

# Council Meeting Minutes

**2 May 2022**

## **Our Vision**

*A City which values its heritage, cultural diversity,  
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable  
and socially cohesive, with a strong community spirit.*

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City of  
Norwood  
Payneham  
& St Peters

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**VENUE** Council Chambers, Norwood Town Hall

**HOUR** 7.00pm

**PRESENT**

**Council Members** Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Evonne Moore  
Cr Garry Knoblauch  
Cr John Minney  
Cr Carlo Dottore  
Cr Kevin Duke  
Cr Mike Stock  
Cr Scott Sims  
Cr Sue Whittington  
Cr John Callisto  
Cr Christel Mex

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Community Affairs)  
Sharon Perkins (General Manager, Corporate Services)  
Teri Hopkins (Manager, Governance & Legal)  
Keke Michalos (Manager, Economic Development & Strategic Projects)  
Richard Wunderlich (Projects Manager)  
Paul Mercorella (Acting Manager, City Assets)  
Scott Dearman (Project Manager, Assets)  
Eleanor Walters (Manager, Urban Planning & Sustainability)  
Rosanna Busolin (Manager, Community Services)  
Simonne Reid (Communications Officer)  
Marina Fischetti (Executive Assistant, Urban Services)

**APOLOGIES** Cr Connie Granzio, Cr Fay Patterson

**ABSENT** Nil

**1. KAURNA ACKNOWLEDGEMENT**

**2. OPENING PRAYER**

The Opening Prayer was read by Cr Evonne Moore.

**3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 13 APRIL 2022**

*Cr Dottore moved that the minutes of the Special Council meeting held on 13 April 2022 be taken as read and confirmed. Seconded by Cr Sims and carried unanimously.*

#### 4. MAYOR'S COMMUNICATION

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Monday, 4 April	<ul style="list-style-type: none"><li>• Presided over a Council meeting, Council Chamber, Norwood Town Hall.</li></ul>
Thursday, 7 April	<ul style="list-style-type: none"><li>• Attended the Local Government Association Annual General Meeting Dinner, Adelaide Entertainment Centre, Hindmarsh.</li></ul>
Friday, 8 April	<ul style="list-style-type: none"><li>• Attended the Local Government Association Annual General Meeting, Adelaide Convention Centre, Hindmarsh.</li></ul>
Friday, 8 April	<ul style="list-style-type: none"><li>• Attended the pre-match function followed by the Norwood versus Eagles football match, Norwood Oval.</li></ul>
Saturday, 9 April	<ul style="list-style-type: none"><li>• Attended the Re-dedication of Norwood Soldier's Memorial, Osmond Terrace, Norwood.</li></ul>
Monday, 11 April	<ul style="list-style-type: none"><li>• Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.</li></ul>
Tuesday, 12 April	<ul style="list-style-type: none"><li>• Attended the 2022 Eastside Business Awards, St Peters Banquet Hall, St Peters.</li></ul>
Wednesday, 13 April	<ul style="list-style-type: none"><li>• Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.</li></ul>
Friday, 15 April	<ul style="list-style-type: none"><li>• Attended the Norwood versus Port Adelaide SANFL football match, Norwood Oval.</li></ul>
Saturday, 16 April	<ul style="list-style-type: none"><li>• Attended the City of Norwood Payneham &amp; St Peters Easter Egg Hunt, Richards Park.</li></ul>
Friday, 22 April	<ul style="list-style-type: none"><li>• Photograph with Mr Theo Theodoulou (winner of the 'Win a Fiat 500' competition), Solitaire Motors, Eastwood.</li></ul>
Monday, 25 April	<ul style="list-style-type: none"><li>• Attended the ANZAC Dawn Service, Soldier's Memorial, Norwood.</li></ul>
Monday, 25 April	<ul style="list-style-type: none"><li>• Attended the Italian Liberation Day Commemoration Service, Chapel of the Holy Name, Payneham.</li></ul>
Tuesday, 26 April	<ul style="list-style-type: none"><li>• Attended a Workshop, Mayor's Parlour, Norwood Town Hall.</li></ul>
Wednesday, 27 April	<ul style="list-style-type: none"><li>• Filmed videos for the Council's website, various locations.</li></ul>
Saturday, 30 April	<ul style="list-style-type: none"><li>• Officially unveiled the Nino Solari Commemorative Path, Osmond Terrace, Norwood.</li></ul>
Monday, 2 May	<ul style="list-style-type: none"><li>• Attended a meeting with the General Manager, Governance &amp; Community Affairs and the Communications Officer, Mayor's Office, Norwood Town Hall.</li></ul>

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**5. DELEGATES COMMUNICATION**

- Cr Whittington advised that on Thursday 21 April 2022, she attended via electronic communication, a Chief Executive Officer's Performance Review Committee meeting of the Eastern Health Authority Board.
- Cr Whittington advised that on Wednesday 27 April 2022, she and Cr Knoblauch attended the Eastern Health Authority Board meeting.

**6. QUESTIONS WITHOUT NOTICE**

Nil

**7. QUESTIONS WITH NOTICE**

Nil

**8. DEPUTATIONS**

Nil

**9. PETITIONS**

Nil

**10. WRITTEN NOTICES OF MOTION**

**10.1 PORTRUSH ROAD/MAGILL ROAD INTERSECTION – DELEGATION FOR ACQUISITION OF LAND FOR POCKET PARK – SUBMITTED BY CR EVONNE MOORE**

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**NOTICE OF MOTION:** Portrush Road/Magill Road Intersection – Delegation for Acquisition of Land for Pocket Park  
**SUBMITTED BY:** Cr Evonne Moore  
**FILE REFERENCE:** qA1039  
**ATTACHMENTS:** Nil

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Pursuant to Regulation 12(1) of the *Local Government (Procedures at Meetings) Regulations 2013*, the following Notice of Motion has been submitted by Cr Evonne Moore.

**NOTICE OF MOTION**

That Council sends an urgent delegation to the new Minister of Transport to ask for a grant of some land at the newly widened intersection of Portrush Road and Magill Road, to allow Council to establish a pocket park or two and to plant trees.

**REASONS IN SUPPORT OF MOTION**

The widening of this intersection necessitated the removal of some 50 homes and business and the cutting down of at least 60 trees, most of which were Council street trees. This intersection now looks very bare and ugly and presents a hot and unattractive streetscape for pedestrians, cyclists and motorists in summer.

Many local residents were shocked and devastated by this intersection widening and the forcing of people out of their homes and businesses.

Land is now available as not all the property purchased by the previous government was needed for the intersection widening. This land will, undoubtedly, be sold to the highest bidder if Council does not take swift action to try to secure some of the land.

Council has already prepared draft landscaping plans before we approached the Transport Department some time ago but our efforts to secure departmental support for attractive landscaping of the intersection were unsuccessful then. Our delegation to the new Transport Minister should take these plans to show him.

The new State Government is claiming greater green credentials than the previous government and now is an appropriate time to ask it to fund the greening of this barren intersection.

**STAFF COMMENT  
PREPARED BY GENERAL MANAGER, GOVERNANCE & COMMUNITY AFFAIRS**

A meeting can be requested in accordance with the Notice of Motion.

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*Cr Moore moved:*

*That Council sends an urgent delegation to the new Minister of Transport to ask for a grant of some land at the newly widened intersection of Portrush Road and Magill Road, to allow Council to establish a pocket park or two and to plant trees.*

*Seconded by Cr Mex and carried unanimously.*

**11. STAFF REPORTS**

## **Section 1 – Strategy & Policy**

### **Reports**



## 11.1 2022 – 2027 TREE STRATEGY

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**REPORT AUTHOR:** Strategic Planner  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4550  
**FILE REFERENCE:** qA74833  
**ATTACHMENTS:** A - D

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### PURPOSE OF REPORT

The purpose of this report is to advise the Council of the results of the community consultation and engagement on the *Draft 2022-2027 Tree Strategy* and to present the final draft *2022-2027 Tree Strategy* for its consideration and endorsement.

### BACKGROUND

At its meeting held on 6 December 2021, the Council resolved to release the *Draft 2022-2027 Tree Strategy* for community consultation and engagement. The consultation was undertaken for a period of four (4) weeks, commencing on Monday 7 February 2022 and concluding on Friday 4 March 2022.

The *Draft 2022-2027 Tree Strategy* was promoted via the Council's online platforms (website, social media), at the Libraries and Norwood Town Hall. Letters were also sent to key stakeholders including resident associations, community groups, special interest groups, peak bodies, State Government Departments, Partnership organisations, adjoining Councils and infrastructure service providers.

In response, the Council received a total of twenty nine (29) unique submissions, with two (2) organisations providing follow up information to supplement the original submission. This additional information was prompted by follow up communication on the submissions to obtain clarification on the issues raised in the respective submissions.

All of the submissions which have been received, have been reviewed, summarised and a response made for the Council's consideration. The Summary of Submissions is contained in **Attachment B**. It should be noted that the submissions have prompted amendments to the *Draft 2022-2027 Tree Strategy*, including the addition of three (3) new actions and a number of editorial changes which clarify and expand on information and reference material. In two (2) instances, the issues which have been raised have been registered on the Council's CRM system, for follow up action by the City Arborist. A full copy of the submissions are contained in **Attachment C**.

The Council's existing *Tree Policy* was adopted in 2006. The *Tree Policy* provides strategic direction in relation to the planting, maintenance and removal of trees, which are owned and managed by the Council.

