Economic (what is best for the industry) Social (impact on existing volunteers)
Area of community influence	Key areas for community input relating to any alternative visitor servicing model: <ul style="list-style-type: none"> • local knowledge, experience, ideas • information on needs, priorities, aspirations • information on impacts and acceptability of proposals
Method of consultation, informing community & cost	Direct stakeholder engagement
Feedback to stakeholders/Council	Feedback directly to key stakeholders (in person, written correspondence)
Timeframe for consultation	Engagement with industry will be on-going through transition
Community input	Input from industry to date has resulted in recommendation to close existing service, increase contribution to Adelaide Hills Tourism in order to achieve regional consistency and to explore alternative visitor servicing models, including those put forward directly by the industry.

Policy:

N/A

Long Term Financial Plan:

No impact on the Long Term Financial Plan.

Budget:

All actions relating to the decisions in this report will be achieved within current budget. Should an alternative option be developed that requires further budget commitment, this will be brought back to Council for decision, or included for consideration during future annual budget planning.

Statutory/Legal:

N/A

Staff Resource Requirements:

Current volunteer workforce will be provided with alternative volunteering opportunities within Council, or with other agencies in the district.

Current AHVIC Volunteer Co-ordinator is contracted until November – short term extension may need to be required to cover transition to closure.

Environmental:

N/A

Social:

There will be some social impact with the likely disbanding of the volunteer workforce attached to the current AHVIC. A plan will be put in place to transition volunteers to alternative opportunities either with Council, or with other agencies in the community.

Risk Assessment:

There will be some exposure to reputation associated with the potential closure of the Visitor Information Centre. Ongoing stakeholder management/engagement will be critical, particularly given the heightened sensitivity around broader challenges in Hahndorf at present.

There is an operational risk with maintaining the current AHVIC service throughout the summer holidays. Volunteer shortages are already making the current 7 day roster challenging to fill, and if some volunteers choose to cease involvement immediately due to their disagreement with the closure decision then the ability to keep the AHVIC will be further compromised. If this eventuates we will engage with the HBTAs and seek support from AHT to facilitate temporary alternative options.

Asset Management:

The vacant tenancy in the front room of the Academy building will need to be addressed if the decision is made to close the AHVIC. Scope for renegotiation of tenancy with the Hahndorf Academy, or an approach to the market for new tenant (possible additional income).

Future visitor servicing models may utilise the Old School House, which may trigger a requirement for some capital investment. Any significant development either in tenancy or facility renewal would return to Council for a future decision.

Conclusion:

Considering industry feedback, review recommendations, and broader industry trends, the timing is now conducive for Mount Barker District Council to transition to a more contemporary model for visitor servicing that will better meet the needs of both operators and visitors. While this transition will be challenging for some, it is important that the longstanding uncertainty is now ended and a clear plan is implemented to ensure Council resources are applied in a way that best meets the needs of the local Tourism industry.

12.5	REPORT TITLE:	WASTEWATER UPDATED ENVIRONMENT IMPROVEMENT PROGRAM
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/113460
	ATTACHMENTS:	1. DOC/23/111485 – UPDATED ENVIRONMENT IMPROVEMENT PLAN
	<u>Key Contact</u>	Helen Edmonds, Head of Wastewater
	<u>Manager/Sponsor</u>	Andrew Stuart, Chief Executive Officer

Community Plan 2020-2035:

Community Wellbeing

CW Objective 4.4 Provide wastewater treatment services to deliver public health, environmental and economic outcomes and climate change adaptation solutions.

Ecological Sustainability

ES Objective 5.1 Continue to build on Council's reputation as a leader in wastewater management and promote water recycling and reuse.

Annual Business Plan:

The Wastewater Service Annual Business Plan 2023-24 contains several key performance measures and objectives related to the Environment Improvement Program (EIP) including:

- Nairne Trunk Sewer and Nairne Hay Valley Stage 1 Recycled Water Main completed on time and budget and full grant funding received;
- Design and construct contract award and commencement of construction of the Laratinga Water Recovery Plant;
- Opportunistic expansion of the Mount Barker recycled water scheme undertaken efficiently; and
- Contracts in place with new recycled water customers.

Purpose:

To seek

- endorsement of the updated Environment Improvement Program (EIP) so that it can be submitted to the Environment Protection Agency (EPA) for final approval before the end of October 2023; and
- a delegation to the CEO or nominee to lodge revised EIPs with the EPA where the revisions are deemed by the CEO or nominee to be of minor impact.

Summary – Key Issues:

1. A condition of Council's Mount Barker Wastewater Treatment Plant Licence with the EPA is to develop an approved EIP which outlines the actions being taken to protect and enhance the surrounding environment.
2. This revision of the EIP follows one updated in October 2022, and is a requirement under Compliance Action 6 of the October 2022 EIP.
3. The main changes in this revision relate to one date extension and one new compliance action.

Recommendation:

That Council:

1. Endorse the updated Environment Improvement Program (EIP) (Attachment 1);
 2. Authorise the CEO or his nominee to subsequently make minor amendments to the revised EIP as necessary to satisfy the requirements of the EPA; and
 3. Delegate to the CEO or nominee to lodge revised EIPs with the EPA where the revisions are deemed by the CEO or nominee to be of minor impact.
-

Background:

1. Council has a licence from the EPA to operate the Mount Barker Wastewater Treatment Plant (WWTP), located on Springs Road, Mount Barker.
2. That licence includes the requirement to submit for approval an EIP and/or revised Environment Improvement Program (EIP).
3. Council first endorsed the EIP on 1 June 2020 and last endorsed the updated EIP on 4 October 2022.
4. Since that time wastewater quarterly reports to Council have included updates on the progress of the actions required within the EIP.
5. There have been EPA interventions in regard to the Mount Barker WWTP since 2005, initially relating to odour issues and more recently regarding the quality of the water discharged to the Mount Barker Creek.

Discussion:

6. The intent of the updated EIP is to mitigate adverse impacts on the Mount Barker Creek as much as reasonably practical by:
 - a. Reducing the load of nutrients and organics discharged to Mount Barker Creek by improving the quality of treated wastewater;
 - b. Developing the future plans for upgrades of the Springs Road WWTP and associated facilities in a manner which will satisfy Council's environmental responsibilities but also economic constraints including wastewater service customer and community expectations around affordability and service levels;

- c. Improve the sustainability of flows to the Laratinga Wetlands by providing more natural cycles of water levels to improve biodiversity and environment health; and
 - d. Complying with the *Environment Protection (Water Quality) Policy 2015*, conditions of EPA licence number 1912 and all other legislative requirements.
7. The attached EIP (starting page 9) includes the revised compliance actions:

Compliance Action 1

By 31 July 2024, Mount Barker District Council will have obtained final Development Approval for a new WWTP on the Springs Road site, including a draft EPA licence.

Council has obtained Planning Approval for the new WWTP on the Springs Road site, to be called the Laratinga Water Recovery Plant (LWRP). Development Approval will be undertaken in stages through until late 2023 / early 2024, an approach that has been agreed with Plan SA.

Discussions with the EPA are continuing in regard to the licence for the LWRP with those discharge limits agreed to date included in the principles project requirements for the dual early contract involvement process we are currently engaged in.

The compliance date has been revised from 31 July 2023 to 31 July 2024 with Planning Approval received by the previous compliance date.

Compliance Action 2

By 31 December 2025 Mount Barker District Council will have constructed a new wastewater treatment plant on the Springs Road site and will have removed the existing wastewater treatment assets from service (also see compliance action 3 below).

The new wastewater treatment plant will have the capability to operate within a range of water quality outcomes to minimize pollutant concentrations within discharges to Mount Barker Creek and to optimize operational costs for recycled water production.

Two Proponents are currently participating in an Early Contractor Involvement (ECI) process for the LWRP. It is expected award of the design and construction contract will occur in December 2023 / January 2024 with completion of construction and commissioning of the new plant to be completed by late-2025, slightly later than the previous estimate of mid-2025 due to some delays in the commencement and duration of the dual ECI process.

The compliance date has not been revised.

Compliance Action 3

By 30 June 2026, Mount Barker District Council would have mothballed the existing Mount Barker WWTP in its entirety with full decommissioning of existing assets to be completed by 30 June 2027.

Mothballing and full decommissioning of the existing Springs Road WWTP will follow on from construction, commissioning and commencement of operation of stage 1 of the LWRP. Council anticipates a 6 to 12 month program to fully decommission the existing WWTP in its entirety including all process equipment being taken out of service and removed, and either recycled, sold or disposed of by other means, with most buildings retained for future use for storage for the LWRP.

The due dates for mothballing and decommissioning have not been revised.

Compliance Action 4

By 30 June 2024, Mount Barker Council will have developed a high-level strategy for development of a recycled water market to the satisfaction of the EPA and that has been endorsed by Council elected members.

KBR completed development of the recycled water strategy in March 2023. The recycled water strategy developed for consideration for adoption by Council outlines the overarching business case including investment, funding, staging and returns for the next ten years.

Socialisation of the strategy has commenced with a workshop with the Informal Advisory Wastewater Board, and it is expected that the proposed implementation approach will go to Council elected members in early 2024 for endorsement.

The compliance date has been revised from 30 June 2023 to 30 June 2024 to allow time for discussion and refinement prior to adoption.

Compliance Action 5

By 30 June 2022, Mount Barker Council will be able to demonstrate that a budget is in place for the development of a recycled water market with the initial investment to come in the 2022 – 2023 financial year.

Michael Wundke, Manager Wastewater Business Development and Customer Relationships, continues to actively engage with existing and potential recycled water customers to gauge interest and where feasible explore opportunities to supply customers in close proximity to existing recycled water infrastructure.

The budget for recycled water investment will be reviewed, and potentially increased, at key points in the year as additional information becomes available.

Compliance action is complete.

Compliance Action 6

By 31 October 2024, Mount Barker Council will review and resubmit a revised EIP to inform progress of outstanding actions and to provide further compliance actions for the delivery of water reuse infrastructure, where available, to the satisfaction of the EPA.

The compliance date has been revised from 31 October 2023 to 31 October 2024 to reflect the need for this action to be undertaken annually until such time as the LWRP is fully commissioned and the Springs Road WWTP decommissioned.

Compliance Action 7

By 31 June 2024, Mount Barker Council will have designed, tendered and commenced construction of stage 1 of the Nairne / Hay Valley recycled water scheme.

The RFT for Early Contractor Involvement Services for four new trunk sewers and the stage 1 of the Nairne Hay Valley Recycled Water scheme was issued to the open market on 3 March 2023 and closed on 6 April 2023. Tender assessment has been completed and the ECI contract awarded.

The design and construct contract, which will be the subject of a separate approval to award, will be a single source engagement for all projects (separable portions).

The Nairne Trunk Sewer and Nairne Hay Valley Recycled Water Scheme Stage 1 will be prioritised to ensure growth in the Nairne area can be serviced and timeframes associated with the PIRSA grant for the recycled water scheme can be met with construction expected to be completed by late May / early June 2024.

The compliance date has not been revised.

Compliance Action 8

Throughout the 2022/23 financial year, and beyond, Mount Barker District Council will extend the Mount Barker central recycled water scheme through recycled water main installation in development areas co-operatively with developers and the Department of Infrastructure.

Council is committed to installing recycled water distribution infrastructure as part of the additional residential development in the Council area. This infrastructure is opportunistic in that it is established ahead of time when services are being installed within road corridors for new areas of development or when road upgrades are occurring to support irrigation of future open space associated with that development.

In the 2022/23 financial year installation has continued to occur including in the Bluestone Stage 5C2, Lovelock, and Blefari Stage 6 developments in co-ordination with developers and in the new

Wellington Road/Heysen Boulevard junction in co-operation with the Department of Infrastructure.

Budget has been allowed in the adopted Long Term Financial Plans, and 2023/24 Annual Business Plans to continue this Mount Barker central recycled water scheme expansion.

Compliance action is complete.

8. There is one (1) additional compliance action proposed:
 - a. Compliance Action 9

By 30 June 2024, Mount Barker District Council will have incorporated the adopted recycled water strategy implementation timing and expenditure into the most recent iteration of the Wastewater Service Long Term Financial Plan.
9. Subject to endorsement of the revised EIP by Council, the next step is to submit the revised EIP to the EPA for their approval prior to 31 October 2023.
10. A letter to the EPA will accompany the revised EIP outlining the actions already taken by Council.
11. In addition, there is warrant for a delegation to the CEO or nominee to lodge revised EIPs with the EPA where the revisions are deemed by the CEO or nominee to be of minor impact (e.g. the adjustment of timelines, to reflect the completion of a compliance action and/or to reflect an already adopted budget provision). Any proposed revisions to an EIP that are not deemed to be of a minor impact would be referred for consideration at a Council meeting.

Community Engagement:

Informing only	Via the Council agenda on Council's website
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Policy:

n/a

Long Term Financial Plan:

The compliance actions are included in Council's endorsed LTFP and the 40 year wastewater financial model.

Budget:

The implementation of the compliance actions have been included in the endorsed 2023/24 annual budget.

Statutory/Legal:

The revised EIP will satisfactorily meet requirements under the Environment Protection Act. 1993

Staff Resource Requirements:

The revised EIP will involve both external and internal resources to complete.

Environmental:

The revised EIP demonstrates proactive leadership in the protection and enhancement of the local environment and is consistent with Council's environmental strategic objectives.

Social:

The revised EIP will benefit those people in the community that live or use the creek for recreational purposes.

Risk Assessment:

There is a risk that the EPA will not approve the revised EIP however Council has been working collaboratively with the EPA to develop the revisions.

There is a risk that the community may not understand or accept the EIP however this has been mitigated through the creation of a communication plan to ensure that the community are informed.

There is a risk that the compliance actions cannot be adequately funded or progressed within the timeframes stated. This has been mitigated with provision within the Wastewater Service LTFP and the project team is resourced to deliver the projects.

Asset Management:

The EIP will result in an upgrade of council wastewater assets and creation of new assets. This will have an impact of whole life servicing costs and depreciation which has been considered in the Wastewater Asset Management Plan and in adopting the Wastewater Service LTFP. Detailed analysis of these impacts will be considered on a project by project basis.

Conclusion:

The EIP is a mandatory requirement under licence with the EPA and the revised program is now ready to be formally submitted to the EPA for approval.

Previous Decisions By/Information Reports to Council

Meeting Date	4 October 2022	CM Reference	DOC/22/120064
Title	Wastewater Updated Environment Improvement Program		
Purpose	To seek: - endorsement of the updated Environment Improvement Program(EIP) so that it can be submitted to the Environment Protection Agency (EPA) for final approval before the end of October 2022; and - a delegation to the CEO or nominee to lodge revised EIPs with the EPA where the revisions are deemed by the CEO or nominee to be of minor impact.		

