



NOTICE

of

SERVICES COMMITTEE MEETING

*Pursuant to the provisions of Section 84(1) of the
Local Government Act 1999*

TO BE HELD IN

**COUNCIL CHAMBERS
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

TUESDAY, 18 FEBRUARY 2020 AT 7:00PM

A handwritten signature in blue ink, appearing to read "S Green".

**SAM GREEN
CHIEF EXECUTIVE OFFICER**

Issue Date: Thursday, 13 February 2020

MEMBERSHIP

PRESIDING MEMBER – CR ANDREW CRAIG

Mayor Glenn Docherty	Cr Akram Arifi	Cr Marilyn Baker
Cr Stephen Coppins	Cr Veronica Gossink	Cr Shirley Halls
Cr David Kerrison	Cr Clint Marsh	Cr Misty Norris
Cr Jane Onuzans	Cr Peter Rentoulis	Cr Dennis Ryan
Cr Gay Smallwood-Smith	Cr Katrina Stroet	Cr Cathy-Jo Tame

**City of Playford
Services Committee Meeting**

AGENDA

TUESDAY, 18 FEBRUARY 2020 AT 7:00PM

1 ATTENDANCE RECORD

- 1.1 Present
- 1.2 Apologies
- 1.3 Not Present

2 CONFIRMATION OF MINUTES

RECOMMENDATION

The Minutes of the Services Committee Meeting held 10 December 2019 be confirmed as a true and accurate record of proceedings.

3 DECLARATIONS OF INTEREST

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff.

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Matters to be considered by the Committee Only

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STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL

***Matters which cannot be
delegated to a Committee or
Staff.***

5.1 SUPPORTING EMERGENCY RELIEF (PLAYFORD COMMUNITY FUND INC.)

Responsible Executive Manager : Mr Andrew Nesbitt

Report Author : Ms Amy Matthews

Delegated Authority : Matters which cannot be delegated to a Committee or Staff.

Attachments :

- 1 [↓](#). PCF Submission for Funding
- 2 [↓](#). Proposed 3 Year MOU Playford Community Fund
- 3 [↓](#). Proposed MOU Playford Community Fund, term and amounts left blank

PURPOSE

To consider Playford Community Fund Incorporated's request for Council funding to support the operations of their emergency relief community service office located at the Elizabeth City Shopping Centre.

STAFF RECOMMENDATION

Council to enter into a 3 year MOU financial assistance agreement (Attachment 2) with Playford Community Fund commencing 1 January 2020, expiring 31 December 2022 to the requested value of \$26,650 (plus GST) per year.

EXECUTIVE SUMMARY

The Playford Community Fund has been providing emergency assistance to City of Playford residents for 26 years. The service is staffed by over 50 volunteers and located on Level 2 of the Windsor Building within the Elizabeth City Shopping Centre for 10 hours per week Monday-Thursday 9:00am-11:30am. The service currently supports over 8,000 residents per year with emergency food assistance, urgent bill pay assistance, and assistance to purchase urgent medical prescriptions, along with the provision of furniture, whitegoods and manchester.

Council has been a long term supporter of this organisation by way of direct funding agreements, most recently to assist with rental costs in the CBD location along with peppercorn rent agreements for other facilities at The Precinct and in Elizabeth North. These 2 locations are used to manufacture and store furniture that is provided to families in need.

This report further details Council's relationship with this organisation and provides an opportunity for Council to consider continuing financial support for the payment of rent for the Elizabeth City Centre office, which is their distribution location.

1. BACKGROUND

The purpose of this report is to consider this current request for funding and support in relation to the overall operations of the Playford Community Fund as per attachment one 'Submission for Funding'. This request details that PCF are set to have their Federal Government annual funding of \$215,000 reduced by 50% in January 2020 and provides insight into this current request for Council assistance to continue their operations.

Council has provided financial assistance to the fund for over 20 years by way of triannual and annual agreements. Financial and in-kind support for the 2 other sites has also been provided over this period through the provision of peppercorn lease agreements for their workshops at the Precinct in Smithfield Plains and their license agreement for 2 large storage sheds and related areas on Figsbury St, Elizabeth North.

The most recent direct funding agreement with Council for \$26,650 expired on 30 June 2018. Playford Community Fund have presented a written submission to the Council requesting the reinstatement of the rental assistance funding so that they are able to continue to operate from the Elizabeth City Centre and have requested that this agreement be ongoing.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.1 High quality services and amenities

3. PUBLIC CONSULTATION

There is no requirement to consult the community on this matter.

4. DISCUSSION

Council administration have undertaken a thorough search of Council meeting minutes and records in relation to financial assistance provided to Playford Community Fund from the year 2000 onwards to prepare this report. This has included funding agreements to support PCF operations at the Elizabeth City Centre along with peppercorn rent arrangements for their 2 sites in Smithfield Plains and Elizabeth North. The below points are a summary.

- 4.1** The Playford Community Fund (PCF) has been providing emergency assistance to City of Playford residents for 26 years. The service is staffed by over 50 volunteers and their direct service delivery arm is located on Level 2 of the Windsor Building within the Elizabeth City Shopping Centre. They are open 10 hours per week Monday-Thursday 9:00am-11:30am.
- 4.2** Information provided to Council by PCF indicates that they support over 8,000 residents per year with emergency food assistance, urgent bill pay assistance, and assistance to purchase urgent medical prescriptions, furniture, whitegoods and manchester.
- 4.3** PCF also construct furniture that is distributed to families in need, many of whom are setting up new homes due to fleeing domestic and family violence.
- 4.4** Council has provided both financial and in-kind assistance for all 3 locations since at least the year 2000.
- 4.5** Council financial assistance for the PCF workshop at the Precinct located on 112 Coventry Rd which includes a metal workshop, paint shop, woodworking area and storage areas has been by way of a peppercorn rent agreement with Council since 2009 and a peppercorn sub-leasing agreement with Para Worklinks for several years prior to that.
- 4.6** Council financial and in-kind assistance for storage sheds and related spaces at Figsbury St Elizabeth North has been by way of a License agreement from 2009 onwards and with an informal peppercorn agreement in place for a number of years prior to that.

- 4.7** Council financial assistance to support their CBD office location has been in place, in increasing amounts for 20 years.
- 4.8** The most recent agreement that expired at 30 June 2018 was a one year agreement for \$26,650 plus GST and was to support payment of rent for their CBD location. The financial acquittal for this funding period is outstanding and would need to be submitted prior to Council entering into a new financial agreement.
- 4.9** Previous agreements were also terms of 3 years (2015-2018) (2012-2015) (2009-2012) and were each for \$25,000 plus GST. In the period 2005-2008, the funding contribution was \$15,000 plus GST. In earlier years the agreement was for \$5,000.
- 4.10** Financial assistance has been provided to assist in the delivery of:
- Emergency financial assistance
 - Material assistance
 - Financial and budget counselling
- 4.11** In the 2018/19 Financial year PCF received \$215,000 in Commonwealth Government funding however this funding is due to be reduced by 50% in January 2020 and this will remain unchanged for the next 4 years.

5. OPTIONS

Recommendation

Council to enter into a 3 year MOU financial assistance agreement (Attachment 2) with Playford Community Fund commencing 1 January 2020, expiring 31 December 2022 to the requested value of \$26,650 (plus GST) per year.

Option 2

Council to enter into a _____ year MOU financial assistance agreement (Attachment 3) with Playford Community Fund commencing 1 January 2020, expiring _____ to the value of _____.

Option 3

To provide no financial assistance to the Playford Community Fund at this time.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

Council has provided support to the fund for more than 20 years. This option would see this support continue and provide some financial stability to remain at their Elizabeth CBD location for 3 years.

This would ensure that they can continue to meet the community needs for emergency assistance in an accessible Elizabeth CBD location.

6.1.2 Financial Implications

There are no financial or resource implications as there is sufficient funds within the Community Development budget to provide this financial assistance with the assumption that the budget is retained in future Annual Business Plans.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

Council has provided support to the fund for more than 20 years. This option would see this support continue and provide some financial stability for their CBD location for a specified period of time.

This option allows for Council to work in the partnership with the fund to monitor their ongoing financial sustainability in light of their 50% funding reduction from the Federal Government commencing in January 2020.

This option would ensure that they can continue to meet the community needs for emergency assistance in an accessible CBD location.

6.2.2 Financial Implications

There are no financial or resource implications as there is sufficient funds within the Community Development budget to provide this financial assistance with the assumption that budget is retained in future Annual Business Plans.

6.3 Option 3 Analysis

6.3.1 Analysis & Implications of Option 3

Council must consider the current agreements in place that provide financial assistance to this organisation alongside this request for further assistance.

Consideration must also be given to the number of 'like' organisations that support the Playford community that do not currently have Council financial support of this nature. These organisations only have access to Council's community grants programs that provide financial assistance up to the value of \$5,000 bi-annually to support their services.

Funding PCF in this way may result in these 'like' organisations also approaching Council seeking similar financial assistance.

6.3.2 Financial Implications

Council could consider reallocation of the \$26,650 as part of its Annual Business Plan process.

SUBMISSION FOR FUNDING

to

THE CITY OF PLAYFORD

from



***THE PLAYFORD COMMUNITY
FUND INC.***

INTRODUCTION

The Playford Community Fund has been providing Emergency Relief in the suburbs incorporated within the City of Playford for the past 26 years. Over the past 25 years Council has provided funding to support our activities, and we are submitting this request to have this funding re-instated. The funding previously granted to the Fund, enables us to be domiciled in the Elizabeth City Centre. This is vital as the majority of our clients do not have independent means of travel and have to rely on Public Transport.

We also submit that the funding be ongoing.

AIMS AND OBJECTIVES

We believe the Fund provides an essential service within the City. No other charity or Emergency Relief in the North provides all the services we do. While they provide food, they do not provide furniture, manchester, and household goods, as we do. Many of our residents find themselves in crisis situations, either due to Domestic Violence or fire or other disaster.

Others have previously been homeless or boarding and when they gain accommodation have no furniture at all. We do not believe anyone, especially children, should be sleeping on the floor and have no chairs to sit on.

It is important for these families to become settled as quickly as possible in decently furnished accommodation where they feel safe and comfortable. It is not until then that they can look forward to re-building their lives and overcoming the trauma they have suffered.

Assistance is provided to those in need, with the only criteria being they must be in receipt of Centrelink benefits, be in financial difficulty, and living within the City boundaries. Types of assistance include:

- Food
- Food Vouchers
- Vouchers for Shoes and Clothing
- Bill Pay assistance for Rent and Utility bills
- Vouchers for Prescriptions
- Furniture and Household goods
- White goods and kitchen appliances
- Manchester and bedding

EVIDENCE OF NEED

Clients are referred to us by other Emergency Relief providers in the area, and also by other organisations including the Women's Safety Service, Centrelink, Housing SA, OARS, the Migrant Resource Centre, the Department for Child Protection, and recently Victim Support at SAPOL.

Over the year ended 30 June 2019 we delivered 20% more items to clients in Playford, than in the previous financial year, and the number of families seeking assistance increased by 10% over the same period. During the three months following the end of the last financial year the average numbers of people seeking assistance has again increased by a similar amount over the same period last year.

Data sourced from the Australian Bureau of Statistics states that the number of persons living in low income households within the City of Playford increased by 34.8% from 2011 to 2016. Our experience and internal statistics tells us that these numbers are still increasing. With the growth expected in the area, the numbers of disadvantaged residents will continue to increase, along with greater demand for our services.

We advise that we are fully staffed by 50 Volunteers, from our Chairperson, our Board Members and all our staff; there are no wages or salary costs at all. All of these people work very hard, donating many hours annually, to assist approximately 8000 people in need each year, with 98% of these being resident in the City of Playford.

We receive significant in kind support from a local food manufacturer, worth approximately \$20,000 annually, and timber to manufacture beds is donated by another local business, saving us a further \$20,000 each year. We are also supported by local churches and other local businesses. Council can be confident our manufacturing costs are kept to a minimum, and due to strong relationships built up over the years all our purchases are made at the best possible savings.

The Fund also follows up with any available opportunities to apply for grants, and we will continue to source as much funding as possible through this avenue. However we have noted that there is a greater demand on philanthropic organisations this year, and there is strong competition for all opportunities.

SUMMARY

From 1st January 2020 our Emergency Relief Funding from the Commonwealth Government will reduce by 50%, and this will remain unchanged for the next 4 years. This reduced amount is what our Fund currently spends on Food and Food vouchers alone.

Without Council support we will be unable to remain in the Elizabeth City Centre and this will impact on our ability to continue providing the services clients need. Reduced funding will also negatively impact on the amount and diversity of food we offer, as we must cover our rent and utility costs.

We are strongly committed to continuing to do whatever we can to ensure the Fund survives. We provide an essential service, and the fact that larger Providers consistently refer clients to us bears witness to this.

We are seeking funding to allow us to continue providing services that are clearly needed by the residents of Playford, in an easily accessible venue.

We are very appreciative of the support provided by the Council in the past, and respectfully request that our submission be given favourable consideration.

Attachments:

Audited Financial Statements Year Ended 30 June 2019

Auditor's Report

Letter of Support – Jon Gee MP Member for Taylor

Letter of Support – Lee Odenwalder MP Member for Elizabeth

Letter of Support – Julie Felus, Executive Manager, Quality Assurance, Women's Safety Services SA (for the Northern Unit of WSSSA)

Certificates of Currency – Public Liability Insurance.

Minutes of Board Meeting 4th December 2017 (Confirming a commitment from Ms Hellams to on-going funding)

Letter and Invoice to Ms Hellams dated 13th November, 2017

Playford Community Fund Inc.

Financial Statements

For the Year Ended 30 June 2019

Playford Community Fund Inc.**Contents****For the Year Ended 30 June 2019**

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Playford Community Fund Inc.**Statement of Profit or Loss****For the Year Ended 30 June 2019**

	Note	2019 \$	2018 \$
Income			
Commonwealth Grant FACS		215,000	215,000
Other Grant Income		36,460	43,923
Donations		18,158	14,587
Interest Received		534	519
Gain on Sale of Non-Current Assets		-	8,500
Delivery Income		15,575	11,704
		<u>285,717</u>	<u>294,233</u>
Expenditure			
Audit Fees		3,570	3,500
Bank Charges		19	9
Delivery Expenses		15,575	11,704
Depreciation		7,305	9,261
Electricity		5,229	7,424
Emergency Relief		47,112	11,381
Equipment < \$20,000		642	23,386
Factory		-	25,123
Food & Household Items		82,458	104,741
Furniture		59,115	65,166
Grant Expenditure		-	2,897
Insurance		9,580	8,042
Motor Insurance		4,137	4,962
Motor Vehicle Registration		3,537	4,797
Motor Vehicle Repairs & Maintenance		1,460	1,447
Petrol and Servicing		3,659	1,745
Postage & Stationery		4,091	7,077
Rent		34,072	31,445
Repairs & Maintenance		711	2,166
Security Costs		822	720
Subscriptions		341	419
Sundries		1,267	1,279
Telephone		5,364	4,139
Volunteer Expenses		6,632	6,900
		<u>296,698</u>	<u>339,730</u>
Income tax expense		-	-
Surplus/(deficit)		<u>(10,981)</u>	<u>(45,497)</u>
Retained surplus at the beginning of the financial year		<u>144,253</u>	<u>189,750</u>
Retained surplus at the end of the financial year		<u>133,272</u>	<u>144,253</u>

The accompanying notes form part of these financial statements.

Playford Community Fund Inc.**Statement of Assets and Liabilities****As At 30 June 2019**

	Note	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	85,719	90,505
Prepayments		3,817	3,525
TOTAL CURRENT ASSETS		89,536	94,030
NON-CURRENT ASSETS			
Plant and equipment	4	45,256	52,561
TOTAL NON-CURRENT ASSETS		45,256	52,561
TOTAL ASSETS		134,792	146,591
LIABILITIES			
CURRENT LIABILITIES			
Payables	5	4,156	5,952
Goods and Services Tax	6	(2,636)	(3,614)
TOTAL CURRENT LIABILITIES		1,520	2,338
NON-CURRENT LIABILITIES			
TOTAL LIABILITIES		1,520	2,338
NET ASSETS		133,272	144,253
MEMBERS' FUNDS			
Retained surplus/(deficit)		133,272	144,253
TOTAL MEMBERS' FUNDS		133,272	144,253

The accompanying notes form part of these financial statements.

Playford Community Fund Inc.**Notes to the Financial Statements****For the Year Ended 30 June 2019**

The financial statements cover Playford Community Fund Inc. as an individual entity. Playford Community Fund Inc. is a not-for-profit Association incorporated in South Australia under the Associations Incorporation Act (SA) 1985. It is a registered charity under the Australian Charities and Not-for-profits Commission Act 2012 and Regulation 2013 ("the Act").

The principal activities of the Association for the year ended 30 June 2019 were providing support services to vulnerable members of the community.

The functional and presentation currency of Playford Community Fund Inc. is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

In the opinion of the Committee of Management, the Association is not a reporting entity since there are unlikely to exist users of the financial statements who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Act.

The financial statements have been prepared on an accruals basis, is based on historic costs and does not take into account changing money values or, except where stated specifically, current valuations or non-current assets.

2 Summary of Significant Accounting Policies**(a) Property, plant and equipment**

All property, plant and equipment, including motor vehicles, are included at cost or valuation. Assets are capitalised for all amounts greater than \$20,000. Amounts less than \$20,000 are expensed in the period they are incurred.

Depreciation

Property, plant and equipment is depreciated on a reducing balance basis over the assets useful life to the Association, commencing when the asset is ready for use. Once a fixed asset has a written down value of less than \$1,000, the asset is then fully depreciated.

(b) Impairment of assets

The carrying amount of the fixed assets is reviewed annually by the Committee to ensure it is not in excess of the recoverable amount of those assets.

(c) Revenue and other income**Grant revenue**

Government grants have been brought to account in the period to which they apply.

All revenue is stated net of the amount of the goods and services tax (GST). Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Playford Community Fund Inc.

Notes to the Financial Statements

For the Year Ended 30 June 2019

2 Summary of Significant Accounting Policies

(c) Revenue and other income

In-Kind Donations

The Association receives in-kind donations such as food, blankets etc. which are used to assist their clients. These items are not recorded in the financial statements.

(d) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

(e) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(f) Inventories

The Association holds stocks of items for distribution. These items include food, linen, small household appliances and furniture. The Association expenses these items as they are purchased. The Association did not undertake a stocktake at balance date and did not include inventory in its financial statements.

(g) Economic dependence

Playford Community Fund Inc. is dependent on the Department of Social Services for the majority of its revenue used to operate the business. The Association has in place funding that will expire on 30 June 2019. At the date of this report the committee members have no reason to believe the Department of Social Services will not continue to support Playford Community Fund Inc.

(h) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand and petty cash, which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

3 Cash and Cash Equivalents

	2019	2018
	\$	\$
Petty Cash	200	200
Bank balances	85,519	90,305
	<u>85,719</u>	<u>90,505</u>

Playford Community Fund Inc.**Notes to the Financial Statements
For the Year Ended 30 June 2019****4 Property, plant and equipment****PLANT AND EQUIPMENT**

	2019	2018
	\$	\$
Plant and equipment		
At Cost	92,651	112,771
Accumulated Depreciation	(81,668)	(99,119)
Total plant and equipment	10,983	13,652
Motor vehicles		
At Cost	78,530	78,530
Accumulated Depreciation	(52,639)	(49,183)
Total motor vehicles	25,891	29,347
Office equipment		
At cost	-	-
At Cost	17,144	17,144
Accumulated Depreciation	(16,192)	(15,954)
Total office equipment	952	1,190
Storage Shed		
At cost	-	-
At Cost	26,315	26,315
Accumulated Depreciation	(18,885)	(17,943)
Total computer equipment	7,430	8,372
Total property, plant and equipment	45,256	52,561

5 Trade and Other Payables

Current		
Visa Credit Cards	586	2,452
Sundry Payables	3,570	3,500
Total Trade and other payables	4,156	5,952

Playford Community Fund Inc.**Notes to the Financial Statements
For the Year Ended 30 June 2019****6 Tax Liabilities**

	2019	2018
	\$	\$
CURRENT		
GST Payable	501	636
Input Tax Credit	(3,137)	(4,250)
	<u>(2,636)</u>	<u>(3,614)</u>

7 Capital and Leasing Commitments**(a) Operating Leases**

Minimum lease payments under non-cancellable operating leases:

- not later than one year	36,278	21,039
- between one year and five years	158,367	-
- later than five years	5,275	-
	<u>198,920</u>	<u>21,039</u>

Operating leases are in place for the premises at Elizabeth City Centre, which expires on 13 August 2024.

Playford Community Fund Inc.**Statement by Members of the Committee**

The committee reports that:

1. During the financial year ended 30 June 2019, no Officer of the Association, firm of which the Officer is a member, or body corporate in which the Officer has a substantial interest, has received or become entitled to receive a benefit as a result of a contract between the Officer, firm or body corporate of the Association; and
2. During the year ended 30 June 2019, no Officer of the Association had received directly or indirectly from the Association any payment or other benefit or a pecuniary value, except for the reimbursement of expenses incurred on behalf of the Association. The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

In the opinion of the committee the financial report as set out on pages 1 to 6:

1. Presents fairly the results of the operations of Playford Community Fund Inc. as at 30 June 2019 and the state of its affairs for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Playford Community Fund Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:

President



Treasurer



Dated

12/9/2019


Bentleys SA Audit Partnership

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Independent Auditor's Report to the members of Playford Community Fund Inc.

Opinion

We have audited the accompanying financial report, being a special purpose financial report, of the Playford Community Fund Inc. which comprises the statement of assets and liabilities as at 30 June 2019, and the profit or loss statement for the year then ended, a summary of significant accounting policies, other explanatory notes and the statement by members of the Committee.

In our opinion, the financial report presents fairly, in all material respect the financial position of the Playford Community Fund Inc. as at 30 June 2019 and of its financial performance for the year then ended in accordance with the *Australian Charities and Not for Profits Commission Act 2012 and Regulation 2013 (ACNC Legislation)*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Playford Community Fund Inc. to meet the requirements of the ACNC Legislation. As a result, the financial report may not be suitable for another purpose.

Responsibilities of Management and Those Charged with Governance for the Financial Report

The board of the Association is responsible for the preparation of the financial report that gives a true and fair view in accordance with the ACNC Legislation, and for such internal control as management determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.



A member of Bentleys, a network of independent advisory and accounting firms located throughout Australia, New Zealand and China that trade as Bentleys. All members of the Bentleys Network are affiliated only, are separate legal entities and not in partnership. Liability limited by a scheme approved under Professional Standards Legislation. A member of Allinial Global – an association of independent accounting and consulting firms.

► Advisors
► Accountants
► Auditors



In preparing the financial report, management is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the entity's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

Bentleys SA Audit Partnership

DAVID FRANCIS
Partner

Dated at Adelaide this 18th day of September 2019

Our Voice in the North

Mr Dennis Jarmyn
Chairman
Playford Community Fund Inc
PO Box 143
ELIZABETH SA 5112

**JON GEE MP**

Dear Dennis,

I write to fully support your application for grant funding from the Federal Government.

Our community has lots of residents who need assistance due to unemployment, disability, mortgage or rent stress or family violence. It is crucial that we have a professional and friendly team such as yours to assist these people.

It is always good to visit you and your team and see the selfless work the Playford Community Fund does doing providing food, furniture, financial assistance and more to these residents in my electorate and across the North.

You have a very extensive network of contacts that you use to ensure that you are receiving products and services for your clients free or at the lost-cost possible to ensure that you can aid the maximum number of people.

It is clear to see you run a professional organisation including purchasing and owning all the machinery and equipment to build your own furniture. I know you make quality chairs, tables, beds, wardrobes, side tables and couches in your workshop for far less than the retail cost and that these are distributed at no cost to your clients.

I believe you saw 3,361 client visits for the 2017/18 financial year and know that you are respected by your clients, government agencies, community organisations and the local community.

I fully support your application for Federal funding and look forward to hearing about a positive outcome.

Yours Sincerely,

A handwritten signature in dark ink, appearing to read 'Jon Gee'.

Jon Gee MP
Member for Taylor

16/08/2018

Let's keep building **South
Australia**



14th August 2018

To whom this may concern

Re: Playford Community Fund Inc.

I write in support of the remarkable work of the not-for-profit charitable group Playford Community Fund Inc. I have known of the great work the Fund do for many years now. The 48 volunteers within the organisation give countless hours to assist the Playford Community.

The Playford Community Fund provides emergency assistance including food, furniture, household items as well as budget advice to disadvantaged people in Elizabeth and the North.

In recent times the need for their services has increased. The grant would ensure the great work by the Playford Community Fund will continue and the residents of Elizabeth can continue to rely on this great service.



LEE ODENWALDER MP
Member for Elizabeth

Member for Elizabeth

Lee Odenwalder MP

T: 8255 3030
A: PO Box 1046, Elizabeth Vale SA 5112
E: elizabeth@parliament.sa.gov.au

Facebook: /LeeOdenwalderMP
Twitter: @LeeOdenwalder





Northern Domestic Violence Service

31 July 2018

To Whom It May Concern

I write in support of Playford Community Fund's application to secure funding to offer ongoing assistance to individuals and families in northern Adelaide.

Playford Community Fund has provided financial and practical support to clients of Northern Domestic Violence Service for many years. Its approach of working closely, and in partnership with NDVS, to ensure that resources are tailored for the client's circumstances and offered in a timely and user friendly manner has meant that women and children fleeing domestic and Aboriginal violence are able to re-establish themselves independently, and free from abuse in a planned way, and with minimal stress.

NDVS would find it difficult to secure the level of practical support it is able to offer many families without access to the resources of the Fund. Each year the Fund provides furniture and other household items, including the transportation of goods, to enable our clients to set up a home. In addition to this, the Fund has sourced toys for children at Xmas, provided emergency financial assistance to settle accounts such as utility reconnection fees, supplied food parcels, and countless other purpose specific requests put to it by NDVS Case Managers, Aboriginal Liaison Officers and Children's Advocates.

The Fund has a good understanding of the business of NDVS and its personnel offer a confidential service that treats our clients with respect and sensitivity. NDVS holds the Fund in high regard and values its attempts to remain abreast of the issues facing our families, and working to promote their safety and wellbeing.

The Fund offers a much needed service to the community in which it is located and serves: it has worked hard to establish an excellent, and well earned reputation that fosters trust and, NDVS wholeheartedly supports its application to secure funding to continue to assist those in need, including our clients.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Julie Felus', is written over a horizontal line.

Julie Felus
Executive Manager, Quality Assurance
Women's Safety Services SA
(for the Northern Unit of WSSSA)

Elizabeth South
For Salisbury and
Elizabeth Council areas

Shop Front
12 Chivell Street
Elizabeth South 5112

Elizabeth South
For Salisbury and
Elizabeth Council areas

T 8255 3622
F 8287 0323

Willaston
For Gawler, Light and
Barossa Council areas
T 8522 9100
F 8522 1679

Correspondence
PO Box 4103
Elizabeth South 5112

E info@ndvs.asn.au
ABN 66 782 162 927

**Businesswise
Certificate of Currency**

Policy Number GAU222187BPK

QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 191 035
AIS Licence No: 239545



Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 30/09/2019
To 30/09/2020 at 4pm

This certificate acknowledges that the policy referred to is in force for the period shown.
Details of the cover are listed below.

The Insured

PLAYFORD COMMUNITY FUNDING INC.
ABN Number 49 449 475 973

Cover Details

Location 2ND FLOOR, WINDSOR BUILDING, ELIZ.CENTRE, ELIZABETH SA 5112 **Risk Number** 3
Business COMMUNITY HEALTH CENTRE OPER
Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	\$250,000	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

End of Certificate

QM1826-1207

**Businesswise
Certificate of Currency**

Policy Number GAU222187BPK

QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 11 1035
AFS Licence No: 239545



Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 30/09/2019
To 30/09/2020 at 4pm

This certificate acknowledges that the policy referred to is in force for the period shown.
Details of the cover are listed below.

The Insured

PLAYFORD COMMUNITY FUNDING INC.
ABN Number 49 449 475 973

Cover Details

Location 112 COVENTRY ROAD, SMITHFIELD PLAINS SA 5114

Risk Number 8

Business FURNITURE, WOODEN, MANUFACTU

Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

End of Certificate

QM1826-1207

PLAYFORD COMMUNITY FUND INC.**MINUTES OF BOARD MEETING HELD Monday 4th December, 2017 in the Board Room****Meeting Opened: 8.30am**

PRESENT: Dennis Jarman, Shirley Wissell, Clare Dilliway, Meredith Teague, Bryan Sellars, Michael Lloyd-Scott, Marilyn Baker, Diane Hickman

APOLOGIES: Nil

1. Confirmation of the Minutes of the Meeting held 9th October, 2017. Moved the Minutes be confirmed, **MOVED Diane Hickman, SECONDED Shirley Wissell** **CARRIED**
2. Business arising from the Minutes **NIL**
3. Amendment to the Constitution: The amendment is proposed as follows:
Clause 11.3 The Treasurer – remove the second sentence as follows: “All cheques and other instruments drawn on such bank accounts shall be signed by not less than two members of the Executive Committee” and replace it with “**Prior approval of the Executive Committee shall be obtained for all expenditure other than petty or routine items (as defined by the Executive Committee from time to time).**”
In addition:
Insert Clause 17 By-Laws and Regulations
17.1 The Board may promulgate By-Laws and Regulations on any matter which is deemed necessary to amplify the Constitution and/or enhance the operation of the Board. By-Laws, Policies and Regulations may be added and amended as ordinary business at Board Meetings.
17.2 All By-Laws, Policies and Regulations shall become appendices to this Constitution and shall be read in conjunction with it.
MOVED the Amendments to the Constitution be approved:
MOVED Shirley Wissell SECONDED Marilyn Baker **CARRIED**
4. Authorization to apply for SA Business Credit cards from Bank SA: The Treasurer advised reasons for the necessity to have Credit Cards.
Proposed the Fund apply for 2 Credit Cards:
1 for an amount of \$8,000.00 to be issued to Dennis Jarman, Chairman, with a spend limit of \$8,000.00
1 for an amount of \$2,000.00 to be issued to Robin Hickman, Warehouse Supervisor, with a spend limit of \$2,000.00.

MOVED that the Fund request this facility

MOVED Shirley Wissell SECONDED Michael Lloyd-Scott

CARRIED

8. Correspondence:

Jobs Statewide – remittance and numerous updates re Wftd.

DEX – Updates re the Data Exchange

ABC AM program re interview with the Chairman and broadcast

ACNC Annual report

Bank SA – Numerous correspondence re the New accounts

City of Playford – New Agreement re grants, signed and returned with Tax Invoice

DSS – confirmed received the change of Bank Account

DSS – re change of structure, possible change of Grant Agreement Manager, and changes to how they will engage with providers.

MOVED the correspondence be accepted:

MOVED Shirley Wissell SECONDED Michael Lloyd Scott

CARRIED

9. General Business:

Clare Dillaway advised that the NACYS Community Centre will be closed between Christmas and New Year, however the Child Care Centre will remain open except for Public Holidays. Bryan Sellars queried client numbers requesting hampers, Chairman advised 200 have been allocated, 48% of which are for singles, and there is an increase in very large families.

The Chairman advised we have no way of confirming if clients are receiving hampers from other providers. This information cannot be shared.

The Chairman advised that he had been told that another occupant pending for the Coventry Road site (Men's Shed) has said they will want to access our Spray Shed, confirmed this is not acceptable and no-one outside of our volunteers and Wftd participants are to enter our premises. This is for security, WHS and Insurance purposes.

Chairman confirmed that 46 will be attending the Christmas lunch at Grand Central, and we have a private room.

Meeting closed: 8.55am

Next meeting Tuesday 6th February, 2018 at the Coventry Road site.

2nd Floor
Windsor Building
ELIZABETH CITY CENTRE

POSTAL ADDRESS
PO BOX 143
ELIZABETH SA 5112



Phone: (08) 8255 1599
Fax: (08) 8252 5077
E-mail: PCFund@gmail.com
ABN: 49 449 475 973

Playford Community Fund Inc.
Working for the Community

13th November 2017

Ms S Hellams
City of Playford
12 Bishopstone Road
DAVOREN PARK SA 5112

Dear Sam,

Thank you for your letter of 2nd November confirming the arrangements made during our meeting with yourself and Ms Fullagher, and your Council's ongoing commitment to the Playford Community Fund.

As discussed the support we receive from Playford Council is vital to the Fund enabling our organization to remain in the Elizabeth City Centre. I attach for your information a copy of the statistics we submit to the Federal Government detailing our activities in support of over 10,000 clients receiving emergency relief each year.

We look forward to receiving the renewed Grant agreement from Council. Please contact me should you require any further information.

Yours faithfully,

A handwritten signature in dark ink, appearing to be 'Dennis Jarman', written in a cursive style.

DENNIS JARMAN
CHAIRMAN

Encl:



Playford Community Fund Inc.

TAX INVOICE

COPY

PO Box 143
Elizabeth SA 5112
Phone [08 8255 1599] Fax [08 8252 5077]

INVOICE No DJ1936

DATE: 13 November, 2017

ABN: 49449475973

Billing Address:
City of Playford
12 Bishopstone Road
Davoren Park SA 5114

Delivery Address:

Comments or special instructions:

SALESPERSON	P.O. NUMBER	SENT DATE	SENT VIA	F.O.B. POINT	TERMS

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	To assist with the Provision of Emergency Relief Assistance Services	\$26,650.00	\$26,650.00
SUBTOTAL			\$26,650.00
GST			\$2,665.00
TOTAL DUE			\$29,315.00

*Delivered
14/11/17 Per DRIVER*

Make all cheques payable to **Playford Community Fund Inc.**

or deposit in Bank SA, Elizabeth, BSB: 105 121, A/C: 094394840

If you have any questions concerning this invoice, contact Dennis Jarman

THANK YOU FOR YOUR SUPPORT

MEMORANDUM OF UNDERSTANDING

This non-binding Memorandum of Understanding ("MOU") is entered into between:

City of Playford of 12 Bishopstone Rd, Davoren Park SA 5113 (ABN 99 3977 936 62)

And

**Playford Community Fund Inc, Level 2, Windsor Building, Elizabeth City Centre Elizabeth
ABN: 49449475973**

hereinafter referred to collectively as 'the Parties'.

WHEREAS the City of Playford

Are entering into this agreement in order to continue the longstanding financial support to Playford Community Fund whom provide an essential emergency assistance program to City of Playford residents.

WHEREAS Playford Community Fund

Are seeking financial assistance from the City of Playford in order to subsidise their annual rent arrangement in the Windsor Building of the Elizabeth City Centre

NOW, THEREFORE, in consideration of the mutual interests described above, the Parties agree to work together in the following manner:

1. Purpose

The Parties agree to cooperate with each other on the principles, terms and conditions set out in this Memorandum of Understanding (MOU), for the purpose of enabling Playford Community Fund to continue to support the City of Playford community with emergency assistance

2. Key Principles to Collaborate

2.1. The Parties acknowledge the following statement of principles to guide their collaboration under this MOU in relation to this agreement.

2.1.1. The Parties will demonstrate, through their action, a willingness to work together;

2.1.2. the Parties to the agreement share a common vision, values, and understanding of the scope of their individual obligations under this MOU; and

2.1.3. The Parties will adhere to acceptable levels of privacy and confidentiality protection.

- 2.2. The Parties agree that in their interactions with each other they will adhere to following behaviours:
- 2.2.1. demonstrate and maintain transparency and trust
 - 2.2.2. demonstrate and maintain responsiveness to timelines and communications
 - 2.2.3. create and maintain mutual value
 - 2.2.4. demonstrate and maintain a willingness to work together.

3. Term and Operation

3.1. Term of Agreement

This is a 3 year agreement commencing 1 January 2020, expiring 31 December 2022

3.2. Non-Binding Memorandum of Understanding

This MOU merely constitutes a statement of the mutual intention of the parties with respect to its contents. It is not a formal undertaking and implies that the signatories will strive to reach, to the best of their ability, the objectives stated in this MOU.