Notwithstanding the existence of the *Tree Policy*, over the last decade, the Council has dealt with a number of issues regarding trees, including SAPN vegetation clearance methods, changes in legislation regarding regulated and significant trees and the impacts of climate change, to name a few.

In response to these issues, on many occasions, the Council has considered these matters in isolation resulting in a suite of processes, documents and/or Council resolutions dealing with various tree related matters. These responses have not been reflected in the Policy, nor have they been consolidated into one document. The absence of such a document, can at times, expose the Council to criticism when tree related matters are being considered. A copy of the existing *Tree Policy* is contained in **Attachment D**.

The draft *2022-2027 Tree Strategy*, sets out the strategic framework upon which the Council can contribute to and work towards the State Government's tree canopy target. It also provides a strategic framework to deliver the Council's and community expectations for the protection, maintenance and growth of the City's tree assets. It is proposed that the existing *Tree Policy* will be superseded by the *2022-2027 Tree Strategy* once it is endorsed by the Council.

The draft *2022-2027 Tree Strategy* comprises of three key parts: Strategic Context, Strategic Framework and Action Plan and is based on three (3) primary objectives:

1. Adapting to climate change and mitigating against urban heat (climate change);
2. Ensuring species diversity to support sustainability and biodiversity (sustainability);
3. Delivering clean, safe and beautiful streets and footpaths to enhance active lifestyles and community well-being (liveability).

The objectives have been developed taking into account the State Government's and the Council's strategic context. The draft *2022-2027 Tree Strategy* has also drawn upon the approach and contents of other tree strategies, both locally and interstate, to provide inspiration and guidance for its framework.

The primary purpose of the draft *2022-2027 Tree Strategy* is to provide a comprehensive strategic and operational framework for the management, protection, growth and maintenance of trees in the City. This includes identification, asset management, removals, planting, maintenance, risk management, succession planning, community involvement and advocacy.

The overarching vision of the *2022-2027 Tree Strategy* is to **create a greener, cooler and more liveable City to enhance community well-being**.

The strategies and actions established to achieve this vision are organised under five (5) strategic themes and associated outcomes:

**Theme 1: Identify and Manage**

Outcome: A City where trees are managed as valuable living community assets.

**Theme 2: Protect and Value**

Outcome: A City where the existing tree population is valued and retained.

**Theme 3: Plan for Growth and Renewal**

Outcome: A greener, cooler and more liveable City with an equitable distribution of trees for present and future generations.

**Theme 4: Maintain**

Outcome: A beautiful, clean and safe City with healthy and well maintained trees.

**Theme 5: Inspire and Influence**

Outcome: A City that recognises the power of collaboration to achieve an increase in the number of trees on private and public land to meet the City's tree canopy targets.

The draft *2022-2027 Tree Strategy* contained in **Attachment A**, consolidates and formalises a large number of existing Council policies and processes, both formal and informal. In addition to amalgamating existing elements of the Council's approach to tree management, the draft *2022-2027 Tree Strategy* incorporates a number of new elements. These are briefly summarised below:

- formalising and expanding the removal criteria for Council owned trees;
- introducing invalid reasons for removing a Council owned tree;
- introducing performance based tree species selection;
- introducing strategic criteria for prioritising street tree planting locations;
- introducing a street tree "palette" and street tree selection criteria;
- developing comprehensive tree planting and maintenance operational guidelines;
- formalising tree safety inspection criteria;
- developing a tree risk rating and management framework;
- developing a long term replacement plan for ageing trees; and
- developing a community engagement plan for street tree planting.

Given the importance and sensitivity associated with the removal of Council owned trees, the expansion of the criteria for assessing their removal is brought to the Council's attention for consideration prior to endorsement. The draft *2022-2027 Tree Strategy* proposes to expand the current removal criteria to reflect additional valid justifications for considering the removal of street trees. These include a wider range of tree health and structural considerations and the reasonableness of rehabilitation versus replacement. It also acknowledges the occasional need to remove street trees to improve road safety or to deliver the strategic objectives of streetscape upgrades, such as design outcomes and/or increased canopy cover.

## RELEVANT STRATEGIC DIRECTIONS & POLICIES

The draft *2022-2027 Tree Strategy* is the Council's blueprint to guide the management, forward planning, planting and maintenance of all trees within the City, with a particular focus on street trees. It also sets out the Council's role in collaborating with various sectors of the community to influence the retention of trees and planting on private land. The *draft Tree Strategy* sits within the Council's decision making framework and has been developed to align with other key strategic and policy documents, including the Council's overarching Strategic Management Plan, *CityPlan 2030*.

A range of State Government and Council documents are relevant to the development of the *draft Tree Strategy*. The key strategies and plans that have been used to inform the *draft Tree Strategy* are listed below:

- *The 30-Year Plan for Greater Adelaide*;
- *Planning & Design Code 2021*;
- *CityPlan 2030: Shaping Our Future*;
- *Tree Policy 2006*;
- *Verge Landscaping and Maintenance Policy & Guidelines 2021*;
- *City-Wide Cycling Plan 2013*;
- *Access & Inclusion Strategy: A City for all Citizens 2018-2022*;
- *Economic Development Strategy 2021-2026*;
- *Open Space Strategy 2003*;
- *Community Land Management Plans*;
- *Kent Town Urban Design Framework*;
- *Asset Management Plan – Civil Infrastructure*;
- *Local Government Act 1999*; and
- *Resilient East Regional Climate Change Adaptation Plan June 2016*.

### CityPlan 2030 – Shaping Our Future

The outcomes, objectives and strategies of the Council's *CityPlan 2030: Shaping Our Future – Mid-Term Review 2020* that are specifically relevant to the *draft Tree Strategy* are provided below:

#### Social Equity

- Objective 1.2 – A people-friendly, integrated and sustainable transport network
- Objective 1.4 – A strong healthy, resilient and inclusive community

#### Cultural Vitality

- Objective 2.4 – Pleasant, well designed, and sustainable urban environments

#### Environmental Sustainability

- Objective 4.1 – Sustainable and efficient management of resources
- Objective 4.2 – Sustainable streets and open spaces
- Objective 4.3 – Thriving habitats for native flora and fauna
- Objective 4.4 – Mitigating and adapting to the impacts of climate change

## **FINANCIAL AND BUDGET IMPLICATIONS**

In recognition of the importance of a strategic framework that clearly articulates the Council's position in relation to trees, at its meeting held on 4 March 2019, the Council resolved that staff would prepare a Project Definition for consideration as part of the 2019-2020 Budget.

The Council allocated \$40,000 for the preparation of the draft *2022-2027 Tree Strategy*. To date, all research and investigations have been undertaken in-house within existing resources. However, to enable the *2022-2027 Tree Strategy* to be implemented, various components as identified in the Action Plan (e.g. the Tree Planting and Maintenance Operational Guidelines), will need to be funded. A budget submission has been prepared for the Council's consideration as part of the 2022-2023 Budget.

Actions contained in the *2022-2027 Tree Strategy* have been estimated at approximately \$480,000 over a five (5) year implementation period. This includes the purchase and introduction of Tree Management Software, the development of operational guidelines, implementation of Treenet Inlets as well as education and incentive programs. This does not include the planting of new trees, which will be budgeted for separately each year.

## **EXTERNAL ECONOMIC IMPLICATIONS**

There are no external economic implications associated with the draft *2022-2027 Tree Strategy*.

## **SOCIAL ISSUES**

The draft *2022-2027 Tree Strategy* seeks to provide a more equitable distribution of tree canopy cover across the Council area. It also aims to provide safe and clean footpaths that are accessible to people of all abilities.

## **CULTURAL ISSUES**

The draft *2022-2027 Tree Strategy* seeks to protect and retain trees that may have cultural significance to past generations, pre and post colonisation.

## **ENVIRONMENTAL ISSUES**

A primary objective of the draft *2022-2027 Tree Strategy* is to mitigate against and adapt to the changing environment as a result of climate change.

## **RESOURCE ISSUES**

The implementation of the draft *2022-2027 Tree Strategy* will require staff resources to implement the Actions. It will be an ongoing commitment with the need to review costings and budget allocations annually to ensure resourcing is in step with additional tree plantings.

## **RISK MANAGEMENT**

There are no risk management issues associated with the endorsement of the draft *2022-2027 Tree Strategy*.

The management of risks associated with trees has been addressed in the draft *2022-2027 Tree Strategy* through the implementation of a number of management protocols.

## **COVID-19 IMPLICATIONS**

There are no Covid-19 implications in the finalisation and implementation of the draft *2022-2027 Tree Strategy*.

## CONSULTATION

- **Elected Members**

An Elected Member Workshop was held on 20 October 2021, to provide an overview of the strategic context and proposed strategic framework for the *Draft 2022-2027 Tree Strategy*. Comments received from Elected Members were considered and incorporated into the draft *2022-2027 Tree Strategy*, where appropriate and applicable.

At its meeting held on 6 December 2021, the Council considered a report on the draft *2022-2027 Tree Strategy* and resolved to release the draft Strategy for community consultation.

- **Community**

Community consultation and engagement was undertaken for a period of four (4) weeks, commencing on Monday 7 February 2022 and concluding on Friday 4 March 2022. A total of 29 unique submissions were received.

