

CITY OF HOLDFAST BAY

Minutes of the Ordinary Meeting of Council of the City of Holdfast Bay held in the Council Chamber, Glenelg Town Hall, Moseley Square, Glenelg, on Tuesday 14 February 2012 at 7:02pm.

PRESENT

His Worship the Mayor	A K Rollond
Deputy Mayor	R A Clancy
Councillor	R M Bouchée
Councillor	P W Dixon
Councillor	L R Fisk
Councillor	J D Huckstepp
Councillor	S C Lonie
Councillor	T D Looker
Councillor	S Patterson
Councillor	R C Patton
Councillor	A P Roe
Councillor	L J Yates
Chief Executive Officer	J P Lynch
General Manager Alwyndor Aged Care	G Potter
General Manager City Assets	S G Hodge
General Manager City Services	R Cooper
General Manager Corporate Services	I S Walker

1. Opening

His Worship the Mayor declared the meeting open at 7.02pm.

2. Kurna Acknowledgement

With the opening of the meeting His Worship the Mayor stated:

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. Prayer

His Worship the Mayor requested all present to pray and read the following Prayer:

Heavenly Father, we pray for your presence and guidance at our Council Meeting.

Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve.

4. Apologies

4.1 Apologies Received

Councillor K M Donaldson

4.2 Absent Nil

5. **Items Presented to Council** Nil

6. **Declaration of Interest**

Members were reminded to declare their interest before each item.

7. **Confirmation of Minutes**

C140212/389

Councillor Huckstepp moved and Councillor Fisk seconded that the minutes of the Ordinary Meeting of Council held on 17 January 2012 be taken as read and confirmed.
CARRIED

8. **Questions by Members**

8.1 Without Notice

8.1.1 Broadway Glenelg

Councillor Bouchée asked a question regarding the observance of incidents on the Broadway Glenelg.

The Chief Executive Officer, Mr J Lynch provided a response.

8.1.2 Glenelg Historic Society

Councillor Bouchée asked a question regarding the Glenelg Historic Society's offer to use a Council meeting room.

The Chief Executive Officer, Mr J Lynch provided a response.

8.1.3 Former Trinity Church, 25 Moseley Street Glenelg

Councillor Patton asked a question regarding the Mayor's comments in the Guardian Messenger on the Former Trinity Church, 25 Moseley Street Glenelg.

His Worship the Mayor, Dr A K Rollond provided a response.

Councillor Bouchee left the chamber at 7.07pm.

Councillor Bouchee rejoined the chamber at 7.08pm

8.2 With Notice

8.2.1 Update on the progress of the Brighton Oval complex

In accordance with his notice, Councillor Huckstepp asked the following question:

Could the Chief Executive Officer please advise on the progress with negotiations regarding the proposal to upgrade the Brighton Oval complex.

Background

Recently there has been several anecdotal concerns expressed by local residents and interested parties that the participating clubs are no longer in agreement with Council's existing draft plan.

Therefore I request the Chief Executive Officer advise Council regarding the current state of the latest negotiations with the various sporting clubs that utilise this sporting facility.

General Manager City Services, Ms R Cooper's answer:

Throughout the project the consultants (One Eighty Sport and Leisure Solutions) and Council have met with the management committees of each of the clubs to obtain their comments and feedback on the draft master plan. All clubs have been met with both individually and as a group. There were some concerns raised by the Clubs. These have been taken on board and where possible changes have been made to the draft plan to alleviate these concerns.

Community consultation has now concluded on the draft master plan for Brighton Oval. The final report and master plan is currently being developed. This report will take into consideration feedback, comments and any concerns raised by participants. During the community consultation phase concerns were raised. It appears that the majority of these were raised by members of the Brighton Rugby Club, not its Management Committee, whom Council has had numerous meetings with.

The report and master plan will be presented to Council at a workshop on 14 February 2012. Following this workshop, further discussion will occur with the key user groups and the community, prior to finalising the plan.

8.2.2 175th Proclamation Commemoration Day 2011

In accordance with her notice, Councillor Bouchée asked the following question:

Could the Chief Executive Officer please provide Council Members with a detailed breakdown of the costs for Proclamation Day 2010 and 2011.

Background

This information will be required for Budget discussions. This was an event which was larger due to the 175th Anniversary; therefore a costing of the 2010 event will need to be advised for comparison.

