

Notice of Council Meeting



MEMBERSHIP

Mayor Marijka Ryan

Cr Tammie Sinclair
Cr Bernie Keane
Cr Jessica Hawkvelt
Cr Lucas Jones
Cr Rob Unger
Cr Irena Zagladov

Cr Kristianne Foreman
Cr Sandy Keane
Cr Marina Champion
Cr Blake Lawrenson
Cr Kimberley Drozdoff
Cr Lyn Petrie

NOTICE is given pursuant to Sections 83 and 84 of the Local Government Act 1999 that the next COUNCIL MEETING will be held in the Council Chambers, 571 Montague Road, Modbury on TUESDAY 12 DECEMBER 2023 commencing at 7.00pm

A copy of the Agenda for the above meeting is supplied.

Members of the community are welcome to attend the meeting or listen and observe minutes via [Council's website](#).

RYAN MCMAHON
CHIEF EXECUTIVE OFFICER

Dated: 7 December 2023

CITY OF TEA TREE GULLY

COUNCIL MEETING

12 DECEMBER 2023

AGENDA

1. Opening Prayer and Welcome

Prayer - to be read by the Presiding Member

Acknowledgement of Country Statement - to be read out as arranged by the Presiding Member

1.1 New Drumminor Ward Councillor

Council will welcome Lyn Petrie who has been elected as the new Drumminor Ward Councillor

2. Attendance Record:

2.1 Present

2.2 Apologies

2.3 Leave of Absence – A resolution granting leave of absence is to be considered by Council

2.4 Record of Officers in Attendance

2.5 Record of Number of Persons in the Public Gallery

3. Confirmation of Minutes of the Previous Meeting

That the Minutes of the Council Meeting held on 28 November 2023 be confirmed as a true and accurate record of proceedings.

4. Public Forum

Available to the public to address Council on policy, strategic matters or items that are currently before the Council. Total time 20 mins with maximum of 2 mins per speaker. For more information refer to Council's website www.cttg.sa.gov.au

5. Deputations

5.1 Deputation - Tammy Page - President of Tea Tree Gully Gymsports Inc

Tammy Page, President of Tea Tree Gully Gymsports Inc will provide a deputation in relation to the Audit & Risk Committee report titled 'Tea Tree Gully Gymsports Redevelopment Section 48 Prudential Report' (10 minutes).

Requests from the public to address the meeting must be received in writing prior to the meeting and approved by the Mayor. For more information refer to Council's website www.cttg.sa.gov.au

6. Presentations - Nil

Requests to present to the meeting must be approved by the Mayor or Chief Executive Officer. For more information refer to Council's website www.cttg.sa.gov.au

7. Petitions - Nil

8. Adjourned Business - Nil

9. Motions Lying on the Table - Nil

10. Committee Reports

Service Review Committee - Nil

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CEO Performance Review Committee - Nil

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13. Motion(s) without Notice

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15. Question(s) without Notice

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21. Date of Next Ordinary Meeting

30 January 2024

22. Closure

Recommendations from the
Audit & Risk Committee
Held on the 06 December 2023

Community engagement outcomes on the draft Long Term Financial Plan 2025-2034

That Council having considered the report titled “Community engagement outcomes on the draft Long Term Financial Plan 2025-2034” and dated 6 December 2023:

1. Notes the Community Engagement Outcomes Report in relation to the Draft Long Term Financial Plan 2025-2034 as detailed in Attachment 1.
2. Adopts the revised Long-Term Financial Plan for the Financial years from 2025-2034 as detailed in Attachment 2.

Tea Tree Gully Gymsports Redevelopment Section 48 Prudential Report

That having considered the report “Tea Tree Gully Gymsports Redevelopment Section 48 Prudential Report” and dated 6 December 2023, Council resolves:

1. The Prudential Report for the Tea Tree Gully Gymsports Redevelopment (Prudential Report) prepared by BRM Advisory (provided as Attachment 1) meets the criteria of Section 48 of the Local Government Act 1999.
2. To proceed with the Tea Tree Gully Gymsports Redevelopment project at a price consistent with the Prudential Report findings.
3. Notes that the additional \$2m Council contribution to this project will be funded through interest earned on the Grant Funding received and an allocation from the Strategic Buildings Provision within the Long Term Financial Plan. The addition allocation will not impact the current assumptions of the LTFP.

Attachments

N/A

Report Authorisers

Marley Marks

Risk Officer

8397 7270

Ilona Cooper

Manager Corporate Governance

8397 7310



REPORT FOR

AUDIT & RISK COMMITTEE MEETING

MEETING DATE

06 DECEMBER 2023

RECORD NO:

D23/93493

REPORT OF:

STRATEGY & FINANCE

TITLE:

COMMUNITY ENGAGEMENT OUTCOMES ON THE DRAFT
LONG TERM FINANCIAL PLAN 2025-2034

PURPOSE

To consider outcomes from the community engagement undertaken on the draft Long Term Financial Plan 2025-2034 and recommend to Council that the revised Long Term Financial Plan 2025-2034 be endorsed.

RECOMMENDATION

That the Audit & Risk Committee recommends to Council:

That Council having considered the **report titled “Community engagement outcomes on the draft Long Term Financial Plan 2025-2034” and dated 11 October 2023:**

1. Notes the Community Engagement Outcomes Report in relation to the Draft Long Term Financial Plan 2025-2034 as detailed in Attachment 1
2. Adopts the revised Long-Term Financial Plan for the Financial years from 2025-2034 as detailed in Attachment 2

1. BACKGROUND

Section 122 (1a) of the *Local Government Act 1999* (the Act) requires councils to develop and adopt:

- (a) *Long-Term Financial Plan for a period of at least 10 years and includes a funding plan; and*
- (b) *an infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years*

(and these plans will also be taken to form part of the council's strategic management plans)."

Section 122 (4) of the Act requires that the Long-Term Financial Plan (LTFP) should be reviewed on an Annual Basis.

Section 122(6) requires that a council must adopt a process or processes to ensure that members of the public are given a reasonable opportunity to be involved in the development and review of its strategic management plans.

Council, at its meeting on 24 October 2023 resolved:

Draft Long Term Financial Plan 2025-2034 for Community Engagement (D23/58858)

That Council having considered the report titled "Draft Long-Term Financial Plan 2025-2034 for Community Engagement" and dated 11 October 2023:

1. Adopts the updated draft Long-Term Financial Plan for the Financial years 2025-2034 for the purpose of public consultation as outlined in Attachment 1 of the abovementioned report, noting that the publishing and formatting will be updated to incorporate minor changes and any resolutions of Council.
2. Undertakes public consultation on the draft Long-Term Financial Plan in accordance with the draft Community Engagement Strategy outlined in Attachment 2 of the abovementioned report.

2. DISCUSSION

Community Engagement

From 26 October to 22 November 2023 the community was invited to provide feedback on the draft Long Term Financial Plan 2025-2034. Promotion of this opportunity, as outlined in the endorsed community engagement strategy, included:

- A statutory notice to the public in The Advertiser on 26 October 2023
- **Inclusion in the November 'Have Your Say' e-newsletter** (sent to approx. 3,000 subscribers).
- The opportunity to comment on the draft plan was also mentioned alongside other have your say **opportunities in Council's corporate monthly e-newsletter 'Gully Life'** (sent to approx. 32,000 subscribers).

The online community engagement website collects statistics on how many people engaged with the consultation. As shown in the table below, 60 people visited the relevant project page on the Have Your Say website and of this group, 20 people downloaded the draft plan. There was also one submission received in the form of email feedback.

Total website visits to the draft LTFP Have your Say project page: 68		
'Aware' = 60 (single visitors to the project page)	➔	'Informed' = 20 (clicked a link/downloaded the draft plan)

The full details and responses of the community engagement can be viewed in Attachment 1.

While limited feedback and engagement on the draft Long Term Financial Plan was received, it could be concluded that the community are comfortable with the manner in which Council finances are planned and managed. Should there have been an opposing sentiment, residents would have used the opportunity to express their views.

Council is in a sound financial position and has good foundations underpinned by the Financial Sustainability Policy. Council continues to make strategic investments in services and infrastructure for the community while limiting rate increases to justifiable levels.

Based on this consultation response, it is recommended that Council endorse the revised Long Term Financial Plan 2025-2034.

3. FINANCIAL

The draft Long Term Financial Plan has been based on assumptions as detailed in the **funding plan and has been developed to meet Council's financial sustainability and targets.**

The draft Long Term Financial Plan was modelled assuming a continued easing in inflation. With the latest CPI figures reflecting a further moderation in the annualised CPI, the rate increase was reduced to 5.5% (4.5% CPI plus 1%, excluding growth). This reflects a decrease of 0.5% from 6% (5% CPI plus 1%, excluding growth). The reduction in rates revenue was offset by a decrease in expenditure.

4. STRATEGIC OBJECTIVES

Strategic Plan

The following strategic objectives in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
<i>People feel a sense of belonging, inclusion and connection with the City and the community</i>	Funds are made available in the LTFP to invest in infrastructure and deliver programs for the City and the community
Economy	
<i>Modbury Precinct is revitalised as the city's key activity centre</i>	Funds are made available in the LTFP to continue to invest the Modbury Precinct revitalisation.
Places	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	Funds are made available in the LTFP to ensure that our community infrastructure is renewed and new assets are created to meet the evolving needs and changes of our community
<i>Opportunities exist to express and experience art and culture</i>	
<i>Neighbourhoods are easy to move around and are well connected with pedestrian and cycle paths that offer an alternative to cars</i>	
<i>Buildings and places are energy efficient, well designed and display a uniqueness of character and identity</i>	
<i>Housing is well designed and affordable and responds to the changing needs of existing and future residents</i>	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	
Leadership	
<i>Leadership and advocacy is focused on the long term interests of the community</i>	The LTFP provides the foundation for the long term financial sustainability of Council

Policies / Strategies

Financial Sustainability Policy – establishes the strategic financial sustainability principles used in developing the LTFP.

Asset Management Policy – **establishes guidelines for the management of Council’s assets** and provides consistency for the Asset Renewal expenditure forecasts that feed into the LTFP.

5. LEGAL

Section 122 (1a) of the *Local Government Act 1999* (the Act) requires councils to develop and adopt:

*“(a) a Long-Term Financial Plan for a period of at least 10 years; and
(b) an infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years
(and these plans will also be taken to form part of the council’s strategic management plans).”*

Section 122 (4) of the Act requires that the Long-Term Financial Plan (LTFP) should be reviewed on an Annual Basis.

6. ASSETS

Council’s Asset Management Plans are used to determine funding requirements and assumptions contained in the LTFP.

7. COMMUNITY AND STAKEHOLDER ENGAGEMENT

The draft Long Term Financial Plan was endorsed for community engagement from 26 October to 22 November 2023. Should the plan be adopted it will be added to the CTTG Internet site.

Attachments

1. [Draft Long Term Financial Plan 2025-2034 - CE overview and outcomes for Audit Committee report](#)
2. [Draft Long Term Financial Plan 2025 -2034](#)

Report Authorisers

Rebecca Baines
Manager Finance & Rating Services

8397 7362

Stuart Simpson	
Team Leader Financial Accounting	8397 7308

Justin Robbins	
General Manager Strategy & Finance	8397 7444

Draft Long Term Financial Plan 2025-2034 Community engagement overview

The Local Government Act 1999 (the Act) requires councils to develop and adopt a Long-Term Financial Plan (LTFP) for a period of at least 10 years and include a funding plan. This plan forms part of the council's strategic management plans.

Section 122 of the Act requires that the LTFP should be reviewed on an Annual Basis and that a council must adopt a process or processes to ensure that members of the public are given a reasonable opportunity to be involved in the development and review of its strategic management plans.

From 26 October to 22 November 2023 the community was invited to provide feedback on the draft Long Term Financial Plan 2025-2034. Promotion of this opportunity, as outlined in the community engagement strategy endorsed by Council at a meeting on 24 October 2023, included:

- A statutory notice to the public in *The Advertiser* on 26 October 2023
- Inclusion in the November 'Have Your Say' e-newsletter (sent to approx. 3k subscribers)

The opportunity to comment on the draft plan was also mentioned alongside other have your say opportunities in Council's corporate monthly e-newsletter 'Gully Life' (sent to approx. 32k subscribers).

All communications referred people to Council's 'Have Your Say' website where further information could be accessed. This included:

- Key messages about the purpose of the long term financial plan
- A copy of the draft Long Term Financial Plan 2025-2034
- An online submission form
- Details about how to provide an email or written (posted) submission
- a 'Questions & Answers' tool where people could ask questions about the draft plan. Once answered, these questions and Council's response are publicly available.

Copies of the draft Long Term Financial Plan 2025-2034 forms were available on request and from Council's Civic Centre.

Community engagement outcomes

One (1) submission was received in the form of email feedback from a Banksia Park resident. Their comments are provided below (verbatim with minimal editing):

"I and many others in the community are struggling with the daily cost of living. I've never been worst off in my life. The rate payers haven't got bottomless pockets so the council would have to show some restraint in spending this sporting facilities and other developments should be user pays. I received a pay rise of \$ 1.10 per hour early this year but cost of everything way exceeded my wage. It nice to have new things done. (my feedback) ... is regarding all plans in the council development that the ivory tower the council is out of touch with the general community. How about the basic like having footpaths on at least one side of the suburban roads as where I live there's none so we walk on the road.

Community engagement statistics

Our online community engagement website collects statistics on how people engaged with the consultation. As shown in the table below, 60 people visited the relevant project page on the Have Your Say website and of this group, 20 people downloaded the draft plan.

Total website visits to the draft LTFP Have your Say project page: 68		
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CITY OF
TEA TREE GULLY

Naturally Better

DRAFT Long Term Financial Plan FYE 2025–2034

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2. Long Term Financial Plan FYE 2025-2034
Financial Statements

Background

The *Local Government Act 1999* (the Act) Section 122 (1a) requires councils to develop and adopt:

- (a) *A long-term financial plan (LTFP or the Plan) for a period of at least 10 years and includes a funding plan*
- (i) *outlines the council's approach to funding services and infrastructure of the council; and*
 - (ii) *sets out the council's projected total revenue for the period to which the long-term financial plan relates; and*
 - (iii) *outlines the intended sources of that total revenue (such as revenue from rates, grants and other fees and charges); and*
- (b) *An infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years*

(and these plans will also be taken to form part of the council's strategic management plans).

Section 122(4) requires that the LTFP should be reviewed on an annual basis.

Section 122(6) requires that a council must adopt a process or processes to ensure that members of the public are given a reasonable opportunity to be involved in the development and review of its strategic management plans

The purpose of a council's LTFP is to express, in financial terms, the activities it proposes to undertake over the medium-to-longer term to achieve its stated objectives. It is similar to, but usually less detailed than, the annual budget. Just like the budget, it is a guide for future action, except that its preparation requires the council to consider the longer-term impact of revenue and expenditure proposals rather than for just a single year. The aggregation of future strategic plans and business initiatives, together with their intended outlays and anticipated reviews, enables the overall financial

and economic implications of the projects to be readily identified and, if warranted, proposed future activities to be revised.

The LTFP should specify and take account of:

- Expected expenses and capital outlays for each year of the Plan
- Expected revenues for each year and the source of their funding
- Any variations in net debt required as a result of expected cash flow needs
- Performance measures to enable assessment of the Council's financial sustainability over the period of the Plan.

The LTFP should include:

- Income statement
- Balance sheet
- Cash flow statement
- Uniform Presentation of Finances
- Statement of changes in equity.

This version of the LTFP is an update to the plan adopted by Council in December 2022.

Performance against the Long-Term Financial Plan FYE 2024 to 2033

Budget – FYE 2023

Council's previous version of the LTFP was adopted by Council in December 2022 and was underpinned by a set of guiding principles.

Council has made significant progress in FYE (financial year ending) 2023 towards achieving certain strategic targets, which include the following:

1. Maintaining existing assets at their existing service levels

Council continues to invest in the renewal of assets, with an asset sustainability ratio of 104% in FYE 2022 and 62% in FYE 2023. This is outside the target range for this financial year, when taking the three-year rolling average, it is in line with the target.

2. Continue to review assets for possible sale, with any proceeds being reinvested, in keeping with Council's Disposal of Land and Assets and Acquisition of Land Policy adopted in February 2020

The LTFP does not make allowances for any future divestment of non-operational assets. An assessment of the impact on any future divestment will be incorporated into a review of the LTFP.

3. Maintaining debt within the targeted range of 25%-35% over the life of the plan

The Council has a Strategic Buildings program that is dedicated to the replacement of a number of community and sporting buildings. These projects will continue into 2024 and 2025 with expenditure being incurred over these years. This expenditure has been closely managed and as a result will not increase the net financial liabilities beyond the target range.

Following the March 2022 State Government Election, Council was the recipient of a number of financial grants to support Council's investment in the Strategic Buildings Program. The majority of these grants were paid in advance, reducing NFL.

Including the value of Council held land for resale, this ratio is below the target range at 9% (\$9.8m) in FYE 2023.

Although this ratio is under Council's target range of 25%-35%, after adjusting for those planned Capital Works Projects (\$11.3m) carried forward to FYE24 and the Strategic Building Program, the underlying net financial liabilities ratio is 29%.

4. Retaining tight constraints on operating expenditure

The general rate increase for FYE 2023 was 3.0% (excluding growth). In formulating the increase many factors including our Strategic Plan, current economic climate, debt reduction strategy, the cost of maintaining existing services, increasing waste management expenses and the projected costs included in the various infrastructure asset management plans were taken into consideration.

The budget provided for a number of key known cost pressures for FYE 2023. These cost pressures have been able to be absorbed through adopting a tighter spending approach across all expenditure categories.

Key strategies deployed to retain tight constraints on operating expenditure include:

- Zero base budgeting approach to development of the Operating Budget
- Introduce technology that enables services and functions to be performed with greater efficiency.
- Reducing employee costs by managing vacancies and working within a capped number of FTEs
- We carried out service reviews to ensure that our services are delivered to the community promptly, sustainability and effectively and we continue to complete many other complementary continuous improvement activities
- We made procurement savings through collective buying arrangements.

5. Ensuring that the capital works program retains a level of funding for new works (e.g. new footpaths)

During FYE 2023, a total of \$6.68m was invested in new assets. Included in the new assets work in progress is the continued expenditure on the Strategic Building Program.

Long Term Financial Plan FYE 2025-2034 guiding principles

Council's LTFP has been updated to incorporate Council's most recent financial information.

The LTFP will continue to be guided by a series of principles.

These include:

1. Maintain existing assets at the current service levels
2. Continue to review assets with proceeds being reinvested into the city and community
3. Maintaining debt within the targeted range of 25-35% over the term of the Long-Term Financial Plan
4. Retaining tight constraints on operating expenditure
5. Ensuring that the capital works program retains a level of funding for new works and enhancements to community infrastructure (e.g. new footpaths, community buildings and reserve upgrades)

Principle 1 – Maintain existing assets at the current service levels

The LTFP has been updated to include funding to meet the requirements of the asset management plans. Council will apply this principle by ensuring that funding for the renewal and maintenance of assets is in line with the adopted asset management plans.

The combined annual average spend identified in the asset management plans for FYE 2025 is \$20.2m. The LTFP provides for expenditure of \$17.4m in FYE 2024. This gap is due to the significant increase in depreciation after the revaluation of \$1.7b of assets in FYE 2023. This increase is reflective of the increase in construction costs for assets and there will need to be increase in rates to ensure the operating surplus remains in line with the Council's Financial Sustainability policy targeted range.

This increase will occur over three financial years to ease the required rate increase on residents.

While the needs of the asset management plans will continue to guide the funding allocation for renewal and upgrade works for the annual budget, specific funding allocations for renewal works will also be informed by Council's precinct plans.

Principle 2 – Continue to review assets with proceeds being reinvested into the City and community

Council has a responsibility to continuously review its assets and identify any that are surplus to its needs.

The sale of surplus assets includes plant and fleet, buildings and land.

To guide this process, Council continuously reviews its plant and fleet holdings to identify under-utilised assets.

Funds received from land sale proceeds are to be reinvested, in line with our Disposal of Land and Assets and Acquisition of Land Policy, into community assets.

During FYE21 Council received a Building Optimisation Internal Audit Report. The purpose of the audit was to review Council's building portfolio to assess the utilisation, functionality and condition to inform future decisions relating to the renewal and enhancement of the asset portfolio.

Amongst a number of recommendations, the report concluded that many of Council's Community facilities are approaching the end of their serviceable life or no longer meet the needs of our community (such as inclusive access). The intention will be to rationalise and replace these buildings over the next decade. It is proposed that those buildings identified for renewal will not be replaced like for like.

Principle 3 – Maintaining debt within the targeted range of 25%-35% over the life of the plan

Council has had a target to maintain the net financial liabilities ratio to between 25% and 35% over the period of the Long-Term Financial Plan.

The funding of the Strategic Buildings program will continue into 2024 and 2025 with expenditure being incurred over these years. This expenditure will not increase the net financial liabilities to increase above the target range.

Council will continue to invest in the renewal and enhancement of infrastructure for the community. The LTFP will make provisions for these investments over the forward estimates while maintaining the net financial liabilities within the target range.

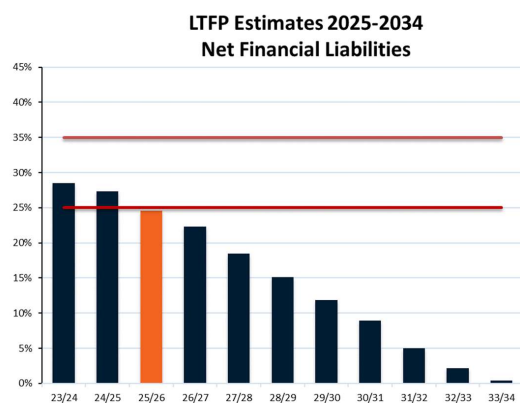
To ensure the Council can maintain its current services and increase spend for the renewal of assets required, it has been assumed that a rate increase for the first three years of the plan to be CPI plus 1%.

Assuming this, we believe this goal is achievable over the term of the plan with further investment in the out years of the plan.

In accordance with this principle, any decision to invest in additional infrastructure by borrowing above the considerations already included in the LTFP would be subject to a commitment to reinstate the net financial liabilities ratio to the targeted range within the next three- year period. In the event that Council seeks to achieve this goal earlier, without significantly impacting on services or service levels, a higher general rate increase would be required in the short term.

Council will continue to implement the following key strategies to retain tight constraints on operating expenditure. These include:

- Reducing employee costs by managing vacancies.
- Introduce technology that enables service and functions to be performed with greater efficiency.
- Undertaking continuous improvement initiatives, including service reviews, to ensure that services are delivered to the community promptly, sustainably and effectively.
- Quarterly reporting to Council on the continuous improvement initiatives completed
- Making procurement savings through collective buying arrangements.



Principle 4 – Retaining tight constraints on operating expenditure

There are several economic factors impacting Council's operating expenditure estimates within the LTFP including energy prices, the labour market and inflation.

Council will continue to review all services to ensure that it adheres to its projected expenditure and continues to deliver value for money services. To facilitate this, a sustainable framework for the review of all services and programs to ensure community value and alignment with Council's Vision and Strategic and Organisational Plans has been established.

The Council has a service review program which is designed to review services for efficiencies and better alignment of services to the current and future needs of community.

Principle 5 – Ensuring that the capital works program retains a level of funding for new works and enhancements to community infrastructure (e.g. new footpaths, community buildings and reserve upgrades)

In assessing proposals for new capital works, Council will consider:

- Alignment with the Strategic Plan
- Precinct Plans, including Modbury and Tea Tree Gully
- Master Plan Implementation
- Main Roads and Gateways
- Current state of operating surplus or deficit

- Any additional costs for depreciation, maintenance or interest on borrowings
- Impact on overall operating surplus or deficit
- Any need to increase Council rates to fund new work
- The age, life expectancy, suitability and service potential of any asset to be replaced
- The discounted cash flow analysis, where appropriate.

To ensure Council is in a position to partner with the State Government to deliver on master plan objectives in the future, capacity has been incorporated in the revised LTFP in the later years. This capacity will be achieved through an annual uplift in planned expenditure on new assets.

Key considerations and assumptions and Funding Plan

In addition to the guiding principles, Council has considered other factors in the updated LTFP. These include:

- The impact of current economic conditions such as CPI, utility costs and a tightening within labour market
- Price increase across the construction sector in the range of 25%, impacting the current and future capital works program
- Changing community expectations and trends
- Other legislative changes.

As the impact of these factors is unknown at this stage, the LTFP will be updated as information becomes available.

Key revenue assumptions

General Council rate income is forecast to increase by 5.5% (FYE 2024) in the first year. Growth is forecast to be 0.6% per annum for FYE 2024.

The rate rise is in line with the forecasted CPI increase plus 1%. The extra 1% is required to increase rates revenue to ensure the operating surplus remains in line with the Council's Financial Sustainability policy targeted range after the affect of the increasing construction costs and increased depreciation are factored in.

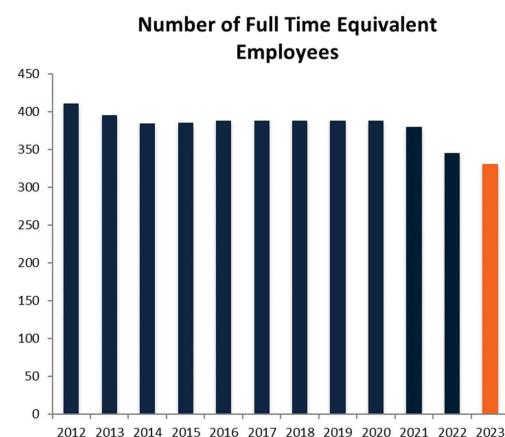
It is proposed that any additional rate revenue from growth or rates increases be directed towards the increases in expenditure due to current levels of inflation, increases in utilities and contracts.

The impact from the Golden Grove Code Amendment had not been factored into the future years as there is still uncertainty as to timing and amounts.

As the building construction is completed for the facilities in the Strategic Building Program, there has been is assumed no change to operating income and expenditure as the clubs are responsible for the outgoings, with the only impact on Council being depreciation, which has been factored in.

Key expenditure assumptions

The enterprise agreement is due for renewal in the 2023-2024 year with a new increase forecast. This amount will not be known until early 2024, so the increase has been based on the labour market growth forecast.



Through the introduction of technology to promote efficiency, the growth in employee costs will be limited to genuine labour market increases. Initiatives will be progressed that focus on promoting efficiency in delivering value to community.

Labour market

The wage price index (WPI) is increasing higher than the RBA forecast due to accelerating growth in the labour market. Currently there is a tighter labour market with demand for skilled labour higher than supply, resulting in wage growth beyond forecast.

Inflation

While there has been an easing of inflation, the Annual Consumer Price Index (CPI) continues to remain high in Australia. Over the 12 months to June 2023 Adelaide CPI rose 6.9%. This is considerably higher than the RBA target inflation range which the LTFP has been based on in prior years at 2 to 3% on average. This increase is predominately due to the supply market putting pressure on the cost of goods, for example the cost of fuel.

Interest Rates

The RBA rates by are at 4.10% in September, 1.7% higher than September 2022. Since May 2022 there have been twelve rate hikes, and is currently the highest it has

been since May 2013. In the accompanying statement the RBA outlined that Inflation in Australia has passed its peak and the monthly CPI indicator for July showed a further decline. But inflation is still too high and will remain so for some time yet. While goods price inflation has eased, the prices of many services are rising briskly.

Other expenses are forecast to increase in line with the Consumer Price Index (CPI) and changed service delivery models. Unforeseen increases may be absorbed through our continuation of tight restraint on operating expenditure.

Financing expenses will increase on the previous years in FYE 2025 based on the current borrowing expectations and interest rates. They are then predicated to reduce in future years. This will need to be monitored throughout the year depending on the interest rate increases. Currently an average interest rate over the medium term has been used for finance expense projections.

Depreciation is forecast to increase from \$17.4m to \$24.0m over the 10-year life of the plan. This significant increase is due to the increased construction costs experienced on assets and reflected in the valuation which occurred in FYE 2023.

Key Capital Works Program Expenditure

Renewal Expenditure

The Council engaged valuers in 2022-2023 to undertake revaluations on the Buildings and Infrastructure asset classes. These asset classes were due for revaluation with buildings not being revalued since 2017 and infrastructure in 2019. The delay in the valuations were due to the implementation of a new finance and asset management system as well as the CWMS divestment.

Council's Infrastructure Asset Management Plans inform the planned expenditure on the renewal of assets. The combined average annual renewal expenditure identified in the asset management plans is \$20.2m.

To reduce the immediate impact of the required spending increase on the renewal assets the increase has been phased in over three years.

The table below outlines the renewal expenditure required over the next three years and is aligned to the asset management plans. Variations to the Asset Management Plans reflect updated asset condition audit information.

2025-27 LTFP Capital Works Program - Forward Estimates

Category Code	Category Description	FY2025 New Budget	FY2025 Renewal Budget	FY2025 Net Budget	FY2026 New Budget	FY2026 Renewal Budget	FY2026 Net Budget	FY2027 New Budget	FY2027 Renewal Budget	FY2027 Net Budget
PP001	Road Reconstruction / Renovation	-	3,300	3,300	-	3,400	3,400	-	3,600	3,600
PP003	Roads to Recovery	-	700	700	-	700	700	-	700	700
PP004	Re-Sheeting Unsealed Roads	-	40	40	-	40	40	-	40	40
PP005	New Footpath and DDA Upgrades	1,030	-	1,030	1,030	-	1,030	1,030	-	1,030
PP007	Unsealed Footpaths	-	400	400	-	400	400	-	400	400
PP010	Lighting	350	-	350	500	-	500	500	-	500
PP011	Water and Drainage	-	1,300	1,300	-	1,350	1,350	-	1,450	1,450
PP014	Traffic Management and Signage	100	420	520	100	420	520	100	420	520
PP016	Open Space - Sporting, Park and Playground Upgre	-	1,750	1,750	-	1,350	1,350	-	1,450	1,450
PP018	City Beautification Works	-	2,100	2,100	-	3,200	3,200	-	3,300	3,300
PP019	Capital Buildings Renewal	-	1,265	1,265	-	1,365	1,365	-	1,465	1,465
PP020	Capital Buildings New/Upgrades	1,600	1,000	2,600	1,600	1,000	2,600	1,760	1,000	2,760
PP021	Strategic Building Projects	18,022	3,000	21,022	3,000	3,000	6,000	3,000	3,000	
PP022	Environmental Projects	150	-	150	150	-	150	150	-	150
PP025	Information Technology	-	2,076	2,076	-	2,085	2,085	-	2,352	2,352
PP026	Other	-	1,000	1,000	-	1,000	1,000	-	1,000	1,000
Total Capital Works Program 2025-27		21,252	18,351	39,603	6,380	19,310	25,690	6,540	20,177	20,717

New Assets

Planned expenditure on new assets has been increased in line with the Strategic Building Program, detailed below, expected funding timelines. This expenditure is offset with grant and club contribution income to be received. This results in the total new asset allocation being \$21.252m in FYE 25 and back to normal spends of \$6.38m in FYE 26.

Strategic Project Funding Strategy							
Project		FYE 21/22 Actual	FYE 22/23 Actual	FYE 23/24 Budget	FYE 24/25 Forecast	Total	% Funding Split
		\$'000	\$'000	\$'000	\$'000	\$'000	%
Harpers Field							
CTTG Contribution		165	338	5,497	2,000	8,000	57.1%
Grant Funding	State - LGIPP	-	338	5,662		6,000	42.9%
Club Contribution - TBA							
Total Project Cost		165	676	11,159	2,000	14,000	
Tilley Recreation Park							
CTTG Contribution		13	240	1,905	1,092	3,250	34.0%
Grant Funding	State - Election		-	3,750	1,000	4,750	49.7%
Grant Funding	State - OSR		-	-	1,500	1,500	15.7%
Club Contribution					50	50	0.5%
Total Project Cost		13	240	5,655	3,642	9,550	
Modbury Sporting Club - Clubroom Building							
CTTG Contribution		15	196	914	2,000	3,125	44.6%
Grant Funding	State - OSR	-	-	1,375		1,375	19.6%
Grant Funding	State - Election	-	-	2,500		2,500	35.7%
Club Contribution - Not Required				-		-	0.0%
Total Project Cost		15	196	4,789	2,000	7,000	
Tea Tree Gully Gymsports							
CTTG Contribution				40%	60%		
CTTG Contribution			-	1,580	1,920	3,500	48.6%
Grant Funding	State - Election			1,400	2,100	3,500	48.6%
Club Contribution					200	200	2.8%
Total Project Cost		-	-	2,980	4,220	7,200	
Tea Tree Gully Tennis Club							
CTTG Contribution				40%	60%		
CTTG Contribution			71	1,169	1,410	2,650	48.2%
Grant Funding	State - Election			1,100	1,650	2,750	50.0%
Club Contribution					100	100	1.8%
Total Project Cost		-	71	2,269	3,160	5,500	
Banksia Park Sports Area Master Plan							
CTTG Contribution				-	-	-	0%
Grant Funding	State - Election		150	-	-	150	100%
Club Contribution						-	0%
Total Project Cost		-	150	-	-	150	
Golden Grove Central Districts Baseball Club							
CTTG Contribution			5	195	-	200	50%
Grant Funding	State - Election			180	-	180	50%
Club Contribution						-	0%
Total Project Cost		-	5	375	-	380	
Hope Valley Sporting Club							
CTTG Contribution				-	-	-	0%
Grant Funding	State - Election		27	1,173	-	1,200	100%
Club Contribution						-	0%
Total Project Cost		-	27	1,173	-	1,200	
Sportsfield Lighting - SADNA & Golden Grove Tennis Club							
CTTG Contribution		-	532	15		547	50.0%
Grant Funding			375			375	50.0%
Club Contribution - TBA						-	
Total Project Cost		-	907	15		922	
Total Project Expenditure		193	2,272	28,416	15,023	45,902	
Summary of funding contributions							
		FYE 21/22 Actual	FYE 22/23 Actual	FYE 23/24 Budget	FYE 24/25 Forecast	Total	% Funding Split
		\$'000	\$'000	\$'000	\$'000	\$'000	%
Total CTTG Contribution		193	1,382	11,275	8,422	21,272	46.3%
Total Grant Funding		-	890	17,140	6,250	24,280	52.9%
Total Club Contribution		-	-	-	350	350	0.8%
Total		193	2,272	28,415	15,022	45,902	

City of Tea Tree Gully – DRAFT Long Term Financial Plan 2025-2034

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Summary of Updated Draft Long Term Financial Plan for FYE 2025 to 2034

Date modified: 30 December 2023																										
Year Ended 30 June:			2023	2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		2034		
		Actual	Annual		Plan		Plan		Plan		Plan		Plan		Plan		Plan		Plan		Plan		Plan		Plan	
		Audit	Budget		Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		Year 7		Year 8		Year 9		Year 10		Year 10	
		\$(’000)	\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)		\$(’000)	
INCOME																										
Rates	A	85,581	92,070	7.6%	97,686	6.1%	103,156	5.6%	108,933	5.6%	111,656	2.5%	114,447	2.5%	117,308	2.5%	120,241	2.5%	123,247	2.5%	126,328	2.5%	129,486	2.5%	129,486	2.5%
Statutory Charges	C	1,971	2,605	32.2%	2,735	5.0%	2,826	3.3%	2,910	3.0%	2,998	3.0%	3,052	1.8%	3,106	1.8%	3,162	1.8%	3,219	1.8%	3,277	1.8%	3,336	1.8%	3,336	1.8%
User Charges	D	4,402	3,575	-18.8%	3,754	5.0%	3,855	2.7%	3,959	2.7%	4,066	2.7%	4,176	2.7%	4,289	2.7%	4,404	2.7%	4,523	2.7%	4,645	2.7%	4,771	2.7%	4,771	2.7%
Grants, subsidies, contributions	E	9,009	4,637	-48.5%	6,757	45.7%	6,831	1.1%	6,906	1.1%	6,982	1.1%	7,059	1.1%	7,136	1.1%	7,215	1.1%	7,294	1.1%	7,375	1.1%	7,456	1.1%	7,456	1.1%
Investment Income	F	752	20	-97.3%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%
Reimbursements/other revenue	G	2,347	1,759	-25.1%	1,806	2.7%	1,855	2.7%	1,905	2.7%	1,957	2.7%	2,010	2.7%	2,064	2.7%	2,120	2.7%	2,177	2.7%	2,236	2.7%	2,296	2.7%	2,296	2.7%
Total Revenues			104,062		104,666	0.6%	112,758	7.7%	118,543	5.1%	124,634	5.1%	127,678	2.4%	130,763	2.4%	133,923	2.4%	137,162	2.4%	140,481	2.4%	143,881	2.4%	147,365	2.4%
EXPENSES																										
Employee costs	J	35,972	39,553	10.0%	41,333	4.5%	43,193	4.5%	44,489	3.0%	45,823	3.0%	46,969	2.5%	48,143	2.5%	49,347	2.5%	50,581	2.5%	51,845	2.5%	53,141	2.5%	53,141	2.5%
Materials, contracts & other expenses	K	41,919	43,185	3.0%	45,242	4.8%	47,052	4.0%	48,753	3.6%	51,513	5.7%	52,801	2.5%	54,121	2.5%	55,474	2.5%	56,861	2.5%	58,283	2.5%	59,740	2.5%	59,740	2.5%
Depreciation	L	16,258	17,416	7.1%	19,270	10.6%	19,752	2.5%	20,246	-100.0%	20,752	2.5%	21,270	2.5%	21,802	2.5%	22,347	2.5%	22,906	2.5%	23,479	2.5%	24,066	2.5%	24,066	2.5%
Finance Costs	M	261	550	110.7%	950	-28.2%	950	0.0%	950	0.0%	790	-16.8%	500	-36.7%	500	0.0%	800	60.0%	700	-12.5%	600	-14.3%	600	0.0%	600	0.0%
Loss - Joint Ventures	N	-	0		-		0		-		0		-		0		0		0		0		0		0	
Total Expenses			94,410		100,704	6.7%	106,795	6.0%	110,947	3.9%	114,437	3.1%	118,878	3.9%	121,541	2.2%	124,567	2.5%	127,968	2.7%	131,047	2.4%	134,207	2.4%	137,547	2.5%
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS			9,652		3,962		5,963		7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,818	
Net gain/(loss) on disposal or revaluations	P	(2,530)	3,392		-		0		-		0		-		0		0		0		0		0		0	
Amounts specifically for new assets or upgraded assets	Q	5,116	23,938		12,500		0		-		0		-		0		0		0		0		0		0	
Physical resources free of charge	R	-	0		-		0		-		0		-		0		0		0		0		0		0	
NET SURPLUS/(DEFICIT)			12,238		31,292		18,463		7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,818	
			2023		2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		2034	
Opening Borrowings		P																								
Renewal Works	R	10,812	21,956		11,301		18,510		19,377		19,877		20,377		20,877		21,377		21,877		22,377		22,377		22,877	
New Works	S	6,683	38,111		21,252		6,380		6,540		6,670		6,804		6,940		7,079		5,756		7,399		7,399		9,084	
Total Capital works (Net)	T	17,495	60,067		32,553		24,890		25,916		26,547		27,181		27,817		28,456		27,632		29,776		29,776		31,961	
Less Depreciation	U	16,258	17,416		19,270		19,752		20,246		20,752		21,270		21,802		22,347		22,906		23,479		23,479		24,066	
Yearly Borrowings without Operating Surplus and Asset sales increase/(reduction)	V	1,237	42,651		13,283		5,138		5,671		5,796		5,910		6,014		6,108		4,726		6,298		6,298		7,896	
Net Asset Sales - Debt Reduction	W		-																							
Net Asset Sales - Capital Works (included in CMP program)	X	-	4,530		-		-		-		-		-													
Borrowings after proceeds from asset sales		1,237	38,121		13,283		5,138		5,671		5,796		5,910		6,014		6,108		4,726		6,298		6,298		7,896	
Operating Surplus	Y	9,652	3,962		5,963		7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,674		9,818	
Fiscal Balance (Surplus Cash/Reduction in borrowings)/ Increase in borrowings	Z	(8,415)	34,159		7,320		(2,458)		(4,526)		(3,005)		(3,312)		(3,342)		(3,086)		(4,707)		(3,377)		(3,377)		(1,922)	
Capital works funding gap	A.1	(8,415)	34,159		7,320		(2,458)		(4,526)		(3,005)		(3,312)		(3,342)		(3,086)		(4,707)		(3,377)		(3,377)		(1,922)	
Assets sales plus operating surplus	A.2	9,652	8,492		5,963		7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,674		9,818	
Closing Borrowings	A.1	-	16,159		23,479		21,022		16,496		13,491		10,179		6,837		3,751		(956)		(4,333)		(4,333)		(6,255)	
Net Financial Liabilities (including Land Sales)	A.2	9,323	29,830		30,900		28,443		23,917		20,912		17,600		14,258		11,172		6,465		3,088		3,088		1,166	
Net Financial Liabilities Ratio (Including Land Sales and inventory)	A.3	8.96%	28.50%		27.40%		23.99%		19.19%		16.38%		13.46%		10.65%		8.14%		4.60%		2.15%		2.15%		0.79%	
Net Financial Liabilities (Excluding land Sales including inventory)	A.4	9,835	29,830		30,900		28,443		23,917		20,912		17,600		14,258		11,172		6,465		3,088		3,088		1,166	
Net Financial Liabilities Ratio (Excluding land Sales)	A.5	9%	29%		27%		24%		19%		16%		13%		11%		8%		5%		2%		2%		1%	
Asset Sustainability Ratio	A.7	100%	193%		89%		93%		95%		95%		95%		97%		99%		102%		104%		104%		106%	
Operating Surplus Ratio	A.8	11%	4%		5%		6%		8%		7%		7%		7%		7%		7%		7%		7%		7%	
Fiscal Balance Ratio	A.9	9%	-34%		-7%		2%		4%		3%		3%		3%		2%		4%		3%		3%		1%	

City of Tea Tree Gully																							
ESTIMATED INCOME STATEMENT																							
Date modified: 30 December 2023																							
Year Ended 30 June:	2023 Actual Audit \$('000)	2024 Annual Budget \$('000)		2025 Plan Year 1 \$('000)		2026 Plan Year 2 \$('000)		2027 Plan Year 3 \$('000)		2028 Plan Year 4 \$('000)		2029 Plan Year 5 \$('000)		2030 Plan Year 6 \$('000)		2031 Plan Year 7 \$('000)		2032 Plan Year 8 \$('000)		2033 Plan Year 9 \$('000)		2034 Plan Year 10 \$('000)	
INCOME																							
Rates	85,581	92,070	7.6%	97,686	6.1%	103,156	5.6%	108,933	5.6%	111,656	2.5%	114,447	2.5%	117,308	2.5%	120,241	2.5%	123,247	2.5%	126,328	2.5%	129,486	2.5%
Statutory Charges	1,971	2,605	32.2%	2,735	5.0%	2,826	3.3%	2,910	3.0%	2,998	3.0%	3,052	3.0%	3,106	1.8%	3,162	1.8%	3,219	1.8%	3,277	1.8%	3,336	1.8%
User Charges	4,402	3,575	-18.8%	3,754	5.0%	3,855	2.7%	3,959	2.7%	4,066	2.7%	4,176	2.7%	4,289	2.7%	4,404	2.7%	4,523	2.7%	4,645	2.7%	4,771	2.7%
Grants, Subsidies and Contributions	9,009	4,637	-48.5%	6,757	45.7%	6,831	1.1%	6,906	1.1%	6,982	1.1%	7,059	1.1%	7,136	1.1%	7,215	1.1%	7,294	1.1%	7,375	1.1%	7,456	1.1%
Investment Income	752	20	-97.3%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%	20	0.0%
Reimbursements/Other Revenue	2,347	1,759	-25.1%	1,806	2.7%	1,855	2.7%	1,905	2.7%	1,957	2.7%	2,010	2.7%	2,064	2.7%	2,120	2.7%	2,177	2.7%	2,236	2.7%	2,296	2.7%
Total Revenues	104,062	104,666	0.6%	112,758	7.7%	118,543	7.7%	124,634	5.1%	127,678	5.1%	130,763	2.4%	133,923	2.4%	137,162	2.4%	140,481	2.4%	143,881	2.4%	147,365	2.4%
EXPENSES																							
Employee Costs	35,972	39,553	10.0%	41,333	4.5%	43,193	4.5%	44,489	3.0%	45,823	3.0%	46,969	2.5%	48,143	2.5%	49,347	2.5%	50,581	2.5%	51,845	2.5%	53,141	2.5%
Materials, Contracts & Other Expenses	41,919	43,185	3.0%	45,242	4.8%	47,052	4.0%	48,753	3.6%	51,513	5.7%	52,801	2.5%	54,121	2.5%	55,474	2.5%	56,861	2.5%	58,283	2.5%	59,740	2.5%
Depreciation, Amortisation & Impairment	16,258	17,416	7.1%	19,270	10.6%	19,752	2.5%	20,246	2.5%	20,752	2.5%	21,270	2.5%	21,802	2.5%	22,347	2.5%	22,906	2.5%	23,479	2.5%	24,066	2.5%
Finance Costs	261	550	110.7%	950	72.7%	950	0.0%	950	0.0%	790	-16.8%	500	-36.7%	500	0.0%	800	60.0%	700	-12.5%	600	-14.3%	600	0.0%
Total Expenses	94,410	100,704	6.7%	106,795	6.0%	110,947	6.0%	114,437	3.9%	118,878	3.1%	121,541	3.9%	124,567	2.2%	127,968	2.5%	131,047	2.7%	134,207	2.4%	137,547	2.4%
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	9,652	3,962		5,963		7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,818	
Net Gain/(Loss) on Disposal or Revaluation of Assets	(2,530)	3,392		0		0		0		0		0		0		0		0		0		0	
Amounts specifically for New or Upgraded Assets	5,116	23,938		12,500		0		0		0		0		0		0		0		0		0	
Physical Resources Receive Free of Charge	0	0		0		0		0		0		0		0		0		0		0		0	
NET SURPLUS/(DEFICIT)	12,238	31,292	0	18,463	0	7,596		10,197		8,800		9,222		9,357		9,194		9,433		9,674		9,818	

City of Tea Tree Gully
Date modified: 30 December 2023
ESTIMATED BALANCE SHEET

Year Ended 30 June:	2023 Actual Audit \$('000)	2024 Annual Budget \$('000)	2025 Plan Year 1 \$('000)	2026 Plan Year 2 \$('000)	2027 Plan Year 3 \$('000)	2028 Plan Year 4 \$('000)	2029 Plan Year 5 \$('000)	2030 Plan Year 6 \$('000)	2031 Plan Year 7 \$('000)	2032 Plan Year 8 \$('000)	2033 Plan Year 9 \$('000)	2034 Plan Year 10 \$('000)
ASSETS												
Current Assets												
Cash & Equivalent Assets	18,337	337	437	541	647	757	870	987	1,107	1,230	1,357	1,488
Trade & Other Receivables	5,744	5,744	5,916	6,094	6,277	6,465	6,659	6,859	7,064	7,276	7,495	7,719
Investments & Other Financial Assets	0	0	0	0	0	0	0	0	0	0	0	0
Inventories	127	127	127	127	127	127	127	127	127	127	127	127
Sub-total	24,208	6,208	6,481	6,762	7,051	7,349	7,656	7,972	8,298	8,633	8,979	9,335
Non-current assets held for sale	512	0	0	0	0	0	0	0	0	0	0	0
Total Current Assets	24,720	6,208	6,481	6,762	7,051	7,349	7,656	7,972	8,298	8,633	8,979	9,335
Non-Current Assets												
Infrastructure, Property, Plant & Equipment	1,795,349	1,833,506	1,873,915	1,879,054	1,884,725	1,890,520	1,896,430	1,902,445	1,908,553	1,913,280	1,919,577	1,927,473
Financial Assets	0	0	0	0	0	0	0	0	0	0	0	0
Other Non-Current Assets (Work in Progress)	13,682	27,324	6,448	6,448	6,448	6,448	6,448	6,448	6,448	6,448	6,448	6,448
Total Non-Current Assets	1,809,031	1,860,830	1,880,363	1,885,502	1,891,173	1,896,968	1,902,878	1,908,893	1,915,001	1,919,728	1,926,025	1,933,921
Total Assets	1,833,751	1,867,038	1,886,844	1,892,264	1,898,224	1,904,317	1,910,535	1,916,865	1,923,299	1,928,361	1,935,004	1,943,256
LIABILITIES												
Current Liabilities												
Trade & Other Payables	9,092	9,092	9,365	9,646	9,935	10,233	10,540	10,856	11,182	11,517	11,863	12,219
Revenue Received in Advance	20,414	6,250	0	0	0	0	0	0	0	0	0	0
Borrowings	0	0	0	0	0	0	0	0	0	0	0	0
Provisions	3,725	3,725	3,725	3,725	3,725	3,725	3,725	3,725	3,725	3,725	3,725	3,725
Sub-total	33,231	19,067	13,090	13,371	13,660	13,958	14,265	14,581	14,907	15,242	15,588	15,944
Liabilities Relating to Non-Current Assets held for sale	0	0	0	0	0	0	0	0	0	0	0	0
Total Current Liabilities	33,231	19,067	13,090	13,371	13,660	13,958	14,265	14,581	14,907	15,242	15,588	15,944
Non-Current Liabilities												
Borrowings	0	16,159	23,479	21,022	16,496	13,491	10,179	6,837	3,751	(956)	(4,333)	(6,255)
Provisions	685	685	685	685	685	685	685	685	685	685	685	685
Total Non-Current Liabilities	685	16,844	24,164	21,707	17,181	14,176	10,864	7,522	4,436	(271)	(3,648)	(5,570)
Total Liabilities	33,916	35,911	37,254	35,077	30,841	28,134	25,129	22,103	19,343	14,971	11,940	10,374
NET ASSETS	1,799,835	1,831,127	1,849,590	1,857,186	1,867,383	1,876,183	1,885,405	1,894,762	1,903,957	1,913,390	1,923,064	1,932,882
EQUITY												
Accumulated Surplus	426,389	457,681	476,144	483,740	493,937	502,737	511,959	521,316	530,511	539,944	549,618	559,436
Asset Revaluation Reserve	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159
Other Reserves	287	287	287	287	287	287	287	287	287	287	287	287
TOTAL EQUITY	1,799,835	1,831,127	1,849,590	1,857,186	1,867,383	1,876,183	1,885,405	1,894,762	1,903,957	1,913,390	1,923,064	1,932,882

City of Tea Tree Gully Date modified: 30 December 2023 ESTIMATED CASH FLOW STATEMENT												
Year Ended 30 June:	2023 Actual Audit \$('000)	2024 Annual Budget \$('000)	2025 Plan Year 1 \$('000)	2026 Plan Year 2 \$('000)	2027 Plan Year 3 \$('000)	2028 Plan Year 4 \$('000)	2029 Plan Year 5 \$('000)	2030 Plan Year 6 \$('000)	2031 Plan Year 7 \$('000)	2032 Plan Year 8 \$('000)	2033 Plan Year 9 \$('000)	2034 Plan Year 10 \$('000)
CASH FLOWS FROM OPERATING ACTIVITIES												
<u>Receipts</u>												
Operating and Investment Receipts	106,171	104,666	112,586	118,365	124,451	127,490	130,569	133,724	136,957	140,269	143,663	147,140
<u>Payments</u>												
Operating Payments to Suppliers and Employees	78,640	82,738	86,302	89,964	92,952	97,038	99,463	101,948	104,495	107,106	109,783	112,525
Finance Costs	261	550	950	950	950	790	500	500	800	700	600	600
Net Cash provided by (or used in) Operating Activities	27,270	21,378	25,334	27,451	30,549	29,662	30,606	31,276	31,661	32,463	33,280	34,015
CASH FLOWS FROM INVESTING ACTIVITIES												
<u>Receipts</u>												
Grants utilised for capital purposes	203											
Amounts Specifically for New/Upgraded Assets	5,116	9774	6,250	0	0	0	0	0	0	0	0	0
Sale of Renewed/Replaced Assets	252	800	800	800	800	800	800	800	800	800	800	800
Sale of Surplus Assets	0	4530	0	0	0	0	0	0	0	0	0	0
<u>Payments</u>												
Expenditure on Renewal/Replacement of Assets	(16,180)	(32,530)	(18,351)	(19,310)	(20,177)	(20,677)	(21,177)	(21,677)	(22,177)	(22,677)	(23,177)	(23,677)
Expenditure on New/Upgraded Assets	(6,683)	(38,111)	(21,252)	(6,380)	(6,540)	(6,670)	(6,804)	(6,940)	(7,079)	(5,756)	(7,399)	(9,084)
Net Cash Provided by (or used in) Investing Activities	(17,292)	(55,537)	(32,553)	(24,890)	(25,916)	(26,547)	(27,181)	(27,817)	(28,456)	(27,632)	(29,776)	(31,961)
CASH FLOWS FROM FINANCING ACTIVITIES												
<u>Receipts</u>												
Proceeds from Borrowings	0	16,159	7,320	0	0	0	0	0	0	0	0	0
Proceeds from Deposits												
<u>Payments</u>												
Repayments of Borrowings			0	(2,458)	(4,526)	(3,005)	(3,312)	(3,342)	(3,086)	(4,707)	(3,377)	(1,922)
Repayment of Bonds & Deposits	(73)	-	-	-	-	-	-	-	-	-	-	-
Net Cash provided by (or used in) Financing Activities	(73)	16,159	7,320	(2,458)	(4,526)	(3,005)	(3,312)	(3,342)	(3,086)	(4,707)	(3,377)	(1,922)
Net Increase/(Decrease) in cash held	9,905	(18,000)	100	103	107	110	113	116	120	124	127	131
Opening cash, cash equivalents or (bank overdraft)	8,432	18,337	337	437	541	647	757	870	987	1,107	1,230	1,357
Closing cash, cash equivalents or (bank overdraft)	18,337	337	437	541	647	757	870	987	1,107	1,230	1,357	1,488

City of Tea Tree Gully – Long Term Financial Plan 2025-2034

City of Tea Tree Gully

Date modified: 30 December 2023

ESTIMATED STATEMENT OF CHANGES IN EQUITY

Year Ended 30 June:	2023 Actual Audit \$('000)	2024 Annual Budget \$('000)	2025 Plan Year 1 \$('000)	2026 Plan Year 2 \$('000)	2027 Plan Year 3 \$('000)	2028 Plan Year 4 \$('000)	2029 Plan Year 5 \$('000)	2030 Plan Year 6 \$('000)	2031 Plan Year 7 \$('000)	2032 Plan Year 8 \$('000)	2033 Plan Year 9 \$('000)	2034 Plan Year 10 \$('000)
ACCUMULATED SURPLUS												
Balance at end of previous reporting period	414,151	426,389	457,681	476,144	483,740	493,937	502,737	511,959	521,316	530,511	539,944	549,618
Net Result for Year	12,238	31,292	18,463	7,596	10,197	8,800	9,222	9,357	9,194	9,433	9,674	9,818
Transfers from Other Reserves	0	0	0	0	0	0	0	0	0	0	0	0
Balance at end of period	426,389	457,681	476,144	483,740	493,937	502,737	511,959	521,316	530,511	539,944	549,618	559,436
ASSET REVALUATION RESERVE												
Balance at end of period	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159	1,373,159
OTHER RESERVES												
Balance at end of previous reporting period	287	287	287	287	287	287	287	287	287	287	287	287
Transfers from Accumulated Surplus	0	0	0	0	0	0	0	0	0	0	0	0
Transfers to Accumulated Surplus	0	0	0	0	0	0	0	0	0	0	0	0
Balance at end of period	287	287	287	287	287	287	287	287	287	287	287	287
TOTAL EQUITY AT END OF REPORTING PERIOD	1,799,835	1,831,127	1,849,590	1,857,186	1,867,383	1,876,183	1,885,405	1,894,762	1,903,957	1,913,390	1,923,064	1,932,882

City of Tea Tree Gully UNIFORM PRESENTATION OF FINANCES Date modified: 30 December 2023												
Year Ended 30 June:	2023 Actual Audit \$('000)	2024 Annual Budget \$('000)	2025 Plan Year 1 \$('000)	2026 Plan Year 2 \$('000)	2027 Plan Year 3 \$('000)	2028 Plan Year 4 \$('000)	2029 Plan Year 5 \$('000)	2030 Plan Year 6 \$('000)	2031 Plan Year 7 \$('000)	2032 Plan Year 8 \$('000)	2033 Plan Year 9 \$('000)	2034 Plan Year 10 \$('000)
INCOME												
Rates	85,581	92,070	97,686	103,156	107,076	113,072	115,899	118,796	121,766	124,810	127,930	131,128
Statutory Charges	1,971	2,605	2,735	2,826	2,910	2,998	3,052	3,106	3,162	3,219	3,277	3,336
User Charges	4,402	3,575	3,754	3,855	3,959	4,066	4,176	4,289	4,404	4,523	4,645	4,771
Grants, Subsidies and Contributions	9,009	4,637	6,757	6,831	6,906	6,982	7,059	7,136	7,215	7,294	7,375	7,456
Investment Income	752	20	20	20	20	20	20	20	20	20	20	20
Reimbursements/Other Revenue	2,347	1,759	1,806	1,855	1,905	1,957	2,010	2,064	2,120	2,177	2,236	2,296
Total Revenues	104,062	104,666	112,758	118,543	122,777	129,094	132,215	135,411	138,687	142,044	145,483	149,007
EXPENSES												
Employee Costs	35,972	39,553	41,333	43,193	44,489	45,823	46,969	48,143	49,347	50,581	51,845	53,141
Materials, Contracts & Other Expenses	41,919	43,185	44,912	46,708	48,402	51,153	52,432	53,743	55,087	56,464	57,876	59,323
Depreciation, Amortisation & Impairment	16,258	17,416	19,270	19,752	20,246	20,752	21,270	21,802	22,347	22,906	23,479	24,066
Finance Costs	261	550	950	950	950	790	500	500	800	700	600	600
Total Expenses	94,410	100,704	106,465	110,603	114,086	118,518	121,172	124,189	127,581	130,650	133,800	137,130
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	9,652	3,962	6,293	7,940	8,691	10,576	11,043	11,223	11,106	11,393	11,683	11,877
Less Net Outlays on Existing Assets												
Capital Expenditure on Renewal and Replacement of Existing Assets	16,180	32,530	18,351	19,310	20,177	20,677	21,177	21,677	22,177	22,677	23,177	23,677
less Depreciation, Amortisation and Impairment	(16,258)	(17,416)	(19,270)	(19,752)	(20,246)	(20,752)	(21,270)	(21,802)	(22,347)	(22,906)	(23,479)	(24,066)
less Proceeds from Sale of Replaced Assets	(252)	(800)	(800)	(800)	(800)	(800)	(800)	(800)	(800)	(800)	(800)	(800)
Net Outlays on Existing Assets	(330)	14,314	(1,719)	(1,242)	(869)	(875)	(894)	(925)	(970)	(1,029)	(1,102)	(1,189)
less Net Outlays on New and Upgraded Assets												
Capital Expenditure on New and Upgraded Assets	6,683	38,111	21,252	6,380	6,540	6,670	6,804	6,940	7,079	5,756	7,399	9,084
less Amounts Received Specifically for New and Upgraded Assets	(5,116)	(14,304)	(6,250)	0	0	0	0	0	0	0	0	0
Net Outlays on New and Upgraded Assets	1,567	23,807	15,002	6,380	6,540	6,670	6,804	6,940	7,079	5,756	7,399	9,084
Net Lending / (Borrowing) For Financial Year	8,415	(34,159)	(6,990)	2,802	3,020	4,781	5,133	5,208	4,998	6,667	5,386	3,981

City of Tea Tree Gully Key Financial Indicators Date modified: 30 December 2023												
Year Ended 30 June:	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2024
	Actual	Annual	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	Audit	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 10
	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)	\$('000)
Net Financial Liabilities including non current assets held for sale	9,323	29,830	30,900	28,443	23,917	20,912	17,600	14,258	11,172	6,465	3,088	1,166
Net Financial Liabilities excluding non current assets held for sale	9,835	29,830	30,900	28,443	23,917	20,912	17,600	14,258	11,172	6,465	3,088	1,166
Net Financial Liabilities Ratio including non current assets held for sale	9%	29%	27%	24%	19%	16%	13%	11%	8%	5%	2%	1%
Net Financial Liabilities Ratio excluding non current assets held for sale	9%	29%	27%	24%	19%	16%	13%	11%	8%	5%	2%	1%
Asset Sustainability Ratio	63%	193%	91%	93%	95%	95%	95%	95%	97%	99%	101%	104%
Operating Surplus Ratio	9%	4%	6%	7%	9%	8%	8%	8%	8%	8%	8%	8%
Fiscal Balance Ratio	9%	-34%	-7%	2%	4%	3%	3%	3%	2%	4%	3%	1%
	Audit	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP
	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34
Renewal Works	16,258	17,416	19,270	19,752	20,246	20,752	21,270	21,802	22,347	22,906	23,479	24,066



REPORT FOR

AUDIT & RISK COMMITTEE MEETING

MEETING DATE

06 DECEMBER 2023

RECORD NO:

D23/96631

REPORT OF:

STRATEGY & FINANCE

TITLE:

TEA TREE GULLY GYMSPORTS REDEVELOPMENT SECTION
48 PRUDENTIAL REPORT

PURPOSE

To consider the Section 48 (Local Government Act 1999) Prudential Report for Tea Tree Gully Gymsports Redevelopment.