Meeting Date	1 November 2021	CM Reference	DOC/21/155717
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Title	Wastewater Updated Environmental Improvement Plan
Purpose	To seek endorsement of the updated Environmental Improvement Plan (EIP) so that it can be submitted to the Environment Protection Agency (EPA) for final approval before the end of November 2021.

Attachment to Item 12.5



MOUNT BARKER
DISTRICT COUNCIL

ENVIRONMENT IMPROVEMENT PROGRAM

MOUNT BARKER WASTEWATER TREATMENT PLANT

DATE: 19 September 2023

STATUS: Draft - Rev 1

REF NO: DOC/23/111485

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ACRONYMS & DEFINITIONS

AAF	Annual Average Flow
CWMS	Community Wastewater Management Scheme
EIP	Environment Improvement Program
EPA	Environment Protection Authority
MBDC	Mount Barker District Council
MF	Microfiltration
STEDS	Septic Tank Effluent Disposal Scheme
UV	Ultraviolet
WWTP	Wastewater Treatment Plant

1. TRACKING AND REFERENCE INFORMATION

Document Number:	DOC/23/111485
Document Date:	19 September 2023
Licensee:	Mount Barker District Council
EPA Authorisation Number:	Licence 1912
Site to which this EIP applies:	Springs Road, Mount Barker, SA 5251 CT-6029-436 CT-6226-2 CT-6226-3
Document Produced By	Mount Barker District Council

2. GENERAL DESCRIPTION

2.1. Background

The Mount Barker WWTP treats a combination of community wastewater management scheme (CWMS) water and sewage from the towns of Mount Barker, Littlehampton, Brukunga and Nairne.

The existing WWTP was originally designed as simple oxidation ponds providing 60 days of storage before discharge to Mount Barker Creek. In 1997 the WWTP was upgraded to include pre-treatment and microfiltration (MF) to improve the treated wastewater quality. The Laratinga Wetlands were constructed in 2001 as part of a Mount Barker Septic Tank Effluent Disposal Scheme (STEDS) EIP (circa 1998) and provided additional treatment and storage prior to discharge to Mount Barker Creek. Three other significant upgrades have occurred after this. These include aeration of the lagoon and additional storage in 2006; an increase in the pre-treatment capacity with the introduction of an Actiflo unit; and an augmentation of the MF plant in 2014.

Concurrent to the upgrades at the WWTP site at Springs Road (2011), MBDC has also constructed storage, chlorination and ultraviolet (UV) disinfection at Little Dublin Road to provide for increased supply of reuse recycled water to customers and reduced discharge to Mount Barker Creek.

In December 2010 the South Australian Government approved the Mount Barker Urban Growth Development Plan amendment as part of the 30-year plan for Greater Adelaide. This process resulted in the rezoning of 1,310 ha of land around Mount Barker and Nairne and allowed for an initial forecast in excess of 10,000 new dwellings. This rezoning and the subsequent development placed, and continues to place, pressure on the existing WWTP with flow projected to increase from the current 4.4 ML/d (AAF) to 11.0 ML/d (AAF) by 2050 at a significant growth rate.

In addition to the development of the sewer catchment area increasing, the reuse of treated wastewater by recycling has also faced challenges. For a number of years, MBDC has an agreement with Hillgrove Resources, at Kanmantoo, who were taking an average of 884 ML/y of recycled water for dust suppression and processing of minerals. However, the ore body at Kanmantoo is now exhausted from an open-cut mining perspective and Hillgrove Resources are no longer a major customer of recycled water.

The combination of the above factors has resulted in additional pressure on the Mount Barker Creek through increases in the discharges organic and nutrient load via the Laratinga Wetlands. This EIP will proposed mitigation of the above challenges to improve the quality of the Mount Barker Creek.

2.2. Licence Compliance

The licence conditions for the Mount Barker WWTP require MBDC to control emissions. These conditions broadly include:

- Only discharging treated wastewater to surface waters (Mount Barker Creek) at the specified location
- Ensuring that odour emissions from the site do not exceed 4 OU and any off-site sensitive receptor
- Taking reasonable and practicable measures to prevent contamination of stormwater from activities undertaken onsite.

MBDC is not currently operating the WWTP in contravention of any licence condition and is therefore considered to be operating in compliance with the licence. While there are no current limitations on the amount of treated wastewater that can be discharged to Mount Barker Creek, it is acknowledged by MBDC that reducing this discharge will have a positive impact on the receiving environment. As such, MBDC enters this EIP without evidence of non-compliance to date.

2.3. Condition Reference

The requirement to develop and EIP for the Mount Barker WWTP is addressed in Clause 3.4 of the authorisation. This clause is reproduced in Box 1 below.

The EIP required above was submitted in accordance with the required timeframes. That EIP contained two separate compliance actions requiring resubmission of an updated EIP by 31 November 2021, which were met by the EIP dated 26 November 2021. This EIP in turn, and subsequent EIPs, contain a compliance action requiring resubmission of an updated EIP by 31 October of the following year. This compliance action from the October 2022 EIP is summarised in Box 2 below.

3.4 ENVIRONMENT IMPROVEMENT PROGRAM (U – 195)

The Licensee must:

- 3.4.1 develop and submit to the EPA by 1 July 2020, and EIP to the satisfaction of the EPA;
- 3.4.2 ensure that the EPA includes, but not be limited to, the following:
 - a details of the actions to be undertaken by the Licensee to ensure:
 - i the discharge of treated wastewater to Mount Barker Creek is minimised and the sustainable reuse of recycled water is maximised;
 - b clear timeframes for actions to be taken by the Licensee as set out in the EIP; and
 - c a reporting method to the EPA, including frequency, that demonstrates progress and completion of compliance actions; and
- 3.4.3 implement the EIP (or any revised EIP approved in writing by the EPA) upon approval in writing by the EPA

Box 1: EIP condition from EPA Licence 1912

Compliance Action 6

By 31 October 2023, Mount Barker Council will review and resubmit a revised EIP to inform progress of outstanding actions and to provide further compliance actions for the delivery of water reuse infrastructure, where available, to the satisfaction of the EPA

Box 2: Approved EIP compliance actions October 2022

2.4. Referenced Documentation

This EIP draws references from the below documents.

Table 1: Documents referenced in preparation of the EIP

Doc No	Doc Date	Title	Document Description
N/A	1/07/2020	Mount Barker WWTP Environmental Improvement Program	Approved EIP addressing Licence Condition 3.4 The document had amendments submitted on 10/08/2021
DOC/21/117770	2/08/2021	Environment Improvement Program Action Plan – Mount Barker Wastewater Treatment Plant Upgrade	Action plan developed to address Compliance Actions E of the above EIP. Details the WWTP upgrade project in detail

Doc No	Doc Date	Title	Document Description
DOC/21/117769	2/08/2021	Environment Improvement Program Action Plan – Beneficial Recuse of Mount Barker Wastewater Treatment Plant Recycled Water	Action plan developed to address Compliance Action A of the above EIP. Details the plans to increase use of recycled water from the WWTP
DOC/21/140106	26/11/2021	Environment Improvement Program – Mount Barker Wastewater Treatment Plan	Approved EIP addressing Licence Condition 3.4 Update to the above EIP.
DOC/22/138113	24/10/2022	Environment Improvement Program – Mount Barker Wastewater Treatment Plan	Approved EIP addressing Licence Condition 3.4 Update to the above EIP.

2.5. Intent

It is the overall intent of MBDC in preparation of this updated EIP to mitigate adverse impacts on Mount Barker Creek as much as reasonably practical by:

- Reducing the load of nutrients and organics discharged to Mount Barker Creek over time by opening up new and diverse recycled water reuse opportunities and by improving the quality of treated wastewater
- Developing the future plans for upgrades of the Mount Barker WWTP and associated facilities in a manner which will satisfy not only the environmental responsibilities of MBDC, but also economic constraints including community and ratepayer expectations around affordability and service levels
- Improving the sustainability of flows to the Laratinga Wetlands by providing more natural cycles of water levels to improve biodiversity and environment health; and
- Complying with the *Environment Protection (Water Quality) Policy 2015*, conditions of EPA licence 1912 and all other legislative requirements.

2.6. Site Map

The site map below shows the relative location of the existing WWTP and the Laratinga Wetlands within Mount Barker (obtained from *NatureMaps Version 3.4.* by the Government of South Australia Department for Environment and Water).



Figure 1: Site location map – Mount Barker WWTP & Laratinga Wetlands

3. INTENDED APPROACH

The updated timeline for full implementation of this EIP begins in the current financial year and is forecast to extend out to beyond 2035. Key milestones for timing are summarise in Table 2 below.

Table 2: Indicative timeframes for delivery of this EIP

Stages for implementing EIP		2023/24				2024/25				2025/26				2026/27		Beyond Q3 2026/27 +
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	
WWTP	Procurement of new WWTP															
	Construction of New WWTP															
	New WWTP ready for commissioning															
	New WWTP operational															
	Existing WWTP decommissioned and removal plan developed															
Recycled Water	Recycled Water Strategy Development															
	Recycled Water Network construction – Nairne / Hay Valley Stage 1															
	'Opportunistic' recycled water distribution network construction in development areas (land division)															
	Further recycled water network construction in line with recycled water strategy (new market)															
EIP actions formally closed out																

This table of stages provides a general indication of the focus of activities at the WWTP site and in relation to expansion of the recycled water network during the period of the EIP. This table is intended as a high-level guide, and does not include the compliance actions required to be completed by MBDC. These compliance actions are included in the following section.

The 'opportunistic' network construction refers to infrastructure established at the same time as other infrastructure works associated with sub-division development in Mount Barker. This infrastructure is used to apply recycled water to parks, gardens and other open space associated with land division in Mount Barker and maintained by Council. On its own, this 'demand' will not underpin a sustainable recycled water program but does support other Council objectives around liveability and health. Markets (described as a 'new market') for the balance of the recycled water need to be developed.

4. EIP COMPLIANCE ACTIONS

The following compliance actions include updates from the last EIP, October 2022, with changes noted in *italics* plus some further compliance actions relating to the delivery of additional recycled water / water reuse infrastructure which are noted in ***bold italics***.

Compliance Action 1

By 31 July 2024, Mount Barker District Council will have obtained final Development Approval for a new WWTP on the Springs Road site, including a draft EPA licence.

Compliance Action 2

By 31 December 2025, Mount Barker District Council will have constructed a new wastewater treatment plant on the Springs Road site and will have removed the existing wastewater treatment assets from service.

The new wastewater treatment plant will have the capability to operate within a range of water quality outcomes to minimise pollutant concentrations within discharges to Mount Barker Creek and to optimise operational costs associated with recycled water production and distribution.

Compliance Action 3

By 30 June 2026, Mount Barker District Council will have mothballed the existing Mount Barker WWTP in its entirety with full decommissioning of existing assets to be completed by 30 June 2027.

Compliance Action 4

By 30 March 2024, Mount Barker District Council will have developed a high-level strategy for development of a sustainable recycled water market to the reasonable satisfaction of the EPA and that has been endorsed by Council elected members.

Compliance Action 5

By 30 June 2022, Mount Barker District Council will be able to demonstrate that a budget is in place for the development of a recycled water market with the initial investment to come in the 2022/23 financial year - *COMPLETE*

Compliance Action 6

By 31 October 2024, Mount Barker District Council will review and resubmit a revised EIP to inform progress of outstanding actions and to provide further compliance actions for the delivery of water reuse infrastructure, where available, to the satisfaction of the EPA.

Compliance Action 7

By 31 June 2024, Mount Barker Council will have designed, tendered, and commenced construction of stage 1 of the Nairne / Hay Valley recycled water scheme.

Compliance Action 8

Throughout the 2022/23 financial year, and beyond, Mount Barker District Council will extend the Mount Barker central recycled water scheme through recycled water main installation in development areas co-operatively with developers and the Department of Infrastructure.

The revised EIP will be further informed by the recycled water strategy once endorsed and adopted.

Compliance Action 9

By 30 June 2024, Mount Barker District Council will have incorporated the adopted recycled water strategy implementation timing and expenditure into the most recent iteration of the Wastewater Service Long Term Financial Plan.

5. SUBMISSION

This **Mount Barker Wastewater Treatment Plant Environmental Improvement Program** is endorsed by the authorised officer below.

SIGNED for and on behalf of **MOUNT BARKER DISTRICT COUNCIL:**

Name: **ANDREW STUART**

Position: **CHIEF EXECUTIVE OFFICER**

Signed: _____

Date: _____

12.6	REPORT TITLE:	GREATER ADELAIDE REGIONAL PLAN DISCUSSION PAPER
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/106281
	ATTACHMENTS:	1: DOC/23/107262 –COUNCIL RESPONSE ON THE GREATER ADELAIDE REGIONAL PLAN DISCUSSION PAPER
	<u>Key Contact</u>	Steven Conn, Senior Strategic Planner
	<u>Manager/Sponsor</u>	Madeleine Walker, Manager Community Planning and Wellbeing

Community Plan 2020-2035:

Community Wellbeing – CW Goal 2 Health and social connection
Prioritise facilities, programs, planning and policy that supports our priority populations, for example families, our elders, young people and people with a disability.

Economic Prosperity – EP Goal 1 Business and employment
Business thrives in a supportive environment. A diverse range of skilled and unskilled job options are available to those that want them.

Economic Prosperity – EP Goal 3 Growth and opportunity
Add value to the growth of the district by exploiting new economy opportunities aligned with the key strengths of liveability, sustainability and low emissions.

Annual Business Plan:

Ensuring that urban development is delivered in a coordinated and sustainable manner whilst protecting the district’s natural assets is a key consideration of the Annual Business Plan.

Purpose:

To seek endorsement of council’s submission on the Greater Adelaide Regional Plan Discussion Paper (provided via the Council Members’ Extranet on 17 August 2023).

Summary – Key Issues:

1. The State Planning Commission (the Commission) released its Discussion Paper for the Greater Adelaide Regional Plan (the Plan) which is open for public comment until 6 November 2023.

2. The purpose of the Discussion Paper is to guide a collaborative process for development of the Plan. The Plan is the prime regional planning document for the district and Greater Adelaide.
3. Staff have prepared a submission and note the key findings from the Discussion Paper which relate to our District:
 - No additional residential growth is planned for our District.
 - Additional employment land will be investigated near Callington, consistent with Council's endorsed Callington Township Plan.