General Manager City Services, Ms R Cooper's answer:

The 2011 Proclamation Day Ceremony was the 175th anniversary and as such was a major event in the City of Holdfast Bays calendar. Official figures from SAPOL saw the event attracting approximately 2,000 guests, which is double the number of previous years. To recognise the significance of the anniversary, a number of new initiatives were introduced, including:

- The theme of ‘Now and Then’, allowing for additional activities such as:
 - Restarting the tradition of people to sign a guest book
 - Reading of the Proclamation by the Governor
 - The firing of the volley of shots by the Fort Glanville Guard
 - Re-enacting the giving of a posy to the Governor
- An artwork project with local schools;
- Depot upgrade of the reserve including extra grass seeding, additional steel bins installed, new plants, new picnic tables and additional mulch and soft fall of the playground area;
- Additional entertainment by the Holdfast Bay Concert Band and Glenelg Brass Band, roving entertainment and engagement of the Borderers;
- Extended time for the Community Celebration;
- Advertising of the event in the form of entry statements, the Moseley Square banner, Holdfast Bay website, Twitter and iPhone App stories, ABC Outdoor broadcast, flyers, program and numerous news articles.

Media coverage of the event far exceeded previous years. An overview of the coverage can be seen from the table below. To evaluate the benefit of this level of coverage a media audit was conducted post the events. The value of the media coverage is \$3,522,180.

Press	Broadcast	Twitter	Electronic
<p>The Advertiser:</p> <ul style="list-style-type: none"> • Double page spread in Education section, mid December. <p>The Advertiser 28/12:</p> <ul style="list-style-type: none"> • Front page, Half page photo and pointer to pages 4 & 25 of Kaitlin Bryant; • Two-thirds page photo and story on page 4; • Full page historic article page 25. <p>Guardian Messenger:</p> <ul style="list-style-type: none"> • Quarter page photo and article. 	<p>TV - 6m 20s</p> <p>Radio - 1hr 22m 48s</p>	<ul style="list-style-type: none"> • 16 tweets (campaign) • 1 Re-tweet 	<p>Adelaide Tweet 26/12</p> <p>Adelaide Tweet Late Edition 27/12</p> <p>Adelaide Now full gallery 29/12</p>

As part of the 2011/12 budget process an additional \$8,550 was committed to the event. This saw the previous budget of \$41,000 increase to \$49,550. At time of writing the actual expenditure for the 2011 event is \$46,800.

PROCLAMATION DAY BUDGET		
Item	2010 Budget	2011 Budget
Wages and overtime	4,672.00	3,856.00
Contractors	5,065.65	6,464.00
Entertainment	2,000.00	3,200.00
Infrastructure	6,322.00	6,989.00
Catering	13,948.00	19,342.00
Maintenance & greenery	2,284.00	2,717.00
Promotion	1,617.00	4,229.00
Total	\$35,908.65	\$46,797.00

Notes:

Contractors includes St John Service, security, risk and emergency response planning, photographer

Infrastructure includes tables, chairs and bins

Maintenance includes grass cutting, maintenance to the park and plants for the stage

Promotion includes programs, invitations, visitors book.

8.2.3 Social Isolation

In accordance with her notice, Councillor Lonie asked the following question.

Could administration please define what is meant by the term ‘social isolation’, provide information on the demographics of those to whom this term applies within our community at Holdfast Bay, and detail when the services, both by paid staff, volunteers or through partnerships, that Council provide to this population.

General Manager City Services, Ms R Cooper’s answer:

There are many definitions of “Social Isolation” a number state and national reports and studies have been undertaken on the subject.

For the purposes of this response, Social isolation can be defined as an absence of social interactions, contacts, and relationships with family and friends, with neighbours on an individual level, and with "society at large" on a broader level.

In recent years the Commonwealth Department of Health and Ageing (DoHA) and State Department of Communities and Social Inclusion (DCSI), who fund the Home and Community Care program have placed a strong emphasis on holistic assessments for services, taking consideration of the emotional wellbeing of the person as much as meeting their physical needs.

To coincide with this, there has been a strong emphasis on use of the terms ‘socialisation’ and ‘social inclusion’ rather than the negative connotation that ‘Social Isolation’ implies.

The social services and programs offered by the City of Holdfast Bay are aligned to this holistic approach, which considers the whole person, respects their ‘lived’ life and aims to enhance their quality of life and keep them connected to their community.

It is important to note that social isolation is not limited to a certain population demographic, although older people, those with disabilities and carers are more vulnerable to social isolation because of natural losses that occur due to their circumstances.

Based on the 2006 ABS data, the City of Holdfast Bay has 5,503 lone person households in the area, comprising of a range of age groups. Holdfast Bay also has a large proportion of older people residing in the area (22.58% of the population or 8,883 people). Of these, 1,354 (15.2%) are registered HACC clients and 235 people reside within six Supported Residential Facilities (SRF's) within the Inner Southern Region, supported by the City of Holdfast Bay's Lifelinks programs.