RECOMMENDATION

That the Audit & Risk Committee recommends to Council:

That having considered the report “Tea Tree Gully Gymsports Redevelopment Section 48 Prudential Report” and dated 6 December 2023, Council resolves:

1. The Prudential Report for the Tea Tree Gully Gymsports Redevelopment (Prudential Report) prepared by BRM Advisory (provided as Attachment 1) meets the criteria of Section 48 of the Local Government Act 1999.
2. To proceed with the Tea Tree Gully Gymsports Redevelopment project at a price consistent with the Prudential Report findings.
3. Notes that the additional \$2m Council contribution to this project will be funded through interest earned on the Grant Funding received and an allocation from the Strategic Buildings Provision within the Long Term Financial Plan. The addition allocation will not impact the current assumptions of the LTFP.

BACKGROUND

Tea Tree Gully Gymsports (TTGG) was first established in 1966 and has been operating continuously since this time providing both recreational and competitive gymnastics classes within the City of Tea Tree Gully. TTGG has been operating from its Banksia Park site for over 50 years and currently also utilises two nearby halls / facilities (Rostron Hall and Banksia Park Primary School) to accommodate its program offerings.

The existing TTGG building no longer meets the contemporary requirements of a **modern gymnastic facility with insufficient 'field of play' area to run all classes safely** and effectively, limited changeroom facilities, aged bathrooms and a lack of spectator viewing areas.

In consultation with the CTTG, a proposal to redevelop the existing site was created which involves the construction of a new purpose built TTGG facility adjacent to the existing building, with the existing building to be demolished at the completion of construction.

At the 8 June 2021 meeting the following was resolved:

That Council, having considered the report titled "Tea Tree Gully Gymsports – Proposed Concept Plan for Facility Expansion" and dated 8 June 2021:

- 1. Supports the proposed concept plan Option B for Tea Tree Gully Gymsports, Banksia Park as detailed in Attachment 2 and Attachment 5.*
- 2. **That in accordance with Council's Prudential Management Policy, a Prudential Report be prepared and presented to Council for the proposed concept plan for the redevelopment of the building occupied by Tea Tree Gully Gymsports.***
- 3. Supports a financial contribution from Council towards the project and subject to a minimum 50% of the project cost being received through external grant funding, and a financial contribution from Tea Tree Gully Gymsports Incorporated.*
- 4. Supports Tea Tree Gully Gymsports Incorporated submitting a grant funding application to future relevant funding opportunities to obtain a minimum 50% financial contribution towards the project.*

The original proposal, which was endorsed by CTTG Council (subject to funding and **other conditions**) was based on a 2,125m² 'field of play' redevelopment with additional floor space allocated to a mezzanine, clubroom facilities and a cafe. The cost estimate at the time for the proposal was \$7.2m.

Prior to the State Election in 2022, TTGG was successful in obtaining a funding commitment of \$3.5 million to support the redevelopment.

Further work has now been undertaken to refine the scope and designs and to accommodate the noted increases in construction costs which have prevailed since

the original project costings were prepared. During this process it has been determined that a project budget of \$9.2m is required to deliver a facility that **includes a 2000m² 'field of play' along with required clubroom facilities.** Comparably, it was determined that a \$7.20 million budget is expected to be sufficient to construct a 1,060m² field of play area facility.

Pursuant to the Local Government Act 1999 Section 48 (the Act), Council must undertake a prudential review of the Tea Tree Gully Tennis Clubroom redevelopment project prior to fully committing to the project. Prudential Reviews must be prepared where a project meets the parameters outlined in the Act. These parameters are also **outlined in Council's Prudential Review Policy and are as follows:**

- a. where the expected operating expenses calculated on an accrual basis of the council over the ensuing five years is likely to exceed 20 per cent of the council's average annual operating expenses over the previous five financial years (as shown in the council's financial statements); or
- b. where the expected capital cost of the project over the ensuing five years is likely to exceed \$4,000,000 (indexed); or
- c. where the council considers that it is necessary or appropriate.

The purpose of a Prudential Review is to determine whether the Elected Members have (or will have) all of the necessary information to enable them to make an informed decision regarding the project in question. It is not in the intent of a Prudential Review to recommend whether a project should or should not proceed.

1. DISCUSSION

An independent consultant BRM Advisory was engaged to prepare a Prudential Report to satisfy Section 48 of the Local Government Act 1999 (Attachment 1).

Prior to developing the Prudential Report, BRM were engaged to undertake an early **phase review of the TTGG's Business Plan, referenced in the TTGG's Business Plan Assessment** (Attachment 2). This review assesses the merits of the proposed upgrade and the likely outcomes of proceeding with either one of the proposed options (i.e. 1060m² or 2000m² field of play).

2. FINANCIAL

At the concept stage in 2021, the project was costed at \$7.2m. Construction prices have increased by over 25% since then. The design has since been revised to value **manage where possible while still allowing for a minimum of 2000m² 'field of play.'**

At the time the initial grant of \$3.5m was confirmed, Council committed \$3.5m to the project and TTGG committed \$200k towards the project.

The current project cost estimate is \$9.2m. \$2m of additional funding will be required from Council for the project to be delivered. The additional funding will be supported by the interest earned on the Grant Finding received in relation to the project and from the capital expenditure on Strategic Buildings provision within the Long Term Financial Plan (LTFP). This additional contribution will not impact the current assumptions of the LTFP.

BRM Advisory's independent review of TTGG Business Plan (Attachment 3) investigated the option of developing a project within the current budget which provides a field of play of 1060m². This is comparable to the size of the current facility. The report concluded that the current potential of TTGG is being constrained due to the size and condition of the current facility. A development of this size would not **fundamentally change TTGG's capacity to deliver programming or meet the current unmet demand for services.**

In total, TTGG has now committed \$615k to support the Project with surplus funding from the club to be directed to support the gymnastics equipment fit-out required (not included in the cost estimate).

3. STRATEGIC OBJECTIVES

Strategic Plan

The following strategic objectives in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
<i>People feel a sense of belonging, inclusion and connection with the City and the community</i>	Sport creates opportunities for community connection.
<i>Diversity is welcome and celebrated</i>	Sport can bring together people from diverse backgrounds.
<i>Our services are accessible to all and respond to changing community needs</i>	The project has been designed with a 50- year life to be adaptable to changing community needs.
Environment	
<i>Environmentally valuable places and sites that are flourishing and well cared for</i>	All new Council buildings are built to be as environmentally sustainable as feasible using public funds.
Economy	

<i>A local economy that is resilient and thrives, where businesses are supported to grow and prosper, provide local jobs and sustain our community and visitors and utilize technology to improve the livability of our city</i>	The construction of this project will create employment outcomes for the local community. Sporting activity also benefits the local economy through local supply of goods & services, and through sponsorship opportunities. TTGG currently employ three full-time staff, four permanent part time staff and approx. 46 casual staff.
<i>People are supported to develop their leadership and employment capabilities</i>	The development will enable TTGG to increase their staff numbers. TTGG offer work experience for school students in both administration and coaching.
Places	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	The redevelopment will be designed fit for purpose and with flexibility to adapt with the community over time using sustainable materials and methods where feasible considering whole of life costs.
Leadership	
<i>Planning considers current and future community needs</i>	The development enables TTGG to increase their capacity, offer more diverse programs and decrease their current waitlist.

Community Land Management Plans

The Community Land Management Plan (CLMP) for the Banksia Park Sports Area adopted by Council at its meeting on 28 October 2023 will require no significant changes due to this project proceeding.

4. LEGAL

The Prudential Report confirms that the proposed development is envisaged by the relevant planning zoning and will be assessed for planning and building consents against that zoning.

5. RISK – IDENTIFICATION AND MITIGATION

The Prudential Report discusses the risks associated with the project with the highest risks being in relation to the additional funding required, changes to scope and capacity to deliver within the grant timeframes.

There are also risks associated with the construction of both this project and the adjacent TTG Tennis Club while maintaining club operations. The project team is

working closely with all club stakeholders to develop a delivery plan that minimises disruptions and construction time. The benefits of constructing both projects concurrently outweigh the risks through efficiencies of having one builder on site, and shortening the overall period of construction disruption at the site.

All project risks are being managed consistent with Council's project management framework.

6. ACCESS AND INCLUSION

The project has been designed to meet all relevant access requirements under the building code.

TTGG offer a broad range of classes that cater to a range of ages and abilities. Their facilities are used by Autism SA once a week to run gym sessions specific for autistic children. They also provide a 1:1 class for a long-term member with a National Disability Insurance Scheme (NDIS) approved coach.

7. SOCIAL AND COMMUNITY IMPACT

Sport makes an important contribution to the community providing opportunities for connection, recreation, and volunteering. The project will deliver a modern facility for these activities and offer opportunities for TTGG to expand their services to the community.

8. ENVIRONMENTAL

N/A

9. ASSETS

The project demonstrates good building asset management with the decommissioning of two buildings that are over 50 years old and reaching end of serviceable life, and replacement with a new modern asset with a 50-year design life.

10. COMMUNITY AND STAKEHOLDER ENGAGEMENT

TTGG have been heavily involved in the design development of the project including regular workshops with the architects to ensure their feedback is incorporated into the design.

11. COMMUNICATIONS OF COUNCIL DECISION

The decision will be communicated with the TTGG directly and to the community more generally through Council minutes and website.

12. INTERNAL REPORT CONSULTATION

The following staff have been included in the consultation process in the preparation of this Report.

Name	Position	Consulted about
Rebecca Baines	Manager Finance & Rating Services	Financial impacts of the project

Attachments

1. [Tea Tree Gully Gymsports Prudential Report](#)
2. [TTGG Business Plan Assessment BRM Advisory September 2023](#)

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City of Tea Tree Gully

Section 48 Prudential Report:
Tea Tree Gully Gymsports Redevelopment

28 November 2023

Final

BUSINESS • RESOURCE • MANAGEMENT



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EXECUTIVE SUMMARY

Purpose

The following report has been prepared to satisfy the requirements of the City of Tea Tree Gully's (CTTG) Prudential Management Policy and Section 48 of the Local Government Act 1999 (Act) which requires a Council to consider the prudential issues set out in Section 48 subsection 2 of the Act before engaging in a project which meets certain specified criteria. The purpose of a Prudential Report is to ensure Elected Members have the necessary information to enable an informed decision whether or not to proceed with a project.

The Project

The Project is the construction of a new purpose built gymsports facility, including clubroom, viewing areas and a café, at the Banksia Park Sports Area for an estimated capital cost of \$9.200 million.

Summary Conclusion

In our view, the City of Tea Tree Gully has applied the appropriate level due diligence in progressing the Project and Council has been provided with sufficient information to satisfy the requirements of the Prudential Management Policy and Section 48 of the Act in order to make an informed decision on the Project.

Prudential Issues and Findings

The construction of new gymsports facilities to meet the needs of Tea Tree Gully Gymsports (TTGG) was originally estimated to cost \$7.200 million. Due mainly to recent construction cost increases, it is now apparent that this budget will not be sufficient to deliver a project which meets the functional requirements of TTGG. CTTG engaged us (BRM Advisory) to undertake an early phase of prudential review work to review TTGG's Business Plan supporting the Project. As a result of this work and recent cost estimates based on 30% designs, the Administration is seeking \$2.000 million additional funding (\$9.200 million in total) from Council to complete the Project.

The Project involves development which will require approval under the Planning and Design Code. Internal preliminary planning advice has raised issues that will need to be addressed such as the presence of significant trees within the building footprint and the visual impact of the increased building size, these may add to the capital cost of the Project as the designs are progressed. Carparking has not been included as part of the Project scope and budget and the required upgrades will be funded by CTTG through its existing capital renewal program budget.

The decision not to undertake specific community engagement and public consultation is consistent with the Act and CTTG's relevant policies. While the Project works will necessitate an update to the CLMP we do not consider this change to be significant and accordingly are of the view that public consultation is not required for this CLMP amendment.

The key financial risks are whether Council will provide the additional \$2.000 million in funding required to support delivery of the scoped works, managing further changes in scope as the design process progresses, and the capacity of CTTG to deliver the Project within the adjusted grant timeframes.

The latest Long Term Financial Plan has capacity to accommodate the updated capital cost estimate (on the assumption that Council endorses the additional funding) as the net financial liabilities ratio would remain comfortably within the target range.

From a project delivery perspective a key issue that needs to be understood and managed is that both the TTG Tennis Club and the adjacent TTGG need to continue to trade during the construction program. At this stage, the Project Delivery Plan lacks specific detail and timelines to explain how the construction works will be phased to ensure continuity of activity. To mitigate this risk, CTTG will seek advice from potential construction firms during the tender process to determine how this can be achieved.

Key Findings

S48 (2)	Description	Comments	Finding
(a)	The relationship with strategic management plans .	The Project is consistent with the Strategic Plan, progressing the Places aspiration, and is strongly aligned with relevant state and national plans. Council will need to allocate an additional \$2,000 million to complete the Project as currently scoped.	Requirements of S48 (2) (a) have been met.
(b)	The objectives of the Development Plan .	The Project works constitute development requiring approval under the Code. Development issues to be addressed include significant trees, the visual impact of the increased building size, and carparking.	Requirements of S48 (2) (b) have been met.
(c)	The expected contribution to the economic development of the local area. The impact on businesses in the proximity . Impacts on fair competition in the marketplace.	The construction activity will positively impact economic development in the CTTG. The increase in building size is expected to increase the number of visitations to the CTTG further enhancing economic development through future increased trade.	Requirements of S48 (2) (c) have been met.
(d)	Consultation with the local community and community influence on the project.	The decision not to undertake public consultation is consistent with the Act and CTTG's Policy. An update to the relevant CLMP is required although we do not consider this change to be significant enough to require public consultation.	Requirements of S48 (2) (d) have been met.
(e)	Revenue projections and potential financial risks .	The renewal of existing building assets is not being undertaken to produce additional revenue. Key risks are whether Council will increase the budget to deliver the scoped works and the capacity of CTTG to deliver within the grant timeframes.	Requirements of S48 (2) (e) have been met.
(f)	Recurrent and whole-of-life costs , any financial arrangements	Increased recurrent costs have been identified and are not expected to be material, however the annual recurrent cost has not been calculated on the basis there are existing provisions for the operation of the existing assets in the LTFP.	Requirements of S48 (2) (f) have not yet been met.
(g)	Financial viability of the project.	The LTFP contains provisions of \$7,200 million for the Project which will need to be increased, key financial ratios are forecast to remain within the target range.	Requirements of S48 (2) (g) have been met.
(h)	Risks associated with the project, and steps taken to manage, reduce or eliminate risks.	A Risk Register has been prepared, no risks identified have a residual risk rating of 'High' or above.	Requirements of S48 (2) (h) have been met.
(i)	Appropriate mechanisms or arrangements for carrying out the project .	The Project Delivery Plan contains a high level summary on how the Project is planned to be managed throughout the remaining planning phase but key delivery details, such as a detailed construction schedule have yet to be determined.	Requirements of S48 (2) (f) have not yet been met.
(j)	If the project involves the sale of land , the valuation of the land by a qualified valuer	The Project does not involve the sale of land and clause (j) is not relevant.	Requirements of S48 (2) (j) have been met.
	An appropriate level of due diligence is applied to the proposed project.	An appropriate level of 'due diligence' has been applied to ensure Elected Members have been informed about the Project.	Complies with Prudential Management Policy.

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1. INTRODUCTION

1.1 Background

- 1.1.1 Tea Tree Gully Gymsports (TTGG) was first established in 1966 and has been operating continuously since this time providing both recreational and competitive gymnastics classes within the City of Tea Tree Gully (CTTG).
- 1.1.2 TTGG offers a range of gymsports services including Kindergym, Pregym, Men's Artistic Gymnastics, Trampoline Sports including Trampoline and Double Mini Tramp, Tumbling and Women's Artistic Gymnastics.
- 1.1.3 TTGG is the largest gymnastics club in South Australia (by number of members) and considers itself to be one of the best-known clubs in Australia. TTGG's programming schedule includes 140 gymsports classes each week across 50 weeks of the year equating to approximately 320 participants per day and over 100,000 participants annually.
- 1.1.4 TTGG operates as a not-for-profit incorporated body managed by a volunteer Board of Directors who oversee a team of both paid staff and volunteers.
- 1.1.5 TTGG has been operating from within the Banksia Park Sports Area (Banksia Park Site) on the corner of Elizabeth Street and Steventon Drive for over 50 years and currently also utilises two nearby halls / facilities (Rostron Hall and Banksia Park Primary School) to accommodate its program offerings. TTGG has a lease with CTTG for the ongoing use of the Banksia Park Site which expires in 2031.
- 1.1.6 An overhead view of the Banksia Park Site is shown in Figure One.

Figure One: TTGG Banksia Park Site



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- 1.1.7 TTGG has identified that the existing Banksia Park Site no longer meets the operational requirements of the club, as evidenced by:
 - 1.1.7.1 TTGG's need to use multiple buildings to support the delivery of program offerings;
 - 1.1.7.2 compromises in the way that gymnastics equipment needs to be configured to work within the current building footprint, including the need to pack up and pack down equipment at the Banksia Park Primary School site; and
 - 1.1.7.3 having a current waiting list of potential participants for programs.
- 1.1.8 In consultation with the CTTG, a proposal to redevelop the Banksia Park Site was prepared which involves the construction of a new purpose built gymsports facility adjacent to the existing building, with the existing TTGG building and Rostron Hall to be demolished at the completion of construction.
- 1.1.9 The original proposal, which was endorsed by CTTG Council (subject to funding and other conditions) was based on a 2,125m² 'field of play' redevelopment with additional floor space allocated to a mezzanine, clubroom facilities and a cafe.
- 1.1.10 In 2022, TTGG was successful in obtaining a funding commitment of \$3.500 million from the now State Government to support the development.
- 1.1.11 Since 2022 further work has been undertaken to refine the scope and designs for the redevelopment and to accommodate the noted increases in construction costs which have prevailed since the original project costings were prepared. During this process it was determined that the current project budget allocation of \$7.200 million is now expected to only be sufficient to construct a 1,060m² 'field of play' area facility which represents a like-for-like renewal of the current buildings but will not meet the current or future operational requirements of TTGG.
- 1.1.12 To meet TTGG's requirements, a 2,000m² 'field of play' area facility is required which represents a 125m² reduction in the floor area from the original proposal as a result of removing the mezzanine level from the scope. This preferred option, based on early concept designs had an estimated capital cost of \$9.200 million.
- 1.1.13 In July 2023 TTGG prepared a Business Plan to inform itself what the impact would be of a new 2,000m² 'field of play' area building on the TTGG operation.
- 1.1.14 In November 2023, 30% designs were completed in relation to the 2,000m² 'field of play' facility.
- 1.1.15 A cost estimate based on the 30% designs was prepared by Chris Sale which has estimated a total capital cost of \$9.500 million¹. The cost estimate includes design contingencies of 4% (\$0.260 million), builders preliminaries and margins at 12% (\$0.820 million) and construction contingencies of 5%. This cost estimate was \$0.300 million above the budget of \$9.200 million envisaged in the TTGG Business Plan.

¹ 223641 231117 Banksia Park – Gymsports 30% Estimate.pdf

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- 1.1.16 Value management initiatives were identified to bring this cost estimate back to within the \$9.200 million project cost envisaged in the TTGG Business Plan. These value management initiatives, which were reflected in an updated cost estimate²were:
- Removal of soil disposal cost and allowance to stockpile onsite with a minor allowance to spread a portion.
 - Removal of retaining wall and allowance for a low height kerb to the bottom of batter.
 - Reduce width of paths around the South and East of the building to be 1200mm wide.
 - Professional fees reduced based on instructions from CTTG.
 - Increased construction contingency to achieve \$9.200 million budget limit (over 7% Contingency).
- 1.1.17 The updated cost estimate excludes any provision for carparking works to support the redevelopment. These works will need to be undertaken and funded by CTTG from separate budget line items and are not included within the scope of this Prudential Report.
- 1.1.18 Concurrent to the proposed redevelopment of the TTGG site, there is a nearby building project to redevelop the clubrooms and carparking arrangements servicing the Banksia Park Site tennis and netball courts.
- 1.1.19 It is the preference of the CTTG Administration to utilise the same construction contractor for the construction of both buildings to improve management of the site and to generate efficiencies in terms of preliminaries and project management.
- 1.1.20 The construction of the Tea Tree Gully Tennis Club building has been the subject of a separate Prudential Report.

1.2 The Project

- 1.2.1 The Project is the construction of a new purpose built gymsports facility complete with clubroom facilities, viewing areas and a café. Following completion of the new building, the existing two buildings on the site will be demolished. The estimated capital cost for the Project is \$9.200 million.
- 1.2.2 The latest concept designs for the facility are shown in Figure Two.

² 223641 231122 Banksia Park – Gymsports 30% Estimate Rev2.pdf



Site Plan

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Bankside Park - Gym Sports

Site Plan

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1.3.1 The Local Government Act 1999 (Act) Section 48 states that a council must develop and maintain prudential management policies, practices and procedures for the assessment of projects to ensure that the council—

- (a) acts with due care, diligence and foresight; and
- (b) identifies and manages risks associated with a project; and
- (c) makes informed decisions; and
- (d) is accountable for the use of council and other public resources.

"(b) engages in any project (whether commercial or otherwise and including through a subsidiary or participation in a joint venture, trust, partnership or other similar body)—

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- (a) *where the expected operating expenses calculated on an accrual basis of the council over the ensuing five years is likely to exceed 20 per cent of the council's average annual operating expenses over the previous five financial years (as shown in the council's financial statements); or*
 - (b) *where the expected capital cost of the project over the ensuing five years is likely to exceed \$4 000 000 (indexed); or*
 - (c) *where the council considers that it is necessary or appropriate."*
- 1.3.1 The CTTG Prudential Management Policy sets out Council's approach for prudential management of all its projects. The objectives of the Policy are:
 - "a. *To ensure that major Council projects are undertaken only after an appropriate level of Due Diligence is applied to the proposed project.*
 - b. *To ensure that each major Council project is:*
 - *managed during the project*
 - *evaluated after the project*
 - c. *To achieve identified public benefits or needs; and to minimise financial risks."*
- 1.3.2 The preparation of a Prudential Report is the highest level of due diligence prescribed under the Prudential Management Policy.
- 1.3.3 With a current estimated capital cost of \$9.200 million the Project meets the criteria specified in Section 48(1)(b)(ii) of the Act and the Prudential Management Policy. The prudential issues set out in Section 48 of the Act are reproduced in full as Attachment One.
- 1.3.4 Under the provision of the Act the Prudential Report must be prepared by a person whom the Council reasonably believes to be qualified to address the prudential issues section 48(4) and must not be a person who has an interest in the relevant project as defined in section 48(6a) - (6c).
- 1.3.5 BRM Advisory was engaged to prepare a report to satisfy the requirements of 'Section 48 and the Prudential Management Policy. We confirm we do not have an interest in the Project, as defined in section 48(6a) - (6c) of the Act.

1.4 Presentation of Report

- 1.4.1 A report under subsection (1) must be available for public inspection at the principal office of the council once the council has made a decision on the relevant project (and may be available at an earlier time unless the council orders that the report be kept confidential until that time).
- 1.4.2 It would be appropriate for this report to be made available for public inspection once it is reviewed and endorsed by Council and the construction tender has been awarded.

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2. RELATIONSHIP WITH STRATEGIC MANAGEMENT PLANS

Section 48 (2) (a) the relationship between the project and relevant strategic management plans;

Elements	Relevant Documents	Prudential Review Comments
Council Plans	Strategic Plan 2025 Annual Business Plan and Budget 2023/24 (ABPB) Long Term Financial Plan 2024/2033 (LTFP) Buildings and Open Space Asset Management Plans (AMP's)	<p>The vision outlined in the Strategic Plan 2025 is "a thriving community with a quality lifestyle that values its people and natural environment", the Strategic Plan is underpinned by six pillars that are identified as contributing to community wellbeing. The "Healthy" pillar recognises the importance of providing opportunities for people to achieve physical, mental and social wellbeing, and includes (amongst other things) being able to access physical activity and social connections.</p> <p>Whilst the Project is not specifically mentioned in the Strategic Plan, it is consistent with a number of the key objectives of the Places Aspiration, specifically:</p> <ul style="list-style-type: none"> • Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained; and • Streets, paths, open spaces and parks are appealing, safe and accessible. <p>The ABPB contains a listing of all capital works projects to be undertaken for the financial year and includes funding of \$2.930 million for the Project (the remaining Project expenditure is assumed to occur in FY2025). Based on the latest cost estimates and a 2,000m² 'field of play' facility, an additional \$2.000 million in funding will be required for the Project to proceed.</p> <p>The LTFP is guided by a series of principles including maintaining assets at the current service levels and maintaining debt within the targeted net liabilities range of 25% to 35% over the life of the LTFP. The LTFP provides for a higher expenditure on assets than identified through the AMP's providing some capacity (\$0.9m) for the additional expenditure required to undertake the Project. The additional expenditure would impact the net financial liabilities ratio but it would remain within the target range. The LTFP will need to be updated to account for the higher capital cost of the Project.</p> <p>As the Project represents a renewal and upgrade of existing infrastructure, once construction is complete and demolition of the existing buildings occurs, the relevant AMP's (Buildings and Open Space) will need to be updated to reflect the new assets constructed through the Project.</p>

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Elements	Relevant Documents	Prudential Review Comments
State Plans	Game On Getting South Australia moving Strategy	<p>The Game On Strategy promotes a number of priority outcomes including:</p> <ul style="list-style-type: none"> • Lifelong physical activity; • Active young people; • Affordable sport and recreation opportunities; and • Quality sport and recreation infrastructure. <p>The proposed Project will help to enhance each of these priorities through the renewal and upgrade of aged gymsports infrastructure.</p>
Regional Plans	No regional plans noted	Not applicable
National Plans	National Sport and Recreation Framework Sport 2030 National Sports Plan	The Project is aligned with the National Sport and Active Recreation Framework which sets out Commonwealth, State and Territory Government expectations of other stakeholders (including local government) to provide sporting and recreation infrastructure and the 2030 National Sports Plan by providing facilities which encourage Australians to be more active, more often.
<p>Findings:</p> <p>Requirements of Section 48 (2) (a) have been met.</p> <p>The Project is consistent with one of the six pillars of the Strategic Plan and will progress the Places aspiration.</p> <p>The CTTG included capital funding for the Project in the 2023-24 Annual Business Plan and Budget and the latest iteration of the LTFP, however these allocations totalling \$7.200 million are not expected to be sufficient to deliver the Project in accordance with TTGG's expectations. An increase of \$2.000 million will be required to deliver the Project as currently scoped to meet the needs of TTGG.</p> <p>The Project is strongly aligned with relevant state and national plans, through the provision of larger and newer sporting infrastructure. The receipt of State Government funding in support of the Project demonstrates the strong alignment of the Project to State Government objectives.</p>		

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3. OBJECTIVES OF THE DEVELOPMENT PLAN

Section 48 (2) (b) the objectives of the Development Plan in the area where the project is to occur;

Elements	Relevant Documents	Prudential Review Comments
Development Plan	Planning, Development and Infrastructure Act 2016 (PDI Act) Planning and Design Code (Code)	<p>The Project works will constitute development under PDI Act which will require approval under the Code.</p> <p>The Project is located in the General Neighbourhood Zone which envisages predominantly residential development with complementary non-residential uses, specifically including recreation areas. Recreation Areas means any park, garden, children's playground or sports ground that is under the care, control and management of the Crown or a council, and is open to the public without payment of a charge.</p> <p>The Project replaces existing like-for-like infrastructure at the Banksia Park Sports Area and the Project designs are broadly consistent with the objects the zone.</p> <p>A Development Application for the Project has not yet been prepared.</p> <p>There are a number of issues that will need to be considered and addressed in progressing the designs and in preparing the Development Application. The most significant development issues are likely to be:</p> <ol style="list-style-type: none"> 1. The impact of the Project on a number of significant trees; 2. Reducing the visual impact of the development, noting the increased footprint and building height compared with the current building; and 3. Relocating or developing in close proximity to existing CWMS infrastructure. <p>A further key consideration for the Development Application will be the sufficiency of the carparking and civil infrastructure at the Banksia Park Sports Area to support the expanded footprint of TTGG and the additional patronage the site is expected to attract.</p> <p>Carparking works are currently excluded from the budget and scope of the Project, but are required in order to facilitate the development. Carparking upgrade works will be included within the scope of the development application.</p>

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Elements	Relevant Documents	Prudential Review Comments
Approving Authority	Planning, Development and Infrastructure Act 2016 (PDI Act).	The Relevant Approving authority is expected to be CTTG's Council Assessment Panel. Public notification will be required as part of the process to obtain Planning Consent, the time to undertake this will need to be factored into the project delivery schedule.
Findings:	<p>Requirements of Section 48 (2) (b) have been met.</p> <p>CTTG internal preliminary planning advice has raised the presence of significant trees within the building footprint, and the visual impact of the increased building size as issues that will likely require mitigation as part of the Development assessment process, these may add to the capital cost of the Project as the designs are progressed.</p> <p>Carparking works are not currently considered as part of the Project, but will be required to facilitate the development. It is likely that the carparking upgrade will be included within the scope of the development application.</p> <p>The development assessment path will require public notification. Any objections from nearby residents which may need to be addressed could add time to the process of obtaining Development Approval and additional Project costs.</p>	

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4. CONTRIBUTION TO ECONOMIC DEVELOPMENT

Section 48 (2) (c) the expected contribution of the project to the economic development of the local area, the impact that the project may have on businesses carried on in the proximity and, if appropriate, how the project should be established in a way that ensures fair competition in the market place;

Elements	Relevant Documents	Prudential Review Comments
Contribution to economic development	Remplan Impact report Economic TTGG Business Plan	<p>Economic development can be defined as efforts that seek to improve the economic well-being and quality of life for a community by creating and/or retaining jobs and supporting or growing incomes and the tax base.</p> <p>CTTG has prepared a REMPLAN Economic Impact report to estimate the expected impact the construction phase of the Project will have on economic activity and jobs.</p> <p>From a direct investment of \$9.200 million, the total increase in economic output is forecast to be \$17.142 million once all direct, supply chain and consumption effects are considered.</p> <p>The construction phase of the Project is estimated to create an additional 56 jobs through direct, supply chain and consumption effects.</p> <p>There is also expected to be an increase in economic activity directly relating from undertaking the Project as a result of the additional capacity created to deliver services by TTGG with the larger 'field of play' building. The TTGG Business Plan forecasts that progressing the Project will result in an increase of approximately 80% in sales revenue over the three years post Project. Growth of this magnitude will result in a material increase in FTE staff being required to deliver the additional programming, it is also likely to result in additional patronage for businesses in the CTTG due to the increase in the number of customers coming to the city to participate in programming.</p> <p>These additional positive economic impacts have not been quantified by CTTG or TTGG.</p>
Impact on businesses in the proximity	None	<p>Given the location of the Project, we do not expect that there will be any material negative impacts on businesses in the proximity from undertaking the Project.</p> <p>The additional trade and custom in the area resulting from TTGG expanding the scope of its services is expected to increase the number of customers in the City of Tea Tree Gully providing opportunities for increased trade for nearby businesses. Any positive impacts from this have not been quantified by CTTG.</p>
Fair competition	None	The Project does not involve the CTTG undertaking a 'Significant Business Activity' as defined by National Competition Principles and therefore the principles of Fair Competition do not apply.

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Findings:

Requirements of Section 48 (2) (c) **have been met.**

CTTG has quantified the expected positive economic impact from the construction phase of the Project on the local and national economy.

Given the location of the Project, we do not expect that businesses in the proximity will be materially negatively impacted by progressing the Project.

CTTG is not intending to undertake any commercial activities by progressing the Project hence the principles of Fair Competition do not apply.

The CTTG is not undertaking a 'Significant Business Activity' as defined by National Competition Principles and the principles of Fair Competition do not apply.

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5. COMMUNITY CONSULTATION

Section 48 (2) (d) the level of consultation with the local community, including contact with persons who may be affected by the project and the representations that have been made by them, and the means by which the community can influence or contribute to the project or its outcomes.”

Elements	Relevant Documents	Prudential Review Comments
Level of consultation	Community Engagement and Public Consultation Policy (Policy) <i>(Last reviewed 17 August 2022)</i> Local Government Act 1999 (Act) 2023/24 Annual Business Plan and Budget (ABPB)	<p>The CTTG's Community Engagement and Public Consultation Policy, prepared to Section 50 of the Act, applies to all consultation processes required under the Act and any other engagement processes resolved by Council.</p> <p>As an upgrade to existing facilities at the Banksia Park Sports Area, the Project is not an activity that has specific consultation requirements under the Act.</p> <p>Section 2.4 of the Policy addresses 'non legislative matters' as they relate to development on council owned land, stating that "the Community Engagement team will work with the relevant project team to decide, plan and undertake appropriate engagement activities early in the planning / design phase".</p> <p>The Project has been disclosed as a major capital project in the 2023/24 ABPB which was released for public consultation and there is likely to be a requirement for public notification to support the future assessment of the Development Application for the Project. Considering this, the CTTG Administration determined that a specific community consultation process for this Project would not occur.</p> <p>The Community Land Management Plan (CLMP) for the Banksia Park Sports Area (last amended on 9 April 2019) identifies that there are two community buildings leased to TTGG. Following completion of the Project, the CLMP will need to be updated to reference the rationalisation of the two existing buildings into a single larger building.</p> <p>Section 198 of the Act relates to the requirements on a council when an amendment is required to a CLMP. Ordinarily a council must undertake public consultation on an amendment to a CLMP (per Section 198 (2)) however, per Section 198 (3) public consultation is not required if the amendment has no impact or no significant impact on the interests of the community.</p> <p>In our view, the required amendments to the Banksia Park Sports Area CLMP to recognise the rationalisation of two buildings into one by progressing the Project would not constitute</p>

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Elements	Relevant Documents	Prudential Review Comments
		<p>an amendment which has a significant impact on the interests of the community and therefore a consultation process would not be required.</p> <p>The CTTG Administration should consider and form its own view on whether consultation on the amendment to the CLMP should occur or not, particularly to ensure there is consistency with how CTTG has treated previous amendments to CLMP's.</p> <p>Once Council has adopted an updated CLMP the Register of Amendments to Community Land Management Plans adopted by Council (under Section 197 (3)) should be updated accordingly.</p>
Level of community influence to the Project		<p>While there has been limited broader community consultation in relation this Project, CTTG and the TTGG have worked closely together to shape the scope and form of the Project to ensure that TTGG's requirements are met.</p> <p>TTGG has prepared a Business Case which seeks to identify and quantify the significant positive impact that the Project will have on its operations, evidencing that there has been a high level of collaboration and involvement between TTGG and CTTG in scoping the Project.</p>
Findings:		
<p>Requirements of Section 48 (2) (d) have been met.</p> <p>As an upgrade to existing facilities at the Banksia Park Sports Area, the Project is not an activity that has specific consultation requirements under the Act.</p> <p>Given the Project is a replacement and upgrade of existing infrastructure, with no major changes in functionality of the Banksia Park Sport Area, the decision not to undertake community engagement and public consultation is consistent with the Act and CTTG's relevant policies.</p> <p>An update to the Banksia Park Sports Area CLMP is required to note the integration of the two existing CTTG buildings into one standalone building. We do not consider this change to be significant and accordingly are of the view that public consultation is not required for this amendment to the CLMP per Section 198(3) of the Act.</p>		

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6. FINANCIAL ASSESSMENT

6.1 Revenue, Revenue Projections and Potential Financial Risks

Section 48 (2) (e) if the project is intended to produce revenue, revenue projections and potential financial risks"

Elements	Relevant Documents	Prudential Review Comments
Revenue projections	Annual Business Plan and Budget 2023/24 (ABPB) Long Term Financial Plan 2024/2033 (LTFP) Leases and Licences for Sporting and Community Organisations Policy	TTGG currently pays a peppercorn lease in relation to the use of the existing buildings at the Banksia Park Sports Area. Under the relevant Leases and Licences for Sporting and Community Organisations Policy, lessees can receive a notional discount on their lease fees by making a capital contribution towards building upgrades. Based on the TTGG making a minimum \$0.200 million contribution towards the Project (as is currently envisaged), it is intended that their current lease fees will remain unchanged. The Project is therefore not expected to generate additional recurrent revenue as the leasing arrangements with the TTGG are not expected to materially change. A total of \$3.50 million of State Government capital grants has been committed to supporting the Project which will be recorded as revenue by CTTG. The generation of additional revenue is not a driver for progressing the Project.
Potential financial risks	Tennis and Gymsports Project Delivery – Risk Register (August 2023)	The major financial risk at this stage of the Project lifecycle is the ability to deliver the required scope of works within the budget allocated to the Project. Based on the latest cost estimates, the current Project budget of \$7.200 million will be insufficient to deliver the Project. CTTG will need to either increase the funding allocated to the Project or revisit the scope to reduce the floor area (which does not appear to be a viable option as TTGG is strongly advocating for increased floor area to support current demand and the future growth of the club). The CTTG Administration is requesting Council allocate an additional \$2.000 million to progress the Project as currently scoped in a manner that will meet TTGG design requirements. The likelihood of Council not providing this additional funding has been assessed as 'Unlikely' in the Project Risk Register. Even if this additional funding is secured, there remains a residual risk regarding the delivery of the project for \$9.200 million, particularly in the current construction environment.

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Elements	Relevant Documents	Prudential Review Comments
		<p>The other key financial risk is the capacity of CTTG to successfully complete the Project to acquit the grant funding within the required timeframe.</p> <p>On 14 June 2023, CTTG received a letter from the Office for Recreation, Sport and Racing confirming that the expiry date for the grant has been extended to 31 December 2024. The current Project Delivery Plan contemplates completion of the Project by mid 2025. This risk has been assessed as 'Medium' post the application of controls.</p>
<p>Findings:</p> <p>Requirements of Section 48 (2) (e) have been met.</p> <p>The Project is the renewal of existing building assets at the Banksia Park Sports Area, and is not being undertaken to produce additional revenue.</p> <p>The key Project risks are whether Council will provide the additional \$2.000 million in funding required to support delivery of the scoped works and the capacity of CTTG to deliver within the grant timeframes.</p> <p>Should Council not resolve to provide the additional funding it will have a material and negative impact on the Project and the satisfaction of the key stakeholder (TTGG).</p>		

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6.2 Recurrent and Whole of Life Costs

Section 48 (2) (f) the recurrent and whole-of-life costs associated with the project including any costs arising out of proposed financial arrangements;

Elements	Relevant Documents	Prudential Review Comments
Recurrent costs	Long Term Financial Plan 2024/2033 (LTFP) Leases and Licences for Sporting and Community Organisations Policy	<p>The CTTG will incur increased recurrent costs in undertaking the Project, these are expected to be increased depreciation, an increase in building maintenance expense, due to the increase in value of the asset, and additional finance costs.</p> <p>There will be other recurrent costs that will also result from progressing the Project however these will be met by the TTGG under the future leasing arrangements.</p> <p>As the replacement of existing infrastructure, there are already existing provisions for recurrent costs incorporated into CTTG budgets and the LTFP.</p> <p>Based on the nature of the Project (renewal) and the proposed leasing arrangements with TTGG, we do not expect that there would be a material increase in recurrent operating or maintenance costs incurred directly by CTTG as a result of progressing the Project. There will however be an increase in both depreciation and financing costs by progressing the Project.</p> <p>We have confirmed that the latest update of the LTFP has incorporated the \$7.200 million capital cost of the Project and accordingly, the modelling ensures that future depreciation and finance costs are flowed through future years.</p> <p>If the Project budget is increased to \$9.200 million, additional depreciation and finance provisions will need to be included in future iterations of the LTFP.</p> <p>The current depreciated replacement cost of the existing gymsports buildings are \$0.776 million.</p> <p>If the Project progresses, these assets will be demolished and written off which will create a one off impact in the Statement of Comprehensive Income.</p>
Whole of life costs	None	<p>An analysis of whole of life costs of the Project has not been undertaken by CTTG on the basis that the Project represents an asset replacement project and that the operational cost base of Council is not expected to change materially.</p> <p>CTTG will incur additional depreciation and finance charges on the new assets constructed, the cost of which has mostly been factored into the latest update of the CTTG LTFP.</p>

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Elements	Relevant Documents	Prudential Review Comments																																																	
Financial arrangements	Annual Business Plan and Budget 2023/24 (ABPB) Strategic Projects Funding Strategy – 24 LTFP.xls 223641 231122 Banksia Park – Gymsports 30% Estimate Rev2.pdf	<p>Funding for the Project will be provided by the CTTG, State Government grant contributions and TTGG as shown below.</p> <table><tr><th colspan="7">Strategic Project Funding Strategy</th></tr><tr><th>Project</th><th>FYE 21/22 Actual \$'000</th><th>FYE 22/23 Actual \$'000</th><th>FYE 23/24 Budget \$'000</th><th>FYE 24/25 Forecast \$'000</th><th>Total \$'000</th><th>% Funding Split %</th></tr><tr><td>Tea Tree Gully Gymsports</td><td></td><td></td><td>40%</td><td>60%</td><td></td><td></td></tr><tr><td>CTTG Contribution</td><td></td><td>-</td><td>1,580</td><td>1,920</td><td>3,500</td><td>48.6%</td></tr><tr><td>Grant Funding</td><td></td><td></td><td>1,400</td><td>2,100</td><td>3,500</td><td>48.6%</td></tr><tr><td>Club Contribution</td><td></td><td></td><td></td><td>200</td><td>200</td><td>2.8%</td></tr><tr><td>Total Project Cost</td><td>-</td><td>-</td><td>2,980</td><td>4,220</td><td>7,200</td><td></td></tr></table> <p>The expected capital cost of the Project, based on the latest cost estimate received from Chris Sales Consulting dated 22 November 2023 is \$9,200,000.</p> <p>There is a \$2.000 million shortfall between the latest capital cost estimate and the existing budget provision.</p> <p>Should the Project proceed, an additional financial contribution from CTTG is required.</p>	Strategic Project Funding Strategy							Project	FYE 21/22 Actual \$'000	FYE 22/23 Actual \$'000	FYE 23/24 Budget \$'000	FYE 24/25 Forecast \$'000	Total \$'000	% Funding Split %	Tea Tree Gully Gymsports			40%	60%			CTTG Contribution		-	1,580	1,920	3,500	48.6%	Grant Funding			1,400	2,100	3,500	48.6%	Club Contribution				200	200	2.8%	Total Project Cost	-	-	2,980	4,220	7,200	
Strategic Project Funding Strategy																																																			
Project	FYE 21/22 Actual \$'000	FYE 22/23 Actual \$'000	FYE 23/24 Budget \$'000	FYE 24/25 Forecast \$'000	Total \$'000	% Funding Split %																																													
Tea Tree Gully Gymsports			40%	60%																																															
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Grant Funding			1,400	2,100	3,500	48.6%																																													
Club Contribution				200	200	2.8%																																													
Total Project Cost	-	-	2,980	4,220	7,200																																														

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Elements	Relevant Documents	Prudential Review Comments
		<p>The cost estimate is based on the premise that the Project will be completed in conjunction with the upgrade of the Banksia Park Tennis Club and the related carparking works which are both outside of the scope of this Project.</p> <p>Should the upgrade works not occur or if the carparking works are not undertaken the Project budget will need to further increase.</p> <p>The cost estimate also notes the following exclusions: Work outside nominated site boundaries, Out of hours works, asbestos removal, rock excavation and contaminated soil removal / remediation.</p>
<p>Findings:</p> <p>Requirements of Section 48 (2) (f) are not yet met</p> <p>The additional recurrent costs of the Project have been identified as depreciation, building maintenance and finance charges. These costs have been factored into the latest LTFP, based on a \$7.200 million Project cost and will need to be adjusted if the budget is increased.</p> <p>CTTG has not calculated an annual recurrent cost of progressing the Project on the basis that there are existing maintenance and operational provisions in relation to the existing buildings at Banksia Park Sports Area. Other than the increases in depreciation and interest, which are already been incorporated into the LTFP (albeit based on a \$7.200 million rather than a \$9.200 million Project cost), the increase in recurrent costs is not expected to be material.</p>		

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6.3 Financial Viability

Section 48 (2) (g) the financial viability of the project, and the short and longer term estimated net effect of the project on the financial position of the council;

Elements	Relevant Documents	Prudential Review Comments
Financial viability	Long Term Financial Plan 2024/2033 (LTFP) Strategic Projects Funding Strategy	The LTFP contains provisions totalling \$7.200 million across FY2023, FY2024 and FY2025 to support delivery of the Project. Even with the inclusion of \$17.08 million in Council funding applied to new strategic projects between FY2023 and FY2025, the LTFP shows that CTTG is forecasting to remain well within its target net financial liabilities ratio of 25% to 35%. Should the Project budget increase by \$2.000 million as is contemplated the net financial liabilities ratio would still remain within the target range.
Findings: Requirements of Section 48 (2) (g) have been met. The LTFP contains capital provisions which could be applied to support completion of the Project. The LTFP shows that CTTG is forecast to remain within its target ranges for its key financial indicators, even if the capital budget for this Project is increased to support delivery of the Project in accordance with the latest cost estimate.		

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7. RISK MANAGEMENT

Section 48 (2) (h) any risks associated with the project, and the steps that can be taken to manage, reduce or eliminate those risks (including by the provision of periodic reports to the chief executive officer and to the council);"

Elements	Relevant Documents	Prudential Review Comments
Risk assessment	Risk Management Policy (Last reviewed 13 October 2020) Tennis and Gymsports Project Delivery – Risk Register (August 2023)	<p>The Risk Management Policy articulates CTTG's policy position in relation to managing risk to achieve its objectives in its Strategic Management Plans.</p> <p>CTTG has developed a Project Risk Register which covers the major risks relating to the concurrent progression of the both the Project as well as the proposed construction of the new TTG Tennis Club building. The risk assessment has been combined on the basis that it is CTTG's intention to utilise the same construction contractor to deliver both buildings concurrently.</p> <p>The risk register identifies nine key risks relating to the Project, five of which have an inherent risk rating of 'High'. These are:</p> <ol style="list-style-type: none"> 1. Design development delays in one project impacting the timeframes of both projects. 2. Additional funding required for Gymsports is not endorsed by Council. 3. Tenders received do not meet budget impacting project delivery. 4. No suitable tenders received. 5. Cost increases due to high variations during construction impacting project budget. <p>While the decision to combine both Projects provides the opportunity for CTTG to realise efficiencies in design, procurement and site management, it does present some challenges from a timing and contractor management perspective and the additional risk that a delay to one project may impact the other. These risks have been appropriately identified in the Project Risk Register.</p> <p>For each identified risk, CTTG has identified proposed control activities to reduce the residual risk level and a risk owner has been assigned to each risk. After the application of risk controls, all of the risks have a residual risk rating of 'Medium' or less.</p> <p>One key risk mitigation activity undertaken by CTTG was to engage us (BRM Advisory) to perform an early phase of prudential review work to review TTGG Business Plan which supports the Project. Our report (which will be provided to council concurrently with this Prudential Report) provides independent validation of the decision of the Administration to seek an additional \$2.000 million of funding to complete the Project.</p>

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Elements	Relevant Documents	Prudential Review Comments
		<p>The level of risk assessment work undertaken demonstrates that risk management activities have been considered by the Project team, consistent with the requirements of the Risk Management Policy.</p> <p>As the Project continues to evolve, the risk profile will change. Risks will move from being more focussed on funding and design, to risks relating to construction, scope changes and managing stakeholder expectations. Some of the key construction risks may be transferred from CTTG to the construction contractor when the construction contract is awarded.</p>
<p>Findings:</p> <p>Requirements of Section 48 (2) (h) have been met.</p> <p>A risk register has been prepared that identifies the most significant Project risk at this stage of the planning cycle.</p> <p>No risks identified have a residual risk rating of 'High' or above which is reasonable given the nature and size of the Project relative to CTTG's overall budget and capital works program.</p> <p>Regular updates to the risk register should be undertaken as the Project moves through the design and construction phases.</p> <p>Updated to the Project Risk Register should be reported to regular meetings of the Project Steering Group as well as the CEO and Council if the risk position of the Project materially changes.</p>		

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8. PROJECT DELIVERY

Section 48 (2) (i) the most appropriate mechanisms or arrangements for carrying out the project;”

Elements	Relevant Documents	Prudential Review Comments
Project Delivery	Procurement Policy (Last reviewed 10 August 2021) Banksia Park Sports Area - Tennis and GymSports Project Plan Revised	<p>A Project Plan based on the combined and concurrent delivery of the Project and the TTG Tennis Club building has been prepared.</p> <p>The Project Plan identifies:</p> <ul style="list-style-type: none"> • A vision for the Project; • In scope and out of scope items; • Resourcing plan to deliver the Project including roles and responsibilities of Team Members; • Stakeholder impact analysis; • Key milestones; and • A high level risk management plan. <p>The following project team structure has been proposed to execute the Project:</p> <div style="text-align: center;"> <pre> graph TD Council[Council] --> PSGroup[Project Steering Group] PSGroup --> PM[Project Manager] PM --> DesignTeam[Design Team] PM --> IWS[Internal Working Group Specialists] PM --> PCG[Construction PCG] DesignTeam --> IWS PCG --> IWS IWS -.-> Club[Club and community representatives] </pre> </div> <p>The level of detail in the Project Delivery Plan is sufficient for a Project at the current stage of the planning cycle.</p>

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Elements	Relevant Documents	Prudential Review Comments
		<p>Once the design process is completed, it is CTTG's intention to approach the market with a tender request to construct both the Project and the adjacent TTG Tennis Club Building. Upgrades to carparking arrangements within the broader Banksia Park Sports Area may also be included within the scope of the construction contract however the parking area in the immediate vicinity of the new Gymsports building is not currently funded within the scope of the Project budget.</p> <p>One of the key project delivery issues that needs to be understood and managed is that both the TTG Tennis Club and the adjacent TTGG need to continue to trade during the construction program.</p> <p>As the existing Gymsports facility is not being demolished until after construction of the Project is completed, TTGG will be able to continue to trade, albeit with modified access arrangements. Temporary car parking and access arrangements will be required to service all users during the construction period.</p> <p>At this stage, the Project Delivery Plan lacks specific detail and timelines to explain how the construction works will be phased to ensure continuity of activity. The construction contractors will be asked as part of the tender process to identify a delivery plan that ensures both the TTG Tennis Club and TTGG can continue using the site.</p>
<p>Findings:</p> <p>Requirements of Section 48 (2) (i) not yet been met.</p> <p>The Project Delivery Plan contains high level details on how the Project is planned to be managed throughout the remaining planning phase. There is limited detail in relation to the future construction program and how CTTG will ensure activity at the Banksia Park Sports Area can continue. To mitigate this risk, CTTG will seek advice from potential construction firms during the tender process.</p> <p>The Project Delivery Plan should continue to be updated and reviewed by the Project Steering Group on a regular basis as the project progresses, and a high priority should be given to construction approaches that minimise the impact on the existing lessees of the Banksia Park Site.</p>		

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9. SALE OR DISPOSITION OF LAND

Section 48 (2) (j) if the project involves the sale or disposition of land, the valuation of the land by a qualified valuer under the Land Valuers Act 1994."