3.3. Nature of the Relationship

- 3.3.1. This MOU relates solely to supporting payment of the current rental premises situated at Level 2 Windsor Building, Elizabeth City Centre.
- 3.3.2. Should the abovementioned rental arrangement be subject to change this MOU will deemed null and void.
- 3.3.3. Subject to the terms of this MOU, the implementation and pursuit of the goals, objectives, conditions and terms of this collaboration will be carried out in accordance with the policies and procedures of each party.
- 3.3.4. This MOU will in no way alter the terms of employment or compensation of employees of either organisation that is a party to this MOU.
- 3.3.5. Each party is responsible for its own obligations arising under this MOU and neither party shall have the right power, or authority to obligate or bind the other in any manner whatsoever, except as otherwise agreed to in writing.

4. Responsibilities of the Parties

Playford Community Fund Inc.

- 4.1 Provide bi-annual reports identifying the services provided, number of people receiving assistance and volunteer data in December and July throughout the term of this agreement along with an audited financial statement annually as per Clause 5.3.
- 4.2 Provide a valid tax invoice annually to City of Playford in January of each year for the term of this agreement.

- 4.3 Ensure that all promotional materials for Playford Community Fund acknowledge the City of Playford as a sponsor through the inclusion of Council's logo on printed and electronic collateral.
- 4.4 Provide copies of insurance Certificates of Currency to Council annually for the term of this agreement.
- 4.5 Where the opportunity exists seek to collaborate with the City of Playford to link with the Playford Healthy Food Co. This includes but it not limited to active referrals of clients.
- 4.6 If applicable, the Service Provider shall comply with the provisions of the Work, Health and Safety Act 2012 and all associated regulations.

City of Playford

- 4.7 Upon the presentation of a valid tax invoice annually, release the annual payment to Playford Community Fund Inc.
- 4.8 Payment will be released as per Council's payment terms, 30 days end of month.
- 4.9 Where the opportunity exists seek to collaborate with Playford Community Fund to align with the work of the the Playford Healthy Food Co. and other Community Development programs and activities.

5 Financial Arrangements

- 5.1 A party may not commit the other to any cost, expense or obligation without the written consent of that party.
- 5.2 The City of Playford agrees to the provision of \$26,650 plus GST annually for 3 years to support the payment of rent in the Windsor Building of the Elizabeth City Centre.
- 5.3 Playford Community Fund agrees to provide to Council an annual audited financial statement for each year of the term of this agreement to evidence the acquittal of this Council funding.
- 5.4 CPI will not apply to this agreement.

6 Confidentiality

- 6.1 The parties agree that in the course of undertaking the Project, that each may be given access to, or come into possession of, confidential information of the other party which

information may contain trade secrets, proprietary data, or other confidential material of that party.

6.2 Therefore the parties agree to maintain confidentiality with respect to any confidential information associated with the other party.

7 Intellectual Property

7.1 Intellectual Property of the Parties

- 7.1.1 Any intellectual property developed as a result including but not limited to information, materials, products and deliverables, shall be the property of the respective parties performing the work.
- 7.1.2 All background intellectual property which was created and/or developed by either before the date of this MOU and utilised in the course of performing engagements pursuant to this MOU shall not become the property of the other.

7.2 Trademarks, Trade Names and Copyrights

Except as otherwise expressly provided herein, this MOU does not give either party any ownership rights or interest in the other parties trade name, trademarks or copyrights.

8 General Provisions

8.1 Assignment

Neither party will assign or otherwise transfer its rights or delegate its obligations under this MOU without both parties prior written consent. Any attempted assignment, transfer or delegation without such consent is void.

8.2 Variation

This MOU can be modified or amended only in writing signed by all parties.

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Each party warrants that no conflict of interest exists or is anticipated relevant to its role in this MOU or the Project. If a conflict of interest arises, the party affected will notify the other party immediately and the parties will seek to resolve the conflict to ensure the successful performance of the Project is not jeopardised.

8.4 Insurance

Where required by law, the parties will maintain insurance policies with respect to performance of their obligations under this MOU.

8.5 Governing Law

The laws in force in the State of South Australia shall apply to the Agreement and the Parties shall submit to the jurisdiction of the courts of South Australia.

SIGNED this day of2020

By the City of Playford

Signed by an authorised representative in the presence of:

.....
Signature of authorised representative

.....
Signature of Witness

.....
Name of authorised representative

.....
Name of Witness

.....
Position of authorised representative

By Playford Community Fund

Signed by an authorised representative in the presence of:

.....
Signature authorised representative

.....
Signature of Witness

.....
Name of authorised representative

.....
Name of Witness

.....
Position of authorised representative

Attachment 1 – Payment Schedule

This is a 3 year agreement commencing 1 January 2020, expiring 31 December 2022.

The City of Playford agrees to the provision of \$26,650 plus GST annually for 3 years to support The Playford Community Fund. Inc. towards payment of rent in the Windsor Building of the Elizabeth City Centre as follows:

Funding year	Amount	Term	Requirements
2020	\$26,650 plus GST	1 January 2020 – 31 December 2020	Completed acquittal for 2017/18 Valid Tax Invoice
2021	\$26,650 plus GST	1 January 2021 – 31 December 2021	Completed acquittal for 2020 as per clause 4.1 Valid Tax Invoice
2022	\$26,650 plus GST	1 January 2022 – 31 December 2022	Completed acquittal for 2021 as per clause 4.1 Valid Tax Invoice

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And

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NOW, THEREFORE, in consideration of the mutual interests described above, the Parties agree to work together in the following manner:

1. Purpose

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2. Key Principles to Collaborate

2.1. The Parties acknowledge the following statement of principles to guide their collaboration under this MOU in relation to this agreement.

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- 2.2.1. demonstrate and maintain transparency and trust
 - 2.2.2. demonstrate and maintain responsiveness to timelines and communications
 - 2.2.3. create and maintain mutual value
 - 2.2.4. demonstrate and maintain a willingness to work together

3. Term and Operation

3.1. Term of Agreement

This is a _____ year agreement commencing _____, expiring _____

3.2. Non-Binding Memorandum of Understanding

This MOU merely constitutes a statement of the mutual intention of the parties with respect to its contents. It is not a formal undertaking and implies that the signatories will strive to reach, to the best of their ability, the objectives stated in this MOU.

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City of Playford

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- 4.9 Where the opportunity exists seek to collaborate with Playford Community Fund to align with the work of the the Playford Healthy Food Co. and other Community Development programs and activities.

5 Financial Arrangements

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- 5.2 The City of Playford agrees to the provision of _____ plus GST annually for _____ to support the payment of rent in the Windsor Building of the Elizabeth City Centre.
- 5.3 Playford Community Fund agrees to provide an annual audited financial statement for each year of the term of this agreement to evidence the acquittal of this Council funding.
- 5.4 CPI will not apply to this agreement.

6 Confidentiality

- 6.1 The parties agree that in the course of undertaking the Project, that each may be given access to, or come into possession of, confidential information of the other party which

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the Parties shall submit to the jurisdiction of the courts of South Australia.

SIGNED this day of2020

By the City of Playford

Signed by an authorised representative in the presence of:

.....
Signature of authorised representative

.....
Signature of Witness

.....
Name of authorised representative

.....
Name of Witness

.....
Position of authorised representative

By Playford Community Fund

Signed by an authorised representative in the presence of:

.....
Signature authorised representative

.....
Signature of Witness

.....
Name of authorised representative

.....
Name of Witness

.....

Position of authorised representative

Proposed

Attachment 1 – Payment Schedule

This is a _____ year agreement commencing _____, expiring _____

The City of Playford agrees to the provision of \$ _____ plus GST annually for
_____ years to support The Playford Community Fund. Inc. towards payment of rent in
the Windsor Building of the Elizabeth City Centre as follows:

Funding year	Amount	Term	Requirements
			Completed acquittal 2017/18 Valid Tax Invoice
			Completed acquittal as per clause 4.1 Valid Tax Invoice
			Completed acquittal as per clause 4.1 Valid Tax Invoice

5.2 GOULDS CREEK ROAD

Responsible Executive Manager : Mr Greg Pattinson

Report Author : Mr Paul Alberton

Delegated Authority : Matters which cannot be delegated to a Committee or Staff.

PURPOSE

Is to seek a decision from Council on how to proceed with Goulds Creek Road (Right of Way) in line with the intention of previous Council resolution #2206 (23 June 2015) given the funding requirements identified subsequent to survey and design work undertaken since the original decision was endorsed.

STAFF RECOMMENDATION

Council endorse acceptance of Goulds Creek Road (Right of Way) as a Public Road subject to:

1. The landowners vesting the required land to Council at no cost to Council, except for legal and transfer costs.
2. Council allocating the required funds through the Annual Business Plan process to upgrade the road to a standard required for an unsealed Public Road, and for legal and transfer costs.

EXECUTIVE SUMMARY

Residents of Goulds Creek Road lobbied and continue to lobby Council to take ownership of their private "Right of Way". In June 2015 a report was presented to Council on this matter outlining the details and predicted costs associated should Council decide to accept the vesting of Goulds Creek Road as a public road. The Council is yet to allocate a budget to cover the costs of the transfer and upgrade of the "Right of Way" to the required standard.

Further investigation and discussion with the property owners have occurred, which is to ensure that the change from a "Right of Way" to a public road is appropriately managed.

The first two options presented in this report addresses the safety and risks for the Right of Way to be formalised as a Public Road.

The Staff Recommendation (Option 1) offers upfront cost savings over Option 2, to enable the "Right of Way" to become a Public Road, it does not facilitate the future sealing of the road due to the methodology of risk treatment adopted.

The design which forms the basis of the Recommended Option is considered to be the minimum standard and a compromise between established design guidelines, the practicalities of the location and working with the existing state of Goulds Creek Road "Right of Way".

1. BACKGROUND

Residents of Goulds Creek Road continue to lobby Council to take ownership of their private "Right of Way". In June 2015 a report was presented to Council on this matter outlining the details and predicted costs associated should Council decide to accept the vesting of Goulds Creek Road as a public road.

Goulds Creek Road is approximately 1.55 km in length with the first 230 metres of the road off Precolumb Road being a public road under the care and control of the City of Playford. The remaining portion of the road is comprised of a "Right of Way" under the ownership of three private land owners, with the remaining eight properties having access to their individual properties via the "Right of Way".

Council continues to undertake periodic and minimalistic ongoing maintenance activities within the private "Right of Way" and in the past conducted substantive works. In 2012 Council upgraded the culvert bridge over Goulds Creek to ensure safe access for emergencies and in 2015 a significant quantity of quarried pavement material was imported and placed on the road due to its prior poor condition.

The Council resolution (#2206) in June 2015 was:

"Council endorse acceptance of Goulds Creek Road (Right of Way) as a Public Road subject to the landowners vesting the required land to Council at no cost to Council, except for legal and transfer costs.

Council to fund the required works in order to bring the road up to a standard required of a public road.

Council adopts a policy position for the road sealing program where roads that are gifted to Council are prioritised at the bottom of the list."

Since this time Council administration have been having ongoing negotiations with the land owners regarding vesting of the land, conducted required surveys, undertaken considerable investigation and design work. This work has identified further risks, issues and costs associated with assuming responsibility for Goulds Creek Road and its upgrade to Public Road Standard and ongoing maintenance.

Two of the three landowners of the existing "Right of Way" agreed to vest the land to Council without consideration and the third has agreed in principle but conditionally on being given permission for an existing stacked stone and mortar entrance statement wall positioned by their driveway to remain in place. The wall will remain in the future Public Road Reserve.

The Council is yet to allocate a budget to cover the costs of the transfer and upgrade of the "Right of Way" to the required standard. At the time the previous report was prepared, the costs associated for the vesting of land to create a public road were presented to Council, which estimated the costs to bring the road up to the standard of a 'Public Road' would be approximately \$40,000. With costs of undertaking flood analysis work at another \$40,000 (excluding any costs of flood infrastructure that may be required). These cost estimates were not based on a concept design or taking into consideration the requirements of the "Minister's Code for Undertaking Development in Bushfire Protection Areas 2009 (revised 2012)". The associated investigations and development of a concept design has enabled a more accurate estimation of costs, substantially above the original estimate. Therefore, it is appropriate for this information to be presented to Council to confirm Council's decision to proceed with the creation of a public road.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.1 High quality services and amenities

As this is, and will continue to be, a no through road, this decision will only impact the residents that utilise this road to access their properties.

3. PUBLIC CONSULTATION

Direct and ongoing discussions and consultation with the affected residents has been taking place since the original report was presented to Council in 2015.

4. DISCUSSION

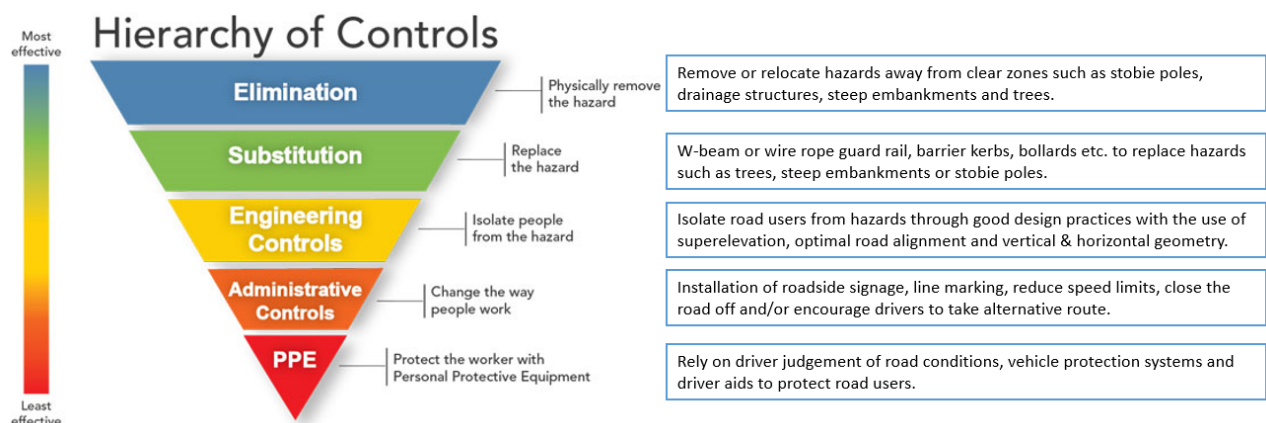
4.1 In 2015, Council engaged the services of GHD (Engineering Consultant) to undertake a Road Safety Audit of Gould Creek Road (Right of Way), which identified that the current road alignment and geometry presents several road safety issues which included non-standard tight corners, crests/grade changes which reduce visibility of oncoming traffic and other obstacles, overgrown vegetation leading to reduced sight distance (blind corners), steep descents and 'off camber' bends.

4.2 As an unsealed no through road, it is generally accepted that the current and future predominant road users will be local residents, who will drive to conditions (being aware of the existing risks). The lack of road crash history apart from at the Precolumb Road intersection supports this assertion. Noting that Council continues to receive complaints from the residents along this road in relation to road surface condition, drainage, signage and other road matters.

A practical approach is recommended within Austroads Guidelines in heavily constrained situations. This has effectively been adopted as the approach in Option 2.

From an engineering perspective, the design which forms the basis of Option 1 is considered to be a compromise between established design guidelines, the practicalities of the location and working with the existing state of Goulds Creek Road.

4.3 The risks associated with road hazards can be addressed through a hierarchy of controls.



- 4.4** It should be noted that although both the Recommended Option and Option 2 address the critical hazards identified by the Road Safety Audit, there is a considerable difference in the controls applied and therefore the residual risk to drivers. Council administration sought advice from the Local Government Risk Services Scheme (LGRS) in relation to the recommended option as to any possible increase in the risk exposure of Council as a result of applying reduced control principles. The advice received confirmed that Council's risk exposure would not increase. The Scheme recognised that an unsealed road necessitates the driver to drive to the conditions and therefore noted that the controls put in place as a result of Council's review processed adequately addressed safety within the constraints of the surrounding environment and budget. The controls are discussed in more detail below and in the summary table (Analysis of Options).
- 4.5** On formation as a public road, the construction of the road will need to meet requirements of the 'Minister's Code for Undertaking Development in Bushfire Protection Areas 2009 (revised 2012)' which has been considered when completing current engineering works and costings for the required upgrades. The Country Fire Service (CFS) have provided further advice to staff regarding this and whilst they have indicated they would like to see a separate escape route given the "No Through Road" length being greater than 200m; they understand and accept this is not practical to achieve due to the surrounding topography and the lack of other public roads for connectivity.
- 4.6** If a 6m minimum trafficable road width is not provided for the entire length, as required by the Minister's Code, then passing bays of a minimum 6m width are required at maximum 200m intervals. The provision of passing bays has been considered in the Recommended Option. Practically, the spacing is required to be less than 200m in some locations to provide adequate visibility and passing opportunities. These passing bays also provide an opportunity with careful placement to make limited improvement to sight lines around bends and at the bridge for the benefit of general traffic flow.
- 4.7** A number of trees and other vegetation will be required to be removed or trimmed to facilitate the completion of the public road regardless of the option chosen. To remove the vegetation, Council would be required to take action to produce a Significant Environmental Benefit (SEB) to 'offset' the impacts on biodiversity resulting from the vegetation clearance. An assessment report has been undertaken and the SEB funding requirements incorporated into the project budgets.
- 4.8** The culvert bridge construction in 2012 was estimated to be at a level which floodwaters would not overtop in up to a 5yr Average Recurrence Interval (ARI) rainfall event. It is not recommended to undertake further flood investigation or implement measures designed to reduce the risk of flooding beyond current measures.
- 4.9** A number of considerations have been requested of Council from an affected landowner however the vesting of land has now been agreed to in principle. These include rights to any felled trees (through any road upgrade construction) as firewood, permission to store hay bales within the Public Road Reserve (through appropriate approvals) as is currently being done and for the stone entrance wall to remain, none of these are anticipated to come at any further cost to Council.

5. OPTIONS

Recommendation

Council endorse acceptance of Goulds Creek Road (Right of Way) as a Public Road subject to:

1. The landowners vesting the required land to Council at no cost to Council, except for legal and transfer costs.
2. Council allocating the required funds through the Annual Business Plan process to upgrade the road to a standard required for an unsealed Public Road, and for legal and transfer costs.

Option 2

Council endorse acceptance of Goulds Creek Road (Right of Way) as a Public Road subject to:

1. The landowners vesting the required land to Council at no cost to Council, except for legal and transfer costs.
2. Council allocating the required funds through the Annual Business Plan process to upgrade the road to conform to a higher standard for an unsealed Public Road, and for legal and transfer costs.

Option 3

Council ceases any further action towards assuming ownership and responsibility for the Goulds Creek Road "Right of Way" and advises the three landowners of their responsibilities as owners of the "Right of Way" accordingly.

6. ANALYSIS OF OPTIONS

The following table summarises the different components of the road upgrade and whether they are included in the three Options provided. The subsequent table provides a snapshot of the Road Safety, Financial and Reputational risks considered to be associated with the three Options described in this section.

Upgrade Component	Option 1	Option 2	Option 3
Roadside storm water drainage and piped crossings beneath road where appropriate	✓	✓	✗
Increased trafficable width/road widening	✗	✓	✗
Road shoulders	✗	✓	✗
Complying driveway entrance/crossovers	✗	✓	✗
Passing bays at approximately 200m intervals	✓	✗	✗
Road super-elevation at curves (banking)	✗	✓	✗
Complying Cul-de-sac turnaround	✓	✓	✗
Guide posts & delineators	✓	✓	✗
Appropriate advisory signage	✓	✓	✗
Increased sight distance, road readability and operating speeds through road realignment	✗	✓	✗
Tree removal to facilitate construction and/or address roadside hazards	✓	✓	✗
New imported pavement material	✗	✓	✗
Flood investigation and associated works	✗	✗	✗
Boundary realignment and fence relocation	✓	✓	✗
Estimated total costs of above works* Excluding GST	\$357,107	\$1,011,081	\$-

Road Safety Risk Analysis	Option 1*	Option 2*	Option 3
Likelihood	Unlikely	Rare	Possible
Consequence	Major	Moderate	Major
Risk	Medium	Low	High

*Takes into consideration the proposed road upgrades in each case

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

The recommended option reaffirms the previous resolution from June 2015 (resolution #2206) that Council accepts Goulds Creek Road (Right of Way) as a public road. However, administration will not action this resolution until Council allocates a budget through the Annual Business Plan for the anticipated upgrade and ongoing costs. Council will have the opportunity to consider all funding requests to determine the relative priority of funding the taking over the Right of Way compared to other initiatives.

The Recommended Option is to attend to the upgrades considered as a minimum for Council to accept ownership and responsibility for Goulds Creek Road which would include the following:

- Roadside stormwater drains and stormwater road crossing pipes where needed
- Vehicle passing bays at approximately 200m intervals

- Appropriate advisory signage
- Guideposts and delineators
- Trimming of vegetation and limited tree removal to increase sight distances
- Provision of a cul-de-sac turnaround complying with CFS access requirements
- Fence relocations to match the new road corridor boundaries

As the Recommended Option includes limited physical changes to the current road (or alignment) there is a remaining moderate residual risk for road safety. The majority of hazards are instead treated with 'Administrative Controls' in the form of roadside signage and guideposts, with a limited number of trees removed and vegetation trimmed, rather than being either eliminated or addressed through engineering controls as in Option 2.

Although the recommendation has upfront cost savings over Option 2, it does not move towards facilitating future sealing of the road. Council is not obliged to seal the road in the future and as part of the original resolution, Council resolved to place private roads gifted to Council as the lowest priority for sealing.

Should the "Right of Way" become a Council asset, it will be accepting responsibilities for any future costs such as maintenance and costs of re-sheeting (or future sealing) that would eventually be required which are currently the responsibility of the land owners.

Assuming the recommendation be endorsed, and the proposal succeeds through the Annual Business Plan process, staff will prepare the required legal documentation, surveying, conveyancing, development application and LTO requirements. This required vesting documentation must be executed by landowners, with the necessary surveying works completed to ensure accuracy of boundary alignments and fence relocations.

6.1.2 Financial Implications

As the Recommended Option is to include the upgrade costs in the Annual Business Plan process, there are no foreseen impacts on this financial year budget, with current minimal maintenance continuing.

This paper outlines the indicative costings (un-tendered) for Council to upgrade the Right of Way to a public road, with a \$357,107 capital budget bid, with correlating increase in the operating budget of \$33,505. This costing includes the required Significant Environmental Benefit offsets, which has been calculated at \$2,107.

	Future Years 2020/2021 \$	Ongoing \$
Operating Revenue	\$0	\$0
Operating Expenditure	(\$33,643)	(\$33,643)
Net Operating Impact	(\$33,643)	(\$33,643)
Capital – Investing Revenue	\$0	\$0
Capital Expenditure	\$357,107*	\$0
Total Borrowings (Capital Investment)	\$357,107	\$0

*It is anticipated that the land transfer costs would be incurred in the financial year of the associated construction costs and as such is included within this figure, noting that design works are already completed.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

This recommendation also reaffirms the previous resolution from June 2015 (resolution #2206). However, administration will not action this resolution until Council allocates a budget through the Annual Business Plan for the anticipated upgrade and ongoing costs.

The proposed improvements are provided through the use of higher level 'engineering controls' to reduce risk through the design process with less reliance on 'administrative controls' (signage, guideposts). Noting that these improvements will substantially reduce future costs for sealing, as the road geometry and alignment are addressed in this option.

The proposed works include:

- Increased trafficable road width with additional compacted rubble road shoulder (compliant with CFS Standards)
- Imported pavement material
- Limited softening of crests and steep gradients (often impractical due to significant roadside vegetation)
- Improved road drainage – piped road crossings and roadside swales
- Appropriate warning signage, guideposts and delineators
- Super-elevation (banking of the road around tight corners)
- Greatly improved road alignment giving improved sight distance, road readability and more gradual corners
- Tree removal as required for the widening, realignments and turnaround
- Cul-de-sac turnaround giving appropriate Country Fire Service access and minimum carriageway width of 6m complying with the Minister's Code for Undertaking Development in Bushfire Protection Areas - 2009 (amended 2012)

The ongoing maintenance costs for both Option 1 and 2 are expected to be similar, whilst Option 2 effectively brings the road to a standard which would facilitate future sealing should that need to occur.

6.2.2 Financial Implications

As this Option is to include the upgrade costs in the Annual Business Plan process, there are no foreseen impacts on this financial year budget, with current minimal maintenance continuing.

This paper outlines the indicative costings (un-tendered) for Council to upgrade the road and will see the inclusion of a \$1,011,081 Capital budget bid, with correlating increase in the operating budget of \$73,029. This costing includes the required Significant Environmental Benefit, which has been calculated at \$48,081.

	Future Years 2020/2021 \$	Ongoing \$
Operating Revenue	\$0	\$0
Operating Expenditure	(\$76,166)	(\$76,166)
Net Operating Impact	(\$76,166)	(\$76,166)
Capital – Investing Revenue	\$0	\$0
Capital Expenditure	\$1,011,081*	\$0
Total Borrowings (Capital Investment)	\$1,011,081	\$0

*It is anticipated that the land transfer costs would be incurred in the financial year of the associated construction costs and as such is included within this figure, noting that design works are already completed.

6.3 Option 3 Analysis

6.3.1 Analysis & Implications of Option 3

Option 3 is to cease any further works or action towards assuming ownership and responsibility for the Goulds Creek Road (Right of Way), or future maintenance it is likely that there will be potential negative political risk associated.

Should Council wish to progress the matter as per Option 3, best practice is for a motion to be moved to revoke Resolution 2206, carried in June 2015. If carried, a subsequent motion could then be moved to cease any further works or action towards assuming ownership and responsibility for the Goulds Creek Road (Right of Way).

6.3.2 Financial Implications

As this option ceases any future work by Council, there will be no further capital or operating expense towards this "Right of Way".

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE ONLY

***Matters delegated to the
Committee.***

5.3 APPOINTMENT OF PRESIDING MEMBER

Responsible Executive Manager : Ms Grace Pelle

Report Author : Ms Christie Russell

Delegated Authority : Matters delegated to the Committee.

Attachments : 1 [↓](#). Services Committee Charter
2 [↓](#). Remuneration Tribunal of South Australia Determination

PURPOSE

Services Committee to appoint a Presiding Member in accordance with the Committee Charter (Attachment 1); for a one year term, commencing 20 February 2020 and concluding 19 February 2021.

STAFF RECOMMENDATION

1. The Committee appoint Mayor/Cr_____ as Presiding Member of the Services Committee for a one year term commencing 20 February 2020 and concluding 19 February 2021.
2. If required, the Private Ballot process outlined in the Code of Practice for Council and Committee Meetings – Section 6.16, be utilised to elect a Presiding Member, with the result of the ballot becoming the outcome.

EXECUTIVE SUMMARY

Cr Andrew Craig was appointed to the role of Services Committee Presiding Member for the previous 12 month period, with his appointment due to conclude on 19 February 2020. A Presiding Member appointment is now required in accordance with the Committee Charter for the next 12 month period, concluding on 19 February 2021.

1. BACKGROUND

The Services Committee (the Committee) exists as a Section 41 Committee in accordance with the *Local Government Act 1999* and membership comprises of all Council Members.

The Committee has delegation to appoint the Committee's Presiding Member for a term of one year.

Cr Craig has held the Presiding Member position for the past three one year appointments.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.2 Improved service delivery

Although this report links to Council's Smart Service Delivery Program, this specific decision will have no significant impact on its progress.

3. PUBLIC CONSULTATION

There is no requirement to consult the community on this matter.

4. DISCUSSION

- 4.1** As per the Services Committee Charter, the term of appointment for the Presiding Member will be one year, after which time the Presiding Member may stand for re-election.
- 4.2** The term for this appointment will be effective for the period of 20 February 2020 to 19 February 2021.
- 4.3** The Committee Charter outlines the role of the Presiding Member as follows:
- 4.3.1 *Oversee the conduct of Committee Meetings in accordance with the Local Government Act 1999 and the Code of Practice for Council, Special and Committee Meetings.*
- 4.3.2 *Ensure all Committee Members have the opportunity to participate in debate and discussions in an open and encouraging manner.*
- 4.3.3 *Where a matter has been debated significantly and no new information is being discussed the Presiding Member may call the meeting to order and ask for the debate to be finalised and a motion be put forward.*
- 4.4** The Remuneration Tribunal of South Australia has jurisdiction under Section 76, of the *Local Government Act 1999* (the Act), to determine the allowance payable to elected members of Local Government Councils. The Determination (Attachment 2) applies to all members of Councils constituted under the Act.
- 4.5** The Remuneration Tribunal's definition of a Prescribed Committee is a Committee that assists the Council or provides advice to the Council in any of the following areas or combination thereof:
- Audit
 - Chief Executive Officer Performance Review
 - Corporate Services
 - Finance
 - Governance
 - Infrastructure and Works
 - Risk Management
 - Strategic Planning and Development
- 4.6** The Services Committee, pursuant to the Terms of Reference, aligns with the definition of a Prescribed Committee and as such the Presiding Member of the Committee (other than the Mayor or Deputy Mayor) is entitled to receive one and a quarter (1.25) times the annual allowance for Council Members whilst appointed to the position.

5. OPTIONS

Recommendation

1. The Committee appoint Mayor/Cr_____ as Presiding Member of the Services Committee for a one year term commencing 20 February 2020 and concluding 19 February 2021.
2. If required, the Private Ballot process outlined in the Code of Practice for Council and Committee Meetings – Section 6.16, be utilised to elect a Presiding Member, with the result of the ballot becoming the outcome.

Option 2

The Services Committee defers the appointment of a Presiding Member until Council amends the Services Committee Charter to reflect an alternative appointment term determined for the Presiding Member; with a further report to be presented to Council for endorsement.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

The recommendation ensures the Services Committee appoints a Presiding Member in accordance with the Committee Charter.

If only one nomination is received for the position at the meeting, the Committee will not need to conduct a private ballot process.

6.1.2 Financial Implications

In accordance with the Remuneration Tribunal Determination of Allowances for Members of Local Government Councils, the Presiding Member of one or more Prescribed Committee(s) is entitled to receive one and a quarter (1.25) times the annual allowance for Council Members whilst appointed to the position. The Services Committee meets the definition of a Prescribed Committee and the Presiding Member (other than the Mayor or Deputy Mayor), is entitled to one and a quarter times the annual allowance, being an additional \$5,350 per annum.

The cost of the Presiding Member allowance is budgeted for within Council's recurrent budget therefore there are no additional financial implications in appointing a Presiding Member for this Committee.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

The Committee could determine to alter the term of appointment of the Presiding Member, which would require the Charter to be amended accordingly. Council would need to endorse any changes to the Charter and this would delay in the appointment of a Presiding Member, given a report will need to be presented at a future meeting.

6.2.2 Financial Implications

In accordance with the Remuneration Tribunal Determination of Allowances for Members of Local Government Councils, the Presiding Member of one or more Prescribed Committee(s) is entitled to receive one and a quarter (1.25) times the annual allowance for Council Members whilst appointed to the position. The Services Committee meets the definition of a Prescribed Committee and the Presiding Member, (other than the Mayor or Deputy Mayor), is entitled to one and a quarter times the annual allowance, being an additional \$5,350 per annum.

The cost of the Presiding Member allowance is budgeted for within Council's recurrent budget therefore there are no additional financial implications in appointing a Presiding Member for the Committee.



SERVICES COMMITTEE CHARTER

1 Role

1.1 The Committee's role is to:

- 1.1.1 Act in an advisory capacity to the Council regarding all high level operations.
- 1.1.2 Monitor the Operational performance of the Council as it relates to the delivery of services to standards.

2 Terms of Reference

2.1 The Committee's terms of reference are to consider all matters relating to the:

- 2.1.1 Review and develop operational aspects of Council business.
- 2.1.2 Review and develop the delivery of Council services.
- 2.1.3 Review and develop Council service standards assessed against community need.
- 2.1.4 Review and approve relevant policies where delegation permits.
- 2.1.5 To consider on a regular basis reports on the performance of the Council.

3 Definitions

Act for the purpose of this policy means the *Local Government Act 1999*.


Chief Executive Officer (CEO) means the Chief Executive Officer of a council and includes a deputy or other person acting in the officer of Chief Executive Officer.

Committee includes Section 41 Committees, other Committees and Panels established by Council.

Elected Member means the principal member or a councillor of the Council

Executive Officer is a staff member appointed by the Chief Executive Officer to support a Section 41 Committee, other committee or advisory group.

Independent Members are members on a committee or panel who are not elected but have been appointed by the Council to undertake a similar role as Councillors on Council's Section 41 Committees or the Council Development Assessment Panel. They are external appointees.

				
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	Document Maintained by:	Corporate Services, Governance	Next Review Date:	Dec 2020

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Mayor is the person elected as the Principal Member of the Council to represent the local government area as a whole.

Staff includes Council staff, contractors, volunteers and all others who perform work on behalf of Council.

4 Delegations

4.1 The Committee has delegation for the following:

- 4.1.1 Approve Committee's Minutes as a true and accurate record of proceedings.
- 4.1.2 Develop and approve the Committee's Work Plan.
- 4.1.3 Appoint a Presiding Member from within the Committee.
- 4.1.4 Consider and provide a response to LGA Circulars, or other business of an operational nature, in line with the Committee's role.
- 4.1.5 Consider and approve relevant policies submitted to the Committee in line with the Committee's Role and Terms of Reference. Nothing in this clause prevents the Committee from referring the policy to Council for consideration.
- 4.1.6 The Committee has the power pursuant to Section 87 (1) of the Act to determine the months of the year that the Committee meets.

4.2 Any other business referred to the Committee in accordance with its Role and Terms of Reference, or where the Committee does not hold the delegated authority, this business may be debated with a recommendation referred to the next Ordinary Council Meeting for consideration.

4.3 The Executive Officer in consultation with the Presiding Member may approve a deputation request for business that falls in-line with the Committee's Role and Terms of Reference. The Committee may resolve to seek further information on the business of a deputation, although no further resolution may be passed for the business of a deputation at the meeting the deputation was provided.

4.4 Petitions are not delegated to the Committee and are only to be presented to Council.

5 Meetings

5.1 The Committee Meeting will be held on the 3rd Tuesday of the month, starting at 7:00pm, with the months of the year to be determined and reviewed by the Committee.

5.2 The Committee Meeting will be held in Council Chambers at the Playford Civic Centre, 10 Playford Boulevard, Elizabeth, unless otherwise determined by the Committee prior to the meeting.

5.3 Committee Meetings may be called, amended or cancelled by the Committee's Executive Officer of the Committee, in consultation with the Presiding Member.

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5.4 The agenda will be prepared and distributed to all Committee Members on the Thursday prior to the meeting, with the preference being to distribute electronically.

5.5 Special Meetings of the Committee may be necessary from time to time and may be called in accordance with Section 82 of the Local Government Act 1999. Notice of a Special Committee Meeting may be at a minimum of four (4) hours notice, due to the urgency of the matters on the agenda.

6 Membership

6.1 The Committee shall comprise the Mayor and all Elected Members.

6.2 The Presiding Member will be determined by the Committee.

6.3 The Term of the Presiding Member will be one (1) year, after which they may stand for re-election.

6.4 The term of the Council Committee Members' appointment will be for a period not exceeding the next General Election.

7 Role of the Presiding Member

7.1 Oversee the conduct of Committee Meetings in accordance with the Local Government Act 1999 and Code of Practice for Council, Special and Committee Meetings.

7.2 Ensure all Committee Members have the opportunity to participate in debate and discussions in an open and encouraging manner.

7.3 Where a matter has been debated significantly and no new information is being discussed the Presiding Member may call the meeting to order and ask for the debate to be finalised and a motion be put forward.

8 Role of Committee Members

8.1 Actively participate in debate and discussion in a professional manner at all times.

8.2 Ensure the Member is prepared and informed of meeting matters prior to the meeting.

8.3 Utilise the skills and experience of the Committee Members to effectively carry out the Committee's role.

9 Role of the Executive Officer and Administrative Support

9.1 The Executive Officer is appointed by the CEO to support the administration and operation of the Committee.

9.2 The Executive Officer and relevant staff may provide advice during the meeting in order to aid informed decision making.

9.3 The Committee is appointed a Minute Taker.

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10 Reporting and Review

10.1 Council will assess the on-going role and effectiveness of the Committee as part of the Committee Review following a General Election or as required by Council.