Recommendation:

That Council:

1. Endorse council's submission to the Growth Management Team, Planning and Land Use Services (PLUS), Department for Trade and Investment on the Greater Adelaide Regional Plan Discussion Paper (**attachment 1**); and
 2. Authorise the General Manager Planning and Community to make any required further edits arising from the discussion at the council meeting and to finalise the submission.
-

Background:

1. The State Planning Commission has released its Discussion Paper for the Greater Adelaide Regional Plan.
2. The State Planning Commission is the State's principal development assessment and planning advisory body. The Commission is responsible for the preparation of regional plans.
3. A regional plan defines the long-term spatial vision for growth and change within a particular region. It focuses on the integration of land use, transport and the public realm. Regional plans play a significant role in identifying long-term infrastructure needs to support sustainable growth.
4. There are seven regions across the State, each of which is proclaimed by the Governor of South Australia through the Government Gazette. The Mount Barker district is entirely within the Greater Adelaide region.
5. The *Planning, Development and Infrastructure Act 2016* requires a plan to be developed for each region of the State.
6. The 30 Year Plan for Greater Adelaide (2010) was last updated in 2012 and is currently set for further review. Input to the Discussion Paper is to inform the Greater Adelaide Regional Plan, which will replace the current 30 Year Plan for Greater Adelaide.

7. The first iteration of the 30 Year Plan for Greater Adelaide in 2010 saw 1,300 hectares of land rezoned for residential purposes in Mount Barker.

Discussion:

8. The Discussion Paper became available for viewing through Plan SA by all members of the public and commenced a twelve week period of consultation on Monday 14 August. Consultation will close on Monday 6 November 2023.
9. A YourSAy page has been created for consultation. This page outlines the engagement process and also contains links to downloadable Greater Adelaide Regional Plan Discussion Paper, a summary report, FAQ list and other assisting documents. These can be found here [Greater Adelaide Regional Plan Discussion Paper | YourSAy](#).
10. Significant growth in regional centres, which has occurred in Mount Barker and will continue through current supply of undeveloped zoned land, has been recognised.
11. The attached submission was circulated to Council members prior to the meeting for their information and support.
12. In summary, the submission:
 - a. Recognises that no additional residential growth is envisaged for Mount Barker or the greater district
 - b. Is supportive of investigations earmarked near Callington for additional employment lands
 - c. Raises concern with potential encroachment into the Environment and Food Production Areas (EFPAs) around Greater Adelaide
 - d. Believes that greater work needs to be done to promote the concept of living locally, in particular through inner metropolitan Adelaide
 - e. Does not sufficiently address the timing and provision of infrastructure for greenfield developments, noting the significant burden that continues to be placed on Mount Barker through the Mount Barker Urban Growth Development Plan Amendment.

Community Engagement:

Informing only	Available on Council's website and Facebook page.
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The Discussion Paper is in the midst of a twelve week consultation period, running from 14 August to 6 November 2023. Details on the consultation undertaken can be found by visiting: [Greater Adelaide Regional Plan Discussion Paper | YourSAy](#). Engagement is open to everyone, with all submissions to be made publicly available on the Plan SA portal ([PlanSA](#)) within an Engagement Report.

Policy:

NA

Long Term Financial Plan:

NA

Budget:

NA

Statutory/Legal:

The Discussion Paper is not a statutory document but comments received through this stage of the process will lead to an update to the current regional plan, which is recognised as a designated instrument under the *Planning, Development and Infrastructure Act 2016*.

Staff Resource Requirements:

Review and comment on the Greater Adelaide Regional Plan Discussion Paper will be managed with current staffing resources.

Environmental:

A key outcome to guide the growth of Greater Adelaide has been recognised as, “A greener, wilder and climate resilient environment”. This covers State Planning Policies on biodiversity, climate change, water security and quality and natural hazards.

Social:

The Discussion Paper will lead the process on a Greater Adelaide Regional Plan. Such a plan sits above the Code in the planning strategic framework. The Discussion Paper aims to provide a “more equitable and socially cohesive place”, which looks at social inequality, liveability, reconciliation, housing affordability and climate impacts and biodiversity loss.

Risk Assessment:

NA

Asset Management:

NA

Conclusion:

The work being undertaken by the State Planning Commission is important and supported by Council. The Discussion Paper foresees limited change to the district, with the expansion of employment lands and inter-urban breaks in accord with relevant township plans endorsed by Council. It remains necessary for Council to ensure that the State planning body is aware of the infrastructure pressures that were placed on Mount Barker through the largescale greenfield rezoning that went through in 2010 as a result of the Mount Barker Urban Growth Development Plan Amendment.



Reference: DOC/23/107262

3 October 2023

Attention: Growth Management Team, Planning and Land Use Services
Department for Trade and Investment
GPO Box 1815, Adelaide SA 5001

plansasubmissions@sa.gov.au

Dear Growth Management Team

RE: Greater Adelaide Regional Plan Discussion Paper Submission

Introduction

Thank you for the opportunity to provide a submission on the Greater Adelaide Regional Plan Discussion Paper.

Mount Barker is the fastest growing Council in South Australia and the 8th fastest in Australia, and is set to become the second largest city in South Australia within the next ten years.

For the benefit of the State Planning Commission, a response has been provided to each of the 'For discussion' questions spread through the Discussion Paper, in table form over pages 2 – 9 of this letter.

Mount Barker Council would like to emphasise primary summary points, at a high level, of:

- Infrastructure pressures imposed on Council through rezoning of the Mount Barker growth area
- Concern on potential encroachment into existing township boundaries and erosion of the Environment Food Production Areas (EFPAs)
- Mass transit shortcomings within the district
- Acknowledgement of no further residential growth envisaged for Mount Barker
- Support for investigations on employment lands near Callington.

Council is pleased to provide the below submission on the Greater Adelaide Regional Plan Discussion Paper.

Comments on the Discussion Paper

For discussion	Council comment
<p>What do you think of the four outcomes guiding how Greater Adelaide should grow? Are there any other outcomes the commission should consider?</p>	<p>The intended outcomes, all of which fall under the ‘Living Locally’ concept are supported. The environmental sustainability of development should be given a greater focus, especially in relation to access to water, both potable and non-potable, and ensuring the protection of the public water supply for Greater Adelaide. Council is actively involved in consultation on SA Water’s ‘Resilient Water Futures’ strategy.</p> <p>It is unclear why transport and infrastructure are not listed as upfront considerations in any forward planning exercise.</p>
<p>What other major trends and drivers might shape the future of Greater Adelaide? How should a land use plan address these trends and drivers?</p>	<p>The trends and drivers impacting the district are real and universal.</p> <p>What Council would like to know is how some of the trends and drivers given in the Discussion Paper will impact its district. Will ‘Decentralisation’, for example see further employment opportunities provided?</p> <p>Mount Barker has experienced considerable residential growth in recent years and would benefit from a mass transit to Adelaide City in addition to a greater quantity and quality of employment options in the district that allows residents to experience Living Locally.</p> <p>In relation to the Discussion Paper, Council acknowledges that no further residential growth is envisaged for Mount Barker or the district beyond what is already allowed within existing zoning. While this is supported, we know that growth will continue in Mount Barker for decades to come and it is essential that this growth is factored into broader planning in the region, including the growth targeted in Murray Bridge, which will increase capacity issues on the South Eastern Freeway. A mass transit solution is needed for this transport corridor to accommodate additional growth. Infrastructure</p>

For discussion	Council comment
	<p>South Australia (ISA) should be charged with the task to improve mass transit options, connections to public transport in general and address the infrastructure deed shortcomings to bring forward completion of Heysen Boulevard.</p> <p>Council recently undertook a community scorecard survey across the district, which identified roads, traffic management and responsible growth as priority items of concern in the eyes of the community, with the infrastructure especially seen as not keeping up with the rate of change. Survey responses identified much of the positive work being undertaken by Council through improved sporting facilities, footpaths and connectivity and a greater variety of shopping options. The community is aware of the benefits that come with growth but as much of Mount Barker is left experiencing the shortcomings of a misalignment of development with infrastructure, it is imperative that the Commission learn from this in designating new areas for expansion.</p> <p>Climate change is a major driver that will profoundly affect the future of the region. For Mount Barker, this will include increasing pressures on natural systems and biodiversity, water security and more frequent and intense bushfires. The GARP should have a much stronger focus on climate impacts and how they will be managed. For example, new developments should be able to demonstrate increased self-sufficiency in water supplies and not just rely on the river Murray, which is the sole water supply for those areas in the Mount Barker district serviced by SA Water, which is likely to become increasingly problematic as a reliable water source.</p>

For discussion	Council comment
<p>What else could the Greater Adelaide Regional Plan do to contribute to a greener, wilder and climate resilient environment?</p>	<p>The Mount Lofty ranges are identified as a biodiversity hotspot and development in the region is affecting biodiversity values.</p> <p>The GARP appears to preference greenfield development over infill. To reach a greener and wilder environment, a greater emphasis should be placed on development in a closer proximity to Adelaide city. Without targets in this iteration of the regional plan, it is difficult to see how the themes and concepts of the plan will be measured.</p> <p>Concurrently, the Mount Barker district should be seen as an attractive option for employment growth, including potential for more intensive food production supported by use of recycled water and other alternative water sources.</p> <p>There is a concern that the groundwork is being laid for development to encroach into the Environmental and Food Production Areas (EFPAs). These areas are known for their agricultural, environmental and tourism value and it should be the aim of the Plan to improve the level of land holding such values, and not to simply see growth that does not compromise this land. With the Commission looking to take a regenerative approach to greenfield and township growth, more will need to be done to give confidence that this will be achieved or is achievable and that existing township boundaries will be respected.</p> <p>The Australian Government’s ‘Nature Positive Plan: Better for the environment, better for business’ (DCCEEW.gov.au) points out that areas experiencing the greatest levels of development pressure are those with high biodiversity. It is suggested that the Commission collaborate with the Australian Government and consider including the Mount Lofty Ranges in a Plan that truly values, protects and extends nature conservation outcomes. Further, the plan should</p>

For discussion	Council comment
	<p>recognise the benefits of the region in the protection of water supply for Greater Adelaide along with the recognised agricultural, environmental and tourism values outlined above.</p> <p>The hazard exposure of many houses in the growth areas to increased flood, bushfire and heat risks is a concern and one that is being felt by residents through the district and the estates of Mount Barker today, which are being developed at a hard interface with high risk bushfire land.</p> <p>The concept of inter-urban breaks is also supported by Council's interactions with its various communities, which routinely raise a desire to retain the distinct characteristics of their town. Council would like to see this idea fleshed out in the development of the new Plan. There is much potential in the Plan's vision for Living Locally, increasing the level of urban green cover, a wilder and climate resilient environment and character preservation, among other items and themes – Council wants to see that this is followed through and pushed to the betterment of Greater Adelaide as a whole. There does not appear to be sufficient emphasis on development closer to Adelaide city.</p>
<p>What else could the Greater Adelaide Regional Plan do to contribute to a more equitable and socially cohesive region?</p>	<p>Council is aware of increasing homelessness through its district, caused by housing affordability pressures and cost of living. The difficulties in providing a required level of infrastructure through the growth area of Mount Barker has seen rates rise and further land development costs passed on to our residents, as noted in the 'Land development cost comparison' (Figure 4) in the Discussion Paper.</p> <p>State assistance at the time of large scale rezonings for future greenfield growth would moderate this impact and ease impacts on other</p>

For discussion	Council comment
	<p>localities that would otherwise have to accommodate such growth.</p> <p>The residential vacancy rate across Adelaide and Mount Barker is incredibly low, at approximately 0.6% and 0.4% respectively. It would seem that there is either insufficient supply or simply a lack of affordable options.</p>
<p>What else could the Greater Adelaide Regional Plan do to contribute to a strong economy built on a smarter, cleaner, regenerative future?</p>	<p>The Plan should include a clear vision for Greater Adelaide and show where infrastructure investment will occur.</p>
<p>What else could the Greater Adelaide Regional Plan do to encourage the delivery of greater choice across housing types and locations?</p>	<p>The Mount Barker growth area has seen development adopt a fairly high plot ratio and low scale with no take up of buildings over two storeys. The delivery of a greater choice could be assisted through policies such as:</p> <ul style="list-style-type: none"> • minimum densities • clarity on siting of commercial uses • encouraging mixed uses in vicinity of local activity centres.
<p>What neighbourhood features enhance living and working locally?</p>	<p>Areas that successfully exhibit the characteristics of Living Locally exhibit good levels of accessibility, primarily in the form of mass transit options.</p> <p>The concept of Living Locally is a well-supported planning principle. For the development of the Plan, incentives may need to be applied on inner metropolitan Adelaide to ensure that Greater Adelaide develops in a more sustainable manner. The local character, heritage and amenity issues felt in inner metropolitan areas are even more pertinent through the townships of our district, which are undergoing rapid change while experiencing little of the benefits promoted through Living Locally.</p> <p>The recommendations of the 2022 ISA Mount Barker Mass Transit Study (ISA023-MBMT-Report-Corrected.pdf (infrastructure.sa.gov.au))</p>

For discussion	Council comment
	<p>are noted here through a possible combined solution of a bus rapid transport service in addition to greater employment options within the township.</p> <p>This issue will only intensify with Murray Bridge now identified as a ‘Growth Investigation Area’ along Greater Adelaide’s Eastern Spine. Of the local government areas along this spine, Mount Barker and Adelaide Hills Councils have a considerably lower share of residents working in each district than those either closer to Adelaide city or Murray Bridge and that there is a lesser proportion of those jobs in professional or higher paying industries.</p>
How can greenfield development achieve an urban form that is consistent with the principles of Living Locally?	Like all other forms of development, greenfield developments need to provide a mix of densities and land uses, integration with existing townships and access to transport options that link with employment options.
What is the ideal urban form to support the growth of satellite cities like Murray Bridge and Victor Harbor?	Satellite cities should exhibit a distinct centre and a range of employment options.
What do you see as the benefits and potential drawbacks of greenfield development?	<p>This type of development is popular with families and offers a good alternative to inner metropolitan living, generally achieving greater affordability and a relaxed lifestyle. Greenfield sites allow for master planning to occur, which should see good design outcomes, an integrated space in terms of amenities and an ease to roll out developments at scale.</p> <p>Drawbacks are clearly the intrusion into areas known for their agricultural, environmental and tourism value and far greater costs to infrastructure provision. Much of the greenfield development we see in Mount Barker is not consistent with the principles of living locally. There is very little provision for public transport with most families having to rely on at least two vehicles and associated costs. The carbon and</p>

For discussion	Council comment
	ecological footprint of new development is significant.
How can infill development achieve an urban form that is consistent with the principles of Living Locally?	<p>Infill development should more readily be able to achieve the principles of Living Locally by concentrating urban footprint.</p> <p>A number of urban renewal projects through Adelaide (e.g. Bowden) show excellent levels of connectivity to mass transit options, green spaces immediately adjacent, active transport corridors and with far reduced car dependency. This model centres on public transport and mixed uses. There is potential for infill developments of this type through Mount Barker.</p>
What do you see as the benefits and potential drawbacks of infill development?	Infill development can encounter issues with integration to established areas, scarcity of land and community sentiment.
Where is the next generation of strategic infill sites?	Mount Barker district is very limited in its potential to provide strategic infill opportunities as land is largely constrained by landform characteristics, accessibility and infrastructure provision.
What are the most important factors for the Commission to consider in meeting future demand for employment land?	<p>A summary of the issues identified in Council's township plan for Callington identified factors as:</p> <ul style="list-style-type: none"> • access to transportation • few constraints (largely level and undeveloped land) • access to water (including recycled water) • proximity to an employment base. <p>Council's endorsed township plan for Callington seeks to facilitate further Employment lands surrounding the township, and in this regard Council is supportive of land near to Callington being identified as an 'Employment Growth Investigation Area'. The Discussion Paper also identifies that the provision of future</p>

For discussion	Council comment
	employment land will be required where population growth is anticipated, including in Mount Barker. In the likely development of this space, Council would like to see the learnings of existing industrial and extractive land uses on nearby small residential townships taken onboard.
What are the most important factors for the Commission to consider in meeting future demand for open space?	Open space needs to be of sufficient size and quality to enable a diversity of community uses and for nature to thrive. Quantity is important as is how these areas are designed, connected and maintained. The maintenance burden on Councils is significant. Open space that is of a good size and includes quality features will allow for use across a broad spectrum of society as Greater Adelaide grows. Equitable access is a key factor.
What are the most important factors for the Commission to consider in reviewing and achieving the Urban Green Cover Target?	Mount Barker is recognised by established residents and those new to the area as a well treed and aesthetically pleasing place to live and raise a family. It is known, however that many new house blocks do not have room for the tree types that would provide substantial tree canopy cover. Even in established areas of Mount Barker, tree canopy cover is around 20%, which is less than envisaged in previous iterations of the 30 year plan. At the same time, there is a concern among the community that tree and biodiversity loss are altering the ecological sustainability, liveability and identity of the area. Stronger planning controls regarding trees for inner and outer metropolitan areas are needed to address this.