Elements	Relevant Documents	Prudential Review Comments
Valuation of land	None	The Project does not involve the sale or disposition of land.
Findings: Requirements of Section 48 (2) (j) are not applicable to this Project.		

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ATTACHMENT ONE: LOCAL GOVERNMENT ACT, 1999 SECTION 48

Section 48 – Prudential requirements for certain activities

- (aa1) A council must develop and maintain prudential management policies, practices and procedures for the assessment of projects to ensure that the council—
 - (a) acts with due care, diligence and foresight; and
 - (b) identifies and manages risks associated with a project; and
 - (c) makes informed decisions; and
 - (d) is accountable for the use of council and other public resources.
- (a1) The prudential management policies, practices and procedures developed by the council for the purposes of subsection (aa1) must be consistent with any regulations made for the purposes of this section.
- (1) Without limiting subsection (aa1), a council must obtain and consider a report that addresses the prudential issues set out in subsection (2) before the council—
 - (b) engages in any project (whether commercial or otherwise and including through a subsidiary or participation in a joint venture, trust, partnership or other similar body)—
 - (i) where the expected operating expenses calculated on an accrual basis of the council over the ensuing five years is likely to exceed 20 per cent of the council's average annual operating expenses over the previous five financial years (as shown in the council's financial statements); or
 - (ii) where the expected capital cost of the project over the ensuing five years is likely to exceed \$4 000 000 (indexed); or
 - (iii) where the council considers that it is necessary or appropriate.
- (2) The following are prudential issues for the purposes of subsection (1):
 - (a) the relationship between the project and relevant strategic management plans;
 - (b) the objectives of the Development Plan in the area where the project is to occur;
 - (c) the expected contribution of the project to the economic development of the local area, the impact that the project may have on businesses carried on in the proximity and, if appropriate, how the project should be established in a way that ensures fair competition in the market place;
 - (d) the level of consultation with the local community, including contact with persons who may be affected by the project and the representations that have been made by them, and the means by which the community can influence or contribute to the project or its outcomes;
 - (e) if the project is intended to produce revenue, revenue projections and potential financial risks;
 - (f) the recurrent and whole-of-life costs associated with the project including any costs arising out of proposed financial arrangements;
 - (g) the financial viability of the project, and the short and longer term estimated net effect of the project on the financial position of the council;
 - (h) any risks associated with the project, and the steps that can be taken to manage, reduce or eliminate those risks (including by the provision of periodic reports to the chief executive officer and to the council);
 - (i) the most appropriate mechanisms or arrangements for carrying out the project;
 - (j) if the project involves the sale or disposition of land, the valuation of the land by a qualified valuer under the Land Valuers Act 1994.
- (2a) The fact that a project is to be undertaken in stages does not limit the operation of subsection (1)(b) in relation to the project as a whole.
- (3) A report is not required under subsection (1) in relation to—
 - (a) road construction or maintenance; or
 - (b) drainage works.

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- (4) A report under subsection (1) must be prepared by a person whom the council reasonably believes to be qualified to address the prudential issues set out in subsection (2).
- (4a) A report under subsection (1) must not be prepared by a person who has an interest in the relevant project (but may be prepared by a person who is an employee of the council).
- (4b) A council must give reasonable consideration to a report under subsection (1) (and must not delegate the requirement to do so under this subsection).
- (5) A report under subsection (1) must be available for public inspection at the principal office of the council once the council has made a decision on the relevant project (and may be available at an earlier time unless the council orders that the report be kept confidential until that time).
- (6) However, a council may take steps to prevent the disclosure of specific information in order to protect its commercial value or to avoid disclosing the financial affairs of a person (other than the council).
- (6a) For the purposes of subsection (4a), a person has an interest in a project if the person, or a person with whom the person is closely associated, would receive or have a reasonable expectation of receiving a direct or indirect pecuniary benefit or a non-pecuniary benefit or suffer or have a reasonable expectation of suffering a direct or indirect detriment or a non-pecuniary detriment if the project were to proceed.
- (6b) A person is closely associated with another person (the relevant person)—
 - (a) if that person is a body corporate of which the relevant person is a director or a member of the governing body; or
 - (b) if that person is a proprietary company in which the relevant person is a shareholder; or
 - (c) if that person is a beneficiary under a trust or an object of a discretionary trust of which the relevant person is a trustee; or
 - (d) if that person is a partner of the relevant person; or
 - (e) if that person is the employer or an employee of the relevant person; or
 - (f) if that person is a person from whom the relevant person has received or might reasonably be expected to receive a fee, commission or other reward for providing professional or other services; or
 - (g) if that person is a relative of the relevant person.
- (6c) However, a person, or a person closely associated with another person, will not be regarded as having an interest in a matter—
 - (a) by virtue only of the fact that the person—
 - (i) is a ratepayer, elector or resident in the area of the council; or
 - (ii) is a member of a non-profit association, other than where the person is a member of the governing body of the association or organisation; or
 - (b) in a prescribed circumstance.
- (6d) In this section, \$4 000 000 (indexed) means that that amount is to be adjusted for the purposes of this section on 1 January of each year, starting on 1 January 2011, by multiplying the amount by a proportion obtained by dividing the CPI for the September quarter of the immediately preceding year by the CPI for the September quarter, 2009.
- (6e) In this section—

employee of a council includes a person working for the council on a temporary basis;

non-profit association means a body (whether corporate or unincorporate)—

 - (a) that does not have as its principal object or 1 of its principal objects the carrying on of a trade or the making of a profit; and
 - (b) that is so constituted that its profits (if any) must be applied towards the purposes for which it is established and may not be distributed to its members.
- (7) The provisions of this section extend to subsidiaries as if a subsidiary were a council subject to any modifications, exclusions or additions prescribed by the regulations.

17 August 2023

Mr Greg Salmon
Manager Project Management Office
571 Montague Road
MODBURY SA 5092



Dear Greg

Re: Tea Tree Gully Gymsports Business Plan Assessment

Thank you for asking us to support the City of Tea Tree Gully (CTTG) in assessing the merits of the proposed upgrade of Tea Tree Gully Gymsports facility in Banksia Park. Our scope of works is to interrogate the Tea Tree Gully Gymsports (TTGG) Business Plan as updated on 7 August 2023 to provide CTTG with a level of independent assurance as to the likely outcomes of proceeding with the one of the proposed redevelopment options for the Banksia Park facility.

1. BACKGROUND

1.1 Tea Tree Gully Gymsports

TTGG was first established in 1966 and has been operating continuously since this time providing both recreational and competitive gymnastics classes within the City of Tea Tree Gully. TTGG is a not-for-profit incorporated body managed by a volunteer Board of Directors who oversee a team of both paid staff and volunteers.

TTGG offers a comprehensive range of gymsports services including Kindergym, Pregym, Men's Artistic Gymnastics, Trampoline Sports including Trampoline and Double Mini Tramp, Tumbling and Women's Artistic Gymnastics. TTGG is the largest gymnastics club in South Australia and considers itself to be one of the best-known clubs in Australia.

TTGG has been operating from its Banksia Park site for over 50 years and currently also utilises two nearby halls / facilities (Rostron Hall and Banksia Park Primary School) to accommodate its program offerings. TTGG has a lease with CTTG for the ongoing use of the Banksia Park site until 31 March 2031, with a further 10 year right of renewal.

TTGG schedules approximately 140 gymsports classes each week across 50 weeks of the year which equates to approximately 320 participants per day and over 100,000 participants annually.

1.2 The Lease

The terms under which TTGG operate at the Banksia Park Site (Building) are governed by the Lease Agreement between CTTG and TTGG dated 28 September 2021 (Lease Agreement). The Lease Agreement allocates the defined responsibilities of both the Lessor (CTTG) and the Lessee (TTGG) for the ongoing management and maintenance of the Building.

A Level 8, 420 King William St, Adelaide SA 5000 T 08 8168 8400



Broadly under the current leasing arrangements, TTGG is responsible for the day-to-day operation and maintenance of the Building, the repair of any damage, and replacement of any worn items.

In exchange, TTGG enjoys exclusive use of the Building for a rental fee of \$1 per annum on terms consistent with CTTG's Leases and Licenses for Sporting and Community Organisations Policy.

CTTG's rights include the right to enter (with reasonable notice) to view the Premises and to undertake any repairs or maintenance to the Building that is deemed (by CTTG) necessary.

While not stated as a requirement of the Lease Agreement, it is the current practice of TTGG to make its Financial Statements and Annual Report available to CTTG and to invite representatives of CTTG (including the Mayor and Ward Councillors) to their Annual General Meeting.

1.3 The Development

TTGG has identified that the existing Banksia Park Site no longer meets the operational requirements of the club, as evidenced by:

- TTGG's need to use multiple buildings to support operations;
- compromises in the way that gymnastics equipment needs to be configured to work within the current building footprint including the need to pack up and pack down equipment at the Banksia Park Primary School site; and
- a current waiting list of 131 people for programs.

The building no longer meets the contemporary requirements of a modern gymsports facility with limited changeroom facilities, aged bathrooms and a lack of spectator viewing areas.

In consultation with the CTTG, a proposal to redevelop the existing site was created which involves the construction of a new purpose built Gymsports facility adjacent to the existing building, with the existing building and the Rostron Hall to be demolished at the completion of construction.

The original proposal, which was endorsed by CTTG Council (subject to funding and other conditions) was based on a 2,125m² 'field of play' redevelopment with additional floor space allocated to a mezzanine, clubroom facilities and a cafe.

Prior to the State Election in 2022, TTGG was successful in obtaining a funding commitment of \$3.50 million to support the Development.

Since the election, further work has been undertaken to refine the scope and designs and to accommodate the noted increases in construction costs which have prevailed since the original project costings were prepared. During this process it has been determined that the current Project budget allocation of \$7.20 million is expected to be sufficient to construct a 1,060m² field of play area facility which represents a like-for-like renewal of the current buildings but will not meet the current or future requirements of TTGG.



To meet TTGG's requirements, a 2,000m² field of play area facility is required which represents a 125m² reduction in the floor area from the original proposal as a result of removing the mezzanine level from the scope. This preferred option has an estimated capital cost of \$9.20 million.

The Business Plan (Attachment Three) prepared by TTGG seeks to provide clarity on the club's operational requirements, and the expected community and financial outcomes from progressing the Development.

1.4 **Scope of our work**

Our agreed scope of work is as follows:

- Assess the reasonableness of the revenue growth assumptions in the Business Plan, seeking further detail on assumed increases in classes and programs to generate the additional assumed revenue;
- Understand what makes up 'other income' received in previous years and why this will not continue into the future;
- Interrogate key expense assumptions in the Business Plan to understand the fixed / variable nature of the cost base of TTGG;
- Document the key roles and responsibilities of key club persons and discuss and understand succession planning arrangements;
- Document the clubs current and proposed future processes for setting user charges; and
- Work with the club to develop a similar projected income statement for the renewal option (\$7.2m project) and document the key changes in financial and community outcomes that would result from the reduction in floor area.

In addition, we have also identified and commented on the options by which the current shortfall between the current project budget and the budget required to deliver TTGG's desired outcome could be met moving forward.



2. ASSESSMENT OF THE BUSINESS PLAN

2.1 Methodology

We held a meeting with Gary Page (TTGG Operations Manager) and Tammy Page (TTGG Chair) on 4 August 2023 to discuss the Business Plan and find out more details about the operations and governance of TTGG.

We have also reviewed key documentation including the TTGG Constitution, Strategic Plan and 2022 AGM Presentation, the TTGG Lease with CTTG and other council strategic documents as required.

2.2 Historical performance

The success of any not-for-profit sporting club is heavily dependent on the quality and experience of the governing body (board or committee). The office holders within the governing body change over time which presents challenges and uncertainty that needs to be constantly managed by all clubs.

Strong clubs have many members who are willing and capable to assume volunteer and board roles and a constitution which provides for an organised succession of members into and out of club leadership and management roles.

Over a long period of time, TTGG has undoubtedly been successful in growing its membership base and in delivering gymsports programs. The club currently appears to be in a strong position from a financial, operational and governance perspective with an engaged and sophisticated board and management team driven to achieve this Development and the ongoing success of TTGG.

Over the last three years, in preparation for the Development, TTGG has accumulated cash reserves in the order of \$615,000 to help support a future contribution towards the capital cost of the Development. The ability to raise these funds in a relatively short period of time, is indicative of the club's strong financial capacity. This is a particularly impressive result coming from the difficult trading environment for indoor recreation providers over the period of the COVID-19 pandemic.

Over a number of years, TTGG has taken a position of 'ownership' over the Banksia Park Site, funding the maintenance, refit and repair of the building when required. Where possible, TTGG has attempted to be a self-sufficient operation, seeking to resolve issues rather than be a burden on council's financial and operational resources.

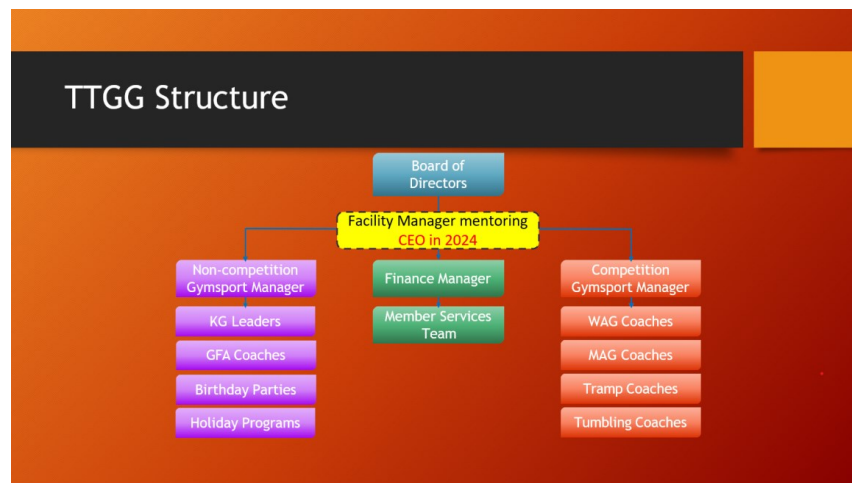
TTGG has a demonstrated track record over a long period of time of having the capacity and capability to function as a responsible lessee of a council owned building and to operate a successful Gymsports operation for the betterment of TTGG, CTTG and the surrounding community.



2.3 Current structure

The existing management structure for TTGG is shown in Figure One.

Figure One: TTGG Structure



Ultimate decision making is the responsibility of the Board of Directors led by Chairperson Tammy Page. The Gymsports / Facility Manager (Gary Page) is currently overseeing the Development and upon completion will be responsible for mentoring a new CEO / GM in 2024 as part of TTGG's intended succession plan.

The organisation is managed across three divisions; Non-Competition Gymsports, Gymsports and Administration with a total of 53 staff. Most staff are casual coaching staff paid in accordance with the Fitness Industry Award [MA000094]. There are currently three full time staff and four permanent part time staff supporting operations.

TTGG is willing, both now and into the future, to share more detailed remuneration breakdowns with CTTG so that CTTG can obtain comfort that the club's spending on employees is commensurate to reasonable market rates for key roles.

2.4 Assessment of the Projected Income Statement

The projected income statement (Forecast) from the Business Plan based on the assumed progression of the Development is shown in Attachment One.

The Forecast assumes that the Development will add additional floorspace and a fit for purpose fit-out which will consolidate all TTGG's activities back onto a single site and allow additional area for TTGG to run more programming and activities.

Based on the redeveloped building, TTGG is forecasting three years of significant growth in revenue, driven by a 10x increase in marketing investment including:

- 15% growth in revenue 2024
- 25% growth in revenue 2025; and



- 25% growth in revenue 2026.

This revenue growth profile takes total revenue from approximately \$1.4 million in FY2023 (actual) to an estimated \$2.5 million in FY2026 with salaries and benefits required to deliver the \$2.5 million in revenue expected to grow to \$1.8 million.

To offset the increases in revenue, the Forecast assumes that most of the expenditure of TTGG grows at the same rate as revenue including registration fees / insurances and salaries & wages:

- Registration Fees / Insurance: it is noted that each new participant is required to pay a fixed amount to the gymnastics peak bodies to cover insurance and registration fees. The assumed increase of these expenses in line with revenue growth is therefore appropriate.
- Salaries and wages: it is assumed that salaries grow at the same rate as revenue based on the appointment of a new CEO / GM following the Development, some additional Administration wages to support the Finance Manager and additional casual coaching staff to deliver the increases in activity.

Because forecast costs move in line with increases in forecast revenue, the forecast assumes that there will be no improvement in net financial performance for TTGG resulting from the forecast revenue growth. Or put another way, any increase in net operating performance are assumed to be reinvested back into the TTGG operation through paying for additional staff (coaching or administration), or reinvested into delivering additional programs for the benefit of club members.

The highly variable nature of the cost base means that TTGG is not significantly exposed to covering a high level of fixed costs so there is minimal financial risk of not achieving the forecast revenue projections. If revenue does not grow as fast as forecast post Development, TTGG can simply cease or delay the forecast employment of additional casual coaches and administration staff to deliver services.

While there will be a modest amount of additional fixed cost borne by TTGG, through management of a larger building footprint (i.e. utilities), these increases are not expected to be material in the context of TTGG's broader operational cost base.

In our view, progressing the Development is likely to improve rather than reduce the financial sustainability of the TTGG.

2.5 Roles and responsibilities of key persons

The future performance of TTGG is dependent on the quality of the directors and management team responsible for leading the operation.

Current key persons, including Greg Page and Tammy Page have a long history of supporting TTGG and have played key roles in both the operational success of TTGG and progressing this Development. There is a risk in the future that their eventual departure from TTGG will leave a gap that must be filled by other staff and/or volunteers.

We understand it is the intention of Gary Page to step away from the operations of TTGG post completion of Development once he has appropriately trained a new CEO/GM. Tammy Page intends to continue supporting TTGG post Development.



When these key persons depart in the future, there is some risk around the next iteration of the TTGG management and board's ability to successfully operate TTGG post Development.

Given the size and scale of this club, CTTG should ensure it has processes in place to annually monitor performance of the TTGG and to seek to proactively support TTGG if issues arise which are beyond the capacity of the organisation at any future point in time.

Organising an annual discussion between CTTG and the TTGG Chair and/or regular attendances at AGM's and reviewing and interrogating future annual reports and financial statements are key controls which CTTG can implement to proactively monitor the future performance of the TTGG and to maintain strong working relationships with the club.

2.6 Setting of user charges

Clause 11.5 in the Lease Agreement states:

11.5 Hire charges

The Lessee acknowledges and agrees that any rate charged for use of the Premises will be no more than the rates stated in the Council's fee and charges register as outlined on the Council's website.

Upon review of the CTTG Fees and Charges Register¹, there are no disclosed user charges relating to TTGG's operations and we have confirmed through discussions with CTTG that there is no current process for CTTG to review and approve the proposed user charges of TTGG.

If the Development is progressed, TTGG will increase its revenue generation capacity and be likely to improve the club's financial sustainability. As a not-for-profit entity, any potential future increases in TTGG surpluses should be reinvested into achieving the club's objectives. The clubs Objects are reproduced in Attachment Two and the vision, according to the Business Plan is shown in Figure Two.

Figure Two: TTGG's stated vision

TTGG's vision is to enrich lives through gymnastics and its mission is to promote, develop and grow gymnastics for the enjoyment of all. TTGG's primary purpose is to provide a safe environment where all can participate and enjoy gymnastics. Providing an inclusive and accessible environment that enhances the experience and value that gymnastics offers enables additional life skills to our members. TTGG loves to support our community whenever and wherever we can and over the years have contributed towards several charities and communities.

The price TTGG charges for its programs is a key factor in allowing a broad range of CTTG community members to access TTGG.

As is foreshadowed in the Lease Agreement, CTTG may wish to formalise its current arrangements with the TTGG by requiring the TTGG to submit an annual proposal in relation to its User Charges to CTTG for information, or approval and inclusion in its

¹ https://www.teatreegully.sa.gov.au/files/assets/public/council-documents/documents/fees_and_charges_register_from_19_march_2021.pdf



Schedule of Fees and Charges. However, such a move could be met with a level of resistance from TTGG as it could be seen as an overreach of control by CTTG.

The natural control already in place around user charges is that TTGG is operating in a price sensitive market environment, particularly in the Kindergym area. While there is little competition in the area from other Gymsports providers, parents now have a great deal of choice in terms of activities to undertake for the pre-school and school aged children. The growth in female participation in sports such as Australian Rules Football and Soccer also provides a threat to continued participation in Gymsports which has historically been popular with girls².

TTGG is forced by the broader market for children's sport and recreation service to maintain their pricing at a level that is considered affordable and competitive to other recreation offerings available (such as swimming, or other football codes).

In our view, CTTG should not seek to control or approve TTGG user charges but should encourage through regular discussions and contact with the Club, the continued affordable access of key programs and services, particularly those aimed at marginalised and disadvantaged groups.

2.7 Updated income statement for reduced scope project

The Business Plan includes an actual and projected income statement based on TTGG progressing a 1,060m² field of play area, and the desired 2,000m² development.

The 1,060m² development would effectively represent a like for like replacement of the existing infrastructure at the site and is assumed to result in the continuation of current levels of activity with the major constraint being space to deliver additional programming.

This option would not be expected to materially impact the ongoing financial sustainability of TTGG as cost growth can be managed in line with the static level of projected revenue.

This option would constrain the club from achieving further growth and result in no additional participation. Therefore it does not support TTGG to achieve its strategic objectives and mission nor provide capacity for the future growth in service provision.

3. FUNDING

The existing capital budget provision established by CTTG to progress the Development is \$7.200 million which includes a \$3.500 million commitment from the State Government, \$3.500 million from CTTG and \$0.200 from TTGG. In total, TTGG has now committed \$0.615 million to support the Project with surplus funding from the club to be directed to support the gymnastics equipment fit-out required.

The latest concept design cost estimate for the desired 2,000m² field of play is \$9.200 million creating an estimated budget shortfall of \$2.000 million.

There are a number of options to meet this funding shortfall should a decision be made to progress with the \$9.200 million Development.

² 66% of TTGG members are female.



- CTTG could commit an additional capital budget allocation for all or part of the cost, with any shortfall being met by the TTGG;
- A loan on commercial terms could be provided to TTGG;
- A loan on favourable terms (i.e. low or no interest) could be provided to TTGG;
- Additional government grant contribution could be sought.

Should CTTG agree to meet the current budget shortfall there would subsequently be an opportunity for CTTG to renegotiate the existing lease which could include proposing a rent payment over the lease term to recognise the additional capital being committed by CTTG, however such a proposal would not be consistent with council's current Leases and Licenses for Sporting and Community Organisations Policy. It could also be used as an opportunity to introduce other controls, reporting requirements or termination rights into the lease should CTTG wish to exercise a greater degree of control over TTGG's future operations.

Based on our financial review, it is likely that TTGG has the financial capacity to make an additional capital contribution to the Development, make future lease payments and/or to fully or partially service a loan to meet the current project budget shortfall.

Whether CTTG elects to seek this kind of additional financial commitment from TTGG is a decision for Council.



4. CONCLUSION

TTGG has a long track record of successfully operating and managing the Banksia Park Gymsports facility and has historically made great strides in achieving its vision of:

"Enriching lives through Gymnastics"

The potential of the TTGG is currently being constrained by the size and condition of its current facility. An opportunity exists to remove this constraint through the proposed Development of the Banksia Park site.

A redevelopment in accordance with the current assigned budget of \$7.20 million will not fundamentally change TTGG's capacity to deliver programming or meet the current unmet demand for services and hence is not supported by TTGG.

The Development being supported by the TTGG is for a \$9.20 million project which will result in a significant expansion of the field of play area from approximately 1,060m² (current) to approximately 2,000m². This would allow the club to grow programming and participation and generate additional full time equivalent positions within TTGG to service the additional programming. It would also support a number of CTTG strategic objectives, particularly the wellbeing pillars documented in the 2025 Strategic Plan.

With more floor area, a purpose-built facility and the ability to rationalise operations back into a single building, the Development is expected to improve the financial sustainability of TTGG. Improved financial performance and outcomes due to growth can then be reinvested back into achieving the club's broader strategic objectives.

There would appear to us to be significant merit in CTTG supporting the expansion of the TTGG's operations through the provision of a 2,000m² field of play building, consistent with the TTGG Business Plan.

Should CTTG support the proposal, a decision would be required on funding the current project / development budget shortfall. In our view, TTGG has the financial capacity to make an additional financial contribution to the Development, either through an upfront capital payment or via ongoing increased lease payments should CTTG wish to pursue a joint funding model for the current budget shortfall.

There is also an opportunity for CTTG to revisit the leasing arrangements and put in place some additional controls to monitor and support TTGG moving forward.

If you have any further questions or comments about this advice, please do not hesitate to contact the writer.

Yours faithfully
BRM ADVISORY

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Director
Email: mrichardson@brmadvisory.com.au
Direct line: 0408 637 345



ATTACHMENT ONE: HISTORIC AND PROJECTED INCOME STATEMENT

2,000m² Development Option:

Tea Tree Gully Gymsports

Actual and Projected Income Statement – based on Version 2 - 2000sqm field of play

For each of the years ending 30th June

	FORECAST	+FORECAST	FORECAST	* ACTUAL	ACTUAL	ACTUAL	ACTUAL
	2026	2025	2024	2023	2022	2021	2020
Revenues:							
Gross Sales:	2,493,787	1,995,030	1,596,024	1,387,847	1,180,955	978,865	842,500
Other Income: café	20,000			37,356	1,540	436,322	146,855
Less Cost of Goods Sold:							
Gross Profit:	2,513,787	1,995,030	1,596,024	1,425,203	1,182,495	1,415,187	989,355
Sales & Marketing:	16,214	12,971	1,297	1,128	959	899	792
Research & Development:				-	-	-	-
Insurance	177,655	142,124	113,699	98,869	114,882	7,800	63,552
Legal & Professional Services:	6,109	4,888	3,910	3,400	337	3,316	3,191
Bookkeeping:				-	-	-	-
Rent:				-	-	-	-
Utilities:	19,939	15,951	12,761	11,097	10,250	10,155	11,554
Repairs and Maintenance:	13,749	13,095	12,471	10,844	15,561	52,903	23,738
General Office:							
Entertainment:							
Licences:							
Salaries and Benefits:	1,779,017	1,423,214	1,138,571	847,059	712,605	822,459	709,094
Bank Fees:	4,915	3,932	3,145	2,735	2,783	2,927	10,525
Interest Expense:	-	-	-	-	1,757	3,201	3,605
Miscellaneous Expense:	454,101	363,281	290,625	252,717	150,153	259,373	168,723
Total Expenses:	2,471,699	1,979,455	1,576,480	1,227,849	1,009,286	1,163,034	994,775
NET INCOME (Before Tax)	42,088	15,575	19,544	197,353	173,209	252,153	5,420



1,060m² Development Option

Tea Tree Gully Gymsports

Actual and Projected Income Statement – based on Version 1 - 1060sqm field of play

For each of the years ending 30th June

	FORECAST	+FORECAST	FORECAST	• ACTUAL	ACTUAL	ACTUAL	ACTUAL
	2026	2025	2024	2023	2022	2021	2020
Revenues:							
Gross Sales:	1,606,606	1,530,101	1,457,239	1,387,847	1,180,955	978,865	842,500
Net Income: café	15,000			37,356	1,540	436,322	146,855
Less Cost of Goods Sold:							
Gross Profit:	1,621,606	1,530,101	1,457,239	1,425,203	1,182,495	1,415,187	989,355
Sales & Marketing:	1,306	1,244	1,184	1,128	959	899	792
Research & Development:				-	-	-	-
Insurance	114,453	109,003	103,812	98,869	114,882	7,800	63,552
Legal & Professional Services:	5,578	4,463	3,570	3,400	337	3,316	3,191
Bookkeeping:				-	-	-	-
Rent:				-	-	-	-
Utilities:	18,205	14,564	11,651	11,097	10,250	10,155	11,554
Repairs and Maintenance:	12,554	11,956	11,387	10,844	15,561	52,903	23,738
General Office:							
Entertainment:							
Licences:							
Salaries and Benefits:	1,101,641	1,049,182	999,221	847,060	712,605	822,459	709,094
Bank Fees:	3,166	3,015	2,872	2,735	2,783	2,927	10,525
Interest Expense:	-	-	-	-	1,757	3,201	3,605
Miscellaneous Expense:	269,389	256,561	244,344	252,716	150,153	259,373	168,723
Total Expenses:	1,526,292	1,449,988	1,378,041	1,227,849	1,009,286	1,163,034	994,775
NET INCOME (Before Tax)	95,314	80,113	79,198	197,353	173,209	252,153	5,420



ATTACHMENT TWO: TTGG CLUB OBJECTS

Source: TTGG Constitution dated October 2022

The club is established solely for the objects. The objects of the club are established to:

- a) Conduct, encourage, promote, advance and administer Gymsport programs as identified by the GA throughout the local area
- b) Act, at all times, on behalf of and in the interest of the members and Gymsports in the local area
- c) Affiliate and otherwise liaise with the regional and/or state organisations of which the club is a member and adopt their rule and policy frameworks to further these objects
- d) Abide by, circulate, enforce and ensure uniformity in the application of the rules of the Gymsports
- e) Advance the operations and activities of the club throughout the local area
- f) Have regard to the public interest in its operations
- g) Undertake and or do all such things or activities which are necessary, incidental or conducive to the advancement of these objects.



ATTACHMENT THREE: FINAL BUSINESS PLAN



BUSINESS PLAN

Tea Tree Gully Gymsports Inc.

88-100 Elizabeth Street Banksia Park

14th July 2023 – Amended 7th August 2023

Executive Summary

The Club

Tea Tree Gully Gymsports (TTGG) was established in 1966 and has always provided both recreational and competitive gymnastics classes for the community. Our competition programs have had many national championships and podium finishers over the years, with a spattering of international competitors. We have the biggest gymnastics membership in South Australia and have the highest participation membership base in the City of TTG (CTTG). Our KinderGym (KG) program was the original program in South Australia (SA) and is well known to be one of the best in Australia. We are the only club in South Australia to provide six different Gymsports.

The Management

The Club is a not-for-profit Incorporated body and is managed by a Board of Directors who oversee the Management team. The Board of Directors have a range of business experiences that they bring to the table including, finance and strategy, legal and risk, management, working with children and young people, gymnastics coaching and previous board experience.

The Goals and Objectives

TTGG's vision is to enrich lives through gymnastics and its mission is to promote, develop and grow gymnastics for the enjoyment of all. TTGG's primary purpose is to provide a safe environment where all can participate and enjoy gymnastics. Providing an inclusive and accessible environment that enhances the experience and value that gymnastics offers enables additional life skills to our members. TTGG loves to support our community whenever and wherever we can and over the years have contributed towards several charities and communities.

The Product

Gymnastics at TTGG starts in **Kindergym (KG)** with a fundamental movement program aimed at the 0–5-year-olds with more structured classes also available for 3-4- and 4–5-year-olds in **Pregym (PG)** classes. **Gymnastics for All (GFA)** is comprised of a range of different types of classes, including General gymnastics, Free G and adult classes. Our competitive programs include **Men's Artistic Gymnastics (MAG)**, **Trampoline Sports including Trampoline and Double Mini Tramp (DMT)**, **Tumbling and Women's Artistic Gymnastics (WAG)**. During school holidays the KG and GFA classes do not run, and we offer **Holiday Programs**. We have out of school hours care (OSHC), and Gym Fun sessions open to members and the community. In addition, we have run special programs for Autism SA, The Lotus Project, and Childhood Cancer Group session for siblings. During the only current downtime in our 50 week of the year, 7 day a week operation we offer **Birthday parties**.

The Target Market

The target market is diverse and depends on the program being marketed, we have programs that do or will target every age range from 0-100 and cater for a diverse range of physical and intellectual abilities. TTGG has an established membership base of over 2000 members annually that go through its doors weekly between one and five sessions a week. Most of these members are in our KG/PG (41%) and GFA (41%) classes, with our competition sections making up the remaining 18%. The City of

TTG has expected growth by 2043 by approx. 5%. With the current membership being 58% in the CTTG this will further increase.

Pricing Strategy

The club's pricing strategy is to create a sustainable club, that covers costs and builds a conservative cash buffer to allow for growth opportunities and possible incidents that may affect trading. Our pricing strategy has been reviewed year on year and is adjusted based on the running costs and direct cost of programs. The club has seen significant increases in staffing costs due to increases in superannuation, wage increases and award changes, has required strategic investigation into ways to reduce costs and created revenue opportunities to keep pricing affordable for our community.

The Competitors

Gymnastics is the third most popular organised physical activity outside of school hours alongside of dance sports with our main competitors firstly being swimming and secondly football or soccer. We are a niche club in the City of TTG being the largest gymnastics club in South Australia and the Northeast. TTGG is a top-tier provider, based on our fully established facility, quality equipment and programs, and appropriately accredited staff, demonstrating value for money. We have a niche position in the KG market with waiting lists for most sessions. We have been in existence for 57 years and continue to provide classes that are regularly reviewed based on community feedback and results.

Capital Requirements

The new facility build was originally costed in 2021 at \$7.2Million. The City of TTG who own the building and lease it to TTGG pledged \$3.6M with the other 50% to be obtained by TTGG. The State Government made a \$3.5M commitment in the lead up to the election which was received from Labor in 2022. The CTTG accepted the \$3.5M with the original CTTG investment reduced to \$3.5M and TTGG noted to contribute the remaining \$200k. Building costs have increased in the last 2 years and the new cost of a building with a field of play of approx. 2000 sqm (original costing done on 2600sqm) is costed at approx. \$9.2M. This new building will enable TTGG to provide gymnastics to more of the community, provide additional equipment some of which is not currently available in SA, increase consumer spending by bringing in additional people to the area and offering better quality programs that meet technical requirements.

The TTGG community has raised \$615k towards the previously costed equipment purchases and financial contribution required towards the build. Whilst running costs will be more in the new building, we will have some overheads that will decrease. We currently lease the BPPS Park Primary School at a cost of \$25,000 annually. The doubling up of staff currently required across three venues will not be required, reducing our current staffing costs by approx. \$18,000 annually (based on approx. 15 hours a week, across 6 days this is required @ \$25/hour). In addition to our member fees, fundraising, grants, sponsorship, and several opportunities in the new building will be undertaken to offset increased costs.

Definitions

Field of play: Total floor space required with fully set up equipment to provide multiple Gymsport classes.

Clubrooms: Inclusive of parent viewing, kitchen, café, offices, toilets, reception.

Proposed facility: Encompassing both field of play and clubrooms

Business Plan – Tea Tree Gully Gymsports Inc. (TTGG)

The Club

Business Sector

The company currently operates in the sporting sector.

Club History

Tea Tree Gully Gymsports (TTGG) was established in 1966 and has been operational for 57 years. TTGG has always provided both recreational and competitive gymnastics classes for the community. The type of classes provided have evolved in line with the suite of programs available through Gymnastics Australia. Gymnastics For All (GFA) for example now includes a range of different classes including Adults and Free G. Our competition programs have had many national championships and podium finishers over the years, with a spattering of international competitors. With changes in national training programs no longer being isolated in Canberra our ability to further progress our high-performance training to those members currently training towards the international pathway is an important priority for TTGG in a larger venue.

Our membership base has been consistent over the last few years with a small dip in numbers during the COVID years (Figure 1). We have the biggest gymnastics membership in South Australia and have the highest participation membership base in the City of TTG (CTTG). Our KinderGym (KG) program was the original program in South Australia (SA) and is well known to be one of the best in Australia. We are the only club in South Australia to provide six different Gymsports.

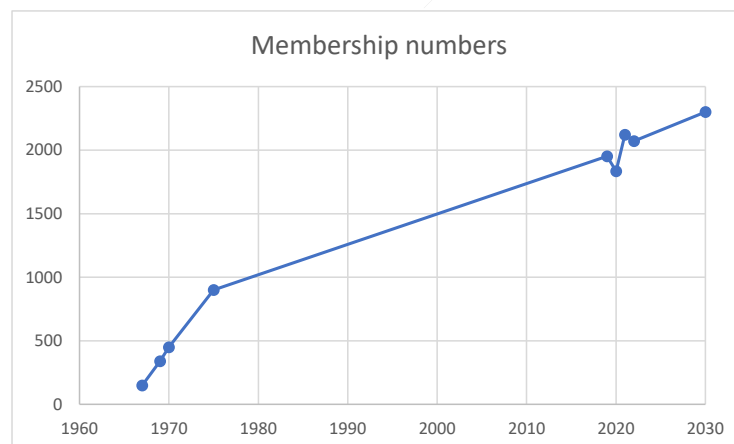


Figure 1: Membership numbers annually and across the years and projected to 2030.

Current capacity

Our registered membership in any one week is approx. 1500 athletes, some of which undertake one, one-hour class a week and others may do up to 6 classes or 23 hours per week in the competitive streams. This equates to 1963 individual class enrolments. In addition to this we can have anywhere up to 131 members on the waiting list and to provide these classes we currently have 53 staff

members. The age demographics are shown in Figure 2 and the gender ratio is 34% male and 66% female.

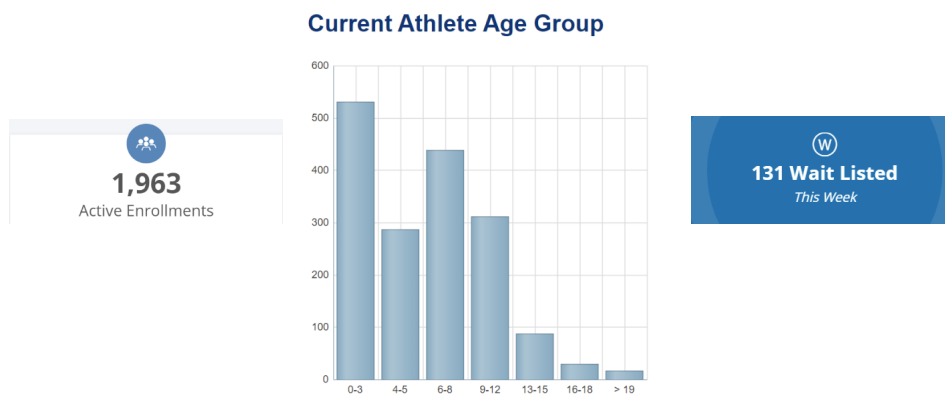


Figure 2: Enrollments, Ages and waitlist data

To cater for these enrolments 140 individual classes are currently scheduled each week. Classes run for 50 weeks of every year, and up to 320 members can come through the door each day, which equates to nearly 100,000 members alone going through the doors annually. This does not include the 600 parents that attend the weekly Kindergym sessions with their child. For TTGG to provide these classes we have been required to access additional buildings to provide a large enough field of play.

Current buildings classes are held in

1. Elizabeth Street (Field of play 900sqm plus 'clubrooms')

The current main building at 88-100 Elizabeth Street is a City of TTG (CTTG) building leased by TTGG and is 50 years old. It has had two small additions made to it during the 1970-80s. No further works were undertaken for 30 years until 2009/10 when a large scale extension of \$1M, to increase the floor size and roof height for the trampolinists was undertaken; however we have outgrown that extension. This building is utilised seven days a week, 50 weeks of the year, with classes scheduled from 8.30am to 9.30pm)

2. Rostron Hall (Scout hall – Field of play 160sqm)

We currently utilise the small adjacent building (a previous scout hall also approx 50 years old) which has allowed us to program some of the MAG classes through this area. This hall is utilised five days a week from 4.00pm to 9.00pm.

3. Banksia Park Primary School (BPPS) Hall (Field of play 680sqm)

We hire the BPPS Hall four times a week to run our overflow GFA and WAG classes. We also schedule our Tumbling classes here as not only will the 25metre long air track not fit at the Elizabeth Street venue it just fits diagonally in this hall with landing mats, but minimal runup.

Current Key concerns

Concerns re the use of the three buildings are:

- Main building is old and needs a number of areas refurbished, some to enhance the safety and performance of the athletes

- Field of play
 - Pit roof is too low and athletes hit the roof with their feet
 - Dance room roof is too low
 - Some equipment does not fit in the gym due to its technical requirements (tumbling track requires a minimum 42m length)
 - Not enough room to cater for the enrolments and waitlist
 - Additional equipment required
 - Original wooden floor becomes buckled and has needed major works to cut sections out to level it
- Toilets are in need of refurbishment, built in the 1970s and have cracked tiles etc.
- Parent viewing area is very small for the number of members (approx 20 people) and not all areas of the gym can be viewed
- Parking for the whole Banksia park Sporting Complex needs review
- Rostron (Scout) Hall is also approx 50 years old, has no insulation and requires additional heating and cooling (field of play).
 - Athletes rotating between both buildings have no cover during inclement weather
 - Additional coaching resources needed as a minimum of two coaches are necessary to meet child safety protection requirements (costly to members)
- BPPS Hall requires employees to set up the equipment and pack it down four times a week (field of play).
 - OHSW concerns as the equipment needs to be moved from a storage area into the hall. Whilst we have trolleys etc to assist the ongoing impact of this could lead to a work injury.
 - The school may cancel the hire at anytime that they require the hall for an event.
 - Multiple administrative supports required (costly to members).

Proposals

The CTTG has partnered with TTGG on a redevelopment plan. Initially Plan A was to extend the current footprint, however noting the age of some aspects of the building, additional works that would need to be undertaken (roof heights and toilets) and the fact that we would need to still be able to operate made Plan B put forward by the CTTG as the only viable option. The Scout Hall would be demolished, and the new building of 2125sqm field of play (plus mezzanine and 'clubrooms') built adjacent to the current building, allowing us to continue operating with only minor impact. TTGG would relocate into the new building and the current building would be demolished. Car parking for the whole sporting complex would then be developed.

TTGG Proposed Concept Plan for Facility Expansion" was approved by the CTTG on 8 June 2021, subject to certain conditions, including that the project being at least 50% funded through external grants (projected cost \$7.2M). At the same meeting, a 10-year lease with the right to extend to an additional 10 years was approved for TTGG and will be rolled over to the new building once completed.

TTGG was successful in gaining an election commitment from both political parties, with the South Australian Labor party winning the 2022 state election and providing \$3.5M towards the project. At the CTTG council meeting on 14th June 2022 the councillors authorised *the Chief Executive Officer obtain an initial financial contribution of \$200k from TTGG representing the difference between the project estimates and the grant offer plus council's matched financial commitment.*

In addition to the building works TTGG will need to purchase further equipment and currently have \$615k in reserve towards a projected 600k equipment cost.

The building works will not only improve both our field of play and clubrooms (one facility), but it will also enable us to provide to our community, services that are being regularly requested as well as additional classes such as *Fitter for Life* classes (aimed at the over 55yo). The building works will enable additional employment opportunities for the building trade as well as Acromat our South Australian equipment manufacturer. In addition, once complete it will bring more people into the CTTG and increase spending and employment opportunities.

Unfortunately, the building estimate apparently had minimal contingency allowed for and there have also been significant rises in building costs, hence the size of the facility initially proposed (2125 field of play, plus mezzanine and 'clubrooms') has been re estimated at greater than \$9.2M. We have been informed that:

- \$7.2M will provide us with 1060sqm field of play (version 1),
- \$9.2M will provide us with 2000sqm field of play (version 2)

The \$7.2M building proposal falls short of our original building size, with less field of play than what we currently use. Below we have outlined why version 1 is not a viable option, and how we can make version 2 work with a loss of 125sqm field of play.

Facility Proposal

Version 1 – Field of play 1060sqm.

Unable to:

- Increase capacity of enrolments in all programs.
- Decrease waitlist and will then lose people to other sports.
- Offer diversified programs such as 'Fitter for life'.
- Fit the required equipment to run additional classes.
- Add in new competition specific equipment.
- Offer concurrent programs.
- Provide small regional competitions.
- Increase employment opportunities.

Version 2 – Field of play 2000sqm

We will be able to:

- Increase capacity of enrolments in all programs.
- Decrease waitlist.
- Offer diversified programs such as 'Fitter for life'.
- Fit the required equipment to run additional classes.
- Add in new competition specific equipment laid out as per the technical requirements.
- Provide the only South Australian 'rod floor' enabling training sessions for athletes across the state.
- Offer concurrent programs.
- Provide small regional competitions.
- Provide additional employment opportunities as well as more permanent positions, rather than casual.

Club Goals and Objectives

TTGG's vision is to enrich lives through gymnastics and its mission is to promote, develop and grow gymnastics for the enjoyment of all. TTGG's primary purpose is to provide a safe environment where

all can participate and enjoy gymnastics. Providing an inclusive and accessible environment that enhances the experience and value that gymnastics offers enables additional life skills to our members. Our members, coaches and staff are empowered to achieve their personal goals and are encouraged to lead, develop, and participate in all club activities. TTGG's core values of resilience, integrity, inclusion, and equality assist in building strong resilient young people.

Creating a strong community through proficient strategic operations, effective engagement and communication is supported by our three pillars. We aim to support our community by providing a range of inclusive activities, developmental leadership opportunities, and ensuring our members feel like they belong; our operations ensure we have the facilities, policies, processes, and people in place to provide for our past, current, and future community; and our communication provides clear and concise information and messaging in all areas of our club to ensure we collaborate and connect with everyone.

TTGG loves to support our community whenever and wherever we can. For athletes who have been successful in representing South Australia at National or International competition, a small amount of money is provided to the athlete and wherever possible fundraising undertaken to support the costs.

Over the years we have contributed towards several charities.

Backpacks 4 SA Kids is a local charity that provides resources that contribute to the care, safety and wellbeing of children and young people during periods of dislocation from home and routine care. We have been supporting Backpacks 4 SA kids since 2014 when we first donated nearly 100 Christmas gifts to be given to children in need.

- November 2015, we hosted a toy collection drive where we asked for and received many donations of toys and Christmas wrapping paper from our members. We also donated over 100 children's Christmas gifts ourselves.
- 2016 we had Tea Tree Gully Gymsports 50th birthday celebrations. We purchased several small toys to be used in lucky dips for our members. Unfortunately, due to terrible weather conditions we had less people attending than what was expected and all the purchased toys that we didn't use on the day were donated to Backpacks 4 SA kids.
- December of 2016, we donated 100 children's kites to be included in their Christmas gifts.
- 2017 we added a coin collection box to the front desk in our foyer – we had this coin collection box until 2020 when we returned it due to the gym closing because of Covid. In 2017 we donated \$300.
- July 2019, we ran a "Pyjama week" at KG. We asked our families to donate either a pair of new pyjamas or a gold coin that would all be donated to Backpacks 4 SA kids. We collected nearly 200 pairs of pyjamas as well as \$872.50.
- December 2019 we also collected \$255.70.
- 2023 post covid we have run another Pyjama week with 182 sets of pyjamas donated and \$271 was collected.

Puddle Jumpers is a non-profit, non-government organisation committed to responding to the social development needs of society's most vulnerable children and young people. We have donated children's story books to Puddle Jumpers in both 2017 and in 2019.

Tea Tree Gully Gymsports is an important part of the Tea Tree Gully community and as such we endeavour to continue to help and support our community whenever we can. In addition to assisting people outside of our membership we are very proud to be able to help our members in need.

- In March of 2018 we helped sell raffle tickets for one of our members as they were raising funds for a **Therapy dog** to help their young son who has Autism.

- We have many families that attend our KG after being **recommended to attend by a therapist** due to having developmental delays. We also regularly have therapists attending with their clients as it is a great opportunity to make use of the equipment and the facilities.
- Term 2 2023 saw us start a new **“Explorers” class** based on community need. This is tailored to suit children who may have developmental delays or who may just find that a large, loud class is a little too overwhelming. It is also a great opportunity for adults who may have anxiety or sensory concerns themselves to bring their child along without being in an uncomfortable situation. The numbers have been low to start off however the families that have attended were so happy and grateful for the opportunity to attend a session such as this and are looking forward to returning next term and have said they will also be bringing friends!
- We are also welcoming **Autism SA** into the Gym on Mondays from term 3, 2023. We are looking forward to providing them with an environment that is not only beneficial for them physically but one that is also fun, safe, and inviting.
- Both above initiatives also form part of our staff education strategy to improve **Neurodiverse education** which will assist our staff and the wider community to include and assist our neurodiverse members to engage socially.
- We have supported two families in 2023 alone with free training due to the sudden **passing of one of the child’s parents**.
- We have supported a **Ukrainian family** (two children) to continue training at no cost in 2022. Ilia has gone on to train at the high-performance program in 2023 and may be a possible future Olympic contender, invaluable support for him (Figure 3&4).

<https://www.adelaidenow.com.au/.../96aca7b48bf1435d1984b0...>



‘I can make my Olympic dream a reality’: Ukrainian’s Games push

The Brisbane 2032 Games may seem a long way away but South Australia’s up-and-coming stars are preparing for their Olympics bid. SUBSCRIBE to read their stories.

Figure 3 & 4 Ilia success

- We have donated our previous unused Gymnastics uniform to children at Gymnastics Northern Territory
- **Supporting the Westfield Community Parade** – for many years our staff donated their time to build large floats to walk in the local Community Parade; giving many children and parents the opportunity to participate.
- **During COVID to support the wellbeing of our members, families, and the wider community we organised webinars on:**
 - Dealing with Isolation
 - Body Image and Confidence
 - Provided home training programs (for our competitive members) and
 - 'KG at Home' videos for use during periods of closure during COVID.
 - Provided many external resources for our families during covid – health information, ideas of activities to do with children while in lockdowns, strength programs, etc.
- We are involved with **Period Poverty program** which is providing access to period products for anyone in the community. **A research project *Impact of Relative Energy Deficiency (RED) in competitive gymnasts during menses*** which is investigating periods and sporting impacts is currently being developed in line with the Australian Institute of Sport (AIS) Female Performance Health Initiative (FPHI).
- We have provided a **Christmas market** for members and the local community for 3 years.
- First aid courses are held annually at the club, and we open the invitation to our members to participate, enhancing community education.
- Two staff members participated in the Delphi study '**Developing an evaluation strategy for the South Australian Sports Voucher program**'. This resulted in the development of a comprehensive range of evaluation recommendations.

To provide these goals and objectives we need a facility that is contemporary and large enough to house the technical requirements of each Gymsport, attract additional members and provide staff and parents appropriate resources, including suitable amenities for all (cafe and viewing area to watch their children progress), space to allow our coaches to better plan sessions and review athletes progress and separate rest rooms for athletes and coaches in line with Gymnastics Australia Integrity Framework. A larger facility will create more opportunities to support the community in other programs and gymnastic opportunities.

To be able to host future state based gymnastic competitions will increase engagement with the regional community, ultimately increasing opportunities for every aspect of the club, memberships, student progression, coach engagement and management opportunities. Overall increasing employment and community engagement to the area, creating future economic gains to the area.

Enabling the club to provide employment pathways for coaches that create more sustainable full-time employment opportunities will improve our coaching retention and the professional development of up-and-coming coaches and members.

With a facility that is already utilised 50 weeks of the year, 7 days a week, a bigger facility will enable greater than 2000 members to participate and enjoy gymnastics, based on a projection of 2250 members by 2030 (Figure 1) and allow parents to watch their children grow and develop. With more space we can run additional OSHC programs and birthday parties, increasing revenue and allowing our coaching team to gain additional employment.

We regularly get feedback from our members and Figures 5 & 6 outline some of the important aspects they see from being involved in TTGG and what additional benefit they gain on top of the actual gymnastics class their child attends.



Figure 5 TTGG Community Tree

Figure 6 TTGG means to members

Club Ownership Structure

The Club is a not-for-profit Incorporated body as per the SA Incorporations Act 1985 and is managed by a Board of Directors.

The Directors reviewed the Strategic plan alongside of both staff and members in 2021. The structure had each Gymsport with a head coach and then additional coaching staff that reported to them. All six head coaches reported to the one manager, whose job description encompassed looking after all of the Gymsports, the building, the equipment, and liaising with internal and external stakeholders and they reported to the Board (Figure 7).

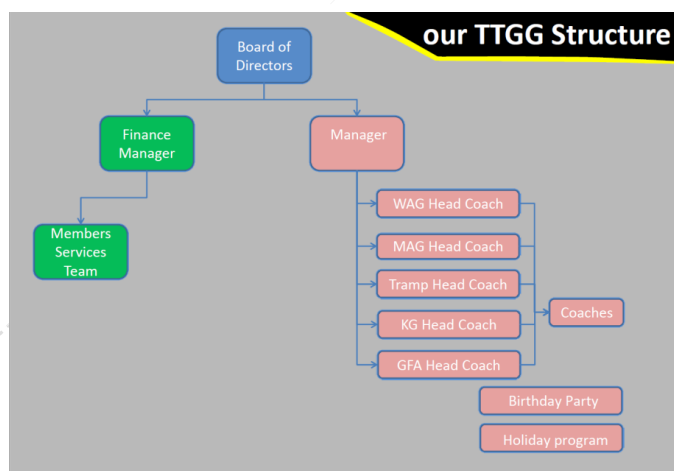


Figure7: TTGG Organisational structure pre 2020

Changes were made in 2022 and the managers role was split into two positions. One of the Managers is on a traineeship. The respective Gymsports have been aligned under the relevant manager in respect to whether they are competitive or non-competitive, removing some of the 'silos' within the club. With succession planning high on the agenda the managers are currently being mentored by the previous Gymsports Manager, who is also currently overseeing the management of the new facility. This should see the two managers able to fully understand the operations of their respective

gymsports and their requirements well before the new building is complete. In 2024 a General Manager will be sought to assist with the ongoing operations of the new facility and will sit in the organisation chart where the Facility Manager position is currently located (Figure 8).

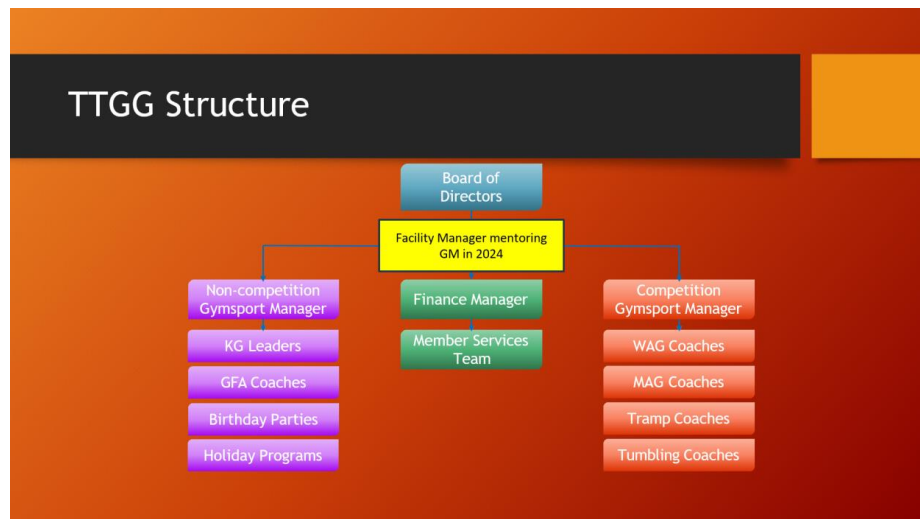


Figure 8: TTGG Organisational structure currently and including CEO in 2024The Board of Directors who oversee the strategic operations of TTGG are volunteers who are elected by the members annually at the Annual General Meeting. As per the Constitution terms are for two years at which time they are up for nomination. The Board of Directors have a range of business experiences that they bring to the table including, finance and strategy, legal and risk, management, working with children and young people, gymnastics coaching and previous board experience. The chairperson having been integrally involved in the club since 1982. The Competition Gymsport Manager has a Master of Sports and Event Management. The non-comp Gymsport Manager has an Advanced Coaching accreditation and is undertaking a traineeship in Certificate III in Business. The Finance Manager has an Associate Diploma in Accounting as well as 30 years' experience in administration with various industries. All staff are currently undertaking additional professional development alongside of their mentoring to ensure they will be aptly able to oversee the operations in the new building.