- **Staff**

A number of internal workshops and meetings have occurred with the following staff to develop the content of the draft *2022-2027 Tree Strategy*:

- General Manager, Corporate Services
- Manager, Financial Services
- Manager, City Assets
- Manager, City Services
- Manager, Traffic & Integrated Transport
- Manager, Economic Development & Strategic Projects
- Manager, Development Assessment
- Manager, Urban Planning & Sustainability
- Manager, Property
- Sustainability Officer
- Senior Urban Planner
- Graduate Building Officer
- City Arborist
- Project Manager, Urban Design & Special Projects
- Project Officer, Civil
- Project Officer, Assets

- **Other Agencies**

As part of the community consultation and engagement process, the following Agencies were invited by letter to provide comments on the draft *Tree Strategy 2022-2027*:

- Green Adelaide, Department for Environment and Water;
- Department of Infrastructure and Planning;
- Attorney General's Department (Planning and Land Use Services);
- Office of the Technical Regulator;
- SA Power Networks; and
- SA Water.

A written submission was received from all of the above-mentioned agencies, with the exception of the Office of the Technical Regulator.

## DISCUSSION

A total of twenty nine (29) unique submissions were received on the *Draft 2022-2027 Tree Strategy* with two organisations providing follow up information to supplement the original submission. This was prompted by follow up communication for Council Staff on the individual submissions to obtain clarification on the issues raised. These have each been included as separate submissions, bringing the total number of submissions to thirty one (31).

The large majority of the respondents were individual residents (62%), followed by resident associations (14%). These included the Kent Town Residents Association, Kensington Residents Association, Greening Joslin and the Rundle Street Kent Town Community.

Three (3) State Government Agencies provided written submissions, including the Department of Infrastructure and Transport, Green Adelaide (Department for Environment and Water) and the Attorney General's Department, (Planning and Land Use Services). South Australian Power Networks (SAPN) and SA Water, both made submissions as did The Australian Institute of Architects (SA Chapter) and Resilient East.

The breakdown of respondents is summarised in Table 1.

**TABLE 1: RESPONDENT TYPE OF SUBMISSIONS**

<b>Respondent Type</b>	<b>Number</b>	<b>Percentage</b>
Individual	18	62%
Resident Association	4	14%
State Government Agency	3	10%
Utility Provider	2	7%
Peak Body	2	7%
<b>Total</b>	<b>29</b>	<b>100%</b>

Seventeen (17) submissions (59%) were submitted via the Online Feedback Form and the remaining twelve (12) were received in either letter or email format. The Online Feedback Form was designed to identify the level of support towards the Vision and each of the five (5) strategic themes. The pre-populated options were: 'Yes', 'In part' or 'No'. The results demonstrate a high degree of support for the Tree Strategy. None of the submissions selected the 'No' option. The results are contained in Table 2.

**TABLE 2: DEGREE OF SUPPORT FOR VISION AND STRATEGIC THEMES**

<b>Component of Tree Strategy</b>	<b>Yes</b>	<b>In part support</b>
Vision	82%	18%
Outcome 1: Identify and Manage	82%	18%
Outcome 2: Protect and Value	65%	35%
Outcome 3: Plan for Growth and Renewal	71%	29%
Outcome 4: Maintain	94%	6%
Outcome 5: Inspire and Influence	88%	12%

The lowest outcome area of support, comprising 65% was Outcome 2: Protect and Value. This is surprising as most of the associated comments in these submissions related to this strategic theme and emphasised the need for strong tree protection. It appears that respondents used the opportunity to express concern about the overall loss of trees.

In relation to the remaining twelve (12) written submissions, topics covered were expansive and ranged from editorial, site specific operational and management issues to compliance and/or reference to State Government legislation, strategy and projects. All of the twelve (12) written submissions expressed general support for the Strategy.

## Submission Themes

The issues raised in the submissions have been grouped into five (5) themes as follows:

### Theme 1 - Tree Inventory and Management

A number of submissions were in support of a tree inventory to enable the appropriate management of Council's tree assets. These comments were noted and no changes made to the draft Strategy.

### Theme 2 - Tree Species

A number of respondents raised issues regarding the type of tree which they believe the Council should or should not be planting. Issues such as species diversity, deciduous versus evergreen, exotic versus native and concern associated with debris, allergens and size relative to the street.

All of these issues were considered when the Strategy was being formulated through the introduction of the Tree Performance Criteria (refer to Table 3 on page 49). This criteria identifies the three (3) key objectives of the Tree Strategy to assist with selecting appropriate trees based on their performance. The criteria are ranked as High, Medium or Low, depending on the location: residential streets, Main Roads and Parks and Reserves.

In respect to allergens, one submission (refer to SubmissionTS3) made extensive reference to pollen induced health problems, such as asthma, hayfever, dry eyes and eye infections that can result from the planting of deciduous trees, in particular London Plane trees. Concern was also raised about the potential for pollen loads to increase dramatically with increased tree plantings in the City. The respondent referred to scientific methods such as injecting trees with chemicals and hormones to reduce excess pollen production. A list of references was included in the submission intended to support the claims.

While the suggestion is appreciated and prompted additional desk top research and investigations, it was concluded that there was little evidence to support this approach in Adelaide, Australia or internationally. Given this conclusion, it is not something that is proposed to be pursued at this point in time. If however, additional evidence becomes available at a later date, the Council could investigate it further at that time.

By way of expanding on the topic of allergies, the following text, which was included in the consultation version of the *Draft 2022-2027 Tree Strategy* and is proposed to remain in the final document:

*In relation to allergies from trees, this has not been included as part of the performance criteria. This is an intentional omission based on a number of considerations. While the impact of pollen and other environmental pollutants can have impacts on people who are sensitive to allergens, the variables are considered too complex to necessitate the exclusion of specific trees from the City as a whole.*

*In Australia, according to Asthma Australia, grass pollens are considered to be the major outdoor allergen trigger and as such, the Adelaide Pollen Count reports only on grass pollen. While some research suggests wind pollinated deciduous trees create more problems for asthma sufferers, there is no official guidance or direction from Government requesting that Local Government eliminates the use of these trees in the public realm. Instead, Asthma Australia provides advice to asthma sufferers on preventative medicines and avoidance strategies.*

Based on this, it is recommended that the draft *2022-2027 Tree Strategy* contained in **Attachment A** not be amended as a result of the submissions.

### Theme 3 - Tree removals associated with development

A number of respondents raised concerns regarding the number of trees being removed through new development in the City in recent years. A suggestion regarding penalties for the removal of significant trees was also raised.

These issues are acknowledged, however the Council is legally required to assess all development in accordance with the provisions contained in the *Planning & Design Code*. It is noted that the draft *2022-2027 Tree Strategy* already includes an Action (Action 2.1.7) that commits the Council to collecting data on tree losses that can be used to develop policy and advocate on this issue.

Based on this, it is recommended that the draft *2022-2027 Tree Strategy* not be amended as a result of the submissions.

#### Theme 4 - Importance of Trees

A large number of submissions stress the importance of trees. These include the wide range of benefits that trees offer to the community and the environment, the importance of retaining existing trees and the importance of planting more trees for future generations.

The draft *2022-2027 Tree Strategy's* overarching Vision is to “*Create a greener, cooler and more liveable City to enhance Community Well-being*” and the benefits of retaining and planting trees is the fundamental purpose of the Strategy. Therefore, no changes to the draft Strategy are recommended as a result of the submissions.

#### Theme 5 - Incentive Programs

Many respondents support the Council initiatives that encourage planting trees on private land and caring for Council owned trees outlined in the Urban Greening Program. A number of new initiatives have been suggested, which can be considered as part of the *Urban Greening Program* development in the future.

Some respondents suggested that not enough people are aware of these initiatives. As a result, a new Action has been included in the draft *2022-2027 Tree Strategy* contained in **Attachment A** to promote Council's *Urban Greening Program* and other tree related activities on the Council's website and other platforms (Action 5.1.2).

#### Theme 6 - Technical issues and editorial suggestions

Responses from Government Departments and peak bodies provided a range of technical and editorial comments which have been included to varying degrees, as they are considered to add value to the currency and credibility of the Strategy. Through these submissions the Council's attention has also been drawn to new projects and initiatives that offer collaboration opportunities. A follow up meeting has recently occurred with the Attorney-General's Department (Planning and Land Use Services) to discuss the projects in more detail.

### **Amendments Arising from Submissions**

A high level summary of the proposed changes to the *Draft 2022-2027 Tree Strategy*, in response to the Submissions are outlined below. Specific details of the proposed changes are contained in the summary of submissions in **Attachment B**.

#### Three (3) New Actions

- Inserting new Action (Action 1.2.1) under the *Identify and Manage* outcome, to ensure the successful delivery of the Action Plan, including the integration across the organisation, by establishing a Staff Steering Group to monitor and track progress and report to the Council.
- Inserting new Action (Action 5.1.2) under the *Inspire and Influence* outcome, to ensure that the Council's *Urban Greening Program* and other tree related information and activities are promoted on the Council's website and other platforms.
- Inserting new Action (Action 5.2.3) under the *Inspire and Influence* outcome, to specifically identify the need to continue to collaborate with the State Government to inform strategic directions that support the delivery of an increased tree canopy.

#### Editorial Refinements

- Amendments to the wording and introducing additional wording in the *City's Urban Heat* to expand on the content, reflect recent data and refer to relevant resources.
- Amendments to the wording in “*A Shared Responsibility*” to more accurately reflect land ownership and management.
- Updating the wording in *Regional Climate Change Adaptation Plan* to reflect current data and collaborative work undertaken in partnership with Resilient East.
- Introducing additional wording in Outcome 1 – *Identify and Manage*, to highlight trees as appreciating assets.