10.2 As determined by the Committee, it may communicate with Elected Members and staff on issues of importance to the Council. This communication may be delivered by the Presiding Member or Executive Officer in the form of a presentation to Elected Members, a communiqué, a written memo or a report to Council.

11 Supporting Documentation

- [Local Government Act 1999](#)
- [Code of Practice for Council and Committee Meetings](#)
- [Code of Practice for Public Access to Meetings and Associated Meeting Documents](#)
- [Code of Conduct for Council Members](#)

12 Approval and Change History

Approval Date	Approval by	Change
27 Nov 2012	Council Resolution	Scheduled review.
16 Dec 2014	Council Resolution No. 2008	Alignment to Council Elections 2014, Name change from Assets & Services to Services Committee, change to common format, meeting day changed to second Tuesday of month and other minor amendments
28 Jun 2016	Council Resolution No. 2604	Template & Committee Structure Review
18 Dec 2018	Council Resolution No. 3362	Alignment to Council Elections 2018 and the inclusion of clause 2.1.5 Terminology changed – Council Member replaced with Elected Member Definition of Elected Member updated Committee now delegated to determine meeting schedule

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No. 6 of 2018

DETERMINATION OF THE REMUNERATION TRIBUNAL
ALLOWANCES FOR MEMBERS OF LOCAL GOVERNMENT COUNCILS

SCOPE OF DETERMINATION

1. The Remuneration Tribunal has jurisdiction under section 76 of the *Local Government Act 1999* ("the Act"), to determine the allowance payable to elected members of Local Government Councils constituted under that Act.
2. This Determination applies to the members of Councils constituted under the Act, but does not apply to members of the Adelaide City Council.

INTERPRETATION

3. In this Determination, unless the contrary appears:

"**Committee**" means a committee established by a council in terms of section 41 of the Act.

"**Councillor**" means a person appointed or elected as a member of a local government council under the Act.

"**Principal Member**" means a principal member under the Act.

"**Prescribed Committee**" means for the purposes of this determination, a committee that endures, irrespective of whether the council has assigned any particular work for the committee to perform and assists the council or provides advice to the council in any of the following areas or any combination thereof:

- Audit
- Chief Executive Officer performance review
- Corporate services
- Finance
- Governance
- Infrastructure and works
- Risk management
- Strategic planning and development

ALLOWANCES

4. **Councillors**

The annual allowance for a councillor who is not a principal member, deputy mayor, deputy chairperson or presiding member of a prescribed committee shall be as follows:

Council Group	\$ per annum
Group 1A	\$23,350
Group 1B	\$20,630
Group 2	\$17,270
Group 3	\$13,900
Group 4	\$9,900
Group 5	\$6,500

Council Groups are provided in Appendix 1.

5. Principal Members

The annual allowance for principal members of a local government councils constituted under the Act will be equal to four (4) times the annual allowance for councillors of that council.

6. Deputy Mayor, Deputy Chairperson or Presiding Member of a Committee

The annual allowance for a councillor who is a deputy mayor or deputy chairperson, or the presiding member of a prescribed committee or more than one prescribed committees established by a council, will be equal to one and a quarter (1.25) times the annual allowance for councillors of that council.

7. An additional allowance in the form of a sitting fee is payable to a councillor (other than the principal member or deputy principal member, chairperson or deputy chairperson or a presiding member of a prescribed committee) who is the presiding member of a committee, that is not a prescribed committee, at the following rates:
- Where the councillor is a member of a council in Group 1A or Group 1B; an allowance of \$230 per meeting limited to an aggregate amount of allowance of \$1,380 per annum;
 - Where the councillor is a member of a council in Group 2 or Group 3; an allowance of \$170 per meeting limited to an aggregate amount of allowance of \$1,020 per annum;
 - Where the councillor is a member of a council in Group 4 or Group 5; an allowance of \$110 per meeting limited to an aggregate amount of allowance of \$660 per annum.

TRAVEL TIME ALLOWANCE FOR MEMBERS OF NON-METROPOLITAN COUNCILS

- An allowance of \$410 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located **at least 30 kms but less than 50 kms** from that council's principal office, via the most direct road route.
- An allowance of \$700 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located **at least 50 kms but less than 75 kms** from that council's principal office, via the most direct road route.
- An allowance of \$1,050 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located **at least 75 kms but less than 100 kms** from that council's principal office, via the most direct road route.
- An allowance of \$1,490 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located **100 kms or more** from that council's principal office, via the most direct road route.
- The non-metropolitan council members travel time allowance will be payable in addition to any entitlement to reimbursement of expenses actually incurred.

13. A list of the non-metropolitan councils to which this payment applies is provided in Appendix 2.

DATE OF OPERATION

14. As provided for by section 76(8) of the Act, this Determination will come into operation on the conclusion of the 2018 Local Government Elections.



John Lewin
PRESIDENT



Peter Alexander
MEMBER



Pamela Martin
MEMBER

Dated this 30th day of August 2018

Appendix 1 – Council Groups**GROUP 1A**

City of Charles Sturt
City of Onkaparinga
City of Port Adelaide Enfield
City of Salisbury

GROUP 1B

City of Holdfast Bay
City of Marion
City of Mitcham
City of Playford
City of Tea Tree Gully
City of West Torrens

GROUP 2

Adelaide Hills Council
Alexandrina Council
Barossa Council
Campbelltown City Council
City of Burnside
City of Mount Gambier
City of Prospect
City of Norwood Payneham and St Peters
City of Unley
City of Whyalla
District Council of Mount Barker
Port Augusta City Council
Rural City of Murray Bridge
Town of Gawler

GROUP 3

Berri Barmerra Council
City of Port Lincoln
City of Victor Harbor
Clare and Gilbert Valleys Council
District Council of Loxton Waikerie
District Council of The Copper Coast
District Council of Yorke Peninsula
Light Regional Council
Mid Murray Council
Naracoorte Lucindale Council
Port Pirie Regional Council
Tatiara District Council
Wattle Range Council

GROUP 4

Adelaide Plains Council (formerly Mallala)
Corporation of the Town of Walkerville
District Council of Coorong
District Council of Grant
District Council of Lower Eyre Peninsula
District Council of Yankalilla
District Council of Renmark Paringa
Kangaroo Island Council
Northern Areas Council
Regional Council of Goyder
Wakefield Regional Council

GROUP 5

District Council of Barunga West
District Council of Ceduna
District Council of Cleve
District Council of Coober Pedy
District Council of Elliston
District Council of Franklin Harbour
District Council of Karoonda East Murray
District Council of Kimba
District Council of Mount Remarkable
District Council of Orreroo Carrieton
District Council of Peterborough
District Council of Robe
District Council of Streaky Bay
District Council of Tumby Bay
Flinders Ranges Council
Kingston District Council
Southern Mallee District Council
Wudinna District Council

Appendix 2 – Non – Metropolitan Councils

Adelaide Hills Council	District Council of Renmark Paringa
Adelaide Plains Council (formerly Mallala)	District Council of Robe
Alexandrina Council	District Council of Streaky Bay
Berri Barmera Council	District Council of The Copper Coast
Barossa Council	District Council of Tumby Bay
City of Whyalla	District Council of Yankalilla
Clare and Gilbert Valleys Council	District Council of Yorke Peninsula
District Council of Barunga West	Flinders Ranges Council
District Council of Ceduna	Kangaroo Island Council
District Council of Cleve	Kingston District Council
District Council of Coober Pedy	Light Regional Council
District Council of Coorong	Mid Murray Council
District Council of Elliston	Naracoorte Lucindale Council
District Council of Franklin Harbour	Northern Areas Council
District Council of Grant	Port Augusta City Council
District Council of Karoonda East Murray	Port Pirie Regional Council
District Council of Kimba	Regional Council of Goyder
District Council of Lower Eyre Peninsula	Rural City of Murray Bridge
District Council of Loxton Waikerie	Southern Mallee District Council
District Council of Mount Barker	Tatiara District Council
District Council of Mount Remarkable	Wakefield Regional Council
District Council of Orroroo Carrieton	Wattle Range Council
District Council of Peterborough	Wudinna District Council

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE ONLY

Matters for Information.

5.4 2019/20 QUARTERLY ORGANISATIONAL PERFORMANCE REPORT - QUARTER 2

Responsible Executive Manager : Ms Grace Pelle

Report Author : Mr Luis Lafosse

Delegated Authority : Matters for Information.

Attachments : 1 [Download](#). 2019/20 Quarterly Organisational Performance Report
– Quarter 2

Purpose

To inform Council of the organisation's performance against the Strategic Plan for the second quarter of 2019/20.

STAFF RECOMMENDATION

The 2019/20 Quarterly Organisational Performance Report – Quarter 2 be received by Council.

Relevance to Strategic Plan

1: Smart Service Delivery Program

Outcome 1.1 High quality services and amenities

Outcome 1.2 Improved service delivery

Outcome 1.3 Working smarter with our community

Outcome 1.4 Enhanced City presentation, community pride and reputation

2: Smart Living Program

Outcome 2.1 Smart development and urban renewal

Outcome 2.2 Enhanced City presentation, community pride and reputation

Outcome 2.3 Liveable neighbourhoods

3: Smart Jobs & Education Program

Outcome 3.1 Growth and diversification of local jobs matched with relevant education and training.

Outcome 3.2 Commercial and industrial growth

Outcome 3.3 Sustainable economic transformation

Outcome 3.4 International market connections

4: Smart CBD Program

Outcome 4.1 Expanded range of local services

Outcome 4.2 Growth and diversification of local jobs in the CBD

Outcome 4.3 Greater housing choice

Outcome 4.4 Increased social connections

Outcome 4.5 Commercial Growth

5: Smart Sport Program

Outcome 5.1 Enhanced community pride and reputation

Outcome 5.2 Healthy and socially connected community

Outcome 5.3 Access to elite sporting facilities

6: Smart Health

Outcome 6.1 Access to quality, local health services

Outcome 6.2 Increased employment opportunities in health, disability and aged sectors

Relevance to Public Consultation Policy

The Organisational Performance Report is principally for internal management purposes and there is no requirement to consult with the community.

Background

The *Local Government Act 1999* requires accountability to the community in terms of both financial management and service delivery. Monthly financial reports are produced separately to the Organisational Performance Reports. The City of Playford produces this Quarterly Organisational Performance Report to provide an update made in the applicable quarter towards the services and projects funded in the 2019/20 Annual Business Plan and the achievement of the strategic outcomes set out in the Strategic Plan.

Current Situation

Performance reporting assists with the continuous improvement of Council in the achievement of strategic goals and in the delivery of improved services to the community. It also assists business units in the achievement of specific performance targets which are set through organisational planning. The Organisational Performance Report is one of the primary means through which Councillors are provided with information pertaining to Council's strategic performance.

This report aligns our performance reporting to Council's 2016 Strategic Plan Update, adopted in July 2016.

The 2016 Strategic Plan Update incorporates the social and economic programs needed to transform the City of Playford into a Smart City, Connected Community. It details the work that needs to take place over the next four years, leveraging technology to help fulfil the community's vision for Playford to be prosperous, liveable and happy.

There are six programs that collectively build the future of the City:

- Smart Service Delivery
- Smart Living
- Smart Jobs and Education
- Smart CBD
- Smart Sport
- Smart Health

The Report is structured in four sections:

- Services performance
- Projects progress
- Strategic Projects update
- Asset Management Plan Update

Services and Projects are also sorted by the relevant Smart Program to which they most contribute.

Services

The services that Council provides make up our core service delivery to the community and as such the majority are aligned to the Smart Service Delivery Program. This is reflected in this Quarterly Report with the Smart Service Delivery section containing the highest number of updates compared to others. Each service update includes the following information:

- Service name
- Community outcome
- Last quarter's update (community measures performance)
- Relevant Senior Manager

Service Standard metrics have been developed to ensure that service levels are accurately defined, measured and reported on to provide a consistent level of service to the community.

From this quarter every community measure includes the 3 Year Average reference trend line to allow benchmarking. Several measures don't include the trend line because they are more recent and haven't achieved the necessary three years yet. However they can still be compared against previous years.

Projects

Under this category all the projects funded through the Annual Business Plan report their progress. Each project update includes the following information:

- Project name
- Project description
- Last quarter's highlights and milestones, and risks and controls
- Budget update
- Next quarter activity
- Project Management Framework phase
- Relevant Senior Manager

This year Council has introduced the Project Management Framework (PMF) as a new tool to stipulate controls needed for sound project management. The PMF identifies five consecutive Phases in the implementation of each project.

This Quarterly Report also includes project budget updates for the first time. The purpose of this section is to improve transparency regarding the approved project budget and provide commentary regarding the project forecast.

Strategic Projects

This category groups short term, one-off funded projects. These activities involve either the funding of preliminary investigations, specific studies, or projects that are still in their feasibility stage of development.

Asset Management Plan Update

From this quarter the Quarterly Report will include a financial update on the implementation of Councils Asset Management Plan.

Future Action

Council will continue to be presented with Quarterly Reports that give an update on the services and projects for the applicable quarter.



2019/20 QUARTERLY ORGANISATIONAL PERFORMANCE REPORTS QUARTER 2



During 2019/20, Quarterly Reports' front covers are devoted to raising awareness about the City of Playford's significant flora and environment. Across the year we are depicting four different native plants, their description, and the open spaces in the city where they can be appreciated.

QUARTER 2 FRONT COVER PICTURE



Goodenia albiflora, commonly referred to as the **white goodenia**, is an herb native and relatively unique to the Adelaide region. Its current conservation status is In Decline.

Spectacular masses of blue-white flowers form in spring and early summer. They make it an important food plant for native insects such as butterflies. Leaves are a blue-green in colour and alternate up the stem. They range from 2-4 centimetres long, have prominent veins and serrations on the side, and have pointed tips. They are semi-succulent.

Whilst delicate in appearance, they are usually found on challenging sites such as the stony well-draining soils of steep slopes and woodlands.



In Playford

White goodenias grow in our [Little Para Seed Orchard](#). They can be viewed there along with many other local native plants with signage and descriptive information about them.

Remnants are also found in the Whitford-Jo Gapper corridor.

More info about Natural Environment in Playford [here](#).

Pictures: Bill Doyle – Environment Team

Title	Quarterly Organisational Performance Report. Quarter 2 2019/20
Author	Strategy & Policy
Business Unit	Strategy & Corporate
Date	February 2020
Link to City of Playford's Strategic Plan	Smart Service Delivery, Smart Living, Smart Jobs & Education, Smart CBD, Smart Health, Smart Sports,
Link to Strategic Outcome	
Document Classification	
Link to other Document	Service Standards, Strategic Plan 2016-2020, Annual Business Plan 2019/20, Asset Management Plan 2019/20, Long-Term Financial Plan 2019/20 – 2027/28



Produced by City of Playford

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Smart CBD Program.....	96
Smart Sport Program	101
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PURPOSE

The City of Playford produces this Quarterly Organisational Performance Report to provide an update of progress made in the applicable quarter towards the services and projects funded in the 2019/20 Annual Business Plan and the achievement of the strategic outcomes set out in the Strategic Plan. Performance reporting assists with the continuous improvement of Council and the achievement of strategic goals and the delivery of improved services to the community. As such this report has a dual audience: our community and our Council Members.

As a public document, this report meets the City of Playford's objective of providing transparency in its operations to the community. The report gives details of how we are progressing as an organisation against the services that we have committed to deliver to the community and tracks the utilisation of these services by the community. It also provides an update on projects that are being undertaken in support of the Strategic Plan.

The *Local Government Act* identifies one of Council's roles as being "to keep the council's objectives and policies under review to ensure that they are appropriate and effective"¹. This Organisational Performance Report acts as the mechanism for Council Members to fulfil this obligation in terms of the performance monitoring of progression against our strategic goals.

Internally the report will be used to assist with decision making, planning and evaluation in relation to our progress against the Annual Business Plan and the Strategic Plan over the next four year period.

¹ Local Government Act 1999. Members of Council – Chapter 5. Role of members – part 3. Roles of members of councils (1) (ii)

ABOUT THIS REPORT

Playford Community Vision 2043

The Playford Community Vision 2043 was developed by the Playford community to identify its vision and aspirations of Prosperity, Liveability and Happiness for the expected growth of the City over the next 30 years. It facilitates the community, government and stakeholders working together to deliver the community's vision.

Strategic Plan

Council's Strategic Plan was endorsed in July 2016 and focuses on six Smart Programs which are key to the City of Playford progressing towards the community's long-term vision of creating a more liveable, prosperous and happy City.

Smart City, Connected Community

- Smart Service Delivery
- Smart Living
- Smart Jobs and Education
- Smart CBD
- Smart Sports
- Smart Health

These programs are the key focus for Council's activities and influence budget prioritisation decisions and allocation of resources.

The **Quarterly Report** aligns our performance reporting to the Strategic Plan 2016-2020 and is structured to give an update on the services and projects that are being undertaken by Council in support of each Smart Program.

The Report is structured in four sections:

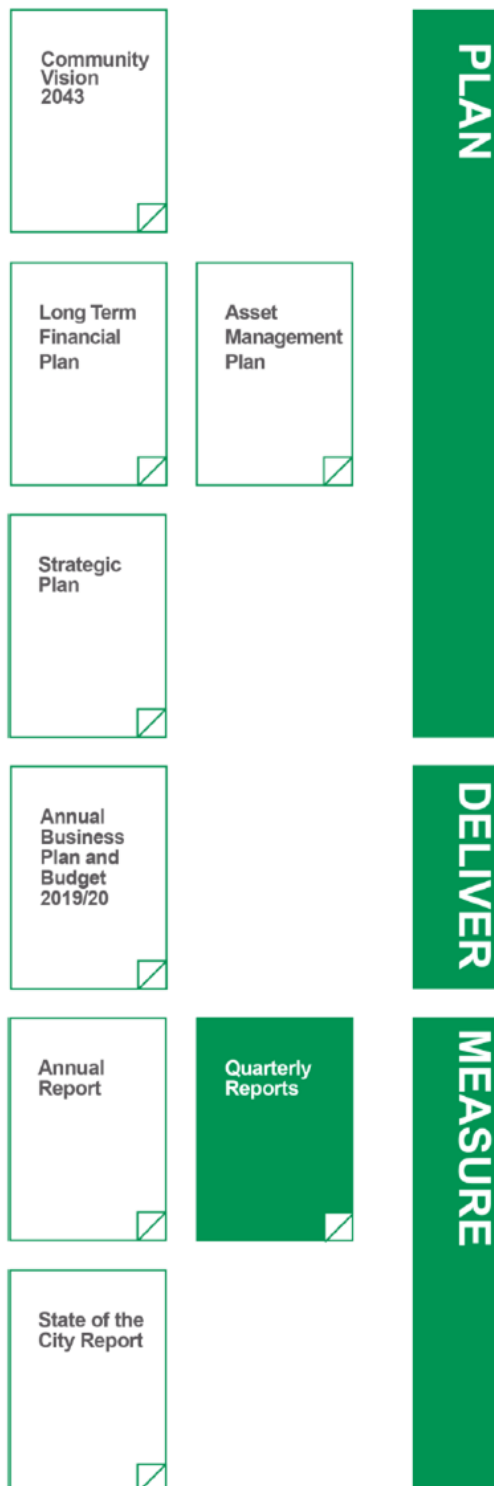
- Services performance
- Projects progress
- Strategic Projects update
- Asset Management Plan financial update

Services and Projects are also sorted by the relevant Smart Program to which they most contribute.

Services

The services that Council provides make up our core service delivery to the community and as such the majority are aligned to the Smart Service Delivery Program. This is reflected in this Quarterly Report with the Smart Service Delivery

Strategic Planning Framework

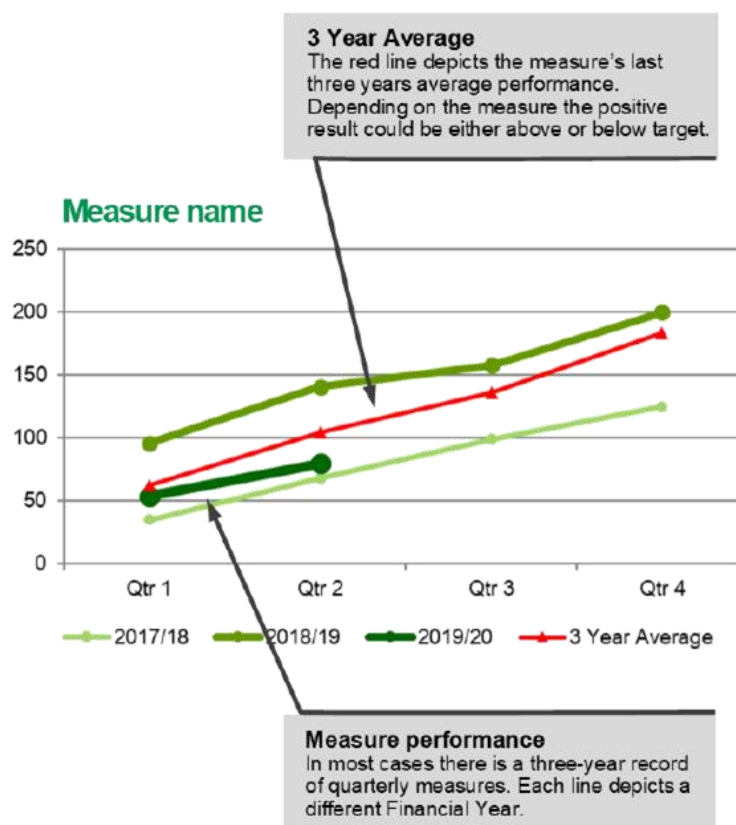


section containing the highest number of updates compared to others. Each service update includes the following information:

- Service name
- Community outcome
- Last quarter's update (community measures performance)
- Relevant Senior Manager

Service Standard metrics have been developed to ensure that service levels are accurately defined, measured and reported on to enable managers and Council Members to provide a consistent and quality level of service to the community.

How to read a measure



Note: some measures don't include the 3 Year Average trend line as they haven't reached three years of measure performance yet. In these cases previous years' measures are for reference purposes.

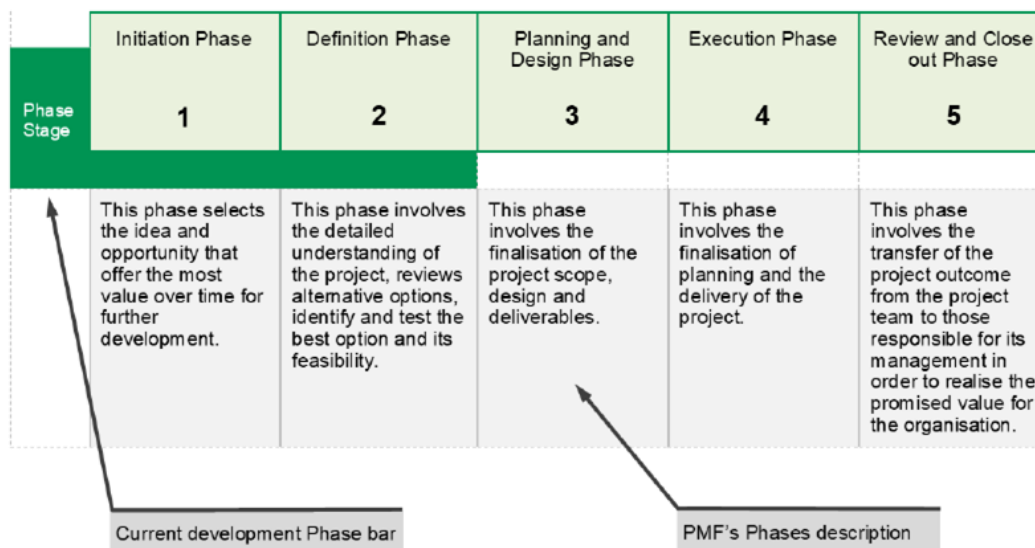
Projects

Under this category all the projects funded through the Annual Business Plan report their progress. Each project update includes the following information:

- Project name
- Project description
- Last quarter's Highlights and Milestones, and Risks and Controls
- Budget update
- Next quarter activity
- Project Management Framework phase

- Relevant Senior Manager

This year Council has introduced the Project Management Framework (PMF) as a new tool to stipulate controls needed for sound project management. The PMF identifies five consecutive Phases in the implementation of each project. Each project progress is visually described in the infographic below:



Strategic Projects

This category groups short term, one-off funded projects. These activities involve either the funding of preliminary investigations, specific studies, or projects that are still in their feasibility stage of development.

Capital Financial Reporting and Asset Management Plan Update

From this quarter, the report includes a finance update for projects and update on Asset Management Plan expenditure.

INDEX

This Index provides an A-Z listing of all Services and Projects, and includes the page number of the respective update as well as the primary and secondary strategies that they relate to.

Page Nº	SERVICES AND MEASURE	Primary Smart Program					
		Smart Service Delivery	Smart Living	Smart Jobs & Education	Smart CBD	Smart Sport	Smart Health
94	Business Support and Industry			◆			
15	Club and Sporting Governance	◆					
17	Community Development	◆					
19	Community Inclusion	◆					
22	Community Venues	◆					
24	Customer Contact	◆					
70	Development Services		◆				
26	Environmental Health	◆					
28	Environmental Sustainability	◆					
31	Event Management	◆					
32	Graffiti	◆					
35	Health Initiatives	◆					
37	Illegal Dumping	◆					
39	Immunisation	◆					
41	Kerbside Waste	◆					
44	Library	◆					
47	Parks and Reserves	◆					
49	Rapid Response	◆					
51	Regulatory Services	◆					
54	Rural Streetscape	◆					
57	Sportsfield Maintenance	◆					
72	Stormwater Network		◆				
59	Tree Services	◆					
62	Urban Streetscape	◆					
65	Volunteer Development	◆					

Page Nº	PROJECTS	Primary Smart Program					
		Smart Service Delivery	Smart Living	Smart Jobs & Education	Smart CBD	Smart Sport	Smart Health
75	Angle Vale Community Sports Centre (AVCSC) - Stage 5		◆				
76	DDA Program		◆				
77	Deed Delivery and Infrastructure Design - Playford Growth Areas		◆				
97	Fremont Park - Changing Places				◆		
98	Fremont Park – Stage 2				◆		
99	Fremont Park - Stage 3 - Detailed Design				◆		
79	GEP Stormwater Trunk Outfall		◆				
100	Grenville Hub				◆		
67	ICT Minor Works	◆					
80	Kalara Reserve Floodlights		◆				
81	Playford Alive		◆				
83	Traffic Management Program (Road Upgrade Program)		◆				
86	Stebonheath Road Upgrade		◆				
84	Rural Road Sealing Program		◆				
68	Smart Working Program	◆					
85	Sport and Recreation Minor Works Program		◆				
88	Stormwater Infrastructure Deed - Angle Vale North Growth Area - Chivell Road		◆				
89	Stormwater Infrastructure Deed - Angle Vale South Growth Area - Broadacres Drive		◆				
90	Traffic Infrastructure Deeds - Angle Vale Growth Area - Heaslip Road Upgrade		◆				
92	Virginia Main Street		◆				

PERFORMANCE MEASURES

Organisational Performance Measures have been set by Council to monitor our achievements against our overall strategic goals and to provide focus areas for staff in their day-to-day service delivery. The measures relate to the areas of community interest, organisational accountability and key organisational priorities and fulfil our obligations under Section 123 of the *Local Government Act (1999)*.

The annual Resident Satisfaction Survey acts as the primary mechanism for gathering the results of our work in these areas.

Indicator	Measure	2019	2018	2017	2016	2015	2014	2013	2012	2011
Overall Council satisfaction	Overall customer satisfaction with the City of Playford as an organisation	3.72	3.81	3.68	3.76	3.57	3.35	3.50	3.50	3.60
City wide presentation	Customer satisfaction with level of appearance of public realms	3.61	3.61	3.56	3.64	3.57	3.50	3.45	3.45	3.35
Customer Service	Satisfaction with the level of organisation wide customer service	3.89▼	4.18	3.83	3.95	3.76	3.90	3.90	4.00	3.80
Accountability	Satisfaction with Council being open and accountable to the community in its operations	3.22	3.38	3.36	3.25	3.32	3.00	3.25	3.20	3.30
Community Engagement	Satisfaction with how Council invites community participation in decision making	3.16	3.30	3.25	3.16	3.23	2.80	3.05	3.05	2.95
Managing growth	Customer rating for how Council plans for the future	3.66	3.65	3.55	3.56	3.55	3.30	3.45	3.45	3.50
Efficiency and Effectiveness	Customer satisfaction with value for money for rates paid	2.97	3.11	2.98	2.94	3.00	2.60	2.85	2.65	2.80

▲▼ = significantly higher/lower level of satisfaction

EXECUTIVE SUMMARY

The Quarterly Organisational Performance Report aligns our performance reporting to Council's Strategic Plan 2016-2020, adopted in June 2016.. The Strategic Plan identifies six smart programs which collectively build the future of our City.

Smart Service Delivery Program

Our Smart Service Delivery Program is a solid foundation on which to rebuild and reposition our City. We strive to deliver our services and amenities to a high quality, to raise the profile of the area through enhanced city pride, improved reputation and make Playford a more attractive place for people to live, work and do business.

Several services show improvements in performance. Attendance at the Northern Sound System increased due to strengthened engagement in contemporary music production, education and events. This time of the year is one of the busiest for events and attendance increased accordingly.

Environmental sustainability experienced a spike in the number of kilometres of rural roadsides maintained driven by the control of Chilean Needle Grass weed. Illegal dumping recovered its regular performance in rubbish collected within ten days. Conversely, kerbside waste decreased in diversion away from landfill and an increase in contamination rate. The level of hard waste collection service went up.

Club and Sporting Governance's activities experienced a hike due to the Aquadome's increased summer activity. The increase in dog registrations' stood out among regulatory services' community measures. Among projects, the Smart Service Delivery Program completed the Field Staff Mobility Project's discovery phase and the Digital Customer Interface Project launched the MyPlayford mobile application.

Smart Living Program

Our Smart Living Program supports the ongoing development and renewal cycle of the city, to improve the presentation and community pride in these areas, ensuring that our residential growth and renewal provide the liveable neighbourhoods and urban amenity required for a growing population.

As part of the Playford Alive project the contractor for the construction of Webster Reserve was appointed and works have commenced. The Traffic Management Program finished the design of several school crossings. Also, preliminary designs were done for traffic calming on Chellaston Road and a traffic management plan was drafted for the Munno Para area. The DDA Program completed a list of prioritised new footpaths and ramps.. The Rural Road Sealing Program commenced the assessment of several roads and the consultation process continued for Virginia Main Street. Works have commenced for the Kalara Reserve Floodlights following the contractor's appointment.

Smart Jobs and Education Program

Our Smart Jobs and Education Program ensures that our local workers have the right training and skills to take advantage of growth of jobs in new industries. Stretton Centre continues its involvement in the Northern Adelaide Plains Food Cluster. In spite of staff shortage Business Support service delivery continued as usual.

Smart CBD Program

Our Smart CBD Program focuses on the redevelopment of the CBD to a smart city, as we provide an expanded and diversified range of local services, introduce greater housing choice and stimulate development in the City.

The new Grenville Hub project saw the appointment of a builder and construction works have commenced. Fremont Park – Changing Places progressed to Execution Phase and the tender for construction is now being prepared.

Smart Sport Program

Our Smart Sport Program continues its focus on the delivery of programs, services and high quality facilities, leading to enhanced community pride and an improved reputation and profile.

Smart Health Program

The Smart Health Program continues to progress the development of the Playford Health Precinct to provide our community with access to quality, local health services. The Health Precinct also provides an opportunity to diversify our economy, and to create employment opportunities in the health, disability and aged sectors. Council endorsed the Playford Health Precinct DPA and is now seeking approval from the Minister for the DPA.

Strategic Projects

The draft Stormwater Plan for the Adams Creek and Helps Road Drain was completed. Road Safety Audits were conducted on Craigmore Road, Adams Road and Park Lake Boulevard. The Creative Industries Precinct completed the Visual Effects Pilot with 100 per cent student retention.

Asset Management Plan

A summary of the Asset Management Plans performance is included with renewal expenditure divided into categories.



Smart Service Delivery

The Smart Service Delivery Program is about continuing to provide for the changing needs and expectations of our diverse community, delivering the services that they require. It means making the most of our community's existing strengths, talents and diversity, as well as working smarter to connect our community with each other to contribute to overall community wellbeing and the economic life of the City.

Council will increasingly need to use innovative problem solving approaches and smart technological solutions to ensure we make the best use of our available resources to meet these demands.

Outcomes

- 1.1 High quality services and amenities
- 1.2 Improved service delivery
- 1.3 Working smarter with our community
- 1.4 Enhanced City presentation, community pride and reputation

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program.

The following **services** are undertaken in support of the Smart Service Delivery Program

SERVICES
Club and Sporting Governance
Community Development
Community Inclusion
Community Venues
Customer Contact
Environmental Health
Environmental Sustainability
Event Management
Graffiti Operations
Health Initiatives
Illegal Dumping
Immunisation
Kerbside Waste
Library
Parks and Reserves
Rapid Response
Regulatory Services
Rural Streetscape
Sportsfield Maintenance
Tree Services
Urban Streetscape

Volunteer Development

The following **projects** are undertaken in support of the Smart Service Delivery Program

PROJECTS

ICT Minor Works

Smart Working Program

SERVICE CLUB AND SPORTING GOVERNANCE

COMMUNITY OUTCOME

Engage with clubs/user groups to maximise opportunities for effective management, administration, compliance and utilisation of Council's social capital assets for community access and benefit.

Strategic Outcome

1.1. High quality services and amenities

Community Measures

Outcome

Utilisation of sporting facilities

Measure

Total number of members at the JMC, Aquadome and Tennis Centre

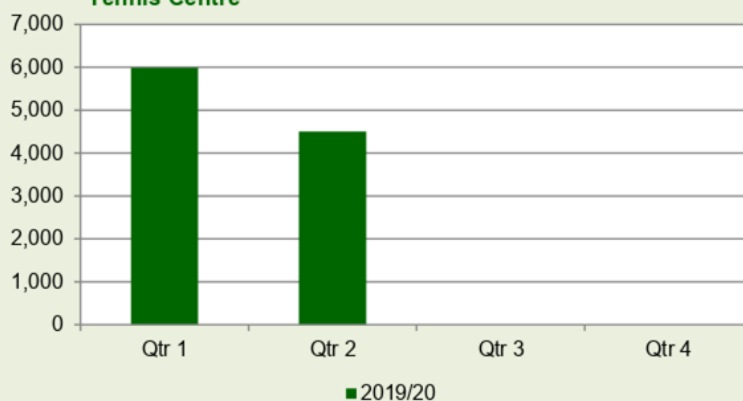
3 Year Average

N/A

Result

4501

Total number of members at the JMC, Aquadome and Tennis Centre



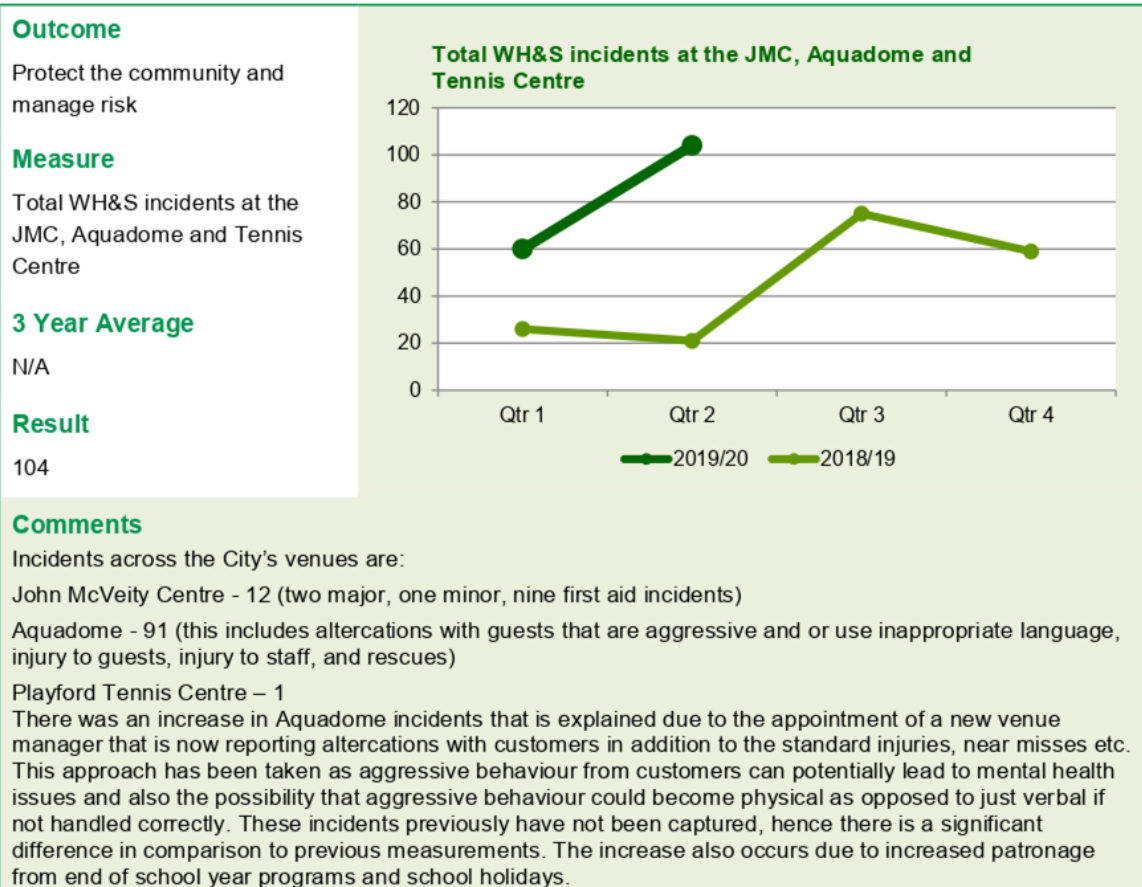
Comments

Total membership with the different venues are:

John McVeity Centre - 662

Aquadome - 3539, 1633 swim school plus 1906 memberships

Playford Tennis Centre – 300, 150 club and 150 coaching. Numbers are slightly down due to membership renewal period in October. Memberships automatically expire unless renewed.