Organizational timeline

Once the club building is complete, we have all the current employees in place to continue trading. In the meantime, we will be working on marketing and building up the excitement around the new build and looking to build numbers to the club.

The club is continually working towards building up programs and hiring more employees creating a more 'full time' opportunity for our team vs part time and casual arrangements, improving longevity and continuity and engagement with the club.

Club Assets

The club has written down value of fixed assets being a combination of building improvements, office improvements, property, and equipment of estimated \$300k. The replacement cost of said equipment is \$900k.

The Product

The Product

Gymnastics was first started in ancient Greece and the gymnastics we know of today was introduced in the 1800's. There has been continual growth in the sport with Gymnastics Australia reporting the highest registered member numbers in its history in 2022 of 247,073, so the demand is real.

Gymnastics at TTGG starts in **Kindergym (KG)** with a fundamental movement program aimed at the 0–5-year-olds with more structured classes also available for 3-4- and 4–5-year-olds in **Pregym (PG)** classes. This provides children with basic movement skills where they can then continue in the gymnastics pathway after the age of 5 or take the skills learnt to any other sport they desire to undertake. Our KG classes also include a sensory class called *Explorers* for those who require less stimulation. Within our KG and PG programs we also offer placement opportunities to University of SA Human Movement students and to University of Adelaide Nursing students (The chairperson and previous Director winning a teaching award for this innovation).

Gymnastics for All (GFA) is comprised of a range of different types of classes. General gymnastics is a 1-hour class where children get to have fun and learn basic skills progressions. Free G is a combination of gymnastics, parkour, obstacle training and freestyle movement and our adult classes offer a range of activities for those wishing to keep flexible and fit, with the ability to compete in the Masters Games. For GFA members that wish to be involved in competitions, without the intensity of a full competition training program we offer GFA Challenge classes that compete up to three times a year. We also currently provide a 1:1 class for a long-term member with a National Disability Insurance Scheme (NDIS) approved coach.

Our competitive programs include **Men's Artistic Gymnastics (MAG), Trampoline Sports including Trampoline and Double Mini Tramp (DMT), Tumbling and Women's Artistic Gymnastics (WAG)**. These programs compete throughout the year and are eligible for local, national, and international competition. In 2023 we saw 19 members represent the state at the Australian Gymnastics Championships in Queensland, with a total of 11 podium finishers and we have several members on a high-performance pathway. We currently run small regional inhouse competitions which require us to pack up equipment to fit in seating for spectators. Having enough parent viewing and a larger facility will enable these competitions to expand. In addition, with the current Gymnastics SA facility unable to host some events (<https://sa.gymnastics.org.au/content/gymnastics-sa-issues-heartfelt-apology-regarding-country-championships>) this would be a prime opportunity for us to assist with some of the events in collaboration with GSA.

During school holidays the KG and GFA classes do not run, and we offer **Holiday Programs**. We have out of school hours care (OSHC), and Gym Fun sessions open to members and the community. Most days are booked each school holiday period. In addition, we have run special programs for Autism SA, The Lotus Project, and Childhood Cancer Group session for siblings.

During the only current downtime in our 50 week of the year, 7 day a week operation we offer **Birthday parties**. They run on Saturday evening and Sunday afternoon and evening.

The ratio of male to female members is consistent across recent years with a ratio of 30:70 respectively and the number of children engaging in gymnastics under 12 years of age is 90%. With a

quarter of children overweight or obese, enabling their ability to participate in an organised physical activity outside of school for the indicated 60 minutes is essential. Being able to provide these programs throughout the year regardless of inclement weather enables children to participate all year round.

Gymnastics offers various advantages for mental health and overall well-being. Participating in gymnastics includes different proactive tasks that contribute to improved mental well-being. Regular participation in gymnastics has been shown to increase happiness, reduce anxiety, and enhance overall mood.

Many athletes see the gym as their 'safe place'. It is their second home, and their peers and coaches are family. When they are struggling with life, they will regularly disclose information to their coaches as they have built great trust. Building their self-confidence and encouraging positive self-perception has a positive impact on their mental health. Over the years coaches at TTGG have assisted many members to cope with life's stressors including 'cutting' themselves. Supporting families with children on the spectrum is increasing and integrating them wherever possible into classes can be beneficial to their learning to cope in social situations as well as showing other children, how to be supportive.

Gymnastics helps improve focus in young people and adults. Gymnastics tasks require high levels of concentration to reduce the risk of injury. Improved concentration and focus come from the independent thinking and problem-solving skills developed while learning a new skill or completing a difficult task. New skills and difficult tasks are relative to each individual so improvements in focus and concentration can be seen throughout all levels of gymnastics. Improving concentration can also improve a person's cognitive function and memory skills.

Gymnastics training teaches discipline to athletes from a young age. Athletes must be able to take corrections from their coaches and apply them independently; they must also be able to continue with their program on their own when a coach is working with another athlete. Gymnasts learn to have the discipline and commitment to attend class every session. In addition, athletes acquire determination to push through fears to achieve new skills.

Young people participating in competitive gymnastics are more likely to make good lifestyle choices. This is due to the busy schedule that gymnastics training demands on top of schooling. Gymnastics also creates more mentally healthy children and can increase self-esteem.

It is a common occurrence that top performing gymnasts are also top performing students. This is because gymnastics teaches young people time management skills. Students involved in gymnastics must typically plan their weeks in advance. Adults who participate in gymnastics as children are generally better at managing their time later in life than those with no gymnastics experience.

Gymnastics encourages a healthy diet, regular exercise, and a balanced lifestyle. Gymnastics training assists in the building of strong bones in children and can decrease the risk of developing osteoporosis in later life.

There is a strong sense of belonging and emotional well-being formed by the shared experiences, friendships, and support found within the gymnastics community. Gymnastics integrates physical activity, emotional well-being, social connection, personal development, and mental health in a holistic manner. It is a valuable asset for people of all ages and backgrounds due to its positive effect on mental health.

Other opportunities that we offer are work experience for school students in both administration and coaching. Our staff all undergo strict accreditation processes and are required to have a first aid certificate and a working with children check.

Product Patents

Nil

Future Products

In a bigger facility we would be able to further diversify our program offerings to include “Fitter for Life” a program devised to promote increased balance, and strength in people of all ages, but specifically over the age of 60. In an ageing population improving health outcomes for the elderly and filling daytime capacity, will diversifying the demographics of participants into the club. Collaborating with aged care facilities to organise transport to the club, in addition to holding some sessions for those who cannot travel to the facility has been discussed with Estia Health.

In the new building the inclusion of a café and healthy basic menu to encourage parents to stay behind and socialise. Café inclusion will generate additional cashflow for the club, increased social and community engagement (which has increased post COVID in recent weeks) and increased employment opportunities.

Access to members of support services such as physiotherapy or massage, will increase cashflow for the club, improve member and community health outcomes, and increase employment opportunities.

The inclusion of additional equipment (especially another floor apparatus) will better enable several Gymsports to be programmed to train at one time. In addition, a ‘Rod Floor’ in our equipment purchases will see all Tumbling competitions held at the club as this piece of equipment is used in national and international competitions and is the only one currently planned for South Australia. This would allow for a specialised centre for tumbling in SA.

We have organised additional professional development for our staff to provide appropriate teaching strategies for our neurodiverse population which is noted as being 1:10 children in the general population have been scheduled. This will assist us to become a more inclusive club and provide gymnastics for all.

We have been unable to showcase our uniforms and to extend seasonal offerings with no uniform shop. The ability to have space to do so will allow us to put this pride of place and enable additional funding opportunities.

Marketing Plan

The Target Market

The target market is diverse and depends on the program being marketed, we have programs that do or will target every age range from 0-100 and cater for a diverse range of physical and intellectual abilities.

- KG and PG classes attract more local members.
- Non-competition classes attract more local with some regional members.
- Competition attracts local, state, and national members.
- Other inclusive and diversity programs attract local and state members.
- The Fitter for life programs is more for local members and with 26.5% older than 60 this is an area worth developing.

In the City of TTG the number of residential dwellings is currently 43546 with growth by 2043 expected to be 45471. With new housing, real estate in the area being affordable and spacious, an increasing number of families are entering the city. This coupled with the median age of CTTG residents being

aged 41 years favours the target market growth. With the current membership being 58% in the CTTG this will further increase.

Location Analysis

TTGG has been located at Elizabeth Street Banksia Park for 50 years, with the first class held in the current building on September 4th, 1973, giving us historical ties to where we are and where we would like to remain. Situated within the City of TTG with key amenities such as Westfield Tea Tree Plaza and its dining opportunities, Golden Grove Shopping Centre and the Stables, Modbury Hospital, Civic Park, and the O-Bahn busway access to the Adelaide CBD, TTGG is near a lot of customer traffic. In addition, Modbury as the major business district of the North-East, is also located in the City of TTG, hence many members are associated with this precinct. This enables members to work, play and spend locally.

As the only gymnastics club that offers the suite of programs in the area and providing minimum technical requirements, in the new facility, we are a draw card. Our KG program is renowned Nationally and is the biggest in South Australia. With the fully padded floor, access to trampolines, foam pits and accredited coaching staff it is a well sought after program with ongoing waiting lists. Once our 'Rod Floor' is installed we will also be the only facility in South Australia with one installed and other clubs providing tumbling may wish to seek training with us.

We will also be able to host gymnastics competitions for athletes from across SA to compete and engage in gymnastics in a different look environment.

TTGG is located within a sporting hub enabling families to have diversity of sports for other family members all within the one local area. Most of our members (Figure 9) and staff (Figure 10) come from the following council districts.

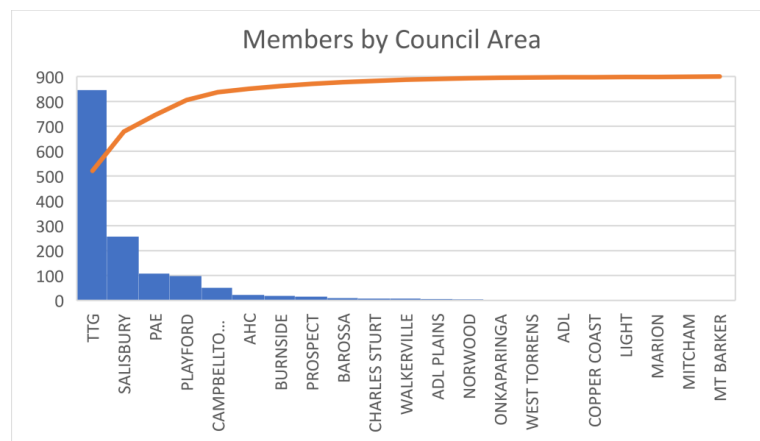


Figure 9 TTGG Membership by Council Area

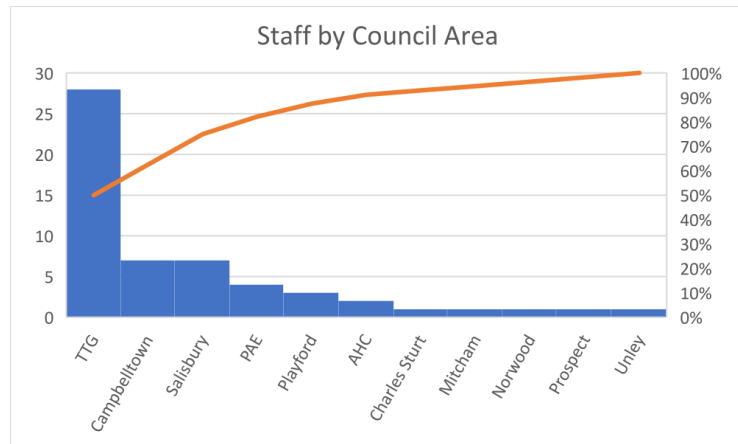


Figure 10 TTGG Staff by Council Area

Established Customers

TTGG has an established membership base of over 2000 members annually that go through its doors weekly between one and five sessions a week. Most of these members are in our KG/PG (41%) and GFA (41%) classes, with our competition sections making up the remaining 18%. Many of the membership are long standing members who have contributed to the club in many ways, including Life Members, members that have competed or participated for greater than 10 years, and those that have converted from member to coach. It is amazing to see how many of the family tree continue to attend with many grandparents and parents returning with their own children and grandchildren. Some of our coaching staff have been involved in the club from gymnast to coach, to parent, grandparent, and board member for 42 years.

Pricing

Our focus is to create a community gymnastics club, that enables its members, employees, and community to thrive assisting them to achieve their personal goals whether it be to do a forward roll or to make an international team.

As a not-for-profit organisation, we have a strong focus on not just being the biggest, but the best Gymnastics Club in South Australia. Not all gymnastics programs offer some of the services we are able to provide. We have a fully set up heated and cooled gym (except for our overflow site at Banksia Park Primary School (BPPS)) and a foam pit. With the inclusion of a Rod Floor, this will be another asset offered in the City of TTG that is not accessible in any other club in South Australia.

Our pricing strategy has been reviewed year on year and is adjusted based on the running costs and direct cost of programs. The club has seen significant increases in staffing costs due to increases in superannuation, wage increases and award changes, has required strategic investigation into ways to reduce costs and created revenue opportunities to keep pricing affordable for our community. The club has seen a steady decline in volunteer engagement over the decades, no different to many other organisations including the CTTG which has been a major

impact to the increase in pricing. The club's pricing strategy is to create a sustainable club, that covers costs and builds a conservative cash buffer to allow for growth opportunities and possible incidents that may affect trading.

Our financial goal is to maintain a baseline of one months' worth of revenue to ensure we can always cover costs, and a further buffer of 3 months of revenue to enable the club to invest in future programs and opportunities as they arise that will enable growth and outcomes for all. With the new building enabling growth in numbers, and increased revenue opportunities, our goal will be to maintain affordable pricing for our community.

When reviewing our pricing we have compared across the state and with the eastern seaboard as there are minimal 'like for like' gymnastic organisations in South Australia. Our programs are affiliated with Gymnastics Australia and the stringent accreditation requirements. Our fees provide value for money and our members with higher coach member ratio are priced differently to members who attend for fundamentals, fun, fitness, and friendship.

Advertising

We have just released our redeveloped website ([TTG Gymsports](#)) and are reviewing all our social media channels. We are very experienced in social media campaigns which is where we find we get the most traffic at low cost. Our core target market currently are mums, parents, and grandparents. We can find these through a strategy of marketing over many channels, but a focus on social media as this is where we will gain members into particularly our recreational programs. Other avenues of advertising currently include word of mouth, Out of School Hours Care (OSHC) and Gym Fun holiday programs, events and walk ins. Our KG program has also been regularly involved in the Westfield Christmas pageant.

Currently we have an opportunity that with a new centre, this will attract community and state attention to the club, increasing enrolments, and giving the club the opportunity to invest in a more robust marketing strategy. The new facility will give the club the opportunity to host state events, which will increase the awareness and marketing of the club to higher level members and coaches for the future employment and longevity of the club. We will also have advertising signage on the building.

Competitor Analysis

The Competitors

Gymnastics is third alongside of dance sports on the most popular organised physical activity outside of school hours with our main competitors firstly being swimming and secondly football or soccer. We are a niche club in the City of TTG being the largest gymnastics club in South Australia and the Northeast. This is further highlighted through the Sports vouchers program that provides an opportunity for school-aged children from Reception to Year 9 (originally only year 7) to receive up to a **\$100 discount on sports or dance membership/registration fees and learn to swim programs**. The statistics for the Newland electorate (whole state not provided as some sports are recorded as the state sporting organisation rather than club based) show Tea Tree Gully Gymsports as one of the top providers (Figure 11), and gymnastics one of the top activities (Figure 12).

Top Providers

Rank	Provider Name	#
1.	Paragon Swim Centre	193
2.	Tea Tree Gully Football Club	116
3.	Tea Tree Gully Gymsports	105
4.	Waterworld Aquatic Centre	80
5.	Tea Tree Gully City Soccer Club	77
6.	Blitz FCD Studios	66
7.	S.A.N.F.L	64
8.	Modbury Sporting Club	54
9.	Hope Valley Junior Football Club	51
10.	State Swim Clovercrest	50
11.	Football South Australia	40

= Number of Sports Vouchers claimed

Figure 11 Top provider clubs in Newland 2023

Top Activities

Rank	Activity Name	#
1.	Swimming	379
2.	Australian Rules	335
3.	Football (Soccer)	231
4.	Gymnastics	121
5.	Basketball	107
6.	Netball	95
7.	Dance - Cheer	83
8.	Dance - Jazz / Tap / Classical	59
9.	Tennis	35
10.	Dance - Ballet	22
11.	Calisthenics	15

= Number of Sports Vouchers claimed

Figure 12 Top activities in Newland 2023

In addition, we actively promote the use of the Sports Vouchers to our customers to enable them to offset the cost of their children being involved in out of school hours sport. Since the inception of the Sports Vouchers program, Tea Tree Gully Gymsports have been ranked first to third as providers that have redeemed Sports Vouchers (Figure 13).

Year	Ranked in Newland	Number of vouchers redeemed
2015	2	87
2016	1	148
2017	2	167
2018	1	159
2019	1	169
2020	2	125
2021	3	122
2022	1	154
2023 to 13/07/23	3	105

Figure 13 Tea Tree Gully Gymsports vouchers redeemed for Newland electorate from 2015-2023 to date.

Competitor Strategies

TTGG is a top-tier provider, based on our fully established facility, quality equipment and programs, and appropriately accredited staff, demonstrating value for money. We have a niche position in the KG market with waiting lists for most sessions. We have been in existence for 57 years and continue to provide classes that are regularly reviewed based on community feedback and results. Whilst we will continue to lose some members to other sports ensuring what we provide stays affordable and provides the quality the members expect is vital.

SWOT Analysis (Strengths/Weaknesses/Opportunities/Threats)

Strengths

TTGG successfully attained a 10 plus 10 lease in 2021. CTTG stated in their report that *TTGGS is a responsible tenant who has maintained the facility to an acceptable standard and is a well-respected community group in the City of Tea Tree Gully*. 34 people responded to the community consultation.

Of the 34, 13 respondents identified themselves as being associated with the TTGGS, noting:

- Nil were in the mail out area
- Eleven were outside the mail out area but within the City of Tea Tree Gully
- Two were outside the City of Tea Tree Gully (other LGAs)

Of the 34 responses received in relation to the proposed 10-year lease to the Tea Tree Gully Gymsports, the following was noted:

- 33 (97%) of respondents stated they **strongly support/support** the proposal
- 1 (3%) did not support the proposal stating a lease should be paid and was also not a resident of CTTG

Of the 33 respondents who **strongly support/support** nine were residents or property owners within the mail out area, 19 were outside the mail out area (within the City of Tea Tree Gully Local Government area) and five were recorded as being outside of the City of Tea Tree Gully Council area.

In response to the question **why do you say this?** the key reasons why respondents said they **strongly support/support** the proposal were:

1. Sporting opportunity for the community/good for the community
2. Wonderful club/great location/no issues
3. Involved with the club/happy with them
4. Important to support community clubs

The verbatim comments from the community consultation are below in Figure 14.

Appendix 1: Verbatim comments

In the interests of transparency, responses have been transcribed verbatim with minimal editing. Therefore some spelling and/or grammatical errors may exist.

Response ID	Address	Overall view of the proposal:	Why do you say this?	Any other comments
1	Yarramin Avenue, Banksia Park	Strongly support	Provides options for people to be involved within a sporting organization and be part of our community.	
2	Truscott Street, Modbury Heights	Strongly support	Wonderful Club, well used by all of TTG area.	
3	Story Crescent, St Agnes	Strongly support	They are a responsible group who are providing a great gym sport education for hundreds of children and young people. This group is greatly needed in the area and very much used and appreciated.	Please renew their lease.
4	Puringa Road, Dernancourt	Strongly support	My kids are Tea Tree Gully Gymsports and are very happy there.	
5	Noritake Road, Modbury Heights	Strongly support	A worthwhile use of the Council owned assets, providing a suitable venue to Tea Tree Gymsports being an organisation which benefits many within the TTG community.	
6	Tea Tree Gully Sportsman's Club, Fairview Park	Strongly support	I have been involved with Tea Tree Gully Sportsman's Club for about 30 years, during which time Tea Tree Gully Gymsports has been a leaseholder at their current site. I have had grandchildren attend the Gym. I cannot speak highly enough about them. They provide a healthy and great environment for children and adults to use. A much appreciated organisation in the area.	
7	Tea Tree Gully Athletics Centre, Chain Of Ponds	Strongly support	Important to give sporting clubs security of tenure.	

8	Grevillea Drive, Banksia Park	Strongly support	We need to give all the encouragement we can to this sort of organization.	
9	Hobart crescent, Banksia Park	Strongly support	They are very well known in the area and provide a wonderful facility.	
10	Karingal Road, Dernancourt	Strongly support	It's a great organisation that really helps young kids with their sporting pursuits.	
11	Belmont Place, Banksia Park	Strongly support	Good tenants, always keep their area clean and tidy, never any problems with the people that use this area.	
12	Boord Court, Dernancourt	Strongly support	Great tenant for this location with other sporting clubs in this area. A fantastic family friendly club, I did gymnastics here back in the 1980's and both my kids went to Kindergym here in the 2010's.	
13	Haines Rd, Banksia Park	Strongly support	It engages the youth of the community in a constructive manner, safe environment and has done for many years. It also brings credit to the area.	
14	Sandford Street, Banksia Park	Strongly support	No reason to not extend lease, important local children have options for sport.	Why change something that works
15	Ashley Avenue, Ridgehaven	Strongly support	This organisation has inspired many young athletes and children to live a healthy life and form a connection with others.	
16	Rayleigh Avenue, Highbury	Strongly support	This is a long standing club with excellent links to the community. They run a really great program and are incredibly flexible and welcoming for all abilities.	
17	Rayleigh Avenue, Highbury	Strongly support	The club provides a valuable community service to a wide array of people and they need a large space to do that properly.	
18	Nankeen Street, Modbury Heights	Strongly support	Because it's the perfect location and set up for them.	
19	Steventon Drive, Banksia Park	Strongly support	It's a great facility.	
20	Selby Avenue, Ridgehaven	Strongly support	They provide an outstanding and professional service to hundreds of families which is extremely beneficial to children and adults.	

21	Ming Court, Modbury Heights	Strongly support	This organisation provides crucial support for local childrens' growth and development. It is professionally run, welcoming to all families and not for profit.	I strongly support the proposed 10 year lease arrangement
22	Ricci Court, Hope Valley	Strongly support	Many students and families use this space.	
23	Davis Street, Vista	Strongly support	They are providing a good community service.	
24	Law Court, Greenwith	Strongly support	Great for the community.	
25	Coulls Road, Banksia Park	Strongly support	I think that it is essential to support physical activity in the community.	
26	Rocklyn Court, Gulfview Heights	Strongly support	We need to support the back bone to all other sports and diversity in sports by supporting the less fashionable.	This club supports and grows body strength, flexibility, mental health and discipline. Preparing young people for the challenges of the adult world.
27	Quondong Avenue, Athelstone	Strongly support	It's a great organisation providing a valuable service in the area.	
28	Dale Avenue, Ridgehaven	Strongly support	My 2 daughters were gymnasts at Ttg gym sports for 10 years and 14 years. One started at kindergym then progress to gymfun then onto competition. It provided a high level of competition sport which is what they wanted. One went onto representing the state team and then provided employment opportunity for both of them and one still currently employed as well as myself. They both have formed lifelong friendships from being at the club. Through the years both I and my husband were involved in fund raising and later myself as an official. We all have lifelong friendships from the club.	From being involved at a club level we have also expanded that to a state level involvement in the sport of gymnastic. Both myself and my daughter both as coaches have travelled interstate at a club and a state level. Gymnastics is a great sport for teaching everyone about the fundamental of a sport, team work, organisation. We have coaches who were gymnasts themselves that are now bringing in their children to be

Figure 14 Verbatim comments from Community Consultation re 10 plus 10-year lease

We have programs that have been in place for 57 years and been tailored to meet the growing needs of the community, such as Free G and sensory sessions. These programs provide pathways both within gymnastics where the child can progress from KG to either GFA or a competition Gymsport or take their fundamental skill base to any other sport. A recent email from a previous parent highlights the significance of this.

Hi Tammy,

Hope you've been keeping well.

Could you please let Gary know about [REDACTED] volleyball, as he expressed an interest when [REDACTED] had to retire from gymnastics. After switching teams and finishing [REDACTED] Junior seasons, [REDACTED] then moved into the [REDACTED] teams. [REDACTED] was selected for the Division 1 team, so SA's 3rd tier.

This season [REDACTED] has also been playing up a level for State League Reserves and last week was even called up for the top tier in SA, playing League. This was a sudden decision brought on by illness to their regular starter in [REDACTED] position. [REDACTED] must have done OK, as this weekend [REDACTED] will be playing in both the Reserves and the League Teams.

I believe that [REDACTED] gymnastics skills have been useful in getting [REDACTED] this far, as in the lower 2 of these levels no-one jumps, whereas [REDACTED] does (even if volleyball coaches say [REDACTED] jumps wrong for vb, but that's gym for you). [REDACTED] had a big shock on [REDACTED] League debut, as [REDACTED] direct opponent is 6'2" and a bit, and actually jumped as well.

Whilst seemingly calm and introspective during [REDACTED] gym comps, there's an aggressive and very vocal side to [REDACTED] in volleyball.

Anyway, just thought that Gary might like to know. Have a great day. Cheers [REDACTED]

Hi [REDACTED]

I am so excited that [REDACTED] has been able to progress [REDACTED] volleyball career. It is nice to know that some of the gymnastics stuff I had input into has helped [REDACTED] with [REDACTED] sport even though "[REDACTED] doesn't jump right". In the end if [REDACTED] blocks the ball who cares. Can you please pass on my heartfelt congratulations, and I hope one day to see [REDACTED] a very top of the sport (Australian Team maybe) assuming that [REDACTED] is what [REDACTED] is striving for. [REDACTED] has done so well by all accounts and is mixing with athletes who would have been in the sport a lot longer than [REDACTED] has, so it is testament to [REDACTED] previous training and [REDACTED] determination to achieve in volleyball.

Thank you very much for the update. It is always nice to see where the kids I have coached go with their life achievements.

Regards Gary

TTGG has a Board of Directors with diverse backgrounds in many different industries that oversee the strategic direction of the club. The board are not hesitant in ensuring the safety of our members firsthand as evidenced earlier this year when a senior coach in one of our programs resigned. This did initially damage our reputation; however, on July 3rd a new senior coach was appointed for this section with excellent credentials, and in one week we already have 15 new members enrolled in the trial which will see this section commence growing to capacity again.

We have many families that return as parents and grandparents as they have experienced the benefits of gymnastics and many people in the community wanting to join us and are on our waitlist. Our reputation precedes us with staff being requested to present at national conferences and being involved in Gymnastics Australia National Club Commissions.

We have many existing assets as well as having put aside for the last 10 years the surplus made from our holiday programs birthday parties and fundraising of approx. \$600k in readiness for the new assets to be acquired for the fit out of the new facility. We have streamlined our administration services and

IT with the changing needs of the customers. All systems are available 24/7 online. Our new web page is much more user friendly.

We utilise local school students in our set up and set down for the KG program who use this as a casual job and usually stay with us for the duration of their schooling. Our staff turnover is minimal, and we encourage and support our coaching and judging team to upgrade their knowledge and skills.

Weaknesses

Our major weakness is not having enough space to cope with the capacity, we have 50-100 people consistently on wait lists for many of our KG, PG and GFA sessions. It is unknown how many of these prospective members we lose to other sports due to lengthy wait times. Hence a larger facility will enable more of the community to participate and reduce or eliminate the waitlist.

To enable us to provide the Gymsport programs to as many of our community as possible we use the main hall on Elizabeth Street (900sqm) and the adjacent old scout hall renamed the Rostron Hall (160sqm), as well as the BPPS Park Primary School Hall (680sqm). Having three separate halls also requires us to ensure there are always a minimum of two coaches in each hall, with at least one being over 18 to ensure we meet the National Integrity Framework guidelines and protect the safety of all members and staff. This then impacts on staffing costs. The MAG members are also required to rotate between the main hall and the Rostron Hall to use all their six apparatus (Figure 15). This requires appropriate footwear to be worn and inclement weather can impact on this short walk between buildings.



Figure 15 Rostron Hall

The technical requirements for each apparatus have been adjusted to enable all Gymsport required equipment to be set up. Whilst still safe, the limitations require each Gymsport to compromise when they share equipment as members need to alternate when having their turn on the equipment if close to each other. The MAG ring apparatus is over the floor apparatus, there is a set of wall bars near a doorway, the run up to the DMT and vaulting horse are not full length, and two sets of bars face each other requiring alternate dismounting from the apparatus (Figure 16).



Figure 16 Equipment set up - shared

Our Tumbling apparatus (air floor) due to its length requires to be set up and set down at the local primary school hall due. Despite being set up diagonally this still does not meet the technical requirements to provide the members a full runup as they commence their passes. This piece of equipment is extremely heavy and alongside of also setting up equipment for our overflow GFA classes three times a week is an occupational health safety and welfare risk (Figure 17).



Figure 17 Tumbling in Banksia Park Primary School

The roof height in the 'pit room' is too low with taller members hitting the roof with their feet and the roof beams having to be covered over the floor trampolines to maximise safety (Figure 18). This impacts on the ability of the members to safely perform skills over the pit as they are unable to practice the skills technically as required. This also impacts on progression of harder skills as the pit is usually where some of these would be initially practised until performed well enough to be attempted on the equipment with just matting underneath.



Figure 18 Pit room roof height

Our ageing facility has water leaks despite us clearing the gutters every 6 months which damages our expensive equipment, the wet areas do not meet compliance, tiles are cracked, and tapware worn. An annual paint job assists with a refresh but does not fix the ongoing maintenance requirements of an ageing area.

There is no staff tearoom and besides the office for the front of house staff there is only one office that is not big enough for the number of staff employed as it has two desks and three computer points and measures approx. 3m x 3m (Figure 19).



Figure 19 Staff office for 49 staff

The current spectator viewing area can safely seat approx. 20 people. When we may have as many as 70-80 members in the hall at any one time this is nowhere near enough room for spectators. In addition, it is the walkway through the building and is always congested. The spectators are also unable to visualise the whole training area (Figure 20).



Figure 20 Parent viewing

The locker facilities for the members are old and there are only 50 spaces available. The congestion in this small room at class changeover time when you may have over 100 members utilising this 2m x 3m area leads to the floor being utilised and there is no free floor space (Figure 21).



Figure 21 Locker room

Opportunities

The opportunities afforded to us by having a brand-new facility of a sqm that fit the current and additional required equipment to run the current suite of Gymsport programs with the essential technical layout are substantial.

We will be able to provide our senior members with the required runup length to enable them to perform to the best of their ability at a competitive standard. Ensuring we have the best practice equipment such as a 'Rod Floor' which is used nationally and internationally, but not currently available in South Australia and will allow us to have training clinics for other athletes in the state as well as run Tumbling competitions at our club. We currently have five athletes who compete at international level and another eight working their way towards this level for 2024/25. In addition, there are approximately another eight athletes in South Australia at other clubs that are currently competing in international levels. During the National and international competitions, they only compete on a rod floor, yet they must practice on an air track with minimal run up in their everyday training. Figure 22 shows the difference, noting the rod floor is covered by matting as well.



Figure 22 Air track vs Rod floor

Spectators will be able to observe their children develop in the program and we will also be able to run gymnastic competitions as a second venue with the increased spectator viewing area and additional competition specific equipment.

We will be able to offer additional employment opportunities including casual, Permanent Part Time (PPT) and Fulltime (FT). Including ancillary staff opportunities such as physiotherapists in the first aid/treatment room. TTGG is seeking partnership opportunities to support the growth of gymnastics and may look forward to partnering with Sports Nutritionists, physios, and psychologists eventually supporting the overall development of a gymnast.

The initial and annual maintenance costs will be less as the building will be new, allowing time to further budget for larger replacement costs. The building will be more environmentally friendly and energy efficient with solar panels and battery backup, sensor lighting and water saving strategies.

With the larger facility the initial impact will be to reduce the current waitlist. In addition, the increased housing development in the City of TTG will see more younger people looking to do sports in the area and we will be able to offer more of the community to participate in gymnastics. A building like this will make this club the talk of SA in our community.

As our Gymsports all have different requirements, and equipment they have worked a lot in 'silos'. We are one club however, and the silos are being removed. Social media will be aligned to one account, one awards night is scheduled for competitors in 2023, and one celebration day for our recreational and KG members.

Another opportunity we do get continual requests for are 1:1 training or 'private classes'. This is another area that may be an opportunity moving forward.

Threats

The current building does not provide for growth and is at the end of its life. With increased building size, comes increased costs and overheads. However, there will be less risk of occupational health safety and welfare risks from ongoing moving if equipment such as in the set up and set down at BPPS, injury risks from transferring between buildings and less doubled up staffing requirements.

The current economic climate with families struggling and having to reduce their own budget may see some people having to cut children's activities. We currently work with those families on a payment plan and offer regular smaller payments, rather than a lump sum payment to help with budgeting. Ensuring quality, innovative affordable classes will be pivotal.

The risk of another club starting up in the area with the range of opportunities, equipment available and accredited staff provided by TTGG is unlikely. It is quite expensive to run a club like ours and whilst halls can be hired, we know from experience that there are not many available in the City of TTG and surrounding areas.

Operations

Daily Operations

Our operations are demonstrated in our weekly provision of classes in Figure 23. We hold hourly KG classes five days a week, hourly to 2 hourly GFA classes Monday-Saturday and our competition classes are varied hours across every day of the week. In addition to the scheduled classes in Figure 2 is set up at 7.30am and pack down at the end of the day.

An example of a timetable for a **GFA** members might be attending one hour each week. Whereas a **competition member** could attend 21.5 hours a week on Monday, Tuesday, Thursday, Friday (3.5 hours), Saturday (4.5 hours) and Sunday (3 hours).

Start Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8.30am		KG	KG	KG	KG	WAG/MAG	TRAMP/WAG
9.30am	KG	KG	KG	KG	KG	Gym4/WAG/MAG	TRAMP/WAG
10.30am	KG	KG	KG	KG	KG	GFA/WAG/MAG	TRAMP/WAG
11.30am	KG	KG	KG	KG	KG	GFA/WAG/MAG	BIRTHDAY PARTIES
12.30pm	KG	KG	KG	KG	KG	MAG/WAG/TUMB	BIRTHDAY PARTIES
1.00pm	KG	KG	PG	KG	PG	MAG/WAG/TUMB	BIRTHDAY PARTIES
2.00pm	KG	KG	PG	KG	PG	MAG/WAG/TUMB	BIRTHDAY PARTIES
3.00pm	KG	KG		KG		WAG/MAG	BIRTHDAY PARTIES
4.00pm	GFA/WAG/MAG/TUMB	GFA/WAG/MAG	GFA/WAG/TRA/MP/TUMB	GFA/WAG/MAG/TRAMP	GFA/WAG/TUMB		BIRTHDAY PARTIES

5.00pm	GFA/WAG/N G/TRAMP/T B	GFA/WAG/M AG/TRAMP	GFA/WAG/TRA MP/TUMB	GFA/WAG/ MAG/TRAMP	GFA/WAG/T RAMP/TUMB	BIRTHDAY PARTIES	BIRTHDAY PARTIES
6.00pm	GFA/WAG/N G/TRAMP/T B	WAG/MAG/ TRAMP	GFA/WAG/TRA MP/TUMB	GFA/WAG/ MAG/TRAMP	WAG/TRAMP P/TUMB	BIRTHDAY PARTIES	BIRTHDAY PARTIES
7.00pm	WAG/MAG/ MP/TUMB	WAG/MAG/ TRAMP	GFA/WAG/TRA MP/TUMB	GFA/WAG/ MAG/TRAMP	WAG/TRAMP P/TUMB	BIRTHDAY PARTIES	
8.00pm	WAG/MAG/ ULTS/TUMB	WAG/MAG/ TRAMP	GFA/WAG/ TUMB	GFA/WAG/ MAG/TRAMP	WAG/ADULT S/TUMB	BIRTHDAY PARTIES	
9.00pm	ADULTS		TUMB		ADULTS		

Figure 23 Weekly timetable

Operational Facilities

The current facilities are located at 88-100 Elizabeth Street and Cottenham Road Banksia Park. The Rostron Hall will be demolished initially, and plans have been made to adjust the location of equipment in the main venue to enable the Rostron Hall equipment to be situated. The current main hall will then still be available to use for training purposes as the new building development is undertaken. This is required to maintain our membership, as if unable to train for the duration we would lose all our members.

The size of the facility was initially costed on a 'field of play' area of 2125sqm. The current field of play floor space has been reviewed and the 2000sqm is required to enable the ongoing support of our community members and strategic direction. The expected development and completion date of the new facility is 2024-25.

Once the new facility is completed, all equipment and approved services will be relocated and then the current facility will be demolished allowing for additional car parking. A plan is in place to ensure the smooth transition from one facility to the other.

Staffing

Our staff are required to be accredited, have a working with children check and first aid certificate. We have a range of staff requirements with our managers being PPT or FT, and our administration staff casual. Our coaching staff are either casual or PPT and we have just employed our first FT coach. Many of our staff are currently employed elsewhere in addition to TTGG and we project we will be able to provide additional employment to those who seek it. The sport also provides employment opportunities that meet people's specific requirements such as those going to university or still training at the club themselves. In addition, we continue to offer employment to Banksia Park High School students to assist with the set up and pack down of the KG equipment each weekday. Our current staffing details are shown in Figure 24 and many of these whilst aligned to one specific Gymsport, work across two or more Gymsports.

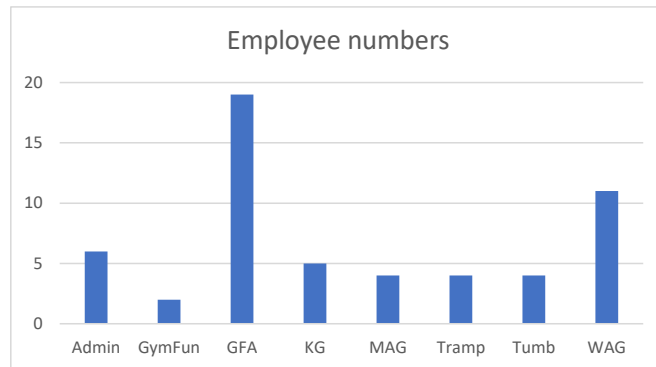


Figure 24 Staffing detail according to main role

Our Board of Directors are all volunteers, and we have several other members who also volunteer many hours throughout the year in various ways, including mentoring of new staff. We provide additional general labour from services including cleaners (a member's company), pest control, and electrical tag and testing.

Suppliers

Our main suppliers are:

- Acromat is a South Australian based company who supply and fit out most of our gymnastics equipment and they are based at Mile End.
- Amco are a national company based in Melbourne who supply equipment unable to be purchased from Acromat.
- Inertia IT are a local information technology (IT) company based at Golden Grove who provide comprehensive IT and network support services, including cybersecurity assessments, security improvements, new systems, and upgrades.
- Blue Mouse IT provide hardware support and hosting of our web page and are based at Hope Valley.
- Scott Jenke Upholstery repairs and renews all our equipment covers and is based at St Agnes.
- Minsa cleaning clean our facility and are based at Modbury and are also a member of the club.
- Cleaning Trade Sales and Service provide all our cleaning supplies and are based at Modbury.
- Sylvia P provide all our leotard supplies and are based in Queensland.
- PDR Sport provide all our tracksuits and are located at Tea Tree Gully.
- Anna Rybakova – Ballet Teacher / Windsor Gardens
- Vac-Attack – roof cleaning, gutter cleaning, solar panel cleaning/Greenwith
- Core Power Solutions – electrical repairs / Golden Grove
- HMJ Electrical – electrical repairs / Golden Grove
- Lawton Plumbing – plumbing repairs & maintenance / Modbury Heights
- Drakes Surrey Downs – supplies for fundraising events
- Eternal Decoration & Painting – Gulfview Heights
- Slape & Son – fundraising supplies / Newton
- Grovescaff – scaffold hire for high cleaning & repairs / Greenwith
- Signarama Salisbury – building signage (external & internal), honour boards / Salisbury
- Salisbury Locksmith
- Northeast Locksmith
- A Class Sports & Trophies / Para Hills

- Prestige Trophy, Badge & Engraving / Nailsworth

We regularly review our suppliers and ensure we are getting cost effective service and products and support the local community wherever possible.

Capital Requirements Plan

Capital Requirements

The new facility build was originally costed in 2021 at \$7.2Million. The City of TTG who own the building and lease it to TTGG pledged \$3.6M with the other 50% to be obtained by TTGG. The State Government made a \$3.5M commitment in the lead up to the election which was received from Labor in 2022. The CTTG accepted the \$3.5M with the original CTTG investment reduced to \$3.5M and TTGG noted to contribute the remaining \$200k. Building costs have increased in the last 2 years and the new cost of a building with a field of play of approx. 2000 sqm (original costing done on 2600sqm) is costed at approx. \$9.2M. This new building will enable TTGG to provide gymnastics to more of the community, provide additional equipment some of which is not currently available in SA, increase consumer spending by bringing in additional people to the area and offering better quality programs that meet technical requirements.

Capital Repayment Plan

The TTGG community has raised \$613k towards the previously costed equipment purchases and financial contribution required towards the build. Whilst running costs will be more in the new building, we will have some overheads that will decrease. We currently lease the BPPS Park Primary School at a cost of \$25,000 annually. The doubling up of staff currently required across three venues will not be required, reducing our current staffing costs by approx. \$18,000 annually (based on approx. 15 hours a week, across 6 days this is required @ \$25/hour).

The 2-million-dollar shortfall is unable to be accessed through a bank loan according to CTTG advice. Our capital is derived mainly from our membership fees which we attempt to keep as low as possible.

In addition to our member fees, the following activities will be undertaken to offset increased costs and none of these activities are included in our budget setting.

- Our regular fundraising activities, such as people's choice lottery, quiz nights etc
- Continue to apply for any relevant grants, including federal regional sporting grants due to the nature of what is offered at the club, that is not offered elsewhere in SA.
- Continue to offer our holiday programs and birthday parties, with increased capacity.
- Continue to annually review our suppliers to ensure we have the most competitive pricing and support local.
- The proposed café and uniform shop will bring in additional funds.
- Continue to have the auditor review our financials and processes.
- Change auditor 5 yearly as per best evidence.
- Sponsorship to be actively progressed currently in discussion with People's Choice.

Actual and Projected Income Statements

The following actual and projected income statements based on progressing both a 1,060m² and a 2,000m² field of play development are indicative and have been based on program activity which can be generated based on the capacity of the building. This information is provided based on the current board's tenancy, and we approach our finances on a business management perspective, with all surplus funds put back into the building and members to help support the club to achieve its broader Objectives as documented in the Constitution.

Other key assumptions:

- COVID job keeper funding which was received in previous financial years has been removed
- No payments to competitors are included in the forecast and all employee costs are consistent with relevant awards and current paid salaries
- Café to provide additional net income of between \$15k and \$20k per annum.

The greater the number of athletes able to be catered for, the greater the number of staff also required to keep a ratio of approx. 1:10, hence wages increase. All staff are paid as per the Fitness Industry Award [MA000094] which has been reviewed to incorporate gymnastics. The Fitness Award covers employers in the fitness industry and their employees who fit within the classifications of the award.

The Salaries for 2021-2022 have been further separated into the three main relevant staffing categories:

- Managers (2 FT, 1 PPT) - \$182,670
- Administration Staff (casual) - \$83,582
- Coaching staff (casual, 4 PPT, 1FT) - \$580,806

Directors are not remunerated for their work but do currently receive a small stipend to cover out of pocket costs / meals at meetings which is voted on and approved at each Annual General Meeting by the members.

Miscellaneous expenses includes items such as:

- Services including but not limited to:
 - Cleaning
 - Washroom
 - Pest control
 - First aid
 - Kitchen
 - Computers
 - Rubbish
 - Fire
- External Venue Hire (BPPS)
- Staff uniform
- Staff training
- Gifts and donations
- Fundraising expenses
- Awards and Christmas presents.

Tea Tree Gully Gymsports

Actual and Projected Income Statement – based on Version 1 - 1060sqm field of play

For each of the years ending 30th June

	FORECAST	+FORECAST	FORECAST	* ACTUAL	ACTUAL	ACTUAL	ACTUAL
	2026	2025	2024	2023	2022	2021	2020
Revenues:							
Gross Sales:	1,606,606	1,530,101	1,457,239	1,387,847	1,180,955	978,865	842,500
Net Income: café	15,000			37,356	1,540	436,322	146,855
Less Cost of Goods Sold:							
Gross Profit:	1,621,606	1,530,101	1,457,239	1,425,203	1,182,495	1,415,187	989,355
Sales & Marketing:	1,306	1,244	1,184	1,128	959	899	792
Research & Development:				-	-	-	-
Insurance	114,453	109,003	103,812	98,869	114,882	7,800	63,552
Legal & Professional Services:	5,578	4,463	3,570	3,400	337	3,316	3,191
Bookkeeping:				-	-	-	-
Rent:				-	-	-	-
Utilities:	18,205	14,564	11,651	11,097	10,250	10,155	11,554
Repairs and Maintenance:	12,554	11,956	11,387	10,844	15,561	52,903	23,738
General Office:							
Entertainment:							
Licences:							
Salaries and Benefits:	1,101,641	1,049,182	999,221	847,060	712,605	822,459	709,094
Bank Fees:	3,166	3,015	2,872	2,735	2,783	2,927	10,525
Interest Expense:	-	-	-	-	1,757	3,201	3,605
Miscellaneous Expense:	269,389	256,561	244,344	252,716	150,153	259,373	168,723
Total Expenses:	1,526,292	1,449,988	1,378,041	1,227,849	1,009,286	1,163,034	994,775
NET INCOME (Before Tax)	95,314	80,113	79,198	197,353	173,209	252,153	5,420

* Note 2023 Is not yet final and requires interest and depreciation expenses.

+ Assume new building

Assume 5 % growth in year on year in all expenses

Assume Salaries and Benefits increase due to:

We have assumed an Operations Manager cost in 2024 of \$80k + Super. Also an increased cost for the non-comp manager changing from the rebated traineeship. We also are allowing for growth in coaches. Admin wages to increase to support the finance manager. The board has been trying to build up fund surplus through rebates, and volunteer operational roles of the board members and other volunteers so we can support the increased wages. The current Board and volunteer operational manager cannot be sustained for much longer at this capacity. Also assume 5% growth year on year in salaries + additional 0.5% for increase in superannuation per ATO rules Current fee increase methodology will be reviewed once new building fitted out and new equipment in place. Long lifespan of equipment will mean less immediate replacement costs

Tea Tree Gully Gymsports

Actual and Projected Income Statement – based on Version 2 - 2000sqm field of play

For each of the years ending 30th June

	FORECAST	+FORECAST	FORECAST	* ACTUAL	ACTUAL	ACTUAL	ACTUAL
	2026	2025	2024	2023	2022	2021	2020
Revenues:							
Gross Sales:	2,493,787	1,995,030	1,596,024	1,387,847	1,180,955	978,865	842,500
Other Income: café	20,000			37,356	1,540	436,322	146,855
Less Cost of Goods Sold:							
Gross Profit:	2,513,787	1,995,030	1,596,024	1,425,203	1,182,495	1,415,187	989,355
Sales & Marketing:	16,214	12,971	1,297	1,128	959	899	792
Research & Development:				-	-	-	-
Insurance	177,655	142,124	113,699	98,869	114,882	7,800	63,552
Legal & Professional Services:	6,109	4,888	3,910	3,400	337	3,316	3,191
Bookkeeping:				-	-	-	-
Rent:				-	-	-	-
Utilities:	19,939	15,951	12,761	11,097	10,250	10,155	11,554
Repairs and Maintenance:	13,749	13,095	12,471	10,844	15,561	52,903	23,738
General Office:							
Entertainment:							
Licences:							
Salaries and Benefits:	1,779,017	1,423,214	1,138,571	847,059	712,605	822,459	709,094
Bank Fees:	4,915	3,932	3,145	2,735	2,783	2,927	10,525
Interest Expense:	-	-	-	-	1,757	3,201	3,605
Miscellaneous Expense:	454,101	363,281	290,625	252,717	150,153	259,373	168,723
Total Expenses:	2,471,699	1,979,455	1,576,480	1,227,849	1,009,286	1,163,034	994,775
NET INCOME (Before Tax)	42,088	15,575	19,544	197,353	173,209	252,153	5,420

* Note 2023 is not yet final and requires interest and depreciation expenses.

+ Assume new building

Assume 15 % growth in 2024 based on last 4 years history

Assume 25% growth in 2025 minimum based on new centre and history + 10 x marketing investment

Assume 25% growth in 2026 minimum based on new centre and history + 10 x marketing investment

Assume reduction in Repairs and maintenance by 1/2 from 2025 with new build

Assume Salaries and Benefits increase due to:

We have assumed an Operations Manager cost in 2024 of \$80k + Super. Also an increased cost for the non-comp manager changing from the rebated traineeship. We also are allowing for growth in coaches. Admin wages to increase to support the finance manager. The board has been trying to build up fund surplus through rebates, and volunteer operational roles of the board members and other volunteers so we can support the increased wages. The current Board and volunteer operational manager cannot be sustained for much longer at this capacity.





REPORT FOR

COUNCIL MEETING

MEETING DATE

12 DECEMBER 2023

RECORD NO:

D23/92734

REPORT OF:

CITY OPERATIONS

TITLE:

PROPOSED ALTERATION TO THE ANNUAL BUSINESS PLAN
2023-24, ROADS TO RECOVERY PROGRAM

Item 11.1

PURPOSE

To propose a change to the Roads to Recovery Program within the Annual Business Plan 2023-2024.

RECOMMENDATION

That having considered the report titled “Proposed Alteration to the Annual Business Plan 2023–24, Roads to Recovery Program” and dated 12 December 2023, Council approves the following change to the Annual Business Plan 2023-24, Roads to Recovery Program:

1. Remove Surrey Farm Drive (The Golden Way to School entrance), Wynn Vale and
2. Include Kelly Road (Milne Road to Murrell Road), Modbury Heights

1.

BACKGROUND

As part of Council's Annual Business Plan for the Financial Year Ending 2024 (FYE 2024), Council resolved to fund the following projects under the Australian Government's Roads to Recovery Program:

- Milne Road (Kelly Road to McIntyre Road), Modbury North and
- Surrey Farm Drive (The Golden Way to the school entrance) Wynn Vale

These projects are scheduled to commence in the first quarter of 2024.

2. DISCUSSION

Council staff been made aware of proposed building activity on land that fronts Surrey Farm Drive.

Specifically, Pedare Christian College has been granted development approval for major building works on the school grounds. The development work is proposed to commence in the first six months of 2024 and continue for approximately 12-18 months.

It is likely that excavation work will occur in Surrey Farm Drive to install underground utility services, access roads and other ancillary works in relation to the above projects.

During the building works, construction machinery and delivery vehicles may cause damage or accelerate the deterioration of the road infrastructure, including the roundabout at the junction of Surrey Farm Drive and Avalon Drive.

In addition, a Development Application has been lodged for the vacant land at 2-30 Surrey Farm Drive, Golden Grove (corner of The Golden Way and Surrey Farm Drive, Golden Grove), which may further impact the road works on Surrey Farm Drive.

It is considered prudent to defer the proposed road works on Surrey Farm Drive, until such time as the building works have been completed.

Kelly Road (Milne Road to Murrell Road), Modbury Heights has been selected as a suitable replacement, due to its poor condition.

A recent road condition assessment has identified the road pavement and wearing surface are in a poor condition and sections of kerb and gutters are also in a poor condition and identified for renewal.

3. FINANCIAL

The following amendment is proposed to the Annual Business Plan for FYE 2024.

Remove from the Roads to Recovery Program

Surrey Farm Drive (The Golden Way to school entrance), Golden Grove – Budget \$589,000

Add to the Roads to Recovery Program

Kelly Road, (Milne Road to Murrell Road), Modbury Heights – Budget \$589,000

This proposed change to the program will have a nett zero impact on the capital works budget.

Roads to Recovery Program

The Australian Government provides the Roads to Recovery Program, with funding paid directly to each funding recipient. Funding recipients are responsible for nominating eligible projects to be funded, as set out in the Roads to Recovery Funding Conditions. Money provided under Roads to Recovery is not intended to replace local government spending on roads, or state and territory government assistance to funding recipients for local road construction or maintenance.

4. STRATEGIC OBJECTIVES

Strategic Plan

The following strategic **objectives in Council's Strategic Plan 2025** are the most relevant to this report:

Objective	Comments
Places	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	Council and other stakeholders need to work in partnership to achieve the best community outcome. Deferring the Surrey Farm Drive will ensure greater longevity.

Policies / Strategies

There is no impact on Council policies and strategies.

5. LEGAL

The current Roads to Recovery Program will end on the 30 June 2024. It is a requirement that Council expend the Roads to Recovery allocation by the 30 June 2024. Allocating the funding to an alternative project enables Council to expend the funding allocation within the required timeframe.

6. RISK – IDENTIFICATION AND MITIGATION

If Council undertakes work to Surrey Farm Drive prior to or during the building development works, there is a risk the new road will need to be patched due to damage resulting from the construction activities.

This risk can be mitigated by deferring the rehabilitation of Surrey Farm Drive, until the building development works are completed.

During the building construction works, Contractors will be held responsible for any repairs that are attributable to negligence and Council may be required to undertake remedial road maintenance activities as a result of general wear and tear.

7. ACCESS AND INCLUSION

The Roads to Recovery Program supports the construction and maintenance of the nation's local road infrastructure assets, which facilitates greater accessibility and improves safety, economic and social outcomes for Australians.

8. SOCIAL AND COMMUNITY IMPACT

Deferring works along Surrey Farm Drive is not expected to have a detrimental social or community impact.

Where road works are proposed, residents are notified. Some minor inconvenience may be experienced by residents during road works.

9. ENVIRONMENTAL

There are no identified environmental impacts.

10. ASSETS

It is financially sustainable practice to rehabilitate and resurface roads at the optimum time in their lifecycle to avoid further deterioration, which would otherwise lead to more extensive work at a greater cost to Council.

Council staff have proposed the rehabilitation and resurfacing of Kelly Road based on its poor condition, and therefore it is a suitable alternative project.

11. PEOPLE AND WORK PLANS

The proposed changes will have minimal impact on people and work plans.

12. COMMUNITY AND STAKEHOLDER ENGAGEMENT

It is not proposed to undertake further community and stakeholder engagement in relation to the proposed changes to the Roads to Recovery Program.

13. COMMUNICATIONS OF COUNCIL DECISION

The proposed change to the program will be communicated to Pedare Christian College, but it is unlikely to result in wider community interest and therefore further communication of this decision is not considered necessary.

The Australian Government will be notified of the program change as per the requirement of the Roads to Recovery Funding Conditions.

14. INTERNAL REPORT CONSULTATION

Not applicable.