Council provides a total of 9 community programs aimed at increasing social support to the more vulnerable and disadvantaged members of our community including:

- HACC programs such home visits, a Lunch Club, a new Buddy program, Coffee Crawl and other social activities
- The LifeLinks program supports residents who live in Supported Residential Facilities (SRF's) by offering a variety of social opportunities including the Singing Magpies, Men's Group, art and cooking classes.
- The Community Transport Service, including the Blue Loop Bus, Community Buses and personal transport that provide "incidental" social support to several hundred local residents.
- Respite is offered to carers and is arranged in a flexible manner around the stated needs of the carer.
- Library Homebound Services, delivering Library collection to residents with disabilities or are frail aged.

All of these support services are delivered by a combination of volunteers and Council staff: Council's Community Services are supported by 107 volunteers and 13.4 FTEs (total salary expenditure \$667,768) and the Homebound Library Service is supported by 50 volunteers and 1 FTE (total salary expenditure \$62,781).

A social mapping project is currently underway to identify activities, hobbies and interests of our local residents, compare it to what is offered by local community clubs and groups and identify the gaps. The aim is to forge greater partnerships with local service providers to ensure that the social needs of the vulnerable people in our community are met. A report will be presented to Council in April 2012.

Local non-profit organisations are encouraged to promote their social activities in the Community Buzz newsletter which is sent to all HACC residents three times a year and is distributed to local libraries and community centres, customer service centres and local surgeries.

Council also has a comprehensive resource library and strong partnerships with local service providers and community centres (including in neighbouring councils) which it draws from for referral.

Sector specific networks and memberships are maintained to ensure that we remain abreast of latest developments, trends and legislative changes associated with delivering services to our local community.

The recent Social Needs Study has also flagged opportunities to enhance partnerships, particularly with local community centres and groups and this information is currently being considered with actions to be developed in line with the 2012/13 Business Plan and Budget process.

8.2.4 Australia Day 2012

In accordance with her notice, Councillor Yates asked the following questions.

- 1. Please report on any problems or issues occurring on Australia Day 2012. In particular in the areas of Angus Neill Reserve and the Seacliff Beachfront, as this was the first year of being a Dry Zone.**
- 2. What do Council Staff and SA Police say about this year's behavior on Australia Day? Was drinking on the beach an issue?**

Background

I checked on Angus Neill Reserve in the early morning and afternoon and found it was being used but only by a few groups of mainly non-locals who often weren't aware of the issues there the year before.

I congratulate the Liquor Licensing and Public Safety Officer for implementing the Australia Day Dry Zone and other staff who worked on Australia Day to ensure there were no major problems this time.

I noticed two specific issues:

1. Esplanade - Shoreham Road bin was overflowing early evening (around 7pm) and I removed approx 30 vodka and lime bottles and 40 beer cans as well as 4 large empty beer carton packs so as to clear the bin because a strong wind was picking up and would have blown rubbish onto the beach.

I looked at other bins but they seemed clear apart from a black bin bag alongside the Esplanade – Shoreham Rd bin. I noted the Manager Regulatory Services also reported rubbish overflowing later at the Seacliff Esplanade bins.

There should be two rubbish pickups on a public holiday but the second pickup occurs too early to be of much use. I remember this was an issue last year as the 5pm bin collection found very little rubbish yet the bins overflowed later.

Would a later pickup be possible because most people tend to leave the beach around sunset and dump their rubbish then plus the wind tends to pick after sunset too and blows loose rubbish onto the beach.

2. Whilst emptying the bin, a local resident who had complained last year about the Angus Neill Reserve issues, came along and told me she had seen a sofa on the beach.

I didn't see one but walked along the Shoreham Road to Young Street beach area - there were a few groups of young people but they were

all orderly despite drinking - as is allowed on that part of the beach. There was no one at all on the dry zone part of the beach opposite Angus Neill Reserve. There was an obvious gap because the rest of the beach was fairly evenly covered with groups of people except in the dry zone.

From the rubbish I collected at the bin there was obviously quite a lot of alcohol consumed on the beach but I didn't see any rubbish or other trouble when I was there. The Manager Regulatory Services also reported couches on the beach but confirmed they were later removed.

However, Council needs to keep an eye on this in case the numbers of young people build up on the beach next year and we get the sort of problems found on Angus Neill Reserve in the past i.e. alcohol abuse, fighting etc.

General Manager City Assets, Mr S Hodge's answer:

1. Overall, Australia Day 2012 was a very successful exercise for City of Holdfast Bay. A full internal debrief with all business units associated with the activities on Australia Day is scheduled to be held on 22 February 2012. Feedback and recommendations for future Australia Day activities will be discussed and an evaluation report will be prepared.

From initial, anecdotal reports Angus Neill Reserve and Seacliff foreshore were successfully restored as a family friendly coastal experience.