Senior Manager Paul Alberton

<p>SERVICE</p> <p>COMMUNITY DEVELOPMENT</p> <p>COMMUNITY OUTCOME</p> <p>Support knowledge and skills development of communities and families</p> <p>Strategic Outcome</p> <p>1.1. High quality services and amenities; 6.2. Increased employment opportunities in health, disability and aged sectors</p>	
---	--

Community Measures

Outcome

Community has access to community development programs

Measure

Number of participants in community development programs

3 Year Average

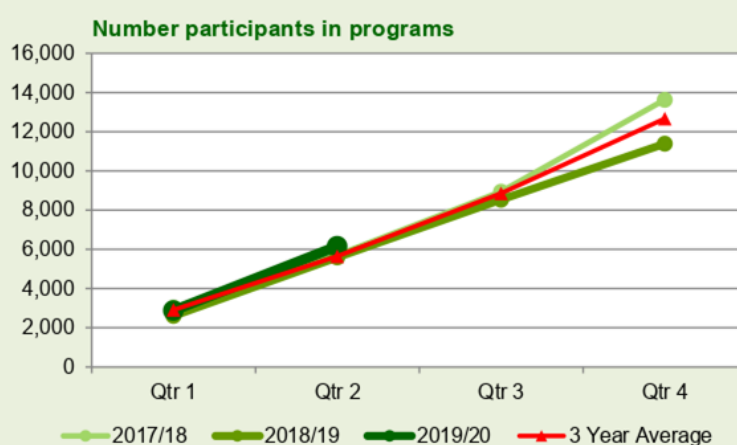
5656

Result

6163

Comments

Round one of the Community Development and Event grants was delivered with three organisations receiving a total of \$14,725 in funding. A further \$7000 was distributed in other grant categories including 20 grants for outstanding achievement, two equipment grants and funding to support four young people to join a sporting club.



Outcome

People gain knowledge, skills, experience and local employment by participating in training and employment programs

Measure

Number of training and employment opportunities taken up through interaction with council

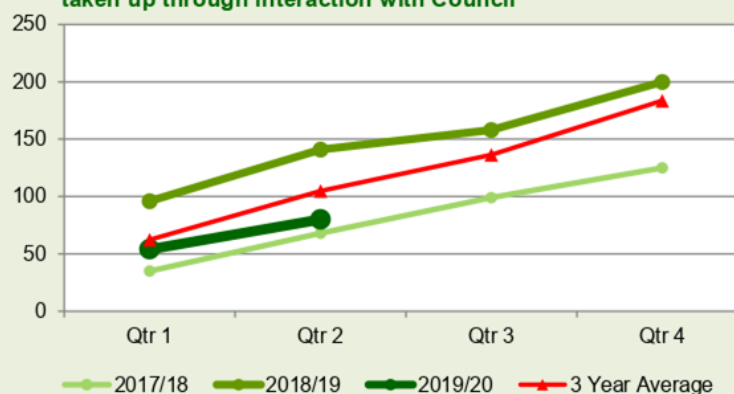
3 Year Average

105

Result

80

Number of training and employment opportunities taken up through interaction with Council

**Comments**

Two work experience opportunities were created with Beltrame Civil, Crittenden Road Culvert crossing, totaling 76 hours.

One work experience and one trainee role have been secured for the Webster Reserve project with Space Landscape Construction that commenced late in the quarter.

Romaldi, who are delivering the Grenville Centre build, will provide opportunities in 2020.

Senior Manager Rachel Emmott

SERVICE
COMMUNITY INCLUSION**COMMUNITY OUTCOME**

Connecting older or vulnerable people to the community through community services and programs

Strategic Outcome

1.1. High quality services and amenities

Community Measures**Outcome**

Community services and programs provide opportunities for connecting older or vulnerable people to the community

Measure

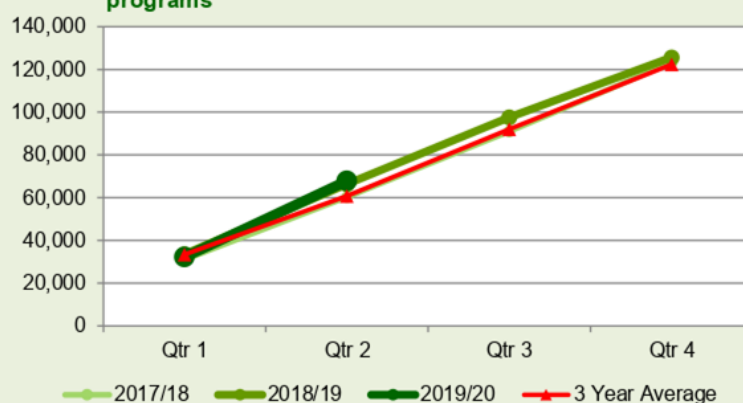
Number of participants in community services and programs

3 Year Average

60,840

Result

67,891

Number of attendances in community services and programs**Comments**

Community Inclusion attendances continue to performed on par with previous performances with all externally funded programs meeting grant agreement output requirements and an average of 105 new referrals received per month. The Grenville Centre continues to regularly attract new customers and is working to capacity within the space available.

In addition to business as usual a number of community events and additional Christmas activities delivered high levels of participation this quarter. The Carnival in the North and Celebration of Ability community events both attracted capacity attendance despite being held in alternative venues due to the function centre being currently unavailable. Christmas day lunch for vulnerable people was again held at the Grenville with 135 people including families with children attending. Feedback from the day was excellent with one person saying she couldn't believe how much care everyone had taken to make this a happy Christmas experience for people. The food, entertainment and whole atmosphere were all outstanding.

Outcome

Community services and programs provide opportunities for connecting older or vulnerable people to the community

Measure

Percentage of participants who are satisfied with community services and programs

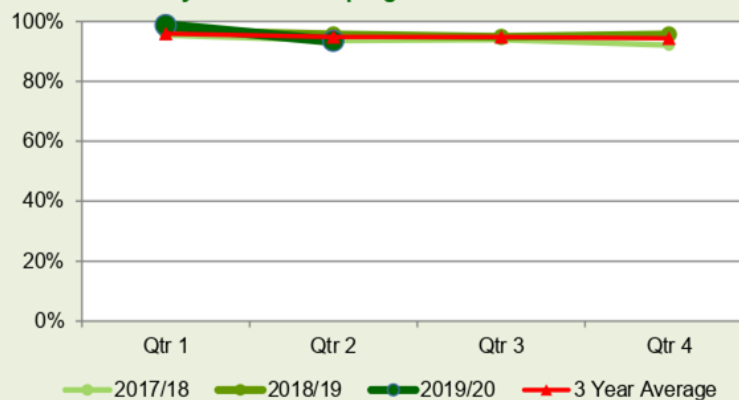
3 Year Average

94.84%

Result

93.46%

Percentage of participants who are satisfied with community services and programs

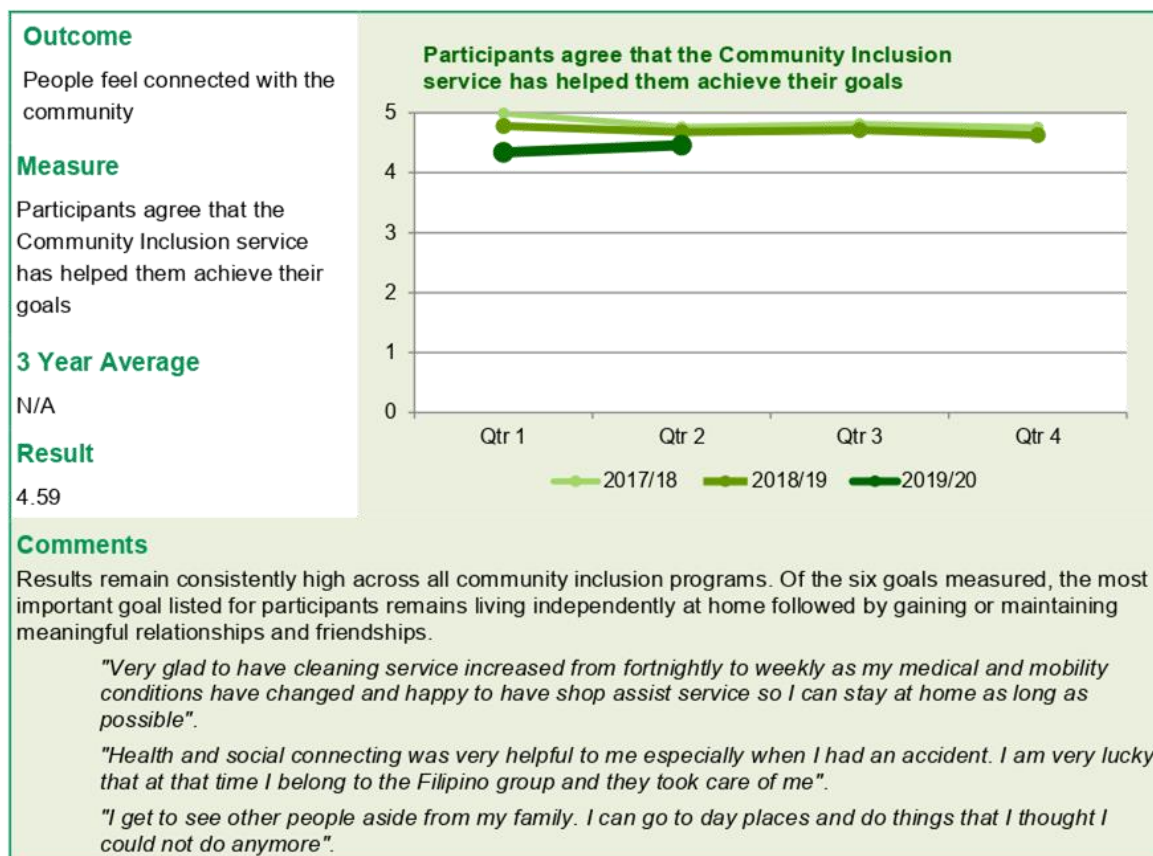
**Comments**

While customer satisfaction with community inclusion programs overall remains very high, there is a small number of people who are beginning to express some frustration with the temporary Grenville facility and are very much looking forward to the completion of the new building.

"The floor is not good for dancing but I understand it is only temporary and I expect everything will be OK in a new building".

One hundred per cent of participants surveyed within the Disability programs indicated that they were happy with the service they received.

"Enjoy getting out of the house with friends. Going places I wouldn't typically go".



Senior Manager Rachel Emmott

SERVICE COMMUNITY VENUES

COMMUNITY OUTCOME

City of Playford's own community venues which are accessible to the community, are well equipped to cater for a diverse range of events and offer a high quality experience

Strategic Outcome

1.1. High quality services and amenities

Community Measures

Outcome

The usage of Council owned community venues is maximised

Measure

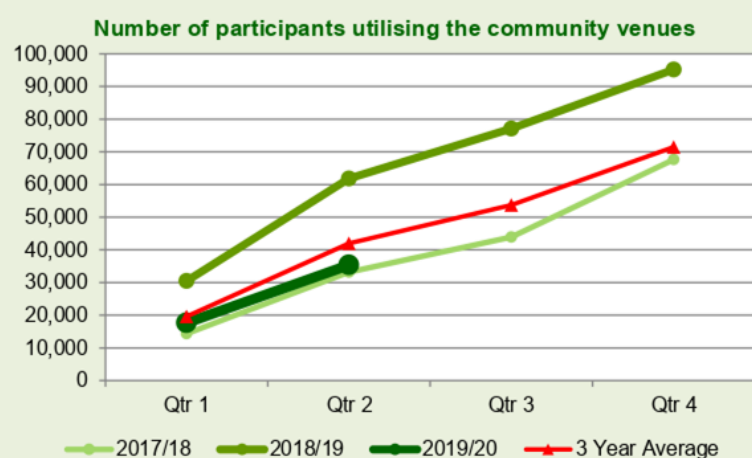
Number of participants utilising the community venues

3 Year Average

41,959

Result

35,359



Comments

Northern Sound System (NSS) has experienced growth in attendance numbers during quarter two, in comparison with previous quarters. Program delivery at NSS has been focused on a combination of internal and external service delivery models.

The focus during this period has remained on engagement in contemporary music production, contemporary music education and live events.

NSS has developed strong external partnerships with the Multi Cultural Community Council of South Australia delivering facilitated contemporary music recording with a multicultural cohort in the local community. This focus on external stakeholders has extended to local primary and high schools with a Hip Hop genre.

A highlight was NSS staff and artists directly engaging with the Events and Marketing team to deliver a showcase at the RAAF 2019 Air Show. A creative suite of performances along with music engagement programs were delivered during the two day event providing exposure of both the facility and the City of Playford as an innovative, attractive location.

Live Events delivery has been consistent with some fluctuations in audience. This is reflective of the genre and demographics of audience. A review of FLIGHT, an ongoing monthly live event and associated programming will freshen the approach and reconnect with the youth based on feedback.

The team was advised of the success in securing funding from the Music Development Office (MDO) Department of Innovation and Skills for the 2020 calendar year to continue the N1, NSS flagship artist development program. The outstanding results from this program in launching young artists to the South Australian music scene has secured a 40% increase in funding.

Outcome

Community feels that Council owned community venues are well equipped and offer high quality experiences

Measure

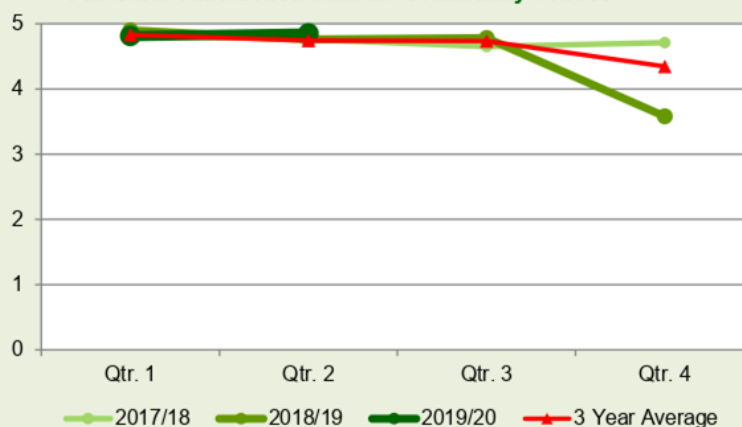
Community members' satisfaction with the community venues

3 Year Average

4.74

Result

4.85

Customer satisfaction with the community venues**Comments**

Civic Venues has been highly successful resulting in another positive satisfaction rating, a result of hard work, diligence and excellent customer service by the team.

Attendance was slightly lower than expected. There were a number of shows presented by external hirers for which we had anticipated strong audience attendance.

A new art exhibition from Hope Christian College was showcased in the Great Hall. This required the Civic Venues team to hang 25 umbrellas from our roof. The students had painted the outside of the umbrellas so we decided this would be the best way to feature the art work.

The event was a great success and as a result Hope Christian College will be presenting an ANZAC display in April 2020.

The Theatre played host to the Adelaide Symphony Orchestra (ASO) to a capacity crowd of 210. The Orchestra show was a Christmas Favourites and featured Graham Abbott (Conductor & Presenter) and Desiree Frahn (Vocalist). There are already plans to program the ASO in 2021.

In November 2019, we launched our inaugural Shedley Theatre 2020 program. We are very excited to present such a high calibre of events for our community with affordable ticket pricing. This will be a great opportunity for our community to attend shows which normally they would have had to travel into the city for.

In early 2020, we are also excited to introduce online bookings. This will provide the community and our customers with greater visualisation of our venues/spaces and streamline bookings and payments.

Senior Managers Lilly Bukva - Gareth Dunne

SERVICE CUSTOMER CONTACT

COMMUNITY OUTCOME

Provision of efficient, prompt and accurate customer information and transactional services.

Strategic Outcome

1.1. High quality services and amenities

Community Measures

Outcome

Timely response to customers

Measure

Abandoned call rate

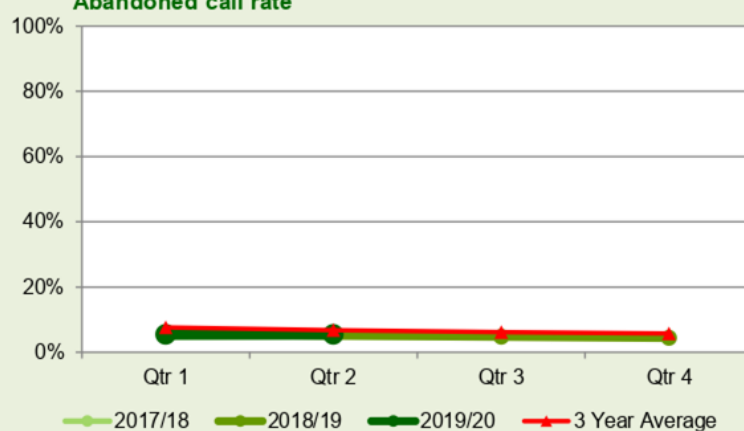
3 Year Average

6.76%

Result

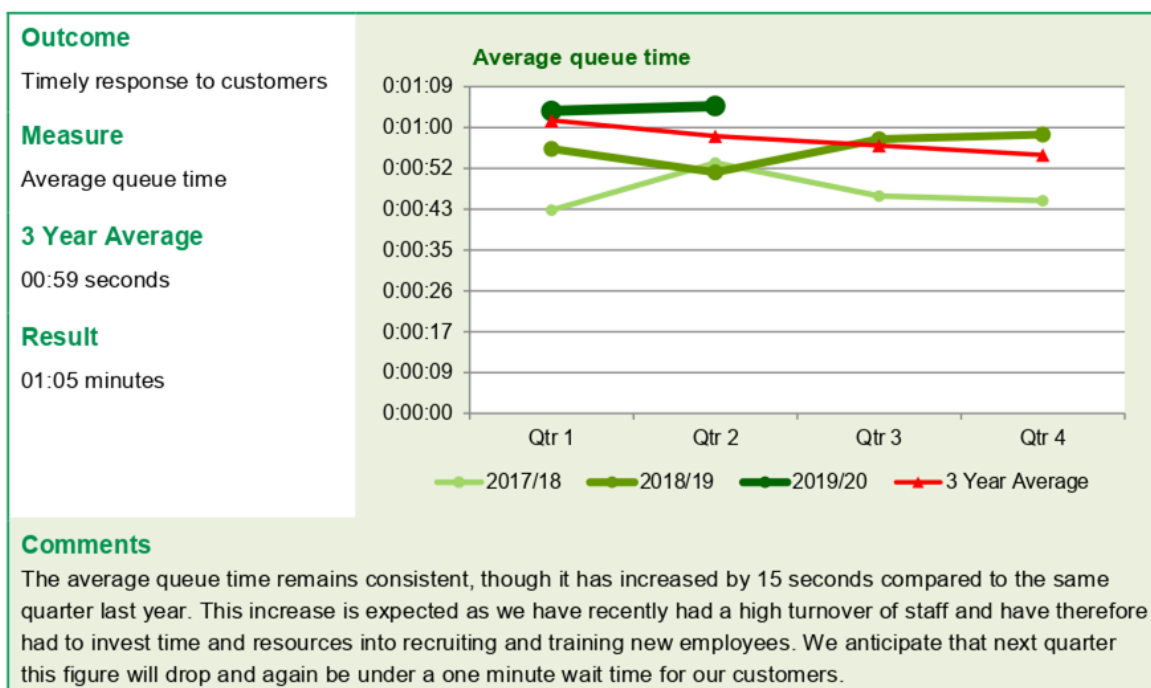
5.43%

Abandoned call rate



Comments

Abandoned call rate remains consistent compared to last quarter and the same period last year.



Senior Manager Gareth Dunne

SERVICE
ENVIRONMENTAL HEALTH**COMMUNITY OUTCOME**

Enhance the quality of life of our community through the assessment, improvement and prevention of factors that pose a risk to human health. Three components to Environmental Health services: Public Health, Food Safety and Waste Water Compliance

Strategic Outcome

1.1. High quality services and amenities

Community Measures**Outcome**

Food businesses comply with required standard of safety

Measure

Food business inspection compliance rate

3 Year Average

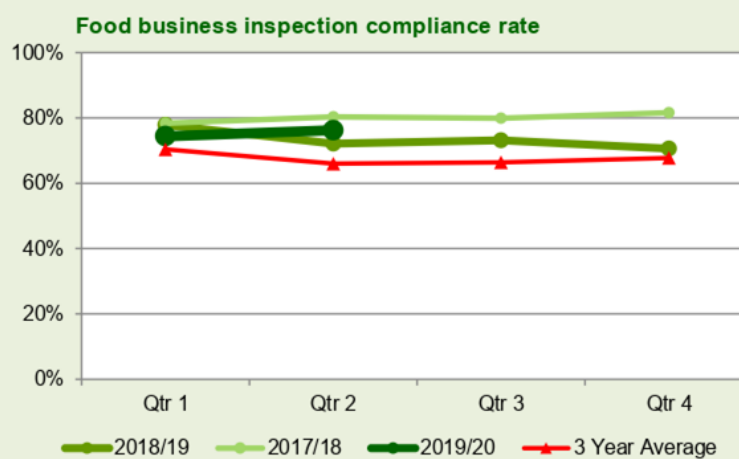
66.01%

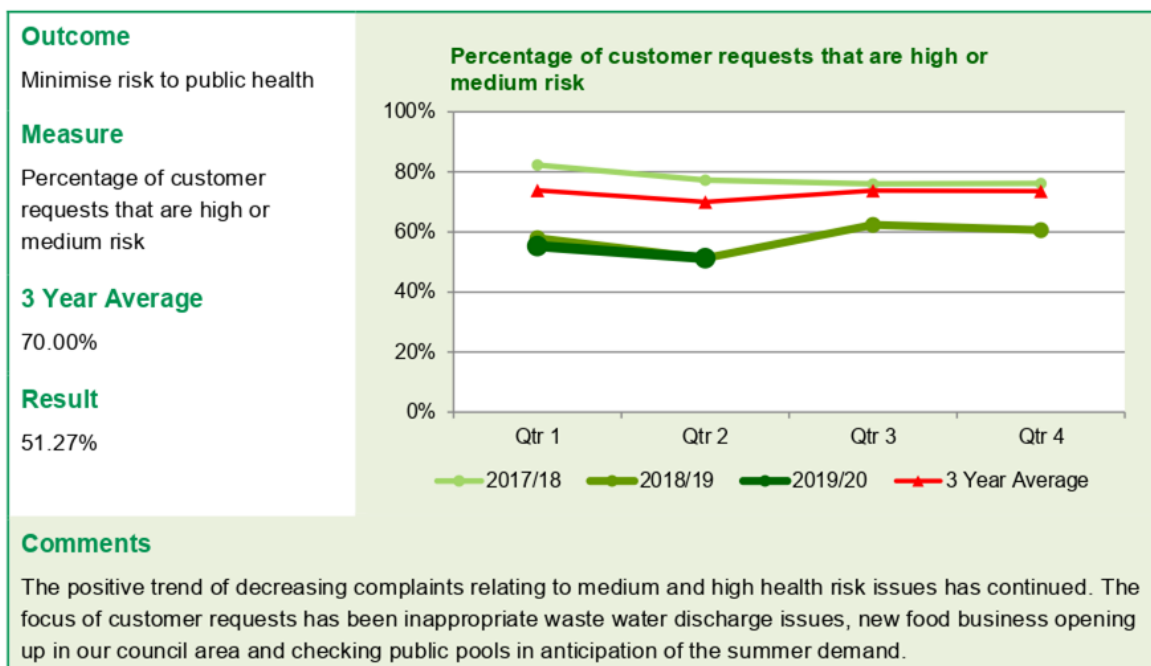
Result

76.23%

Comments

The food inspection compliance rate continues in the mid 70% range, which performs within expectation and aligning to industry standard.





Senior Manager Derek Langman

SERVICE
ENVIRONMENTAL SUSTAINABILITY**COMMUNITY OUTCOME**

To enhance environmental outcomes and protect environmental assets in collaboration with our Community

Strategic Outcome

1.1. High quality services and amenities; 1.3. Working smarter with our community; 1.4. Enhanced city presentation, community pride and reputation; 2.3. Liveable neighbourhoods

Community Measures**Outcome**

Community is actively involved in enhancing the local environment

Measure

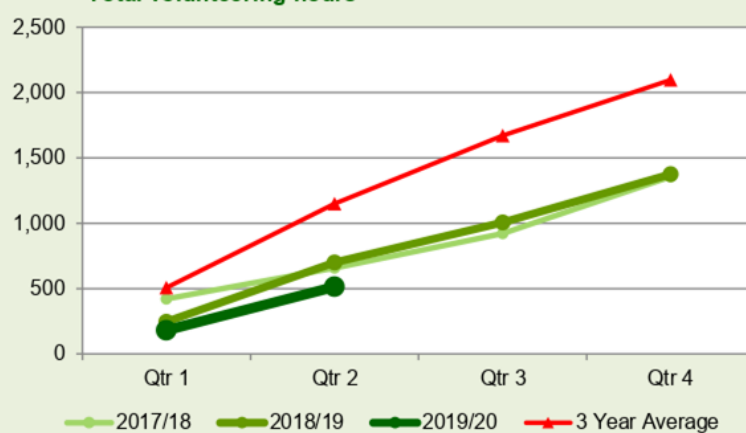
Total volunteering hours

3 Year Average

1150

Result

513

Total volunteering hours**Comments**

Council's biodiversity volunteer numbers are decreasing in the current year, based primarily on the type of work available. Most volunteer work at present is focused on nursery work, seed bank maintenance, and some desktop-based mapping.

Outcome

Community is actively involved in enhancing biodiversity

Measure

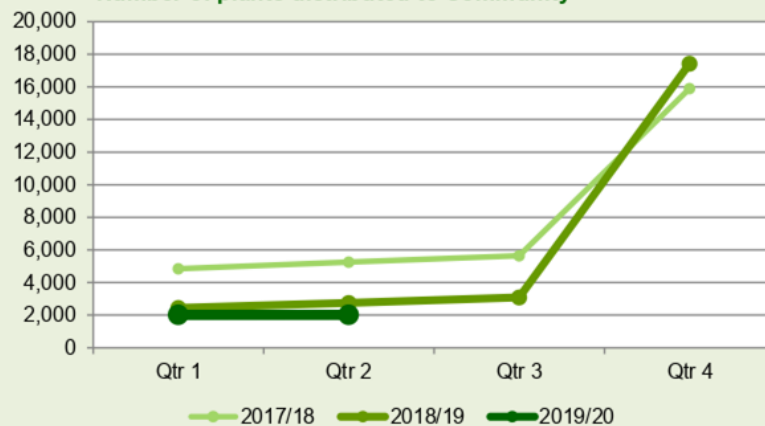
Number of plants distributed to the community

3 Year Average

N/A

Result

2020

Number of plants distributed to Community**Comments**

Plant distributions primarily occur in quarter four each year when Council carries out its 10 plants for \$10 and its Buffers to Bushland programs. These align with the best planting season. Plant distributions incorporate the remainder (or late) collections on the Buffers program, most of which were completed in the previous Financial Year. Plant distribution also includes Citizenship plants.

Outcome

Maintain biodiversity

Measure

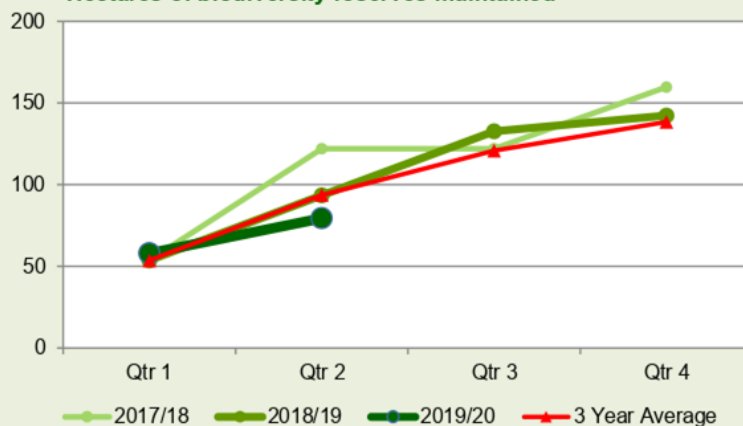
Hectares of biodiversity reserves maintained

3 Year Average

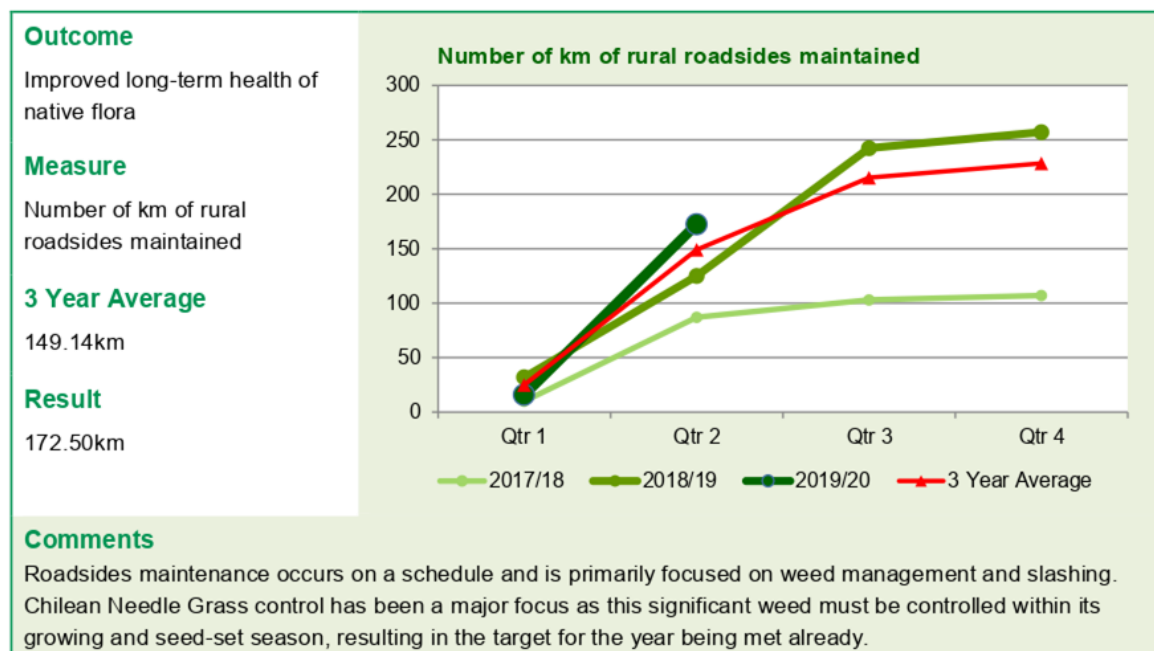
93.56ha

Result

79.40ha

Hectares of biodiversity reserves maintained**Comments**

Biodiversity reserves maintenance continues as expected. Council has been successful in receiving grants to support work along both Adams Creek and Smith Creek, which will see these works commence during the planting season in quarter four.



Senior Manager Derek Langman

SERVICE EVENT MANAGEMENT

COMMUNITY OUTCOME

Provide event management services for events that celebrate and promote the sense of being part of the community

Strategic Outcome

1.4. Enhanced city presentation, community pride and reputation; 5.1. Enhanced community pride and reputation

Community Measures

Outcome

Community actively participates in events that celebrate and promote the city

Measure

Total number of participants

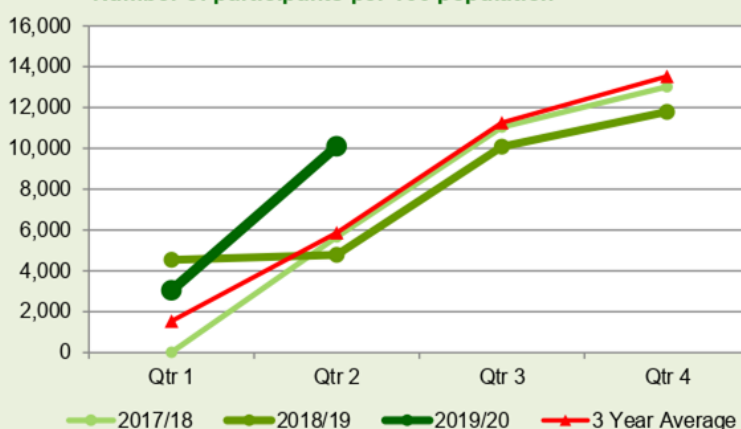
3 Year Average

5870

Result

10,100

Number of participants per 100 population



Comments

Quarter two and three are the most prominent time for events for Council during each year. The Community Carols is traditionally one of the most well attended of the Civic Events calendar, the 2019 Carols being no exception. The event design, entertainment and program contributed to strong attendance numbers with a large crowd of in excess of 3,500 community members in attendance. The event received extremely favourable community feedback across social media platforms and event survey responses.

In addition to the Civic Event program the events team collaborated with the Marketing and Communication team and Northern Sound System to deliver a professional, marketing and engagement event at the RAAF 2019 Air Show. The intent of the event was to showcase both the City of Playford generally and by association Northern Sound System to Defence Force personnel and the general community. The RAAF show attracted approximately 75,000 people with a conservative estimate that the event reached 3000 people directly.

Large numbers of new citizens for conferring continued, with the Department of Immigration processing upward of 600 new citizens which involved a Citizenship ceremony being held for 300 new conferees. The expectation is that the increase in numbers will continue to grow for the foreseeable future.

Senior Manager Lilly Bukva

**SERVICE
GRAFFITI****COMMUNITY OUTCOME**

A clean and attractive city with a reduction in overall visible graffiti. This is achieved by proactively removing graffiti from Council assets and engaging community in graffiti reduction initiatives.