Attachments

N/A

Report Authorisers

Nicholas Bennett	
Technical Officer - Infrastructure Planning	8397 7359
Rhyss Cook	
Coordinator, Asset Management Planning	8397 7226
Gabby D'Aloia	
Manager Technical & Engineering Services	8397 7351
Felicity Birch	
General Manager City Operations	8397 7234



REPORT FOR

COUNCIL MEETING

MEETING DATE

12 DECEMBER 2023

RECORD NO:

D23/97709

REPORT OF:

CITY OPERATIONS

TITLE:

GOLDEN GROVE LIONS CLUB NATIVE BEE AND BUTTERFLY GARDEN AND MURAL AT LOT 50

PURPOSE

To consider a proposal from the Golden Grove Lions Club for the construction of a native bee and butterfly garden and mural installation at Lot 50, Modbury Heights.

RECOMMENDATION

That having considered the report titled “Golden Grove Lions Club Native Bee and Butterfly Garden and Mural at Lot 50” and dated 12 December 2023, Council support the following:

1. The construction of a native bee and butterfly garden, mural and interpretive signage at Lot 50, Modbury Heights in partnership with the Golden Grove Lions Club
2. **Authorises Council’s Chief Executive Officer to accept \$15,000 from the Golden Grove Lions Club as a financial contribution towards the construction of the native bee and butterfly garden**
3. Supports a Council financial contribution of \$12,600 towards the garden project utilising existing operational budgets
4. **Authorises Council’s Chief Executive Officer to provide a letter of support (if required) to the Golden Grove Lions Club, in support of their grant application seeking external funding towards the proposed mural and interpretive signage at Lot 50, Modbury Heights.**

1. BACKGROUND

In July 2023 the President of the Golden Grove Lions Club (the Club) contacted Council staff to discuss their proposal to landscaping an undeveloped portion of Lot 50, Modbury Heights. The Club currently hire a portion of the storage shed to house their barbeque, donut maker and other equipment, used for raising funds to then spend in various ways to benefit the local community.

The Club propose to donate \$15,000 towards building the native bee and butterfly garden at Lot 50. In addition, the Club intent to apply to a relevant organisation for a grant to engage an artist to paint a mural on the western side of the large storage **shed that was originally a part of Wilison's Farm, as well as install interpretive garden signage.**

Whilst the mural and interpretive garden signage will be subject to the receipt of external grant funding, the native bee and butterfly garden is proposed to proceed at an estimated cost of \$27,600, subject to Council support of the project.

2. DISCUSSION

The site identified for the garden is located behind the new public toilet and west of the storage shed (refer Photo 1), and currently consists of an uneven gravel surface, weeds and some buried rock. The proposed garden will upgrade this area and contribute to the wider development of Lot 50. The garden will provide another point **of interest whilst also complimenting the native grassland and Wilison's Farm** sculptural elements already existing at the site.



Photo 1: Garden site October 2023, looking toward shed and proposed mural wall

The Garden

Council staff have worked in partnership with the Club to develop an unirrigated native bee and butterfly themed garden concept design (refer Attachment 1).

The garden is proposed to include:

- Raised wicking (self-watering) beds for smaller flowering species allowing for up-close contact with plants and insects
- An in-ground garden planted in stages over 2-3 years showcasing a variety of local native insect attracting plants
- Seating under the large gum tree at the bottom of the garden
- Compacted gravel and mulched paths
- Bee hotel installation to provide nesting opportunities for specific bee species
- Other landscaping features such as logs and mulched garden beds
- Interpretive signage (on receipt of funding)

A bee and butterfly focused garden will:

- Educate the community about the value of native bees and butterflies,
- Engage local schools and the community in planting, art and bee hotel activities in the garden and ongoing maintenance activities
- Inspire the local community to grow these plants in their home gardens and thereby extend the network of habitat across the City
- Inspire people to join the Lions Club and contribute to their local community.

Community art mural and interpretive signage

The mural is proposed to be painted on the western wall of the existing storage shed facing the garden (refer Photo 1 above). The shed is clad in a corrugated iron profile that is most suited to an aerosol painting method. The Club has received interest from Senman Creations in the project, which is quoted to cost \$10,000. Refer Attachment 2 for examples of Senman Creations previous work. The quotation includes the following:

- A digital concept design to ensure that the insects and plants are represented accurately
- Artist labour fee and paint
- Undercoat paint and other materials
- Anti-graffiti coating
- Scissor lift hire for 1 week

The Club understands that the Council is not responsible for any mural touch-ups or for repairing any damage caused by vandalism.

A further \$3000 will be included in the Lions Club grant application for interpretive signage to educate the community about native bees and butterflies and the plants included in the garden.

3. FINANCIAL

The estimated cost for the native bee and butterfly garden is provided below.

Item	Club contribution	CTTG contribution
Re-shaping of garden site		\$2,000
Raised garden beds with wicking watering system installed by contractor	\$7,000	
Purchase of seating	\$5,000	
Installation of seating		\$1,500
Compacted gravel paths installed by contractor	\$3,000	
800 tubestock plants		\$1,600
600 hardwood stakes and reused corflute guards		\$500
Bee hotel installation (in storage at CTTG)		\$1,000
Mulch and mulching of the garden		\$1,000
Staff time 2023-2025 – garden design, community projects, project management, weed control		\$5,000
Total	\$15,000	\$12,600

The CTTG contribution will be sourced from existing operational budgets and staff resources, therefore not requiring an additional budget allocation.

The garden will be maintained by the Council's Biodiversity Team as part of existing operational programs and budget, with assistance from the Club and community volunteers as required.

The mural and interpretive signage will be funded entirely by the Club, subject to their submission of a successful grant application.

The garden project and the mural and interpretive signage project are not reliant on each other, enabling the garden project to proceed prior to the mural and signage elements. The Club understands that the Council is not responsible for the costs associated with any mural touch-ups or for repairing any damage caused by vandalism.

4. STRATEGIC OBJECTIVES

Strategic Plan

The following **strategic objectives** in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
<i>People feel a sense of belonging, inclusion and connection with the City and the community</i>	Local schools, the Superb Fairywren Project volunteers and the Lions Club community will be invited to participate in project activities.
<i>There are opportunities for people to volunteer, give back and share their skills with others</i>	People can volunteer in the various project activities as well as connect to the Lions Club and other volunteering opportunities in Kingfisher Reserve including the Superb Fairywren Project and bushcare activities with Trees For Life.
Environment	
<i>Environmentally valuable places and sites that are flourishing and well cared for</i>	The garden will contribute to the biodiversity of Kingfisher Reserve and will educate the community about the value of native bees and butterflies and encourage them to plant suitable species in their gardens extending habitat into private open space.
<i>Our consumption of natural resources is minimized by reducing, reusing and recycling products and materials, and using renewable resources</i>	The use of environmentally sustainable materials will be prioritised.
<i>Our tree canopy is increasing</i>	The health of the adjacent tree canopy will be improved with beneficial insects attracted to the garden.
Economy	
<i>Modbury Precinct is revitalised as the city's key activity centre</i>	This project will contribute to the experiences available to the community in Dry Creek.
Places	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	The garden will beautify an undeveloped portion of Lot 50.
<i>Opportunities exist to express and experience art and culture</i>	The mural will provide opportunity to experience local art.

Organisation Plan

The garden will provide council staff the opportunity to improve their biodiversity knowledge and share this fascinating world of insect wildlife with the community.

Community Land Management Plans

The garden proposal is consistent with the passive recreation focus of Kingfisher Reserve and the garden beds are in keeping with the landscaping style for the Modbury Heights (including Kingfisher Reserve) Community Land Management Plan. The garden compliments other recent developments including the Lot 50 native grassland.

Policies / Strategies

The native bee and butterfly garden is consistent with the objectives of the Dry Creek Corridor Biodiversity Plan 2021 (the Plan) and in particular, Objective 8 being ***‘to encourage community engagement with the biodiversity and cultural values of the reserve and involve community in management’***.

The Plan identified Lot 50 as a suitable location for biodiversity interpretation installations including a butterfly garden.

5. LEGAL

Nil.

6. RISK – IDENTIFICATION AND MITIGATION

There is a risk that Golden Grove Lions Club grant application for the mural and interpretive signage will be unsuccessful. The two projects are not reliant on one another therefore should this risk eventuate, the garden project can proceed with the mural and interpretative signage reconsidered once external funding is obtained by the Club.

7. ACCESS AND INCLUSION

The raised garden bed component of the garden will enable people with disabilities close contact with native plants and insects. The native bee hotel will also be easily accessible from the existing concrete paths, with the interpretive signage also to be placed with accessibility in mind.

8. SOCIAL AND COMMUNITY IMPACT

This project compliments other community education activities, including:

- Presentation by Dr Katya Hogendoorn in September 2023 on the importance of native bees and in particular the Golden Pea Bee.
- Council webpage information on native bees and butterflies
- Workshops presented to community by council staff on native bees and butterflies

9. ENVIRONMENTAL

This project will provide environmental benefits to the local biodiversity.

Any unearthed rocks will be utilised on the site. Products made of recycled materials will be considered for seating and the raised beds. Wicking beds operate by storing water underneath the root system which the plants can access as required. Wicking beds demonstrate Water Sensitive Urban Design (WSUD) principles.

Native insects are an important component of the biodiversity in the City Tea Tree Gully (CTTG) providing pollination services and an essential food source for many higher order wildlife.

10. ASSETS

The garden will be a valuable new living asset for our community. Council biodiversity staff and community volunteers will maintain the asset within existing operational budgets.

11. PEOPLE AND WORK PLANS

The projects will be managed by Council staff, with support from Golden Grove Lions Club members and volunteers.

The contribution from Council to construct and maintain components of the garden will be accommodated within exiting resourcing and staffing levels.

12. COMMUNITY AND STAKEHOLDER ENGAGEMENT

The South Australia Railway Modellers Association Incorporated share the Lot 50 shed with the Golden Grove Lions Club. Council staff will engage with the SA Railway Modellers Association to ensure they are aware of the project. Further community and stakeholder engagement is not recommended.

13. COMMUNICATIONS OF COUNCIL DECISION

This project will be promoted to the community via Council communication channels (website and social media).

14. INTERNAL REPORT CONSULTATION

The following staff have been included in the consultation process in the preparation of this Report.

Name	Position	Consulted about
Carly Didcote	Public Art Project Officer	Mural
Pamela Thomas	Supervisor Parks & Reserves	Garden maintenance
Steven Lee	Coordinator Environmental Assets	Project Concept
Rebecca Baines	Manager Finance and Rating Services	Financial

Attachments

1. ↓	Lot 50 Draft Landscape Plan - Native Bee and Butterfly Garden.....	134
2. ↓	Previous works Senman Creations	136

Report Authorisers

Sabine Koolen	
Technical Officer, Biodiversity	8397 8609
Gabby D'Aloia	
Manager Technical & Engineering Services	8397 7351
Felicity Birch	
General Manager City Operations	8397 7234



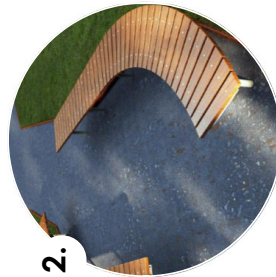


Lot 50 – Lions Club Garden

DRAFT Landscape Concept Plan- November 2023



Bee hotel
An example of a bee hotel to host native bees



Curved Seating
Composite curved seating to be used to provide a space to enjoy and learn about the garden



Wicking bed
Raised beds to allow for accessibility. Wicking beds provide a self watering system.



Native Planting
Combination of low to high native shrubs carefully selected to attract native butterflies and bees into the space



Not to scale – indicative only

Marciano Arents

3 Passmore Street, West Richmond SA 5031

ABN- 29 461 377 127

City of Marion, Sturt River Mural, May 2021, Aerosol paint, 20m/4.5, Marion Leisure Centre, Morphettville SA, \$13000



City of Marion, Revitalising Edwardstown, April 2021, Aerosol paint, 15m/ 4m, Raglan Avenue, Edwardstown SA, \$11000



City of Marion, Revitalising Edwardstown, June 2021, Aerosol paint, 13m/ 3.5m, Conmurra Ave, Edwardstown, SA, \$13000

www.senmancreations.com

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Marciano Arents

3 Passmore Street, West Richmond SA 5031

ABN- 29 461 377 127



Town of Walkerville, *Visit the local library*, December 2020, Aerosol Paint, 15m/ 2.5m,
Walkerville Council, Main North Road, Walkerville SA, \$8000



Australiana Fauna, May 2020, Aerosol Paint, 8m/3m, Private Residence, Mile End SA, \$5000



Welcome to our school, October 2020, Aerosol paint, 12m/ 6m, Woodcroft Primary SA, \$7000


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Marciano Arents

3 Passmore Street, West Richmond SA 5031

ABN- 29 461 377 127



Beneath the Sea, August 2017, Aerosol paint, 12m/4m, ProSwim swimming school, Plympton SA
\$5000



Over the Bridge, June 2019, Elizabeth Downs school Mural, Aerosol paint, 12m/6m, Elizabeth Downs SA, \$8000



City of Salisbury Operations Centre Mural, April 2023, Aerosol paint.


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REPORT FOR

COUNCIL MEETING

MEETING DATE

12 DECEMBER 2023

RECORD NO:

D23/98589

REPORT OF:

STRATEGY & FINANCE

TITLE:

UPGRADE OPTIONS FOR OBSERVATION RESERVE
PLAYGROUND, HIGHBURY

Item 11.3

PURPOSE

To consider upgrade options for Observation Reserve playground in Highbury.

RECOMMENDATION

That Council **having considered the report titled “Upgrade options for Observation Reserve Playground, Highbury” and dated 12** December 2023:

1. Receives the Outcomes of Investigations Report as provided as Attachment 1
2. Considers the following upgrades to Observation Reserve as part of the Draft Annual Business Plan for the 2024-2025 financial year:
 - a) Installation of a new drinking fountain and picnic table in the shade of the existing tree canopy
 - b) Costs for the two options for the installation of an additional swing, softfall and edging in the shade of the existing tree canopy be obtained and considered as part of the 2024/2025 financial year budget

1. BACKGROUND

At its meeting on [9 May 2023](#), Council endorsed the Notion of Motion seeking “*a report to Council by the end of 2023, to inform the 2024-2025 budget, detailing potential options to upgrade Observation Reserve, Highbury...*”. Options would consider but not be limited to a shaded picnic table, BBQ area, drink fountain, dog bowl and extra set of swings. The Outcomes of Investigation Report is provided as Attachment 1.

2. DISCUSSION

Observation Reserve is a 0.5 ha neighbourhood level reserve with a moderate level of service including a local level playspace, shade sails, irrigated grass kickabout space, park furniture and a well-established tree canopy.

Figure 1: Observation Reserve, Highbury



2.1 Condition of Existing Play Equipment

Observation Reserve is a 'local' level playspace predominantly catering for children aged 5-9 and living within a 500m radius. The existing equipment meets the minimum service standard for a local level playspace including a multi-play action station, swings, rocker, spinner and shade sails (installed 2014).

2.2 Summary of Investigations

The Outcomes of Investigations Report, refer Attachment 1 includes a high-level review of the provision of play in the locality

The extent of investigations into the existing provision of local and neighbourhood level play and open space within the area included, Observation, Lake View, Coulls, Waterford and Tristania Reserves (refer page 5 of Attachment 1).

2.3 Criteria for Analysis

A detailed analysis of each playspace was undertaken and is provided on page 8 of Attachment 1.

2.4 Population Change and Growth

The analysis area is experiencing a shift in the population profile. In 2016 the highest proportion of the population was children aged 10-14 years and by 2021, the highest proportion of the population was young adults aged 15-24 years.

Of the 5 playspaces investigated, Coulls Reserve remains the best location for a Neighbourhood Playground as it has the:

- Highest density of children within the 500m catchment (381) followed by Tristiana Reserve (311) and Observation Reserve (308)
- Highest density and growth in the population of children, with 40% more children aged 0-4 years than Observation Reserve and the number of children in each age category is consistent ranging from (126-128).

2.5 Shaded Picnic Table and BBQ

Observation Reserve has an existing shade sail over the playground and an established tree canopy. With respect to shade [The Playground Guide](#) states:

“Playground shade sails and structures should only be considered where natural shade is not present and should generally be restricted to district and regional playgrounds. This restriction recognises the capital, maintenance and ongoing management costs associated with such structures.”

The addition of a picnic table in the shade of the existing tree canopy is consistent with the provision of shelters in a local level playspace where there is an established tree canopy.

BBQ's are limited to playspaces that are classified as neighbourhood and above where there is a broader range of play elements and picnic facilities that encourage **users to stay longer. Further BBQ's are typically** installed where there is an existing or proposed public toilet within visual sightlines of the playspace. Residents around Observation Reserve are in the catchment for the BBQs located at Balmoral Reserve and Lutana Grove Reserves. Refer page 7 of the Attachment.

There are three reserves south of Grand Junction Road in the south west of the city that include a BBQ and it is noted that all three also have a public toilet.

The review has highlighted a gap in the provision of BBQ facilities in the south east of the city. A concept scope is currently being developed for the upgrade of Coulls Reserve and it would be appropriate to consider including a BBQ to address this gap.

2.6 Drink Fountain and Dog Bowl

A drinking fountain was located in Observation Reserve until it reached the end of its asset life in 2020 and was removed. It would be appropriate to install a new drinking fountain and relevant infrastructure (i.e. backflow prevention device) in a similar location to the original.

2.7 Additional Swing

Data related to the utilisation and wait times for the swings at Observation Reserve are anecdotal and staff are unable to qualify the extent. However, if an additional swing was to be added it would not affect the classification of the playspace.

Notwithstanding, it is noted that there is insufficient space in the existing softfall area under the shade sails for an additional swing set due to compliance requirements for playground equipment fall zones.

If another swing is considered, it should be located within the shade of the established tree canopy adjacent to the existing playground. The installation of an additional swing will also require softfall, concrete edging and adjustments to the existing irrigation system. There are two options for the provision of an additional swing:

- a) Option 1. Relocate a double swing set from Vista Reserve and install in the shade of the established tree canopy and paint to match the existing equipment.
- b) Option 2. Supply and install a new basket swing in the shade of the established tree canopy adjacent to the existing playspace. As the basket swing is more

inclusive, consideration should be given to providing inclusive access to the swing including a footpath and rubber softfall.

2.8 Considerations and Next Steps

It is staff's recommendation that:

- a) **Observation Reserve "local level" playspace classification be retained**
- b) A picnic table and drinking fountain with dog bowl be installed in the shade of the established tree canopy
- c) A BBQ be incorporated into a concept scope for Coulls Reserve currently being prepared
- d) An additional swing be installed at Observation Reserve.

3. FINANCIAL

The proposed upgrades will be designed in-house and managed within current budgets and staff resourcing. The upgrades will be incorporated into the Draft Annual Business Plan for the 2024-2025 financial year.

4. STRATEGIC OBJECTIVES

Strategic Plan

The following strategic objectives in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
People feel a sense of belonging, inclusion and connection with the City and the community	Observation Reserve upgrades will provide improved open space assets to meet the needs of the local community. The inclusion of a basket swing, rubber softfall, path and inclusive drink fountain and picnic setting will provide more inclusive access to the community.
Diversity is welcome and celebrated	
Our services are accessible to all and respond to changing community needs	
People can have a say in decisions that affect them and the key decisions of the Council	
Environment	
Environmentally valuable places and sites that are flourishing and well cared for	The upgrades will protect and enhance the natural features of the reserve and established trees. Locating additional playspace equipment in the shade of the trees will provide cooler temperatures for play. Public and
A community that is protected from public and environmental health risks	
The carbon footprint of our city is reduced through the collective efforts of	

<i>community and Council, including businesses</i>	environmental health risks will be managed. Site appropriate recycled and low carbon materials will be considered and new infrastructure designed to withstand extreme weather events.
<i>Our consumption of natural resources is minimized by reducing, reusing and recycling products and materials, and using renewable resources</i>	
<i>We are resilient to climate change and equipped to manage the impact of extreme weather events</i>	
<i>Our tree canopy is increasing</i>	
Economy	
<i>A local economy that is resilient and thrives, where businesses are supported to grow and prosper, provide local jobs and sustain our community and visitors and utilize technology to improve the livability of our city</i>	The City of Tea Tree Gully is a place of choice for many residents to live and work, the project provides access to quality, usable open space. Council will continue to seek public and private sector support to deliver quality urban infrastructure, planning and placemaking initiatives.
<i>People are supported to develop their leadership and employment capabilities</i>	
Places	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	The options to upgrade the reserve will provide shaded picnic facilities and drinking water for families. Infrastructure planned for the reserve is fit for purpose, will be constructed using sustainable practices and considers whole of life costs to maximise asset life and minimise maintenance.
<i>Neighbourhoods are easy to move around and are well connected with pedestrian and cycle paths that offer an alternative to cars</i>	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	
Leadership	
<i>Planning considers current and future community needs</i>	The options to upgrade the reserve considers the immediate needs of the community. Investigations are consistent and informed by evidence-based data.
<i>Decision making is informed, based on evidence and is consistent</i>	
<i>Major strategic decisions are made after considering the views of the community</i>	

Organisation Plan

Our Strategic Plan is supported by an Organisation Plan which focuses on four key themes of organisational excellence. The themes most relevant to this report are: Future Capability and Sustainable Operations

Community Land Management Plans

Observation Reserve and is identified in the [Highbury Community Land Management Plan](#) (CLMP) which identifies proposals for managing features on the land. The proposed additional play equipment, drinking fountain and picnic setting aligns with the CLMP.

Policies / Strategies

Playground Guide

[The Playground Guide](#), defines the way in which the City of Tea Tree Gully provides, maintains and develops playgrounds across the City and covers hierarchy, service standards, development principles, play opportunities and future works programs.

Local level playgrounds generally cater for one age group either 2-4 years, 5-9 years or 10-14 years. The provision of an additional swing set will not require the **reclassification of the playspace to a 'neighbourhood' level.**

Shelters are to be considered where natural established shade is not present. The picnic setting and if endorsed the new or relocated swings will be installed in the shade of the established tree canopy.

Open Space Policy

The policy guides the provision, development and management of open space and open space assets across the city. The open space classification of Observation Reserve in the Policy is **'neighbourhood' with a catchment of 1-2km**. The Open Space Policy and Playground Guide are pending a review which will include a review of the classification of reserves and playgrounds.

Planning Strategy Alignment

Other policies, strategies and planning documents relevant to this project are listed below and have been considered in the design of the upgrades to ensure alignment:

- Disability Access and Inclusion Plan 2020-24
- Shaded Walks Initiative
- Tree Management Policy and Plans
- Asset Management Plans

5. LEGAL

NA.

6. RISK – IDENTIFICATION AND MITIGATION

If the project proceeds a comprehensive risk assessment will be undertaken for the project.

7. ACCESS AND INCLUSION

Theme 3: Accessible Communities in the Disability Access Inclusion Plan will be supported through:

- Ensuring that the future playground design considers access to equipment that caters for all ages and abilities including accessible, inclusive and sensory elements

Options to improve access and inclusion include the installation of inclusive park furniture (picnic setting and drink fountain) and the option to install a basket swing, rubber softfall and path.

8. SOCIAL AND COMMUNITY IMPACT

The key benefits of the proposed upgrades are:

- Safer and more inclusive access for the local community
- Improved infrastructure to support passive recreation and social interaction
- Cooler public places
- Higher quality open spaces that improve the area as a place to invest and live

9. ENVIRONMENTAL

The upgrades will seek to retain and utilise existing tree canopy coverage a to assist in cooling the playspace.

10. ASSETS

Upgrades to Observation Reserve considers the asset life of existing and proposed infrastructure and whole of life costs for the proposed upgrades.

11. PEOPLE AND WORK PLANS

Investigations were undertaken in-house by specialist staff and is managed within current budget and staff resourcing constraints.

12. COMMUNITY AND STAKEHOLDER ENGAGEMENT

If the project progresses, community consultation will not be required as it meets the legislative requirements outlined in the *Local Government Act 1999* with regard to the CLMP.

13. COMMUNICATIONS OF COUNCIL DECISION

Relevant information will be disseminated to stakeholders utilising various communication channels under the advice and guidance of the Customer and Communications Department.

14. INTERNAL REPORT CONSULTATION

The following staff have been included in the consultation process in the preparation of this Report.

Name	Position	Consulted about
Rhys Cook	Coordinator, Asset Management Planning	Playground and Open Space Asset Data
Dewald Hartzenberg	Manager Operations Support Services	Playground Audit
Mark Bova	Contracts Delivery Officer	BBQ and Playground Upgrades
Bernard Ho	Strategic Civil Project Lead	Swing relocation option

Attachments

1. ↓ Outcomes of Investigations - Observation Reserve	149
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Report Authorisers

Victoria Masterman	
Lead – Precincts & Placemaking	8397 7300
Ingrid Wilkshire	
Manager City Strategy	8397 7292
Justin Robbins	
General Manager Strategy & Finance	8397 7444



Outcomes of Investigations - Observation Reserve

Notice of Motion Background – November 2023

Notice of Motion

Report outlining options and costs to upgrade and install the following:

- Shaded picnic table and BBQ
- Drink fountain and dog bowl
- Additional set of swings

Reasons provided

- To allow families and the older people in our area to meet for dinners etc and to improve our community atmosphere
- No drinking fountain
- Young families moving into the area and it is a popular reserve
- Kids are often waiting a long time to use the swings particularly on weekends and in the afternoons

Neighbourhood Level Playspace

- The requested upgrade to include a BBQ would ultimately raise the service level of the playspace to a Neighbourhood Level



Not to scale – indicative only



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Outcomes of Investigations - Observation Reserve

Site overview – November 2023

Site Overview

- 5,661m², of which 1,140m² is irrigated
- Neighbourhood Reserve with a moderate level of service
- Local Level playspace including swings (lap sash seat and toddler seat), single rocker, spinner and tower play structure with a range of climbing elements and double and single slides (approximately 9 years old) with pine bark softfall.
- There is space available to expand the playspace
- Shade sails over the play equipment and natural shade from established trees to the north, west and south of the playground provides adequate shade for the reserve.
- Existing equipment is predominantly targeted at an age group of 5-9 years of age, however a small rocker, enclosed stairs to access the small slide and a toddler seat support play for children under the age of 5
- A drink fountain was previously located in the north west of the reserve, however it was removed in 2020 as it reached the end of its asset life and at the time was not replaced.
- It is noted that a new drink fountain will also require the installation of a backflow prevention device



Not to scale – indicative only

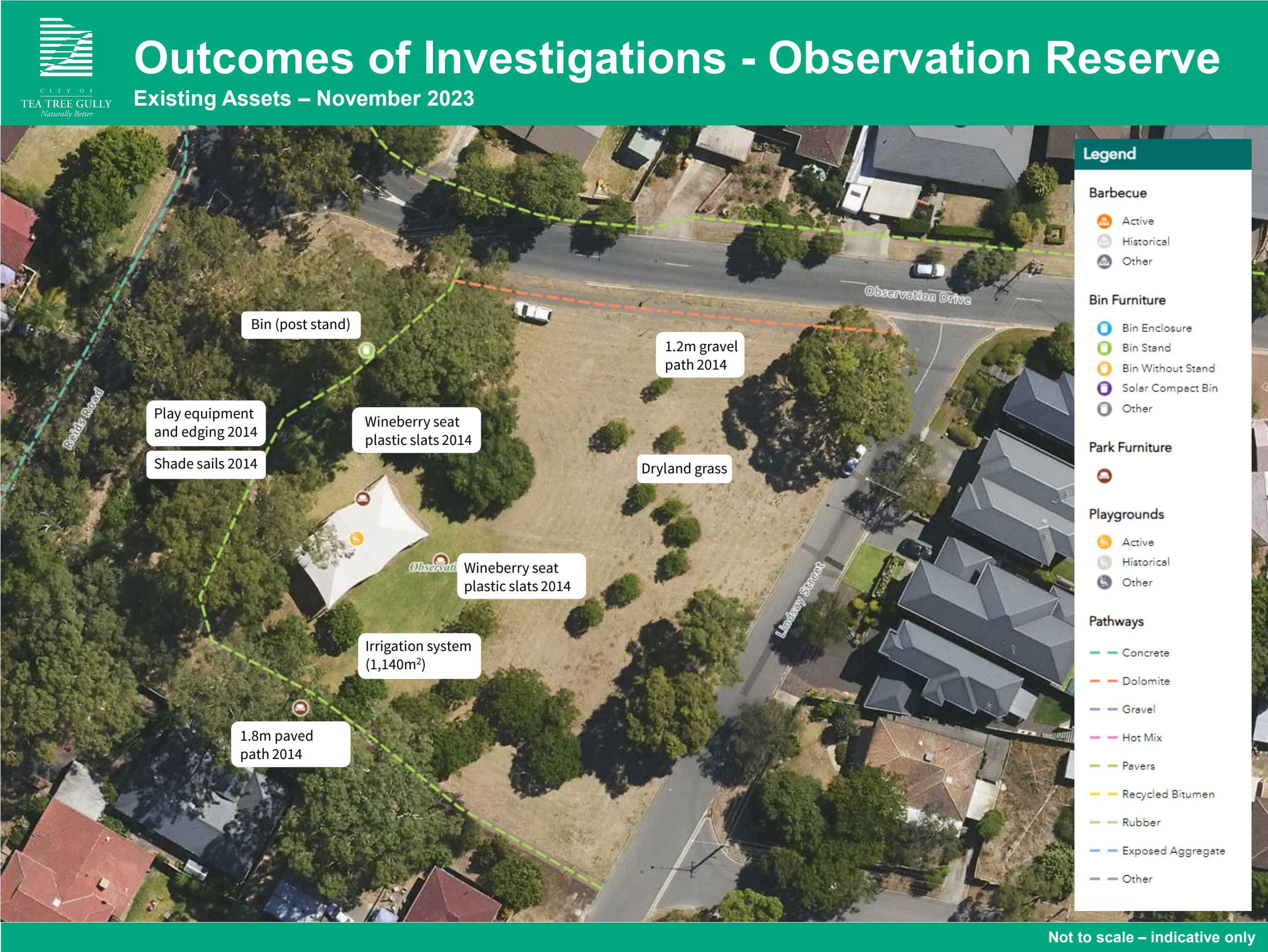


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Outcomes of Investigations - Observation Reserve

Site photos – November 2023







Provision of a Neighbourhood Playspace

- The closest neighbourhood level playspace at Coulls Reserve 2km to the north east of Observation Reserve , which is due for renewal with design scheduled for FYE 2024
- The closest regional level playspace at Balmoral Reserve approximately 1.2km to the west of Observation Reserve
- There are pedestrian activated crossings, located at Balmoral Drive, the entrance to Dernancourt Shopping Centre and Awoonga Road
- The speed on Lower North East Road is 60km/hour and averages 30,600 vehicles per day (Department Infrastructure Transport)

Legend

- Extent of high level review
- Local Level Playspace
- Neighbourhood Level Playspace
- Regional Level Playspace
- Pedestrian activated Crossings

Not to scale – indicative only



Outcomes of Investigations - Observation Reserve

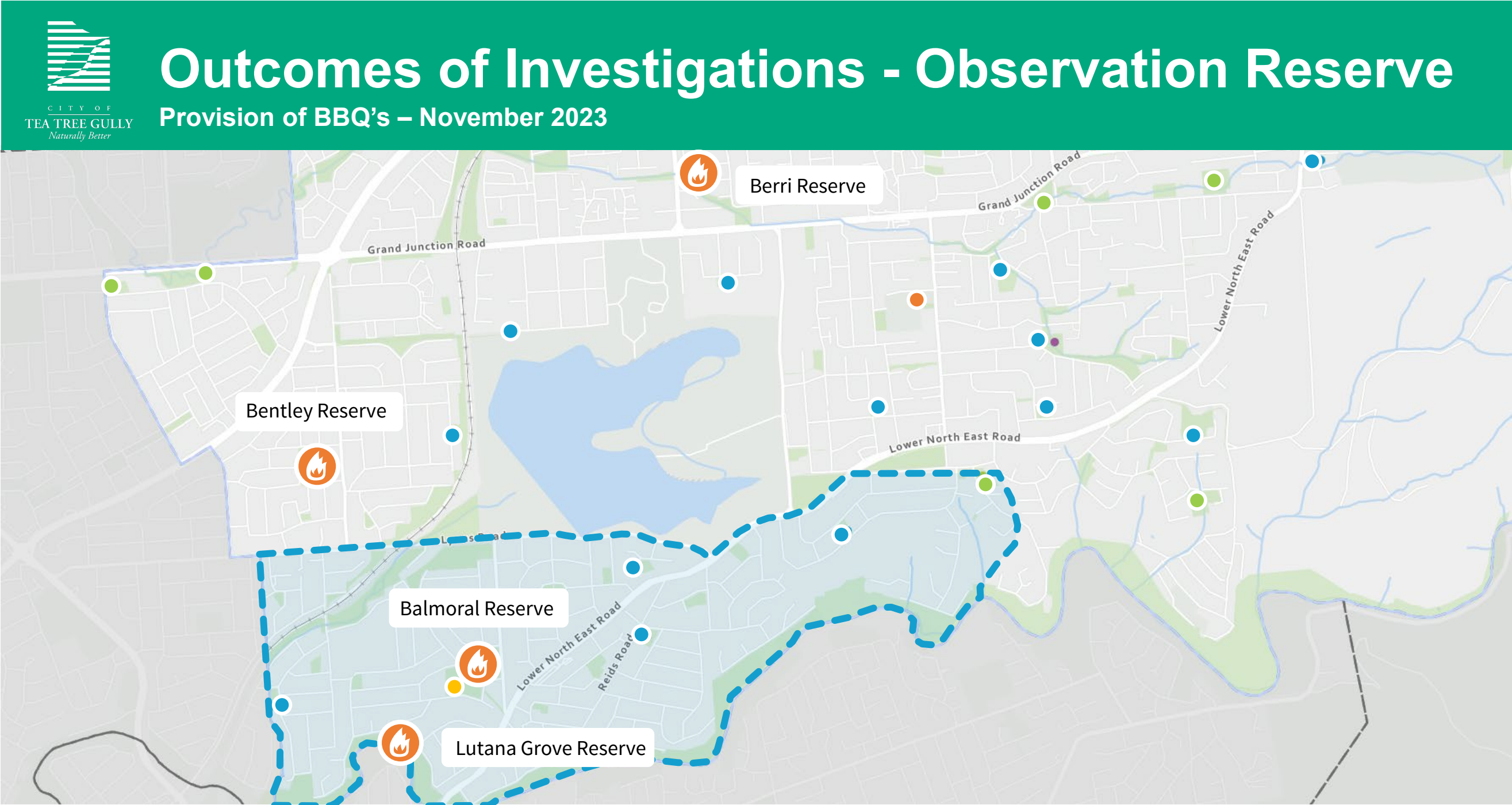
Population Change of Local and Neighbourhood Level Playspaces from 2016-2021 – November 2023

	Observation Reserve		Tristania Reserve		Coulls Reserve		Lake View Reserve		Waterford Reserve	
	2016	2021	2016	2021	2016	2021	2016	2021	2016	2021
0-4 Years	85	87	124	90	90	127	50	57	32	34
5-9 Years	106	107	114	129	112	128	61	68	56	48
10-14 Years	157	114	87	92	141	126	92	71	74	47
Total	348	308	325	311	343	381	186	196	162	129
% change	11% decrease		4% decrease		11% increase		5% increase		20% decrease	

Local Reserve Catchment Area Population Trends

- From 2016 to 2021 the population of children living within the local level catchments of the local and neighbourhood playgrounds has decreased from 1364 to 1325. Representing an decrease of 39 children or 3% between the ages of 0-14
- There has been an increase in children living in the playground catchments to the east and a decrease in children living in the west of the analysis area
- The population of children aged 0-14 adjacent to Observation Reserve within the time period provided has decreased by 11%, but there has been a 11% increase in the childhood population adjacent to Coulls Reserve, and existing neighbourhood level playspace.

NOTE: Data is provided by the ABS through REMPLAN and captured in the 2021 census. This does not include changes in population that have occurred between 2021 and present.



Provision of BBQ's

- BBQ's are typically limited to playspaces that are classified as neighbourhood and above a broader range of play elements and picnic facilities are required to encourage users to stay longer. BBQ's are typically installed where there is an existing or proposed public toilet within visual sightlines of the playspace.
- There are three reserves south of Grand Junction Road in the south west of the city that include a BBQ and it is noted that all three also include a public toilet. It is acknowledged there is a gap in BBQ facilities in the south east of the city.
 - Bentley Reserve
 - Balmoral Reserve
 - River Torrens Linear Park (Lutana Grove Reserve)

Legend

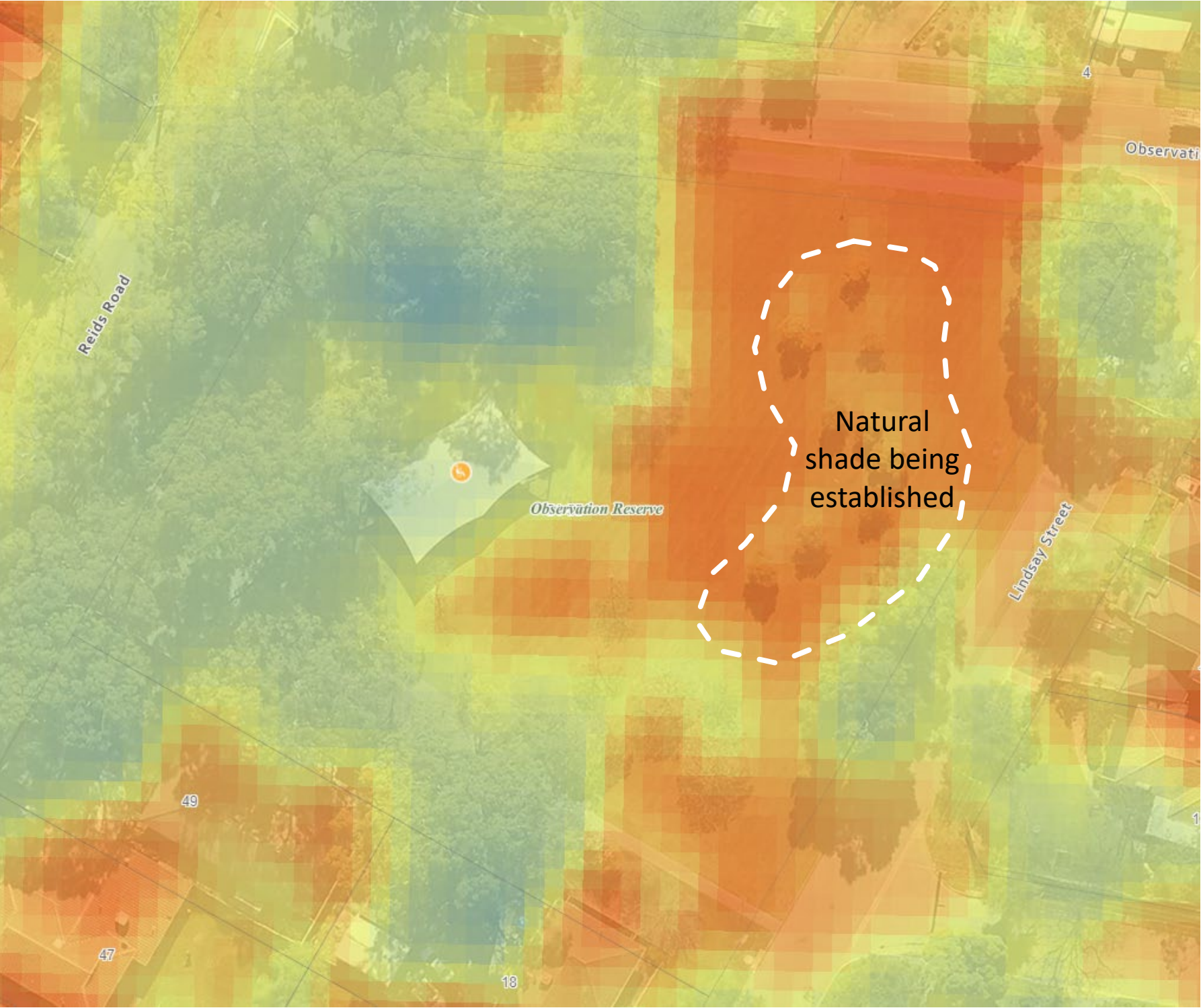
- BBQ (existing)
- Local Level Playspace
- Neighbourhood Level Playspace
- District Level Playspace
- Regional Level Playspace

Not to scale – indicative only



Outcomes of Investigations - Observation Reserve

Heat mapping from March 2018 – November 2023



Observation Reserve

- Shade sails provide shade in the middle of the day and established trees provide shade in the afternoon
- No existing picnic shelter
- Shelters are recommended in local level playspaces where no natural shade from existing trees is available
- Irrigated turf and established trees reduce ambient heat predominantly north, south and west of the playspace
- Trees have been planted within the dryland grass to the east of the playspace to assist in future cooling of the reserve
- There is sufficient space to locate a picnic setting within the shade of the existing trees to the north or west of the playground

Legend

Heat Mapping 2018

Heat Map - Day (10 Mar 2018)

Value



High: 55.1 - Low: 0.4

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Summary of Analysis of Existing Playspaces

Alignment of local and neighbourhood playspaces against assessment criteria

	Observation Reserve	Tristania Reserve	Coulls Reserve	Lake View Reserve	Waterford Reserve
Remaining Asset Age (based on 25 years)	10+ years	10-15 years Equipment of various ages	End of life replacement FYE 2024	15 years +	15 years +
Asset Audit – proposed risk mitigation works	Moderate Risk - Minor non structural maintenance only	High Risk - wear and tear , repainting, minor repairs	High Risk - Top up softfall, Equipment at end of life, wear and tear, minor repairs	Moderate Risk - Minor non structural maintenance only	Low Risk - Minor repairs, cleaning
Age profile alignment – design of existing play equipment vs population age	Good	Good	Poor	Improve alignment	Improve alignment
Population density and suitability as a local level playspace	High density and negative growth - 308	High density and negative growth - 311	High density and high growth - 381	Low density and low growth - 196	Low density and negative growth - 129
Topography	Sloping site	Relatively Flat	Sloping site	Sloping site	Relatively Flat
Site has potential for alignment with Inclusive Play Guidelines	Partial but not recommended	Partial but not recommended	Partial but not recommended	Partial but not recommended	Partial but not recommended
Temperature of playspace	Above Average temperatures	Average temperatures	Average temperatures	High temperatures	Above Average temperatures
Existing playground shade	Shade sails and established trees	Shade sails. Establish more natural shade	Shade sails and established trees	Shade sails and established trees	Established trees potential to relocate
Existing picnic shelter	Nil	Nil	Nil	Yes	Yes
Existing irrigation – assists in reduction in ambient heat	Irrigation – installed 1996	Irrigation – installed 2011	Irrigation – installed 1985	Irrigation – installed 2015	Irrigation – installed 1983
Playground Classification	Retain as local	Retain as local	Retain as Neighbourhood	Retain as local	Retain as local



Outcomes of Investigation and Options

Observation Reserve

Request	Options for consideration
Shaded picnic setting	Picnic setting be installed adjacent to the existing irrigated grass and in the shade of established trees
BBQ	A BBQ be considered for inclusion the upgrade for Coulls Reserve, a neighbourhood level reserve that is scheduled for upgrade in FYE 2025 to address the gap in the provision of BBQ facilities in the south eastern corner of the city.
Drink fountain and dog bowl	Install a new drink fountain with dog bowl and additional infrastructure (i.e. back flow prevention device/s, drainage) as required in the location of the previous drink fountain on the northern side of the playspace
Additional swing	<p>There is insufficient space under the existing shade sails for an additional swing set.</p> <p>Should another swing be installed within the reserve, it is recommended it is located within the shade of the established tree canopy. The installation of an additional swing will also require softfall, concrete edging and augmentation of the existing irrigation system.</p> <ul style="list-style-type: none">Option 1. Relocate a double swing set from Vista Reserve and install in the shade of the established tree canopy, paint to match the existing equipment.Option 2. Supply and install a new basket swing in the shade of the established tree canopy adjacent to the existing playspace. As the basket swing is more inclusive, consideration be given to providing inclusive access to the swing including a footpath and rubber softfall

Reasons provided for upgrade	Response to reasons for upgrade
Young families are moving into the area	Based on census data there has been an decrease of 40 children (11%) aged 0-14 from 2016 to 2021 living in the local playspace catchment with the greatest loss of 38 children aged 10-14 years. In ages 0-4 and 5-9 there has been an increase of 1 child in each age group.
Reserve not being fully utilised for the local community. Improvements could increase functionality	Observation Reserve is suitable for additional play equipment, while it has the topography and size to accommodate a neighbourhood level playspace it is recommended that it remains a local level playspace and infrastructure upgrades be limited to those which align with a local level playspace classification.

Not to scale – indicative only



REPORT FOR

COUNCIL MEETING

MEETING DATE

12 DECEMBER 2023

RECORD NO:

D23/99054

REPORT OF:

STRATEGY & FINANCE

TITLE:

NORTH EAST ROAD TEA TREE GULLY TOWNSHIP CONCEPT
PLAN AND GRANT FUNDING

Item 11.4

PURPOSE

For Council to adopt the draft concepts for the proposed upgrade of North East Road in the Tea Tree Gully Township and authorise the CEO to seek grant funding opportunities to support the upgrade.

RECOMMENDATION

That Council, having considered the report titled “North East Road Tea Tree Gully Township Concept Plan and Grant Funding” dated 12 December 2023:

1. Adopts the draft concept for North East Road from its intersection with Church Street to the eastern gateway to the Township, Tea Tree Gully as provided in Attachment 1 to assist with applying for external grant funding
2. Authorises the CEO to make an application to the **State Government’s Open Space Grant Program 2023-24** for an amount of \$500k (the maximum permitted) to support the upgrade
3. Authorises the CEO to apply for any other relevant external grant funding opportunities to support the upgrade
4. Should the grant application(s) be successful, authorises the Chief Executive Officer and Mayor to sign and seal (if required) the Grant Deed as required by the relevant grant funding body
5. Notes the Annual Business Plan in 2023-2024 contains an allocation of \$100k to progress the detailed design of the streetscape upgrades.

6. Considers the inclusion of \$1.8m in the Draft Annual Business Plan for 2024-25 to deliver an initial stage of the upgrade.
7. Notes that funding to deliver the balance of the project will be provided for in the forward estimates of the Long Term Financial Plan and be considered for inclusion in the Draft Annual Business Plan for 2025-26.

1. BACKGROUND

At its meeting on [10 October 2023](#), Council endorsed funding to underground powerlines on North East Road from its intersection with Church Street to 1358 North East Road (opposite Tea Tree Gully Hotel), Tea Tree Gully through the Power Line Environment Committee (PLEC). PLEC projects are funded with the expectation that a streetscape upgrade follows. A concept plan for the upgrades has been prepared and will form the basis of applications for external grant funding.

Grant funding is available from the State Government's Open Space Grant Program, the Federal Government's Black Spot Fund, as well as other potential sources and staff will apply for funding as opportunities arise.

Applications for the [Open Space Grant Program](#) opened 4 December 2023 and close 9 February 2024. The North East Road upgrades in the Tea Tree Gully Township aligns with the eligibility criteria as a main street and reimagined public space. The funding availability is significantly reduced from previous years, with a maximum grant amount of \$500,000 to be matched by Council. Staff will engage with the grant funding body regarding a staged roll out of the upgrade and whether grant funding can be sought over two stages and two separate grant funding rounds.

2. DISCUSSION

The [Tea Tree Gully Township Precinct Plan 2021](#) (The Plan) sets out four key directions **and associated actions that each work towards achieving the Township's potential.** The Plan assists Council to prioritise and deliver these actions in a coordinated manner, and forms the basis to explore opportunities and partnerships with external stakeholders, such as state government agencies, community groups, private individuals, government agencies and the business sector.

Concept Plan, Design Principles and Methodology

The concept plan for the upgrade of the North East Road Streetscape (refer Attachment 1) introduces the idea of bringing the museum into the public realm. Through interpretive signage, wayfinding, public art and storytelling, the character and heritage of the township will be reflected through interventions along the streetscape that encourages visitors to explore and discover.

The concept plan is informed by the principles and methodology for the City-Wide Main Roads and Gateways project endorsed by the Service Review Committee on 18 October 2023 and by Council on 24 October 2023. The principles have been adapted to address the unique historical character of the township and are detailed on page 4 of Attachment 1.

Ongoing discussions are occurring with the Department for Infrastructure and Transport regarding the upgrades to the intersections of North East Road with Elizabeth Street, Haines/Perseverance Road and traffic calming measures in the precinct to improve pedestrian safety.

3. FINANCIAL

Preliminary estimates by an independent cost estimator indicate that the upgrades to North East Road, Gilmour Park and Haines Memorial Park will cost approximately \$3.6M including contingencies and escalation based on completion at the end of 2025. On average, costs are approximately \$433/m² or \$1,082 L/M based on an average verge width of 2.5m.

External grant funding will be sought to offset the cost to Council including through the Open Space Grant Program, Federal Government Black Spot Funding and other grant funding opportunities that may arise. Staging the project across 2024/25 and 2025/26 to maximise grant funding contributions will be investigated by staff.

4. STRATEGIC OBJECTIVES

Strategic Plan

The following strategic objectives in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
People feel a sense of belonging, inclusion and connection with the City and the community	The streetscape upgrades will improve access and ensure the streetscape is more inclusive and the upgrade will acknowledge the history of the precinct. Community engagement will be undertaken with key stakeholders.
Diversity is welcome and celebrated	
People can have a say in decisions that affect them and the key decisions of the Council	
Environment	
Environmentally valuable places and sites that are flourishing and well cared for	The project will protect environmentally valuable places within and adjacent to the project site. The streetscape upgrades will prioritise pedestrian safety throughout the precinct and include materials that incorporate recycled or low energy materials. The undergrounding of powerlines as part of PLEC works will enable the planting of more street trees and those with a larger canopy to increase tree canopy
A community that is protected from public and environmental health risks	
Our consumption of natural resources is minimized by reducing, reusing and recycling products and materials, and using renewable resources	
We are resilient to climate change and equipped to manage the impact of extreme weather events	

<i>Our tree canopy is increasing</i>	coverage as part of the streetscape upgrade.
Economy	
<i>A local economy that is resilient and thrives, where businesses are supported to grow and prosper, provide local jobs and sustain our community and visitors and utilize technology to improve the livability of our city</i>	The project is located within the business district of the Tea Tree Gully Township and Council will work with stakeholders in the planning, design and delivery phases of the project
Places	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	The project will enhance safety, accessibility and amenity of the precinct with improved paths, and connections for pedestrians and cyclists. The streetscape upgrade will include public art and storytelling and will ensure the historical character and identity of the Tea Tree Gully Precinct are protected and enhanced. Project decision making will consider fit for purpose solutions and sustainable practices to assist with maintenance in the long term.
<i>Opportunities exist to express and experience art and culture</i>	
<i>Neighbourhoods are easy to move around and are well connected with pedestrian and cycle paths that offer an alternative to cars</i>	
<i>Buildings and places are energy efficient, well designed and display a uniqueness of character and identity</i>	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	
Leadership	
<i>Delivery of services is sustainable and adaptable</i>	Input from internal and external stakeholders will inform the final scope of works and boundaries based on best practice. Community engagement with key stakeholders has been used to develop the concept plan and will be incorporated into future stages of the project.
<i>Decision making is informed, based on evidence and is consistent</i>	
<i>Major strategic decisions are made after considering the views of the community</i>	

Organisation Plan

Our Strategic Plan is supported by an Organisation Plan which focuses on four key themes of organisational excellence. The themes most relevant to this report are: Future Capability and Sustainable Operations.

Community Land Management Plans

Haines Memorial Park is identified in the [Tea Tree Gully: Haines Memorial Park Community Land Management Plan](#) (CLMP) which identifies proposals for managing features on the land. The proposed concept plan aligns with the existing CLMP.

Gilmour Park is identified in the [Tea Tree Gully Community Land Management Plan](#) (CLMP) which identifies proposals for managing features on the land. The proposed concept plan aligns with the existing CLMP with the exception of public art and wayfinding signage which are considered minor upgrades.

Policies / Strategies

Tea Tree Gully Township Precinct Plan 2021

The streetscape upgrade of North East Road in the Tea Tree Gully Township will deliver in-full or contribute to the delivery of the following actions:

- 1.2 Consider boulevard street tree planting along North East Road streetscape
- 1.8 Integrate Water Sensitive Urban Design techniques in public realm spaces
- 1.9 Consider the use of LED luminaries throughout the Township
- 2.2 Developing gateway treatments at Township entrances
- 2.3 Seek funding from the Power Line Environment Committee to underground power lines along North East Road
- 2.4 **Engage with Kaurna to establish was of recognising the Township's** Aboriginal heritage
- 2.6 Improve the appearance of the retaining wall along the North East Road frontage of Haines Park
- 2.10 Reduce unnecessary clutter in the public realm
- 3.2 Work with Department of Infrastructure and Transport (DIT) to improve safety for pedestrians crossing North East Road
- 3.4 Improve lighting in lower lit areas as part of the North East Road streetscape upgrade
- 3.5 Renewing signage and wayfinding devices
- 3.7 Work with DIT to address vehicle congestion at the intersection of North East, Haines and Perseverance Roads
- 3.8 Retain and improve on the facilities provided for cyclists in the Township
- 3.9 Consider universal design and CPTED principles in public realm upgrades
- Investigate opportunities to activate the public realm through the arts
- Install feature lighting

Tree Management Policy

This policy, in particular, recognises that protecting, maintaining and enhancing green infrastructure is essential to assist Council in meeting the objectives outlined in Council's Strategic Plan in creating cooler, greener cities suitable for human habitation.

Policies considered in the development of this report and concept plan include:

- Financial Sustainability Policy
- Footpath Policy
- Procurement Policy
- Public Art Policy
- Asset Management Policy
- External Grant Funding Policy
- Public Lighting Policy
- Signage and Entrance Statement Policy
- Tree Management Policy

Other relevant plans and guides considered include:

- Strategic Plan 2025
- Long Term Financial Plan
- Transport Asset Management Plan
- Disability Access and Inclusion Plan 2020-2024
- Tea Tree Gully Township Precinct Plan
- Tea Tree Gully Township Landscape Style Guide
- Stormwater Asset Management Plan

5. LEGAL

Section 48(1) of the *Local Government Act 1999* sets out the requirement for a Council to obtain and consider a report that addresses the legislated prudential issues where the expected capital cost of the project over the ensuing five years is likely to exceed \$5.5m.

This project is the first stage of the proposed \$25m - \$30m multi-year investment into the upgrade of the main roads and gateways that will trigger the requirement to complete a Section 48 Prudential report.

Council will need to consider the prudential report prior to the commencement of the **project. The prudential report would be prepared following Council's endorsement of the Main Roads and Gateways Options and Costings** being presented to Council for consideration in March 2024.

6. RISK – IDENTIFICATION AND MITIGATION

If the project proceeds, a comprehensive risk assessment will be undertaken for the project.

7. ACCESS AND INCLUSION

Theme 3: “Accessible Communities” in the *Disability Access and Inclusion Plan* will be supported through:

- “The undergrounding of powerlines and future upgrade of the North East Road streetscape will incorporate universal design guidelines and provide more inclusive and greater accessibility through the North East Road precinct in the township.”

8. SOCIAL AND COMMUNITY IMPACT

The key benefits of the proposed upgrades are:

- Safer and more inclusive access for the local community
- Improved infrastructure to support passive recreation and social interaction
- Cooler public places
- Higher quality public realm that improves the area as a place to invest and live
- Economic modelling indicates 19 jobs would be created as part of the delivery of the project (8 jobs would be directly created during the streetscape upgrade, 8 jobs in manufacturing and wholesale trade, and 3 jobs in local retail and services).

The delivery of the streetscape upgrade will be coordinated to ensure the Tour Down Under, ANZAC Day Memorial and Bay to Birdwood events are not adversely impacted by the streetscape upgrade.