Conclusion

We would welcome further input into the development of the Greater Adelaide Regional Plan should the opportunity arise. Please contact me should you have any further questions on the details below.

Yours sincerely

Marc Voortman

GENERAL MANAGER PLANNING AND COMMUNITY

Direct No. 8393 6416

E-mail: mvoortman@mountbarker.sa.gov.au

12.7	REPORT TITLE:	ANNUAL REVIEW OF CONFIDENTIAL ITEMS – RELEASED ITEMS AND REVIEWED ITEMS
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/106709
	ATTACHMENTS:	ATTACHMENT 1 - DOC/23/106796, LIST OF REPORTS RELEASED (IN PART OR IN FULL) SINCE LAST REVIEW ATTACHMENT 2 - DOC/23/106804, LIST OF REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE
	<u>Key Contact</u>	Maree Barns, Business Support Officer (Governance and Corporate)
	<u>Manager/Sponsor</u>	Alison Hancock, Executive Manager

Community Plan 2020-2035:

LGG Strategy 1.5 Demonstrate accountability through clear, relevant and easily accessible policies, corporate reporting and legislative compliance.

Annual Business Plan:

N/A

Purpose:

To provide Council with a summary of items for which the confidentiality order has been reviewed, and to summarise items which have been released to the public (in full or in part) since the previous review in September 2022.

Summary – Key Issues:

1. A summary of confidential items released to the public since the last annual review has been provided (Attachment 1).
2. Confidential items in place for longer than 12 months have been reviewed (Attachment 2).
3. Council will need to resolve to go into confidence if there is a desire to discuss any items listed in Attachment 2.

Recommendation:

That Council:

1. note the summary list of confidential items released since the previous annual review in Attachment 1; and
 2. retain the confidential orders that remain in place as listed in summary form in Attachment 2 as per the original resolution trigger and that they be reviewed again within the next 12 months.
-

Background:

1. Council is able to exclude the public from a meeting if it is necessary to receive, discuss or consider confidential information.
2. Any confidential orders that have been in place for longer than 12 months must be reviewed at least once per year.
3. Council last conducted an annual review of its confidential items on 5 September 2022.
4. The guiding principle being that confidential information be made publicly available as soon as it is appropriate to do so.

Discussion:

5. The Chief Executive Officer has been given delegated authority to revoke some confidential orders.
6. Attachment 1 provides a list of confidential documents which have been released (in full or in part) to the public since the previous review in September 2022.
7. The documents referred to in Attachment 1 were released to the public due to:
 - (i) a date being reached or an event occurring that automatically allowed for the document(s) to become public without a further determination by the Council; or
 - (ii) a determination being made by Council to release the documents; or
 - (iii) the Chief Executive Officer having delegated authority to determine the release date.
8. Attachment 2 provides a list of confidential documents (in full or in part) which have been reviewed, and the reasons for which the existing confidential orders remain in place.
9. Council will need to resolve to go into confidence if there is a desire to discuss any items listed in Attachment 2.

10. Some items will appear in both attachments where part has been released and the remainder is still confidential; these items are shaded accordingly.
11. Copies of released confidential items are available on Council's website www.mountbarker.sa.gov.au and go to Released Confidential Items under the Council heading drop down menu.

Community Engagement:

Informing only	Released information is available on Council's website within 4 weeks from the release date.
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Policy:

Code of Practice – Access to Meetings and Documents

Long Term Financial Plan:

N/A

Budget:

N/A

Statutory/Legal:

This annual review is required under the Local Government Act 1999 s91(9)

Staff Resource Requirements:

This will be accommodated within existing resources.

Environmental:

N/A

Social:

The release of confidential information is a demonstration of transparency in local government.

Risk Assessment:

The release of these items has been assessed by the relevant General Manager and Chief Executive Officer.

Asset Management:

N/A

Conclusion

Confidential items in place for more than 12 months have been reviewed, as required by legislation.

Meeting Date	5 September 2022	HPRM Reference	DOC/22/105752
Title	Annual Review of Confidential Reports – Released Reports and Reviewed Reports		
Purpose	To provide Council with a summary of reports for which the confidentiality order has been reviewed, and to summarise reports which have been released to the public (in full or in part) since the last review in September 2021.		

Meeting Date	6 September 2021	HPRM Reference	DOC/21/124124
Title	Annual Review of Confidential Reports – Released Reports and Reviewed Reports		
Purpose	To provide Council with a summary of reports for which the confidentiality order has been reviewed, and to summarise reports which have been released to the public (in full or in part) since the last review in September 2020.		

Meeting Date	7 September 2020	HPRM Reference	DOC/20/98158
Title	Annual Review of Confidential Reports – Released Reports and Reviewed Reports		
Purpose	To provide Council with a summary of reports for which the confidentiality order has been reviewed, and to summarise reports which have been released to the public (in full or in part) since the last review in November 2019.		

Meeting Date	4 November 2019	HPRM Reference	DOC/19/107362
Title	Annual Review of Confidential Reports – Released Reports and Reviewed Reports		
Purpose	To provide Council with a summary of reports for which the confidentiality order has been reviewed, and to summarise reports which have been released to the public (in full or in part) since the last review in October 2018.		

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

Attachment 1 to Item 12.7

ATTACHMENT 1: REPORTS RELEASED (IN FULL OR PART) SINCE LAST ANNUAL REVIEW

#	Date	Item Title	Date Released
2012			
69	3 December 2012	Adelaide Hills Region Waste Management Authority	<i>Attachment released on Website 30 September 2022</i>
2013			
83	16 December 2013	Adelaide Hills Region Waste Management Authority	<i>Report and Attachments released on Website 30 September 2022</i>
2016			
105	6 June 2016	Adelaide Hills Region Waste Management Authority	<i>Report, attachments and minutes released on Website 30 September 2022</i>
2017			
115	1 May 2017	Adelaide Hills Region Waste Management Authority	<i>Report, attachments and minutes released on Website 30 September 2022</i>
2022			
172	17 January 2022	Fullford Terrace, Littlehampton Development Site – Infrastructure Arrangements	<i>Report, attachments and minutes released on Website 17 August 2023</i>
179	6 June 2022	Strategic Land Purchase	<i>Report, attachments and minutes excluding rent payable released on Website 3 January 2023</i>
183	5 September 2022	Summit Sport and Recreation Park Board Review	<i>Attachment 2 released on Website 7 November 2022</i>

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

ATTACHMENT 1: REPORTS RELEASED (IN FULL OR PART) SINCE LAST ANNUAL REVIEW

#	Date	Item Title	Date Released
185	5 September 2022	Chief Executive Officer’s Performance Review 2022	<i>Report, attachments and minutes will be released on Website in October 2023</i>
189	12 December 2022	Australia Day Citizen of the Year Award Nomination	<i>Report, attachments and minutes will be released on Website in October 2023</i>
190	12 December 2022	New Ambulance Station in Mount Barker	<i>Report, attachments and minutes released on Website 17 August 2023</i>
2023			
194	16 January 2023	Provision of Hard Waste Collection Service	<i>Report, attachments and minutes released on Website 17 August 2023</i>

	Part information released
	All Information released

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

Attachment 2 to Item 12.7

ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
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	Part Information released
	Information remains Confidential

73	17 June 2013	Review of Confidential Orders Associated with Ombudsman’s Report 20 October 2008	Pursuant to Section 90(3)(g) of the Local Government Act 1999 90(3)(g) – breach any law, direction of court or tribunal	The redacted parts of Council Report of 20 October 2008 (attachment 2) be retained in confidence for the life of the confidential agreement; The redacted parts of Attachment Executive Summary of Ombudsman’s report – 20 October 2008 (attachment 3) be retained in confidence until the staff members are no longer employed with Council; and The redacted parts of Attachment Executive Summary of Ombudsman’s report – 20 October 2008 (attachment 3) relating to the names of the complainant be retained in confidence for the life of the confidential agreement	Release Attachment 1 to this report - minute 47.2 from 20 October 2008 regarding the Ombudsman report Release Attachment 2 to this report - the Council Report – Confidential Ombudsman Report 20 October 2008 with redacted paragraphs as shown relating to the confidentiality agreement remaining confidential; Release Attachment 3 to this report - the Attachment 20 October 2008 – Ombudsman Report Executive Summary with redacted names of staff and complainants as shown remaining confidential. and this order be reviewed every 12 months.	Att 1 released Att 2, 3 part Released 17/6/13 – on web 20/6/13
74	17 June 2013	Review of Confidential Orders Associated with Ombudsman’s Report	Pursuant to Section 90(3)(g) of the Local Government Act 1999	The redacted parts of Council report of 15 December 2008 (attachment 2 to this report); and The redacted parts of the letter from the Council to the Ombudsman dated	Release the following items: Attachment 1 - minute 71.1 from 15 December 2008 regarding the Ombudsman’s Report be released;	Att 1 – released Att 2 – part released Att 3 – part released

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
		provided to Council on 15 December 2008	90(3)(g) – breach any law, direction of court or tribunal	14 November 2008 (attachment 3 to this report) be retained in confidence the life of the confidential agreement; and until all staff members are no longer employed with Council or such lesser period as may be determined by the Chief Executive Officer; and that this order be reviewed every 12 months.	Attachment 4 – A letter from Council to the LGA dated 6 November 2008; Attachment 5 - A project brief; Attachment 6 - Information on the organisational review; and Attachment 7 - Customer Services categories Release with redacted information as shown remaining confidential: Attachment 2 - The Council report of 15 December 2008 Attachment 3 - A letter from Council to the Ombudsman dated 14 November 2008 Attachment 2 – page 198 – dot point 4 – be amended to redact the identity of the council officer. and this order be reviewed every 12 months.	Att 4 – released Att 5 – released Att 6 – released Att 7 released 17/6/13 – on web 20/6/13
75	17 June 2013	Review of Confidential Orders Associated with Ombudsman’s Report	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs	The redacted information within attachment 3 & attachment 4 be retained in confidence until relevant staff are no longer employed by Council or such lesser period as may be	Release: Attachment 1 - Council Minute 117.2 dated 15 June 2009;	Att 1 released Att 2 released Att 3 part released

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
		provided to Council on 15 June 2009		determined by the Chief Executive Officer and that this order be reviewed every 12 months.	Attachment 2 - Council report 17.2 15 June 2009 'Confidential Ombudsman Report' Release with redacted information as shown remaining confidential: Attachment 3 - Ombudsman investigation report with redactions; Attachment 4 - Mayor's response to Ombudsman's report with redactions. Attachment 3 - page 231 at 1.4.2.4 and page 234 at 3.7.1.5 be amended to redact the identity of individual. and this order be reviewed every 12 months	Att 4 part released 17/6/13 on web 20/6/13
84	16 Dec 2013	Outcome of 1 st Stage Office and Multilevel Carpark EOI	Pursuant to Section 90(3)(d) of the Local Government Act 1999 90(3)(d) – commercial information		Until contracts for the construction of both the office and carpark project have been signed or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
88	23 June 2014 Special	Multi-Deck Car Park & Council Office Accommodation	Pursuant to Section 90(3)(b) of the Local Government Act 1999		Until a contract is in place or such lesser period as determined by Chief Executive Officer	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
			90(3)(b) – commercial advantage		Review every 12 months.	
95	18 May 2015	Regional Tender for Waste, Recycling, Green Organics & Street Litter Bin Collection Services for Recycling/Green Organics Processing Services	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Until the expiry of the contract (including renewals) between SOLO Resource Recovery and Council.	<i>Name of contractor and the amount included in public minutes</i>
102	21 Mar 2016	Council Wastewater Services – New Customer	Pursuant to Section 90 (3)(d) of the Local Government Act 1999 90(3)(d) – commercial information		Until the requirement for confidentiality by virtue of the ready to be executed Wastewater Commitment Deed between Council and the developer has ceased, this is currently expected to be around 2025 and that this order be reviewed every 12 months.	
104	6 June 2016	Mount Barker and Tourist Caravan Park	Pursuant to Section 90(3)(g) of the Local Government Act 1999 90(3)(g) – breach any law, direction of court or tribunal		Until the confidential settlement details expire on 13 September 2030 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	<i>Minute released 4 August 2016 and on Council's website 4 August 2016</i>
112	17 October 2016	Mount Barker City Centre Land Strategy	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Until the Council has concluded commercial negotiations or no longer has a direct interest in any of the strategic sites referenced in this item or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	<i>Attachment 3 only released on web 22/12/16 Attachments 2 and 5 on web 26/08/22</i>