- Introducing the SA Water status of the forty-five (45) trees listed in the *Street Tree Palette* to provide utility infrastructure requirements in the one place.
- Introducing additional wording in *Plant the right tree in the right place*, to explain that in some situations additional space will need to be created for tree plantings.
- Amending the wording in Measurement to more accurately reflect the methodology of aerial photography and analysis.
- Inserting a Reference page at the end of the Strategy.

#### Timing

- Bringing forward the timeframe of Action 2.1.7 – *Prepare Driveway Crossover Guidelines* from Year 2 to Year 1, highlighting the importance of this issue.

#### **Action Arising from Submissions**

Two (2) issues have been actioned via the Council's CRM process as a result of specific tree management issues raised in two (2) separate submissions. One was in relation to tree pruning in Borthwick Park (refer to submission TS29) and the other in relation to under-performing trees in Kent Town (refer to submission TS11). The City Arborist will follow these up in coming weeks.

#### **Additional Amendments Post Consultation**

As part of finalising the Strategy, a final review of the *Draft 2022-2027 Tree Strategy* was undertaken in the context of the amendments arising from the submissions as outlined above. This has prompted a number of additional amendments as detailed below.

#### Editorial, Minor Corrections and Formatting Amendments

- A number of minor editorial amendments and corrections have been made throughout the document to improve readability, accuracy, useability and to remove duplication. These amendments have little to no impact on the substance or overall intent of the document.
- The Action Plan has been separated out into the five unique Outcomes and inserted into the corresponding section of the Strategy.

#### Additional Content and New Action

- An Executive Summary has been inserted into the document, summarising all components of the Strategy. This has been complemented by a "Strategy on a Page" to provide an overview of the Strategy at a high level.
- Additional references have been made to the *Local Government Act 1999* and the *Planning and Design Code* particularly in relation to alterations to a public road, the removal of trees on Council land and the relationship with regulated and significant tree legislation. The amendments have expanded on this complex topic to clarify the provisions and processes and to reflect recent legal advice and case law. It has revealed that further clarification is necessary and prompted the addition of a new Action (Action 2.1.5), which seeks to update forms and guidelines and the creation of a flowchart.

#### Timing

- The Timeframe for Action 4.1.4 Tree Risk Rating Framework has been pushed back from a Year 1 Action to a Year 2 Action.

The draft Strategy contained in **Attachment A** has now been finalised and is ready for the Council's endorsement.

## OPTIONS

There are a number of options available to the Council, ranging from not proceeding with the endorsement of the draft *2022-2027 Tree Strategy*, through to making significant changes to the document prior to endorsement. Given the importance of this document and the community's general support of the *Draft 2022-2027 Tree Strategy*, it is recommended that the Council endorse the final draft *2022-2027 Tree Strategy*.

Alternatively, the Council can amend, omit or propose new Objectives, Outcomes, Strategies and Actions for inclusion in the final draft *2022-2027 Tree Strategy*.

## CONCLUSION

The development of the draft *2022-2027 Tree Strategy*, recognises the leadership role which the Council can play in setting clear objectives and guidelines, both strategic and operational, for managing Council owned trees in the City. It also provides a framework for establishing clear objectives for partnerships with both the community and other stakeholders (ie.State Government, Resilient East, Green Adelaide, resident groups), in order to more effectively share the responsibility for managing trees, both Council owned and privately owned, into the future.

## COMMENTS

It should be noted that the *Draft 2022-2027 Tree Strategy* has undergone a graphic design process including the inclusion of illustrations, infographics and images throughout the document to improve its presentation and also to comply with the Council's branding and approach to other strategic documents.

## RECOMMENDATION

1. That the draft *2022-2027 Tree Strategy*, as contained in **Attachment A**, be endorsed.
  2. That the Chief Executive Officer be authorised to make any minor amendments to the *2022-2027 Tree Strategy*, resulting from consideration of this report and as necessary to finalise the document in a form suitable for release.
- 

*Cr Sims moved:*

1. *That the draft 2022-2027 Tree Strategy, as amended in Attachment A, be endorsed.*
2. *That the Chief Executive Officer be authorised to make any minor amendments to the 2022-2027 Tree Strategy, resulting from consideration of this report and as necessary to finalise the document in a form suitable for release.*

*Seconded by Cr Whittington and carried unanimously.*

**Section 2 – Corporate & Finance**  
**Reports**

## 11.2 MONTHLY FINANCIAL REPORT – MARCH 2022

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**REPORT AUTHOR:** Manager, Finance  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA78171  
**ATTACHMENTS:** A

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### **PURPOSE OF REPORT**

The purpose of this report is to provide the Council with information regarding its financial performance for the year ended March 2022.

### **BACKGROUND**

Section 59 of the *Local Government Act 1999* (the Act), requires the Council to keep its resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review. To assist the Council in complying with these legislative requirements and the principles of good corporate financial governance, the Council is provided with monthly financial reports detailing its financial performance compared to its Budget.

### **RELEVANT STRATEGIC DIRECTIONS AND POLICIES**

Nil

### **FINANCIAL AND BUDGET IMPLICATIONS**

Financial sustainability is as an ongoing high priority for the Council. The Council adopted a Budget which forecasts an Operating Surplus of \$471,000 for the 2021-2022 Financial Year. This report is based upon the proposed Mid-Year Budget review which forecasts an Operating Surplus of \$185,000.

For the period ended March 2022, the Council's Operating Surplus is \$948,000 against a budgeted Operating Deficit of \$13,000 resulting in a favourable variance of \$961,000.

### **EXTERNAL ECONOMIC IMPLICATIONS**

Not Applicable.

### **SOCIAL ISSUES**

Not Applicable.

### **CULTURAL ISSUES**

Not Applicable.

### **ENVIRONMENTAL ISSUES**

Not Applicable.

### **RESOURCE ISSUES**

Not Applicable.

### **RISK MANAGEMENT**

Not Applicable.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers and General Managers.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

For the period ended March 2022, the Council's Operating Surplus is \$948,000 against a budgeted Operating Deficit of \$13,000 resulting in a favourable variance of \$961,000. The favourable variance is largely the result of Total Expenses, \$34.322 million, being \$0.887 million (2%) favourable to the Budget.

The primary drivers behind the variances in expenditure are:

- Energy Expenses are \$102,000 (22%) favourable to budget due to timing related issues with the Council's provider issuing adjustment notes against various facilities. It is anticipated that this timing difference will be resolved before the end of the financial year. The installation of the solar system at the Norwood Town Hall, which was completed mid 2021, has also generated a greater reduction in energy costs than was first estimated.
- Materials, Parts and Consumables combined are \$200,000 (18%) favourable to budget. There are no individually significant underspends across these budget lines however, many small variances which in part are the result of issues associated with the delivery of services across the Council with reduced staffing due to COVID-19. It is anticipated that there will be some increased spend in the last quarter of the financial year as staffing levels return to normal.
- Legal Expenses are \$155,000 unfavourable to the budget, which is due primarily to the finalisation of The Parade Scramble Crossing legal matters. As Elected Members may recall, it was identified as part of the mid-year Budget Update, that the finalisation of this action had yet to be quantified and was therefore not adjusted for as part of the Mid-Year Budget Review.
- Finance costs are \$236,000 favourable to the budget, as there was an allowance for costs associated with borrowings to fund capital works which as yet have not been drawn down due to sufficient cash reserves to fund expenditure needs.

Total income is in line with the budget expectations however, the following variances are highlighted:

- User Charges are \$208,000 (7%) unfavourable to the budget, which is due primarily a decrease in income at the St Peters Child Care Centre & Pre-school (\$67,000) as a result of room closures due to COVID-19 exposures and the gap fee above the Government Subsidy being waived, combined with a number of smaller timing differences across the Councils facilities for hire.
- Statutory Income is \$103,000 favourable to the budget due to increased income from Planning and Development fees. It is difficult to accurately forecast revenue associated with Planning and Development, as it is dependent on both the volume and size of proposed developments, however it should be noted that the volume of development within the Council area has not been adversely impacted by COVID-19 as one might have expected. Additionally, the variance in part is due to an underestimation of the effect of fee increases involved following the transition to the new planning system.

The Monthly Financial report is contained in **Attachment A**.

**OPTIONS**

Nil

**CONCLUSION**

Nil

**COMMENTS**

Nil

**RECOMMENDATION**

That the March 2022 Monthly Financial Report be received and noted.

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*Cr Minney moved:*

*That the March 2022 Monthly Financial Report be received and noted.*

*Seconded by Cr Moorhouse and carried unanimously.*

### 11.3 EASTERN HEALTH AUTHORITY DRAFT 2022-2023 ANNUAL BUSINESS PLAN AND BUDGET

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA88432/A385262  
**ATTACHMENTS:** A

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#### **PURPOSE OF REPORT**

The purpose of this report is to present to the Council the Eastern Health Authority (EHA) Draft 2022-2023 Annual Business Plan and Budget for endorsement.

#### **BACKGROUND**

Eastern Health Authority (EHA) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of providing environmental health services to the Constituent Councils. The other Constituent Councils are the Cities of Burnside, Campbelltown and Prospect and the Town of Walkerville.

Pursuant to Clause 8 of the Eastern Health Authority Charter (the Charter), EHA must prepare an Annual Business Plan which informs and supports the Authority's Annual Budget.