9. ENVIRONMENTAL

The undergrounding of powerlines from the preceding power line underground works will enable the establishment of a consistent and more substantial tree canopy along North East Road, Walters Street and in Haines Memorial Park and Gilmour Park as part of the streetscape upgrade. Further the increase in irrigated turf in Gilmour Park and low vegetation throughout the project area will increase biodiversity and assist in cooling the precinct.

10. ASSETS

The streetscape upgrades consider the asset life of existing and proposed infrastructure and whole of life costs for the proposed upgrades.

11. PEOPLE AND WORK PLANS

The management of the project will occur within current resources.

12. COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council’s Community Engagement (Public Consultation) Policy does not formally require the community to be consulted for this project, however, informal engagement and communication will be undertaken with key stakeholders, including the community in future stages of the project.

Council staff have engaged with the TTG District and Historical Society and the TTG Heritage Museum to identify opportunities for incorporating historical elements in the design. Seven elements have been integrated into the design.

13. COMMUNICATIONS OF COUNCIL DECISION

Relevant information will be disseminated to stakeholders utilising various communication channels.

14. INTERNAL REPORT CONSULTATION

The following staff have been included in the consultation process in the preparation of this Report.

Name	Position	Consulted about
Ary Edityanto	Urban and Landscape Planner	Concept design development
Rebecca Baines	Manager Finance and Rating	Financials

Attachments

1. North East Road Streetscape Upgrade - Concept Plan for Council Report - 1 December 2023	168
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Report Authorisers

Victoria Masterman Lead – Precincts & Placemaking	8397 7300
Ingrid Wilkshire Manager City Strategy	8397 7292
Justin Robbins General Manager Strategy & Finance	8397 7444



North East Road Streetscape Upgrade Tea Tree Gully Township

Concept Plan (30% Design)
November 2023 (DRAFT)



Historical Research
Overview



Topographic map of District of Tea Tree Gully (1970). Areas of vineyard (and orchard areas adjacent to River Torrens) are shown by dotted sections.

Source: From Settlement to City: A History of The District of Tea Tree Gully, 1836-1976 - Ian Auhl



- Since the 1960s, there has been a massive influx of people settling in the City of Tea Tree Gully, which went from a population of 1440 in 1855 to 2,561 in 1954/55, not quite double in 100 years. Since that time, the population has soared to 98,000.T
- This enormous growth, in a relatively short time, has had the effect of taking the City of Tea Tree Gully.
- Originally a **thriving farming, fruit growing and viticulture area**, Tea Tree Gully Township has become an area of suburban housing, shopping centres and light industry.

Source: Tea Tree Gully and District Historical Society
(<https://ttghistoricalsociety.org.au/>)

- The three main early sources of stone, both for quarrying and building, were at Glen Osmond, Dry Creek and Tea Tree Gully.
- **TTG stone was highly valued and used in the construction of Adelaide’s most significant nineteenth-century public buildings.** Many of the finest mid-Victorian public buildings had their origins in the quarries from this district.
- Three such buildings were the Adelaide Town Hall, The General Post Office, and the Supreme Court in Victoria Square, all completed between 1863 and 1872.
- Although the quarries at Glen Osmond supplied more tonnage of building stone to the city, this was more likely to be used as undressed rubble, whereas the Tea Tree Gully freestone was often reserved for the main facades and ornamental dressings of buildings. Occasionally, where design rather than economy was the main object of a public building, it was built almost entirely of freestone from Tea Tree Gully.
- Freestone dressings for many other notable buildings that have become part of Adelaide’s heritage – St Peter’s Cathedral, St Francis Xavier’s, Stow Memorial, Flinders Street Baptist, The Mitchell building of the University of Adelaide, Scots Church, North Terrace – came out of the same quarry.

Source: <https://www.researchgate.net/profile/Susan-Piddock/publication/309502894/figure/fig8/AS:422324815044620@1477701490691/The-Ellis-Cottage-Tea-Tree-Gully.png>
<https://ttghistoricalsociety.org.au/projects/geological-and-quarry-history/>

Streetscape Vision
Tea Tree Gully Precinct Plan
Endorsed by Council November 2021

*“Exploring through the fine memories of the past,
enhancing the historical characteristics of the township.”*

“connect back with the history, present and future”

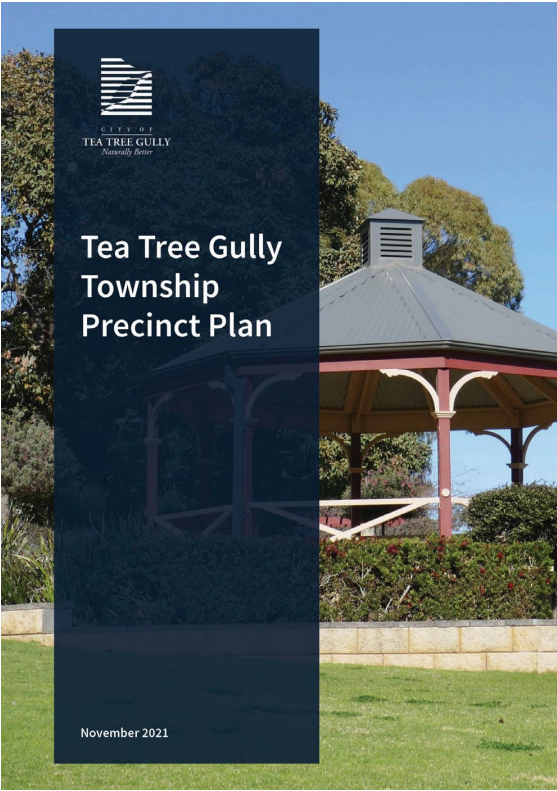
*“passing the key historical memories
for the next generation to come”*

*“Injecting a new life into
a tired street”*

Tea Tree Gully Township Precinct Plan
Supplementary Actions

- 1.2 Consider boulevard street tree planting along North East Road streetscape
- 1.8 Integrate Water Sensitive Urban Design techniques in public realm spaces
- 1.9 Consider the use of LED luminaries throughout the Township
- 2.2 Developing gateway treatments at Township entrances
- 2.4 Engage with Kaurna to establish was of recognising the Township’s Aboriginal heritage
- 2.6 Improve the appearance of the retaining wall along the North East Road frontage of Haines Park
- 2.10 Reduce unnecessary clutter in the public realm
- 3.2 Work with Department of Infrastructure and Transport (DIT) to improve safety for pedestrians crossing North East Road
- 3.4 Improve lighting in lower lit areas as part of the North East Road streetscape upgrade
- 3.5 Renewing signage and wayfinding devices
- 3.7 Work with DIT to address vehicle congestion at the intersection of North East, Haines and Perseverance Roads
- 3.8 Retain and improve on the facilities provided for cyclists in the Township
- 3.9 Consider universal design and CPTED principles in public realm upgrades
- 4.2 Investigate opportunities to activate the public realm through the arts
- 4.4 Install feature lighting

“discovering the past”



Source:
<https://www.teatreegully.sa.gov.au/files/assets/public/council-documents/documents/tea-tree-gully-township-precinct-plan-2021-final-optimized-for-web-december-2021.pdf>



Source: Proposed North East Road - Tea Tree Gully Township - Powerline Undergrounding Presentation - PLEC - For Submission - 13 April 2022.PDF (Content Manager D22/29920)

Streetscape Vision

Design Principles and Proposed Upgrades

Design principles:

The streetscape upgrade is informed by the principles and methodology for the City-Wide Main Roads and Gateways endorsed by SRC 18 October 2023 and Council 24 October 2023. The principles have be adapted to address the unique historical character of the township:

1.

Improve the quality of the public realm and provide gateways into the city and township and promote the city as a place to live, work, invest and play and encourage users to stay longer
2.

Reflect the unique identity of the Tea Tree Gully Township and historical precinct by bringing the concept of the museum into the streetscape and embedding historical information through story telling and artefacts
3.

Increase tree canopy coverage and low landscaping to assist with cooling, provide shaded walks for pedestrians and reduce urban heat islands
4.

Upgrades to Haines Memorial Park and Gilmour Reserve to provide quality open space
5.

Undergrounding of power lines and removal of barriers
6.

Improved footpaths, lighting and wayfinding to provide more inclusive and safe access for all pedestrians
7.

Incorporate sustainable design principles into upgrades to maximise impact of the upgrades, while minimising long term maintenance costs and environmental impacts.

Proposed Upgrades

Goals/Objectives	Strategies	Key Projects/Elements
1. Unique streetscape character for the historical Tea Tree Gully Township	<ul style="list-style-type: none">• Create a unique character/identity, environment and atmosphere for the township.• Create a sense of welcoming as a gateway to the city.• Introduce the local key histories of the city to the visitors.• Protection and preservation of the existing heritage nodes and landmarks, i.e. parks and heritage buildings (which may be private properties).• Invite and inspire visitors of all ages.	<ul style="list-style-type: none">a. Welcoming entrance signage, public art and feature lighting at both Township entrances.b. Revitalise Gilmour Park and Haines Memorial Park.c. Integrate unique historical, storytelling and interpretive elements that bring the concept of the museum into the streetscape and reflect the heritage of the township.d. Simplify existing and install new wayfinding and interpretive signage for key existing heritage nodes and landmarks, to educate the community without impacting adversely on private properties.e. Replacement of the Haines Memorial Park retaining wall along North East Roadf. Materials selections to enhance the heritage.
2. Vibrant, comfortable, well-connected and safe for all users	<ul style="list-style-type: none">• Provide elements that creates a sense of discovery, encourages users to stay longer and supports passive recreation• Improve access, connection, crossings, wayfinding and prioritise the pedestrian.• Improve junctions and slow traffic through the precinct to improve pedestrian and road safety and promote local identity.• Embed water-sensitive urban design (WSUD) streetscape where practicable.	<ul style="list-style-type: none">a. Upgrade pedestrian connections to universal standards and where possible with consistent 2m width and full width adjacent commercial activity, using quality materials and finish with low maintenance.b. Pedestrian refuge island and/or curb extension for safer pedestrian crossing.c. Street furniture represents the unique identity of the township, without pretending to be heritaged. Increase tree canopye. Renew/add wayfinding and interpretive signage at key junctions and areas.f. New car parking where appropriateg. New LED lighting to support safe crossings and address crime prevention and natural surveillance activity.h. Incorporate biodiversity and water sensitive urban design elements.



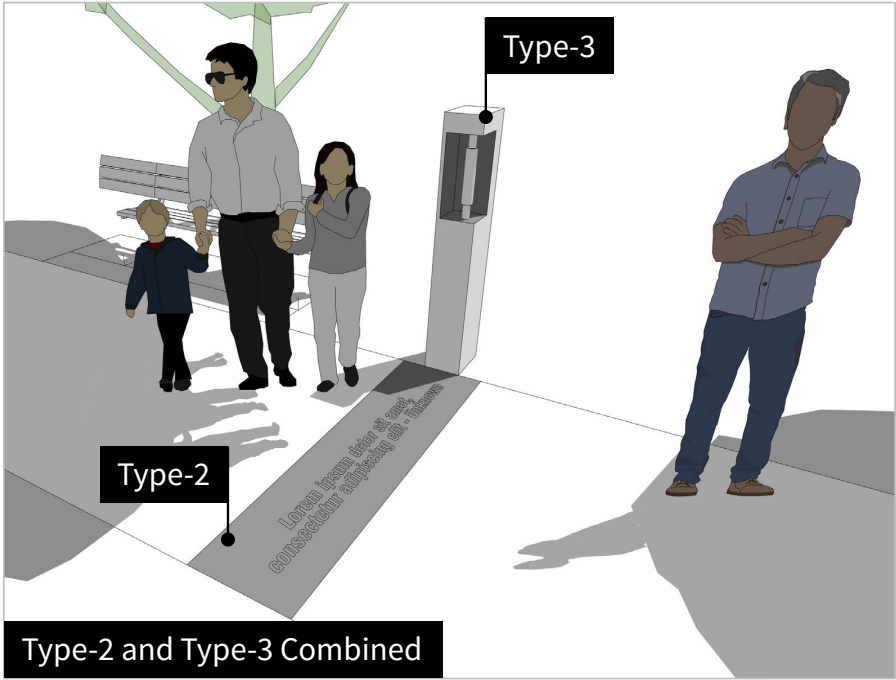
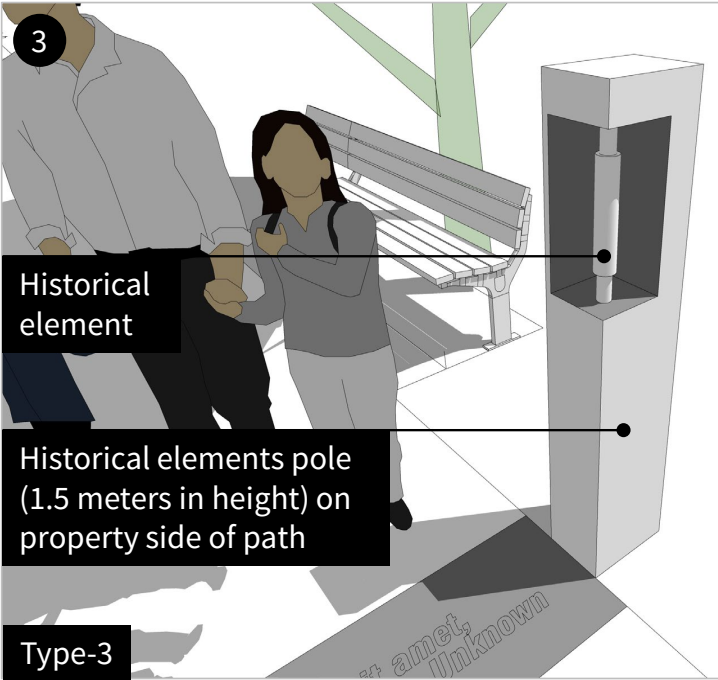
Concept Plan (30% Design)
Historical and Story Telling Elements

Type-1: TTG standard interpretive signage
Totem interpretive signage will be located at Gilmour and Pine Park, while Haines Memorial Park signage will use the Type-4 signage.

Type-2: Historical references and story telling
Historical references, quotes or stories will be etched at key historical locations next to key historical buildings/structures

Type-3: A combination of Type-2 Type-3
Historical artefact embedded into a totem pole, with historical information incorporated into the side of the totem with Historical references, quotes or stories will be etched at key historical locations next to key historical buildings/structures

Type-4: Interpretive signage plaque
Stainless steel signage currently installed at the Tea Tree Gully Memorial Garden and TTG Institute, to be installed at Haines Memorial Park and consider for installation at Gallery 1855



Note: All recommendations and illustrations are subject to further detailed discussion, approval from other related authority and budget for implementation.



Concept Plan (30% Design)
Historical and Story Telling Elements

Several other historical elements alternatives, which can be explored and implemented throughout the street or within the township.



Augmented Reality (AR) app to travel to the past



Township logo for branding



Historical knowledge through window decals



Wood burned engraved with memorial quotes



'Easter eggs' interpretive signages



Outdoor interactive quiz boards

Note: All recommendations and illustrations are subject to further detailed discussion, approval from other related authority and budget for implementation.



Concept Plan (30% Design)
Historical Gateway Elements
East and West Gateway

Gateway Signage

- Vertical wayfinding entrance signage to highlight the entrances to the township. The design will be unique to the heritage precinct. Complimenting the vertical organic public art elements (refer following page).
- Signage to be fabricated from a combination of two materials to ensure lettering is clear at day and at night. Materials to compliment the public art element and materials within the township
- May incorporate laser cutting of design elements



Note: All recommendations and illustrations are subject to further detailed discussion, approval from other related authority and budget for implementation.



Concept Plan (30% Design)
Historical Gateway Elements
East and West Gateway

Gateway artwork lighting

- Vertical organic themed public art elements that reflect the heritage of the township and highlight the entrance welcoming visitors. Materials to work with the gateways signage
- Increase trees planting and low plantings to provide shade for pedestrians, slow down traffic and create sense of arrival.
- Subtle lighting to trees and public art highlight the gateways at night



Example of vertical organic themed public art



Note: All recommendations and illustrations are subject to further detailed discussion, approval from other related authority and budget for implementation.



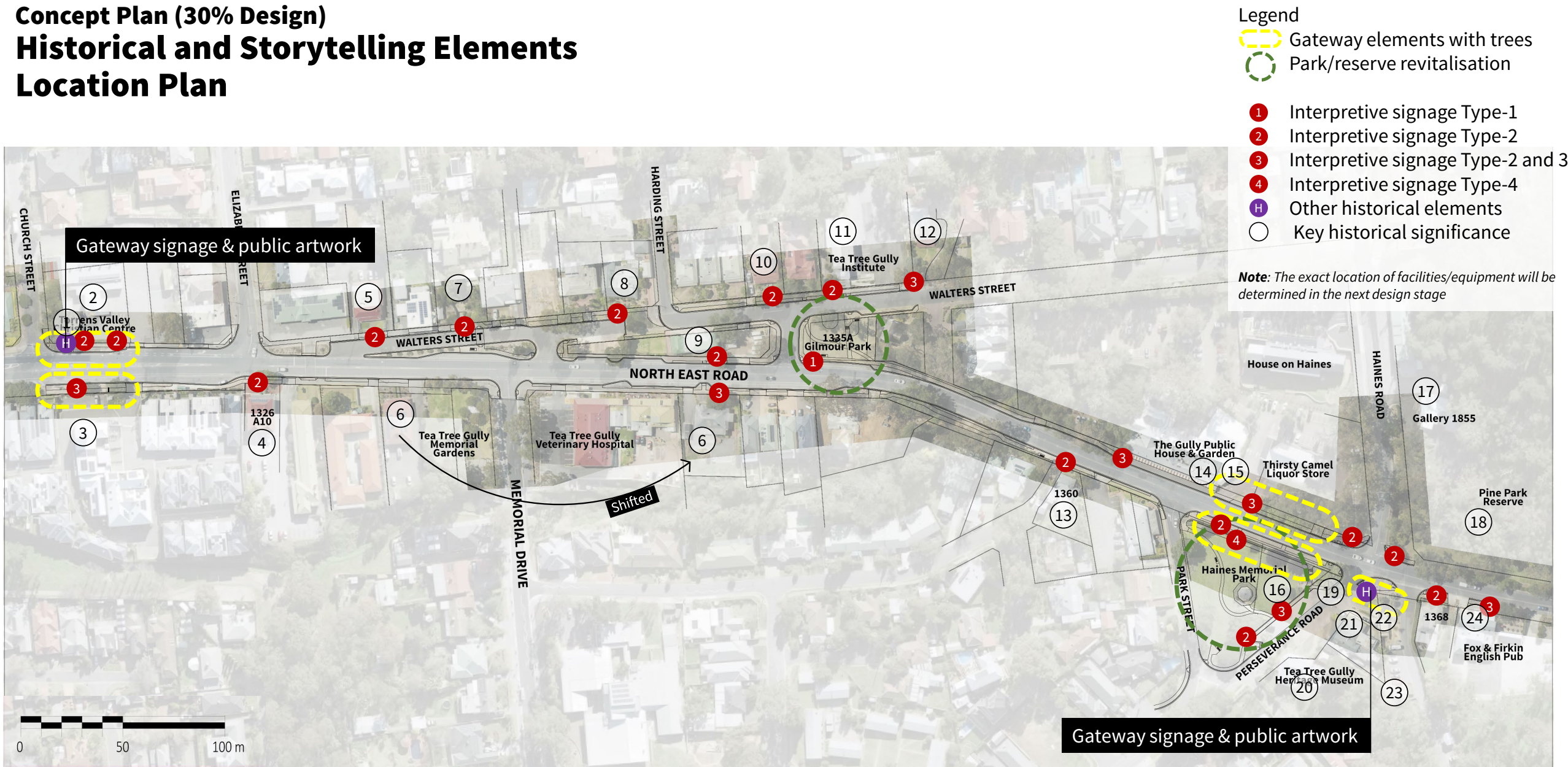
Sample image LED lights in trees



Sample image of street tree up lighting

Source: Glow Worm Lighting (<https://glow-worm.com.au/our-work/>)

Concept Plan (30% Design)
Historical and Storytelling Elements
Location Plan

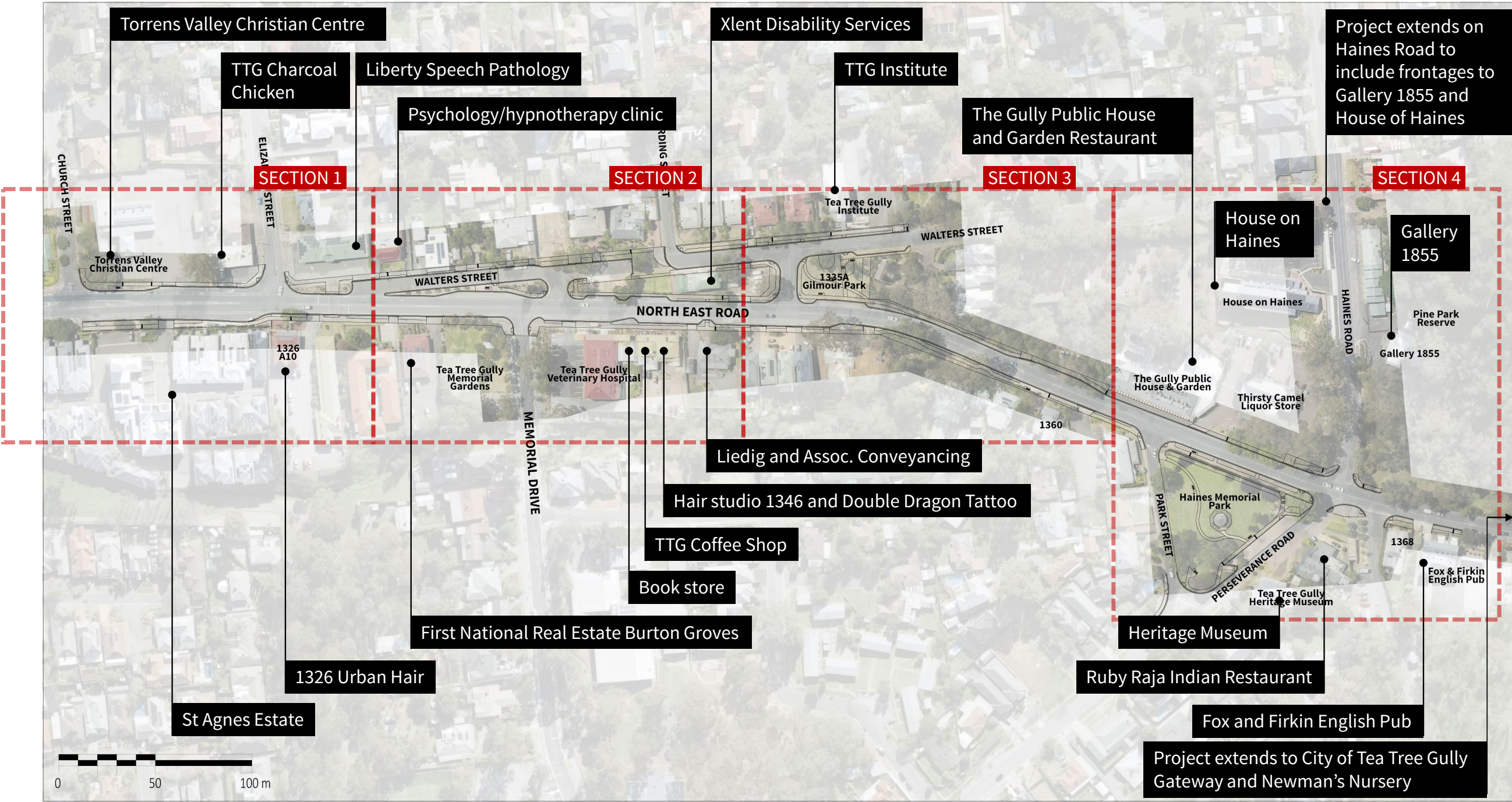


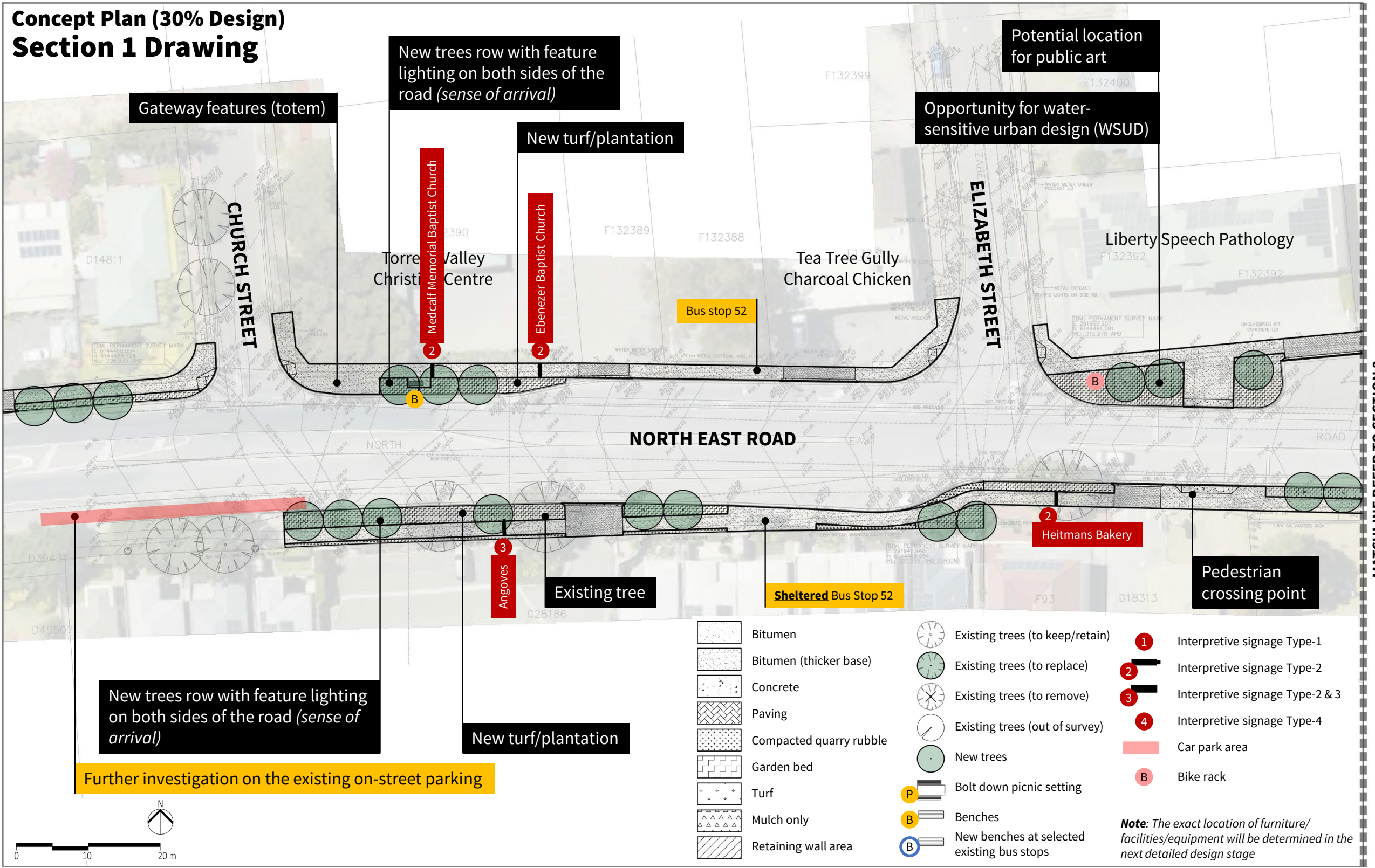
- | | | |
|---|---|--|
| ①. Medcalf Memorial Baptist Church | ⑨. 1333 North East Rd – built by Robert Gilmour | ⑰. Tea Tree Gully Council Chambers |
| ②. Ebenezer Baptist Church | ⑩. 29 Walters Street – Emma Gilmour’s House | ⑱. Pine Park |
| ③. Angoves | ⑪. Tea Tree Gully Institute | ⑲. Haines Perseverance Road |
| ④. Heitmans Bakery | ⑫. 37 Walters Street – oldest surviving home in TTG | ⑳. TTG Heritage Museum – Old Highercombe Hotel |
| ⑤. 9 Walters Street – built by Robert and James Gilmour | ⑬. 1360 North East Rd – William Haines Cottage | ㉑. Dunns Cash Store |
| ⑥. Old Police Station at 1332 and 1348 North East Rd | ⑭. Tea Tree Gully Hotel | ㉒. Rump’s Bakery |
| ⑦. The Wesleyan Chapel – School | ⑮. The Wheel Barrow Race | ㉓. Ellis Cottage |
| ⑧. 23 Walters Street – Stevenson’ first stone-mason | ⑯. Haines Memorial Park | ㉔. Former Flour Mill |

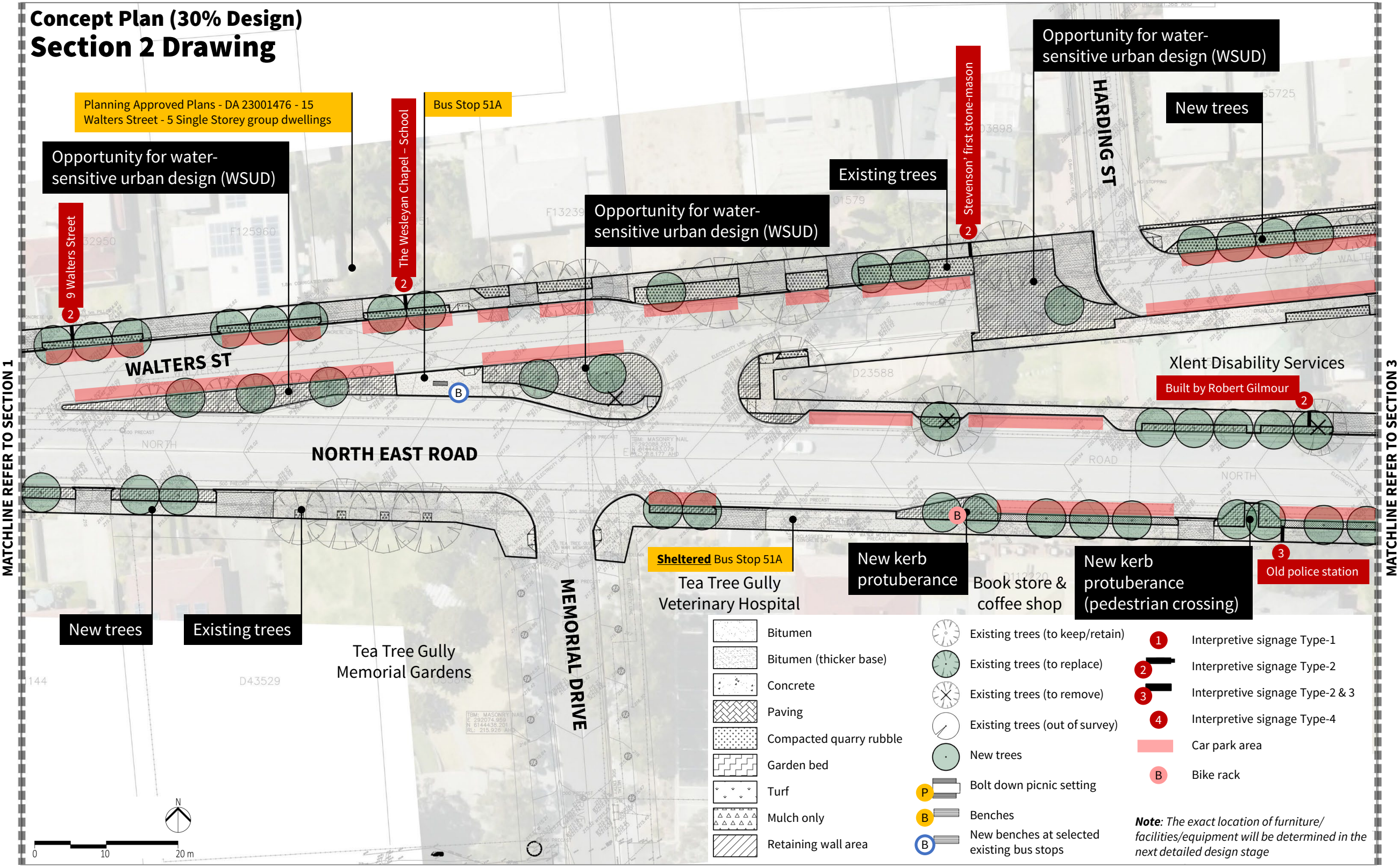
Source: Existing key heritage/historical locations are based on a document provided by the Tea Tree Gully and District Historical Society and the Tea Tree Gully Heritage Museum staff (please refer to Content Manager No. E23/89440 and E23/89441)

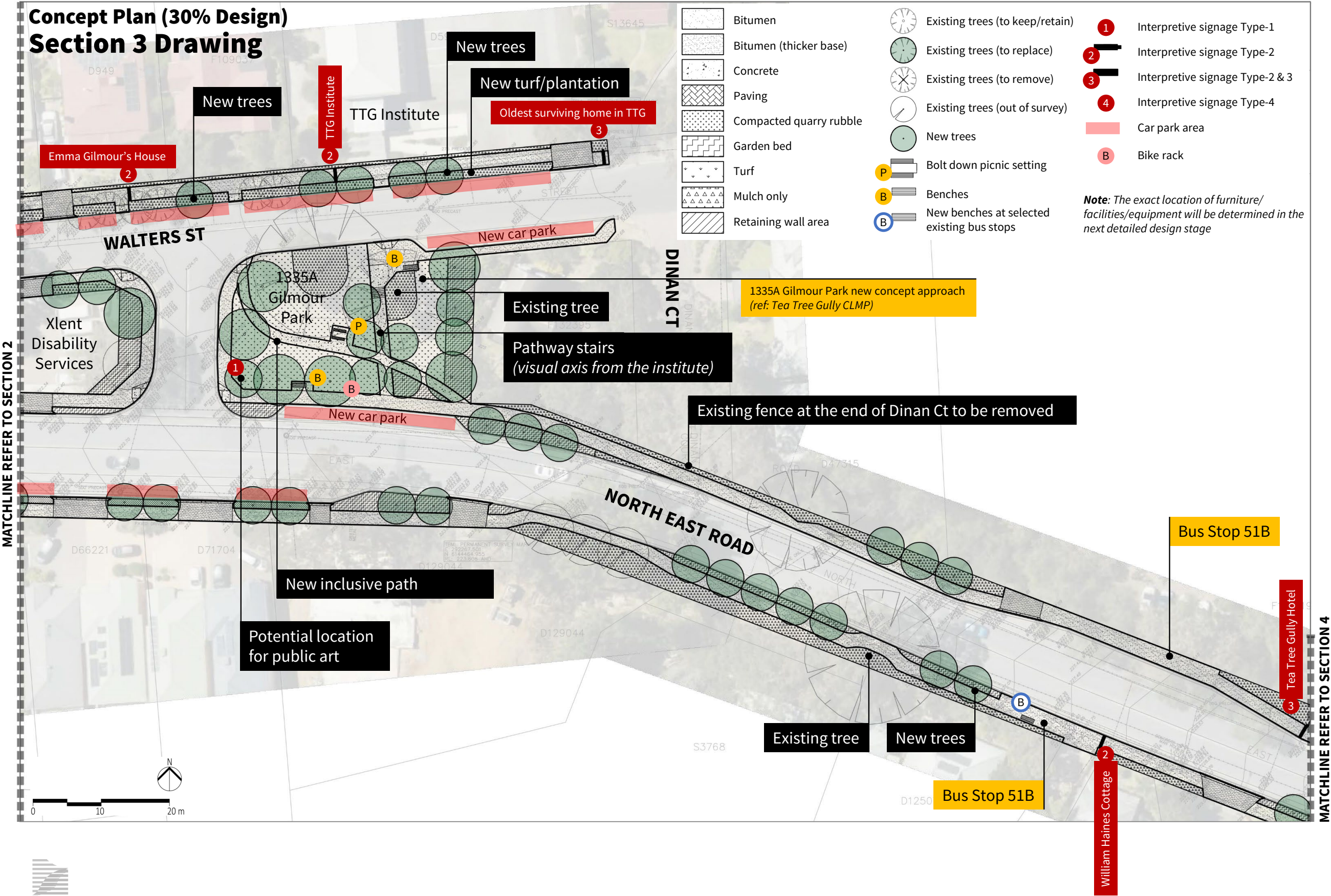


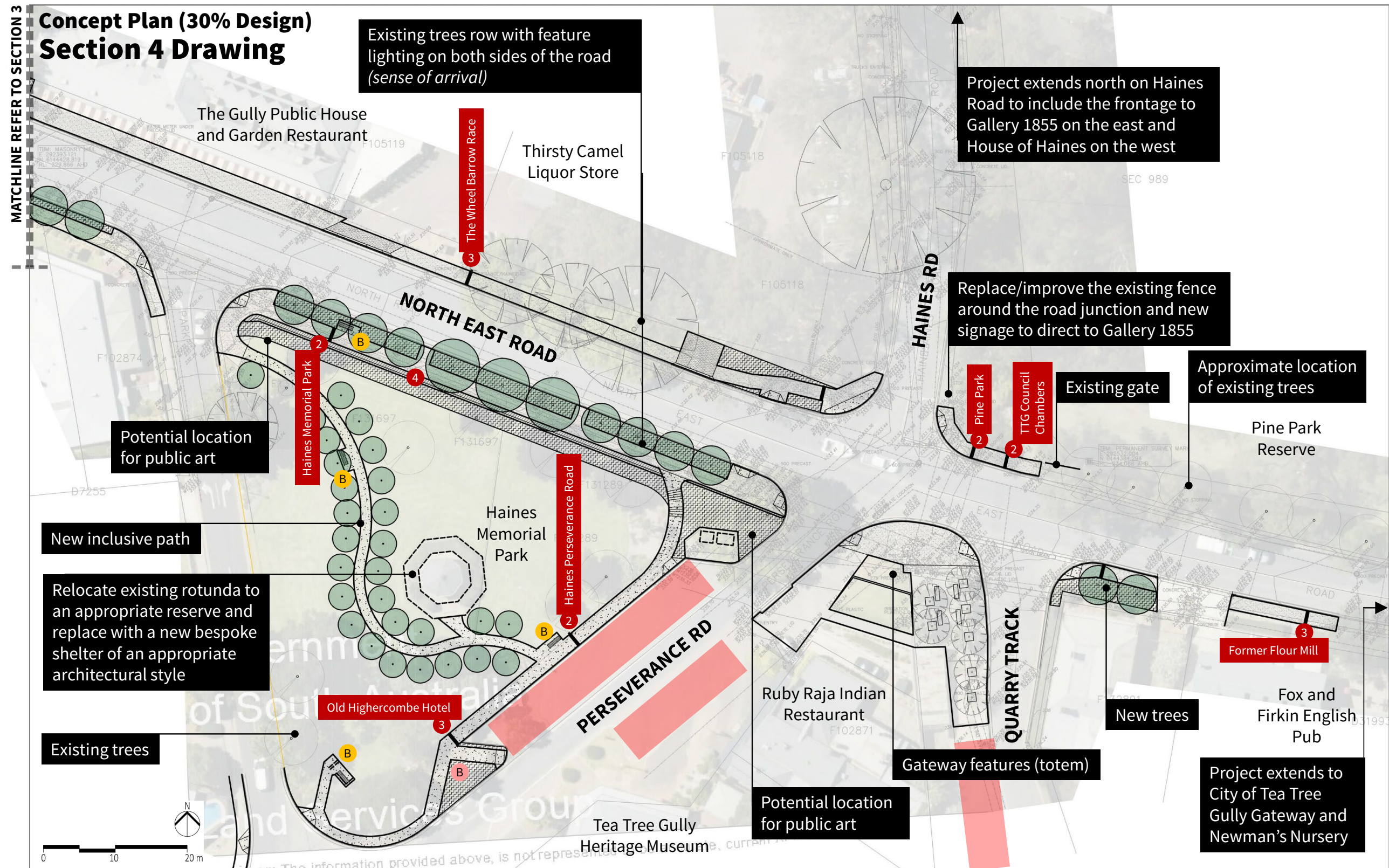
Concept Plan (30% Design)
Overall Streetscape Plan











Council Meeting - 12 December 2023

Notice of Motion - Footpath at Keeble Street, St Agnes (Cr Zagladov) D23/99689



I, Cr Irena Zagladov, give notice of my intention to move the following motion at the next Ordinary Meeting of the Council Meeting of the City of Tea Tree Gully:

That Council, taking into account the petition received by Council at its meeting on 13 December 2022 opposing construction to the footpath on Keeble Street, St Agnes, resolves as follows:

1. Delay any proposed construction of the footpath on Keeble Street, St Agnes until further decision of the Council.
2. Requests that the CEO to arrange for staff to meet with ward councillors and any residents suggested by the ward councillors to discuss the matter further.
3. That a further report be brought back to Council for consideration, prior to any footpath construction

Background

At the Council meeting on 13 December 2022, a petition signed by 11 Keeble St residents opposing construction of the footpath on Keeble St was received by Council. During the same Council meeting, the information report recommending that the Council proceeds with constructing the footpath was provided to Council. The construction of the footpath was scheduled to go ahead in March 2023 but has been delayed and is now due to start on 18 December 2023.

Last week I was contacted by Mr Brad Walker who tabled the petition on 13 December 2022. According to Mr Walker, he did not receive any correspondence from Council informing him of the outcome, which resulted in him and the other residents forming the opinion that their petition was successful, especially given the fact that the construction works did not occur in March 2023 as originally planned.

I believe that under these circumstances it would be reasonable for Council to delay the proposed construction in order to provide the ward councillors and residents with an opportunity to have further consultations with staff in order to reach a mutually acceptable solution.

*Cr Irena Zagladov
Balmoral Ward
4 December 2023*

Notice of Motion - Footpath at Keeble Street, St Agnes (Cr Zagladov) D23/99689

CEO Comments

Policy

Council's [Footpath Policy](#) was reviewed and adopted by the Governance and Policy Committee on the 22 November 2023.

The Policy reflects Council's commitment to support walking, cycling and independent mobility to benefit the health and well-being of our residents and to minimise the impact of vehicular traffic on the environment.

The endorsed Annual Business Plan 2022-23 included the construction of a footpath in Keeble Street, St Agnes.

A Council decision is required, if the proposed footpath is to be removed from the Capital Works program.

Risk

Residents of Keeble Street were recently **informed of Council's intention to construct a footpath on the western side of the road.**

The location of the footpath within the road verge, has been identified to minimise **disturbance to a resident's property, trees and utility services.**

The footpath would provide a safe, accessible and convenient access for all users, and particularly for vulnerable road users and pedestrians with impaired mobility.

Financial Implications

The endorsed Annual Business Plan 2022-23 included the construction of a footpath in Keeble Street, St Agnes with a budget cost of \$34,000.

If Council decides not to construct a footpath in Keeble Street, Council may decide to re-allocated funding to another footpath project at a future budget review.

The planned works have been delayed to allow for this notice of motion to be considered at no cost to Council.

Attachments

1. [↓](#) Council - Report - Petition - Opposition to footpath on Keeble Street, St Agnes - 13 December 2022..... 185

Report Authorisers

Gabby D'Aloia
Manager Technical & Engineering Services 8397 7351

Felicity Birch
General Manager City Operations 8397 7234

Ryan McMahon
Chief Executive Officer 8397 7297

INFORMATION REPORT

COUNCIL MEETING

13 December 2022

Corporate Services

Petition - Opposition to footpath on Keeble Street, St Agnes (D22/195058)

A petition with 11 signatures was received on 29 November 2022 opposing upgrades to the **footpath on Keeble Street, St Agnes as part of the City of Tea Tree Gully's 2022-2023 new footpath program.**

The head petitioner has been contacted and advised that the petition will be presented at the Council meeting on 13 December 2022 for information purposes only.

The petition statement reads:

“Opposing foot path in Keeble Street, St Agnes.”

In accordance with Section 10(1) of the *Local Government (Procedures at Meetings) Regulations 2013* and Council's [Petition Management Policy](#), a petition to Council must:

- a) Clearly set out the request or submission (including being at the top of every page to ensure that each signatory is fully aware of what the petition is outlining); and
- b) Include the name and address of each person who signed or endorsed the petition

The petition included a petition statement on each page. The names and addresses of each signatory have been provided.

All signatories are residents of Keeble Street, St Agnes.

The petition has been referred to Gabby D'Aloia, Manager Civil Assets for consideration.

Staff comments

The endorsed Annual Business Plan 2022-23 includes the construction of a footpath in Keeble Street, St Agnes with a budget cost of \$34,000.

Residents of Keeble Street, St Agnes were notified of the proposed footpath by correspondence, dated 2 September 2022. The footpath is proposed to be located on the western side of Keeble Street.

The petition advises that residents do not support the construction of a footpath.

However, Council supports walking, cycling and independent mobility to benefit the health and wellbeing of our community and to minimise the impact of vehicular traffic on the environment.

To assist in meeting this aim, Council provides new sealed footpaths in viable locations **throughout the City of Tea Tree Gully, in accordance with Council's [Footpath Policy](#).**

A hierarchy has been established to prioritise the selection of new footpath construction projects. Consideration is given to vehicular traffic volumes, land use and proximity to facilities (i.e. education and sporting facilities, retail precincts) bus routes and linkages to existing footpaths. Footpaths are constructed and maintained for the benefit of the broader community, including future residents and visitors to the area, not just the existing adjoining residents.

The Ardtornish Primary School/ Early Childhood Centre is situated on Saarinen Avenue, St Agnes adjacent to Gifford Reserve. Gifford Reserve is at the northern end of Keeble Street. A concrete footpath is currently constructed in Gifford Reserve connecting Keeble Street through Gifford Reserve to the paved footpath on Saarinen Avenue, St Agnes.

Keeble Street, St Agnes is in close proximity to Smart Road and Tolley Road, St Agnes providing access to public transport facilities.

Council staff have not recorded the vehicular or pedestrian traffic volumes along Keeble Street.

The proposed location of the footpath that has been nominated by Council staff, has considered the impact on existing or future infrastructure, street trees, the slope of the land and the location and connection to existing footpaths and crossing points.

In accordance with the [Footpath Policy](#), if Council receives objection to the proposed construction, the Chief Executive Officer (CEO), or their delegate, will consider the reasons for the objection. If the footpath does not form an essential link in the network the CEO, or their delegate, may decide to not proceed with the footpath construction project.

Staff remain of the opinion that the construction of a footpath should proceed as planned as it provides a valuable connection for the associated footpath network to the local park, primary school and kindergarten. The construction of the footpath is anticipated to occur in March 2023.

Should Elected Members wish to not proceed with the construction of this footpath and have this removed from the Annual Business Plan, a Notice of Motion can be submitted for Council's consideration no later than the Council meeting dated 28 February 2023.

The locality plan below shows Keeble Street and the surrounding roads and facilities in St Agnes.



Attachments

N/A

Report Authorisers

Marley Marks	
Governance & Risk Administration Officer	8397 7270
Nicholas Bennett	
Technical Officer - Infrastructure Planning	8397 7359
Gabby D'Aloia	
Manager Civil Assets	8397 7351
Felicity Birch	
General Manager City Operations	8397 7234

Council Meeting - 12 December 2023

Mayor's Report - November 2023



MAYOR MARIJKA RYAN

During the month of November 2023, I received 33 invitations and had the opportunity to attend 26 of them.

Elected Member Representation:

- I would like to thank Cr Unger, Deputy Mayor for attending the South Australian of the Year Awards Presentation Evening at the Adelaide Oval on 1 November 2023 to represent the City of Tea Tree Gully.

Saturday 18 November 2023 was a date where I received three invitations, and sadly was only able to attend one

- I wish to thank Cr Unger for stepping in as Deputy Mayor to represent the City of Tea Tree Gully at the Diwali and Annakut Celebration.
- I wish to thank Cr Champion for attending and representing the City of Tea Tree Gully at the Australian Unitarian Druze Community Celebration – Family night.

I unfortunately had to miss one of the Tilley Recreation Park and Dog Park Drop in consultations.

Invitations without Council Representation:

- A Ukrainian Fundraising event in Sydney – Given previous commitments and the time factor involved in travelling to this event both the Deputy Mayor and I were regretfully unable to attend.
- The South Australian Suite at the VAOLO Adelaide 500 – this was a non-transferable invitation; however, this invitation was then kindly extended to the Deputy Mayor. Unfortunately, both the Deputy Mayor and I were unable to attend due to conflicting commitments.

- The Report Launch on Alternatives to Incarceration in SA at Parliament House. I was unable to attend this event due to a prior commitment. Cr Unger was also unable to attend.

Throughout November it was my privilege to:

1. Be inducted into the Lions Club of Tea Tree Gully as an Associate Member and become the first female member of the Club
2. Attend the Kokoda Memorial Service and have the honour of laying a wreath on behalf of the City of Tea Tree Gully
3. Attend the Rebuilding Schools Ukraine Fundraising Luncheon with the proceeds, including the cost of meals and drinks packages going to rebuilding schools in war-torn Ukraine
4. Speak with the residents who came out to have their say at the first of two Tilley Recreation Park and Dog Park Drop in consultations.
5. Along with Members of the RSL Tea Tree Gully Sub Branch help out by doing a shift selling Remembrance Day Poppies out at the Golden Grove Shopping Centre
6. Attend a beautiful Remembrance Day Ceremony at the Garden of Reflection, Memorial Drive, Tea Tree Gully
7. Spend a fabulous afternoon celebrating the 40th anniversary and open day of the Golden Grove Scout Group
8. Enjoy another wonderful Community Grants Presentation Evening
9. Be interviewed on Radio Italiana 531 by Mario Leuci and Eleanora Finoia – discussing all things TTG including the preparation for the fire risk season, infill in our suburbs, verges and crossovers, ideas, Carols at Civic Park, White Ribbon temporary art installation on Civic Park and the Christmas Lights Trail
10. Along with the Chief Executive Officer meet with the Deputy Premier, The Hon Susan Close MP to discuss various issues including the Hope Valley Reservoir
11. Have the honour of declaring the Ginger Lemon Grass Festival open at the Golden Grove High School, organised by Asia Oasis and the Golden Grove High School with over 100 street foods spanning across Asia and a line-up of cultural performances
12. **Celebrate with the Modbury jets AFC a successful season at the club's presentation evening and address the Club on Council's future plans with regard to its relocation**
13. Attend the official opening of the Edinburgh Reserve, marking our first all-inclusive playspace for people of all ages and abilities
14. Attend the Tea Tree Gully MX Club AGM followed by the 2023 Club Series Trophy Presentations
15. Have the pleasure of starting the proceedings at the Holden Hill Community Centre **for the International Men's week BBQ with over 60 people attending to listen, share concerns, discuss issues and hear some powerful speakers in celebration of the wonderful men in our community**
16. **Be interviewed on ABC Radio regarding Council's White Ribbon art activation on Civic Park**
17. Be a part of the special gathering in our Banksia Room at the Civic Centre for morning tea followed by the White Ribbon Art Activation in Civic Park

18. Spend a morning at the Heights School Year 12 Graduation awards presentations
19. **Have the honour of presenting the first City of Tea Tree Gully Mayor's Award at the Golden Grove High School Year 12 Graduation Ceremony**
20. Attend Murray Darling Association Regional Meeting hosted by the City of Tea Tree Gully
21. Attend the unveiling of a beautiful 5 panel work of art that was completed over a 4 day workshop with the input of a local Aboriginal Artist and the students of Ardtornish Primary School which now sits proudly attached to the building and represents the students interpretation of the Tjilbruke Dreamtime
22. Enjoy the company of the Valley View Neighbourhood Watch Members and guests at the annual Neighbourhood Watch Christmas Barbecue
23. Meet with a resident to discuss various issues
24. Have the honour of being asked to speak about what Christmas means to me along with other guest speakers at the Lutheran Homes Christmas Hamper Appeal held at the Lutheran Community Centre at Lutheran Homes Retirement Village in Hope Valley
25. Spend a lovely morning at Modbury High School for the Year 7-11 Prize Giving Assembly for 2023
26. Attend the Banksia Park International High School Valedictory Ceremony at the beautiful Adelaide Town Hall.

Attachments

1. [↓](#) Mayor's Report - Invitations received November 2023192



Invitations to the Mayor/Attendance record

November 2023

No.	Date of Event	Event/Information	File Reference (CM No)	Mayor attended
1	1 November 2023	Inductions to Lions Club of Tea Tree Gully (Associate Member)	E23/94245	Yes
2	1 November 2023	2024 South Australian of the Year	E23/110546 E23/104528	No
3	2 November 2023	Kokoda Memorial Service	E23/106711	Yes
4	3 November 2023	Rebuilding Schools in Ukraine Fundraising Luncheon	E23/107596	Yes
5	8 November 2023	Tilley Recreation Park Masterplan and Dog park Drop in Community Engagement Event	E23/107595	Yes
6	9 November 2023	Poppy sales – Golden Grove Shopping Centre	E23/106711	Yes
7	11 November 2023	Tilley Recreation Park Masterplan and Dog park Drop in Community Engagement Event	E23/107595	No
8	11 November 2023	Remembrance Day Ceremony	E23/106711	Yes
9	12 November 2023	Golden Grove Scout Group 40 th Birthday Celebration	E23/99791	Yes
10	13 November 2023	Community Grants Presentation Evening	E23/107597	Yes
11	15 November 2023	Radio Italiana Interview – Mario Leuci	E23/122016	Yes
12	17 November 2023	Meeting with the Deputy Premier, The Hon Susan Close	E23/48484	Yes
13	17 November 2023	Opening Ceremony of the Ginger Lemongrass Festival – Partnership with golden Grove High School and Asia Oasis	E23/105893	Yes
14	18 November 2023	Modbury Jets AFC Medal Presentation Awards Night	E23/102186	Yes
15	18 November 2023	Australian Druze Community Celebration	E23/104438	No
16	18 November 2023	Diwali and Annakut Celebration	E23/107355	No
17	18 November 2023	Edinburgh Reserve Opening	E23/116826	Yes
18	19 November 2023	2023 Club Series Junior Trophy Presentation at TTG MX Club	E23/116880	Yes

19	20 November 2023	International Men's Week BBQ	E23/107599	Yes
20	21 November 2023	White Ribbon Event – Community Morning Tea Event and white ribbon art installation on Civic Park	E23/111118	Yes
21	21 November 2023	Interview on ABC Radio re White Ribbon art activation on Civic Park	E23/1117233?	Yes
22	22 November 2023	Golden Grove High School Year 12 Graduation Assembly	E23/107312	Yes
23	22 November 2023	The Heights School – Year 12 Graduation		Yes
24	23 November 2023	Ukrainian Fundraising Event in Sydney	E23104875	No
25	23 November 2023	MDA Regional 7 Ordinary Meeting hosted by the City of Tea Tree Gully	E23/107600	Yes
26	24 November 2023	South Australian Suite at the VAOLO Adelaide 500 Adelaide Street Circuit	E23/106599, E23/99737, E23/111035, E23/111035, E23/11167	No
27	24 November 2023	Unveiling of Ardtornish Primary School's Aboriginal Mural	E23/117834	Yes
28	24 November 2023	Meeting with a resident to discuss various issues	E23/121630	Yes
29	26 November 2023	Valley View Neighbourhood Watch Christmas BBQ at Lutheran Homes Christmas Hamper Appeal	E23/115969	Yes
30	27 November 2023	Report Launch on Alternatives to Incarceration in SA at Parliament House	E23/91675	Yes
31	28 November 2023	Prize Giving Assembly – Modbury High School	E23/116954, E23/118439	No
32	30 November 2023	Banksia Park International High School Valedictory Ceremony at Adelaide Town Hall	E23/114395	Yes
33	30 November 2023		D23/8879	Yes

INFORMATION REPORT

COUNCIL MEETING

12 December 2023

Office of the Chief Executive Officer

Call for Nominations - Nominate for the Libraries Board of SA

(D23/97663)

The Local Government Association (LGA) is seeking nominations for 1 member on the Libraries Board of SA (LBSA) for a period not exceeding 3 years. The *Legislation Interpretation Act 2021* requires the LGA to provide a shortlist of 3 nominees. The Minister will select the appointee from this list.