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
113	16 January 2017	Public Lighting Services Business Case	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Until the attached report is released by the Report Author or such lesser period as may be determined by the Chief Executive Officer that this order be reviewed every 12 months.	
114	Special Audit Committee 24 April 2017	Appointment of External Auditor	Pursuant to Section 90(3)(k) of the Local Government Act 1999 90(3)(k) - tender		Until the contract has concluded and that this order be reviewed every 12 months.	<i>Minutes on website 26 April 2017 Report on website 31 August 2022</i>
126	4 December 2017	Mount Barker WWTP - CMF Upgrade: Project Close-Out	Pursuant to Section 90(3)(g) of the Local Government Act 1999 90(3)(g) – breach any law, direction of court or tribunal		Should remain confidential and that this order be reviewed every 12 months.	
139	2 September 2019	Strategic Land Purchase: Mount Barker City Centre	Pursuant to Section 90 (3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Until Council has determined and formalised the future use of the subject land following an intended Expressions of Interest process or such lesser period as may be determined by the Chief Executive Office	
140	2 September 2019	Regional Indoor Aquatic and Leisure Centre	Pursuant to Section 90 (3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Until the release of such documents will not prejudice its ability to negotiate a satisfactory commercial outcome or such lesser period as may be determined by the Chief Executive Officer.	
142	16 September 2019	City Centre Catalyst Development: Expression of Interest	Local Government Act 1999 90(3)(b) – commercial advantage		Until a contract or lease is executed (other than information necessary to conduct the expression of interest process) or such lesser period as may be determined by the Chief Executive	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
					Officer and that this order be reviewed every 12 months.	
143	4 November 2019	Kerbside Waste Contract Amendments	Local Government Act 1999 90(3)(b) – commercial advantage		Until the conclusion of the contract and that this order be reviewed every 12 months.	
145	3 February 2020	Recycled Water Storage	Section 90 (3) (h) Order of the Local Government Act 1999 90(3)(h) – legal advice		Retained in confidence until the subject land [REDACTED] or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
147	2 March 2020	City Centre Catalyst Development: Expression Of Interest	Local Government Act 1999 90(3)(b) – commercial advantage		Until 25 February 2030 or earlier as determined by the Chief Executive Officer, other than information that is required for consultation. This order will be reviewed every 12 months.	
149	6 April 2020	Recycled Water Use And Storage	Section 90 (3) (h) Order of the Local Government Act 1999 90(3)(h) – legal advice		Until the subject land has been transferred to council ownership or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
150	6 July 2020	Recycled Water Quality, Storage and Use	Local Government Act 1999 90(3)(b) – commercial advantage		Until council has secured a legal interest in a site for the construction of a recycled water storage facility and concluded commercial negotiations on all of the matters outlined below or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023

ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
154	6 October 2020	Recycled Water Storage Facility Preferred Location	Local Government Act 1999 90(3)(b) – commercial advantage		Until council has secured a legal interest in a site for the construction of a recycled water storage facility and concluded negotiations on all of the matters outlined below or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
156	4 November 2020	City Centre Catalyst Development – Request for Detailed Proposals	Local Government Act 1999 90(3)(b) – commercial advantage		Until 29 October 2030 or earlier other than information that is required for consultation with the community as determined by the Chief Executive Officer, and that this order be reviewed every 12 months.	
158	22 February 2021	City Centre Catalyst Development – Heads of Agreement	Local Government Act 1999 90(3)(b) – commercial advantage		Until 17th February 2031 or earlier other than information that is required for consultation with the community as determined by the Chief Executive Officer, and that this order be reviewed every 12 months.	
159	7 June 2021	Kerbside Waste Processing of Recyclables	Local Government Act 1999 90(3)(b) – commercial advantage		Until council has concluded negotiation and executed the associated documentation on all of the matters outlined below or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
160	7 June 2021	Nairne Wastewater Infrastructure Proposed Upgrading and Expansion – Business Case	Local Government Act 1999 90(3)(b) – commercial advantage		Until Wastewater Commitment Deeds have been executed by both parties over all of the greenfields sites shown in attachment 2 and the procurement of all stage 1 works has occurred, or such lesser period as may be determined by the Chief Executive Officer, and that this order be reviewed every 12 months.	
163	2 August 2021	Aquatic and Leisure Centre	Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence 2 nd August, 2031) or such lesser period as may be determined by the Chief Executive Officer, and that this order be reviewed every 12 months.	
164	2 August 2021	Public Lighting Tariffs Legal Action	Section 90 (3) (h) Order of the Local Government Act 1999 90(3)(h) – legal advice		Until the matter has been concluded and that this does not prevent the disclosure of confidential information or such other period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 Months.	
171	29 November 2021	Confidential Item – Sewer Main And Inlet Pump Station Tender	Pursuant to Section 90(3)(k) of the Local Government Act 1999 Section 90 (3) (k) tenders		Retained in confidence until a contract for the design and construction for the Project has been executed by council and the contractor, at which time the identity of the successful tenderer, the reason for their selection and the amount of the contract will be made public as required by the Local Government Act.	<i>Successful tenderer released 30 March 2022</i>
174	7 March 2022	Audit and Risk Committee – Nairne Township Wastewater Infrastructure Upgrade – Prudential Report	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until the council determines that this order should cease to apply.	<i>Attachment released on website 8 March 2022</i>

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
175	2 May 2022	Wastewater Service Delivery – Developer wastewater Infrastructure Fees	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence, with the exception that this information be made available to all members of the council's Audit and Risk Committee given the addition to the terms of reference of that Committee, until 2 May 2025 or such lesser period for some of the information as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	<i>Attachments 4 and 5 released on website 31 August 2022</i>
176	2 May 2022	Regional Aquatic and Leisure Centre Project Update	Pursuant to Section 90(3)(k) of the Local Government Act 1999 Section 90 (3) (k) tenders		Retained in confidence until 2 May 2023 save and except attachment 1 and that this order is subject to Section 91(8) of the Act which provides that the identity of the successful tenderer, the amount(s) payable by the Council under a contract for the provision of the specified services and the reason for the tender being awarded to the successful tenderer must be released once the contract has been entered into by all concerned parties.	
178	6 June 2022	Proposed Upgrading and expansion of Nairne Wastewater Infrastructure	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until Wastewater Commitment Deeds have been executed by both parties over the greenfields sites shown as Nairne West and Oakford Homes in attachment 2 and the procurement of all Nairne Wastewater Infrastructure Project stage 1 works has occurred, or such lesser period as may be determined by the Chief Executive Officer, and that this order be reviewed every 12 months; but save and except information that is required to be made publicly available now to enable community consultation to occur on proposed Wastewater Infrastructure Augmentation Separate Rates.	<i>Attachments 1 and 4 released on website 31 August 2022</i>

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
179	6 June 2022	Strategic Land Purchases	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until settlement of the purchase of the subject land parcels by council has occurred, save and except the rental payable by both of the existing tenants will remain confidential for a period of 2 years or such lesser period as may be determined by the Chief Executive Officer.	<i>Report, Minutes and Attachments excluding rent payable released on website 3 January 2023</i>
180	4 July 2022	Strategic Land Purchase Options	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until settlement of the purchase of the subject land parcel by council has occurred or such lesser period as may be determined by the Chief Executive Officer.	
181	4 July 2022	Strategic Land Purchase for Recreation and Grant Submission	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until settlement of the purchase of the subject land by council has occurred or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
182	1 August 2022	Recycled Water Strategy	Pursuant to Section 90 (3)(d) of the Local Government Act 1999 90(3)(d) – commercial information		Retained in confidence until 12 months after the adoption at a council meeting of the Recycled Water Strategy or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
183	5 September 2022	Summit Sport and Recreation Park Board Review	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs		Retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months;	<i>Attachment 2 released on website 7 November 2022</i>
184	5 September 2022	Mount Barker City Centre Project	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until 31 August 2027 or earlier other than information that is required for consultation with the community as determined by the Chief Executive Officer, and that this order be reviewed every 12 months.	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
186	7 November 2022	Totness Tripartite Infrastructure Deed - Administrative Update	Pursuant to Section 90 (3)(d) of the Local Government Act 1999 90(3)(d) – commercial information		Retained in confidence until 7 February 2023 or such lesser period as may be determined by the Chief Executive Officer.	
187	7 November 2022	Deed with Hillgrove Copper	Pursuant to Section 90(3)(g) of the Local Government Act 1999 90(3)(g) – breach any law, direction of court or tribunal		Remain confidential until permission to release the attached Deed is obtained from Hillgrove Copper Pty Ltd, or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
188	12 December 2022	Upgrade of the Mount Barker Wastewater Treatment Plant Stage 1 - Expressions of Interest and name	Pursuant to Section 90(3)(k) of the Local Government Act 1999 90(3)(k) - tender		Pursuant to Section 90(3)(k) of the Local Government Act 1999 90(3)(k) – tender	
191	21 December 2022	SSRP Board ISC Governance And Operations Review	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs		Retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
192	21 December 2022	AFL Game Discussion	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until the Board has executed an agreement and determined the confidential provisions surrounding that agreement or such lesser period as may be determined by the Chief Executive Officer. This order will be reviewed every 12 months.	
193	16 January 2023	Summit Sport and Recreation Park Board	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs		Retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months, except for the notification to the Summit Sport and Recreation Park Board (Council Committee) as to the resolutions of Council contained in this item.	
195	6 February 2023	Appointment of Independent Members to the	Pursuant to Section 90(3)(a) of the Local Government Act 1999		That the report and minutes be retained in confidence until the successful applicants and	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
		Adelaide Hills Region Waste Management Authority Audit and Risk Committee	90(3)(a) – personal affairs		unsuccessful applicants have been advised of the AHRWMA Constituent Councils' decision.	
196	6 February 2023	Sale of Council Land, Mount Barker	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		That the council report, attached documents and all minutes be retained in confidence until settlement of the sale of the subject land by council has occurred.	
197	8 February 2023	SSRP Board - Executive Officer Update – ISC Review and AFL Match	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs 90(3)(b) – commercial advantage		That the verbal update and all minutes be retained in confidence until the Board has executed an agreement and determined the confidential provisions surrounding that agreement or such lesser period as may be determined by the Chief Executive Officer.	
198	23 February 2023	Audit and Risk Committee – Regional Aquatic and Leisure Centre – Prudential Report	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		The Agenda Item and the attachment and all minutes be retained in confidence until council determines that this information is able to be publicly released	
199	6 March 2023	SSRP Board Review and Proposed Governance of the Summit Precinct	Pursuant to Section 90(3)(a) of the Local Government Act 1999 90(3)(a) – personal affairs		The documents and all minutes be retained in confidence until 6 June 2023 or such lesser period as may be determined by the Chief Executive Officer except for the immediate release of the adopted SSRP Board Terms of Reference for publication and that the SSRP Board are notified of Council's decision.	
200	6 March 2023	Confidential SSRP Board Review and	Pursuant to Section 90(3)(a) of the Local Government Act 1999		The documents and all minutes be retained in confidence until 6 June	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
		Proposed Governance of the Summit Precinct	90(3)(a) – personal affairs		2023 or such lesser period as may be determined by the Chief Executive Officer except for the immediate release of the adopted SSRP Board Terms of Reference for publication and that the SSRP Board are notified of Council's decision.	
201	6 March 2023	Confidential Regional Aquatic and Leisure Centre – Prudential Report	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		The Agenda Item and the attachment and all minutes be retained in confidence until a contract for the design and construction of the Regional Aquatic & Leisure Centre has been executed.	
202	3 April 2023	Wastewater Infrastructure	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until formal (binding) arrangements for the project are in place between council and the developer of 64 Alexandrina Road or such lesser period as may be determined by the Chief Executive Officer.	
203	18 May 2023	Hills Football League Licence Agreement	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Remain confidential until licence negotiations are complete or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
204	18 May 2023	Alexandrina and Eastern Hills Cricket Association Licence Agreement	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Remain confidential until licence negotiations are complete or such lesser period as may be determined by the Chief Executive Officer and	

CONFIDENTIAL ITEMS 2003 – AUGUST 2023**ATTACHMENT 2: REPORTS REVIEWED AND TO BE RETAINED IN CONFIDENCE**

#	Date	Item Title	Confidential Order Details	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Date Released
					that this order be reviewed every 12 months.	
205	5 June 2023	Event Opportunity	Pursuant to Section 90(3)(j) of the Local Government Act 1999 (j) State Government agency		Retained in confidence until the formal launch/announcement by of the event opportunity or such lesser period as may be determined by the Chief Executive Officer.	
206	7 August 2023	Confidential Strategic Purchase of Land	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until the settlement of the purchase of the subject land by council has occurred or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months.	
207	7 August 2023	Sale of Council Land for the New Ambulance Station in Mount Barker	Pursuant to Section 90(3)(j) of the Local Government Act 1999 (j) State Government agency		Retained in confidence until whichever is the latter of settlement of the land sale or finalisation of The Summit Expression of Interest process	
208	9 August 2023	Executive Officer Update – Licensees and Booking Activities	Pursuant to Section 90(3)(b) of the Local Government Act 1999 90(3)(b) – commercial advantage		Retained in confidence until any agreements or arrangements are finalised between respective parties and confidentiality is no longer required as determined by the Chief Executive Officer or his delegate. This order be reviewed every 12 months.	

12.8	REPORT TITLE:	WARD DONATIONS
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/73346
	ATTACHMENTS:	NIL
	<u>Key Contact</u>	Maree Barns, Business Support Officer (Governance and Corporate)
	<u>Manager/Sponsor</u>	Alison Hancock, Executive Manager

Community Plan 2020-2035:

Leadership and Good Governance

LGG Strategy 1.4 - Enable community leadership.

Annual Business Plan:

Nil

Purpose

To allocate ward donation funds to individuals or organisations.

Summary – Key Issues

- Council has budgeted an amount for 2023/24 of \$17,829 which equates to \$1620 for each Council Member to allocate to individuals and/or groups at the Council Members' discretion. This is known as a Ward Allowance.
- Council Members may nominate groups or individuals to receive a Ward donation from their allowance at each Council meeting.

Recommendation

That Council will make the following donations, given that each Member nominating the donation has given careful consideration to whether there is a conflict of interest:

Council Member	Amount	Group/Individual/Purpose

Background

1. Council receives many requests for assistance from individuals, community members and community groups. Requests may be received by Council Members via telephone, letter or via email, or direct to Council.
2. Council has budgeted an amount for 2023/24 of \$17,829 which equates to \$1620 for each Council Member to allocate to individuals and groups at the Council Members' discretion. This is known as a Ward Allowance.
3. The Representation Review process (completed in October 2021) ensures equal representation (Council Member per elector) in each Ward. In October 2021 changes were made to the composition of wards and council member representation which took effect at the November 2022 election. This review process ensures the amount of Ward Allowance available to the community is equal between each of the Wards.
4. At the end of each financial year, a report of the expenditure of Ward Allowances will be reported to Council.

Ward Donation Procedures

5. Members receive a print-out indicating how much is still to be spent.
6. Individual members of the community or community groups may require small financial assistance for projects/initiatives of community interest and benefit from Council.
7. These requests should be made directly to the Mayor and/ or Council Members for their consideration / assessment.
8. Any requests received directly by Council will be acknowledged by the Executive Assistant to the Chief Executive Officer and Mayor, and advised that any such requests received will be provided to all Council Members who may choose to contribute some funds from their annual Ward Allowance.
9. When determining donations, Council Members should consider the community interest / benefit to be received and enjoyed by the community at large as a result of that donation.
10. As per section S73-75A of the Local Government Act 1999 Council Members should also consider and assess any material, actual or perceived conflict of interest as a result of making a particular donation or voting on the donations.