Upon completion of the draft Annual Business Plan and Budget, pursuant to Clause 8.1 (c) of the Charter, EHA must provide the draft Annual Plan to Constituent Councils for the purposes of obtaining consent from the Constituent Councils.

The Annual Business Plan and Budget can only be adopted by the EHA Board, with absolute majority approval of the Constituent Councils.

#### **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

Not Applicable.

#### **FINANCIAL AND BUDGET IMPLICATIONS**

As a Constituent Council, there are financial implications for the Council's Budget, emanating from the EHA Draft 2022-2023 Annual Business Plan and Budget.

As a receiver of services from EHA, the Council's Budget includes an annual fee of \$585,000 for the provision of the environmental health services which are provided by EHA. In addition, the Council must also account for its share of EHA's operating result.

The financial implications are discussed in detail in the Discussion section of this report.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Nil

#### **SOCIAL ISSUES**

Nil

#### **CULTURAL ISSUES**

Nil

## ENVIRONMENTAL ISSUES

Nil

## RESOURCE ISSUES

Nil

## RISK MANAGEMENT

Nil

## COVID-19 IMPLICATIONS

Not Applicable.

## CONSULTATION

- **Elected Members**  
Councillors Whittington and Knoblauch are the Council appointed Members to the Eastern Health Authority Board.
- **Community**  
Not Applicable.
- **Staff**  
General Manager, Urban Planning & Environment
- **Other Agencies**  
Not Applicable.

## DISCUSSION

EHA's draft 2022-2023 Annual Business Plan has been developed based on the four (4) focus issues set out in the Regional Public Health and Wellbeing Plan, '*Better Living, Better Health*', which encompass:

- Public and environmental health services;
- Immunisation;
- Food safety; and
- Governance and organisational development.

The key priorities outlined in the Annual Business Plan for each focus area include:

### *Public and Environmental Health Services*

- Continue to assist SAPOL and SA Health with monitoring and education of relevant COVID-19 Directions.
- Develop educational material to be communicated to Personal Care and Body Art premises on specific high-risk practices.
- Provide feedback to SA Health on the review of Public Health Regulations review as required.

### *Immunisation*

- Promotion of EHA's public immunisation clinic program through channels identified in the EHA Marketing Plan.
- Continue to ensure the effective governance and delivery of EHA's public clinic immunisation program in accordance with the National Immunisation Program (NIP) Schedule.
- Deliver School Immunisation Program (SIP) in accordance with the SA Health Service Agreement contract.
- Develop a business case for the provision of immunisation services on behalf of non-Constituent Councils (dependent on available opportunities)



#### *Food Safety*

- Prepare a report on the outcomes from the first twelve months of the SA Health voluntary Food Star Rating Scheme.
- Communicate and inform food businesses of the proposed legislative food management tools: food safety supervisor; food handler training and evidence that will come into effect within 12 months.
- Collate a biennial food safety newsletter training be distributed to EHA's food businesses.
- Provide tailored food safety training to workplaces upon request.

#### *Governance and Organisational Development*

- In consultation with Constituent Councils, review and revise the EHA business planning and reporting framework.
- Work with the Audit Committee and the Board to review and revise the financial indicators in the Long-Term Financial Plan.
- Create a Chief Executive group with Constituent Council CEOs to channel information and bilateral communication.
- Development of targeted quarterly performance report for Constituent Councils.
- Develop a presentation highlighting strengths and benefits of centralised service delivery model for Constituent Council Elected Members.

EHA's main source of income to fund its operations is from contributions from its Constituent Councils. To deliver the Annual Business Plan, EHA requires contributions of \$1,828,000 (which is a 0% increase on 2021-2022) to fund the operational expenditure.

Elected Members may recall that following the 2021 EHA Service Review, it was recommended that the administration fee of 12.5% be divided into fixed and variable components. The fixed portion of the administration fee of 5%, is now shared equally (1% per council), while the variable component is calculated on a proportional basis, dependent on activity use. The impact of the change in methodology is that larger Councils now pay a slightly higher proportion of the administrative fee and smaller Councils pay less. As such, this Council's contribution has increased from 31.3% to 32.0%.

The Council's Draft 2022-2023 Budget includes a funding allocation for the provision of environmental health services of \$585,000, a 2.17% or \$12,500 increase on 2021-2022.

EHA are forecasting an Operating Deficit of \$49,000, with the Council's share of the EHA Operating result being \$15,660. It should be noted that budgeted Operating Deficit is an accounting deficit and the contributions requested from Constituent Councils will provide for a balanced operating cash budget.

A copy of the Authority's draft Annual Business Plan and Budget is contained in **Attachment A**.

#### **OPTIONS**

The Council can choose not to endorse the Draft 2022-2023 Annual Business Plan and Budget, however, there are no specific issues or activities which present a financial or risk management issue for this Council to take this course of action.

#### **CONCLUSION**

EHA's Business Plan is consistent with previous Business Plans and is in-line with the objectives set out in its Charter. While the Authority's Charter does not require the Constituent Councils to endorse the Draft Budget, however by virtue of the endorsement of the Business Plan, the Council is also ostensibly endorsing the EHA Draft Budget. The Business Plan, as contained in **Attachment A** does not present any specific issues or activities which would create a financial or risk management issue for this Council,

#### **COMMENTS**

Nil

**RECOMMENDATION**

That the Eastern Health Authority be advised that pursuant to Clause 8 of the Charter, the Council has considered and hereby approves the Authority's Draft 2022-2023 Business Plan.

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*Cr Moorhouse moved:*

*That the Eastern Health Authority be advised that pursuant to Clause 8 of the Charter, the Council has considered and hereby approves the Authority's Draft 2022-2023 Business Plan.*

*Seconded by Cr Knoblauch and carried unanimously.*

## 11.4 EAST WASTE DRAFT 2022-2023 ANNUAL PLAN

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA87860/A385264  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to present to the Council the East Waste Draft 2022-2023 Annual Plan (the Plan) for endorsement.

### BACKGROUND

East Waste (the Authority) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of providing waste management services to Constituent Councils. The City of Norwood Payneham & St Peters, together with the City of Burnside, the City of Campbelltown, the City of Mitcham, Adelaide Hills Council, the Town of Walkerville and the City of Prospect make up the Constituent Councils of East Waste.

Pursuant to Clause 51 of the East Waste Charter (the Charter), East Waste must prepare an Annual Plan which informs and supports the Authority's Annual Budget.

Upon completion of the draft Annual Plan and Budget, pursuant to Clause 52.3 of the Charter, the Authority must provide the draft Plan to Constituent Councils for the purposes of obtaining approval from the Constituent Council's on or before 31 May.

The Annual Plan can only be adopted by the East Waste Board, with absolute majority approval of the Constituent Councils.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable

### FINANCIAL AND BUDGET IMPLICATIONS

As a Constituent Council, there are financial implications for the Council's budget, emanating from the East Waste Draft Annual Plan and Budget and while Constituent Councils are not required, pursuant to the East Waste Charter, to approve the East Waste Budget, by virtue of the endorsement of the Plan, the Councils ostensibly endorse the Authority's draft Budget.

The Authority's draft Budget is based on a Common Fleet Costing methodology, with Common Fleet Costs, which predominately relate to collection costs, which are charged to Constituent Councils based on the cost to undertake the collection of each Council's waste streams. The allocation of the Common Fleet Costs is based on the East Waste's GPS System. It should be noted that as per the Authority's Budget Policy, the Common Fleet Cost includes an additional charge to incorporate a return on revenue, which is currently set at 1% of the Common Fleet Costing Charge.

In addition, where Constituent Councils utilise East Waste for other services such as Contract Management Services (Disposal and Resource processing) and Waste Bin Maintenance, these services are on-charged to Councils at cost.

The Draft 2022-2023 Budget is reporting an Operating Surplus of \$108,000. The Council's share of the draft Operating Surplus is \$15,444, which is based on an ownership share of the Authority of 14.3%.

The Authority's collection costs have increased by 6.3% on the 2021-2022 Budget, however for this Council, the collection cost has increased by 6.4%, which is slightly higher than the overall increase in the East Waste collection costs. East Waste have advised that the increase in collection costs is due to the following:

- fuel costs due to the combined impact of the significant increase in the fuel price combined with the high AdBlue (diesel exhaust fluid) costs. The projected increase in fuel costs accounts for 60% of the overall cost increase for the 2022-2023 financial year; and
- an increase in employee expenses due to an increase in service requests, combined with the Enterprise Agreement increases and the mandatory increase in super contributions to 10.5%.

The Council's Draft Waste Management Budget, reflects a proposed Common Fleet fee of \$2.270 million (2021-2022 \$2.204 million) to be charged for the collection of this Council's waste streams, which include Domestic waste, Green Organics, Recyclables, Public Litter Bins, Illegal Dumping and pre-booked Hard Rubbish Collection.

The breakdown of proposed fee per service, for this Council is set out in Table 1 below.