STRATEGIC OUTCOME

1.1. High quality services and amenities; 1.4. Enhanced city presentation, community pride and reputation; 5.1. Enhanced community pride and reputation

Community Measures**Outcome**

Enhanced City presentation, community pride and reputation

Measure

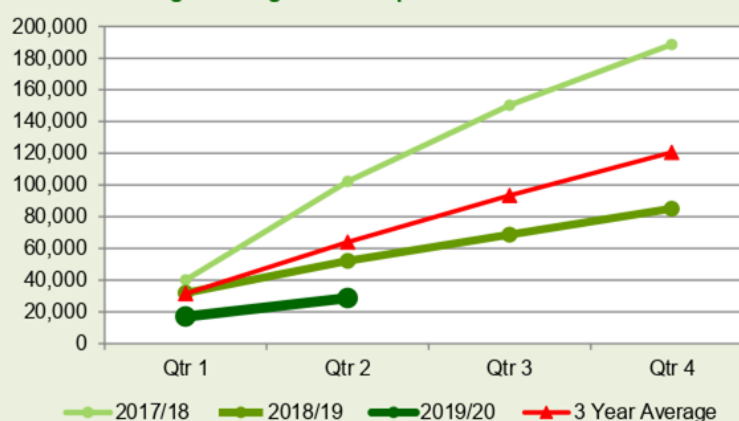
Total graffiti tag removals performed

3 Year Average

64,019

Result

28,702

Total graffiti tag removals performed**Comments**

With 11,678 tag removals, there was an overall decrease in graffiti removed comparable to previous years. This was primarily due to lower employee and volunteer availability. Graffiti removal and areas that have higher visibility to the public were prioritised to Council Assets.

Outcome

Increased Community
involvement in graffiti removal

Measure

Percentage of graffiti tag
removals performed by
volunteers

3 Year Average

21.36%

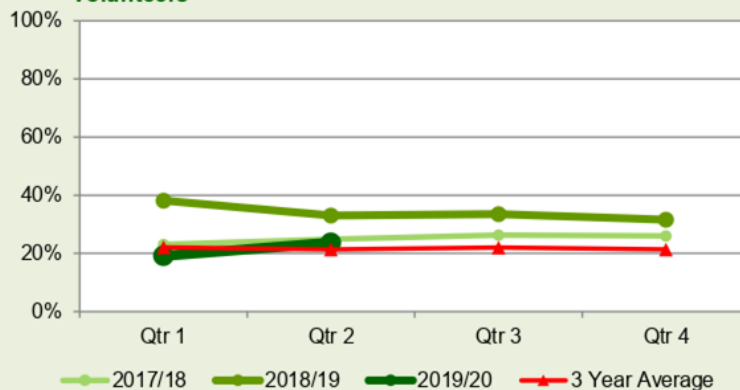
Result

23.68%

Comments

There was an increase in tags removals performed by volunteers and the rate continues to perform above service standard.

Percentage of graffiti tag removals performed by volunteers

**Outcome**

Increased Community
involvement in graffiti removal

Measure

Number of graffiti removal
requests reported by the
Community

3 Year Average

160

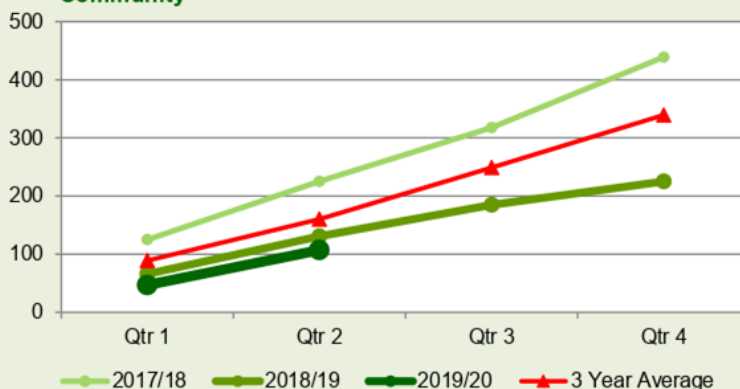
Result

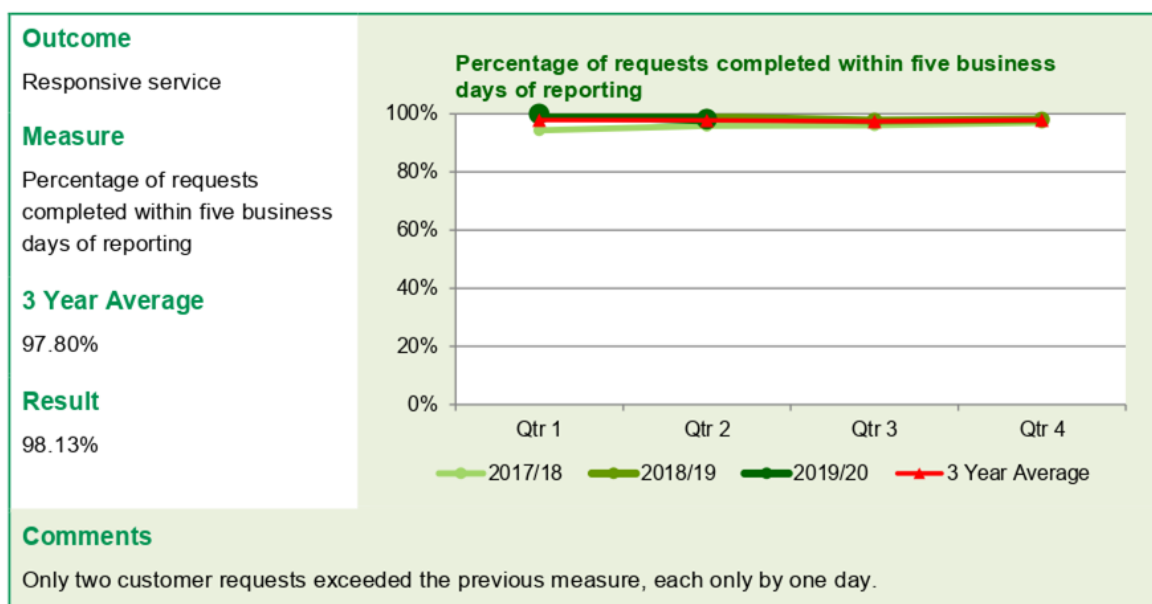
107

Comments

Customer requests' decrease reflects the team's proactive approach of graffiti removal.

Number of graffiti removal requests reported by the Community





Senior Manager Andy Slager

SERVICE
HEALTH INITIATIVES**COMMUNITY OUTCOME**

Support the community to actively participate in maintaining and improving their health and well-being by adopting healthy lifestyle with a focus on healthy eating and physical activity

Strategic Outcome

1.1. High quality services and amenities

Community Measures**Outcome**

Provide healthy and affordable food for the community

Measure

Total number of food packs purchased by the community

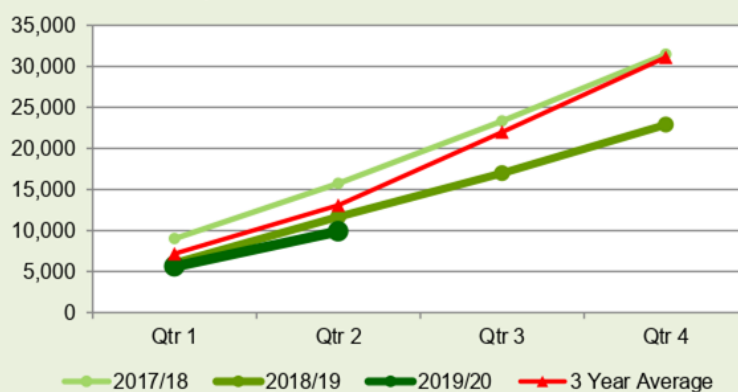
3 Year Average

13,085

Result

9891

Total number of food packs purchased by the community

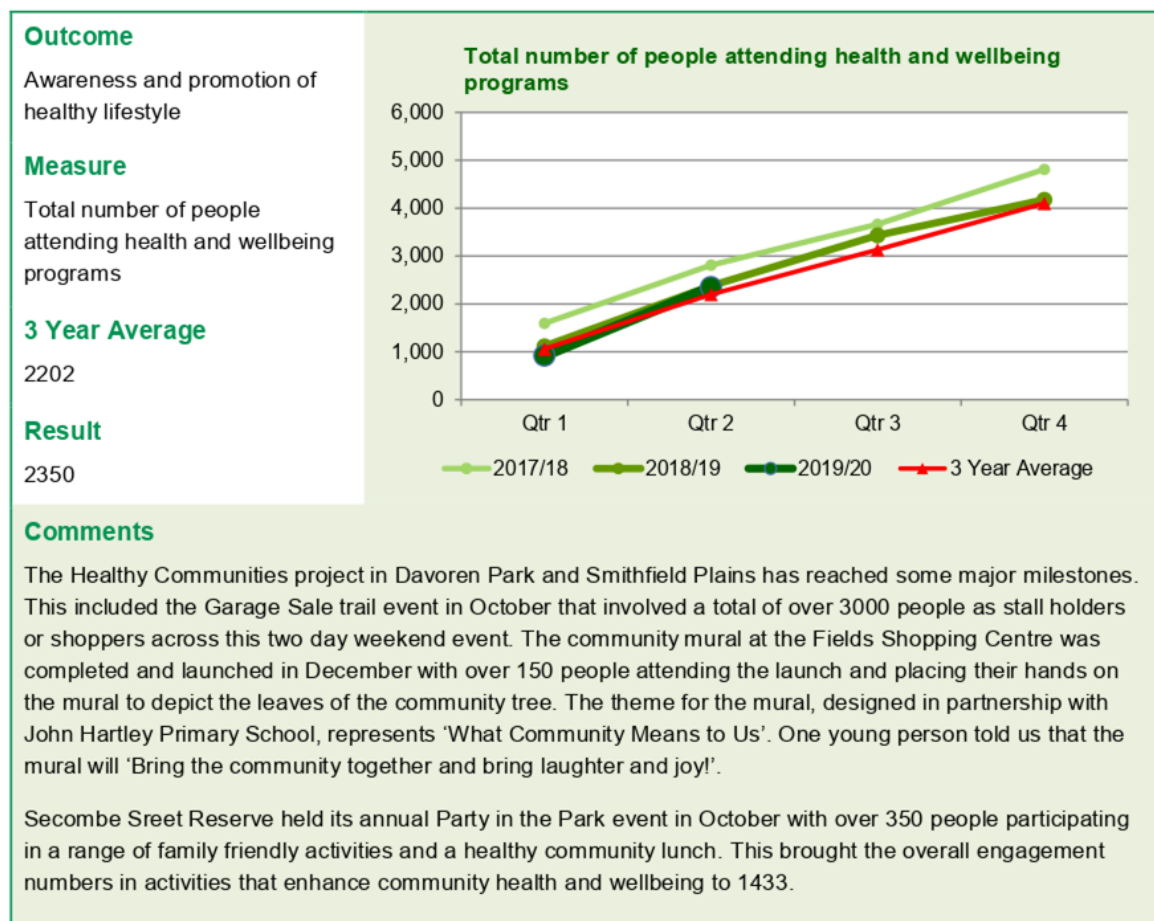
**Comments**

Healthy Food Co. distributed 30 Christmas Hampers that had been paid for in installments prior to the Christmas period making this an affordable way to be prepared for the Christmas period. Two new Easy Meals were launched in October and are selling very well. A total of 4283 Easy Meals were sold this quarter which equates to over 17,000 healthy meals for our customers.

Twenty nine volunteers provided over 2200 hours of valuable time to the operations of the two stores.

Interest in the Precinct Café at Smithfield Plains is also increasing with many regular customers returning weekly for lunch and coffee.

Emergency meal vouchers redeemed in store were down from 91 to 43. This can in part be attributed to some organisations no longer providing this service or providing a reduced level of service.



Senior Manager Rachel Emmott

SERVICE ILLEGAL DUMPING

COMMUNITY OUTCOME

The collection and disposal of illegally dumped rubbish in urban and rural areas throughout the City

Strategic Outcome

1.1. High quality services and amenities

Community Measures

Outcome

Responsive Service

Measure

Percentage of illegally dumped rubbish work orders actioned within 10 business days

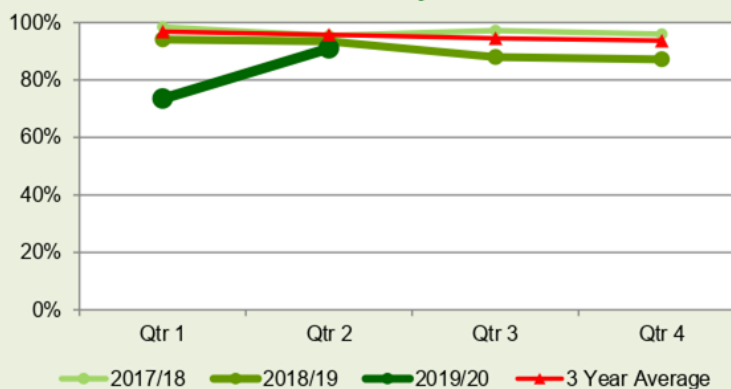
3 Year Average

95.77%

Result

90.99%

Percentage of illegally dumped rubbish work orders actioned within ten business days



Comments

The previous quarter's workflow issues have mostly now been rectified showing a strong recovery in the adherence to the 10-day service standard.

Outcome

Responsive Service

Measure

Percentage of work orders generated from a customer request

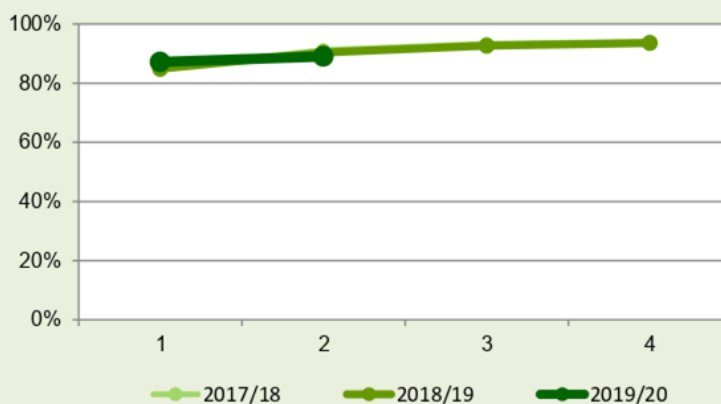
3 Year Average

N/A

Result

89%

Percentage of work orders generated from a customer request



Comments

Results have performed at par with previous years.

Outcome

Responsive Service

Measure

Number of maintenance hours recorded in the work order system

3 Year Average

N/A

Result

2936.44

Number of maintenance hours recorded in the work order system



Comments

Logged hours performed at par with previous years.

Senior Manager Andy Slager

SERVICE
IMMUNISATION**COMMUNITY OUTCOME**

Provision of immunisation services to minimise the incidence of vaccine preventable diseases. Four components for Immunisation: School, New Arrival Refugee Immunisation (NARI), Public and Business Services

Strategic Outcome

1.1. High quality services and amenities; 5.2. Healthy and socially connected community

Community Measures**Outcome**

Reduce incidences of communicable disease

Measure

Number of outbreaks of immunisable communicable disease

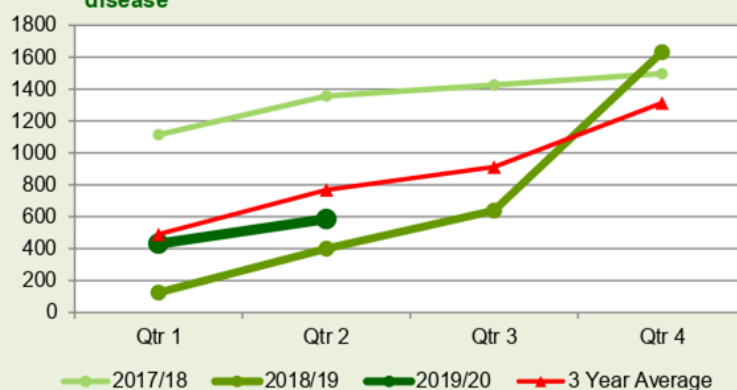
3 Year Average

769

Result

586

Number of outbreaks of immunisable communicable disease

**Comments**

The higher than average incidents in 2019/20 are due to the influenza season that saw a high number of outbreaks early in the year.

Communicable disease outbreaks are primarily influenza and chicken pox. However, there is a somewhat high number of rotavirus infections, which has a vaccine available. This may be a seasonal fluctuation so it will continue to be monitored.

Outcome

Increase immunisation rate for teenagers

Measure

Number of year 8 students immunised by Playford Immunisation Service

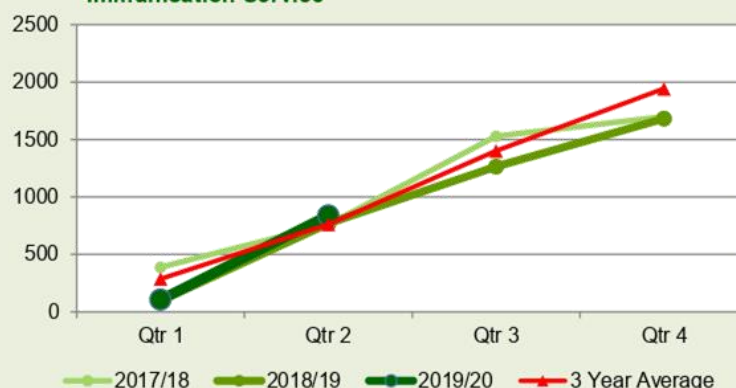
3 Year Average

764

Result

840

Number of Year 8 students immunised by Council's Immunisation Service

**Comments**

There is a nine per cent increase in the number of year 8 students immunised by the council's immunisation team compared to the same period last year.

According to the change in the National Vaccination Schedules school immunisations are also provided for year 10 and 11 students. The immunisation team administered vaccinations to 1116 school students in total. This represents a yearly 32 per cent increase.

Outcome

Utilisation of Council's Immunisation Service

Measure

Number of clients attending Council's Immunisation Service

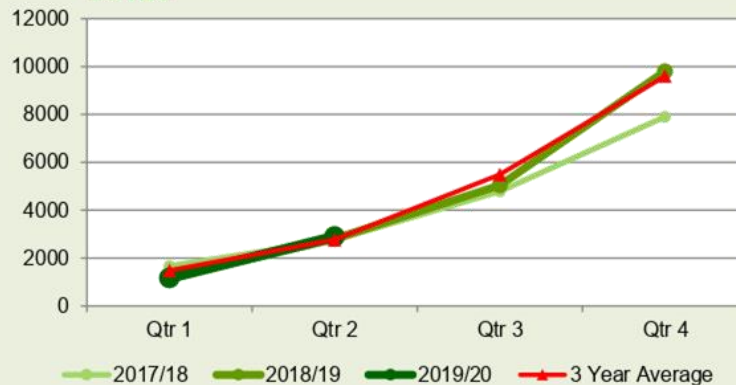
3 Year Average

2765

Result

2896

Number of clients attending Playford's immunisation service

**Comments**

The immunisation service covers local businesses, schools, new arrivals and public clinics. The service access has seasonal variations with quarter two and three generally being at lower usage rates. Overall the service continues on track at almost 2900 people serviced since the start of the financial year.

Senior Manager Derek Langman

SERVICE

KERBSIDE WASTE

COMMUNITY OUTCOME

To maintain public health, we provide our community with the ability to dispose of waste in an environmentally responsible manner. The kerbside waste management service includes household waste, recycling, green organics and hard waste.

Strategic Outcome

2.2. Enhanced city presentation, community pride and reputation; 1.4. Enhanced city presentation, community pride and reputation; 1.1. High quality services and amenities; 5.1. Enhanced community pride and reputation

Community Measures

Outcome

Environmental Responsibility

Measure

Diversion rate away from landfill

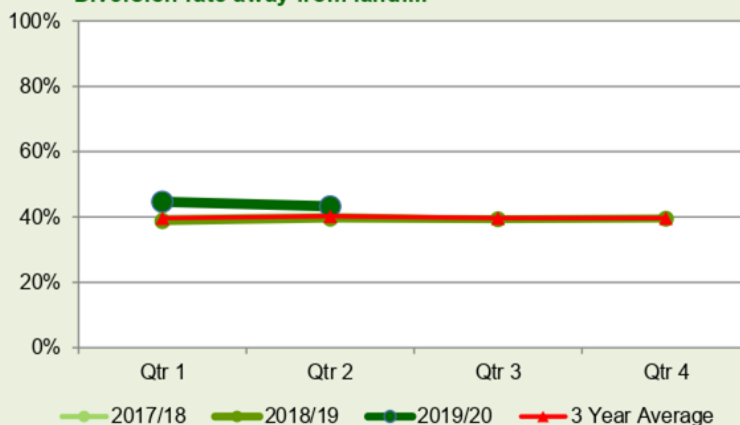
3 Year Average

40.27%

Result

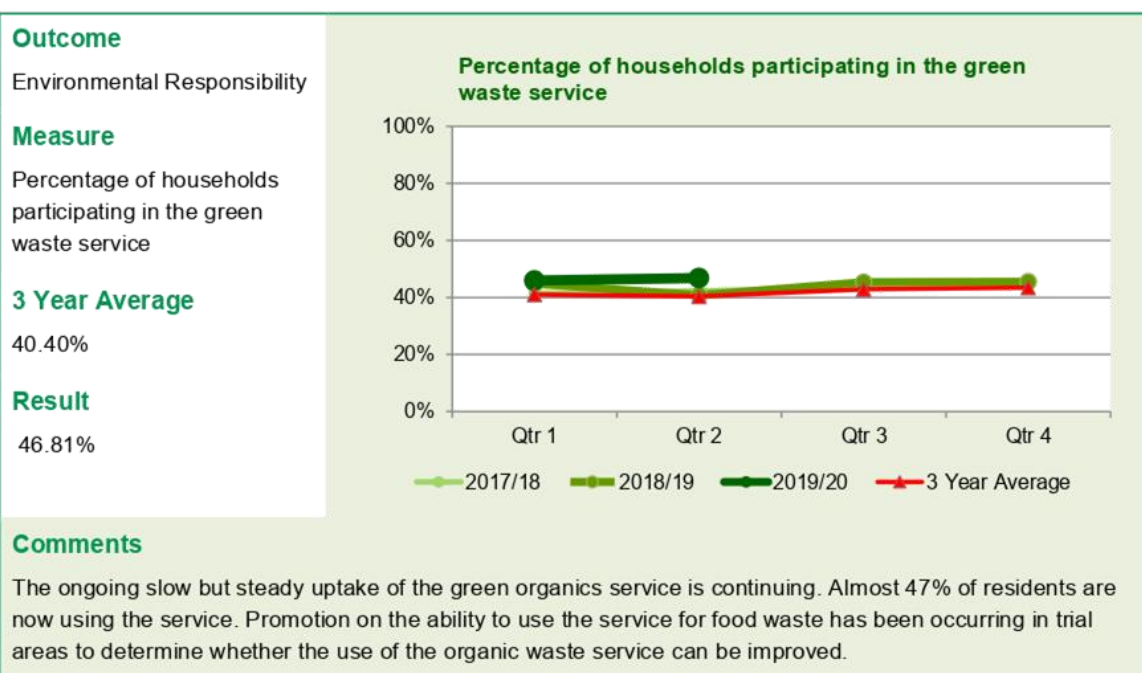
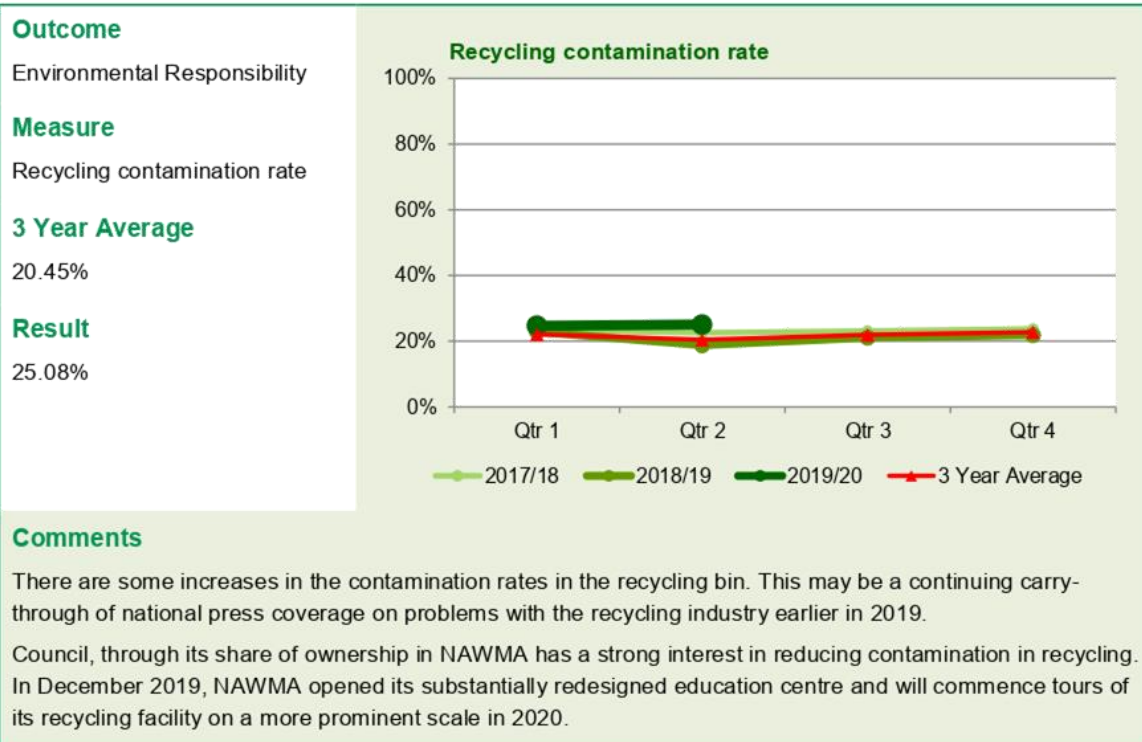
43.26%

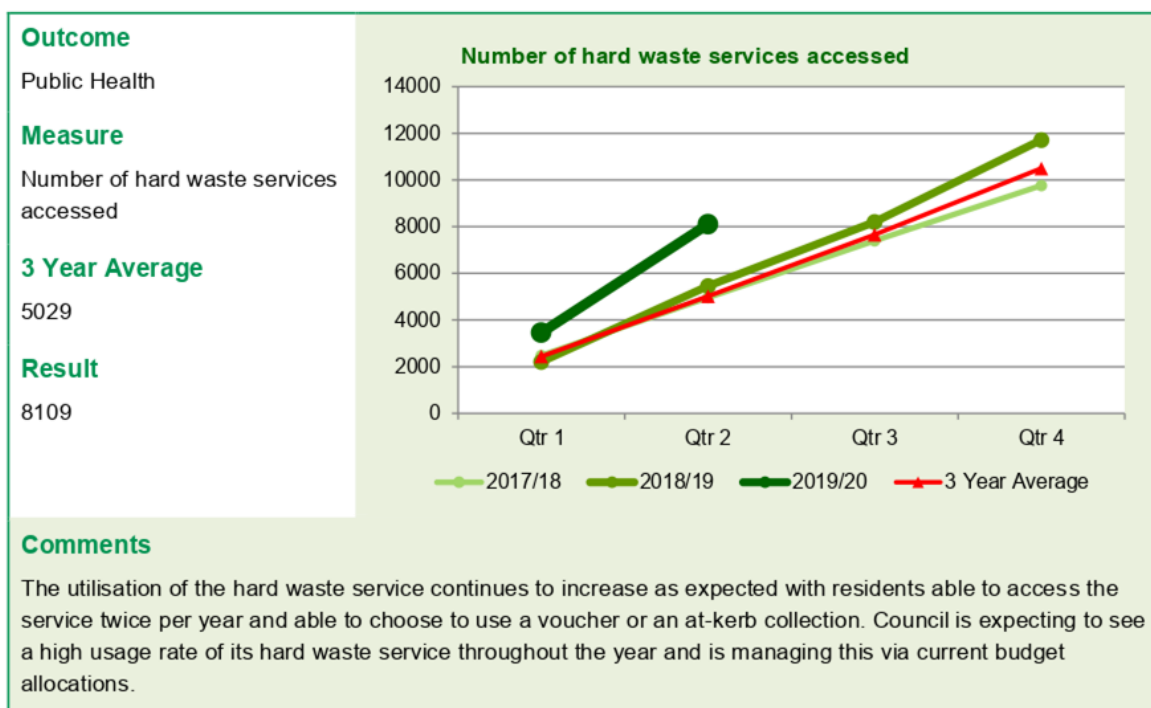
Diversion rate away from landfill



Comments

The diversion rate has decreased in a potentially worrying trend. While the diversion rate continues to be higher than in previous years this is a concerning issue that Council will continue to monitor and work with NAWMA on.





Senior Manager Derek Langman

**SERVICE
LIBRARY****COMMUNITY OUTCOME**

The Library Service provides access to information, technology, educational programs, cultural engagement, local history, social interactions, entertainment and leisure to the local and state communities.

Strategic Outcome

1.1. High quality services and amenities

Community Measures**Outcome**

Access to information

Measure

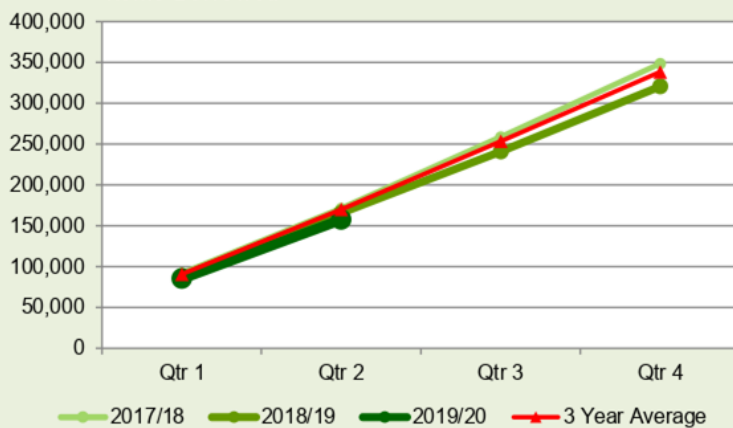
Items borrowed

3 Year Average

170,081

Result

157,354

Items Borrowed**Comments**

The number of items borrowed is comparable to previous years.

Outcome

Access to Information

Measure

Visits

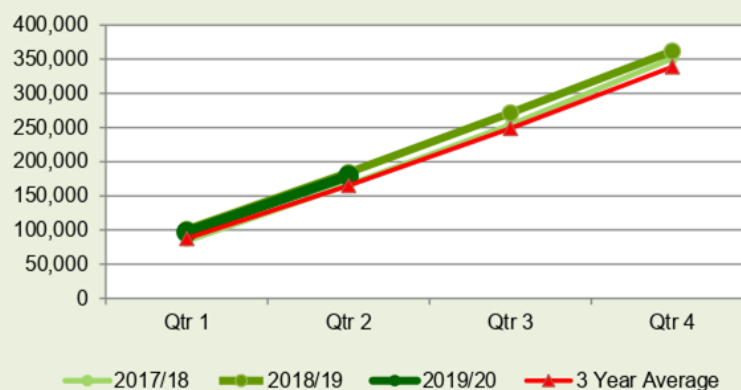
3 Year Average

165,304

Result

179,231

Visits



Comments

Visitations are consistent with previous years.

Outcome

Access to technology

Measure

Active membership

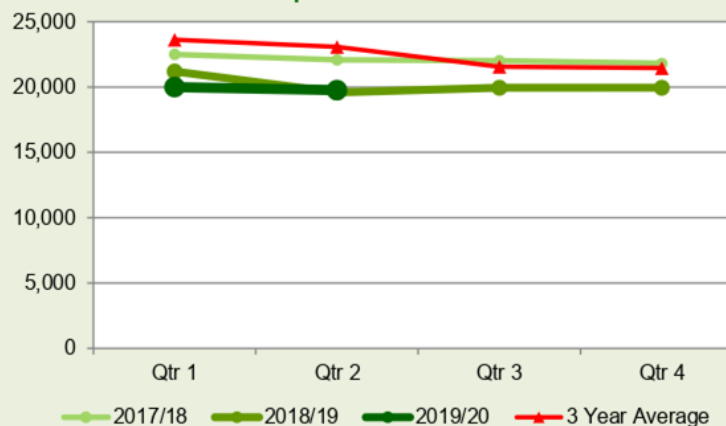
3 Year Average

23,073

Result

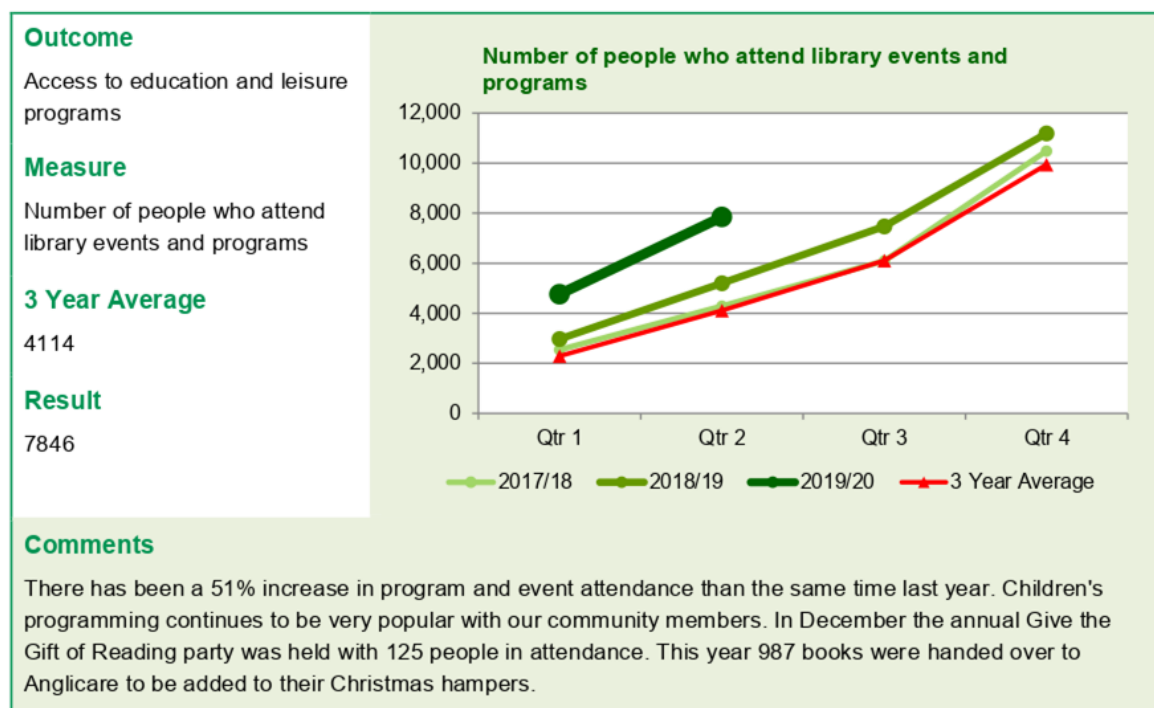
19,762

Active Memberships



Comments

There has been a slight increase in active memberships compared to the same time last year.