11. At each Council Meeting, Council Members may nominate members of the community or community groups to receive a donation from their Ward Allowance. These donations are reflected in the Council meeting minutes, available on Council's website www.mountbarker.sa.gov.au
12. Council Members are encouraged to advise the Executive Assistant to the Chief Executive Officer and Mayor as soon as possible of any requests for ward donations received in advance of Council meetings in order for such requests to be included in the Council meeting agenda. The form can be found on the extranet under Forms.
13. When making a donation in the Council Meeting, the Council Member should:
 - a. Declare who the donation is to be made to, the amount and the purpose of the donation; and
 - b. Complete and submit a Ward Donation Form to the Minute Secretary.

Community Engagement

Informing only	Notification by way of Council minutes. Recipients will be notified of any donation.
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Policy

There are currently no Council Policies in relation to Ward Donations.

Long Term Financial Plan:

Nil

Budget

The budget allocation for Ward Donations is \$17,829 which equates to \$1620 recommended expenditure by each Council Member. Any unallocated ward allowance balance is not carried over to the next financial year.

Statutory/Legal

There are no statutory/legal implications or requirements in relation to Ward Donations.

Section 73-75A of the Local Government Act 1999:

However, Council Members should be mindful of material, actual or perceived conflict of interest that may arise as a result of making a ward donation.

Staff Resource Requirements

This is incorporated into the existing responsibilities of the finance staff.

Environmental

There are no environmental implications arising from this report or its recommendations.

Social

Ward donations enable individual members of the community and community groups to request small donations to assist with their endeavours.

Risk Assessment:

It is the responsibility of each Council Member to assess the risks association with the ward donations.

Asset Management:

There are no asset management implications arising from this report or its recommendations.

Conclusion

Council Members have the opportunity to make ward donations.

13. INFORMATION REPORTS**Recommendation:**

That the following recommendations reports be noted en bloc.

13.1 REPORT TITLE: MOUNT BARKER GROWTH 2022/23 YEAR END UPDATE

DATE OF MEETING: 3 OCTOBER 2023

FILE NUMBER: DOC/23/88006

Key Contact Andy Humphries, Manager City Development, Planning & Development

Manager/Sponsor Marc Voortman, General Manager Planning & Community

Purpose:

To update Council on the completed 2022/23 financial year (FY) growth statistics and highlight trends across the current financial year.

Summary – Key Issues:

1. Council has had another positive year of growth following its biggest two years (2020-23), in relation to total development applications (DA) lodged and as a subset of the total, total dwelling applications lodged.
2. The 2022/23 financial year (**FY**) started slower than expected with the number of new homes submitted across the first 6-months averaging 42 per month. However, this quickly increased early in the calendar year and maintained at 58 new homes per month across the back half of the FY.
3. The development sector continue to deliver in excess of 500 build ready allotments (per annum) whilst passing to Council gifted assets with a replacement value of \$22.6M across both hard and soft infrastructure classes.
4. Regardless of the Reserve Bank of Australia's continuing increases to rates, new dwelling submissions remain strong.

Background:

1. The impact of HomeBuilder coupled with record low interest rates and other positive factors such as strong increases to household savings have continued to support activity in the housing market.
2. Although the RBA has increased rates eleven (11) time during this FY period, both total DA and dwelling numbers remain stable when compared to previous years.

Discussion:

1. Figure 1 below illustrates that although numbers have softened, they are still pushing the overall trend upwards and a positive output when measured against the impact of continual interest rate rises.

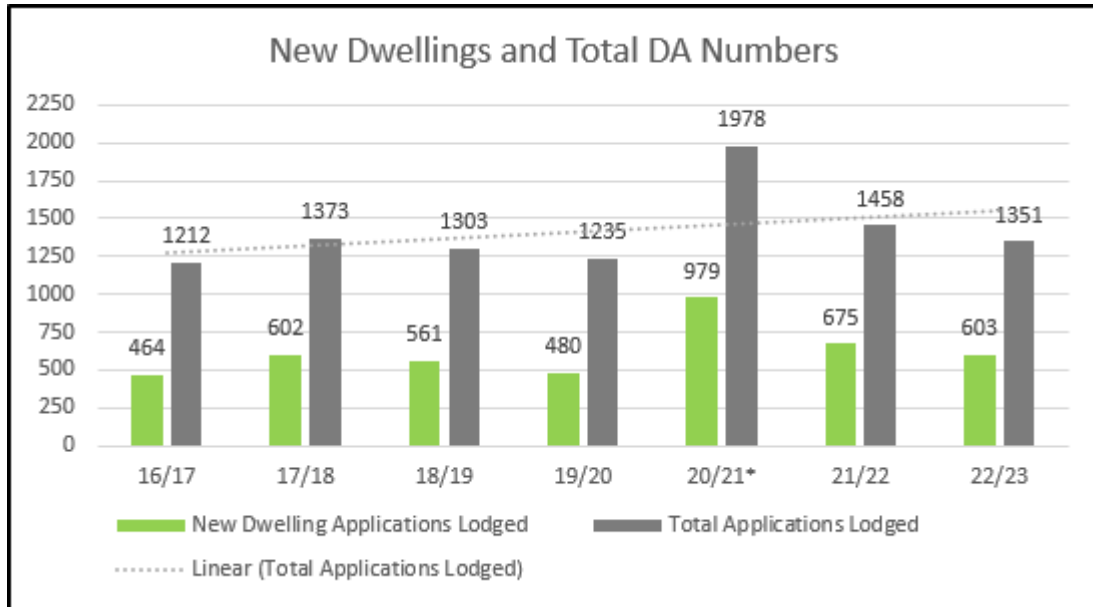


Figure 1 - New Dwellings and Total DA Numbers (*HomeBuilder Year)

2. Across the FY Council granted Planning Consent to 567 dwelling applications and granted Planning Consent to a total 1,051 applications (all types).
3. The 2022/23 FY saw \$221 million worth (development value) of housing lodged compared to \$285 million lodged over the 2021/22 FY. This equates to a 22% decrease in development value for dwellings. Noting that we received 72 housing DA's less than in the 2021/22 FY.
4. Council's adopted budget assumed \$690k in planning/building application fees for the 2021/22 FY. Actual fees received for the year were \$860k which is \$170k (or 25%) above the full year budget. Notwithstanding DA numbers are lower than the previous FY, the increase in fees is attributed to high application cost for commercial DA's.
5. The development sector continue to bring on a steady stream of new allotments to the market with 524 being released this FY. This is only 47 allotments shy of last year and well above our pre-pandemic best set at 402.
6. The 524 allotments were released via 26 separate construction stages with an average stage size of 20 allotments. This is consistent with last year's average stage size of 21 allotments.

7. A recent review of the Mount Barker growth area has confirmed that development (allotments, roads and reserves) has now consumed 20.5% of the 1300 hectares, compared to 17.27% this time last year.
8. As part of the roll-out of development, the following gifted asset classes have been delivered to Council across FY 2022/23 (FY 21/22 indicated in bracket):
 - a. Footpath – 3.6 (4.5 km)
 - b. Kerbing – 6.3 (11 km)
 - c. Sealed Road – 8.7 (4.8 km)
 - d. Stormwater Drains – 7 (4.3 km)
 - e. Wastewater Pipes – 7.7 (8.7 km)
9. In addition to the hard infrastructure above, the following has also been gifted (FY 21/22 indicated in bracket):
 - a. Public Reserve Area – 12.6 ha (4.5ha)
 - b. Number of Reserve Areas – 22 (10)
 - c. Street Trees – 1,012 street trees (634)
10. This uplift in soft infrastructure assets is attributed to reserve areas, a number which have had extended maintenance periods, being handed to Council including the bike park in Aston Hills and a number of large reserve areas in Springlake. This will lead to an substantial increase in annual depreciation expense and maintenance and operations (such as mowing, weed spraying, cleaning and repairs) that must be factored into future annual budgets.
11. The City Development Engineering/Landscape team follow rigours design review, inspection and quality assurance processes to ensure that the hard and soft infrastructure classes coming to Council are of an appropriate design quality. A review of Council's engineering standards lead by the Infrastructure department is currently being undertaken which will further support quality assurance processes into the future.
12. The gifted assets replacement value recorded (numbers based on timing) for the 2023 financial year was \$22.6 Million with the breakdown of cost by asset type below:

Gifted asset for the 2022/23 financial year:

Asset type	Replacement
Bridges and Major Culverts	\$ 150,000
Footpaths	\$ 1,220,000
Roads - Kerbs	\$ 1,718,000
Roads - Sealed Road	\$ 6,543,000
Stormwater Drainage	\$ 4,016,000
Recreation & Open Space	\$ 25,000
Wastewater	\$ 2,237,000
Recycled Water	\$ 47,000
Community Land	\$ 6,654,000
Total	\$ 22,609,000

13. The 5-year trend of gifted assets coming under council ownership across all classes totals \$95.6M with an annual average of \$19.1M. In response to this, council has invested into additional resources to support the ongoing maintenance and operations of new assets.
14. As of mid-October 2022, a total of 59.6% (53%) of the connector road had been constructed, 1.9% (6%) under construction, with a further 5.35% forecast to be constructed in the next 9-months, leaving 33.1% (41%) or 3.1km still to be constructed (FY 21/22 figures indicated in bracket).
15. The additional 6.6% that has been constructed this FY has occurred adjacent Wellington Road within the Bluestone Estate and the new Woolworths supermarket.
16. Across the first two months of the current FY (2023/24) Council has received 92 dwelling applications at an average of 46 dwellings per month. If we maintain this average we will end up with 552 new dwellings, which would be a positive result considering current market conditions, albeit a lower number than the preceding three years.

Conclusion:

The 2022/23 FY was another positive year notwithstanding the decline in both total DA and total dwelling applications lodged compared to the two previous years (see Figure 1). The application numbers coupled with allotment creation continue to demonstrate that Mount Barker is pulling its weight when it comes to residential land creation within SA. Notably, Land Services SA released its end of FY stats which showed Mount Barker as the fastest growing suburb in South Australia in front of the likes of Angle Vale, Munno Para and Riverlea Park. There is no indication that any major slowdown in allotment creation is coming, however market forces and government intervention could affect growth in either direction at any moment.

Previous Decisions By/Information Reports to Council

Meeting Date	7 November 2022	CM Reference	DOC/22/129313
Title	MOUNT BARKER GROWTH 2021/22 YEAR END UPDATE		
Purpose	To update Council on the completed 2020/21 financial year (FY) growth statistics and highlight trends across the current financial year.		

Meeting Date	6 December 2021	CM Reference	DOC/21/183448
Title	MOUNT BARKER GROWTH 2020/21 YEAR END UPDATE		
Purpose	To update Council on the completed 2020/21 financial year (FY) growth statistics and highlight trends across the current financial year.		

Meeting Date	7 June 2021	CM Reference	DOC/21/79991
Title	2020/21 FINANCIAL YEAR GROWTH UPDATE		
Purpose	To update the Council on 2020/21 Financial Year growth and more specifically the impact of HomeBuilder Stimulus on Development Application numbers.		

13.2	REPORT TITLE:	FIRE TO FLOURISH – PROJECT UPDATE
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/115433
	<u>Key Contact</u>	Larissa Jennings, Community Resilience Project Officer, Planning and Community
	<u>Manager/Sponsor</u>	Maddie Walker, Manager Community Planning and Wellbeing, Planning and Community

Purpose:

To provide an update on the progress of the Fire to Flourish project

Summary – Key Issues:

1. The Community Resilience Officers are providing significant assistance to support the delivery and implementation of Community Disaster Resilience workshops and resulting community plans in each of our townships.
2. Exploring Traditional Land and Fire Management has commenced with engaging Peramangk representatives, supporting their attendance at a cultural burning conference and collaborating with key partnering organisations.
3. Other community resilience projects to date have included planning events for new residents in growth areas, providing resilient garden workshops and supporting the increased capacity of the Brukunga community.

Background:

1. Information reports (3 April 2023 and 5 December 2022) and memos (dated 20 June 2023 and 31 May 2023) have previously been presented to Council to provide Fire to Flourish project updates including on the rolling out of Community Disaster Resilience workshops, commencement of Exploring Traditional Land and Fire Management and the increasing capacity of the Brukunga community.
2. Fire to Flourish is funded by an Australian Government \$1.377 million grant that is fully funding the employment of three Community Resilience Officers, one Community Resilient Project Officer and two Fire Mitigation Officers to March 2025.

Discussion:***Community Disaster Resilience***

1. CDR workshops facilitated by the Australian Red Cross are continuing to be rolled out to connect our communities, build resilience and better prepare our communities in the event of a natural disaster.

2. By the end of 2023 CDR workshops would have been held in 9 locations incorporating Macclesfield, Echunga, Nairne, Kanmantoo, Prospect Hill, Ashbourne, Meadows and Littlehampton (with Totness and Blakiston).
3. Communities are consistently identifying their priority needs as increased community connection, development of 72 hour community response plans and developing local Community Support Hubs – all for in the event of a disaster.
4. Prior, during and following the CDR workshops our Community Resilience Officers provide ongoing support to each community and township that is being well appreciated.
5. The locations currently being planned with community for delivery in 2024 are Harrogate (with Brukunga and Dawesley), Wistow, Callington, Flaxley, Hahndorf and Woodchester.

Exploring Traditional Land and Fire Management

6. People identifying as Peramangk from both the Peramangk Heritage Descendants Council and Mannum Aboriginal Communication Association are engaged in this project. We are currently determining potential interest in the project from Kurna and Ramindjeri that also have registered cultural heritage interest in our council area.
7. Key stakeholders being collaborated with to maximise project outcomes include Forestry SA, Hills and Fleurieu Landscape Board, SA Country Fire Service (CFS) and Goolwa Wellington Local Action Planning Association.
8. Sponsored by the Hills and Fleurieu Landscape Board, four Peramangk representatives attended the August 2023 ‘Biri Bulmba Budang National Custodians of Country Gathering 2023’ that is a national gathering of Traditional Custodians engaged in cultural fire and land management practices that aims to share knowledge and experience.
9. The term ‘cultural burning’ is used to describe the traditional practice conducted for more than 60,000 to care for country. Fire is used to expertly control weeds, regenerate plants, mitigate the effects of bushfire, increase food supply and improve access to areas for cultural purposes.
10. In parts of Australia the practice of cultural burnings has been maintained through colonisation. Locally, cultural burning knowledge has been maintained although the practice has been interrupted.

Other projects

11. Residents located within growth areas of Mount Barker and Nairne are being engaged via family friendly events, funded by a successful National Australia Bank grant and in partnership with the CFS and Mount Barker Community Centre. The aim is to promote community connectedness whilst providing space and opportunity for the CFS to provide bushfire preparedness education and awareness.
12. Planning and internal engagement is underway for formalising the activation of the Mount Barker Showgrounds as a Community Hub in the event of an emergency. Community Engagement is planned for early 2024. This work will support the internal planning for use of this site in emergencies.