The LBSA consists of 8 members appointed by the Governor, with three of those members nominated by the LGA. The LBSA meets 10 times per year and the role may requires intra-state travel. The sitting fee is \$590 per session.

Established under the South Australian *Libraries Act 1982*, **LBSA's functions are to:**

- formulate policies and guidelines for the provision of public library services; and
- establish, maintain and expand collections of library materials and, in particular, collections of such materials that are of South Australian origin, or have a particular relevance to this State; and
- administer the State Library; and
- establish and maintain such other public libraries and public library services as may best conduce to the public interest; and
- promote, encourage and assist in the establishment, operation and expansion of public libraries and public library services by councils and others; and
- collaborate with an administrative unit of the Public Service or any other public sector agency (within the meaning of the Public Sector Act 2009) and any other authority or body, in the provision of library and information services; and
- make recommendations to the Minister on the allocation of funds that are available for the purposes of public libraries and public library services; and

- initiate and monitor research and experimental projects in relation to public libraries and public library services; and
- keep library services provided in the State under continuing evaluation and review; and
- to carry out any other functions assigned to the Board under this or any other Act or by the Minister.

Nominations

LGA nominees may comprise:

- council members
- librarians employed in a public library
- community information officers employed by a council
- any other officers or employees of a council.

To nominate you must have experience in local government and must be a currently serving council member or employee of a council or other local government entity.

Nominations must be submitted by 5pm on Thursday 1 February 2024. The Call for Nominations information sheet (Part A) and Nomination Form (Part B) have been included as Attachments 1 and 2. In addition to these forms, a curriculum vitae and response to the selection criteria specified in Part A (which is no more than two pages) is required.

Should an Elected Member wish to nominate, a Notice of Motion must be submitted to Governance staff by COB Monday 22 January 2024 (at the latest) for consideration at the 30 January 2024 Council meeting.

Only nominations submitted following a resolution of Council will be considered. This also applies to any employee nominations.

Attachments

1. ↓	Attachment 1 - Call for Nominations Information Sheet (Part A)	197
2. ↓	Attachment 2 - Nominations Form (Part B)	198

Report Authorisers

Kristyn Barnes
Governance Administration Officer 8397 7284

Deana Taglierini

Item 17.1

Coordinator, Governance	8397 7263
Ilona Cooper Manager Corporate Governance	8397 7310
Ryan McMahon Chief Executive Officer	8397 7297



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LGA Appointments and Nominations to Outside Bodies

PART B

Libraries Board SA — Nomination Form

Instructions

This form:

- Must be submitted by a council
- Must be emailed in PDF format to nominationscoordinator@lga.sa.gov.au
- Receipt of nomination will be acknowledged by return email
- CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially

This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).

SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.

Please refer to the **Call for Nominations** information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

SECTION 1: COUNCIL to complete

Libraries Board SA		
Council Details		
Name of Council submitting the nomination		
Contact details of council officer submitting this form	Name:	
	Position:	
	Email:	
	Phone:	
Council meeting date and minute reference		
Nominee Full Name		
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>		
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>		

SECTION 2: NOMINEE to complete

Libraries Board SA			
Nominee Details <small>* Denotes a Mandatory Field. The information in this form is provided by the LGA to the relevant Minister/State Government Authority for the purposes of actioning an appointment to an outside body. Successful Nominees may be contacted directly by the relevant body using the information provided in this form.</small>			
First Name:*		Gender	
Middle Name:*			
Surname:*			
Home / Personal Postal Address:*			
Phone:		Mobile:	
Personal Email:			
Why are you interested in this role?			
CV	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
Response to selection criteria (if applicable) <small>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</small>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i> attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies? Yes <input type="checkbox"/> OR No <input type="checkbox"/> If Yes, please list any fields of interest or Outside Bodies of interest: <ul style="list-style-type: none"> • • • 			
Undertaking: <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> Yes <input type="checkbox"/> No <input type="checkbox"/> Signature of Nominee: _____			

INFORMATION REPORT

COUNCIL MEETING

12 December 2023

Office of the Chief Executive Officer

Elected Member Mandatory Training Requirements (D23/98326)

Elected Members are required to undertake prescribed mandatory training (the LGA Training Standards) within 12 months of being elected. A copy of the LGA Training Standards has been provided in Attachment 1 for reference.

This report is to advise Council that all Elected Members have completed their mandatory training requirements, except for the newly elected member for Drumminor Ward, Cr Lyn Petrie. Cr Petrie will undertake these requirements over the next 12 months.

Council is required to publish the mandatory training register on [Council’s website](#).

Attachments

1. [LGA Training Standards for Council Members](#) 201

Report Authorisers

Deana Taglierini	
Coordinator, Governance	8397 7263
Ilona Cooper	
Manager Corporate Governance	8397 7310
Ryan McMahon	
Chief Executive Officer	8397 7297

LGA Training Standards for Council Members

Pursuant to Regulation 8AA of the Local Government (General) Regulations 2013

The LGA Training Standards will come into operation when section 43(1) of the Statutes Amendment (Local Government Review) Act 2021 comes into operation to amend section 80A of the Local Government Act.

Published on 5 October 2022



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Document Set ID: 783010
Version: 3, Version Date: 10/10/2022

Council Member Mandatory Training Requirements

Legislative Framework

Section 80A of the *Local Government Act 1999* (the Local Government Act) and Regulation 8AA of the *Local Government (General) Regulations 2013* (the General Regulations), sets out the legal requirements for training and development for council members.

A council member must comply with the prescribed mandatory requirements, which includes the LGA training standards set out in this document. Failure to comply will result in a suspension of the council member by Council (unless the member satisfies the council there were good reasons for the failure to comply).

There are further requirements relating to public notice, suspension of allowances and access to facilities and support and application to SACAT for disqualification if a member does not address the failure to comply.

Council Policy

Section 80A of the Local Government Act requires a Council to prepare and adopt a training and development policy for its council members.

- (1) A council must prepare and adopt a training and development policy for its members.
- (2) The policy—
 - (a) must be aimed at assisting members in the performance and discharge of their functions and duties; and
 - (b) must incorporate the prescribed mandatory requirements and comply with any other requirements prescribed by the regulations; and
 - (c) may specify other requirements relating to the conduct and completion of training and development by members.
- (2a) A training and development policy of a council may make different provision according to different members of the council.

Regulation 8AA of the *Local Government (General) Regulations 2013* prescribes that a training policy must comply with the LGA training standards¹.

¹ The LGA training standards means the document entitled *LGA training standards for council members* approved by the Minister for the purposes of regulation 8AA (*Local Government (General) Regulations 2013*) and published on a website maintained by the LGA.



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LGA Training Standards for Council Members

The LGA Training Standards provides a community leadership competency framework, defining the key capabilities required to perform the council member role, the core modules and anticipated learning objectives and outcomes.

The framework responds to the legislative requirements and community expectations of council members. The local government sector has a strong aspiration to build and develop capabilities and the performance of council members and in return, achieve great outcomes for local communities.

The framework defines community leadership competencies in four parts:

Behaviour	To identify attributes and develop skills that uphold the Behavioural Standards and principles of good governance.
Civic	To develop knowledge of the Australian system of government and how Councils fulfil the objectives of the Local Government Act to deliver reputable community outcomes.
Legal	To develop the knowledge and skills required to meet the legal responsibilities of a council member.
Strategy & Finance	To develop the knowledge of integrated strategic and annual business planning and the skill to manage public funds appropriately.

The LGA Training Standards provides for the knowledge and skills of council members to be developed as part of induction program, council leadership workshop and training modules. Completion of this training will satisfy the mandatory training requirements. In addition, this Standard provides guidance to on-going personal and professional development.



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Induction Program

Given the breadth of responsibilities held by council members, participation in a formal induction program provides the support and resources to effectively perform in the role.

The chief executive officer (CEO) will arrange an orientation and induction process for a new council which complements the completion of mandatory training. The induction program may include (but not limited to):

- information on administrative facilities/CEO support, council member allowances and benefits, training, and development
- a tour of the council area and facilities
- information on the organisational and operational structure including, an overview of each of the functions or department; and introduction to key staff
- a schedule of briefings on key strategic issues.

An induction program is important in building effective working relationships between council members. It is, therefore, the responsibility of all council members to participate in the induction program.

Council Leadership workshop

Upon election, council members are required to serve the overall public interest, put any personal differences aside and provide community leadership.

The community expects council members to focus on the work of council and effectively engage and work with each other and council employees in a respectful and professional manner.

Section 59 of the Local Government Act sets out the roles of members of councils and includes an obligation to ensure positive and constructive working relationships within the council.

All council members must attend a workshop designed to assist in building effective working relationships and focus on Councils strategic purpose.

The CEO will arrange a workshop that may include (and not limited to):

- An opportunity to build connections (between council members and council members with CEO/key staff)
- Identify shared values and aspirations for delivering outcomes for the community
- Provide an overview of existing strategic priorities, plans and strategies of Council
- Establish effective working relationships and team culture in the context of defined roles and responsibilities.

To ensure leadership effectiveness in working to deliver Councils strategic purpose, it is incumbent on all members to be well informed and engage in information or briefing sessions throughout the term.



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Mayoral Leadership

Section 58 of the Local Government Act sets out the specific roles of principal members or Mayors. These include key responsibilities, as leader of the council, to provide leadership and guidance and lead the promotion of positive and constructive working relationships. To support performance in this leadership role, 'Mayoral Leadership training' must be completed by all Mayors. The Standard sets out the additional competencies required of a Mayor (in addition to the council member requirements).

Training & Timeframe

This document contains the training requirements for council members. These requirements are mandatory, and every council member must undertake the Mandatory Training within the first 12 months of their four-year term.

Training Participation & Records

Completion of mandatory training is a statutory obligation for all (continuing and new) council members. Records of council members participation in mandatory training, including leadership workshops must be kept by the council CEO in a register of training and development.

Training Delivery

Council CEOs' may use internal expertise or training providers to deliver the required mandatory training. It is important that training providers have the appropriate expertise to support the required training outcomes and/or workshop facilitation.

Mandatory training should engage all council members in an interactive learning experience to build shared leadership in fulfilling their role on Council. Alternative delivery methods may be used to complement full Council engagement in face-to-face training.

Mid-term Council Leadership Refresher

A mid-term refresher workshop and update training will be required. This will include (and not limited to):

- A mid-term Council workshop in the maintenance of effective working relationships amongst council members and with CEO/key staff.
- Legal and financial responsibilities.
- Effective Council meetings and procedures.

Ongoing Personal and Professional Development

To be effective and reputable, new and returning council members, are encouraged to continue their personal and professional development throughout the term.

This standard includes a guide for additional learning and development relevant to council members roles and responsibilities and leadership effectiveness, which does not form part of the mandatory training requirements.

Core	Modules	Learning objectives	Learning outcomes
Council member Leadership competency framework	Values, ethics & behaviour <ul style="list-style-type: none"> - Understanding values & ethics - Behavioural Standards for Council Members - WHS, Bullying & Harassment 	To develop the knowledge, skills and attitudes required to meet Behavioural Standards and work, health, and safety obligations for council members	<ul style="list-style-type: none"> - Define and distinguish values, ethics & behaviour - Identify the constructive behaviours to work effectively with others and meet community expectations - Explain work, health, and safety obligations that Council members must comply with. - Identify conduct that would amount to bullying and/or harassment.
	Communication skills <ul style="list-style-type: none"> - Effective communication - Negotiating and influencing 	To develop communication skills for effective working relationships and constructive ways to negotiate and influence others to perform the role.	<ul style="list-style-type: none"> - Define communication - Identify the characteristics of effective communication - Explain strategies that can be used to manage difficult conversations - Describe the process of negotiation and influencing positive outcomes
	Leadership skills <ul style="list-style-type: none"> - Strategic thinking - Change management - Building resilience 	To develop the knowledge, skills and attitudes required to effectively perform a community leadership role	<ul style="list-style-type: none"> - Identify the characteristics of a strategic thinker - Define change management in context to Council's complex and integrated business - Identify methods by which strategic and integrated thinking applies - Identify methods and strategies to build resilience to competently fulfill role



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Core	Modules	Learning objectives	Learning outcomes
CIVIC	Introduction to local government <ul style="list-style-type: none"> - The Australian System of Government - Role, functions and objectives of Local Government - Composition and Council Structures - Role of Council to CEO/staff and working together - Council Services 	To develop knowledge of the role and function of local government and how Council can effectively fulfil the objectives in the Local Government Act.	<ul style="list-style-type: none"> - Explain the role of local government in the Australian System of Government - Define and explain the role and function of Council - Define and explain the separate roles of the elected Council to CEO/staff, both the legislative provisions and operational structures that support effective working relationships.
	Effective council meetings <ul style="list-style-type: none"> - Overview of the types of meetings - Council member preparation and responsibilities - Structure and purpose of meetings - Role of and purpose of information or briefing sessions 	To develop knowledge of the range of council meetings that may be held and to identify the responsibilities of council members to contribute to effective meetings.	<ul style="list-style-type: none"> - List the types of meetings held by a council - Identify how council meetings are structured and the purpose of such meetings - Identify the responsibilities of council members to prepare for council meetings - Define and explain the role of an information or briefing session and effective participation
	Council meeting procedures <ul style="list-style-type: none"> - Public access - Meeting procedures - Role of the Principal Member - Moving motions, speaking to motions, and voting - Effective presentation and constructive debate - Minutes and upholding decisions of Council 	To define the behaviour and develop the knowledge and skills to contribute to the effective operation of meetings procedures.	<ul style="list-style-type: none"> - Identify meeting procedures that apply to council meetings - Explain the role of the Principal Member at council meetings - Define 'a motion' and explain how motions are moved, spoken to, and voted upon - Identify methods for effectively presenting information and engaging in constructive debate at council meetings - Explain the purpose of Minutes and describe how council decisions are upheld
	Representing council decisions <ul style="list-style-type: none"> - The role of the Principal Member as Council spokesperson - Related legislative and Council policy responsibilities - Effective use of media channels 	To develop knowledge of the legislative provisions, policies and processes that relate to effective ways Council and council members represent Council meeting decisions.	<ul style="list-style-type: none"> - Explain the role of the Principal Member - Identify different media channels used by Council - Explain the legislative requirements and Council policies relating to media - Define the role of council member and effective ways to use Councils and council members media channels (including social media)



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Core	Modules	Learning objectives	Learning outcomes
Council member Leadership competency framework	Legal	<p>Role of a council member</p> <ul style="list-style-type: none"> - General duties - Conflict of Interest - Gifts & Benefits <p>Registers, returns and resources</p> <ul style="list-style-type: none"> - Register of interest - Primary and ordinary returns - Allowances and benefits <p>Legal protections and oversight</p> <ul style="list-style-type: none"> - Corruption, misconduct and maladministration 	<ul style="list-style-type: none"> - Define the general duties of a council member - Explain the principles to be observed - Define a conflict of interest and explain the obligations if a conflict of interest exists - Describe the obligations of council members concerning the receipt of gifts or benefits - Explain the purpose and obligations of a Register of Interest - Define a 'primary' and 'ordinary' return and the information that is contained in such returns - Explain the supporting resources and what legal protections are offered to council members - Explain the different external bodies in providing external oversight in upholding public integrity and council member obligations
	Strategy & Finance	<p>Integrated strategic management planning and performance</p> <ul style="list-style-type: none"> - Purpose of strategic, longer financial and asset management planning - Purpose of annual business planning and budgeting - Community engagement and performance reporting <p>Strategic risk management & oversight</p> <ul style="list-style-type: none"> - Strategic risk management in decision making - Role of Audit and Risk Committee - ESCOSA oversight <p>Financial management</p> <ul style="list-style-type: none"> - Managing public funds - Rating, other revenue sources and funding plan - Financial terminology and understanding financial statements and reports 	<ul style="list-style-type: none"> - Define 'integrated strategic management planning' - Describe the purpose of strategic, financial asset management planning - Explain the purpose of annual business planning and budgeting - Identify legislative requirements, Council policy and methods for community engagement and performance reporting - Identify types of strategic risk and opportunity (ie financial sustainability, climate change) - Identify the features of effective strategic risk management and decision making - Define the role of a council's Audit and Risk Committee - Define and explain the role of ESCOSA - Identify appropriate methods for managing public funds and procurement practice - Explain how Councils raise revenue from rating and other sources - Define financial terminology and effectively interpret the purpose of Council financial statements and reports



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As Section 58 of the Local Government Act prescribes specific responsibilities for the Principal Member or Mayor to provide leadership and guidance for Council the following training (in addition to the council member training) is required by the Principal Member or Mayor.

Core	Modules	Learning objectives	Learning outcomes
Principal member Leadership competency framework	Behaviour	Effective leadership <ul style="list-style-type: none"> - Leadership attributes and resilience - Listening and influencing skills - Establishing trust and effective working relationships - Managing conflict and conflict resolution 	<ul style="list-style-type: none"> - Identify leadership attributes to perform the role and support resilience - Explain listening and influencing skills that will assist a Principal Member carry out their role - Identify methods for establishing trust and for developing ongoing and effective relationships - Define conflict and explain appropriate methods for managing and resolving conflict
	Civic	Public speaking & media (skills) <ul style="list-style-type: none"> - Public speaking skills - Effective media engagement for Councils - key spokesperson 	<ul style="list-style-type: none"> - Define the role of a Principal Member as the key Council spokesperson - Identify the attributes, qualities, and skills of an effective public speaker and media spokesperson
		Meeting procedures (technical knowledge) <ul style="list-style-type: none"> - Formal meeting procedures Effective Meetings (Chairing skills) <ul style="list-style-type: none"> - To lead a positive and ethical culture within the governing body - Provide guidance on strategic decision making and guide debate for a reputable council. 	<ul style="list-style-type: none"> - Identify the procedures that formally guide Council meetings (commencement, questions with or without notice, motions, speaking to motions, amendment of motions, formal motion, address to motion, voting, divisions, points of order, interruption of meeting, suspension, and removal of member, deputations and public question time) - Identify skills that will enable a meeting to be chaired effectively and efficiently and that will promote respectful and constructive debate for strategic decision making.

On-going personal and professional development

While there are no specific qualifications or experience required to be a council member, to be effective, council members need to demonstrate leadership qualities and a willingness to learn.

The LGA has developed a Leadership Effectiveness Tool which can assist council members to identify current leadership strengths (attributes, qualities, skills, and knowledge) and areas to further develop as part of a Council Member Professional Development Plan. [insert link]

Below is a guide to additional, optional professional learning and development opportunities that have been identified as valuable to building council member skills and knowledge, in addition to the mandatory training modules.

Many of the opportunities listed under 'Knowledge' will be gained through experience on council. It is not council members role to be subject matter experts or be involved in operational functions. This is the role and support the CEO and administration provide. However, seeking to develop a high-level understanding of these areas of Councils business and services is important in context of Councils community leadership and decision making.

Attributes, Qualities & Skills	
Building emotional intelligence	Effective time management
Building leadership resilience	Ethics & leadership
Complex and integrated decision making	Leading difficult conversations
Communication and presentation skills	Learning to speed read
Digital technology skills	Listening and coaching skills
Effective advocacy & leadership	Negotiation & facilitation skills
Effective community engagement	Presentation skills
Effective social media management	Strategic and critical thinking
Knowledge	
Audit & Risk (for Committee members)	Environment and waste management
Business excellence	Financial management
Climate change and risk	Planning & building
Community development	Procurement process
Community health & safety	Roads, assets & infrastructure
Culture, arts & events	Strategic risk management
Diversity & inclusion	Streetscapes, parks, and open space
Economic development	Understanding sustainable debt



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INFORMATION REPORT

COUNCIL MEETING

12 December 2023

Office of the Chief Executive Officer

Drumminor Ward Councillor - Election Results (D23/100632)

A vacancy occurred in the office of Drumminor Ward Councillor due to the resignation of former Cr Damian Wyld on 13 November 2023. Given the timing of the vacancy (within 12 months of the election), a supplementary election was not required to fill the vacancy.

In accordance with section 6A of the [Local Government \(Elections\) Act 1999](#), the Electoral Commission SA (ECSA) **recently advised Council's CEO of the election result arising from the** recount of votes that were cast at the November 2022 periodic election (refer Attachment 1). A certified copy of the election results is provided as Attachment 2.

Cr Lyn Petrie was elected as the new ward councillor for the Drumminor Ward in the City of Tea Tree Gully and will be sworn in at a Council meeting.

Attachments

1. [↓](#) ECSA notification to CEO - Drumminor Ward election results.....214
2. [↓](#) Tea Tree Gully - Drumminor ward councillor - recount results - from ECSA.....215

Report Authorisers

Ilona Cooper	
Manager Corporate Governance	8397 7310
Ryan McMahon	
Chief Executive Officer	8397 7297

OFFICIAL



1 December 2023

Ryan McMahon
Chief Executive Officer
City of Tea Tree Gully
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By email: ryan.mcmahon@cttg.sa.gov.au

Dear Mr McMahon

I am writing to notify you of the outcome of filling the Councillor vacancy for Drumminor Ward in the City of Tea Tree Gully.

In accordance with section 6A of the *Local Government (Elections) Act 1999* and the *Local Government (Elections) Regulations 2010*, I conducted a recount of the votes cast at the November 2022 periodic election.

The recount was conducted from 9.30am on Tuesday 28 November 2023 at 81-95 Waymouth Street, Adelaide. The candidates and the council were notified of the provisional result, which was declared at 10.16am. The prescribed period in which an unsuccessful candidate may request a recount has now lapsed, therefore I confirm the following final results:

Candidate	Votes
PETRIE, Lyn	1373
ROBERTS, Kylie	812
LEUNG, Cyril	504

In accordance with the requirements of the Act, I, Mick Sherry, Returning Officer, declare Lyn Petrie elected to the position of Councillor for Drumminor Ward in the City of Tea Tree Gully.

Details of the result are available on the ECSA website at [City of Tea Tree Gully – Drumminor Ward Councillor](#). The scrutiny sheet is attached. A notice will be published in the Gazette.

Please direct any queries to Mark McLoughlin, Deputy Returning Officer, by email at Mark.McLoughlin@sa.gov.au or by telephone on 08 7424 7405.

Yours sincerely

A handwritten signature in blue ink, appearing to be "M Sherry".

Mick Sherry
ELECTORAL COMMISSIONER

28/11/2023 10:54 AM

Tea Tree Gully - Drumminor - recount

Mick Sherry

Scrutiny Sheet

Number of formal ballot papers: 2689

Tea Tree Gully - Drumminor - recount

Quota = $\frac{2689}{1+1} = 1345$

Table 1 - Counting of Ballot Paper Preferences

Count	Description of Preferences Counted (NAP = Next Available Preference)	PETRIE	ROBERTS	LEUNG	Ballot Papers Exhausted at Count	Total Ballot Papers Counted	Transfer Value	Votes Transferred to Table 2
1	First preferences	1373	812	504	0	2689	1.000000	2689

Table 2 - Distribution of the Effective Votes

Count	PETRIE	ROBERTS	LEUNG	Votes Exhausted at Count	Fractional Remainder	Total Votes at the End of the count	Remarks
1	1373	812	504	0	0	2689	
	1373	812	504	0	0	2689	PETRIE elected 1

Council Meeting - 12 December 2023



CITY OF
TEA TREE GULLY
Naturally Better

Status Report on Council Resolutions - Completed Actions

Note: This report is provided as information only. Actions relating to confidential minutes may not be included in the Status Report.

Note: This report will be presented on a monthly basis, to the first meeting each month.

Completed Actions

Minute No.	Meeting Date	Officer	Subject	Completed
277	24/10/2023	Mijatovic, Donna	Community Grants - Round 1 - 2023-2024	15/11/2023
D23/88231				
31 Oct 2023 9:19pm Mijatovic, Donna - Target Date Revision				
All outcome notifications have been sent and payments are currently being processed. The presentation evening is planning for 13 November 2023.				
15 Nov 2023 9:43am Mijatovic, Donna - Completion				
Presentation evening occurred on 13 November 2023. Payments have been processed on 15 November 2023.				

Minute No.	Meeting Date	Officer	Subject	Completed
302	14/11/2023	Hedger, Sonya	Acknowledgement for Damian Wyld's Contributions to Council	16/11/2023
D23/93093				
16 Nov 2023 11:46am Hedger, Sonya - Completion				
Letter finalised and approved by Mayor Marijka Ryan and Ryan McMahon CEO. Delivered to Cr Damian Wyld by Ryan McMahon CEO on Wednesday 15 November 2023. D23/94524.				

Minute No.	Meeting Date	Officer	Subject	Completed
305	14/11/2023	Grainger, Nathan	Council Assessment Panel - Expressions of Interest	16/11/2023
D23/93093				
16 Nov 2023 12:45pm Grainger, Nathan - Completion				
A committee of Council meet to interview preferred candidates for the Independent members of CAP. A report was presented to Council 14th November and endorsed.				

Minute No.	Meeting Date	Officer	Subject	Completed
299	14/11/2023	Barnes, Kristyn	Rescheduling of Council Meeting - January 2024	17/11/2023
D23/93093 17 Nov 2023 10:45am Barnes, Kristyn - Completion Meeting schedule has been updated				

Minute No.	Meeting Date	Officer	Subject	Completed
263	26/09/2023	Hartzenberg, Dewald	Notice of Motion - Envirocare Sunday (Cr Lucas Jones)	28/11/2023
D23/77645 28 Sep 2023 2:47pm Hartzenberg, Dewald Report will be prepared as requested for Council meeting on 28 November 2023. 28 Nov 2023 3:50pm Hartzenberg, Dewald Report completed and due for Council's consideration on 28 November 2023 28 Nov 2023 3:51pm Hartzenberg, Dewald - Completion Report written ready for Council's consideration on 28 November 2023				

Minute No.	Meeting Date	Officer	Subject	Completed
	8/12/2020	Reid, Scott	Outcomes of Engagement Edinburgh Reserve Inclusive Playspace	29/11/2023
D20/108690 01 Feb 2021 3:05pm Masterman, Victoria - Target Date Revision Anticipated completion date for the construction of the Edinburgh Reserve Inclusive Playspace 01 Feb 2021 4:19pm Masterman, Victoria The Modbury CLMP was updated in accord with the Council resolution in December 2020. While detailed design documentation has progressed it would be remiss of staff to finalise documentation and progress to procurement prior to the Internal Review of a Council Decision being presented to Council for its consideration. 22 Feb 2021 11:41am Masterman, Victoria The Minister for Planning has been advised of the delays due to the Internal Review process as part of mandatory bi-monthly project reports associated with two grants related to this project. Staff were on track to finalise documentation in accord with the grant funding agreement covering detailed design of Stage 1. Staff have requested an extension to this agreement as it was due to be acquitted 31 December 2020 and it could not be acquitted as it would be remiss of staff to finalise documentation while a review is being undertaken. 24 Feb 2021 2:11pm Masterman, Victoria A letter and updated grant funding agreement was received 23 February 2021 from the Hon Vickie Chapman MP, Deputy Premier, Attorney-General and Minister for Planning & Local Government, confirming an extension to the agreement to 31 March 2021. 01 Apr 2021 9:02am Masterman, Victoria				

At its meeting 23 March 2021, in considering the Internal Review of a Council Decision Council upheld its decision to endorse the detailed design and delivery of Edinburgh Reserve Inclusive Playspace made on 8 December 2020. Detailed design documentation for tendering is now progressing. The conditions of the grant received in 2018/19 have been met and the grant will now be acquitted in accord with the grant funding agreement.

30 Apr 2021 4:18pm Masterman, Victoria

Detailed design documentation for tendering is progressing well. The conditions of the grant received in 2018/19 have been met and the grant has now been acquitted in accord with the grant funding agreement.

31 May 2021 9:44am Masterman, Victoria

Detailed design documentation for the playspace has reached 70% completion. Minor onsite works to commence in early June - preparation to relocate street trees to opposite side of path to allow for future car parking bays. Request for Quote for toilet to be tendered week commencing 31 May.

30 Jun 2021 10:44pm Masterman, Victoria

Detailed design documentation for the playspace is progressing to 100% and detailed design documentation for car parking is progressing.

29 Jul 2021 1:35pm Masterman, Victoria

Detailed design documentation for the playspace is approaching 100% and detailed design documentation for car parking is progressing. Tender for the supply of street furniture for the reserve is in the final stages of contract tender award. Tender documentation for the DDA toilet and Changing Places Facility has been finalised to go to market.

02 Sep 2021 10:58am Masterman, Victoria

Tender for the supply of park furniture for Edinburgh Reserve has been awarded. Tender for the supply and install of the Changing Places Facility and DDA Accessible toilet has closed and is in the tender assessment phase. Detailed design documentation for the playspace has reached 100% for review by Council staff, the final car park designs being finalised. Updated rendered drawings and a perspective view, incorporating feedback from the outcomes of engagement are being finalised and once complete will be uploaded to Council's Have your Say page.

01 Oct 2021 2:26pm Masterman, Victoria

Tender for the supply of park furniture for Edinburgh Reserve has been awarded. Tender for the supply and install of the Changing Places Facility and DDA Accessible toilet and is in the final stages of contract award. Detailed design documentation for the playspace has reached 100% documentation is being reviewed prior to tender. Updated rendered drawings and a perspective view, incorporating feedback from the outcomes of engagement are being finalised and once complete will be uploaded to Council's Have your Say page.

28 Oct 2021 10:48am Masterman, Victoria

Tender for the supply of park furniture for Edinburgh Reserve has been awarded. Tender for the supply and install of the Changing Places Facility and DDA Accessible toilet has been awarded. Detailed design documentation for the playspace has reached 100% documentation has been reviewed and final amendments being made by the consultant team in preparation for tendering. Updated rendered drawings and a perspective view, incorporating feedback from the outcomes of engagement are being finalised and once complete will be uploaded to Council's Have your Say page.

26 Nov 2021 8:45am Masterman, Victoria

The open tender for the construction of the Edinburgh Reserve Inclusive Playspace and car park has been released and are scheduled to close 18 January 2022. The tender for the supply and install of the Changing Places Facility and DDA Accessible toilet has been awarded. An updated rendered perspective have been provided to Elected Members and will be used in communications regarding the project.

26 Nov 2021 9:56am Masterman, Victoria - Target Date Revision

Likely timeframes for tendering and construction

10 Jan 2022 12:00pm Masterman, Victoria

The open tender for the construction of the Edinburgh Reserve Inclusive Playspace and car park has been released and are scheduled to close 18 January 2022. Technical drawings for the Changing Places Facility and DDA Accessible toilet are being finalised prior to the commencement of fabrication in early 2022.

24 Feb 2022 4:26pm Wilkshire, Ingrid

Tender evaluation in progress.

31 Mar 2022 11:19am Masterman, Victoria

Tender process being finalised

02 May 2022 10:07am Masterman, Victoria

Tender for construction has been awarded, with construction to commence in May 2022

01 Jul 2022 6:14pm Masterman, Victoria

Temporary fencing has been installed and the removal of the existing playground has been completed by Rotary.

28 Jul 2022 8:58am Masterman, Victoria - Target Date Revision

Adjusting timeframes for reporting pending the completion of the construction phase.

28 Jul 2022 10:40am Masterman, Victoria

Ongoing consultation with the Contractors (playspace and toilets) and Kaurana and timing and management of works.

02 Sep 2022 7:39am Masterman, Victoria

Cultural Heritage Management Plan endorsed by Kaurana Yerta Aboriginal Corporation and Cultural Heritage Management Training completed by all staff involved in project, major onsite works commencing week beginning 5 September 2022.

23 Nov 2022 2:24pm Barnes, Kristyn

Project construction is underway. Bulk earthworks and paths have been completed. Continuing to monitor regulated and significant trees according to the Australian standards and tree management plan. RAWSA have been engaged to monitor heritage and cultural aspects of the construction. Project completion due end of February 2023.

16 Jan 2023 4:12pm Barnes, Kristyn - Target Date Revision

Project construction is underway. Continuing to monitor regulated and significant trees according to the Australian standards and tree management plan. RAWSA have been engaged to monitor heritage and cultural aspects of the construction. Toilet block has been constructed, play equipment have been ordered and due for installation in early March. Works started on carpark and kerbing. Project completion due end of March 2023.

27 Feb 2023 2:24pm Reid, Scott

Project construction is underway. Continuing to monitor regulated and significant trees according to the Australian standards and tree management plan. RAWSA have been engaged to monitor heritage and cultural aspects of the construction. Toilet block has been constructed, play equipment being installed. Carpark Works underway. Project completion due end of March 2023.

21 Mar 2023 1:50pm Reid, Scott

Most of the works nearly completed. All trees have been protected according to the Tree Management Plan. Play equipment being installed, however there is a delay in the delivery of the Lupa equipment which has pushed out over a month than first anticipated. This has had a flow on effect to the Rubber Softfall. Carpark nearly completed with wheel stops and bollards remaining. Project completion has been delayed to late April 2023.

28 Apr 2023 11:36am Reid, Scott

95% Completed. Project planned completion next week or two with play equipment auditing. Open day planned for Sun 28 May. Invitations have been forwarded out.

13 Jun 2023 2:04pm Reid, Scott

Completed most of the works, Fence, equipment audit review and actioning, some equipment and clean and tidy the park. Should be open to the public shortly.

03 Jul 2023 2:50pm Reid, Scott - Target Date Revision

Finalising external fence, planting and minor defects found during Audit of equipment.

27 Jul 2023 1:03pm Reid, Scott

Majority of the works completed. Playground Audit completed and park opened to Community. Remaining works to be localised remediation. Planning for the Open Day Event resuming. Facility handed to City Operation for maintenance and monitoring. Practical Completion not awarded however Defects List has been presented to Contractor to undertake rectification of some items.

01 Sep 2023 2:21pm Reid, Scott

Final fences are down and taken away, planting completed. Park open to the Community, Project defects and minor construction omissions being addressed. Practical Completion to be issued once completed.

26 Sep 2023 8:32am Reid, Scott

Finalising Defects and Omissions. Working to issuing Practical Completion Certificate as soon as practical. Maintenance underway.

01 Nov 2023 2:13pm Reid, Scott

Project reached Practical Completion (PC) with Open Day Planned for 18 November 2023

29 Nov 2023 8:26am Reid, Scott - Completion

The Project has successfully completed of two significant milestones – the Project Opening Event and Practical Completion. These achievements mark the finalisation of the Project. Outstanding requirements include; project closeout, monitoring defects, remaining maintenance and completion of some minor works and audit requirements.

Minute No.	Meeting Date	Officer	Subject	Completed
250	12/09/2023	Gagetti, Rosa	Unsolicited Proposal - portion Reserve 962-974 Grand Junction Road, Holden Hill	29/11/2023
D23/71821				
14 Sep 2023 11:32am Gagetti, Rosa				
Community engagement materials are being prepared and on target to commence engagement on 20 September 2023				
14 Sep 2023 11:52am Gagetti, Rosa - Target Date Revision				
Community engagement period concludes on 18 October. Additional time required to review and consider responses and prepare report to Council on the community engagement outcomes.				
18 Oct 2023 9:38am Gagetti, Rosa				

Community engagement in progress, concluding on 18 October 2023. A report to Council on the outcomes will be presented as soon as responses are reviewed.

29 Nov 2023 9:18am Gagetti, Rosa

Council considered the outcomes of community engagement report at its meeting on 28 November 2023 and resolved to proceed with the proposal to sell portion of the reserve at 962-974 Grand Junction Road to Rafnix Pty Ltd (Supashock) as set out in its unsolicited proposal, subject to the Minister for Local Government approving the revocation of community land classification. A further report will be presented to Council following advice from the Minister.

29 Nov 2023 9:22am Gagetti, Rosa - Completion

Council considered the outcomes of community engagement report at its meeting on 28 November 2023 and resolved to proceed with the proposal to sell portion of the reserve at 962-974 Grand Junction Road to Rafnix Pty Ltd (Supashock) as set out in its unsolicited proposal, subject to the Minister for Local Government approving the revocation of community land classification. A further report will be presented to Council following advice from the Minister.

Minute No.	Meeting Date	Officer	Subject	Completed
249	12/09/2023	Gagetti, Rosa	Draft Community Land Management Plans - Sporting and Community - Community Engagement	29/11/2023
D23/71821				
14 Sep 2023 11:30am Gagetti, Rosa				
Community engagement materials are being prepared.				
14 Sep 2023 11:49am Gagetti, Rosa - Target Date Revision				
Community engagement period concludes on 30 October 2023, responses to be reviewed and a report to Council prepared by the revised target date of 30 November 2023.				
18 Oct 2023 9:34am Gagetti, Rosa				
Community engagement process in place, concluding on 30 October 2023				
27 Oct 2023 9:10am Gagetti, Rosa				
Community engagement concluded on 30 October 2023. Responses will be reviewed and further report to Council will be presented in due course.				
29 Nov 2023 9:09am Gagetti, Rosa				
Community engagement outcomes report presented to Council on 28 November 2023. Council resolved to adopt the new Community Land Management Plans for 18 sporting and community sites. The documents will be uploaded to Council's website in the near future.				
29 Nov 2023 9:11am Gagetti, Rosa - Completion				
Council considered the community engagement outcomes report on 28 November 2023 and resolved to adopt the draft Community Land Management Plans at that meeting.				

Minute No.	Meeting Date	Officer	Subject	Completed
179	27/06/2023	Gagetti, Rosa	Unsolicited Proposal - Portion Kimberley Reserve, Modbury North	29/11/2023
D23/46652				
30 Jun 2023 2:39pm Gagetti, Rosa - Target Date Revision				
Report to Council - community engagement outcome. Community Engagement will start 10 August 2023 and end 4 August 2023.				

20 Jul 2023 8:45am Gagetti, Rosa

Community engagement commenced on 11 July 2023 to conclude on 4 August 2023.

16 Aug 2023 4:49pm Gagetti, Rosa

Community engagement period closed on 4 August 2023. Staff are reviewing responses and will present to Council at a September 2023 meeting

16 Aug 2023 4:52pm Gagetti, Rosa - Target Date Revision

Reviewing responses received during community engagement period and preparing response for Council's consideration

30 Aug 2023 9:50am Gagetti, Rosa

Review of community responses is progressing. A report on the outcomes will be presented to Council in the future.

14 Sep 2023 11:31am Gagetti, Rosa

Responses from the community are being reviewed and considered. A community engagement outcome report is being prepared.

14 Sep 2023 11:37am Gagetti, Rosa

Community feedback is being reviewed and considered. Community engagement outcomes report currently being prepared.

14 Sep 2023 11:50am Gagetti, Rosa - Target Date Revision

Additional time required to review and consider responses from the community.

18 Oct 2023 9:36am Gagetti, Rosa

Community engagement concluded on 4 August 2023. A report on the outcomes of the Community Engagement process will be presented to Council in the near future.

02 Nov 2023 2:34pm Gagetti, Rosa

A report to Council is being prepared for the 14 November 2023 meeting.

03 Nov 2023 9:43am Gagetti, Rosa - Target Date Revision

Target date changed by Gagetti, Rosa from 30 October 2023 to 08 December 2023 - To review responses and investigate matters raised during the community engagement process.

29 Nov 2023 9:13am Gagetti, Rosa

Council considered the outcome of the community engagement report on 28 November 2023 and resolved to proceed with the proposal. Documentation will be prepared and forwarded to the Minister requesting approval to revoke the community land classification from portion of Kimberley Reserve as set out in the Unsolicited Proposal from Oasis (Modbury North) Pty Ltd. A further report will be presented to Council when the Minister's advice is received.

29 Nov 2023 9:18am Gagetti, Rosa - Completion

Council considered the outcomes of the community engagement report on 28 November 2023 and resolved to proceed with the proposal to sell portion of Kimberley Reserve as set out in the unsolicited proposal from Oasis (Modbury North) Pty Ltd, subject to the Minister's approval to revoke the community classification from that portion of the land. A further report will be presented to Council following advice from the Minister for Local Government.

Minute No.	Meeting Date	Officer	Subject	Completed
327, 328, 329	28/11/2023	Barnes, Kristyn	Appointment of Deputy Mayor - November 2023 to November 2024	30/11/2023
D23/97209				
30 Nov 2023 12:47pm		Barnes, Kristyn	- Completion	
No further action required				

Minute No.	Meeting Date	Officer	Subject	Completed
284	24/10/2023	Lewig, Jessica	Residential Driveway Crossovers Design Standard and Code Amendment Submission	30/11/2023
<p>D23/88231</p> <p>30 Oct 2023 9:54am Lewig, Jessica Submission to be provided to SPC by 14-11-2023 deadline</p> <p>30 Nov 2023 1:24pm Lewig, Jessica - Completion Endorsed submission provided to State Planning Commission</p>				

Minute No.	Meeting Date	Officer	Subject	Completed
260	26/09/2023	Amato, Tony	Reusable Nappy and Sanitary Items Rebate Program Update for the 2022-2023 Financial Year	30/11/2023
<p>D23/77645</p> <p>28 Sep 2023 3:59pm Foong, Jonathan Staff will present to the Governance and Policy Committee in November 2023 recommendations how to embed the Reusable Nappy and Sanitary Items Rebate Program into relevant policies and waste to landfill avoidance rebate programs.</p> <p>02 Nov 2023 2:14pm Amato, Tony The existing waste policy has been redrafted to include the Reusable Nappy and Sanitary Items Rebate program. The policy changes will be provided for the consideration of GPC at the November meeting.</p> <p>30 Nov 2023 12:25pm Amato, Tony - Completion The revised Waste and Resource Recovery Policy was adopted by Council at the 28 November Council meeting.</p>				

Minute No.	Meeting Date	Officer	Subject	Completed
325	28/11/2023	Barnes, Kristyn	Public Interest Disclosure Policy	1/12/2023
<p>D23/97209</p> <p>01 Dec 2023 3:24pm Barnes, Kristyn - Completion Adopted policy has been published on the website</p>				

Minute No.	Meeting Date	Officer	Subject	Completed
324	28/11/2023	Barnes, Kristyn	Emergency Management Policy / Incident Management Policy	1/12/2023
<p>D23/97209</p> <p>01 Dec 2023 3:25pm Barnes, Kristyn - Completion Adopted policy has been published on the website</p>				

Minute No.	Meeting Date	Officer	Subject	Completed
326	28/11/2023	Barnes, Kristyn	Elected Member Support and Training Policy	1/12/2023
D23/97209				
01 Dec 2023 3:24pm Barnes, Kristyn - Completion				
Adopted policy has been published on the website				

Minute No.	Meeting Date	Officer	Subject	Completed
320	28/11/2023	Barnes, Kristyn	Waste Management Policy	1/12/2023
D23/97209				
01 Dec 2023 3:24pm Barnes, Kristyn - Completion				
Adopted policy has been published on the website				

Minute No.	Meeting Date	Officer	Subject	Completed
318	28/11/2023	Gagetti, Rosa	Community Engagement Outcome - Draft Community Land Management Plans - Sporting and Community sites	1/12/2023
D23/97209				
01 Dec 2023 9:26am Wilkshire, Ingrid - Completion				
CLMPs have been endorsed. Council's website will be updated with endorsed plans.				

Minute No.	Meeting Date	Officer	Subject	Completed
321	28/11/2023	Barnes, Kristyn	Community Safety Policy	1/12/2023
D23/97209				
01 Dec 2023 3:24pm Barnes, Kristyn - Completion				
Adopted policy has been published on the website				

Minute No.	Meeting Date	Officer	Subject	Completed
323	28/11/2023	Barnes, Kristyn	Waterworld Management Policy	1/12/2023
D23/97209				
01 Dec 2023 3:24pm Barnes, Kristyn - Completion				
Adopted policy has been published on the website				

Minute No.	Meeting Date	Officer	Subject	Completed
322	28/11/2023	Barnes, Kristyn	Footpath Policy	1/12/2023
D23/97209				
01 Dec 2023 3:24pm Barnes, Kristyn - Completion				
Adopted policy has been published on the website				

Minute No.	Meeting Date	Officer	Subject	Completed
336	28/11/2023	Simpson, Stuart	Quarter One Budget Review For Financial Year Ending 30 June 2024	4/12/2023
D23/97209				
04 Dec 2023 9:47am Simpson, Stuart - Completion				
All adopted Budget Review Quarter One changes were updated in the finance system.				

Minute No.	Meeting Date	Officer	Subject	Completed
1192	12/04/2022	Penna, Eloise	Outcomes from Community Engagement for the Development of Two (2) New Toilets on the River Torrens Linear Park	4/12/2023
D22/27804				
14 Apr 2022 9:55am Kelly, Adam - Target Date Revision				
To allow for sufficient time to attend to actions.				
05 Jul 2022 12:49pm Kelly, Adam - Target Date Revision				
Delays in progress and acquiring contractor availability.				
02 Aug 2022 9:54am Kelly, Adam				
Letter has been written to Minister of Aboriginal Affairs (the Hon Kyam Maher) and also the Minister for Urban Development & Planning (Nick Champion)., Awaiting response from Minister of Aboriginal Affairs. Search of Taawikka search of registers for Kurna cultural heritage artifacts at the proposed location at Nursery Way. No artifacts were found. Contact to be made with Kurna Yerta Aboriginal Corporation to seek support and directions for works onsite. , Received response from Minister for Urban Development and Planning advising of general support but requires a formal agreement. Currently developing the agreement for acceptance. , SA Water water and sewer connections at both sites completed. , Contract awarded and awaiting for final approvals between Kurna and the works agreement with the Minister and based on this response, contractor availability. Anticipated to commence construction work end of August.				
01 Sep 2022 4:33pm Kelly, Adam				
Received letter of approval from the Minister for Aboriginal affairs with advice on the process of consultation with Kurna Community. Approval from Minister for Urban Planning , pending a works agreement to be in place. Awaiting response from Minister. Procedure in place and awaiting engagement with RAWsa for cultural heritage assessment and monitoring. Works on site expected to start commencing 28 September.				
29 Sep 2022 6:51am Kelly, Adam - Target Date Revision				
The project requires a Cultural Heritage Management Plan as part of Council's new process. Therefore allowance for time to procure services, review and deliver.				
21 Nov 2022 12:02pm Kelly, Adam				
Cultural Heritage onsite assessment has been undertaken on 17 November and expecting to receive the report by the end of November with construction works commencing mid December.				
03 Jan 2023 9:37am Kelly, Adam - Target Date Revision				
Still awaiting KYAC approval for the Cultural Heritage Management Plan. No excavation works are able to be undertaken until the CHMP is endorsed and contractors inducted. Anticipating the approval to be mid Jan with commencement of works in Feb.				

27 Feb 2023 3:53pm Kelly, Adam
Delays encountered to receiving KYAC approval due to the AGM being conducted and new board members engaged. The Cultural Heritage Management Plan has been received by the board members and reviewed but still requires the endorsement.

27 Feb 2023 3:58pm Kelly, Adam - Target Date Revision
Delays in obtaining KYAC approval which are unavoidable.

20 Mar 2023 4:25pm Kelly, Adam - Target Date Revision
RAW has reapproached KYAC requesting an update on the approval process to allow commencement of works. Until this approval is provided, works can not commence.

27 Apr 2023 3:01pm Kelly, Adam
KYAC approval has still not been provided. Letter is being drafted to send to KYAC to request action to assist with collaboration.

13 Jun 2023 11:22am Hutchison, Robert - Target Date Revision
Target date changed by Hutchison, Robert from 30 May 2023 to 29 September 2023 - Staff are still awaiting confirmation of the formal endorsement of Cultural Heritage Management Plan (CHMP) by the KYAC Board. Staff are and will continue to work proactively with our partners at RAWSA Confirmed that Board will be meeting to consider all outstanding CHMP from June 16.

13 Jun 2023 11:23am Hutchison, Robert
Staff are still awaiting confirmation of the formal endorsement of Cultural Heritage Management Plan (CHMP) by the KYAC Board. Staff are and will continue to work proactively with our partners at RAWSA to resolve this outstanding action. RAWSA confirmed on June 13 that the KYAC Board will be meeting to consider all outstanding CHMP from June 16.

20 Jul 2023 8:43am Hutchison, Robert
CHMP is scheduled to be considered by KYAC's Heritage Committee at their mid July meeting.

03 Aug 2023 12:32pm Barnes, Kristyn
Council staff continue to follow up weekly with our partners at RAWSA and Native Titles but are yet to hear back on the status of the Plan. Staff are drafting a letter to be sent from the CEO requesting a formal response on the timeframes for the presentation, consideration and endorsement of the Cultural Heritage Management Plan for the two toilets on River Torrens Linear Park and single toilet at Cobbler Creek West Reserve toilets.

01 Sep 2023 11:10am Hutchison, Robert
All statutory approvals and management plans are now approved. Pre-construction meetings held on site with Contractor 29 August. Final work schedules to be confirmed. On-site construction works imminent.

28 Sep 2023 3:35pm Penna, Eloise - Target Date Revision
Construction has commenced and contractors have attended RAWsa's Cultural Heritage Induction.

27 Oct 2023 3:03pm Penna, Eloise
Construction is scheduled to be complete by mid-November.

04 Dec 2023 3:58pm Penna, Eloise - Completion
Construction of the new toilet block is now complete.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion Completed
301	14/11/2023	O'Rielly, Kaye	Consultation on the draft Threat Abatement Plans for Predation by Feral Cats 2023	11/12/2023

D23/93093	7/12/2023
30 Nov 2023 3:51pm O'Rielly, Kaye - Target Date Revision Submission to be submitted by 11 December 2023.	
07 Dec 2023 10:45am Barnes, Kristyn - Completion Completed by Barnes, Kristyn on behalf of O'Rielly, Kaye (action officer) on 07 December 2023 at 10:45:21 AM - Submission as endorsed by Council has been submitted on 7 December 2023.	

Minute No.	Meeting Date	Officer	Subject	Completed
311, 312	14/11/2023	Vidinis, Erica	Tilley Recreation Park Clubroom Construction - Tender Recommendation	29/11/2023
D23/93093 <i>This action is to remain in confidence as per Council resolution</i>				

Minute No.	Meeting Date	Officer	Subject	Completed
338	28/11/2023	Vidinis, Erica	Rescission Motion - Tilley Recreation Park Clubroom Construction - Tender Recommendation	1/12/2023
D23/97209 <i>This action is to remain in confidence as per Council resolution</i>				

Council Meeting - 12 December 2023



CITY OF
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Status Report on Council Resolutions - Pending Actions

Note: This report is provided as information only. Actions relating to confidential minutes may not be included in the Status Report.

Note: This report will be presented on a monthly basis, to the first meeting each month.

Pending Actions

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
330, 331, 332, 333	28/11/2023	Gustafson, Catherine	Governance and Policy Committee and Council Assessment Panel Membership Vacancies	12/12/2023
D23/97209				
01 Dec 2023 10:19am Barnes, Kristyn - Reallocation				
Governance & Policy Committee terms of reference has been updated and published.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion Completed
281	24/10/2023	Baines, Rebecca	Draft Long Term Financial Plan 2025-2034 for Community Engagement	12/12/2023
D23/88231				
02 Nov 2023 1:17pm Baines, Rebecca - Completion				
Community Consultation is being undertaken from 26 October 2023 and 22 November 2023				
05 Dec 2023 10:18am Barnes, Kristyn - Target Date Revision				
Target date changed by Barnes, Kristyn from 22 November 2023 to 12 December 2023 -				
Community Engagement outcomes on the draft long-term financial plan 2025 - 2034 will be presented to Audit & Risk Committee on 6 December and being recommended to Council on 12 December.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
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9/05/2023	Masterman, Victoria	Notice of Motion - Potential Upgrade Options for Observation Reserve, Highbury (Cr Champion	12/12/2023
D23/33798			
23 May 2023 8:07pm Wilkshire, Ingrid - Target Date Revision			
Resolution calls for a report to be returned to Council by end of 2023.			
05 Jun 2023 11:26pm Wilkshire, Ingrid			
Project being scoped.			
13 Jun 2023 12:50pm Wilkshire, Ingrid - Reallocation			
Action reassigned to Masterman, Victoria by Wilkshire, Ingrid - Victoria will prepare the report and options for Council.			
19 Jul 2023 5:10pm Masterman, Victoria			
Project scope progressed			
03 Aug 2023 11:54am Barnes, Kristyn			
Preliminary investigations commenced to inform scope and options, report anticipated to come to Council in October 2023			
01 Sep 2023 8:44am Masterman, Victoria			
Investigations to inform options is ongoing			
25 Sep 2023 12:01pm Masterman, Victoria			
The methodology and design principals for consideration for playspace planning will be presented to the Service Review Committee on 18 October 2023.			
30 Oct 2023 11:43am Masterman, Victoria			
At its meeting 18 October 2023 SRC and subsequently at its meeting 24 October Council endorsed the principles and methodology to be adopted for the City Wide approach and will be used to progress this NOM. Report to be presented to Council by end of 2023			
30 Nov 2023 11:17am Masterman, Victoria			
Outcomes report will be presented to Council 12 December 2023			

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
231	22/08/2023	Palombella, Federico	Community Engagement Outcomes - Surrey Downs: Illyarrie Reserve Community Land Management Plan Amendment	15/12/2023
D23/64242				
31 Aug 2023 1:27pm Palombella, Federico - Target Date Revision requested to go out for Community Engagement as per the motion.				
05 Sep 2023 1:02pm Palombella, Federico				
Community engagement will be undertaken between 4 September 2023 to 29 September 2023, there will be council staff at Illyarrie Reserve on site from 9:30am to 10:30am on 16 September 2023 to provide feedback of the proposed new location.				
28 Sep 2023 3:38pm Palombella, Federico - Target Date Revision				
Community Engagement closing on Friday 29 September. A report will be drafted with the outcomes of the Community Engagement at a future council meeting.				
02 Nov 2023 3:12pm Palombella, Federico - Target Date Revision				

Further consultation with local residents and baseball club on the location of the training facility will occur during December 2023. The final Community Engagement report outlining findings will be presented to the Council Meeting on Tuesday 30 January 2024.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
137	9/05/2023	Penna, Eloise	Community engagement outcomes report - potential development of a new public toilet on Cobbler Creek West Reserve (corner The Golden Way and Target Hill Road)	20/12/2023
D23/33798				
13 Jun 2023 11:18am Hutchison, Robert - Target Date Revision				
Community Engagement Complete. Works released for open tender. Project delivery dates to be confirm, based on preferred submission.				
20 Jul 2023 8:42am Hutchison, Robert				
Tender submission received. Preferred supplier identified. Clarifications and negotiations being undertaken				
01 Sep 2023 11:16am Hutchison, Robert				
Tender has now been awarded. Contract start up meeting conducted. Delivery scheduled is currently being confirmed.				
01 Sep 2023 11:19am Hutchison, Robert - Target Date Revision				
Target date revise to reflect existing preliminary project delivery schedule				
28 Sep 2023 3:37pm Penna, Eloise				
Manufacture of the pre-fabricated public toilet has commenced.				
27 Oct 2023 3:04pm Penna, Eloise				
Manufacture of the pre-fabricated public toilet is ongoing.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
206	11/07/2023	Salmon, Greg	Outcomes of engagement on the Wynn Vale Dam draft concept plan and draft amended Community Land Management Plan	27/12/2023
D23/50191				
19 Jul 2023 5:15pm Masterman, Victoria				
The project has now progressed to procurement for detailed design documentation and delivery				
01 Sep 2023 8:40am Masterman, Victoria				
Birdseye studios have been engaged and detailed design documentation for delivery has commenced. Tender for play equipment is scheduled to commence in September.				
25 Sep 2023 12:03pm Masterman, Victoria				
Project is on track, Consultant scheduled to provide 70% designs during the week commencing 25 September 2023. Engagement with the preferred supplier for the custom boat has commenced and concept designs for the boat are being developed.				
30 Oct 2023 11:54am Masterman, Victoria				

The project is on track, tender for nature play equipment closes 21 November 2023. Detailed Design Documentation has reached 95% and the tender for reserve upgrades is scheduled for early November 2023.