**TABLE 1: BREAKDOWN OF PROPOSED WASTE COLLECTION FEE**

Fee Component	2021-2022 Adopted Budget	2022-2023 Draft Budget	Movement	% Change	Comments
Administration Fee	34,229	35,000	771	2.25%	
Collection Costs <i>(Landfill, Recyclables, Green organics and Hard waste)</i>	2,203,770	2,270,000	66,230	3%	
<b>Total Collection Costs</b>	<b>\$2,237,999</b>	<b>\$2,305,000</b>	<b>67,001</b>	<b>3%</b>	
Green Organics Disposal	170,000	170,000	0	0.0%	Fee based on tonnage estimates.
Recyclables Disposal	330,000	280,000	(50,000)	15.2%	Fee based on tonnage estimates. Price reduction due to rise and fall clause.
Hard Waste Disposal <i>(including illegal dumping)</i>	149,900	160,000	10,100	6.7%	Fee based on tonnage estimates.
<b>Total Waste Collection and Processing Fee</b>	<b>2,887,899</b>	<b>2,907,101</b>	<b>110,588</b>	<b>3.98%</b>	

As previously advised, disposal charges are a "pass through" cost from East Waste to each Constituent Council. As such, the proposed budget for the disposal of the Council's waste streams is based on the Council's estimate of waste which is collected and processed.

#### EXTERNAL ECONOMIC IMPLICATIONS

Nil

#### SOCIAL ISSUES

Nil

## CULTURAL ISSUES

Nil

## ENVIRONMENTAL ISSUES

Nil

## RESOURCE ISSUES

Nil

## RISK MANAGEMENT

Nil

## CONSULTATION

- **Elected Members**  
Cr Stock is a member of the East Waste Board.
- **Community**  
Not Applicable.
- **Staff**  
Representatives from East Waste have held discussions with the Council's Manager, City Services and the Financial Services Manager, regarding the collection costs.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

The East Waste 2030 Strategic Plan is based on the following objectives:

- Deliver cost-effective and efficient services facilities;
- Maximise source separation and recycling;
- Provide leading and innovative behaviour change and education;
- Help develop a local circular economy; and
- Provide leadership.

A summary of the key activities planned for 2022-2023 are detailed below:

### Deliver cost effective and efficient services

- Continue and expand core services.
- Investigate opportunities outside of existing Member Councils.
- Communications Systems Upgrade.

### Maximise source separation and recycling

- Continue to advance 'Choice & Flexibility model'. This program will draw together the latest research and findings to develop an "off-the-shelf" framework which will drive reduced material to landfill, particularly food waste.
- Multi-unit dwelling research and source separation trial.

### Provide leading and innovative behaviour change and education

- Delivery of the "Why Waste It?" behaviour change program and associated social media.
- Develop and Implement an East Waste wide bin tagging program.

Help develop a local circular economy

- Identify amongst constituent councils the uptake of crushed glass.
- Investigate current and future opportunities for East Waste and Member Councils in a carbon market.

Provide leadership

- Fleet Replacement.
- WHS Systems Audit.

A copy of the Draft 2022-2023 Annual Plan & Budget is contained in **Attachment A**.

**OPTIONS**

The Council can choose not to endorse the draft 2022-2023 Annual Plan, however, there are no specific issues or activities which present a financial or risk management issue for this Council to take this course of action.

**CONCLUSION**

In line with the East Waste Charter, Constituent Councils are not required to endorse the draft Budget however by virtue of the endorsement of the Annual Plan, the Council is also ostensibly endorsing the East Waste Budget.

**COMMENTS**

Nil

**RECOMMENDATION**

That the Eastern Waste Management Authority Incorporated be advised that pursuant to Clause 52 of the Charter, the Council has considered and hereby approves the Authority's Draft 2022-2023 Annual Plan.

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*Cr Minney moved:*

*That the Eastern Waste Management Authority Incorporated be advised that pursuant to Clause 52 of the Charter, the Council has considered and hereby approves the Authority's Draft 2022-2023 Annual Plan.*

*Seconded by Cr Sims and carried unanimously.*

**Section 3 – Governance & General  
Reports**

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## 11.5 CHIEF EXECUTIVE OFFICER'S REPORT – AMENDMENT OF COUNCIL DECISION

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**REPORT AUTHOR:** Chief Executive Officer  
**GENERAL MANAGER:** Not Applicable  
**CONTACT NUMBER:** 8366 4539  
**FILE REFERENCE:** qA83739/A386023  
**ATTACHMENTS:** Nil

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Regulation 21(1) of the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations), provides for the Chief Executive Officer to submit a report to the Council recommending the revocation or amendment of a resolution passed since the last General Election of the Council. This is a procedural provision of an administrative nature which operates in the same manner as the Rescission Motion provisions of Regulation 12 of the Regulations, but without the requirement for a Notice of Motion 5 clear days' notice before the meeting at which it is to be considered. Accordingly, the Chief Executive Officer, by virtue of this report, may recommend to the Council a revocation or amendment of a previous Council decision.

The fact that the Agenda report and recommendation is received by Elected Members at least 3 clear days before the meeting at which it will be considered means that Elected Members receive the same level of notification of the proposal as if an Elected Member had given written Notice of Motion.

As Elected Members may recall, at the Special Council Meeting of Council held on 13 April 2022, the Council resolved through the adoption of the Audit Committee Minutes, the following in respect to the Draft 2022-2023 Budget:

1. *That the Audit Committee notes the Draft 2022-2023 Budget is ambitious, with minimal buffer for delays in project delivery or cost over-runs.*
2. *That the Audit Committee recommends that the Council determines by resolution that once the 2022-2023 Budget is adopted, no further projects be approved by the Council unless fully funded (ie. Grants/ Fee for Service) and that the Council adhere to the budget management principles considered by the Council at its meeting held on 17 January 2022, namely:*
  - *no new recurrent operating expenditure or projects approved without being matched by an increase in operating revenue (i.e., Grants/ Fee for Service) or a reduction in expenditure, elsewhere within the Council's operations;*
  - *expenditure over-runs are offset by deferral of discretionary expenditure or savings elsewhere within the Council's operations;*
  - *income shortfalls to be matched by operating expenditure savings; and*
  - *no new capital expenditure that requires additional borrowings.*
3. *That the Audit Committee recommends that the Rate Revenue increase for 2022-2023 be set between 5% and 6%, to achieve a maximum increase for the Average Residential Ratepayer of \$50 per annum.*
4. *That the following Operating Projects not be funded as part of the Draft 2022-2023 Budget:*
  - *Investment Prospectus* \$20,000
  - *Smart City Technology Plan* \$80,000
  - *25 Years of NPSP* \$25,000
5. *That the funding allocation for the following Operating Projects be reduced by the following amounts:*
  - *Tour Down Under* \$50,000
  - *Review of Access & Inclusion Plan* \$10,000

The Chief Executive Officer's Recommendation below, is to amend the wording of part three (3) of the resolution by the removal of the words "to achieve a maximum increase for the Average Residential Ratepayer of \$50 per annum", to read as follows:

3. *That the Audit Committee recommends that the Rate Revenue increase for 2022-2023 be set between 5% and 6%.*



At the Special Audit Committee Meeting held on the 28 March 2022, the Audit Committee considered the draft 2022-2023 Budget. At that time, the City's property valuation (as advised by the Valuer-General) had not yet been received and therefore no modelling of the draft 2022-2023 Budget on the 'average residential rate' had been undertaken.

Upon receipt of the valuation data, the Capital Value has increased (as advised by the Valuer-General) across the City of Norwood Payneham & St Peters by 23.4%, which is predominately driven by the increase in residential properties of 25.9%. The Capital Value increase for commercial properties is 11.7%. The variation in the Capital Value movement between the Residential and Commercial land uses, is unprecedented and has resulted in a shift of the rate share to the residential sector. Without this information, the Audit Committee was not in the position to understand the impact of the increases in property valuations.

In addition, as advised at the Elected Members' Information Session held on 26 April 2022, due to the commencement of the second transitional stage of the *Statutes Amendment (Local Government Review) Act 2021*, pursuant to Regulation 6 (ec) of the *Local Government (Financial Management Regulations) 2011*, the average rate for each land use is determined by dividing the revenue to be collected by land use divided by the number of assessments as opposed to applying the rate-in-the dollar to the *average residential property value*. Given this change, it is no longer appropriate that a maximum increase for the Average Residential Ratepayer be set.

The Recommendation may be resolved by the Council by way of a motion being moved, seconded and passed by a simple majority vote at the meeting.

## RECOMMENDATION

That the Council resolution made at its meeting held on 13 April 2022, in respect to the draft 2022-2023 Budget (Adoption of minutes to the Special Audit Committee Meeting held on Monday 28 March 2022) be amended as follows:

1. That the Audit Committee notes the Draft 2022-2023 Budget is ambitious, with minimal buffer for delays in project delivery or cost over-runs.
2. That the Audit Committee recommends that the Council determines by resolution that once the 2022-2023 Budget is adopted, no further projects be approved by the Council unless fully funded (ie. Grants/ Fee for Service) and that the Council adhere to the budget management principles considered by the Council at its meeting held on 17 January 2022, namely:
  - no new recurrent operating expenditure or projects approved without being matched by an increase in operating revenue (i.e., Grants/ Fee for Service) or a reduction in expenditure, elsewhere within the Council's operations;
  - expenditure over-runs are offset by deferral of discretionary expenditure or savings elsewhere within the Council's operations;
  - income shortfalls to be matched by operating expenditure savings; and
  - no new capital expenditure that requires additional borrowings.
3. That the Audit Committee recommends that the Rate Revenue increase for 2022-2023 be set between 5% and 6%.
4. That the following Operating Projects not be funded as part of the Draft 2022-2023 Budget:
  - Investment Prospectus \$20,000
  - Smart City Technology Plan \$80,000
  - 25 Years of NPSP \$25,000
5. That the funding allocation for the following Operating Projects be reduced by the following amounts:
  - Tour Down Under \$50,000
  - Review of Access & Inclusion Plan \$10,000



## 11.6 HOME SUPPORT PROGRAM - DOMESTIC ASSISTANCE AND PERSONAL CARE SERVICES EXTENSION OF CONTRACT

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**REPORT AUTHOR:** Manager. Community Services  
**GENERAL MANAGER:** General Manager, Governance & Community Affairs  
**CONTACT NUMBER:** 8366 4600  
**FILE REFERENCE:** qA2111  
**ATTACHMENTS:** Nil

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### PURPOSE OF REPORT

The purpose of this report is to seek the Council's approval to extend the Council's Domestic Assistance and Personal Care Services Panel of Contractors contracts until June 2023.