13. The newly formed Brukunga Community Association is increasing in capacity with ongoing support from council through governance training, mentoring and obtaining grant funding for new initiatives.
14. Community gardening workshops were held in Macclesfield (2), Duck Flat Community Garden and at Brukunga Hall to increase awareness of how to prepare fire resilient gardens.
15. Fire Mitigation Officers are focussing on vegetation management activities on public reserve areas, on the fringe areas of townships and in native vegetation corridors (such as creeks and waterways). Fine fuel clearance in these areas continues to be the main activity for this team. The team is also supporting the planned fuel reduction burns in the area being undertaken by Department of Environment and Water (DEW) later this year.

Ongoing need

16. Supporting community disaster preparedness will likely be required beyond the current grant funding period of to March 2025. With ongoing planned growth many new residents are not aware of their bush-fire risk or if they aware of the risk, they dangerously believe that authorities will protect them.
17. Staff are monitoring the Australian Government's National Emergency Management Agency funding stream in the 'Disaster Ready Fund' that is currently under review with the outcomes planned to be announced in December 2023. Note that the Agency is reviewing whether or not matching funding will be required. The next round is likely to open June 2024.

Conclusion:

Fire to Flourish project implementation is advancing well and achieving significant support and outcomes for and with community.

Previous Decisions By/Information Reports to Council

Meeting Date	3 April 2023	CM Reference	DOC/23/25944
Title	Fire to Flourish – Project Update		
Purpose	To provide an update on Fire to Flourish's 'Exploring Traditional Land and Fire Management' and other projects		

Meeting Date	5 December 2022	CM Reference	DOC/22/145925
Title	Fire to Flourish – Project Update		
Purpose	To provide an update on the progress of the Fire to Flourish project		

Meeting Date	7 February 2022	CM Reference	DOC/22/10201
Title	Preparing Australian Communities – Local Stream		
Purpose	To seek endorsement for a Community Led Emergency Resilience Project submitted to the Preparing Australian Communities- local stream grant round, administered by the Federal Government.		

13.3	REPORT TITLE:	FOOD ACT ANNUAL REPORT 2022/2023
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/119785
	ATTACHMENT	NIL (FOOD ACT QUESTIONNAIRE 2022/23 TO BE MADE AVAILABLE TO ELECTED MEMBERS VIA EXTRANET).
	<u>Key Contact</u>	Lily Do, Team Leader Environmental Health
	<u>Manager/Sponsor</u>	Jamie Tann, Manager Health & Public Safety

Purpose:

This report provides information on Council's activities under *The Food Act 2001* ("the Act"). The questionnaire is required to be submitted to SA Health to contribute to their reporting to the Minister.

Summary – Key Issues:

1. Council has an obligation under the Act to ensure that proper standards of safety and hygiene are maintained in relation to the manufacture, processing, transportation, storage and handling of food for sale.
2. The overall number of routine inspections conducted during 2022/23 increased 73% compared to the last reporting period (336 inspections/194 inspections). Nine businesses were subject to enforcement action which included 5 written warnings, 4 improvement notices, 9 expiations (7 Corporate businesses and 2 sole traders) and 2 prohibition orders to cease trading.
3. Restructure, staff changes and the recovery from COVID-19 pandemic have allowed Environmental Health Officers (EHOs) to undertake a higher number of routine food inspections.

Background:

1. Council has a responsibility to ensure that all food handling activities captured under the Act and Food Safety Standards comply with the requirements of the legislation. Council's EHOs conduct inspections and audits, provide advice and training, and undertake enforcement action where necessary, to ensure compliance with the legislation. Council is required to report its activities under the Act to SA Health on an annual basis.
2. Routine, follow up, complaint, pre-opening and recall inspections are performed by Council's EHOs. Council's EHOs are also accredited food safety auditors, and undertake audits of premises serving vulnerable populations.

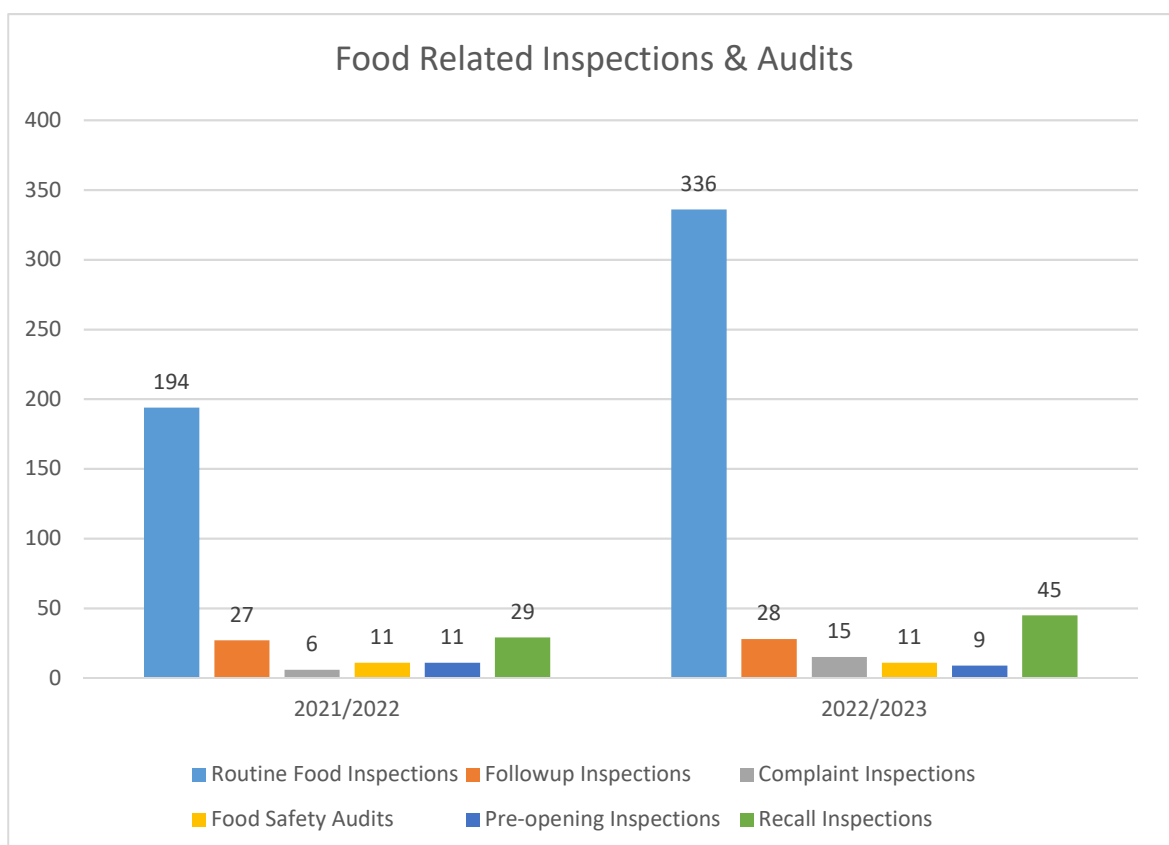
Enforcement action can be taken if non-compliance with the Act and Food Safety Standards is observed.

Discussion:

1. EHOs conducted 336 routine inspections of food premises to ensure compliance with the Act and Food Safety Standards. A further 9 pre-opening, 28 follow up, 15 complaint, 45 recalls, 23 event and 18 spot inspections were completed during this reporting period.

EHOs conducted 11 audits of premises servicing vulnerable populations, and a further 6 audits within our district were conducted by external auditors. EHOs also conducted 2 audits for businesses located in neighbouring Councils.

2. The table below provides a comparison of the number of food inspections undertaken in the last two reporting periods within the District.



3. Complaint inspections included investigations into 5 cases of poor personal hygiene or poor food handling practices, 2 cases of alleged food poisoning, 2 cases of unsafe/unsuitable food due to microbial contamination/growth, 3 cases of food for sale past use by date, 1 case of unclean premises, 1 case of foreign matter in food and 1 case of an animal (dog) present in a food preparation area. Out of the 15 complaints received from the public, only 3 were found to be not justified.

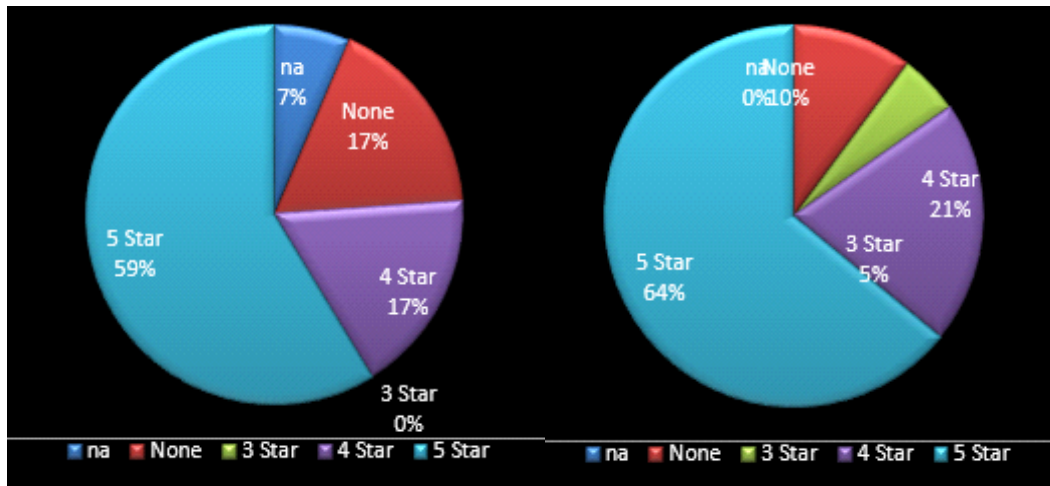
4. Significant non-compliance issues requiring enforcement action were identified in seven premises. Non-compliances related to handling food in an unsafe manner, unprotected food storage, unclean kitchen equipment and selling food past the use by date. These were addressed with one written warning, six improvement notices and seven expiations.
5. One premise was identified as selling unsafe/unsuitable food and was issued a prohibition order to cease trading immediately due to the significance and magnitude of the non-compliances observed.

A second prohibition order was issued to the same operator when officers were notified of the business trading in an adjacent building. This business has since ceased operations indefinitely.

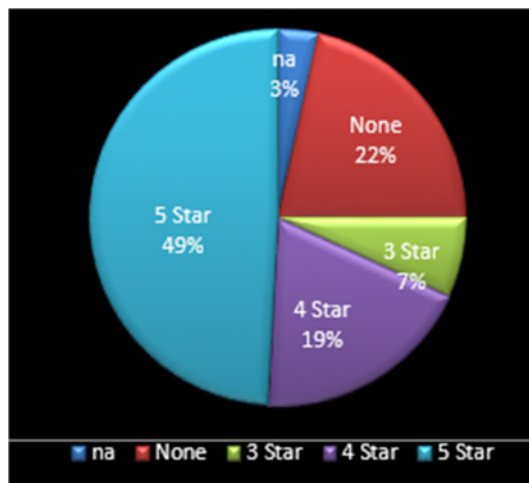
6. The SA Food Business Risk Classification system has been in effect since 2013. Utilising a decision tree framework EHOs are required to risk classify businesses ranging from high risk to low risk business sectors. The risk classification assigned to the business then determines the inspection frequency, which ranges from 12-24 months. EHOs may increase inspection frequencies for food premises who demonstrate poor adherence to the Standards or a history of non-compliance.
7. SA Health's Food Safety Rating Scheme (FSRS) provides consumers with information on how well a food premise complies with the food safety standards. The scheme is currently limited to higher risk category premises within the retail, food service, processors/manufacturers and food transport sectors.
8. Of the premises inspected in the District under the scheme, 49% achieved 5 stars, 19% achieved 4 stars and 7% achieved 3 stars. Where the higher star rating represents higher compliance.
9. A further 22% were unrated due to high non-compliances with the Food Safety Standards, or were not eligible to be rated. It is currently optional for food premises to display star rating certificates.
10. The pie charts below represent star ratings from the previous three reporting periods. The number of 5, 4 and 3 star rated premises have decreased, while unrated premises have increased in the 2022/23 reporting period.

FIRS Star Rating 2020/21

FIRS Star Rating 2021/22



FIRS Star Rating 2022/23



11. Annual reporting requirements is an opportunity to look through trends that relate to activities undertaken by Council’s EHOs. One is the frequency of non-compliances observed during the 2022/23 inspections. These have been divided into categories of high risk (score 8), medium risk (score 4) and low risk (score 1) elements. There are a total of 44 elements that are assessed during an inspection.

Examples of different risk elements are:

- High risk - when potentially hazardous foods are kept out of temperature control for an extended period of time
- Medium risk - hand washing facilities are not accessible at all times for food handlers to use
- Low risk – inadequate storage of garbage/recyclables

12. Council continues to provide online training through the Environmental Health Australia “I’m Alert” module, which was accessed by 1056 new users this financial year compared to 183 last financial year. The increase number of new users is likely driven by the introduction of the new Food Safety Standard 3.2.2a which comes into effect on the 8th December 2023.

This new national standard aims to reduce the rate of foodborne illnesses linked to poor handling of food in certain food service, retail and catering food businesses. The requirements of the new standard mandates businesses to complete food safety courses for food handlers and for businesses involved in more complex food processing to complete a food safety supervisor course.

13. The Environmental Health team (with the assistance of the Communications team) send out a monthly newsletter (Food Matters) to all food business owners/operators within our District. This newsletter was created to inform the targeted audience of changes (e.g. new food standard 3.2.2a, recalls, inspection expectations) in a consistent and timely manner. There are currently 433 subscribers.

Conclusion:

A copy of the Food Act Annual Report (Questionnaire) for 2022/23 has been made available to Elected members via the Extranet. The questionnaire has been forwarded to SA Health to meet Council’s reporting requirements under the Act.

Previous Decisions By/Information Reports to Council

Meeting Date	4 October 2022	CM Reference	DOC/22/119411
Title	FOOD ACT ANNUAL REPORT 2021/2022		
Purpose	To inform Council of actions undertaken under the Food Act for 2021-22		

Meeting Date	6 December 2021	CM Reference	DOC/21/189372
Title	FOOD ACT ANNUAL REPORT 2020/2021		
Purpose	To inform Council of actions undertaken under the Food Act for 2020-2021		

Meeting Date	7 September 2020	CM Reference	DOC/20/104771
Title	FOOD ACT ANNUAL REPORT 2019/2020		
Purpose	To inform Council of actions undertaken under the Food Act for 2019-2020		

13.4	REPORT TITLE:	NEW FOOTPATH PROGRAM UPDATE
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/122648
	<u>Key Contact</u>	Michael de Heus, Manager Projects and Capital Delivery, Infrastructure
	<u>Manager/Sponsor</u>	Phil Burton, General Manager Infrastructure

Purpose:

To provide an update on the status of the Council endorsed multi-year new footpath program being implemented across the district.