Senior Manager Gareth Dunne

SERVICE

PARKS AND RESERVES

COMMUNITY OUTCOME

Parks and reserves provide opportunities for social interaction and physical activity, which contribute to mental and physical benefits and positively impacts on the health and wellbeing of Playford residents and visitors

Strategic Outcome

1.1. High quality services and amenities; 2.2. Enhanced city presentation, community pride and reputation

Community Measures

Outcome

Attractive and sustainable
Open Space

Measure

Percentage of work orders
within priority time frame

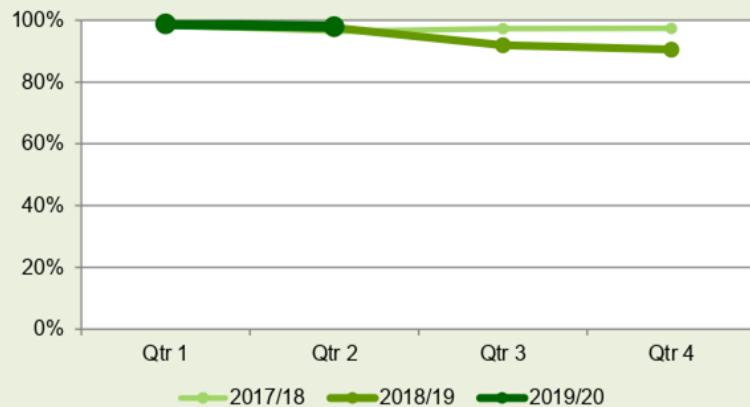
3 Year Average

N/A

Result

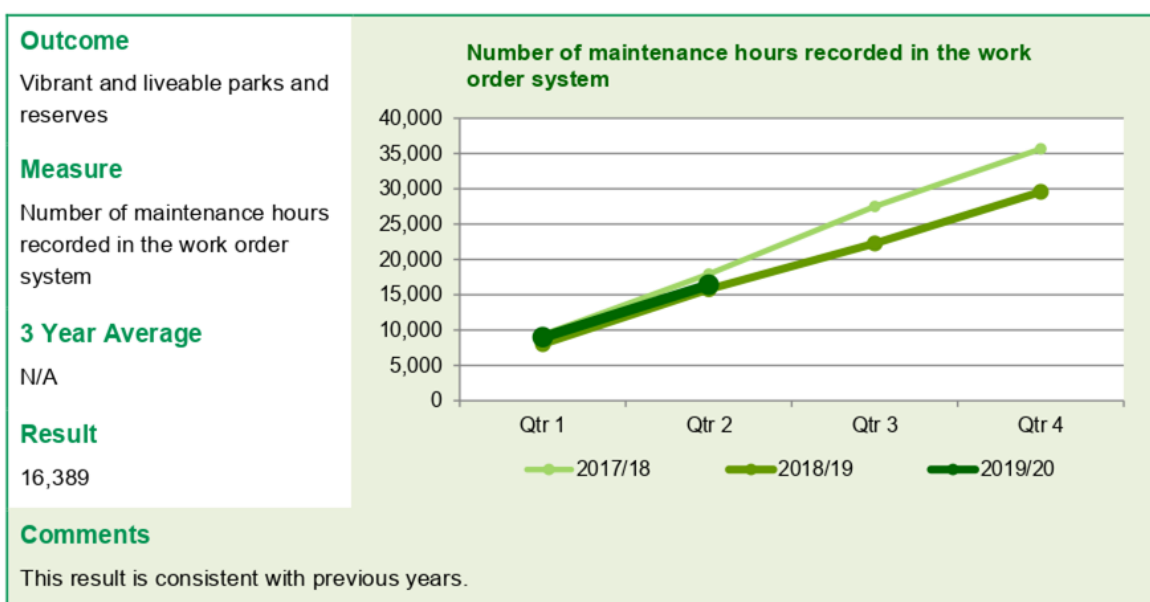
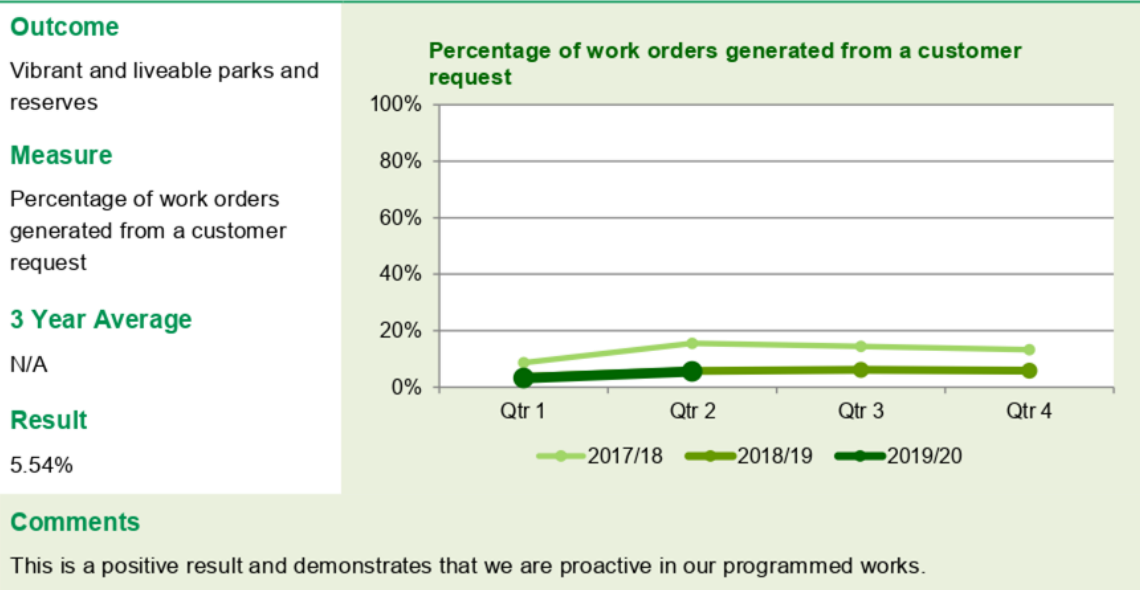
97.90%

Percentage of work orders within priority time frame



Comments

Works orders performed at par with previous performances.



Senior Manager Andy Slager

SERVICE
RAPID RESPONSE**COMMUNITY OUTCOME**

A rapid response to urgent situations that represent an immediate risk to our community in a public space. The primary objective is to make the situation safe. Work may then be referred to other teams to be completed.

Strategic Outcome

1.1. High quality services and amenities; 1.4. Enhanced city presentation, community pride and reputation

Community Measures**Outcome**

Make safe in timely fashion

Measure

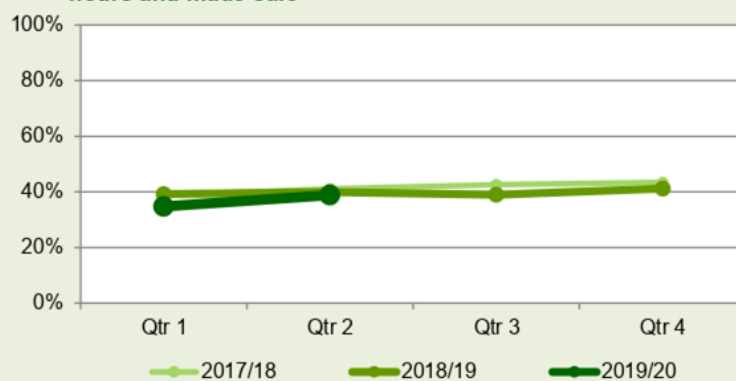
Percentage of work orders that are actioned to make safe within 24 hours

3 Year Average

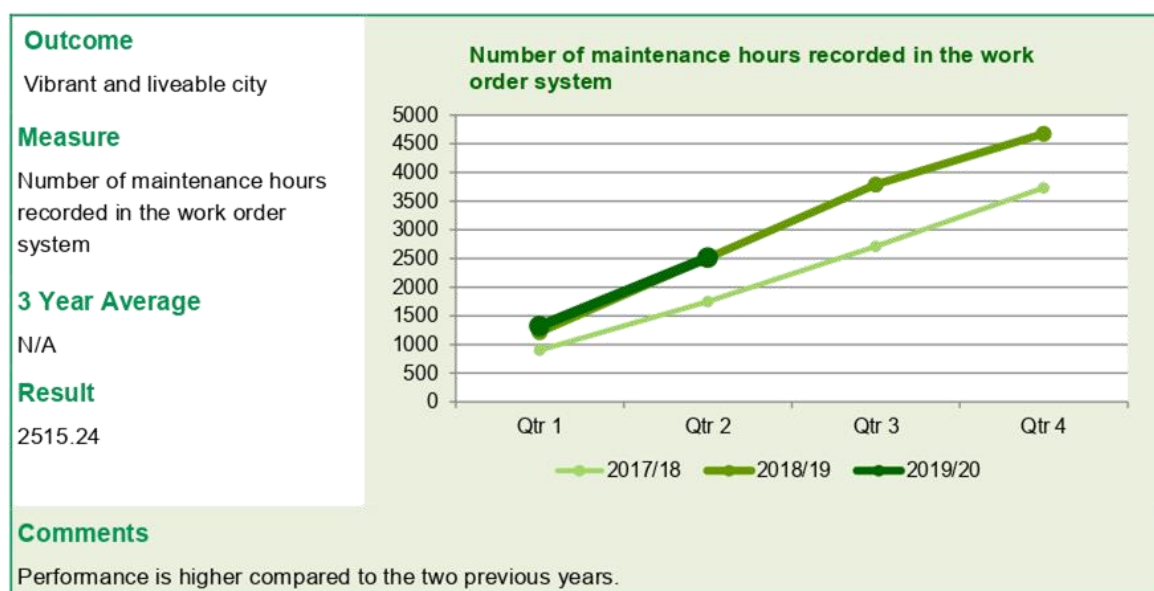
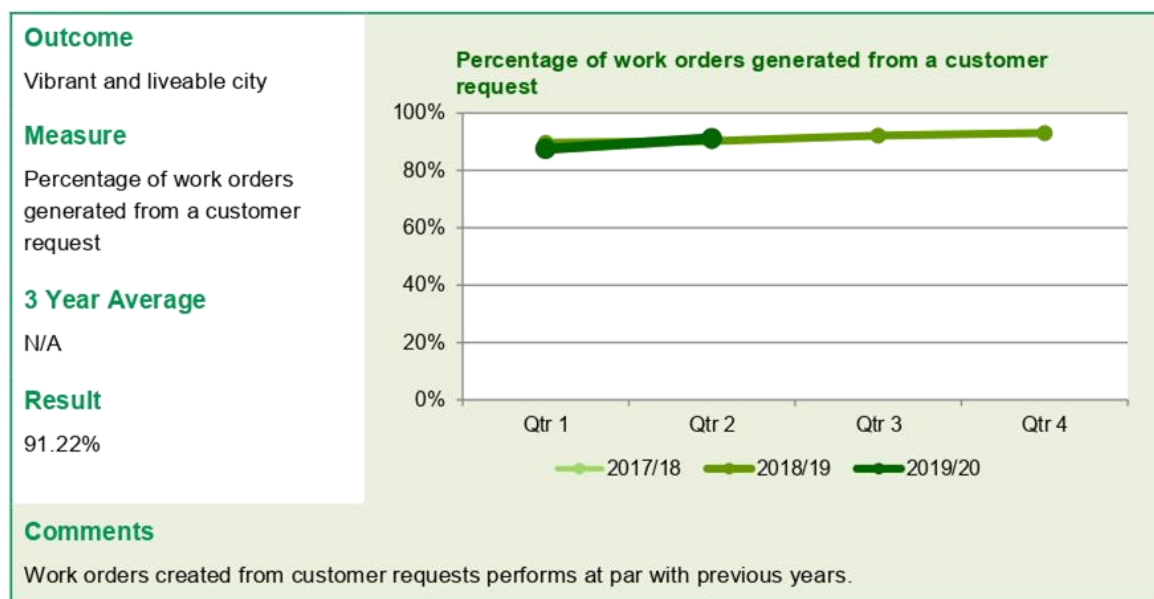
N/A

Result

38.83%

Reported risks to residents are responded to within 24 hours and made safe**Comments**

Thirty nine per cent of all requests were completed within the 24 hours. Staff availability has affected our response times.



Senior Manager Andy Slager

SERVICE
REGULATORY SERVICES**COMMUNITY OUTCOME**

Enhance the quality of life of our community by maintaining several key regulatory requirements to minimise the risk to public safety

Strategic Outcome

1.1. High quality services and amenities

Community Measures**Outcome**

Responsible Management of animals by the community

Measure

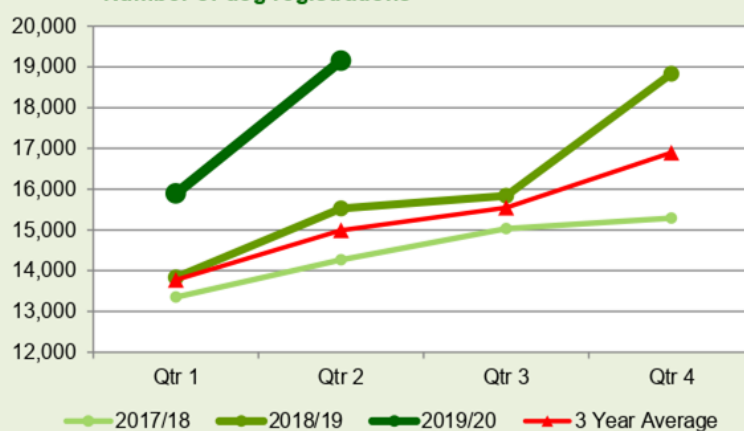
Number of dog registrations

3 Year Average

14,989

Result

19,150

Number of dog registrations**Comments**

Animal identification and the importance of responsible animal ownership is being received well by the community. The consistent rise in animal registrations is a result of proactive positive messaging by the Regulatory Services team. Further dog registration door knocking will continue to ensure that the positive messaging and results continue.

Outcome

Responsible management of animals by the community

Measure

Returned dog to owner rate (number returned to owner per total dogs seized)

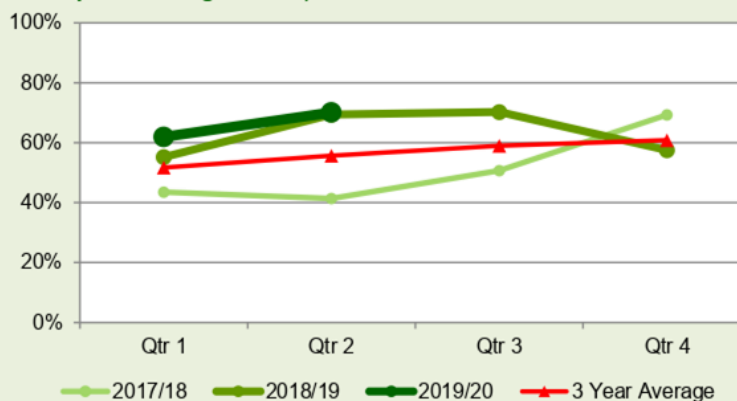
3 Year Average

55.67%

Result

70.09%

Returned dog to owner rate (number released to owner per total dogs seized)

**Comments**

The return to owner rate has surpassed the three year average. This result is achieved due the accumulation of consistent dog identification and responsible animal ownership messaging. Further dog registration door knocking will continue to ensure that the positive messaging and results continue.

Outcome

Risk of fire reduced for the community

Measure

Number of fire prevention second notices issued

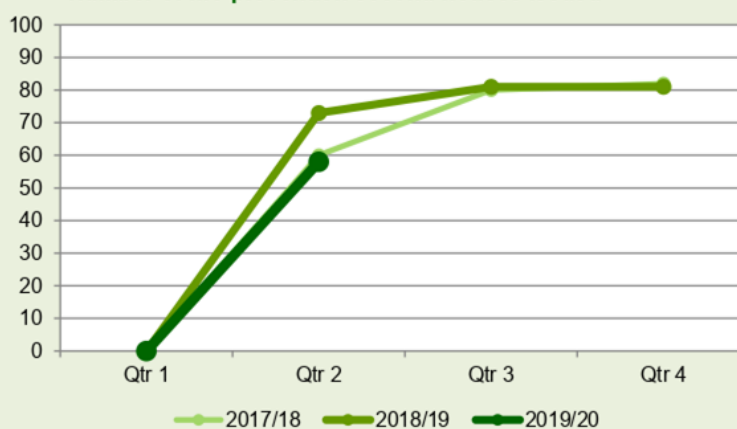
3 Year Average

N/A

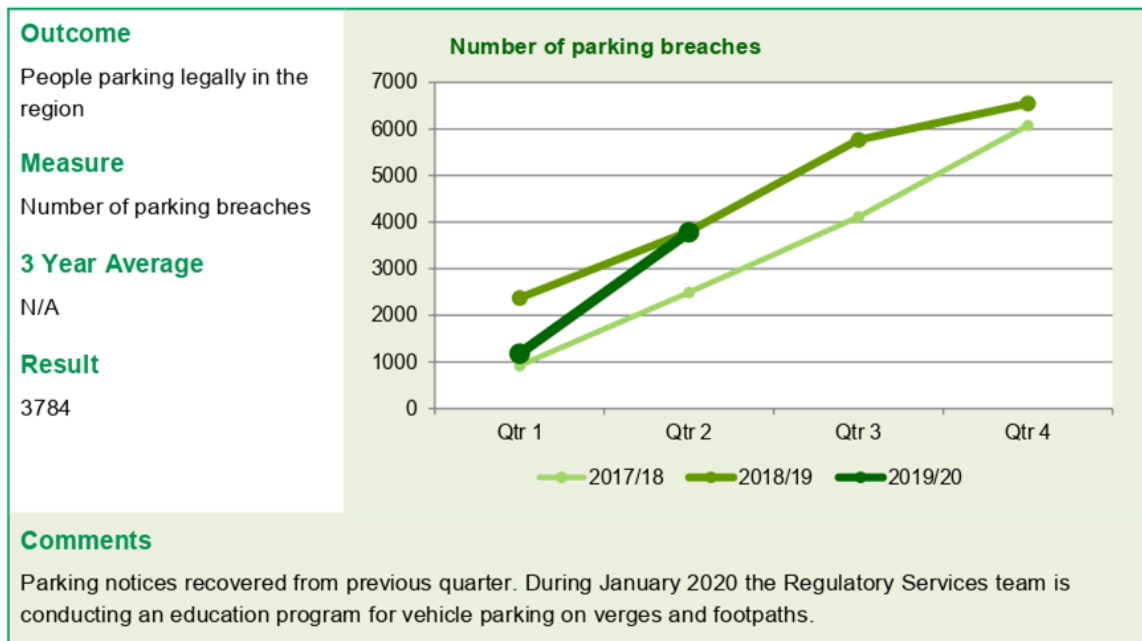
Result

58

Number of fire prevention second notices issued

**Comments**

This year so far has seen the lowest number of first notices issued. The lower than expected second notices is explained by this. This is an area where we would like the trend of lower notices being issued to continue. Hotter than normal temperatures and constant messaging from the CFS may be assisting with land and home owners realising the importance of fire prevention.



Senior Manager Derek Langman

SERVICE
RURAL STREETSCAPE**COMMUNITY OUTCOME**

A programmed, proactive approach to undertake regular road maintenance in rural areas, based on risk. This is to enable a safe and connected community.

Strategic Outcome

1.1. High quality services and amenities; 1.2. Improved service delivery; 1.4. Enhanced city presentation, community pride and reputation; 2.2. Enhanced city presentation, community pride and reputation

Community Measures**Outcome**

Provide safe and suitable rural streetscape

Measure

Percentage of work orders completed within priority time frame

3 Year Average

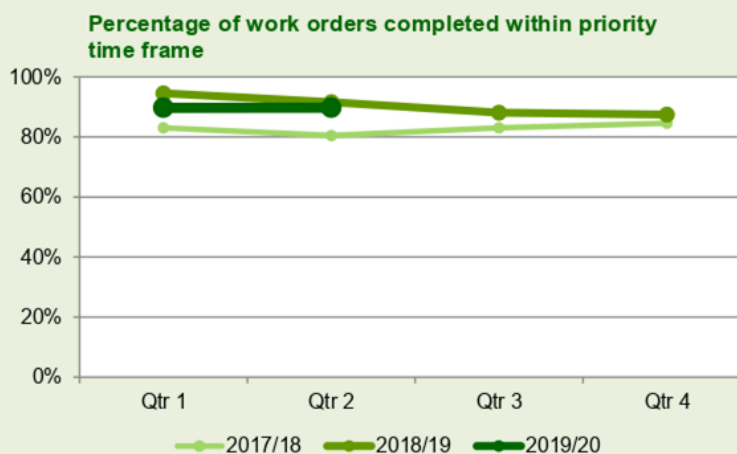
N/A

Result

89.74%

Comments

This period has seen sustained performance at 89% compared to 91% to the same time last financial year.



Outcome

Provide safe and suitable rural streetscape

Measure

Percentage of work orders generated from a customer request

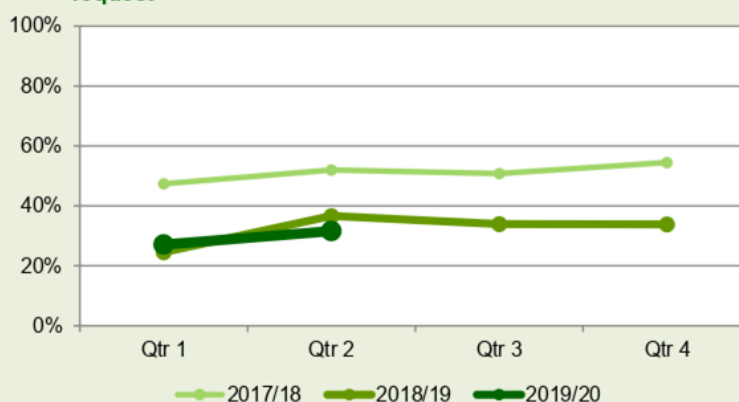
3 Year Average

N/A

Result

32%

Percentage of work orders generated from a customer request

**Comments**

There has been strong performance in this space again with only 32% of work orders being generated from a customer request. This indicates that we are identifying work before the customer feels the need to contact Council.

Outcome

Financially efficient service provision

Measure

Number of maintenance hours recorded in the work order system

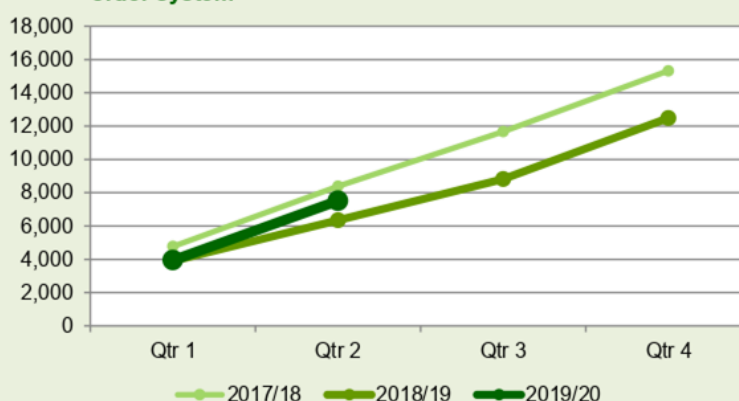
3 Year Average

N/A

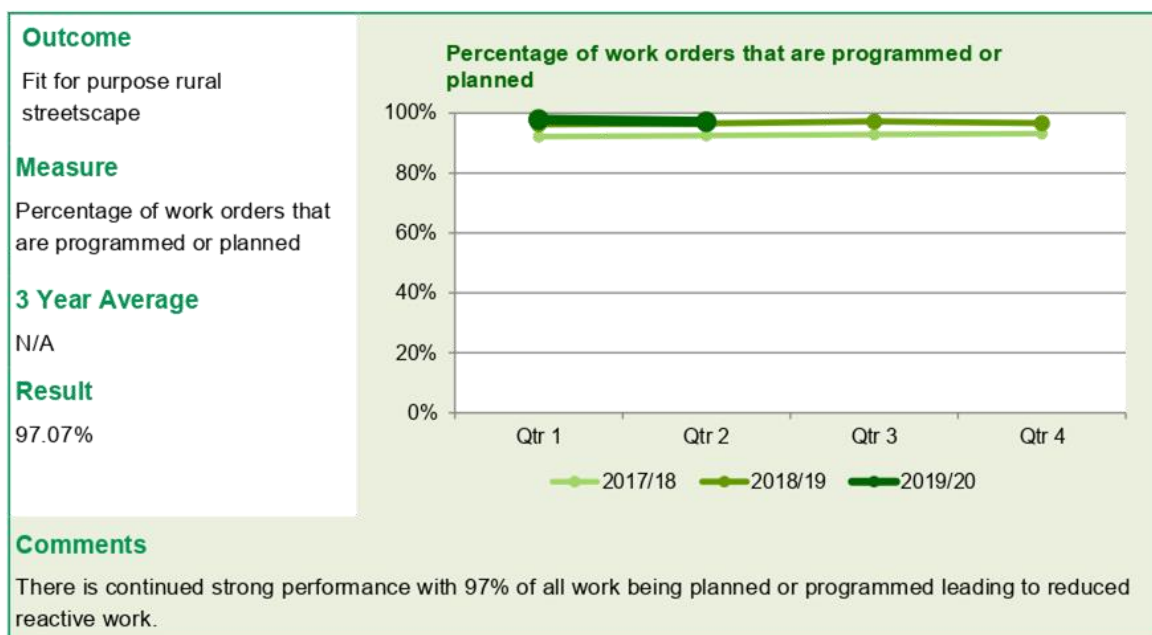
Result

7510.23

Number of maintenance hours recorded in the work order system

**Comments**

Maintenance hours logged against Rural Streetscapes performs at par with previous years.



Senior Manager Andy Slager

SERVICE

SPORTSFIELD MAINTENANCE

COMMUNITY OUTCOME

The service provides fit for purpose sportsfields and furnishings that offer an opportunity for the community to engage and participate in sporting activities and a healthy lifestyle.

Strategic Outcome

1.1. High quality services and amenities; 1.4. Enhanced city presentation, community pride and reputation; 5.3. Access to elite sporting facilities; 5.2. Healthy and socially connected community

Community Measures

Outcome

Fit for purpose sports fields

Measure

Percentage of work orders completed within priority time frame

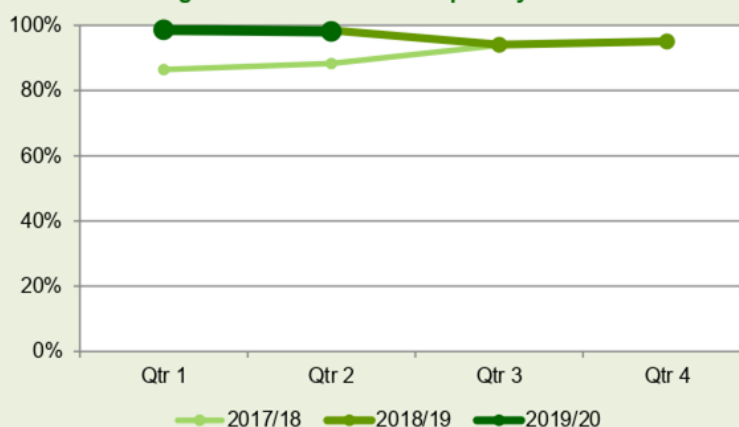
3 Year Average

N/A

Result

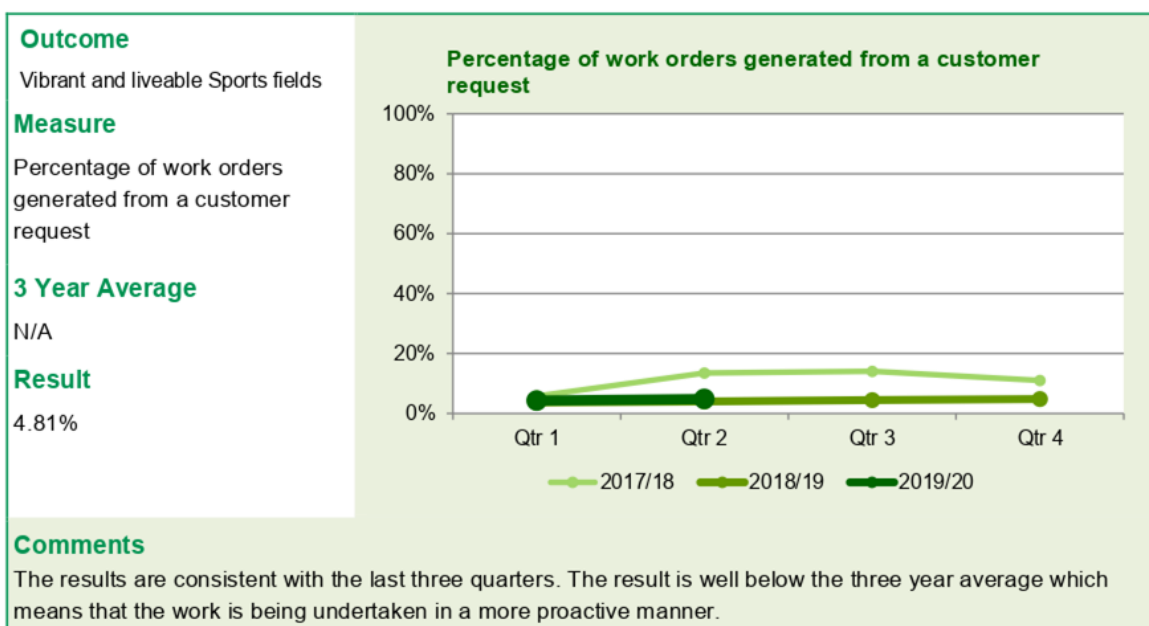
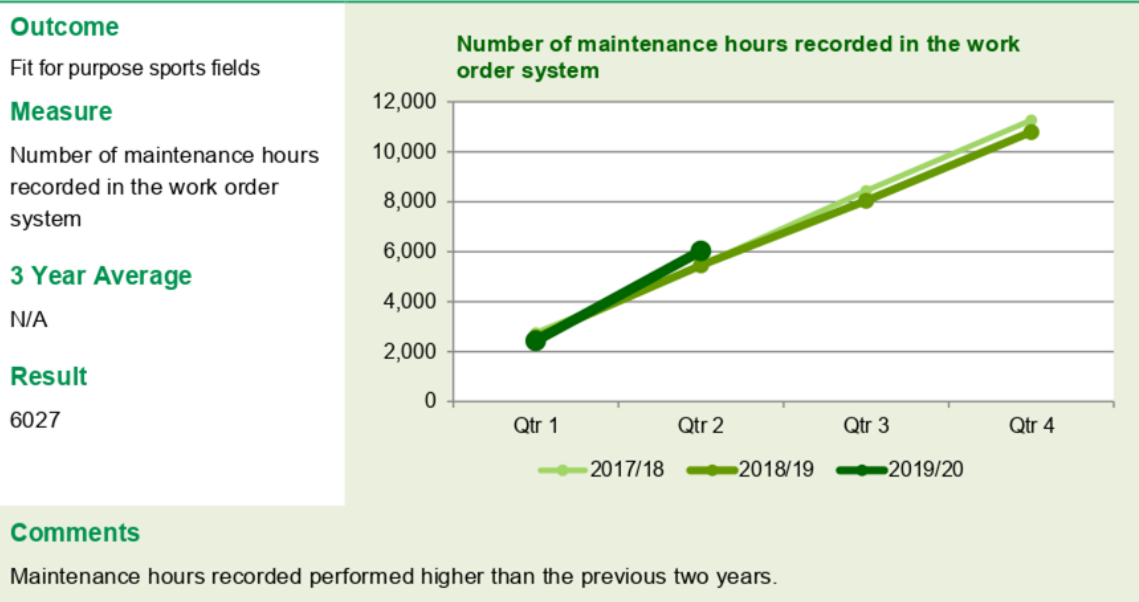
98.12%

Percentage of work orders within priority time frame



Comments

A pleasing result with 98.12% of work completed within the priority timeframe.



Senior Manager Andy Slager

SERVICE TREE SERVICES

COMMUNITY OUTCOME

Trees within the council area are well maintained which contributes to mental and physical benefits and positively impacts on health and wellbeing of Playford residents and visitors.

Strategic Outcome

1.1. High quality services and amenities; 1.4. Enhanced City presentation, community pride and reputation

Community Measures

Outcome

Responsive Service

Measure

Percentage of tree services work orders that are actioned to make safe within 24 hours

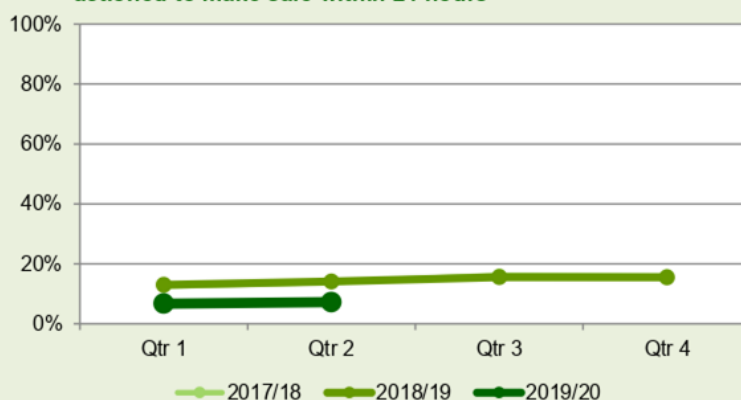
3 Year Average

N/A

Result

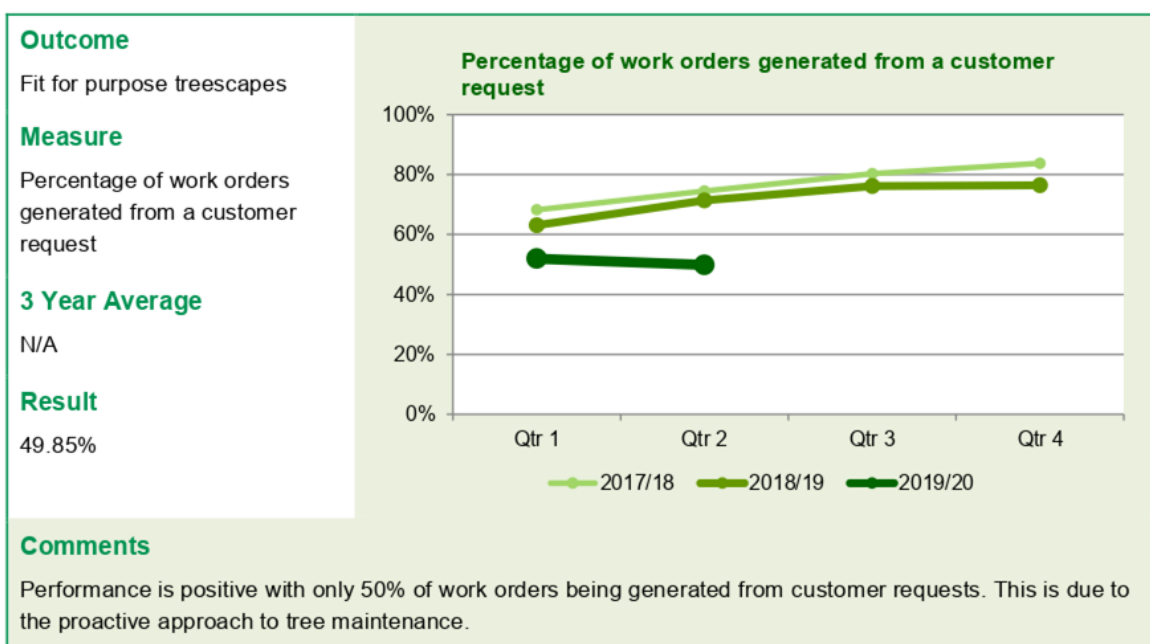
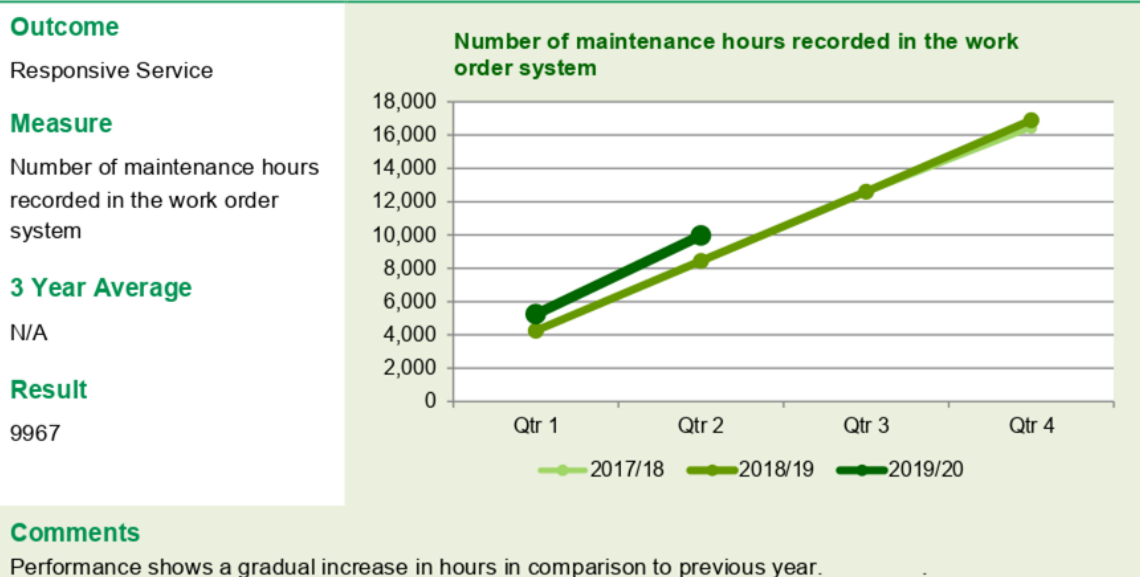
7.22%

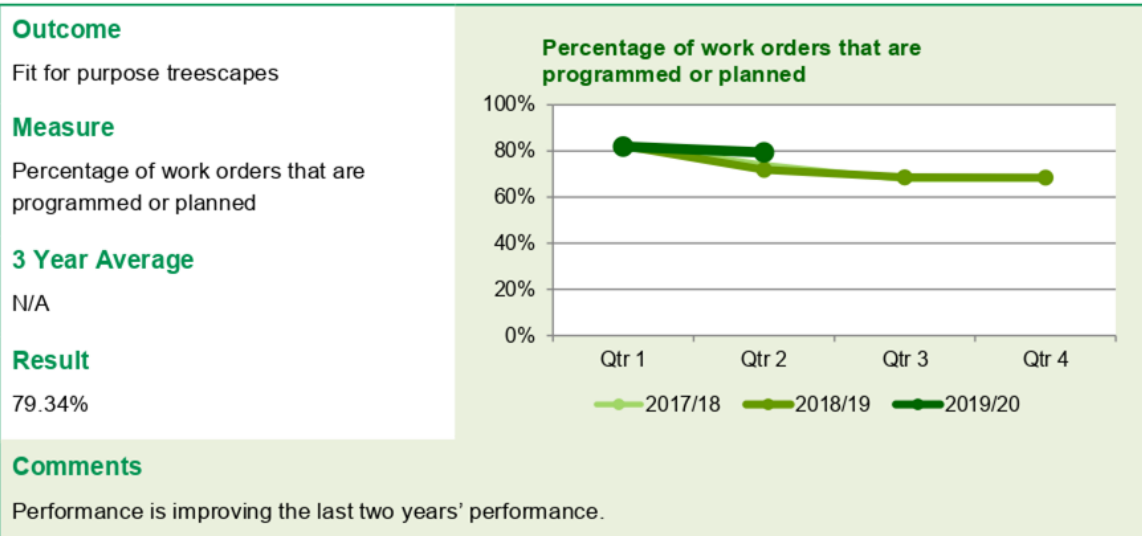
Percentage of tree services work orders that are actioned to make safe within 24 hours



Comments

Programming of tasks has seen a reduction of hazardous work orders.