When compared to previous years, this year's Australia Day celebrations required minimal clean up by our depot team. Solo this year commenced their bin run in the afternoon earlier to ensure that all bins would be emptied by 6.30pm. At approximately 7.30pm the Council Inspectors informed the depot team of overflowing bins at some locations and these were checked and extra bins were placed out in these locations.

The couch on the beach was identified by our Council Inspectors and the owners were asked to take it with them when they left the beach. This year the activities on Australia Day were not as damaging as previous years. We believe the Dry Zone and Australia Day falling on a Thursday had an impact on the crowd's behaviour.

Council staff during the day were monitoring the activities along the foreshore and the number of people on the beach was noted and was a focus for the clean up the next day. When compared to previous year's the clean up was very minor.

It should be noted that the following areas along the foreshore are Dry Zones, namely from Glenelg foreshore area, the area adjacent to the Brighton Jetty and the Australia Day Angus Neill Dry Zone area all other areas of the beach are not dry zones and alcohol is permitted.

2. Reports on Australia Day from SA Police and ACG Security are still being prepared for the internal debrief on 22 February 2012, but from anecdotal reports with both agencies and Council staff working

across the day, behaviour on Australia Day was in line with the good natured and family friendly atmosphere of New Years Eve. The majority of the day was family focused. Alcohol was not a key factor in the majority of areas for most of the day.

The demographic of the crowds at Glenelg did change at around 4.30pm, with the families and younger people moving away from a day at the beach and younger, aggravated and already intoxicated people (mainly males) entering the area via public transport. SA Police and security worked together to contain hotspots. All City of Holdfast Bay events were completed by 2.00pm and all external events with City of Holdfast Bay approval were completed by 5.00pm. Security, Glenelg SLSC patrols and St John's all finished at 6.00pm, allowing SA Police to control of the area.

9. Member's Activity Reports

9.1 Brighton Jetty Sculptures Exhibition

Councillor Clacy reported that she attended the Brighton Jetty Sculptures exhibition representing the Mayor and announced the people's choice award. Councillor Clancy presented a certificate to Council.

9.2 Glenelg Brass Band

Councillor Patton reported that he had attended meeting of Glenelg Brass Band

9.3 Seachange Book Launch on Australia Day

Councillor Huckstepp reported that he attended the Seachange Book launch on Australia Day.

10. Public Presentations

10.1 Petitions

10.1.1 Revert to the Previous Council Logo

A petition has been received from 53 citizens of South Australia regarding the change of the Council Logo.

The petition states as follows:

*"To His Worship the Mayor and Elected Members of the City of Holdfast Bay –
The Petition of the undersigned residents of South Australia respectfully requests that the Council notes the views of residents in relation to the change of the City of Holdfast Bay Logo."*

The petition submitted requested that the petitioners print their name under the logo you prefer for Holdfast Bay. All petitioners indicated that they preferred the old logo.

C140212/390

Councillor Looker moved and Councillor Bouchee seconded:

- 1. That the petition be received by Council.**

- 2. That the head petitioner be advised of Council's decision regarding the City of Holdfast Bay Logo.**

CARRIED

10.2 Presentations Nil

10.3 Deputations

10.3.1 Vietnam Veterans Men's Shed

Mr Barry Heffernan made a 5 minute deputation to Council on the Memorial Garden/Veteran's Shed proposal.

11. Motions on Notice

11.1 Glenelg Jetty – Attraction and Safety for Swimmers

In accordance with his notice:

C140212/391

Councillor Looker moved and Councillor Patterson seconded:

- 1. That Council investigates and considers a report on ways to improve the attraction and safety of the Glenelg jetty for swimmers. Such improvements would include a lower level platform with steps to exit the water, and possibly a slippery dip and diving board.**
- 2. That the investigation includes consultation with the relevant bodies e.g. Surf Life Saving Club.**

CARRIED

A division was called

For	Against
R A Clancy	R M Bouchée
P W Dixon	J D Huckstepp
L R Fisk	
S C Lonie	
T D Looker	
S Patterson	
R C Patton	
A P Roe	
L J Yates	

HIS WORSHIP THE MAYOR DECLARED THE MOTION CARRIED

Background

Jumping into deep water is always an attraction as has been happening on every jetty since jetties were invented. Exiting the water is more risky than the jump when poor facilities are provided and it is only in the last 12 months that Glenelg Jetty has been compliant in providing a ladder for that purpose. A platform and steps would make that safer and allow a lower level entry to the water. An opportunity may exist to improve Glenelg Jetty in that some new infrastructure may be needed as part of the sand pumping program so it is worth looking at the potential to have a

dual purpose structure. Either way, for a modest cost an addition to the jetty would improve safety and provide some free fun for years for adventurous beachgoers.