Summary – Key Issues:

1. Since the New Footpath Strategy was endorsed in 2021, circa \$800k has been spent on designing and constructing new footpaths across Echunga, Meadows, Mt Barker and Macclesfield.
2. New footpaths are being constructed in Littlehampton, Nairne, Macclesfield and Mount Barker this financial year.
3. Despite having contractors in place to construct the paths, a number of new footpaths require significant planning and design over a number of years to get them to a point where they are ready for construction. Sometimes this involves land acquisition and third party approvals to ensure the outcome is satisfactory.




Background:

1. On the 5 July 2021, Council endorsed the New Footpath Strategy consisting of an \$11 million investment over 10 years, nominally \$1.1M / year. The \$11 M was included in Councils Long Term Financial Plan. The new footpath funding was driven as a result of community feedback through customer requests and township master planning.
2. The footpath program has been developed in response to community desires for improved pedestrian connectivity in urban areas across the district. Councils website is regularly updated showing progress of the footpath program. See [New Footpath Program | Mount Barker District Council](#)
3. Council's 2023 Community Experience Survey scorecard identified footpaths and trails as a strength but also a priority for further improvement. The commitment to the new footpath program is directly addressing this community feedback, particularly in outlying townships which have traditionally had fewer paths.

4. In addition to new footpaths, Council typically invests over \$600k in a footpath renewal program (replacing footpaths at or near their end of life) each year.

Discussion:

5. Below is a summary of the status of the new footpath program including footpaths completed recently as part of the 2022/23 financial year. These have been delivered by TREO Civil Pty Ltd, who were engaged by Council through a competitive tender process.
6. In 2022/23, Council delivered approximately \$400k of the budgeted \$1.185m new footpath program with the remainder fully contracted and carried over into 2023/24 as part of the ongoing program. The delay was caused in part to a reprioritisation of project management resources to help deliver key infrastructure for the Gather Round.
7. It is anticipated that the remaining program will be predominantly delivered in the first half of the 2023/24 financial year, in addition to another \$1.185m worth of new footpaths which are already under contract.
8. Delivery of new footpaths is complex and time consuming with planning, design and construction often occurring over a number of years. Significant stakeholder involvement including residents, Department for Infrastructure and Transport, ARTC (rail crossings) and the need to address any land encroachments.
9. The Bartley Street project in Nairne will be constructed in stages due to significant delays in dealing with ARTC, land encroachments and complex geometric designs. The first stage will commence later in 2023 and the following stage in 2024 subject to ARTC approvals.
10. Council is well supported by both its engineering design and construction contractors however it is subject to variations in program delivery due to the availability and capacity of these resources.
11. Council is employing additional staff in 2023/24 with specific concreting skills so that some footpath works in the future can be done in-house on a cost competitive basis.

Location	Suburb	Status	Comments
Flaxman Road	Echunga	Complete	
Churchill Road	Echunga	Complete	
Venables Street	Macclesfield	Complete	

<p>Marriott Street</p>	<p>Macclesfield</p>	<p>Complete</p>	
<p>Davies Street</p>	<p>Macclesfield</p>	<p>Complete</p>	
<p>Luck Street</p>	<p>Macclesfield</p>	<p>Commenced, completion anticipated end October 2023</p>	
<p>Junction Road (Princes Hwy to Benjamin Gray Drive)</p>	<p>Littlehampton</p>	<p>Design commenced</p>	<p>DIT input and approval required. Construction anticipated Q4</p>

Molens Road	Hahndorf	Design Complete	Construction in future years' program
Angus Road (Sophia Street to Churchill Road)	Echunga	Design Complete	Construction anticipated to be delivered as part of wider Echunga Main Street project
Woodside Road (Princes Hwy to North Road)	Nairne	Design Complete	Construction – Byethorne Park to 34 Woodside scheduled Q2/3. Remainder of scope in future years' program
North Road (Junction to Sydney)	Nairne	Design progressing	Complex design and land acquisition/agreement required. Construction anticipated to commence late FY24
Bartley Street (Britannia Road to Old Princes Hwy)	Nairne	Design underway, with ARTC land agreement and church land acquisition progressing	Complex design, requires ARTC input & approval. Construction scheduled to commence Q2/3 (Britannia to Edinborough Street). Remainder, including rail crossing, subject to ARTC land access agreement and approvals
North Road (Haesler Drive to Clydesdale Place)	Nairne	Design complete	Construction due to commence Q3
Wellington Road (Railway Terrace to Victoria Road)	Mount Barker	Design complete	Construction due to commence Q3
Old Princes Hwy (Chestnut Drive to Woodside Road)	Nairne	Design commenced	Design only at this stage. With construction in future years' program
Callington Road	Callington	Concept phase, design Q2/3	Design only at this stage, with construction in future years' program
North Road (Junction Street to William Street)	Nairne	Design to commence Q2	Construction in future years' program

Conclusion:

The new footpath program responds directly to community feedback for improved footpaths and trails and the continued delivery of these works is providing immediate benefits to the community. Whilst the program is some 3-6 months behind schedule it is anticipated that this will be recovered during 2023/34.

Previous Decisions By/Information Reports to Council

Meeting Date	5 July 2021	CM Reference	DOC/21/95876
Title	New footpath Strategy		
Purpose	To provide Council with feedback from the community consultation undertaken for the proposed New Footpath Strategy and seek endorsement for the strategy to be included in the next revision of Council's Long Term Financial Plan.		

**13.5 REPORT TITLE: SUBMISSION TO SELECT COMMITTEE ON
RECYCLING OF SOFT PLASTICS AND OTHER
RECYCLABLE MATERIAL**

DATE OF MEETING: 3 OCTOBER 2023

FILE NUMBER: DOC/23/123711

Key Contact Catherine Stone, Circular Economy Officer,
Adelaide Hills Region Waste Management
Authority

Manager/Sponsor Phil Burton, General Manager, Infrastructure

Purpose:

To provide an update on the submission to the Select Committee on the Recycling of Soft Plastics and other Recyclable Material (established by the Parliament of South Australia) from the perspective of the Adelaide Hills Region Waste Management Authority (AHRWMA) (of which the Mount Barker District Council is a member).

Summary – Key Issues:

1. A Select Committee was formed by the Legislative Council of South Australia to gather information and report on the recycling of soft plastics and other recyclable material in South Australia.
2. The Adelaide Hills Region Waste Management Authority entered a submission to the Select Committee.
3. The submission outlined the current options for recycling of soft plastics and other recyclable materials for the residents of Mount Barker District Council, Rural City of Murray Bridge, Alexandrina Council and Adelaide Hills Council.

Background:

1. AHRWMA is a subsidiary of four councils in South Australia; Mount Barker District Council, Rural City of Murray Bridge, Alexandrina Council and Adelaide Hills Council.
2. AHRWMA's role is to provide regional waste management services, including operating two EPA licensed waste transfer stations and one landfill.
3. AHRWMA's waste transfer stations collect, process and transfer a number of waste streams (including recyclable items).
4. Residents of AHRWMA's member councils are instructed to place soft plastics in general waste for kerbside collection (as per Green Industries SA advice).

5. AHRWMA has the capacity to be a collection and transfer point for soft plastics in the future.

Discussion:

6. The collection of soft plastics through supermarkets ceased in November 2022.
7. There is currently limited local capacity for processing soft plastics in South Australia.
8. The Curby program is being trialled by some South Australian councils as a means to collecting soft plastics in (yellow lidded) recycling bins.
9. Waste Transfer Stations operated by AHRWMA (and Member Councils) could be utilised as collection and transfer points for soft plastics.
10. AHRWMA is in favour of product stewardship schemes and reductions in the use of soft plastics by producers, retailers and consumers.
11. AHRWMA has submitted a response to the Select Committee on Recycling of Soft Plastics and other Recyclable Materials on behalf of Member Council's and this has been provided to Members separately.

Conclusion:

AHRWMA has submitted a response to the Select Committee on Recycling of Soft Plastics and other Recyclable Materials in order to provide information to the Select Committee on the current state of soft plastics collection and disposal. It is hoped that AHRWMA can participate in future endeavours to recycle soft plastics in South Australia.

13.6	REPORT TITLE:	HAHNDORF CAR PARKING MANAGEMENT UPDATE
	DATE OF MEETING:	3 OCTOBER 2023
	FILE NUMBER:	DOC/23/127167
	<u>Key Contact</u>	Luke Gray, Manager Strategic Projects and Economic Development
	<u>Manager/Sponsor</u>	Phil Burton, General Manager Infrastructure

Purpose:

To provide an update on car parking improvements being planned for Hahndorf ahead of the peak visitation period across December 2023 to January 2024.

Summary – Key Issues:

1. Car parking is an important issue for the residents, businesses and visitors to Hahndorf.
2. Previous car parking studies and strategies for Hahndorf have been undertaken however as contemplated at the 1 May 2023 Council meeting it is important that this be reviewed and updated to ensure there is a current plan for car parking management.
3. A number of short term car parking initiatives and improvements are in the process of being implemented ahead of the peak visitation season in late 2023.

Background:

1. Cr Narelle Hardingham raised a Question on Notice in February 2023 requesting an update on car parking options in Hahndorf.
2. A report on car parking was tabled at Council's May 2023 meeting. This report provides an update to the May report.
3. Hahndorf receives over 1 million visitors a year and is a premier tourist destination for South Australia. A lack of public transport services results in a heavy reliance on motor vehicles as a form of transport. During peak periods such as Easter and Christmas, effective and reliable parking in Hahndorf can be problematic.
4. Council undertook a car parking study in 2018 (by MRCagney) however it is recognised that it is timely for this to be reviewed and updated to provide a clear plan for future improvements.

5. In the interim, several short-term car parking improvements are being planned for implementation for the peak visitation season across December 2023 to January 2024.
6. It is important to note that there is not one solution that will remedy car parking but rather a number of strategies will assist to improve parking for residents, businesses and visitors to Hahndorf.
7. In addition, any action by Council will need to consider and be mindful of the proposed main street upgrade of Mount Barker Road, Hahndorf. This project is currently pending the outcome of the Federal Government 90 day review of all federally funded infrastructure projects.

Discussion:

8. The plan for improving car parking in Hahndorf consists of the following actions:

Education

9. Council staff will implement an education campaign advising visitors of where current public parking options are in Hahndorf. These options will consist of both on-street and off-street parking across both public and private lands. The latter will require negotiation and support from private landholders.
10. Council staff are engaging with business and land owners as a means to potentially unlock off-street parking opportunities within close proximity to the main street. Council's Economic Development Officer is playing a key role in facilitating these discussions.
11. Engagement has already occurred with some key stakeholders and significant business owners of Hahndorf as a means to access off-street car parking. This negotiation will be formalised wherever possible ahead of the peak period to provide additional parking capacity.
12. Council staff will prepare a map showing where public car parking is available and advising visitors of the parking standards, terms and conditions. A number of sites have been identified with consideration given to suitability for a wide variety of vehicles including caravans and RVs.
13. The distribution of this map/information will consist of printed media, Council's website, social media and promotion through the Visitor Information Centre and the Hahndorf Business and Tourism Association and individual business sites.
14. Where possible, and in consideration of the pending main street upgrade, the installation of new wayfinding signage on-street will be implemented to improve access to these additional car parking locations.

Car Parking Delineation

15. Council staff have reviewed the no-standing zones on the Hahndorf main street, Pine Av, Balhannah Rd, Auricht Rd and Church St and will rationalise the line marking along these streets of Hahndorf to accommodate additional on-street car parking capacity wherever possible. It is envisaged that an additional 10 car parks could be achieved through this work.
16. Further to this, improved delineation and identification of car parking areas on the roads noted above will be implemented. This will be achieved through either the application of “boxed” car parking extents on the road or the use of solid yellow lines across driveway accesses as appropriate and in accordance with relevant standards. The road kerb to kerb width is a key parameter that will define the appropriate treatment.
17. It is anticipated that these measures will yield improved car parking behaviour and lead to improved compliance and less complaints.

Parking Compliance

18. Parking compliance enforcement is an effective way to ensure parking controls designed to protect public safety and maximise economic activity are adhered to.
19. Weekend monitoring and enforcement of parking regulations in Hahndorf has been happening since June 2023.
20. Additional weekend monitoring on both Saturday and Sunday will occur across December and January.
21. This will include Councils general inspectors or contractors patrolling the main street and adjacent local roads regularly on the weekend over this period.
22. The effectiveness of this additional compliance effort will be reviewed and reported on in the first quarter of 2024.

Council Shuttle Bus Trial

23. Council will trial the deployment of a shuttle bus service, using the existing Council community bus, to move visitors between large off-street parking sites and the main street. One such site is the Hahndorf Recreation Grounds subject to negotiations.
24. It is proposed that the trial operate during the weekends of Gathered Market and Christkindlmarkt Market on the 9-10 and 16-17 December 2023.
25. A review of this trial will be undertaken immediately following to ascertain if it should be continued over busy periods.

26. This shuttle service will primarily traverse the main street from the northern end to the southern end and will be operated by volunteers.
27. Once details are confirmed they will be advertised through the Council communication channels outlined above.

Conclusion:

Staff are pursuing a number of short and longer term options to improve car parking Hahndorf and will be implementing a number of actions ahead of the peak visitation period across December 2023 to January 2024 and will engage with relevant businesses and the Hahndorf Business and Tourism Association in implementing these planned works.

Previous Decisions By/Information Reports to Council

Meeting Date	1 May 2023	CM Reference	DOC/23/35643
Title	Hahndorf Car Parking Management		
Purpose	To provide an update on car parking management in Hahndorf.		

Meeting Date	4 June 2018	CM Reference	DOC/
Title	Hahndorf Traffic and Parking Strategy		
Purpose	To provide the Elected Members with a summary of the analysis and recommendations from the Hahndorf Traffic and Car Parking Strategy report, prepared by MRCagney.		

14. QUARTERLY REPORTS

NIL

15. MAYOR'S REPORT**16. MEMBERS' REPORTS**

Councillor Jessica Szilassy

Council meeting September 4th

Special Council meeting September 18th

CEO Performance Review – Panel meeting

Information and briefing sessions

Confidential briefing sessions

Nairne and Districts Residents Association – Annual General Meeting

Phone calls and emails with North Ward residents

Callington Coffee Club

ReLink Community Cup Charity Match – Summit Oval

MBDC Australian Citizenship Ceremony – Mount Barker Town Hall

Spring Arts Networking Event – The Cedars, Hahndorf

Adelaide Hills Reconciliation Working Group – September meeting

Littlehampton Community Association – Annual General Meeting

Littlehampton Peace Memorial Hall Committee - meeting on site with Council staff

17. QUESTIONS ARISING FROM COUNCIL MEETING**18. CONFIDENTIAL REPORTS**

NIL