Senior Manager Andy Slager

SERVICE
URBAN STREETSCAPE**COMMUNITY OUTCOME**

Streetscape is the term given to the collective appearance and usage of all footpaths, pedestrian zones, verges, kerbs, signage, roads, gardens and trees along a street. Safety and City presentation is achieved by providing safe pedestrian access, a safe orderly urban road network and improved appearance of street frontages.

Strategic Outcome

1.1. High quality services and amenities; 1.2. Improved service delivery; 1.4. Enhanced city presentation, community pride and reputation; 2.2. Enhanced city presentation, community pride and reputation; 2.3. Livable neighbourhoods

Community Measures**Outcome**

Provide safe and suitable urban streetscape

Measure

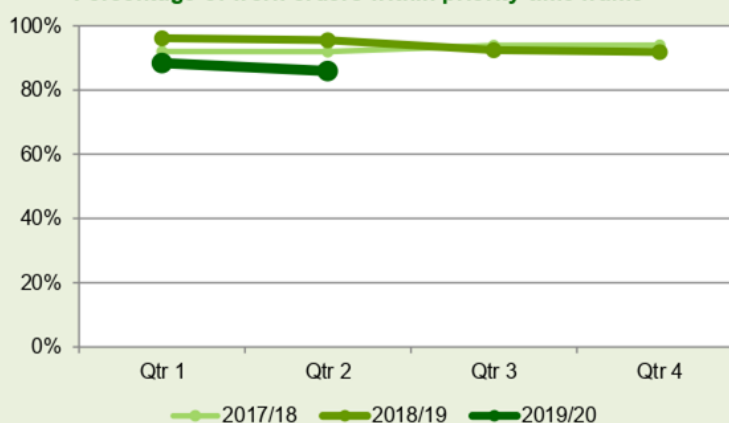
Percentage of work orders within priority time frame

3 Year Average

N/A

Result

85.89%

Percentage of work orders within priority time frame**Comments**

The completion of tasks within the work order timeframe decreased and will be monitored to understand the reasons why this has happened.

Outcome

Provide safe and suitable urban streetscape

Measure

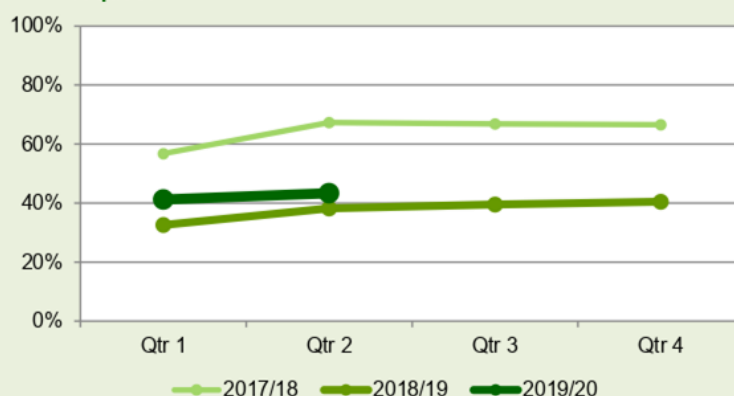
Percentage of work orders generated from a customer request

3 Year Average

N/A

Result

43.34%

Percentage of work orders generated from a customer request**Comments**

Percentage remains on par with last year due to Council's proactive approach to maintenance.

Outcome

Financially efficient service provision

Measure

Number of maintenance hours recorded in the work order system

3 Year Average

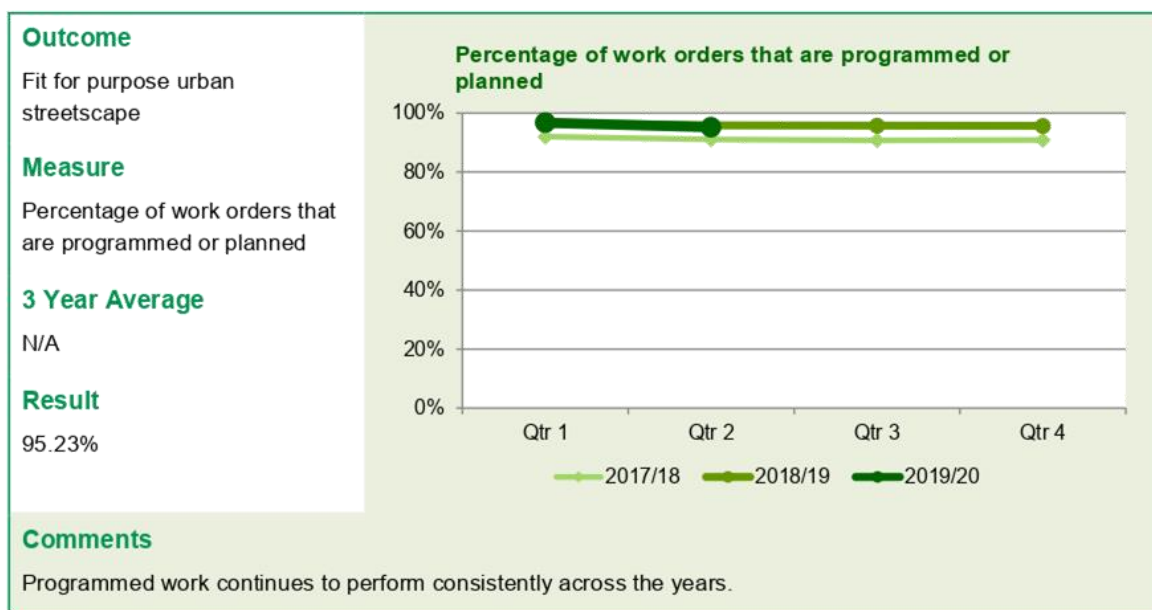
N/A

Result

19,978.38

Number of maintenance hours recorded in the work order system**Comments**

This result is aligned with previous years' performances.



Senior Manager Andy Slager

SERVICE

VOLUNTEER DEVELOPMENT

COMMUNITY OUTCOME

Building strong communities through volunteering and providing a range of resources and services to support volunteering activity

Strategic Outcome

5.1. Enhanced community pride and reputation; 5.2. Healthy and socially connected community; 1.1. High quality services and amenities; 1.2. Improved service delivery

Community Measures

Outcome

Community actively involved in volunteering

Measure

Total number of volunteers formally volunteering in Council

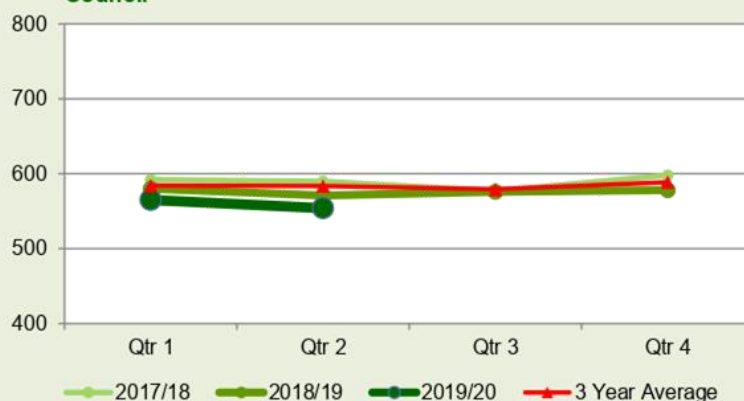
3 Year Average

584

Result

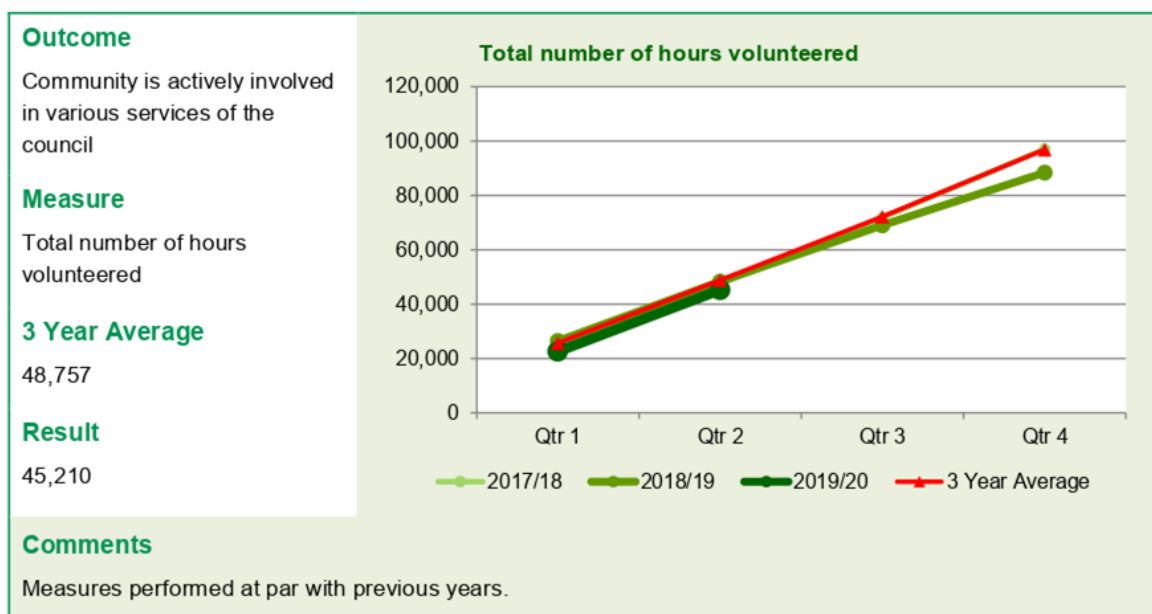
554

Total Number of volunteers formally volunteering in Council



Comments

Total volunteer numbers continue to be slightly down. This is attributed to an increase in the number of people with a Centrelink requirement of 15 hours per week therefore fewer volunteers are required overall. The focus has been on event support with many volunteers involved with the Playford Tennis Tournament, Playford Christmas Pageant, Celebration of Ability, and Grenville Christmas Events. Council volunteers were recognised for their contribution to their respective programs with a Christmas lunch or morning tea.



Senior Manager Rachel Emmott

PROJECT ICT MINOR WORKS

Project Description

This project allows for the provision of new computer hardware and solutions to support the operations of Council's service delivery.

THE LAST QUARTER

Highlights and milestones achieved

- Purchase of a hybrid camera (\$2,563) - This device will enhance the development of quality marketing content to support ongoing campaigns. The purchase of a hybrid camera means it will have dual uses and both, still pictures and film, can be taken simultaneously, rather than having two equipment items for two different outcomes. The current video camera and DSLR camera used to capture events and support marketing campaigns is outdated and low quality to what is currently on the market.

- Creative Industries pilot program ICT Equipment (\$18,212) - Extension of Playford corporate network and GigCity network to the adjacent physical site for staff and the development of a creative co-work area. The cost includes network cabling, network switches and access points.

Total spending - \$20,775.00

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
30	30	

THE NEXT QUARTER

Nil

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5
Not Applicable					

Senior Manager Shayan De Silva

PROJECT SMART WORKING PROGRAM

Project Description

The Smart Working Program focuses on improved community focus and greater operational efficiency through digitisation, mobility and streamlining processes. The program will enable Council to work smarter as it responds to city growth and increasing demand on services. It includes a new website and 24/7 accessible online services, mobilised Environmental Health Officers and outdoor workforce, and improved operational models.

THE LAST QUARTER

Highlights and milestones achieved

The Field Staff Mobility project's Discovery Phase has been completed. The project team are now reviewing the output to recommend the next steps in the project.

The Digital Customer Interface project launched the My Playford mobile application for Android and iOS mobile phones and is progressing towards the final stage of Playford Online Services enhancements.

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
288	288	

THE NEXT QUARTER

Nil

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5
Not Applicable					

Senior Manager Tracy Adams



The Smart Living Program is about Council playing its part to make the City more liveable and more connected. This means that as our older suburbs age and our population and urban footprint expands, we will find innovative ways to renew and 'future proof' the liveability of our neighbourhoods. This also means ensuring our community has access to smart technologies that further add to their quality of life.

Outcomes

- 2.1 Smart development and urban renewal
- 2.2 Enhanced city presentation, community pride and reputation
- 2.3 Liveable neighbourhoods

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program.

The following **services** are currently undertaken in support of the Smart Living Program:

Development Services
Stormwater Network

The following **projects** are undertaken in support of Smart Living Program:

Angle Vale Community Sports Centre (AVCSC) - Stage 5
DDA Program
Deed Delivery and Infrastructure Design - Playford Growth Areas
Fremont Park - Changing Places
Fremont Park - Stage 3 - Detailed Design
GEP Stormwater Trunk Outfall
Kalara Reserve Floodlights
Playford Alive
Road Safety Audits
Traffic Management Program - Road Upgrade Program
Stebonheath Road Upgrade
Rural Road Sealing Program
Sport and Recreation Minor Works Program
Stormwater Infrastructure Deed - Angle Vale North Growth Area - Chivell Road
Stormwater Infrastructure Deed - Angle Vale South Growth Area - Broadacres Drive
Traffic Infrastructure Deeds - Angle Vale Growth Area - Heaslip Road Upgrade
Virginia Main Street

SERVICE
DEVELOPMENT SERVICES**COMMUNITY OUTCOME**

Responsive services that facilitate safe and desired city development by assessing development, providing advice and ensuring that development is compliant

Strategic Outcome

2.2 Enhanced City presentation, community pride and reputation; 2.3 Liveable neighbourhoods; 4.3. Greater housing choice; 4.5. Commercial growth; 5.1. Enhanced community pride and reputation

Community Measures**Outcome**

Safe buildings and structures for the community

Measure

Twelve month running average of required compliance rate inspections

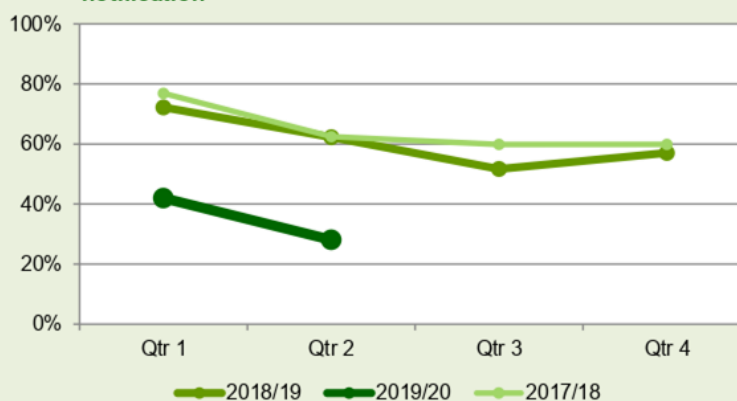
3 Year Average

N/A

Result

28.05%

Class 1a Audit Inspections carried out per inspection notification

**Comments**

With the departure of the building cadet officer and multiple acting roles within Development Services, as well as the shift in focus toward the proposed draft inspection policy's direction, the number of inspections conducted reduced. With a return to all substantive roles we expect to see an improvement in these numbers.

Outcome

Safe buildings and structures
for the community

Measure

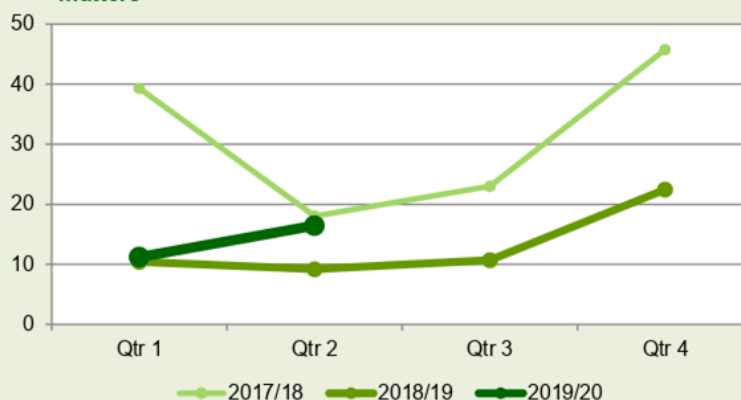
Average number of days taken
to resolve compliance matters

3 Year Average

N/A

Result

16.45 days

Average number of days taken to resolve compliance matters**Comments**

A disproportionate number of unsightly complaints/matters as well as training of a new staff member has contributed to a slight increase.

Outcome

Timely planning decisions

Measure

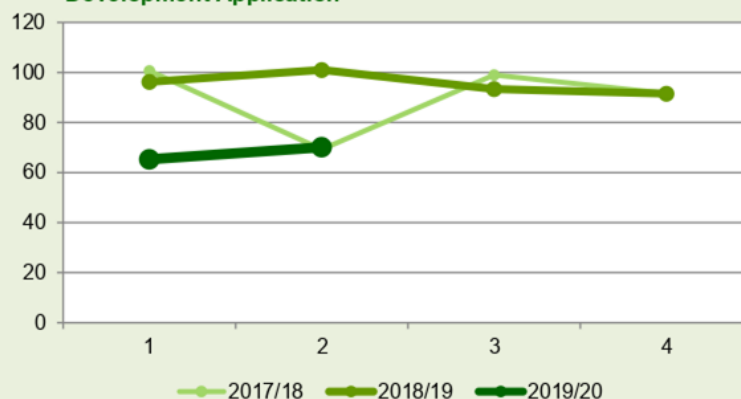
Average number of days taken
to issue a Development
Application

3 Year Average

N/A

Result

70.1 days

Average number of days taken to complete a Development Application**Comments**

Performance resulted in a maintained reduction in the average number of days taken to complete a development application. This was assisted by the maintenance of resourcing levels. These reduced timeframes were achieved despite an increase in development applications comparative to previous years.

It is noted that this data does not equate for time that development applications are placed on hold, awaiting further information or awaiting a decision of a private certifier. Accordingly, the data does not accurately reflect the performance of Council or ensure accountability with legislated timeframes. Staff will be working with the Business Improvement Team to provide a dataset of greater relevance and which is less likely to be skewed by external factors.

Senior Manager Sean Teelow

SERVICE
STORMWATER NETWORK MAINTENANCE**COMMUNITY OUTCOME**

The stormwater network provides for the collection and transportation of stormwater throughout the City of Playford. Maintenance of the network mitigates the risk of flooding to properties; prevents localised flooding and property damage.

Strategic Outcome

1.1. High quality services and amenities; 2.2. Enhanced city presentation, community pride and reputation

Community Measures**Outcome**

Fit for purpose stormwater network

Measure

Percentage of work orders completed within priority time frame

3 Year Average

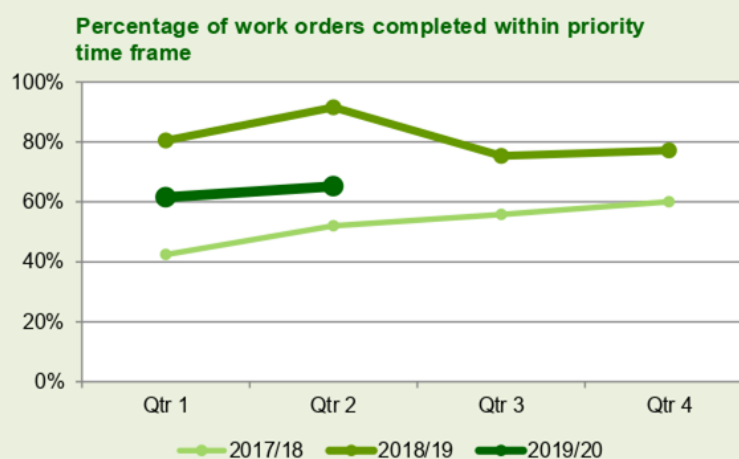
N/A

Result

65.18%

Comments

There has been good performance with 65% of work being completed within the allotted timeframes.



Outcome

Fit for purpose stormwater network

Measure

Number of maintenance hours recorded in the work order system

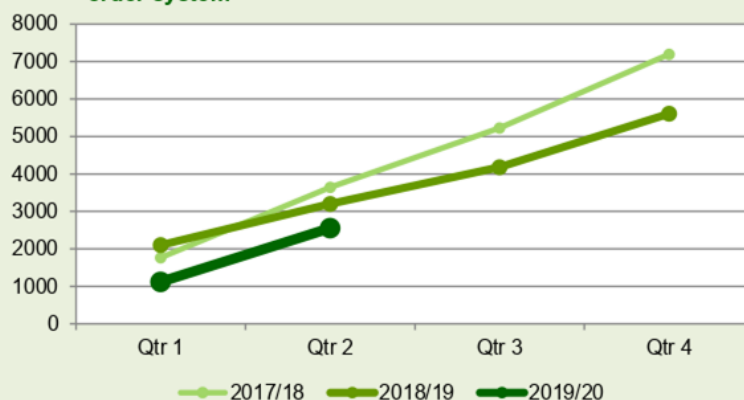
3 Year Average

N/A

Result

2554.05

Number of maintenance hours recorded in the work order system

**Comments**

Hours logged against this service are slightly lower than the same period last year due to unplanned absenteeism.

Outcome

Manage risk of flooding to properties

Measure

Percentage of work orders generated from a customer request

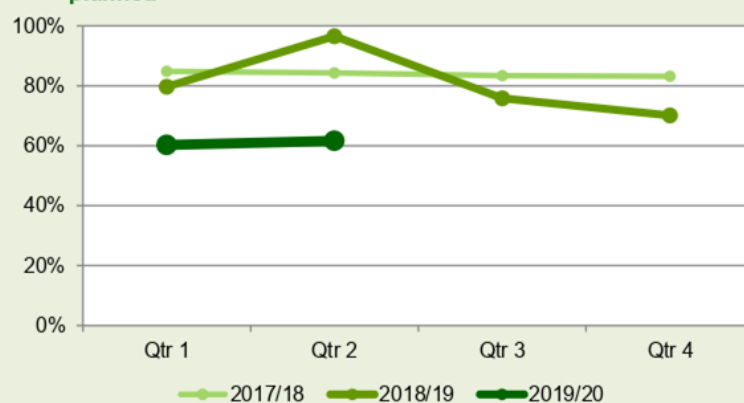
3 Year Average

N/A

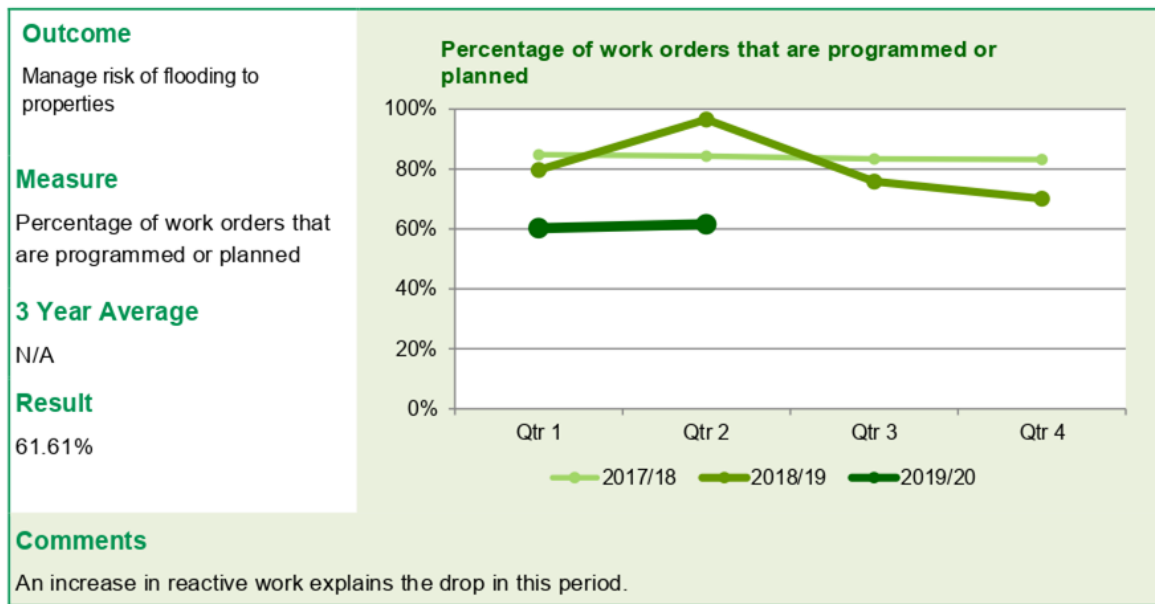
Result

70.54%

Percentage of work orders that are programmed or planned

**Comments**

We are continuing to have high instances of work orders being generated by Customer Requests. Work is continuing to reduce this by becoming more proactive in identifying work before customers need to report issues.



Senior Manager Andy Slager

PROJECT

**ANGLE VALE COMMUNITY SPORTS CENTRE (AVCSC) -
STAGE 5****Project Description**

Stage 5 of the Master Plan includes the construction of new playing fields (junior oval and senior pitch), flood lighting and stormwater management. Detailed design will be undertaken to allow Council to prepare funding applications for Federal and State Government grants to contribute to the construction costs in 2020/21. The project completion is estimated by June 2020.

THE LAST QUARTER**Highlights and milestones achieved**

The Project Scope Plan has been prepared and discussed with the Project Steering Committee. The Concept Plan has been distributed to the Association and the affiliated clubs for consultation and feedback which has resulted in a few minor changes which were focused around additional car parking.

After consolidating the feedback Council recommended two options which were presented to the clubs for consultation in November. Unfortunately the affiliated clubs couldn't agree on preferred version. At this stage we are still working on providing an option/recommendation to the clubs that they all agree on and will benefit all stakeholders.

Risks analysis and evaluation controls

The main action and risks from here are managing the clubs expectations and providing a concept plan that each club agrees on.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
366	366	

THE NEXT QUARTER

Concept plan signed off and move onto the next phase which is detailed design.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Dale Welsh

PROJECT DISABILITY DISCRIMINATION ACT PROGRAM

Project Description

The Commonwealth Disability Discrimination Act 1992 (DDA), requires councils to meet the legislated requirements for people with disabilities to access council services and facilities. Unobstructed continual footpaths, DDA-compliant pram ramps, tactile paving, holding rails, pedestrian crossings and on-street parking spaces for people with a disability will be provided as part of Council's DDA Program, with any remaining funds allocated to DDA reactionary work as needed. The project completion is estimated by June 2020.

THE LAST QUARTER

Highlights and milestones achieved

A finalised list of new footpaths and DDA compliant ramps has been completed and designed for construction. Selection has been made focusing on identifying the most intensively used areas based upon number of buses, road hierarchy, existing footpath connections, traffic volumes etc. The New DDA Footpaths targeted are Hamblynn Road, Mofflin Road, Mingari Street, John Rice Avenue, Kinkaid Road and Fergusson Bowl.

The New DDA Pram Ramps targeted are Woodford Road, President Avenue, Blair Park Drive, Warooka Drive and Yorktown Road.

Risks analysis and evaluation controls

Tender and Scoping supported by the Project Management Program will manage any project risks. Any changes to the scope will be identified and approved via the relevant organisational processes and procedures.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
288	288	

THE NEXT QUARTER

Construction to proceed on the new ramps and footpaths

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Paul Alberton

PROJECT

**DEED DELIVERY AND INFRASTRUCTURE DESIGN -
PLAYFORD GROWTH AREAS****Project Description**

Finalisation of the Stormwater Management Plans for the three Playford Growth Areas will deliver final deeds for landowners and allow designs to be produced for key pieces of infrastructure. The final deeds will provide clear direction to landowners and developers as to the costs and requirements associated with developing their land, and are critical for unlocking areas for development. The project completion is estimated by June 2020.

THE LAST QUARTER**Highlights and milestones achieved**

Angle Vale North (AVN): The revised catchment modelling has been completed and integrated with the Angle Vale PPP Super School final design. Final AVN Regional Stormwater Management Plan costings will be completed next quarter and final land owner engagement can commence.

Angle Vale South (AVS): Final costings for the amended AVS Regional Stormwater Management Plan are underway and once the SMP financial model is revised, final land owner engagement will commence.

Playford North Extension West (PNEW): Council has continued to engage with DPTI regarding stormwater management plan integration with the NEXY stormwater system and final modelling has been completed. This is a key milestone, and consultants have now been engaged to prepare the final earthworks and contour design plans for the Regional SMP; once completed, costings will be further refined and final engagement with land owners will commence.

Playford North Extension East (PNEE): Now that key design elements relating to the ElectraNet cut-off drain, Nosworthy Road swales and North Lakes Golf Course upgrade have been completed, consultants will be engaged next quarter to prepare the final earth works and contour design plans for the Regional SMP and final costings will be included in the Final SMP for land owner engagement.

Virginia: Work on the Stage 2 Virginia Stormwater Management Plan (SMP) is now underway and will be completed in April 2020. To date, the Stage 1/Concept SMP review milestone has been met and the next phase of work will commence next quarter.

There has been some renewed interest in vacant Virginia Growth Area land necessitating consideration of future works and treatments to Supple Road, McEvoy Road and the McEvoy Road/ Old Port Wakefield Road/ Moloney Road intersection.

Risks analysis and evaluation controls

Ongoing finalisation of Regional SMP costings will give greater clarity to the engagement strategies with land owners in the different Growth Areas and needs to be integrated with continuing land development and the current stormwater infrastructure projects in Broadacres Drive, Chivell Road and Heaslip Road North.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
1,527	1,527	

THE NEXT QUARTER

Generally, the Regional SMP/ Deed Delivery Project has reached comparable milestones for the AVN, AVS, PNEW and PNEE Growth Areas regarding completion of earthworks and contour design, final costings and the drafting of the Final Stormwater Infrastructure Deed with Norman Waterhouse Lawyers which should allow final land owner engagement to proceed in those areas. The exception is the Virginia Growth Area. Council staff will work with consultants to have the Stage 2 SMP completed in April 2020.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5
Not Applicable					

Senior Manager Sean Teelow

PROJECT

**GREATER EDINBURGH PARKS STORMWATER TRUNK
OUTFALL****Project Description**

The delivery of a 16 m³/s capacity drain from Port Wakefield Road to an ocean outfall near St Kilda, providing the ability to re-zone portions of Greater Edinburgh Parks land for industrial development. The project completion is estimated by June 2024.

THE LAST QUARTER**Highlights and milestones achieved**

The Draft GEP Stormwater strategy identified the need for a trunk outfall to be constructed to service the proposed employment lands in Greater Edinburgh Parks. A Project Scope Plan for the Trunk Outfall has been drafted.

Risks analysis and evaluation controls

The Project Scope Plan has identified the need to consider alternate approaches to facilitate the rezoning of GEP to unlock future employment land.

This project involves a partnership approach with the City of Salisbury and other government agencies. There is strong focus on stakeholder management.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
2,200	2,200	The project forecast may change following re-scoping of the project

THE NEXT QUARTER

Staff will undertake further project scoping to investigate alternate options to facilitate rezoning.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Dale Welsh

PROJECT KALARA RESERVE FLOODLIGHTS

Project Description

Eight floodlights and a transformer upgrade will be delivered at Kalara Reserve, a district level sportsground located in Davoren Park and home to Andrews Farm Soccer Club as well as a number of other community clubs and groups. The floodlights will allow the reserve to be utilised to its full capacity and give the clubs an opportunity to grow their activities during the winter season. The project completion is estimated by April 2020.

THE LAST QUARTER

Highlights and milestones achieved

All materials (lighting towers, luminaires, switchboard and transformer) have been purchased. Contractor has commenced ground works installing the cages for the lighting towers.

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
465	379	This project will deliver approximately \$87K in savings. The estimated savings relate to not needing to install a pad-mounted transformer as we have been able to install a pole mounted transformer to existing stobie-pole at a cheaper price.

THE NEXT QUARTER

Contractor to continue with installation of towers and luminaires to headframes, aiming and testing. Full project delivery expected mid March in readiness for 2020 soccer season.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Jonathan Roberts

PROJECT PLAYFORD ALIVE

Project Description

The Playford Alive Project is one of Australia's largest urban renewal projects being undertaken. Approved by both Council and the State Government, this project involves up to \$1billion in public and private investment over the life of the project. This includes the regeneration of the Peachey Belt (Smithfield Plains, Davoren Park) and the development of new greenfields areas north of Curtis Road (Munno Para).

- Increasing population from 13,000 to 40,000.
- Improved open space.
- A \$250M town centre.
- A wide range of housing options including new homes, terraces, refurbished homes across existing and new suburbs.
- Providing an active healthy community.

The Project is a partnership between the Government of South Australia, City of Playford and the community. Other key stakeholders/partners include the Australian Government, local business community, non-government organisations, service providers and professional providing services through the community.

The project is led by Renewal SA (RSA) on behalf of the Government of South Australia, with its key partners in the delivery, the South Australian Housing Authority (SAHA) and the City of Playford.

Council's key responsibilities are:

- The contribution to project planning & delivery
- The planning and delivery of a range of public infrastructure projects including public realm improvements (roads, verges & open space reserves)
- The planning and delivery of a range of economic development initiatives; and
- The planning and delivery of a range of community development strategies and activities

THE LAST QUARTER

Highlights and milestones achieved

Playford Alive has delivered numerous projects since its inception in 2007/08 via its capital budget including the following;

- Water Schemes - Munno Para wetlands (both Curtis/Douglas and Curtis/Stebonheath)
- Curtis Road Upgrades
- John McVeity Centre Upgrade
- Open Space Upgrades (Roberts Cr Reserve, Webster Reserve)
- Stormwater Upgrades (local streets within project area)
- Streetlighting Upgrades (local streets within project area)
- Local Roads Upgrade and
- Crittenden Road Culvert Crossing

In addition to the works already completed, public realm improvements and reserve upgrades occurring this year, include Webster Reserve and Crittenden Road culvert crossing, as detailed below:

- Webster Reserve - Space Landscape Contractor appointed. Works commenced on 18 November and scheduled to be completed in March 2020 subject to weather.
- Crittenden Road construction - completed. Practical Completion reached on 16 October 2019. Currently in defects liability period.