### BACKGROUND

The Council receives funding from the Federal Government to deliver a range of Home Support Services which includes Domestic Assistance and Personal Care services to older citizens.

In 2020 following an Open Tender process, the Council appointed Direct Care, Your Nursing Agency (YNA), Assured Home Care and Helping Hand to the Panel of Contractors responsible for the delivery of Domestic Assistance and Personal Care services.

In line with the Council's Federal Funding Agreement (Funding Agreement) at the time, the contracts were awarded for a period of two (2) years commencing 1 July 2020 and terminating on 30 June 2022. The Council also authorised the Chief Executive Officer to provide approval for a six (6) month extension until 31 December 2022.

The Council's Funding Agreement has now been extended by the Federal Government until 30 June 2023. This report seeks the Council's endorsement to amend the six (6) month extension to a twelve (12) month extension, to align the Contracts for the Domestic Assistance and Personal Care services, with the new Funding Agreement until 30 June 2023.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Objectives in *City Plan 2030 – Shaping our Future* are:

#### Social Equity

Objective 1.1: Convenient and Accessible Services Information and Facilities;  
*Strategy 1.1.2: Maximise access to services facilities, information and activities.*

In order to ensure access to Domestic Assistance and Personal Care services for older citizens of the City, the services are delivered by Council approved Contractors.

### FINANCIAL AND BUDGET IMPLICATIONS

The Domestic Assistance and Personal Care Service is predominantly funded by the Council and the Federal Department of Health. The period of the contracts awarded in 2020 aligned with the Federal Department of Health's Home Support Program Funding Agreement for the period 1 July 2020-30 June 2022. The Council's Funding Agreement with the Federal Department of Health has been extended by the Federal Department of Health until 30 June 2023.

The funding for this service is supplemented by contributions from citizens who receive these services.

### EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

## **SOCIAL ISSUES**

Not Applicable.

## **CULTURAL ISSUES**

Not Applicable.

## **ENVIRONMENTAL ISSUES**

Not Applicable.

## **RESOURCE ISSUES**

Not Applicable

## **RISK MANAGEMENT**

Not Applicable.

## **COVID-19 IMPLICATIONS**

COVID-19 has had an impact on the supply of support workers in the Aged Care industry. There is currently a shortage of aged care staff in the industry, which has impacted on the capacity of aged care service providers to take on new contracts

## **CONSULTATION**

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Not Applicable.
- **Other Agencies**  
Not Applicable.

## **DISCUSSION**

As mentioned previously, the Council appointed Direct Care, Your Nursing Agency (YNA) and Helping Hand, to the Panel of Contractors responsible for the delivery of Domestic Assistance and Personal Care. The Contracts were awarded for a term of two (2) years commencing 1 July 2020 and terminating on 30 June 2022. This period was awarded to align with the time frame of the Council's Federal Funding Agreement (Funding Agreement), which at the time of the tender, was due to expire in June 2022.

In March 2021, the Royal Commission Enquiry into Aged Care Quality and Safety recommended that the Federal Government develop a new aged care system and funding model for support of home programs such as the Commonwealth Home Support Program and Home Care Packages. As such the Federal Department of Health is proposing to commence a new funding model and support at home program from 1 July 2023. Given the impending changes, the Federal Department of Health has offered the Council a twelve (12) month extension to the Funding Agreement until 30 June 2023 to enable services to continue whilst the changes to the funding model and support at home program are finalised.

The Council has endorsed a six (6) month extension of the current arrangements until 31 December 2022. However, given the extension of the Funding Agreement and to ensure continuity of services until 30 June 2023 the Council either needs to extend its current contract arrangements with the Panel of Contractors or undertake a new tender process for the six (6) month period.

COVID-19 has had an impact on the supply of support workers in the aged care industry and there is currently a shortage of aged care staff in the industry. This has impacted on the capacity of aged care service providers to take on new work. This issue, combined with the fact that the new Tender would only offer a six (6) month contract would not make the Tender attractive (given the amount of work a tender requires) for tenderers and potentially reduce the number of Tenderers that may apply.

In addition, the requirement to go out to tender given the current economic environment, may place the continuity and quality of client services at risk for existing clients. A potential change in the provider of services for a short period of time may also cause unnecessary distress to clients who have been used to a particular provider. To ensure continuity of services until 30 June 2023 it is recommended that the current contract is extended until June 2023.

## **OPTIONS**

### **Option 1**

The Council can determine to not change the current contract arrangements and determine to conduct a new tender process. This option is not recommended for the reasons set out in the report.

### **Option 2**

The Council can determine to extend the current contract arrangements to June 2023, which would enable the current Panel of Contractors to continue to deliver services to clients until 30 June 2023, in line with the Federal Department of Health's Extension of the Funding Agreement with the Council.

This is the recommended option.

## **RECOMMENDATION**

That the Contracts for the Domestic Assistance and Personal Care Services Panel of Contractors be extended until 30 June 2023.

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*Cr Whittington moved:*

*That the Contracts for the Domestic Assistance and Personal Care Services Panel of Contractors be extended until 30 June 2023.*

*Seconded by Cr Stock and carried unanimously.*

## 11.7 REVIEW OF E-SCOOTER PERMITS

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**REPORT AUTHOR:** Manager, Urban Planning & Sustainability  
**GENERAL MANAGER:** General Manager, Urban Planning & Environment  
**CONTACT NUMBER:** 8366 4632  
**FILE REFERENCE:** qA1770  
**ATTACHMENTS:** Nil

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### PURPOSE OF REPORT

The purpose of this report is to present to the Council a review of the operation of e-scooters, following a six month permit extension and to consider a further extension of operation in the City.

### BACKGROUND

At its meeting held on 5 August 2019, the Council endorsed the shared mobility device framework to consider trials of emerging shared mobility devices, in particular electric bikes (e-bikes) and electric scooters (e-scooters).

Council staff subsequently worked with the Department of Infrastructure and Transport (DIT) to successfully demonstrate a 'use case' including safety standards and appropriate insurances which was approved by the Minister for Transport on 29 April 2021.

The Council subsequently issued two (2) operators, Neuron and Beam, with Permits to undertake a city-wide trial of e-scooters from Friday 14 May 2021 until 12 November 2021 (a six (6) month period).

At its meeting held on 1 November 2021, the Council resolved:

1. *That the Council notes the outcomes from the shared mobility scheme trials which have been undertaken and that on the basis of the data provided in this report considers the trial to be successful as the result meet the indicators set out in the Permits.*
2. *That the Council approves the continuation of the shared e-bike scheme for another twelve (12) months with no changes to Permit operating conditions.*
3. *That the Council approves the continuation of e-scooters trial for another six (6) months and reduces the deployment cap from 100 devices per operator to 75 devices for reasons set out in this report.*
4. *Authorises the Chief Executive Officer to write to the Minister for Infrastructure and Transport, advising of the outcomes of this review and requesting an extension of e-scooter exemption for another six (6) months and advocating for the inclusion of e-scooters in the South Australian Road Rules.*
5. *The Council notes that a report will be presented for the Council's consideration at the conclusion of the extended Permits trials.*
6. *That staff investigate suitable locations for the installation of virtual docking stations in high traffic areas and opportunities to deploy additional bicycle rails.*

With the conclusion of the six (6) month extension of e-scooter permits, it is timely to review the outcomes of the e-scooter scheme and provide recommendations for the future of the e-scooters.

Shared mobility schemes offer a low-emission mobility option and a more diverse, convenient and accessible transportation network and may assist to reduce congestion and car-parking issues in the City. Through the trial of e-scooters, the Council now has an understanding of how these support public transport usage, reduce pressure on traffic and parking, increase mobility across precincts and can replace the use of a motor vehicle for short to medium trips.

Unlike e-bikes, e-scooters are not permitted to be ridden on or over roads, footpaths or other public spaces in South Australia under the *Road Traffic Act 1961*. Therefore, for e-scooters to operate within the City of Norwood Payneham & St Peters, the Minister for Transport, Infrastructure and Local Government granted approval through a Gazette Notice for the use of shared electric personal transport (e-scooters) on footpaths, under section 161A of the *Road Traffic Act 1961*.

Data has been gathered on the usage of e-scooters, incidents, community comments and an e-scooter user survey conducted by the scheme operators, to better inform the evaluation of the extended trial period.

## RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Objectives contained in the Council's Strategic Plan, *CityPlan 2030*, are set out below:

### **Outcome 1 Social Equity**

An inclusive, connected, accessible and friendly community

#### **Objective:**

1.2: A people-friendly, integrated and sustainable transport network.

### **Outcome 3 Economic Prosperity**

A dynamic and thriving centre for business and services

#### **Objective:**

3.1: A diverse range of businesses and services.