11.2 Australia Day 2012

In accordance with his notice, Councillor Patterson will move:

C140212/392

Councillor Patterson moved and Councillor Lonie seconded

1. **That Council writes to the Police Department, thanking them for the extra Police presence and diligent work by Police Officers on Australia Day in the City of Holdfast Bay.**
2. **That Council writes a letter of thanks to the volunteer organisations that actively participated in making the community celebrations held in the City of Holdfast Bay, on Australia Day, a safe and enjoyable day."**

CARRIED

Background

Council devoted considerable resources into ensuring that Australia Day was able to be celebrated and enjoyed by many people, with an emphasis on the reserves so that the troubles experienced at Angus Neill reserve last year did not occur again. Community BBQs were held at various reserves throughout the council area in the morning to encourage families to fill the parks early on to discourage groups setting up later in the day and the associated anti social behaviour. These relied upon volunteer groups to ensure their success. Additionally the police devoted a significant number of officers to help police the Dry Zones and monitor behaviour.

This provides an opportunity to publicly acknowledge the volunteers who gave up their time and the police for putting the resources into our council area so that the day could be enjoyed by so many. An example was the community breakfast at the John Miller reserve, provided by the Rotary club, and their presence contributed to the community. Additionally the surf lifesaving clubs patrolled the beaches in our council area, as an example the Glenelg Surf Lifesaving club had volunteers sign on at 6 am and patrol until 6 pm to cope with the number of beach goers, and overall the number of volunteer patrol hours for the day was in the hundreds.

Council staff should also be thanked for their work in the organising and the smooth running of the activities on the day.

11.3 Identification of Outside Bodies

In accordance with his notice:

C140212/393

Councillor Looker moved and Councillor Roe seconded that Council expands its policy requiring identification of outside bodies making presentation to council to require these bodies to provide identification for all dealings with council.

CARRIED

A division was called

For	Against
R A Clancy	R M Bouchée
P W Dixon	L R Fisk
J D Huckstepp	S Patterson

S C Lonie
T D Looker
A P Roe
L J Yates

R C Patton

HIS WORSHIP THE MAYOR DECLARED THE MOTION CARRIED

Background

Council has a policy requiring proof that an individual making a representation to council on behalf of an organisation demonstrate the authenticity of the organisation and that the speaker is authorised to make representations.

Outside bodies have other dealings with City of Holdfast Bay through submissions, assistance with grants, leases and so on.

As it stands currently Council does not require verification of credentials. Two recent examples where identification was needed were in discussions over a lease and with a representation regarding the planning consultation.

Clarification as to the nature, size and philosophy of an organisation would help council determine what credibility or weight to give to any representation.

11.4 Rescission Motion – Council Logo

In accordance with her notice:

Councillor Bouchée moved and Councillor Fisk seconded that Council rescinds decision City of Holdfast Bay Logo C270911/290 “That Council implement a phased, no extra cost introduction of the modernised logo.”

LOST

C140212/394

Councillor Looker moved and Councillor Roe seconded that the motion be put.

CARRIED

His Worship the Mayor put the motion and it was lost.

A division was called

For	Against
R M Bouchée	R A Clancy
L R Fisk	P W Dixon
L J Yates	J D Huckstepp
	S C Lonie
	T D Looker
	S Patterson
	R C Patton
	A P Roe

HIS WORSHIP THE MAYOR DECLARED THE MOTION LOST

General Manager City Services, Ms R Cooper’s comment:

The following provides an overview of the process undertaken to arrive at a decision to update the logo. Understanding people’s perceptions, attitudes and knowledge of Holdfast Bay is an important factor in making informed decision about how to effectively communicating and engage with our community and

stakeholders. To gain a better insight into these perceptions and attitudes a research project was conducted during November and December 2010.

A total of 630 people were engaged in the project. People were drawn from the following areas:

- Residents
- Business owners
- Visitors – both interstate and overseas

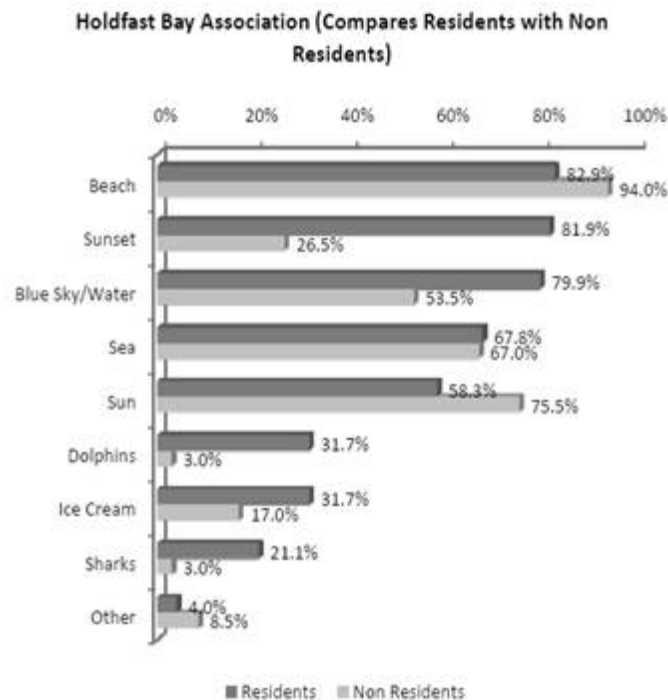
To ensure that the project gave a true reflection of the perceptions and attitudes of both residents and visitors, telephone surveys were conducted with two hundred (200) residents and two hundred (200) non-residents, but people who identified as being frequent visitors to Holdfast Bay. Of the residents who participated, 75% were aged over 55.

In terms of consultation and receiving feedback, this was a major project for the City of Holdfast Bay and compares with the recent Travelling Conversations Consultation (conducted in late 2011), where feedback was received from 234 people.

The graph below shows key outcomes from the project. When asked what residents associated with Holdfast Bay and majority (82.9%) nominated the beach, closely followed by sunsets (81.9%) and blue water/sky (79.9%). This compares with non-residents, the majority of whom also nominated the beach (94%).

Only 31.7% of participants who are residents associated Holdfast Bay with dolphins. This compares with 3% of non-resident participants associating Holdfast Bay with dolphins.

The findings of this project were presented to Elected Members at a Council workshop on 22 March 2011.



From this project plans were developed to update the communication material produced by the City of Holdfast Bay (i.e. stationary, signage, Bay Views etc). These plans were discussed with Elected Members at a workshop on 10 May 2011. Given

that participants from the project, both residents and non-residents, had overwhelmingly associated Holdfast Bay with imagery of the beach, sun and sea, these images were incorporated into an updated logo. Administration was sensitive to the financial impact of this change and endeavoured to utilise the existing colours (blue and yellow) and shape.

This was further tested via further consultation which occurred in September 2011. 121 people participated in this consultation with 64.5% preferring the updated logo. At the Council meeting of 27 September 2011, the motion was carried that *“Council implement a phased, no extra cost introduction of the modernised logo” (C270911/290).*

Since that time Administration has used the updated logo when materials have needed to be replaced.

\$59,621 has been spent on items that now appear with the new logo. This is broken into two areas being:

\$29,787 - Items needing replacement (including clothing for depot staff, business cards for new staff, repairs to Blue Loop Bus after an accident)

\$29,834 – Items already approved in the 2011/12 budget, including a new sign for the CHB lectern, updating of the CHB website, community bus signs

If Council chose to revert back to the previous logo it is recommended that the above approach is taken. This would see the reversal implemented over a phased period, as needed and should result in the additional cost spread over a number of financial years.

11.5 Appointment to Audit Committee

In accordance with his notice, Councillor Looker will move:

C140212/395

Councillor Looker moved and Councillor Roe seconded that Ms Vicki Brown be reappointed to the City of Holdfast Bay Audit Committee for a further 3 year term ending 20 February 2015.

CARRIED

Background

Ms Vicki Brown has served as an independent member of the audit committee since its inception in 2007. Her professional skills and continuing contribution to ensure excellence in governance is highly valued. Ms Brown also represents Council's interests through her membership of the SRWRA audit committee.

General Manager Corporate Services, Mr I Walker's comment:

Ms Brown has served on the Audit Committee since March 2007 and has been re-appointed twice. Her current term expires on 20 February 2012. She has undertaken her role with vigour and brings strong expertise to the Audit Committee.

12. Adjourned Matters

Nil

13. Reports of Management Committees, Subsidiaries and the Development Assessment Panel

13.1 Minutes – Audit Committee (Report No: 28/12)

The Audit Committee is established under Section 41 of the *Local Government Act 1999*, and Section 126 of the *Local Government Act 1999* defines the functions of the Audit Committee to include:

- reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
- proposing, and providing information relevant to, a review of the council's strategic management plans or annual business plan; and
- proposing, and reviewing, the exercise of powers under section 130 A; and
- if the council has exempted a subsidiary from the requirement to have an audit committee, the functions that would, apart from the exemption, have been performed by the subsidiary's audit committee; and
- liaising with the council's auditor; and
- reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis.

The minutes of the Audit Committee meeting held 7 December 2011, are presented and submitted for Council for information and endorsement, noting in particular the Committee's recommendations presented below for endorsement.