Risks analysis and evaluation controls

Ongoing controls via Council's project management framework to ensure works are completed within project scope.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
24,374	24,374	<p>Since the inception of the project 2007/08, the capital spending to date is:</p> <p>Total Budget - \$24,374M</p> <p>Spent to Date - \$15,408M</p> <p>Remaining to be spent - \$8,965M</p> <p>The Playford Alive Project is scheduled to be completed in 2025 and forecasts to spend the entire amount as per Council approved budget and State Government commitments.</p>

THE NEXT QUARTER

Crittenden Road will continue to maintain associated landscaping and monitor any defects.
 Completion of the construction of Webster Reserve Upgrades.
 Continue with verge improvements and streetscape upgrades subject to dwelling constructions (market driven).

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Rino Pace

PROJECT

TRAFFIC MANAGEMENT PROGRAM (ROAD UPGRADE PROGRAM)**Project Description**

An ongoing program to respond to road safety concerns highlighted through Road Safety Audits, local traffic management studies, intersection analysis and other assessments. Traffic calming devices such as traffic islands, traffic signs, line markings, speed humps, and school zones will be implemented as well as new street lighting where identified. The project completion is estimated by June 2020.

THE LAST QUARTER**Highlights and milestones achieved**

The traffic team has been analysing prospective projects and is developing the following:

- School Crossing - New school crossings are being designed for construction at Elizabeth Downs Primary School, Elizabeth East Primary School, St Columba College, President Ave
- Traffic calming - As a part of the Local Area Traffic Management Plan for the Munno Para Area a preliminary design has been undertaken and completed for 'gull wing' treatments along Chellaston Road. Notification to be issued to residents in January allowing for comment.
- A Traffic Management Plan that will involve community consultation with residents and data analysis of CRS complaints and SA Police records has been drafted for the Munno Para area. A consultant will be appointed to draft a strategy to tackle traffic concerns in the area.

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
380	381	

THE NEXT QUARTER

Preliminary design of school crossings to be completed and passed for construction. Preliminary design of Chellaston Road traffic calming to be finalised and completed and passed for construction. Community consultation with residents and data analysis to be completed and consultant appointed.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Sean Teelow

PROJECT RURAL ROAD SEALING PROGRAM

Project Description

This program involves sealing of unsealed roads in rural areas to improve safety, reduce maintenance costs and drive economic development.

THE LAST QUARTER

Highlights and milestones achieved

In line with the new Rural Road Sealing Policy staff have commenced an assessment of the following roads at the top of the Rural Road Sealing Priority List: Glenburnie Road, Riggs Road and Hayman Road. The assessment involves preparing a concept plan, construction cost estimate, existing and future maintenance cost estimate and native vegetation impact.

Risks analysis and evaluation controls

The capital cost associated with upgrading (sealing) one of the above roads may be beyond the \$900,000 allocated budget. If this is the case and Council resolves to seal one of the roads Council will likely need to investigate external funding opportunities.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
900	900	The approved budget was allocated to the sealing of Bassnet Road. Council has resolved to not seal Bassnet Road so the budget will be allocated to an alternate road (Glenburnie Road, Riggs Road or Hayman Road) following a Council decision.

THE NEXT QUARTER

Concept designs for Riggs Road and Hayman Road will be prepared. Preparation of the assessment report for the proposed sealing of Glenburnie Road, Riggs Road, or Hayman Road continues.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Dale Welsh

PROJECT SPORT AND RECREATION MINOR WORKS PROGRAM

Project Description

Minor infrastructure improvements to our sporting clubs and sports grounds, such as the installation of backstop nets and shelters, will be delivered. The project completion is estimated by June 2020.

THE LAST QUARTER

Highlights and milestones achieved

Kooranowa Reserve (artificial turf for long jump run-up) and backstop net extensions at the Adelaide United Training Centre were completed. On another note, the Elizabeth Downs Sports Club was successful with its federal grant application.

Risks analysis and evaluation controls

Scoping and tendering has commenced. The Elizabeth Downs Sports Club are financially contributing to the fenced pitch and has received the grant funding. Council will receive this money prior to the commencement of the site works.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
60	60	

THE NEXT QUARTER

The backstop fence at Argana Park (Elizabeth Football Club) and the fenced soccer pitch for the Elizabeth Downs SC will commence.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Paul Alberton

PROJECT STEBONHEATH ROAD UPGRADE

Project Description

The Road to Recovery Program includes widening of roads to cater for additional traffic, installation of kerb and gutter, footpath, stormwater drainage and/or public lighting. The 2019/20 budget allocation will provide funding for Stage 1 of the upgrade of Stebonheath Road, between Roseworthy Drive and Fradd East Road. The road is intended to be upgraded over a number of years. The project completion is estimated by June 2023.

THE LAST QUARTER

Highlights and milestones achieved

Focus was on progressing the concept design for the full length of Stebonheath Road (Roseworthy Drive to Fradd East Road) to enable cost estimates and delivery timeframes to be understood. On receipt of the concept design and costing, Stage 1 was considered to include the works between Curtis Road and Roseworthy Drive, with detailed design being fast tracked to achieve the construction of this stage within the FY 2019/20. This included project investigations into locating existing services on site and drainage catchment to enable detailed design to be finalised. 'For tender' drawings and design documentation were completed ready for preparation of tender documents.

Risks analysis and evaluation controls

Project cost estimates based on the detailed design show very little contingency against the current budget. De-scoping or additional funding may be required, however, this will be assessed post-tender once the market has provided actual pricing.

Although the design work has been completed, with the proposed construction occurring during the FY 2019/20, there is a need to closely monitor delivery timing of any works moving forward.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
1,125	1,459	The project forecast is based on the cost estimate provided as part of the design phase. This will be updated upon receipt of construction tender prices. If the construction tenders are higher than the approved project budget Council can potentially bring forward some of its Road to Recovery funding allocation from the Federal Government.

THE NEXT QUARTER

Construction tenders will be called publicly in January and are to be received by February. Tenders will be evaluated, costs confirmed against the available budget, the contract awarded and the project will move into Phase 4 Execution. Prior to commencing construction, communication to residents in the immediate vicinity is to be carried out and the PMF Phase Gate documentation is to be completed.

CURRENT PROJECT PHASE					
	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Paul Alberton

PROJECT

**STORMWATER INFRASTRUCTURE DEED - ANGLE VALE
NORTH GROWTH AREA - CHIVELL ROAD****Project Description**

Stormwater Management Plans for the Playford Growth Areas identify the stormwater infrastructure required to facilitate medium density land division on land formerly used for primary production. A stormwater pipe to the Gawler River will allow development of the western precinct of Angle Vale North. The project completion is estimated by June 2020.

THE LAST QUARTER

Highlights and milestones achieved

The coordination of this project with a third land division development site has necessitated further negotiation and a review of the procurement/ construction strategy.

Risks analysis and evaluation controls

Timing and the most effective procurement strategy remain issues to be resolved. Discussions are continuing with adjacent developers who have signed commitments to participate in this project.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
415	415	

THE NEXT QUARTER

Phase 3 Planning and Design should be able to commence with greater clarity further to resolving issues noted above.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Sean Teelow

PROJECT

**STORMWATER INFRASTRUCTURE DEED - ANGLE VALE
SOUTH GROWTH AREA - BROADACRES DRIVE**SMART PROGRAM
SMART LIVING**Project Description**

Stormwater Management Plans for the Playford Growth Areas identify the stormwater infrastructure required to facilitate medium density land division on land formerly used for primary production. The Broadacres Drive culvert is a critical piece of infrastructure to unlock Angle Vale South for development. The construction of a stormwater culvert along a portion of Curtis Road and Broadacres Drive will deliver stormwater from Angle Vale South to the stormwater harvesting mega basin adjacent the Northern Expressway. The project completion is estimated by March 2022.

THE LAST QUARTER

Highlights and milestones achieved

The project remains in Phase 2 Definition while discussions continue with Department of Planning, Transport and Infrastructure (DPTI) regarding the timing of the Heaslip Road/Curtis Road intersection upgrade.

Risks analysis and evaluation controls

The most significant risk is the 2020/21 - 2021/22 funding uncertainty.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
605	605	

THE NEXT QUARTER

Phase 3 Planning and Design should be able to commence subject to confirmation of project timing from DPTI regarding the intersection upgrade.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Sean Teelow

PROJECT

**TRAFFIC INFRASTRUCTURE DEEDS - ANGLE VALE
GROWTH AREA - HEASLIP ROAD UPGRADE****Project Description**

A Traffic Infrastructure Deed for the Playford Growth Areas has been agreed and signed between landholders, Council and Department of Planning, Transport and Infrastructure (DPTI). The Angle Vale Growth Area is currently experiencing significant land division activity and housing development which triggers the need for upgraded road infrastructure. Heaslip Road will be upgraded, from Angle Vale Road to Woodbridge Road, providing a safe and efficient road and footpath network for the Angle Vale community. Completion is estimated by June 2020.

THE LAST QUARTER

Highlights and milestones achieved

The project remains in Phase 2 Definition subject to clarification from SA Water regarding the commencement and programming of the Angle Vale Trunk Sewer Main installation along Heaslip Road. Council is negotiating with the State Government to deliver this project as opposed to providing a direct funding contribution as required by the Deeds. This process involves the development of an Infrastructure Funding Agreement (IFA), which is currently being prepared by DPTI for Council review. The IFA sets out the arrangement between the Minister and Council for the expenditure of Road Infrastructure Deed funds (collected by DPTI) on Growth Area road projects.

Risks analysis and evaluation controls

Trunk sewer main works in Heaslip Road are scheduled to start on 1 July 2020 and will impact on the Heaslip Road North road upgrade in terms of timing, but details have not been provided by SA Water at this time.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
624	624	

THE NEXT QUARTER

Phase 3 Planning and Design should be able to commence subject to confirmation from SA Water.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Sean Teelow

PROJECT VIRGINIA MAIN STREET

Project Description

This project seeks improvements to Virginia Main Street, including wider footpaths, new street furniture, pedestrian crossings, gateway/entrance statements, formalised car parking, tree planting and implementation of stormwater infrastructure.

THE LAST QUARTER

Highlights and milestones achieved

A concept that responded to the feedback from the community during Quarter 1 in readiness for the second phase of consultation with the community in early 2020 was drafted by the consultant team. Council staff continue to liaise with SA Power Networks, Department of Planning, Transport and Infrastructure (DPTI) and SA Water.

Risks analysis and evaluation controls

The key risk for this project is securing the funding to undertake the works. Internal and external funding opportunities will be explored.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
2,468	4,000	The approved project budget assumes \$1M in external income from grants. To date Council has applied for Federal funding through the Building Better Regions Fund and State Government through the Places for People Program. Unfortunately, all applications have been unsuccessful.

THE NEXT QUARTER

The next quarter will involve consulting with the community on the draft concept. Following the consultation the concept may be updated to reflect feedback received. The final concept will then be presented to Council for endorsement.

SA Power Networks (SAPN) is scheduled to commence undergrounding works. Information about the works will be provided to the community as soon as it becomes available from SAPN.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Dale Welsh



Our Smart Jobs and Education Program is about Council leading by example and advocating to other organisations to support the diversification of our local economy and improve the employment prospects for our community – both in the immediate future as we face the closure of GM Holden and in the longer-term as the local industrial base transitions. This includes providing the right environment for investment and business attraction. It also means connecting our community with the right skills and education it needs to play its part in the transitioning economy.

Outcomes

- 3.1. Growth and diversification of local jobs matched with relevant education and training
- 3.2. Commercial and industrial growth
- 3.3. Sustainable economic transformation
- 3.4. International market connections

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program.

The following **service** is undertaken in support of the Smart Jobs and Education Program:

Business Support and Industry Development

There are no **projects** undertaken in support of the Smart Jobs and Education Program.

During 2019/20 this Program will also see opportunities for training and employment in the creative sector as part of the Creative Industries Precinct and the facilitation of growth and attraction of new opportunities in the horticulture sector.

SERVICE

BUSINESS SUPPORT AND INDUSTRY DEVELOPMENT

COMMUNITY OUTCOME

Facilitate business and industry development opportunities and liaise with other government and community supported agencies to generate local employment and to help businesses relocate or existing businesses to expand and prosper

Strategic Outcome

3.2. Commercial and industrial growth; 3.4. International market connections

Community Measures

Outcome

Supporting local businesses
and developing industry

Measure

Number of business support
interactions

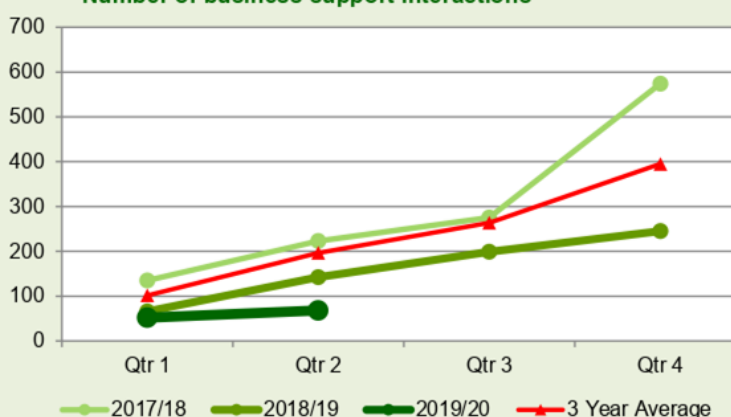
3 Year Average

197

Result

68

Number of business support interactions

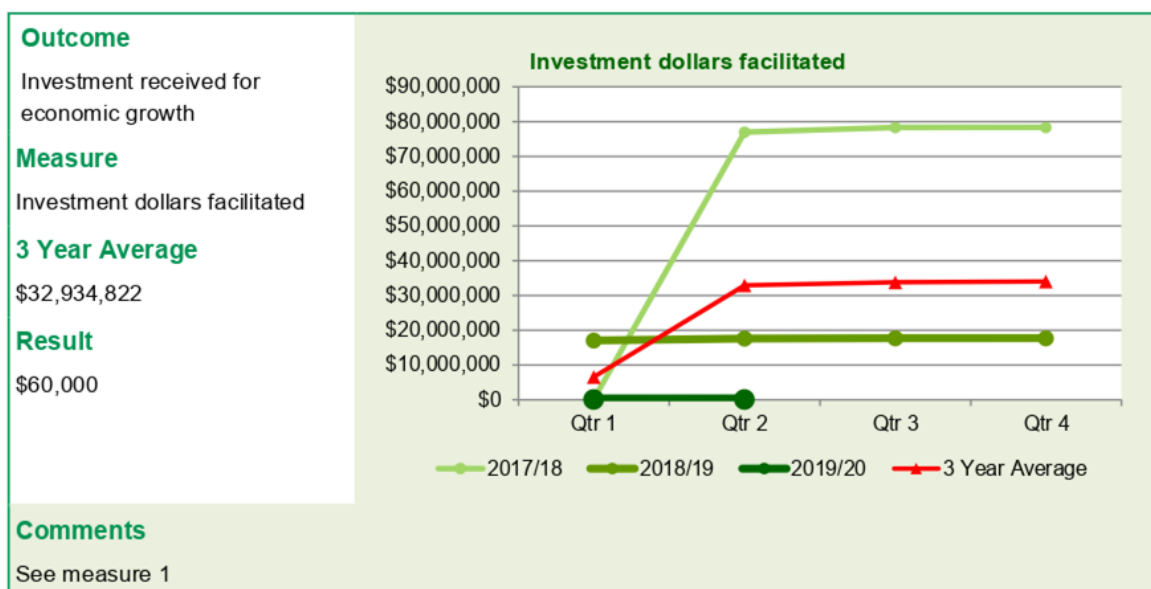
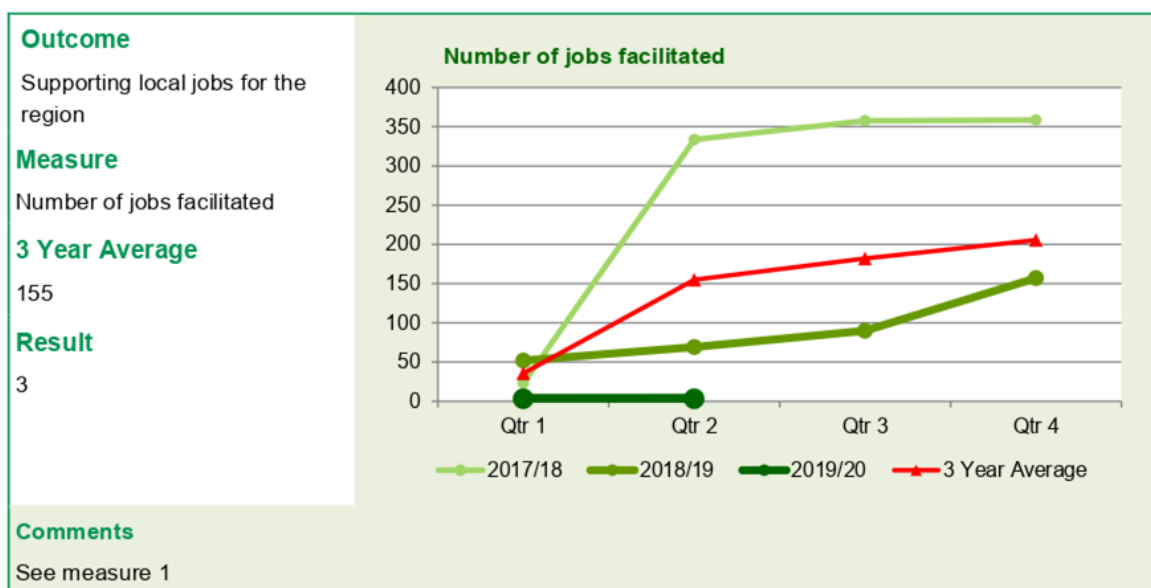


Comments

The Stretton Centre continued to support the Northern Adelaide Plains Food Cluster. This work has included working on the development of a Strategic Plan to promote outcomes for local businesses and communities. This work is a collaboration between the City of Playford, Adelaide Plains Council, RDA Barossa Gawler Light Adelaide Plains, Government of South Australia, University of South Australia, and Adelaide University. Work has also focused on developing collaborative opportunities around waste.

Grant opportunities were promoted to local businesses and direct support was given to an application to the Manufacturing Modernisation Fund to upgrade a food manufacturing line. Also, an application to the Smart Farming Grants Program was supported. This project was designed to showcase a new opportunity arising from the City of Playford's investment into implementation of a low powered wireless network.

The Stretton Centre partnered with TAFE SA to deliver a Certificate IV in Leadership from Stretton. Additionally, several businesses received general business support in the form of providing information, creating connections, site selection and assistance with communication to Council. Interactions with businesses have decreased in this quarter in-line with reduced staff capacity.



Senior Manager Gareth Dunne



The Smart CBD Program relates to Council's long term strategy for the re-development and expansion of the Elizabeth Regional Centre. In the longer term, Elizabeth can expect to be home to a number of facilities and services such as hospitals, specialist health services, a university, major art gallery, significant retail services, medium to high density commercial offices, peak business organisations, the head offices for various organisations and high density housing in the form of multi-storey apartments. Over the next four years the first stages of this longer term plan will be realised.

Outcomes

- 4.1 Expanded range of local services
- 4.2 Growth and diversification of local jobs in the CBD
- 4.3 Greater housing choice
- 4.4 Increased social connections
- 4.5 Commercial growth

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program

There are currently no **services** undertaken in support of the Smart CBD Program:

The following **projects** are undertaken in support of the Smart CBD Program:

Fremont Park - Changing Places
Fremont Park – Stage 2
Fremont Park - Stage 3 - Design
Grenville Hub

Other Smart CBD 2019/20 key activities include the planning for the next steps of the CBD revitalisation, the construction of a privately developed hotel and a medical centre As part of this year work Fasta Pasta retail tenancy has opened.

PROJECT FREMONT PARK - CHANGING PLACES

Project Description

The delivery of a purpose-built Adult Change Facility near the new play area and existing toilet in Fremont Park. The facility will include a fully accessible toilet, overhead ceiling tracking hoist system, height adjustable adult change table, modesty curtain, adequate space and an automatic door entry/exit. The project completion is estimated by June 2020.

THE LAST QUARTER

Highlights and milestones achieved

The project was handed over to Major Projects project manager. Project brief completed for public tender process.

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
280	280	

THE NEXT QUARTER

Out for public tender for three week period. Evaluation to follow and appoint successful contractor in February.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Rino Pace

PROJECT FREMONT PARK – STAGE 2

Project Description

Fremont Park is City of Playford's Premier civic park located within the Northern CBD Precinct. It is a place the community celebrate civic and personal milestones as well as congregate for recreational activities. The park is located adjacent the Elizabeth Regional Centre and forms a major focal point of the new Northern CBD project area.

In March 2018 Council endorsed the Master Plan for Fremont Park (Resolution 3118). The Master Plan sets out a vision to upgrade the park over number stages. Stage One of the Master Plan was completed in 2018 and included the upgrade of Adams Creek, the construction of a new shared path and irrigated lawn areas.

A budget of \$2M has now been allocated to undertake Stage Two works. Stage Two includes the construction of new play space, picnic areas, park furniture, entry plaza and basketball court.

THE LAST QUARTER

Highlights and milestones achieved

Detailed design and documentation was completed. Open public tender period closed and preferred contractor was identified and final contract negotiations are being finalised.

Risks analysis and evaluation controls

Ensuring the works are completed by June 2020, in particular expended DPTI's portion of \$1M to meet funding obligations. Current controls in place with the contractor to ensure this occurs.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
2,000	2,000	Council received \$1M from the Department of Planning, Transport and Infrastructure (DPTI) - Open Space and Places for People grant money for this project.

THE NEXT QUARTER

Contractor will be appointed and construction works will commence.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Rino Pace

PROJECT FREMONT PARK - STAGE 3 - DESIGN

Project Description

The Masterplan seeks to create a state-of-the-art regional open space as a focal point of the Northern CBD development. Detailed design for Stage 3 works will be undertaken for the construction of a new dog park, public toilets, exercise stations and a relocated maintenance depot in the under-utilised eastern section of the park. The project completion is estimated by December 2021.

THE LAST QUARTER

Highlights and milestones achieved

No progress was made on this project. A concept plan will need to be developed before detailed design can occur.

Risks analysis and evaluation controls

The project is not on schedule to be completed within the financial year, which means that construction will not be able to commence in 2020/21 if additional funding is allocated.

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
100	100	The project forecast assumes that design work will still occur, however it would need to be undertaken in 2020/21.

THE NEXT QUARTER

Work on this project will not commence due to staffing capacity/ availability.

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Dale Welsh

PROJECT GRENVILLE HUB

Project Description

Construction of a new Grenville Hub in the heart of the CBD providing a range of services promoting lifelong learning, physical activity, healthy living and social connections. The project completion is estimated by October 2020.

THE LAST QUARTER

Highlights and milestones achieved

A contractor was appointed and the site was transferred for construction. The site was recompacted, underground services (water, electrical, sewer, fire protection) installed, lift pits excavated and lift walls footings formed and concreted. Base of footings compacted and footin excavations commenced.

Risks analysis and evaluation controls

Nil

BUDGET UPDATE

Approved Project Budget \$'000	Project Forecast \$'000	Comment (if applicable)
8,009	6,200	Forecast variance is as a result of competitive construction tender process which has resulted in savings. This may vary as we move through the construction phase as variations arise albeit not significantly.

THE NEXT QUARTER

Continuation of the construction of Grenville Hub including footings, underground services (electrical, plumbing).

CURRENT PROJECT PHASE

	Initiation Phase	Definition Phase	Planning and Design Phase	Execution Phase	Review and Close out Phase
Phase Stage	1	2	3	4	5

Senior Manager Rino Pace



Council has a long term vision to create the Playford Sports Precinct, a fifty hectare development adjacent to the Elizabeth Regional Centre providing local community, state and national level sports facilities. The Smart Sport Program is about creating a focus on healthy communities and promoting greater participation in sport and physical activity. It will also support the renewal of adjoining suburbs.

Outcomes

- 5.1. Enhanced community pride and reputation
- 5.2. Healthy and socially connected community
- 5.3. Access to elite sporting facilities

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program.

The key activities under the Smart Sport Program are reflected in the **Services** section under Club and Sporting Governance. They include also event attraction and growth in grassroots tennis participation at the Tennis Centre.



In the longer term Playford will see the expansion of the area around the Lyell McEwin Hospital into a key precinct featuring tertiary training, research, allied health facilities and residential accommodation, serving the needs of not only northern Adelaide, but regional areas beyond. The precinct will have potential links to advanced manufacturing of assistive devices in health, aged and disability.

The Smart Health Program is about Council raising the profile and amenity of the precinct and facilitating new investment.

Outcomes

- 6.1. Access to quality, local health services
- 6.2. Increased employment opportunities in health, disability and aged sectors

The following section gives an update on the status of strategic or capital projects being undertaken as well as an update on the services that are undertaken in support of this Program.

The key activity that occurred under the Smart Health Program is reflected in the **Strategic Projects** section. The Health Precinct DPA was approved by Council and it was forwarded to the Minister. The Department of Planning, Transport and Infrastructure are now considering Council's submission.

Projects Finance Update Summary

Project Name	Approved Project Budget \$'000	Project Forecast \$'000
Angle Vale Community Sports Centre - Stage 5	366	366
DDA Program Footpath Ramps	288	288
Deed Delivery and Infrastructure Design for Playford Growth	1,527	1,527
Fremont Park - Changing Places	280	280
Fremont Park - Stage 2	2,000	2,000
Fremont Park - Stage 3	100	100
GEP Trunk Outfall	2,200	2,200
Grenville Centre	8,009	6,200
ICT New Minor Works	30	30
Kalara Reserve Floodlights	465	379
Playford Alive	24,374	24,374
Rural Road Sealing Program	900	900
Smart Working Program	288	288
Sport and Recreation Minor Works Program	60	60
Stebonheath Road Upgrade	1,125	1,459
Stormwater Infrastructure Deed - Broadacres Drive	605	605
Stormwater Infrastructure Deed - Chivell Road	415	415
Traffic Infrastructure Deed - Heaslip Road	624	624
Traffic Management Program	380	381
Virginia Main Street	2,468	4,000
Total	46,504	46,476

2019/20 STRATEGIC PROJECTS STATUS SUMMARY

Strategic Projects are fixed-term projects that are undertaken to implement Council's strategic direction. The following status table is provided in line with Council Resolution 1679 (February 2014), and summarises the progress of Strategic Projects that have been endorsed by Council to date this year.

Project	Project Description	Quarter 2 Highlights	Original Budget Allocation (\$'000)	FY Actuals (\$'000)
City-wide Stormwater Management Planning	Finalisation of Stormwater Plans for the three stormwater catchments covering the City (Smith Creek, Adams Creek and Helps Road Drain, and Greater Edinburgh Parks and St Kilda) will identify regional infrastructure works and management strategies required.	The Adams Creek and Helps Road Drain Draft Stormwater Management Plan (SMP) was completed. Consultation was undertaken with staff from City of Playford, City of Salisbury and Town of Gawler on the three draft SMPs. The SMPs are currently being updated to proposed drafts for consultation with the community. A Informal Gathering with Elected Members is tentatively planned for March with landowner, other stakeholder and wider community consultation thereafter.	264	101
Road Safety Audits	A number of Road Safety Audits on both rural and urban roads will be carried out in the City, together with road survey data collection to determine vehicle volumes and speed. The reports and the final audit data will improve the completeness and accuracy of Council's road and traffic safety management, and provide a better evidence base to use when prioritising investment in future road safety upgrades.	The first Road Safety Audit (RSA) for Craigmore Road (Main North Road to Vivian Road), Park Lake Boulevard and Adams Road has been provided as a draft. Council is preparing to meet with its consultant to finalise the first half and prepare the brief for the second half of the RSA.	30	2.3
Creative Industries Precinct	The Creative Industries Precinct will capitalise on the fast growth of the creative sector, offering solutions and opportunities for training and employment to a large number of young people in the region. The site will be globally competitive in creating employment pathways, leveraging the Northern Sound System and through collaboration with industry. The state-of-the-art training facility will provide recognised accredited training for young people in the creative industries, and work will be undertaken with key industry organisations to ensure the development of meaningful and effective work placement and employment.	The conclusion of the Visual Effects pilot project between Mark Oliphant College, Technicolor Academy and Northern Sound System was completed. The project realised a 100% retention rate for attendees. The retention rate achieved is a significant indication of the success of participant engagement. Each of the eight students achieved the associated SACE credits. The student and organisational evaluation outcomes are still being reviewed with further updates expected. The physical changes to the creative co-work space attached to, and an extension of NSS footprint, has been underway. It is expected to be completed by end of January 2020. At this time creative co-work tenants will populate the area. In addition discussions are currently underway	170	88

Project	Project Description	Quarter 2 Highlights	Original Budget Allocation (\$'000)	FY Actuals (\$'000)
		with SAE and the Department of Innovation and Skills to consider a funded broadcast training and contemporary music production pilot aligned to skilling SA.		
Northern CBD Strategic Investigations	Ongoing strategic investigations will complement the finalisation of Stage 1 as well as inform Council's next steps towards its long-term CBD strategy. Works include infrastructure concept plans and up-to-date market intelligence to support future decision making, resource allocation and advocacy, ensuring the continued revitalisation of the Northern CBD beyond Stage 1 is underpinned by a strong evidence base.	Preliminary feasibility investigations were conducted into the future augmentation of Adams Creek stormwater infrastructure that traverses the CBD precinct.	100	2.6
Health Precinct Strategic Investigations	Development of the Playford Health Precinct will continue with further work taking place on master planning, rezoning and a potential expression of interest process for future development. A parking review will determine requirements for the expansion of the area.	The Health Precinct DPA was approved by Council in December 2019 and forwarded to the Minister for Planning with a request for approval of the expanded zoning. DPTI is currently considering Council's submission and request for approval and will advise the Minister.	100	11
Hortex Partnership	The partnership with HortEx supports closer connections between Council and the horticulture sector, to help facilitate industry growth and attract new opportunities into the region. The growth of the Northern Adelaide Plains horticulture sector will support the creation of local jobs for local people.	HortEx has continued to support the Northern Adelaide Plains Food Cluster and has two active farmers supporting local growers.	75	30
Total			739	235

ASSET MANAGEMENT PLANS UPDATE

Council's goal in managing assets is to meet the required level of service in the most cost-effective manner for present and future customers. The City of Playford takes a condition based approach to selecting assets for renewal. Information on this process can be found in the Council's Asset Management Plan (AMP). Asset Management projects identified are responsible for

disposing assets that have reached the end of their useful lives or are no longer providing the required service and partially or wholly replacing them with like assets. The Asset Management projects are split into categories as displayed below in the following table. For more information on the details of these projects please refer to the City of Playford's Capital Works Program located on the Council website.

Asset Category	2019/20 Annual Business Plan						Comments
	YTD Actuals	Original Budget	Budget	Forecast	Forecast Variance	PO Commitments	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
IT Equipment	762	1,037	1,037	1,037	0	0	AMP IT Equipment has exhausted 73% of its budget in replacing Computers, Electronic White Boards, Software Upgrades and Disaster Recovery IT Infrastructure. The remaining budget of \$275k is on track to be spent in the remaining two quarters. This remaining budget will fund the Two Way Radio System used by field staff, replacement of Public Library computers and various high performance computers. The project is expected to finish on budget and inside quarter 4.
Audio Visual	0	140	140	140	0	0	This program is currently in the scoping phase with commitments and expenditure expected to be carried out in quarter 3 and 4. It is expected to be completed on budget and before the end of financial year.
Kerbs and Reseal	2,975	9,177	9,350	9,683	(333)	1,991	AMP Kerbs and Reseal has had all sites scoped. Only 32% of the budget has been spent with a further 21% committed. This program is currently behind schedule due contractor availability issues however the works are still predicted to be complete by May 2020. There are currently 5 roads that are being fully reconstructed that are in the quoting and tender phase. These amounts are forecasted to utilise the full budget and will be committed in quarter 3. All these remaining works will be completed in quarter 4 before the end of the financial year. There is a forecast budget overrun of 4% which is primarily attributed to fluctuations in bitumen prices.

Asset Category	2019/20 Annual Business Plan						Comments
	YTD Actuals	Original Budget	Budget	Forecast	Forecast Variance	PO Commitments	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Stormwater	87	700	817	817	(1)	0	AMP Stormwater has identified all locations requiring renewal. Three of these sites were completed. Nine further sites are going out to market for tender in early quarter 3 and should be completed by end of quarter 3. The 4 remaining pipes requiring renewal will be completed within the road reconstruction projects.
Parks	991	1,539	1,708	1,443	264	264	AMP Parks program has had all sites identified for renewal assessed to define extent of works. 73% of the budget has now been committed or spent. There are substantial savings forecast for the end of financial year as a result of coming in well under budget on the Ridley Reserve irrigation project. The Park Structures program is expected to have works finalised in quarter 4.
Buildings	285	1,815	2,277	2,277	0	903	AMP Building renewals are 52% of the way through the available budget and the progress of replacement through the identified assets is consistent with this. It is expected that the remaining 48% of the budget will be committed in quarter 3 with the works carried out and expensed in quarter 4. This project is projected to be completed on budget.
Fleet	1,004	3,199	3,975	3,975	0	1,112	Fleet renewals have spent or committed 54% of its AMP budget. The remaining 46% is expected to be committed in quarter 3 and spent in quarter 4. The program is projected to come in on budget.
Streetscape	1,987	2,283	2,308	2,307	0	240	AMP Streetscape has had 96% of the budget either spent or committed as at December 2019. The whole program is forecast to complete works within budget in the 3rd quarter. Quarter 4 should see the beginning of scoping works for financial year 2020/21.
Footbridges	25	500	500	125	375	0	The \$500k allocated in the AMP Footbridge program was earmarked for the renewal of Historic Angle Vale Bridge. \$25k has been invested in creating concept designs for its renewal. \$100k was forecast to be spent on detailed design before the end of the financial year however, Council is now involved in a value management exercise to determine the extent of the renewal whilst simultaneously considering community benefit and heritage obligations. This may see the detailed design and further works or expenditure on this project deferred until next financial year.

Asset Category	2019/20 Annual Business Plan						Comments
	YTD Actuals	Original Budget	Budget	Forecast	Forecast Variance	PO Commitments	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Signage	14	120	133	132	1	2	AMP Signage has had 12% of the available budget spent and committed. The remaining budget is expected to be exhausted end of quarter 3 and beginning of quarter 4 with works expected to be complete before the end of financial year.
Aquifer Storage and Recovery	63	31	63	63	0	0	This program has reached its completion and finished on budget.
Total AMPs	8,194	20,541	22,308	22,001	307	4,544	

INFORMAL DISCUSSION

6.1 Service Alignment Briefing - Community Development

Presenter: Ms Rachel Emmott and Ms Amy Matthews

Purpose: To provide an update to the Council on Community Development service.

Duration: 20 Minutes

6.2 Update on Marketing and Communications Plans

Presenter: Ms Lilly Bukva

Purpose: To provide the Committee with an update on our Marketing and Communication Plan and activities.

Duration: 25 Minutes

CONFIDENTIAL MATTERS

8.1 REPURPOSING ASSETS

Contact Person: Mr Greg Pattinson

Why is this matter before the Council or Committee?

Informal Discussion.

Purpose

For Council to make a determination on whether to deal with this matter in confidence.

A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

STAFF RECOMMENDATION

Pursuant to Section 90 (2) of the Local Government Act 1999 an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- General Manager Strategy and Corporate;
- Acting General Manager City Services;
- General Manager Strategic Projects and Assets;
- Acting Senior Manager Finance;
- Acting Senior Manager Strategy and Policy;
- Senior Manager Corporate Services;
- Senior Manager Capital Works & Assets;
- Manager Governance, Risk and WHS;
- Minute Taker;

in order to consider in confidence agenda item 8.1 under Section 90 (3) (b) of the Local Government Act 1999 on the basis that:

(b) information the disclosure of which -

i) 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

ii) would, on balance, be contrary to the public interest.

This matter is Confidential because information contained within the presentation could reasonably be expected to convey a commercial advantage.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; Committee consider it necessary to consider this matter in confidence.

Section B below to be discussed in the confidential section of the agenda once the meeting moves into confidence for each item.

B. THE MATTERS AS PER ITEM 8.1**C. COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE****Purpose**

To resolve how long agenda item 8.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (b) of the Local Government Act 1999:

- Presentation for Item 8.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the Local Government Act 1999.