30 Nov 2023 11:08am Masterman, Victoria

Tender for nature play equipment has closed and is being assessed by the procurement team. Detailed Design Documentation has reached 100%. Open tender process commenced via SA Tenders mid-November and closes 20 December 2023.

01 Dec 2023 10:48am Wilkshire, Ingrid - Reallocation

The project has been handed over to PMO to complete detailed design and subsequent delivery in the first half of 2024.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
262	26/09/2023	Gower, Rick	Temporary Increase to Waterworld Opening Season for 2024 and 2025	29/12/2023
D23/77645				
28 Sep 2023 9:11am Gower, Rick - Target Date Revision				
Request to be investigated with Office for Recreation Sport and Racing				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
230	22/08/2023	Harvey, Olivia	Tree City of the World Recognition	31/12/2023
D23/64242				
28 Aug 2023 6:39pm Harvey, Olivia - Target Date Revision				
Applications open in September and may take a few weeks for consideration				
23 Sep 2023 6:16am Harvey, Olivia				
Application submitted 11 September and currently pending				
01 Nov 2023 7:49pm Harvey, Olivia - Target Date Revision				
Outcome due in late November				
29 Nov 2023 10:25am Harvey, Olivia - Target Date Revision				
Expecting a result in December				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
44	13/12/2022	Baines, Rebecca	Modbury Vista Soccer Club Incorporated - Request to enter into a 5 year lease	31/12/2023
D22/198754				
27 Jan 2023 9:40am Oborn, Chloe - Target Date Revision				
Request for draft lease sent to Council lawyers. Awaiting draft lease for review				
07 Mar 2023 9:59am Watson, Laura				
Handover notes from sport and recreation coordinator is that this lease is under review with solicitors.				
28 Mar 2023 11:58am Gower, Rick - Target Date Revision				

Handover from previous interim manager Recreation and Leisure is that this lease is under review with solicitors. Once the lease is reviewed further action will occur.

27 Apr 2023 1:30pm Gower, Rick - Target Date Revision

Awaiting legal correspondence and advice

14 Jun 2023 1:36pm Gower, Rick - Target Date Revision

Awaiting legal response

03 Jul 2023 2:50pm Barnes, Kristyn - Reallocation

Leases are now with General Manager Strategy & Finance

27 Jul 2023 11:43am Barnes, Kristyn

Lease is being updated to reflect changes made to the Leases and Licenses Policy. The revised lease will be presented to MVSC along with a review of the clubs Business Plan.

01 Sep 2023 1:37pm Barnes, Kristyn - Target Date Revision

We are currently finalising the draft lease that incorporates the changes from the revised leases and licenses policy

01 Nov 2023 4:39pm Barnes, Kristyn

Draft lease incorporating changes from the revised Leases and Licences to Sporting and Community Organisations Policy has been forwarded to the MVSC for consideration.

05 Dec 2023 4:39pm Robbins, Justin

No further status update to report

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
143	9/05/2023	Salmon, Greg	Potential Upgrade of Marsha Reserve, Banksia Park	31/12/2023
D23/33798				
05 Jun 2023 11:29pm Wilkshire, Ingrid - Target Date Revision				
Council report being considered on 27 June proposing engagement.				
03 Jul 2023 3:27pm Wilkshire, Ingrid				
Crs Jones and Hawkvelt have been appointed to the SA Water Marsha Reserve Community Working Group. This group will be facilitated by SA Water with a view to developing an overall plan for the reserve.				
19 Jul 2023 10:24pm Wilkshire, Ingrid - Reallocation				
Action reassigned to Salmon, Greg by Wilkshire, Ingrid - Greg is attending Working Group meetings.				
20 Jul 2023 9:06am Salmon, Greg				
SA Water have appointed a lead consultant to work with all stakeholder to develop a holistic design for the reserve incorporating the pump station. Workshops with stakeholders to inform the design are the next step. First meeting tentatively booked for 21 August 2023.				
01 Sep 2023 10:25am Salmon, Greg				
SA Water's consultant ran their first workshop with stakeholders on the 21 August 2023, the second workshop is scheduled on 4 September 2023.				
05 Sep 2023 12:25pm Salmon, Greg - Target Date Revision				
Target date changed by Salmon, Greg from 31 August 2023 to 31 December 2023 - SA Water have engaged an architect to undertake this work. Expected to be complete by December 2023.				
28 Sep 2023 2:59pm Barnes, Kristyn				
SA Water's consultant ran third workshop with stakeholders on 18 September 2023, the next workshop is scheduled on 9 October 2023.				

02 Nov 2023 9:38am Salmon, Greg

SA Water's consultant ran workshop at site on 16 October. Workshop scheduled for 30 October cancelled due to illness, next workshop scheduled for 6 November 2023.

04 Dec 2023 10:03am Salmon, Greg

Awaiting next workshop time from SA Water's consultant team.

07 Dec 2023 11:59am Barnes, Kristyn

The preferred location of the sewer pumping station has been identified in collaboration with the Community Working Group (CRG) established by SA Water. Following the CWG meeting on Monday 4 December 2023, the latest concept plan was provided by SA Water to Council. This revised concept will be used by SA Water to undertake the appropriate due diligence to ensure the identified location is suitable. A working version of the reserve design incorporating the preferred location of the pumping station was distributed to ward Councillors on 16 November 2023 and presented to ELT on 17 November 2023.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
244	12/09/2023	Atkinson, Michelle	Grant Funding Invitation - North East Hockey Club	2/01/2024
D23/74344				
25 Sep 2023 4:38pm Barnes, Kristyn				
Council resolution passed NEHC to apply for their Grant, this has been submitted				
30 Nov 2023 9:06am Atkinson, Michelle - Target Date Revision				
Waiting to hear from ORSR				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
243	12/09/2023	Atkinson, Michelle	Grant Opportunities - Community Recreation and Sport Facilities Program 2023-24	2/01/2024
D23/71821				
25 Sep 2023 1:11pm Atkinson, Michelle				
ORSR Grant Application for Burragah Sports Field Upgrade has been submitted today 25 September 2023. TTGLAC have not applied for this round of funding.				
30 Nov 2023 9:07am Atkinson, Michelle - Target Date Revision				
Waiting to hear from ORSR				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
183	27/06/2023	Masterman, Victoria	Potential locations for Community Gardens	9/01/2024
D23/46652				
03 Jul 2023 3:30pm Foong, Jonathan				
Staff notes that potential locations, evaluation criteria and governance for community gardens across the city will be further considered and identified as part of the investigations to inform the City Plan.				
19 Jul 2023 10:20pm Wilkshire, Ingrid - Reallocation				

For consideration as part of the City Plan and Design Manual.

01 Sep 2023 8:46am Masterman, Victoria

A review of potential locations will be undertaken as part of the development of the Open Space Plan, informing the City Plan and City Design Manual

30 Oct 2023 11:58am Masterman, Victoria

A review of potential locations is being undertaken as part of the development of the Open Space Plan, informing the City Plan and City Design Manual

01 Dec 2023 10:50am Wilkshire, Ingrid

No further update.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
272	10/10/2023	Vidinis, Erica	Tilley Recreation Park Master Plan Community Engagement Plan	30/01/2024
D23/81500				
24 Oct 2023 11:19am Vidinis, Erica - Target Date Revision				
Community Engagement opens tomorrow. Report on Outcomes due December				
31 Oct 2023 4:18pm Vidinis, Erica				
Community Engagement commenced 25 October 2023 and will conclude on 21 November 2023.				
29 Nov 2023 9:30am Vidinis, Erica				
Outcomes from the community engagement are currently being assessed and will be reported back to Council in January 2025				
29 Nov 2023 9:32am Vidinis, Erica - Target Date Revision				
Community Engagement outcomes to be reported back to Council in January 2024				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
274	10/10/2023	Grainger, Nathan	Council Assessment Panel Meeting Times	31/01/2024
D23/81500				
24 Oct 2023 7:23pm Grainger, Nathan - Completion				
The Assessment Manager and the General Manager for Community Services addressed the Council Assessment Panel of the City of Tea Tree Gully at its October meeting requesting they consider holding ordinary meetings outside business hours and at a time similar to other Council Committees. The presiding member requested a report be presented to CAP with more details on days and times for the committee to consider. A report will be presented to the next available CAP meeting. Any response will be presented by the CEO to Council at its following meeting.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
	26/04/2023	Salmon, Greg	Golden Grove Recreation & Arts Centre Precinct Masterplan Progress Report	31/01/2024
D23/29889				
01 May 2023 2:19pm Salmon, Greg				
Council decision will be captured in remaining masterplan works.				

09 Jun 2023 4:34pm Salmon, Greg
Final review and work is underway on masterplan document for presentation back to stakeholders.

20 Jul 2023 9:15am Salmon, Greg
Final review and work is underway on masterplan document for presentation back to stakeholders.

27 Jul 2023 3:38pm Salmon, Greg - Target Date Revision
Masterplan works expected to be complete by September 2023.

01 Sep 2023 10:35am Salmon, Greg
Stakeholder engagement is underway with the North East Hockey Club. Final draft masterplan expected in September 2023.

28 Sep 2023 2:59pm Barnes, Kristyn - Target Date Revision
Final draft masterplan is being finalised and expected by end of October 2023.

02 Nov 2023 9:49am Salmon, Greg - Target Date Revision
Internal review of the draft masterplan is underway and some amendments will be required before presenting to Council.

04 Dec 2023 10:18am Salmon, Greg
The internal review is complete and the final draft masterplan is being finalised for consideration by Council.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
104	28/03/2023	Kelly, Adam	Maintenance of Department for Infrastructure and Transport Median within the City of Tea Tree Gully	31/01/2024
D23/22230				
05 Apr 2023 10:41am Kelly, Adam - Target Date Revision Date extended to allow for meeting to be held with DIT to obtain additional information and review of actions following the outcome of the meeting.				
31 May 2023 2:05pm Kelly, Adam - Target Date Revision The target date has been extended to allow for discussions with DIT and outcomes regarding funding arrangements as well as the outcome of the tender process an impact on cost to deliver the works.				
27 Jun 2023 5:27pm Kelly, Adam Further contact has been made to DIT (email on 9 June and 27 June 2023) to follow up on a response on the cost reimbursement and draft agreement. No response as yet.				
19 Jul 2023 4:15pm Kelly, Adam Received response from DIT regarding receipt of reminder email and their intent to respond. Ryan M responded 18/07/2023 further following up on MOU and reimbursement.				
03 Aug 2023 12:42pm Barnes, Kristyn Letter received from DIT with possible Agreement inclusions, which has been assessed by staff and clarifications returned to DIT on the 4 August 2023. Awaiting a further response from DIT				
29 Aug 2023 2:58pm Kelly, Adam - Target Date Revision Awaiting further response from DIT to address additional information sought to clarify rates and services.				
28 Sep 2023 4:42pm Kelly, Adam - Target Date Revision				

Extended date to continue to collaborate with DIT regarding working towards an agreement. A face to face meeting was held on Tues 26 September to further clarify expectations from both parties. Awaiting follow up from DIT on items discussed.

31 Oct 2023 8:23am Kelly, Adam

Continuing discussions with DIT with DIT agreeing in principle to a service level of a minimum of 7 cuts per annum on DIT medians. Following the outcomes from the Special Meeting of Council on 31 October, Council will seek to formalise the agreement.

29 Nov 2023 5:46pm Kelly, Adam - Target Date Revision

Due date amended to allow time to continue negotiations and agreements on handover of responsibility. Further communication to DIT sent 28 November 2023 advising of approximate costing for each road for their review and agreement.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
245	12/09/2023	Gower, Rick	Waterworld Aquatic Centre - Community Engagement and Concept Outcomes for Future Planning of the Centre	31/01/2024
D23/74344				
03 Oct 2023 12:48pm Barnes, Kristyn				
Report endorsed regarding the approach for asset renewal of Waterworld, acknowledging not proceeding with an indoor facility				
07 Dec 2023 10:46am Barnes, Kristyn				
Waterworld will not extend the season for the 2024/25 season. The Office for Recreation and Sport has provided verbal confirmation to not proceed with the proposed extension.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
197	27/06/2023	Wilkshire, Ingrid	Notice of Motion - Civic Park Precinct (Cr Rob Unger)	14/02/2024
D23/46652				
30 Jun 2023 11:57am Wilkshire, Ingrid - Target Date Revision				
Project scoping has commenced.				
19 Jul 2023 10:22pm Wilkshire, Ingrid				
Call-out for RFQs from consultants to assist with the project will occur before end July.				
03 Aug 2023 11:33am Barnes, Kristyn				
RFQ closes early to mid August				
29 Aug 2023 2:46pm Wilkshire, Ingrid				
Evaluation of RFQs is in progress.				
29 Sep 2023 11:56am Wilkshire, Ingrid				
Bridge42 has been engaged to assist with visioning and are consulting with elected members as part of early visioning. Individual meetings this week and workshop to follow on 17 October.				
02 Nov 2023 5:12pm Wilkshire, Ingrid				
A visioning workshop was held with Elected Members on 17 October and meetings with individual Elected Members in late September. A further workshop with Elected Members is scheduled for 21 November to present development options.				

01 Dec 2023 9:14am Wilkshire, Ingrid
The workshop with Elected Members scheduled for 21 November was deferred to 5 December.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
334	28/11/2023	D'Aloia, Gabby	Texas Reserve Drainage Improvements	23/02/2024
D23/97209				
01 Dec 2023 3:46pm D'Aloia, Gabby - Target Date Revision				
Work is scheduled to occur mid to late February, following other programmed works.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
1280	26/07/2022	Masterman, Victoria	Community Engagement Outcomes Report Dry Creek Corridor Masterplan	29/02/2024
D22/55483				
28 Jul 2022 9:03am Masterman, Victoria - Target Date Revision				
Anticipated timing for the draft masterplan, pending the delivery of the Stage 2 Safety Audit for Wynn Vale Dam				
28 Jul 2022 9:03am Masterman, Victoria				
The project team will progress the development of the masterplan.				
02 Sep 2022 7:11am Masterman, Victoria				
Masterplan being developed to be presented to Council following the outcomes of the Wynn Vale Dam Stage 2 Safety Audit				
07 Nov 2022 5:05pm Masterman, Victoria				
Masterplan being developed to be presented to Council following the outcomes of the Wynn Vale Dam Stage 2 Safety Audit in Q3, 2023				
09 Jan 2023 3:00pm Masterman, Victoria				
No further updates, draft plan scheduled to be presented to Council in quarter 3, FYE 2023				
22 Feb 2023 3:45pm Masterman, Victoria				
Draft plan scheduled to be presented to Council in April 2023 for consideration				
22 Feb 2023 3:47pm Masterman, Victoria - Target Date Revision				
Incorporating outcomes of engagement for Wynn Vale Dam and Fairleigh Reserve				
28 Mar 2023 3:49pm Masterman, Victoria				
Draft plan to be presented to Council in June 2023				
27 Apr 2023 1:40pm Masterman, Victoria				
Draft plan to be presented to Council in June 2023				
05 Jun 2023 3:05pm Masterman, Victoria				
Draft Plan to be presented to Council in July 2023, deferred timeframes due to resourcing				
05 Jun 2023 3:06pm Masterman, Victoria - Target Date Revision				
Delay due to resourcing and competing priorities				
19 Jul 2023 5:03pm Masterman, Victoria				
Delay due to resourcing and competing priorities				
25 Jul 2023 2:46pm Masterman, Victoria - Target Date Revision				
Resourcing has impacted the progression of the Masterplan				

01 Sep 2023 8:49am Masterman, Victoria
 Work has now recommenced on the Masterplan following a delay due to resources.

25 Sep 2023 12:16pm Masterman, Victoria
 Work has now recommenced on the Masterplan following a delay due to resources.

30 Nov 2023 11:16am Masterman, Victoria
 Masterplan progressing to be presented to Council in early 2024

30 Nov 2023 2:24pm Masterman, Victoria - Target Date Revision
 Delayed due to competing priorities.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
283	24/10/2023	Koolen, Sabine	Licence Agreement - Save Our Wildlife Foundation Inc and 1300Koalaz	29/02/2024
D23/88231				
26 Oct 2023 3:35pm Koolen, Sabine - Completion				
Invitation sent to SOWFI and 1300KOALAZ inviting them to enter into a licence agreement to collect plant material from reserves stated in the report. Staff will await communication from organisations to progress and finalise agreements., Licences for the collection of plant material for rescued wildlife have been offered to SOWFI and 1300KOALAZ for the reserves as listed in the report. The ongoing issuing and monitoring of licences has been incorporated into council operational processes.				
29 Nov 2023 8:00am Koolen, Sabine				
Licence agreements have been entered into with SOWFI for Hallett Reserve and Greenway Reserve. Still awaiting response from 1300KOALAZ.				
29 Nov 2023 8:05am Koolen, Sabine - Target Date Revision				
1300KOALAZ has not yet responded to invitation to enter into agreement.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
236	22/08/2023	Morris, Kelly	Consideration of Autism Regulation Spaces	29/02/2024
D23/64242				
01 Sep 2023 11:37am Morris, Kelly				
1. Allocation of funds for Civic Centre building works to be discussed at first quarter budget review., 2. Relevant departments are aware and in process of delivering event based regulation spaces., 3. Procurement of Hidden disability lanyards and regulation kits are in process.				
28 Sep 2023 3:00pm Barnes, Kristyn				
Hidden disability lanyards will be purchased by 30 September 2023.				
27 Oct 2023 5:18pm Morris, Kelly				
Sunflower Lanyards purchased. Staff training occurring, media in process. Launch preparations for 2 December				
29 Nov 2023 12:43pm Morris, Kelly				
Sunflower Lanyards launch 2 Dec at Freedom Wheels event on Civic Park. Supported by campaign with pull up, digital screen, postcards, posters, social media, webpage, staff training, distribution points at library and waterworld (sunflower waterproof wristbands). Material purchased for Regulation spaces - to be launched early 2024.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
278	24/10/2023	D'Aloia, Gabby	Notice of Motion - Facility Upgrade – Hope Valley Bowling Club (Cr Blake Lawrenson)	2/03/2024
D23/88231				
31 Oct 2023 1:34pm D'Aloia, Gabby - Target Date Revision				
Not commenced. Anticipate commencing in November following the appointment of an Assets Officer - Property and Built Environment				
30 Nov 2023 10:56am D'Aloia, Gabby - Target Date Revision				
Not commenced. Assets Officer - Property and Built Environment commencing in December. Anticipate commencing investigations and development of high level options in January/February 2024.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
738	9/02/2021	D'Aloia, Gabby	Notice of Motion - Traffic Survey Laburnum Drive, Greenwith (Cr Rankine)	2/03/2024
D21/8146				
25 Feb 2021 5:00pm D'Aloia, Gabby - Target Date Revision				
Awaiting school building work to finish prior to undertaking the traffic study				
01 Oct 2021 2:16pm D'Aloia, Gabby - Target Date Revision				
Due to the continued building works, Wallbridge Gilbert Aztec (civil and traffic engineers) recommend the traffic monitoring should be undertaken in the new calendar year. This will allow for motorised and students to get used to the changed conditions and the traffic movements stabilised.				
31 Jan 2022 11:39am D'Aloia, Gabby - Target Date Revision				
Wallbridge Gilbert Aztec (civil and traffic engineers) have scheduled the traffic monitoring towards the middle of the first term (due to Covid) to ensure traffic conditions are representative of the traffic conditions into the foreseeable future.				
25 Mar 2022 3:04pm D'Aloia, Gabby - Target Date Revision				
The site assessments have been undertaken. Currently compiling the findings and recommended treatments which will be included in a report for further consideration.				
29 Apr 2022 9:25am D'Aloia, Gabby - Target Date Revision				
Draft report from consultant received 28 April 2022. Detailed assessment and consideration required from traffic staff with key stakeholder input, prior to presenting to Council.				
01 Jun 2022 4:10pm D'Aloia, Gabby - Target Date Revision				
Traffic consultants and staff are still working through the detailed assessment, with key stakeholder input, prior to finalising recommendations and presenting to Council.				
04 Jul 2022 10:51am D'Aloia, Gabby - Target Date Revision				
Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors), prior to finalising recommendations and presenting to Council.				
06 Sep 2022 4:16pm D'Aloia, Gabby - Target Date Revision				

Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors), prior to finalising recommendations and presenting to Council. It is also important to consider the draft code amendment for Golden Grove and the impact of additional peak hour traffic on road safety and congestion.

07 Nov 2022 1:26pm D'Aloia, Gabby - Target Date Revision

Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors), prior to finalising recommendations and presenting to Council. It is also important to consider the draft code amendment for Golden Grove and the impact of additional peak hour traffic on road safety and congestion.

16 Jan 2023 5:59pm D'Aloia, Gabby - Target Date Revision

Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors), prior to finalising recommendations and presenting to Council. It is also important to consider the draft code amendment for Golden Grove and the impact of additional peak hour traffic on road safety and congestion.

27 Feb 2023 8:25pm D'Aloia, Gabby - Target Date Revision

Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors) and considering the draft code amendment for Golden Grove and the impact of additional peak hour traffic on road safety and congestion.

22 Mar 2023 10:27pm D'Aloia, Gabby - Target Date Revision

Traffic consultants and staff obtaining key stakeholder input (including DIT and Ward Councillors) and considering the draft code amendment for Golden Grove and the impact of additional peak hour traffic on road safety and congestion.

29 Apr 2023 10:54am D'Aloia, Gabby - Target Date Revision

No recommended changes to Laburnum Drive. Awaiting DITs consideration of possible changes to The Golden Way and feasibility of widening Golden Grove Road to reduce congestion for cars turning into OLOH car park

07 Jun 2023 8:20pm D'Aloia, Gabby - Target Date Revision

No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

19 Jul 2023 5:38pm D'Aloia, Gabby - Target Date Revision

No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigations and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

27 Jul 2023 12:07pm D'Aloia, Gabby - Target Date Revision

No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

01 Sep 2023 12:15pm Birch, Felicity

No further update - DIT are still considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

28 Sep 2023 10:53am D'Aloia, Gabby

No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

31 Oct 2023 12:11pm D'Aloia, Gabby - Target Date Revision

It is my recommendation that this action be closed for the following reasons. No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

30 Nov 2023 11:48am D'Aloia, Gabby - Target Date Revision

No recommended changes to Laburnum Drive. DIT were considering possible changes to The Golden Way and Council investigating the local widening of Golden Grove Road to reduce congestion for cars turning into OLOH car park, however these investigation and any proposed works may be at risk pending the impacts of the Golden Grove Code Amendment and subsequent additional traffic generated from future land development.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
180	27/06/2023	D'Aloia, Gabby	Outcomes of engagement on the Vista Reserve draft concept plan and draft Community Land Management Plan	12/03/2024
D23/46652				
03 Jul 2023 8:09am Lewig, Jessica - Completion				
Outcomes of Community Engagement Report noted and amended concept plan endorsed at 27/06/2023 meeting. A report will be returned to council in March 2023 in relation to car parking requirements in the precinct.				
20 Jul 2023 9:46am Barnes, Kristyn - Reallocation				
Reassigned to Gabby to complete point 5 of the resolutions which is a further report be presented to Council in relation to car parking requirements in the precinct by March 2024.				
30 Nov 2023 10:56am D'Aloia, Gabby - Target Date Revision				
Analysis of car parking over the summer period and report findings to Council by March 2024.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
125	11/04/2023	Masterman, Victoria	Notice of Motion - Main Road and Gateway Median Strips (Cr Lucas Jones)	29/03/2024

D23/25738

01 May 2023 5:25pm Wilkshire, Ingrid - Target Date Revision

Staff are preparing a project scope to progress the project pending a budget allocation in FYE2024.

05 Jun 2023 11:25pm Wilkshire, Ingrid

Currently scoping project.

13 Jun 2023 12:51pm Wilkshire, Ingrid - Reallocation

Action reassigned to Masterman, Victoria by Wilkshire, Ingrid - Victoria is project managing the concept planning and high level costings. The PMO is managing the detailed designs and costings for North East Road.

19 Jul 2023 5:09pm Masterman, Victoria

The project scope has been approved and staff are preparing the methodology and design principals for consideration at the Service Review Committee on 18 October 2023.

01 Sep 2023 8:45am Masterman, Victoria

The methodology and design principals for consideration will be presented to the Service Review Committee on 18 October 2023.

30 Oct 2023 11:38am Masterman, Victoria

The draft principles and methodology were presented to and endorsed by SRC 18 October 2023 and Council 24 October 2023

30 Nov 2023 11:13am Masterman, Victoria

Planning work has progressed.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
1309	23/08/2022	D'Aloia, Gabby	Golden Grove Park and Ride, Golden Grove - Request for roads to be vested in Council	31/03/2024
D22/169066				
29 Sep 2022 12:29pm Barnes, Kristyn				
Council's lawyer has written to DIT and a report will be provided to Council in due course.				
07 Nov 2022 1:19pm D'Aloia, Gabby				
Council's lawyer has written to DIT., DIT are yet to respond., A report will be provided to Council in due course.				
16 Jan 2023 2:57pm D'Aloia, Gabby - Target Date Revision				
Council's lawyer has written to DIT., DIT are yet to respond., While Council did not wish to be burdened with the operation and future maintenance of this infrastructure, a report will be provided to Council, once DIT have responded and staff/lawyers have considered the information.				
27 Feb 2023 8:31pm D'Aloia, Gabby - Target Date Revision				
DIT are yet to respond to Council's legal representative. It is possible that DIT have discovered they cannot vest roads in Council, without Council's approval.				
22 Mar 2023 10:22pm D'Aloia, Gabby - Target Date Revision				
DIT are yet to respond to Council's legal representative. Spoke with a DIT representative on 16 March. He advised DIT are considering and preparing a response.				
29 Apr 2023 10:57am D'Aloia, Gabby - Target Date Revision				
DIT are yet to respond to Council's legal representative. Spoke with a DIT representative on 16 March. He advised DIT are considering and preparing a response.				

07 Jun 2023 8:11pm D'Aloia, Gabby - Target Date Revision

DIT are yet to respond to Council's legal representative requesting information on the mechanism that DIT wish to use to transfer road ownership to Council. A DIT representative advised on 16 March that the matter was still being considered by DIT.

27 Jul 2023 12:10pm D'Aloia, Gabby - Target Date Revision

DIT are yet to respond to Council's legal representative requesting information on the mechanism that DIT wish to use to transfer road ownership to Council. A DIT representative advised on 16 March that the matter was still being considered by DIT. Council has previously raised objection to the request for Council to take ownership of infrastructure which was developed to facilitate the construction of the Park 'n Ride

01 Sep 2023 12:13pm Birch, Felicity

No further update. Council are still yet to receive a response from DIT.

28 Sep 2023 10:52am D'Aloia, Gabby - Target Date Revision

No further update. Council are still yet to receive a response from DIT.

31 Oct 2023 1:22pm D'Aloia, Gabby - Target Date Revision

Target date changed by D'Aloia, Gabby from 22 December 2023 to 22 December 2023 - No further update. Council are still yet to receive a response from DIT.

31 Oct 2023 1:29pm D'Aloia, Gabby - Target Date Revision

I recommend the action be closed. DIT have not responded, which indicates that Council is not obligated to accept the roads surrounding the Golden Grove Park and Ride. Council was clear in its opposition to accepting infrastructure (on-going responsibility, operation, maintenance and renewal) which was established for the Park 'n Ride development by the State Government

30 Nov 2023 10:58am D'Aloia, Gabby - Target Date Revision

Target date changed by D'Aloia, Gabby from 22 December 2023 to 31 March 2024

30 Nov 2023 10:59am D'Aloia, Gabby - Target Date Revision

DIT have not responded, which indicates that Council is not obligated to accept the roads surrounding the Golden Grove Park and Ride. Council was clear in its opposition to accepting infrastructure (on-going responsibility, operation, maintenance and renewal) which was established for the Park 'n Ride development by the State Government

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
300	14/11/2023	Salmon, Greg	Burragah Reserve Masterplan	28/06/2024
D23/93093				
04 Dec 2023 10:01am Salmon, Greg				
Masterplan investigations are underway.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
156	23/05/2023	Koolen, Sabine	Wildlife Virtual Fencing Research Trial Partnership with 1300Koalaz	30/06/2024
D23/36898				
06 Jun 2023 2:29pm Koolen, Sabine				

1300Koalaz advised via email of Council recommendation and support, as well as next steps to action such as the volunteer process, setting up an agreement for the use of wildlife camera data, and council receiving the research project methodology.

27 Jun 2023 9:54am Koolen, Sabine

Response still pending from 1300Koalaz to progress Council resolution

28 Jul 2023 9:38am Barnes, Kristyn

Liaison with 1300Koalaz ongoing and confirmation received that a Doctor, as opposed to a PHD Student, has been acquired to undertake the research study. Communication still ongoing regarding development of volunteer registration process, final identification of virtual fencing sites and draft Agreement for 1300Koalaz to utilise data captured.

31 Aug 2023 9:29am Koolen, Sabine

Meeting attended by 1300KOALAZ representatives, General Manager City Operations and Biodiversity Technical Officer on Tuesday 22 August 2023. Council staff are now researching camera equipment options for the trial. The additional trial location has also been identified at southern end of Range Road North. Council staff are awaiting the project methodology / brief from the Researchers and feedback from 1300KOALAZ regarding the prepared Volunteer Role Statement.

25 Sep 2023 7:54am Koolen, Sabine

Council staff are still waiting on the project methodology/brief from the Researchers and feedback from 1300KOALAZ regarding the prepared Volunteer Role Statement. Council staff have begun researching camera equipment options for the trial.

31 Oct 2023 1:40pm Koolen, Sabine

Still awaiting response from 1300KOALAZ to proceed.

29 Nov 2023 3:08pm Koolen, Sabine

Awaiting confirmation that 1300KOALAZ are happy with the Volunteer Role Statement. Also awaiting research brief from 1300KOALAZ (being prepared by vet researcher). Council staff member will contact 1300KOALAZ to discuss camera options.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
	23/11/2021	Salmon, Greg	Modbury Jets Amateur Football Club, Ladywood Reserve - Proposed facility upgrade	30/06/2024
D21/96619				
02 Dec 2021 10:07am Oborn, Chloe - Target Date Revision				
Awaiting announcements on future Office for Recreation, Sport and Racing grant round for 2022 to apply for future funding as well as any potential election commitments.				
21 Feb 2022 7:19pm Oborn, Chloe - Target Date Revision				
Club is seeking a funding commitment as part of the March 2022 State Election. Announcement on the future Office for Recreation, Sport and Racing grant round for 2022 to apply for future funding is due in May 2022 in which Council will apply for.				
21 Feb 2022 7:21pm Oborn, Chloe - Target Date Revision				
Club is seeking a funding commitment as part of the March 2022 State Election. Announcement on the future Office for Recreation, Sport and Racing grant round for 2022 to apply for future funding is due in May 2022 in which Council will apply for.				
02 May 2022 11:14am Oborn, Chloe - Target Date Revision				

The upgrade did not receive an election commitment. Awaiting announcement of next grant round for funding via the Office for Recreation, Sport and Racing.

30 Jun 2022 2:59pm Oborn, Chloe - Target Date Revision
No change. Awaiting announcement of future grant rounds

29 Aug 2022 2:47pm Oborn, Chloe - Target Date Revision
Still awaiting grant funding program to open for 22/23 via the Office for Recreation, Sport and Racing.

30 Sep 2022 2:43pm Barnes, Kristyn
Previous update still stands

18 Nov 2022 3:47pm Oborn, Chloe - Target Date Revision
Currently no suitable grant funding program available. Reviewing facility plan.

30 Jan 2023 1:08pm Oborn, Chloe - Target Date Revision
Funding opportunities being explored. Meeting with the club 31 March 2023 for further discussions.

20 Feb 2023 10:55am Barnes, Kristyn - Reallocation
Action reassigned to Watson, Laura by Barnes, Kristyn

28 Mar 2023 11:45am Barnes, Kristyn - Reallocation
Action reassigned to Salmon, Greg by Barnes, Kristyn - Will be a project to sit under Strategy & Finance

29 Mar 2023 10:02am Salmon, Greg
Awaiting suitable funding opportunity.

28 Apr 2023 5:06pm Salmon, Greg
Awaiting suitable funding opportunity.

01 May 2023 2:20pm Salmon, Greg - Target Date Revision
No suitable funding opportunities have been identified yet.

09 Jun 2023 4:33pm Salmon, Greg
Awaiting suitable funding opportunity.

20 Jul 2023 9:03am Salmon, Greg
No further update

03 Aug 2023 3:38pm Barnes, Kristyn
Rick Gower and Michelle Atkinson met with the Modbury Jets Amateur Football Club on 12 July 2023 to discuss issues the club has raised regarding their current site. The club raised concerns regarding their Ladywood base and raised the potential to be included in a Masterplan for the Burrarah facility. Due to sports field issues the club has worked with Council to find alternate facilities in an interim capacity.

01 Sep 2023 10:34am Salmon, Greg
Investigations into Burrarah Reserve upgrades underway as an alternative location for club long term.

28 Sep 2023 2:59pm Barnes, Kristyn
No further update

02 Nov 2023 9:43am Salmon, Greg
No further update

04 Dec 2023 10:18am Salmon, Greg
Council has resolved to pause any planned upgrades of Ladywood Reserve (single pitch) while a masterplan is developed for a proposed multi-pitch multi-club upgrade to Burrarah Reserve that will include Modbury Jets Amateur FC and Modbury Jets Soccer Club.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
285	24/10/2023	Lewig, Jessica	Regional Planning	30/06/2024
D23/88231				
01 Nov 2023 10:56am Lewig, Jessica - Target Date Revision				
Target date changed by Lewig, Jessica from 07 November 2023 to 30 June 2024 - Stage 1 of City Masterplan being scoped for this financial year				
01 Nov 2023 10:57am Lewig, Jessica				
Submission on GARP Discussion paper to be provided to State Planning Commission by 6 November consultation closure deadline				
01 Dec 2023 9:28am Wilkshire, Ingrid				
Investigations for CTTG currently being scheduled into workplans				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
234	22/08/2023	Wilkshire, Ingrid	Building Flash Flood Forecasting and Warning System for Dry Creek Catchment	30/06/2024
D23/64242				
31 Aug 2023 5:34pm Wilkshire, Ingrid				
The Department of Environment and Water have been notified of Council's resolution.				
01 Sep 2023 12:01pm Wilkshire, Ingrid - Target Date Revision				
Project commences September 2023 and while a completion date has not been indicated we expect this to be part of the project start up information.				
27 Sep 2023 11:37am Foong, Jonathan				
The tender for flood forecasting and warning system has closed and Council staff are assisting DEW with the evaluation of the tender.				
27 Sep 2023 11:40am Foong, Jonathan - Target Date Revision				
This is the expected delivery date for the flood forecasting and warning system.				
01 Dec 2023 9:13am Wilkshire, Ingrid				
No further update				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
158	23/05/2023	Salmon, Greg	Outcomes of engagement on the Dewar Reserve draft concept plan and draft amended Community Land Management Plan	30/06/2024
D23/36898				
05 Jun 2023 3:07pm Masterman, Victoria				
Communication to community during the week commencing 5 June 2023 providing the endorsed concept plan and closing out the community engagement process. Project to be handed over to the Project Management Office for delivery in FYE 2024.				
19 Jul 2023 5:12pm Masterman, Victoria				

Procurement for detailed design documentation for delivery has progressed

03 Aug 2023 11:36am Barnes, Kristyn
RFQ for detailed design closes 4 August 2023.

01 Sep 2023 8:43am Masterman, Victoria
JPE have been engaged and detailed design documentation for delivery has commenced. Tender for intergenerational and nature play equipment will commence in September

25 Sep 2023 12:02pm Masterman, Victoria
Project is on track, 70% Detailed Design Documentation has been received from the consultant and is being reviewed by subject matter experts.

30 Oct 2023 11:46am Masterman, Victoria
The project is on track, tender for fitness and intergenerational equipment closes 21 November 2023. Detailed Design Documentation has reached 95% and the tender for reserve upgrades is scheduled for early November 2023.

30 Nov 2023 11:11am Masterman, Victoria
Tender for intergenerational, nature and fitness equipment has closed and is being assessed by the procurement team. Detailed Design Documentation has reached 100%. Open tender process commenced via SA Tenders mid-November and closes 20 December 2023.

01 Dec 2023 10:48am Wilkshire, Ingrid - Reallocation
Handed over to PMO for design review and subsequent delivery.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
315	28/11/2023	Gagetti, Rosa	Community Engagement Outcome - Unsolicited Proposal - lease and subsequent sale to Rafnix Pty Ltd (Supashock) - portion 962-974 Grand Junction Road, Holden Hill	30/06/2023
D23/97209				
04 Dec 2023 7:08am Gagetti, Rosa - Target Date Revision				
The proponent has been advised of Council decision. Upon receiving confirmation that the proponent accepts the purchase price of \$205k plus GST, Ministerial approval will be requested to revoke the community land classification.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
259	26/09/2023	Masterman, Victoria	Upgrade options for Courtyard Reserve playground, Wynn Vale	30/06/2024
D23/77645				
28 Sep 2023 12:10pm Masterman, Victoria - Target Date Revision				
Project to be included in the Draft Annual Business Planning process				
30 Nov 2023 11:07am Masterman, Victoria				
Project to be included in the Draft Annual Business Planning process and handover to the Project Management Office				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
279, 280	24/10/2023	Masterman, Victoria	Draft Playground Guide Review Principles and Methodology	30/06/2024
D23/88231				
02 Nov 2023 2:37pm Barnes, Kristyn - Target Date Revision				
Workshop scheduled in March 2024				
30 Nov 2023 11:06am Masterman, Victoria				
Review progressing in preparation for Workshop in March 2024				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
316	28/11/2023	Gagetti, Rosa	Community Engagement Outcome - Unsolicited Proposal - Acquire Portion Kimberley Reserve, Modbury North	30/06/2024
D23/97209				
04 Dec 2023 7:07am Gagetti, Rosa - Target Date Revision				
Proponent has been advised of Council's decision. Upon receiving confirmation that the purchase price has been accepted by the proponent, Ministerial approval will be requested to revoke the community land classification.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
123	11/04/2023	Herd, Jon	Electric Vehicle Charging Stations	30/06/2024
D23/25738				
01 May 2023 2:24pm Foong, Jonathan				
The Expression of Interest (EOI) will commence this week (week starting 1 May 2023) advertised on SA Tenders. The EOI will open for a period of 4 weeks.				
13 Jun 2023 10:58am Foong, Jonathan				
Council staff have completed the expressions of interest (EOI) for electric vehicle (EV) fast charging stations. The EOI process commenced 15 May 2023 and closed 6 June 2023. Staff are currently in the evaluation stage.				
13 Jun 2023 11:09am Foong, Jonathan - Target Date Revision				
The EOI ran from 15 May 2023 to 6 June 2023 and is closed. Staff will commence negotiations with potential service providers when the evaluation is completed. This is likely to take some time as service providers consider business model for the proposed locations.				
03 Jul 2023 2:38pm Foong, Jonathan				
Staff have engaged preferred service providers that were shortlisted from the expression of interest for EV charging stations. The service providers will assess sites to determine feasibility for establishing EV charging stations.				
26 Jul 2023 10:55pm Foong, Jonathan - Target Date Revision				
Electric Vehicle Service Providers require time to assess the proposed sites to determine feasibility.				

03 Aug 2023 11:13am Foong, Jonathan

Council is currently in Stage 2 of the EOI process. This stage involves discussion of site specific constraints with the EV charging station service providers that have been shortlisted through Stage 1 of the EOI process. The EV charging station service providers will have to consider the feasibility for each location to determine if it will align with their business needs. The service providers will require some time to consider the feasibility of each site and provide Council with site specific proposals. It is anticipated that Stage 2 will require 13 weeks and be completed by October 2023. An information report will be provided to Council at the end of the process to update Council on the outcomes of the EOI process.

01 Sep 2023 9:24am Wilkshire, Ingrid

The Stage 2 EOI process is continuing with the Request for Proposal to be completed by 29 September.

27 Sep 2023 11:46am Foong, Jonathan - Target Date Revision

The expected date to finalise scope and contract is Q4 2023/2024 FY. EV charging station suppliers are undertaking an extensive diligence investigation.

27 Sep 2023 11:47am Foong, Jonathan

Council staff are working with EV Charging Station suppliers to prioritise the work to ensure that the roll out of EV charging stations are aligned with Council site plans. The suppliers are currently developing designs for 4 sites which should be completed in the early half of Q4 2023-2024.

20 Oct 2023 9:57am Barnes, Kristyn - Reallocation

Action reassigned to Herd, Jon by Barnes, Kristyn

01 Nov 2023 10:43am Herd, Jon

Evaluation of the Request for Proposal stage will be completed early November.

Recommendation and outcome to be provided to CEO for consideration by 10 November 2023

01 Dec 2023 9:56am Herd, Jon

Following some clarifications the outcome will be provided to CEO by 8 December 2023.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
232	22/08/2023	Pereira, Michael	Community Engagement Outcomes - Cat Management	30/06/2024
D23/64242				
07 Sep 2023 11:22am Barnes, Kristyn				
Letter to the Minister for Climate, Environment and Water has been sent.				
29 Sep 2023 2:02pm Barnes, Kristyn - Target Date Revision				
Awaiting proposed legislation before making a decision on Cat Management with a report being brought back if not progressed by 30 June 2024				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
209	25/07/2023	Gagetti, Rosa	Community land revocation 13 and 21-27 Valiant Road, Holden Hill - Unsolicited Proposal Rafnix Pty Ltd	5/08/2024
D23/54633				
27 Jul 2023 11:48am Gagetti, Rosa - Target Date Revision				

Process for sale of land likely to take twelve months. There is a lease in place between Council and the proponent for up to 18 months.

16 Aug 2023 4:46pm Gagetti, Rosa
Legal documentation submitted to Registrar-General to remove reserve dedication from the title. Lease document between Council and Rafnix Pty Ltd signed on 19 July 2023.

30 Aug 2023 9:49am Gagetti, Rosa
No further development.

14 Sep 2023 11:35am Gagetti, Rosa
No further development.

18 Oct 2023 9:33am Gagetti, Rosa
Nothing further to report.

27 Oct 2023 9:08am Gagetti, Rosa
Development approval granted and according to the terms of the lease construction on the carpark may commence.

29 Nov 2023 9:07am Gagetti, Rosa
No further development.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
204	11/07/2023	Pereira, Michael	Community Safety - Private Parking	30/09/2024
D23/50191				
25 Jul 2023 11:07am Watson, Laura Investigations commenced to determine resourcing for the twelve month trial program and operational requirements with a subsequent report to be produced at the conclusion of the 12 month trial period.				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
1325	23/08/2022	Wilkshire, Ingrid	Disposal of 13 Australia Avenue - Tender Recommendation	29/11/2024
D22/161856				
01 Sep 2022 4:52pm Wilkshire, Ingrid - Target Date Revision Council resolved to award the disposal of 13 Australia Avenue to Centina on 23 August 2022. Staff are now progressing with the finalisation of relevant legal documents in order to affix Council's Seal to the Development Deed.				
30 Sep 2022 4:42pm Wilkshire, Ingrid - Target Date Revision Finalising documentation to accompany Deed.				
21 Nov 2022 10:28am Wilkshire, Ingrid - Target Date Revision Resolution a) Plan of Division has been lodged with the Lands Titles Office				
21 Nov 2022 10:28am Wilkshire, Ingrid Resolution b) Deed has been signed by both parties and other documentation is progressing. Resolution c) Design for Australia Reserve upgrade is progressing. Resolution d) Works Agreement for the reserve upgrade is pending.				
09 Jan 2023 3:15pm Wilkshire, Ingrid - Target Date Revision Deed has been signed and project scheduled to be completed in mid 2025.				

09 Jan 2023 3:15pm Wilkshire, Ingrid

Resolution A: Enter into Development Deed with Centina - Deed has been signed by both parties. Resolution B: CEO authorised to finalise and sign contracts- Development Approval is pending. A Works Program has been prepared and works are scheduled to commence on site in the next few months. Resolution C: CEO to approve detailed design for park upgrade - Design Brief has been finalised. Detailed designs are pending. Resolution D: CEO to enter into Works Agreement for park upgrade - Scheduled for drafting with lawyers. Resolution E: CEO to effect the transactions contemplated in the Deed - On track

27 Feb 2023 1:40pm Wilkshire, Ingrid

Resolution B: CEO authorised to finalise and sign contracts, - Development Approval is pending. A Works Program has been prepared and works are scheduled to commence on site in the next few months. Borelog are scheduled this month., Resolution C: CEO to approve detailed design for park upgrade , - Detailed designs are pending., Resolution D: CEO to enter into Works Agreement for park upgrade, - First draft of Works Agreement has been prepared , Resolution E: CEO to effect the transactions contemplated in the Deed, - On track

21 Mar 2023 9:36am Wilkshire, Ingrid

On track. No further update.

01 May 2023 5:22pm Wilkshire, Ingrid

No further update.

05 Jun 2023 11:18pm Wilkshire, Ingrid

Resolution B: CEO authorised to finalise and sign contracts, - Development Approval is pending. Presently considering stormwater design. , Resolution C: CEO to approve detailed design for park upgrade , - Currently discussing desired elements for the park, Resolution D: CEO to enter into Works Agreement for park upgrade, - Pending , Resolution E: CEO to effect the transactions contemplated in the Deed, - Settlement delayed slightly. Future Information Report will provide detail.

19 Jul 2023 10:24pm Wilkshire, Ingrid

Project is progressing well and is on target.

03 Aug 2023 12:44pm Wilkshire, Ingrid

A: Development Deed: Completed., B: Finalise and sign contracts: Development approval pending stormwater design. Developer is working through stormwater solution., C: Finalise design for park upgrade: Developer is working with Council staff to finalise design and costings., D: Works Agreement: On hold pending design for reserve, E: CEO to effect transactions in the Deed: Settlement dates have been amended due to supply/demand challenges in the construction sector. New settlement dates are: Stage 1 Settlement 18 March 2024 and Stage 2 Settlement 20 September 2024. Overall: Project is on track to meet first settlement date.

01 Sep 2023 11:53am Wilkshire, Ingrid - Target Date Revision

Target date changed by Wilkshire, Ingrid from 30 December 2023 to 29 November 2024 - Amended dates reflect amended settlement dates and expected completion.

01 Sep 2023 11:55am Wilkshire, Ingrid

A: Development Deed: Completed., B: Finalise and sign contracts: Development approval pending stormwater design. Workshop with CTTG and developer held on 30 August., C: Finalise design for park upgrade: Developer is working with Council staff to finalise design and costings. The design is pending stormwater design., D: Works Agreement: On hold pending design for reserve, E: CEO to effect transactions in the Deed: Settlement dates have been amended due to supply/demand challenges in the construction sector. New settlement dates are: Stage 1 Settlement: 18 March 2024 and Stage 2 Settlement: 20 September 2024. Overall: Project is on track to meet first settlement date.

29 Sep 2023 12:08pm Wilkshire, Ingrid

A: Development Deed: Completed., B: Finalise and sign contracts: Development approval pending stormwater design. Stormwater solution is close to being finalised. , C: Finalise design for park upgrade: Developer is working with Council staff to finalise design. Preliminary costings are being prepared. , D: Works Agreement: On hold pending design for reserve. , E: CEO to effect transactions in the Deed: Project is on track to meet 18 March settlement date.

02 Nov 2023 5:28pm Wilkshire, Ingrid

B: Finalise and sign contracts: Development approval pending stormwater design. Stormwater solution is close to being finalised. , C: Finalise design for park upgrade: Developer is working with Council staff to finalise design. Detailed costings are being prepared, D: Works Agreement: On hold pending design for reserve. , E: CEO to effect transactions in the Deed: Project is on track to meet 18 March settlement date.

01 Dec 2023 9:17am Wilkshire, Ingrid

B: Finalise and sign contracts: Development approval has been granted. Building approval is now required. A Licence to Occupy the park to enable the developer to undertake works is being finalised. The land division application is progressing. , C: Finalise design for park upgrade: Draft design and preliminary costings have been received and Council staff are reviewing the design and costs. , D: Works Agreement: Pending. , E: CEO to effect transactions in the Deed: Project is on track to meet 18 March settlement date.

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
273	10/10/2023	Masterman, Victoria	Outcomes of Application to the Power Line Environment Committee to underground power lines in the Tea Tree Gully Township	31/12/2024
D23/81500				
24 Oct 2023 4:40pm Masterman, Victoria - Target Date Revision				
Undergrounding works scheduled for completion by end of 2024.				
24 Oct 2023 4:41pm Masterman, Victoria				
Budget information provided to finance for inclusion in the Budget Review Process for FYE2024 and inclusion in the Draft Annual Business Plan for FYE 2025., SAPN and PLEC have been notified of Council's endorsement of the project and funding commitment for Stage 1A works.				
30 Nov 2023 11:05am Masterman, Victoria				
Agreement with SAPN for Stage 1 A of the PLEC works has been signed by the CEO and SAPN and PLEC notified				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
335	28/11/2023	Hill, Darren	EnviroCare Service Options	12/12/2023
D23/97209				
04 Dec 2023 3:43pm Barnes, Kristyn - Target Date Revision				

Target date changed by Barnes, Kristyn from 12 December 2023 to 28 February 2025 - Council will conduct preparatory work in order to provide the information required with in a feasibility report to be brought back to the chambers in February, 2025. the feasibility report in 2025 will provide the data required for Elected members to support or deny the request for 4 additional Sundays, \$200k additional budget (adjusted annually for CPI)

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
1320, 1321, 1322 D22/161856 <i>This action is to remain in confidence as per Council resolution</i>	23/08/2022	Wilkshire, Ingrid	Golden Grove Residential & Commercial Code Amendment and infrastructure deeds	

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
833 D21/28741 <i>This action is to remain in confidence as per Council resolution</i>	27/04/2021	Salmon, Greg	Tilley Recreation Park - Draft Master Plan	

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
212, 213 D23/54633 <i>This action is to remain in confidence as per Council resolution</i>	25/07/2023	Penna, Eloise	Civic Park Changing Places development	

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
252 D23/71821 <i>This action is to remain in confidence as per Council resolution</i>	12/09/2023	Tolya, Danette	Sale of Land for Non Payment of Council Rates	

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
 D23/88231 <i>This action is to remain in confidence as per Council resolution</i>	24/10/2023	Vidinis, Erica	Tea Tree Gully Tennis Clubroom Redevelopment Section 48 Prudential Report	

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
296	31/10/2023	Beveridge, Gary	Verge and Median Maintenance - Tender Outcome	
D23/89191				
<i>This action is to remain in confidence as per Council resolution</i>				

Minute No.	Meeting Date	Officer	Subject	Estimated Completion
308	14/11/2023	Tolya, Danette	Request to rename Memorial Oval reserve within Tea Tree Gully Sports Area	
D23/93093				
<i>This action is to remain in confidence as per Council resolution</i>				

City of Tea Tree Gully

COUNCIL MEETING

12 December 2023

Item 20.1

Confidential Subject: Civic Centre Cafe (D23/98552)

It is the recommendation of the Chief Executive Officer that the Civic Centre Cafe be received, discussed and considered in confidence. The Council should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the *Local Government Act 1999* (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. *That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public (except staff on duty) be excluded from the meeting to enable discussion on the Civic Centre Cafe.*
2. *That the Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, the information to be received, discussed or considered in relation to this item is:*
 - *information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; AND*
 - *information the disclosure of which would, on balance, be contrary to the public interest;*
 - *on the basis that the report includes details regarding negotiations and evaluations, which could compromise effective negotiation for achieving the best outcome for Council and the community.*
3. *In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances on the basis that early release of this information could compromise effective negotiation for achieving the best outcome for Council and the community.*

Note: The meeting should pause to allow members of the public to leave the meeting room and the doors should be closed behind as the last person leaves.

Discussion on the matter can then proceed. The meeting automatically moves out of confidentiality at the end of consideration of the matter, and the public should then be invited to attend the meeting.

City of Tea Tree Gully

COUNCIL MEETING

12 December 2023

Confidential Subject: 2024 City of Tea Tree Gully Australia Day Awards (D23/99018)

Item 20.2

It is the recommendation of the Chief Executive Officer that the 2024 City of Tea Tree Gully Australia Day Awards be received, discussed and considered in confidence. The Council should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the *Local Government Act 1999* (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. *That pursuant to Section 90(2) of the Local Government Act, 1999 the Council orders that the public (except staff on duty) be excluded from the meeting to enable discussion on the 2024 City of Tea Tree Gully Australia Day Awards.*
2. *That the Council is satisfied that pursuant to section 90(3) of the Local Government Act 1999, the information be received, discussed or considered in relation to this item is:*
 - *information relating to a proposed award recipient before the presentation of the award. .*
 - *on the basis that it details proposed award recipients before the Australia Day Ceremony and that it should not be released outside the official ceremony that recognises their contribution to the City.*
3. *In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances on the basis that that this information should not be disclosed before the official Australia Day ceremony.*

Note: The meeting should pause to allow members of the public to leave the meeting room and the doors should be closed behind as the last person leaves. Discussion on the matter can then proceed. The meeting automatically moves out of confidentiality at the end of consideration of the matter, and the public should then be invited to attend the meeting.

City of Tea Tree Gully

COUNCIL MEETING

12 December 2023

Confidential Subject: SACAT matter 2023/SA001373 - Mr Kevin Knight (D23/99869)

It is the recommendation of the Chief Executive Officer that the SACAT matter 2023/SA001373 - Mr Kevin Knight be received, discussed and considered in confidence. The Council should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the *Local Government Act 1999* (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. *That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public (except staff on duty) be excluded from the meeting to enable discussion on the SACAT matter 2023/SA001373 - Mr Kevin Knight.*
2. *That the Council is satisfied that pursuant to section 90(3)(i) of the Local Government Act 1999, the information be received, discussed or considered in relation to this item is:*
 - *information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council .*
 - *on the basis that public release of any litigation strategy or approach prior to the matter being resolved could compromise **Council's ability to obtain an** outcome satisfactory to the Council.*
3. *In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances on the basis that public release of any litigation strategy or approach prior to the matter being resolved could **compromise Council's ability to obtain an** outcome satisfactory to the Council.*

Note: The meeting should pause to allow members of the public to leave the meeting room and the doors should be closed behind as the last person leaves. Discussion on the matter can then proceed. The meeting automatically moves out of

confidentiality at the end of consideration of the matter, and the public should then be invited to attend the meeting.

City of Tea Tree Gully

COUNCIL MEETING

12 December 2023

Confidential Subject: Recommendations from the Audit & Risk Committee Meeting held on 6 December 2023 (D23/100563)

It is the recommendation of the Chief Executive Officer that the Recommendations from the Audit & Risk Committee Meeting held on 6 December 2023 be received, discussed and considered in confidence. The Council should determine whether it is necessary and appropriate for the matter to be discussed in confidence as provided for by the provisions of Sections 90 and 91 of the *Local Government Act 1999* (with a recommendation provided as follows):

Recommendation for Moving into Camera

1. *That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public (except staff on duty) be excluded from the meeting to enable discussion on the Recommendations from the Audit & Risk Committee Meeting held on 6 December 2023.*
2. *That the Council is satisfied that pursuant to section 90(3)(k) of the Local Government Act 1999, the information be received, discussed or considered in relation to this item is:*
 - *tenders for the supply of goods, the provision of services or the carrying out of works*
 - *on the basis that it is inappropriate to discuss awarding of services in a public domain prior to discussions with the preferred supplier.*
3. *In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in the public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances on the basis that it is inappropriate to discuss awarding of services in a public domain prior to discussions with the preferred supplier.*

Note: The meeting should pause to allow members of the public to leave the meeting room and the doors should be closed behind as the last person leaves. Discussion on the matter can then proceed. The meeting automatically moves out of confidentiality at the end of consideration of the matter, and the public should then be invited to attend the meeting.