C140212/396

Councillor Lonie moved and Councillor Looker seconded that the minutes of the Audit Committee meeting held 7 December 2011 be received and recommendations numbered 1 - 6 endorsed by Council:

8.1 2012 Work Program (Report No: 422/11)

1. **1. That the Committee adopts the following meeting schedule (subject to additional meetings being called if required):**
 - **Wednesday 29 February 2012**
 - **Wednesday 18 April 2012**
 - **Wednesday 30 May 2012**
 - **Wednesday 5 September 2012**
 - **Wednesday 10 October 2012**
 - **Wednesday 5 December 2012**
2. **That the work program outlined in Report No:422/11 be adopted.**

8.2 Standing Items (Report No: 423/11)

2. **That the Committee advises Council it has received and considered a Standing Items Report addressing:**
 - **Monthly financial statements**
 - **Internal control**
 - **Risk management**
 - **Whistle blowing**
 - **Internal audit**
 - **Economy and efficiency audits**

8.3 Provision of Audit Opinion 2010/11 Financial Statements (Report No: 424/11)

- 3. That the Committee advises Council that it has considered correspondence from the external auditor in relation to the audit of the 2010/2011 Financial Statements and notes the unqualified audit opinion in relation to the Financial Statements and 2011 Statutory Audit Opinion.**

8.4 Update on risk Management (Report No: 425/11)

- 4. That the Audit Committee advises Council it has received and considered an update on Council's risk management.**

5. 8.5 Work Health & Safety Legislative Changes (Report No: 426/11)

That Report No. 426/11 be received and noted.

6. 8.6 Review of Asset Plans (Report No: 427/11)

That the Audit Committee advises Council that it has received and considered a report on the recent review and updating of Council's Asset Management Plans.

CARRIED

14. Reports by Officers

14.1 Items in Brief (Report No: 25/12)

Report No: 25/12 was presented detailing items which were presented for the information of Members and did not require a separate resolution.

C140212/397

Councillor Fisk moved and Councillor Clancy seconded that the report be noted and items of interest be discussed.

CARRIED

14.2 Vietnam Veterans Men's Shed Proposal (Report No: 26/12)

The purpose of this report is to seek Council's in principle support, subject to the outcomes of community consultation, to establish a men's shed and memorial garden at Kibby Reserve, Glenelg North as proposed by the Vietnam Veterans Association.

Please note, the memorial garden is separate to the proposal by Brighton Community Eco Garden Inc to establish a community garden on the site. This submission is currently being considered in line with Council's new Community Gardens Guidelines.

C140212/398

Councillor Clancy moved and Councillor Huckstepp seconded:

- 1. That Council gives in principle support, subject to community consultation, to the Glenelg Community Centre and the Vietnam Veterans Association to establish the William Kibby VC Veterans shed and memorial garden at Kibby Reserve.**
- 2. That a report on the results of the community consultation, be presented for**

Council's final consideration and approval once consultation has occurred.

- 3. All costs including ongoing maintenance will be the responsibility of the Vietnam Veterans Association which will be outlined in their lease/licence agreements with Council.**

CARRIED

14.3 Debenture Loan 137 Rollover – Keelara Centre (Report No 19/12)

The sporting club debenture loan 137 referring to the Keelara Centre will be eligible for rollover on 15 February 2012. The joint management committee has requested a rollover of the remaining amount for the remaining term of 16 years with a further opportunity to review the loan in 4 years.

C140212/399

Councillor Clancy moved and Councillor Yates seconded that Council borrows the remaining sum of \$90,108 for a term of 4 years on a 16 year repayment basis in accordance with Council's borrowing policy, for the purpose of meeting the remaining rollover funding required on Debenture loan 137.

CARRIED

14.4 Monthly Financial Reports – December 2011 (Report No 20/12)

Attached are financial reports as at 31 December 2011. They comprise a Funds Statement and a Capital Expenditure Report for Council's municipal activities and Alwyndor Aged Care.

Most variances between year-to-date (YTD) actual and budget are the result of 'timing difference' with few being the result of 'permanent difference'. Subject to the next comprehensive budget review as at 31 January 2012, there are no anticipated changes to Council's revised forecasts.

C140212/400

Councillor Looker moved and Councillor Lonie seconded that Council receives the financial reports to 31 December 2011 and notes (subject to the next comprehensive budget review at 31 January 2012):

1. Municipal activities

- a. an unchanged projected operating surplus for 2011/12 of \$163,000 (compared to a zero result in the original budget)
- b. an unchanged projected capital expenditure for 2011/12 of \$18.695 million (compared to \$10.691 million in the original budget)
- c. an unchanged projected funding requirement for 2011/12 of \$8.612 million (compared to \$1.726 million in the original budget)
- d. an unchanged projected net financial liabilities at 30 June 2012 of \$16.399 million (compared to \$9.513 million in the original budget)

2. Alwyndor Aged Care

- a. an unchanged projected operating surplus for 2011/12 of \$1.270 million (no change to \$1.270 million in the original budget)
- b. an unchanged projected capital expenditure for 2011/12 of \$10.385 million (no change to \$10.385 million in the original budget)
- c. an unchanged projected funding requirement for 2011/12 of \$8.704 million (no change to \$8.704 million in the original budget)
- d. an unchanged projected net financial liabilities at 30 June 2012 of \$6.498

million (no change to \$6.498 million in the original budget).

CARRIED

14.5 Former Brighton Town Hall, 388 Brighton Road, Hove – Revocation of Community Land Status (Report No 22/12)

Council owns the Former Brighton Town Hall site located at 388 Brighton Road, Hove. Council resolved to pursue the disposal of the site with proceeds applied towards the redevelopment of sporting/recreational/community hubs such as the Brighton Oval redevelopment and Macfarlane Street Open Space purchase. To facilitate the disposal of the site, Council must first revoke the Community Land status for a portion of the site currently occupied by the Former Town Hall. A report has been prepared for public consultation.

Councillor Bouchée left the chamber at 8.32pm.

Councillor Bouchée rejoined the chamber at 8.33pm.

C140212/401

Councillor Clancy moved and Councillor Huckstepp seconded that the Council resolve to commence public consultation for the purpose of revoking the Community Land status of 388 Brighton Road, Hove.

CARRIED

14.6 Our Place Community Plan for Adoption (Report No 23/12)

On 11 November 2011, Council endorsed the release of the draft “Our Place” Community Plan (“Our Place” Plan) for consultation in accordance with Section 122 of the Local Government Act 1999 and Council’s adopted IAP2 consultation framework. The “Our Place” Plan will serve as Council’s primary forward planning policy document and provide Council and its community with a 20 year vision for the City. Following the completion of the consultation process, a final copy of the draft “Our Place” Plan has now been prepared and is presented to Council for consideration and adoption.

C140212/402

Councillor Looker moved and Councillor Patterson seconded that the draft “Our Place” Community Plan located in Attachment 1 to Report No: 23/12 be adopted as Council’s primary forward planning document for the next four years subject to final design.

CARRIED

14.7 Review of Code of Practice for Access to Meetings and Documents (Report No 24/12)

This report seeks Council’s endorsement of the Draft Code of Practice for Access to Meetings and Documents for community consultation as required by the Local Government Act 1999.

Councillor Roe left the chamber at 8.39pm.

Councillor Roe rejoined the chamber at 8.41pm.

C140212/403

Councillor Fisk moved and Councillor Huckstepp seconded that the Draft Code of Practice for Access to Meetings and Documents be endorsed for community consultation.

CARRIED

14.8 Council By-Laws for Adoption (Report No: 21/12)

Council endorsed in principle the release of the draft City of Holdfast Bay Local Government Act 1999 By-Laws for public consultation on 27 September 2011.

The purpose of this report is to outline the consultation feedback and to seek Council's adoption of the attached By-Laws.

The Legislative Review Committee of the South Australian Parliament is also required to be notified by Council of adoption of these by-laws to complete our legislative duty.

C140212/404

Councillor Bouchee moved and Councillor Fisk seconded that:

- 1. That the final draft of the City of Holdfast Bay By-Laws included at Attachment 2 to Report No: 21/12, be adopted as Council's By-Laws.**
- 2. That the comments and feedback received from the community and key stakeholders in relation to the draft By-Laws be noted.**
- 3. That Administration informs the Legislative Review Committee of the South Australian Parliament of Council's adoption of the City of Holdfast Bay's By-Laws for the parliamentary process to continue and finalise the Council's By-Laws.**

CARRIED

14.9 Appointment of Audit Committee Deputy Member by the Southern Region Waste Resource Authority (Report No: 27/12)

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay (the "constituent councils"), pursuant to Section 43 of the *Local Government Act 1999*.

SRWRA seeks to amend the terms of reference for its Audit Committee to include the appointment of a deputy member and seeks the approval of the constituent councils for this appointment.

C140212/405

Councillor Looker moved and Councillor Clancy seconded that Council approves the appointment of Mr Bruce Williams as deputy member to its Audit Committee, for a term of twelve months expiring in December 2012.

CARRIED

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| 15. Resolutions subject to formal motions | Nil |
| 16. Urgent Business – Subject to the Leave of the Meeting | Nil |
| 17. Closure | |

The Meeting closed at 8.45pm

CONFIRMED Tuesday 28 February 2012

MAYOR