### **Outcome 4: Environmental Sustainability**

*A leader in environmental sustainability*

#### **Objective:**

4.4. Mitigating and adapting to the impacts of a changing climate.

The introduction of shared mobility devices into the Council area assists to meet the State Government's *30-Year Plan for Greater Adelaide* target to increase the share of work trips made by active transport modes by 30% by 2045.

## FINANCIAL AND BUDGET IMPLICATIONS

There are no financial or budget implications for the Council associated with the operation of the schemes. Any Permit(s) issued incorporates a fee which seeks to recover any administrative and monitoring costs incurred to assess the Permit conditions and scheme outcomes.

## EXTERNAL ECONOMIC IMPLICATIONS

The transport and parking convenience offered by shared mobility devices, combined with the City's close proximity to the Adelaide CBD, means the City of Norwood Payneham & St Peters is attractive for shared mobility device users.

Shared mobility devices have the potential to attract more visitors to the City and this is supported by the information collected through the e-scooter user surveys, which was conducted by both operators. The surveys found 28% of users were from the City of Norwood Payneham & St Peters; 66% of users were from another Local Government Area in South Australia and 3% from another location (e.g. interstate). The 66% of users originating from another Local Government Area in South Australia were from Burnside (52%), Campbelltown (7%), Walkerville (5%), Tea Tree Gully (7%) and other (17%). This indicates that both residents and citizens visiting the City are taking advantage of the shared mobility schemes offered across the City.

Convenient access to shared mobility devices can also increase the level of patronage to local businesses and events in the Council area and is considered advantageous to businesses. An e-scooter user survey was conducted by Neuron, that asked users about their most recent trip and if they made a purchase shortly before or after their trips. Over 60% of users stated that they had made a purchase shortly before or after their trip showing users are accessing local businesses via these modes of transport.

## **SOCIAL ISSUES**

Shared mobility device schemes offer a convenient and affordable mode of transport to people who may not have the capacity or desire to travel by private car, ride share, take a taxi or public transport. This in turn can contribute to a healthier, more connected and more active community.

The flexibility offered by the sharing economy may, over time, lead to a reduction in car ownership patterns, with some households choosing not to own a second vehicle, or even a first vehicle, due to the availability of convenient, flexible and affordable transport alternatives.

## **CULTURAL ISSUES**

Not Applicable.

## **ENVIRONMENTAL ISSUES**

One of the benefits of shared mobility device schemes is the ability to link passengers to public transport, by offering a faster option of travelling to and from the public transport stop, thereby providing a strong incentive to use public transport. User data shows that in the City of Norwood Payneham & St Peters, most shared mobility device trips are quite short; approximately 50% of trips are just 5-15 minutes in duration and approximately 87% of trips are under twenty-five minutes. This supports the notion that people are using shared mobility devices to link into fixed public transport infrastructure or replace short car trips. Over time this in turn could also decrease the demand for car-parking in the City, albeit relatively marginally.

Conversely, increased emissions could be generated from the collection and redistribution of e-scooters to re-distribute, charge or repair devices resulting in multiple vehicles trips which otherwise wouldn't occur. These vehicle emissions are required to be offset by operators as part of their Permit conditions.

## **RESOURCE ISSUES**

The introduction of e-scooters within the City of Norwood Payneham & St Peters has not had any significant resource issues for the organisation. Customer Service Staff have re-directed enquiries to the operators from time-to-time. The Permit Fee of \$21 per permitted device per annum, which is charged to operator(s), has covered the administrative costs associated with the operation of this system.

## **RISK MANAGEMENT**

The extended trial of e-scooters as a mobility service within the City of Norwood Payneham & St Peters has provided the Council with an additional opportunity to gain information to better understand and respond to risks that arose and adjust Permit conditions accordingly. For example, narrow streets with no footpaths or laneways and car parking areas have been designated 'No Parking Zones' as users were leaving the devices in dangerous locations (either blocking traffic, car parks or pedestrian access). Response times for notification of dangerously located devices has generally been adhered to by operators through the Permit terms.

## **COVID-19 IMPLICATIONS**

COVID-19 has impacted shared mobility schemes in South Australia through reduced community mobility which has impacted on take-up rates of devices.

## **CONSULTATION**

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Not Applicable.
- **Other Agencies**  
Not Applicable.



## DISCUSSION

E-bikes (Neuron) and e-scooters (Neuron and Beam) are currently operating within the City of Norwood Payneham & St Peters. The permit for e-bikes runs until 30 November 2022.

This report focusses only on the operation of e-scooters, for which the operator permits expire on 14 May 2022. During the whole e-scooter trial period (14 May 2021 – 20 April 2022), there have been 41, 285 trips taken by e-scooter users, covering 58,485 kilometres, representing an average of 121 trips per day.

The following information provides an update on data relating specifically to the e-scooter scheme including start and end locations, travel routes, safety, incident reporting and comments received from the community.

### Shared Electric Scooter (e-scooter) Trial

The aim of an extended trial of shared e-scooters was to better understand the benefits (and any disadvantages) of the continued operation of this relatively new mode of transport option, operating over a full year, including over Christmas, school holidays, the busy Fringe and Festival period and over summer months more generally when the community is more engaged in social and recreational activities. The measures of a successful trial include:

- mode shift via user survey (replacing car trips with a ride to connect to the public transport network or access to precincts and services);
- safety (accident reports: number of incidents vs number of trips);
- ridership per device (number of active users); and
- parking and redistribution programs (designated e-scooter parking).

The Council's 'use case' with the Department of Infrastructure & Transport, proposed an initial six (6) month Permit to trial e-scooters within the City, which the Council extended until 14 May 2022.

The operators, Neuron and Beam, have found that users are generally aged from 18 to 54 years of age. The user survey shows 56% of scooter users were aged in the 18-34 age brackets.

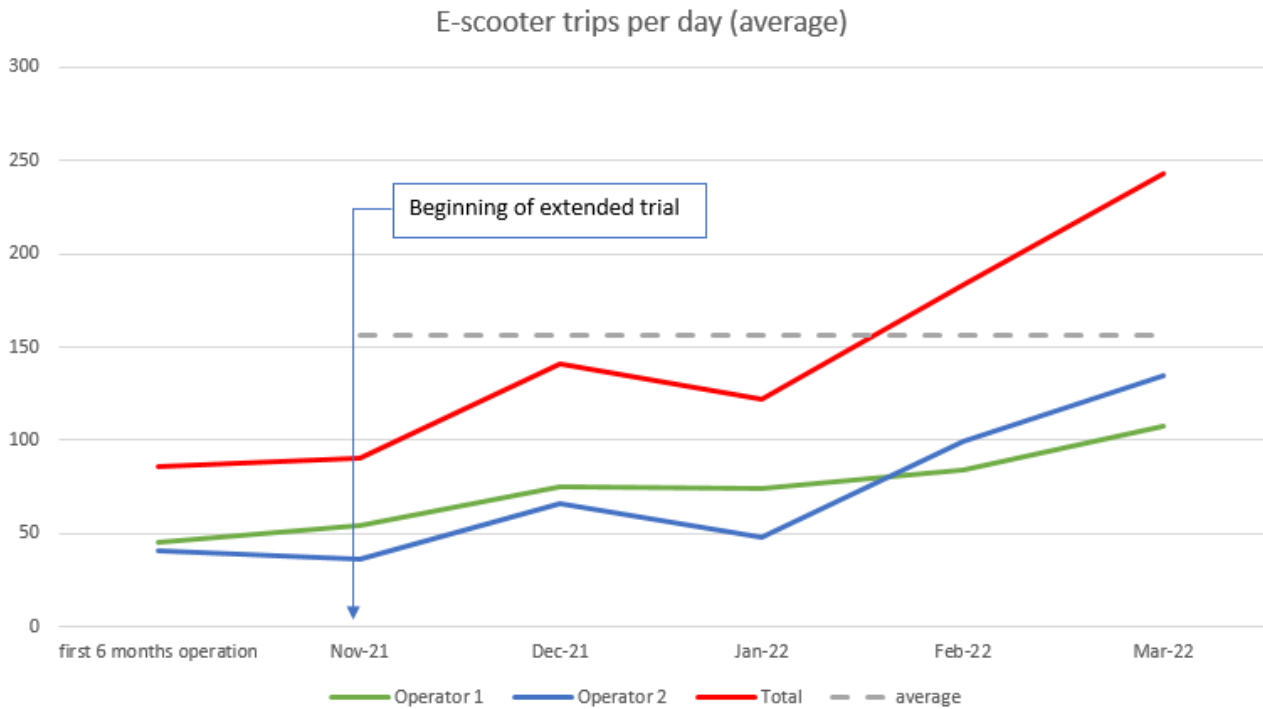
#### *Trip Data*

Since the introduction of Neuron and Beam e-scooters, 41,285 trips have been taken covering 58,485 kilometres.

Usage data supplied by the operators shows an average of 156 trips per day, a significant increase compared to the first six (6) months of operation, which recorded an average usage of 70 trips per day.

The initial trial data showed a daily average of 0.3 trips per e-scooter/ per day. This compares to the data over March 2022 of 1. 2 trips per e-scooter/ per day, most likely correlated to the warmer weather, daylight savings and the busy Adelaide Fringe/ Festival period.

In response to the previously recorded lower number of daily average of trips per device/ per day, the Council resolved to reduce the daily deployment cap from 100 to 75 devices per day, per operator unless usage rates are higher whereby up to 100 devices can be deployed. This has been seen to have a positive impact on usage rates.

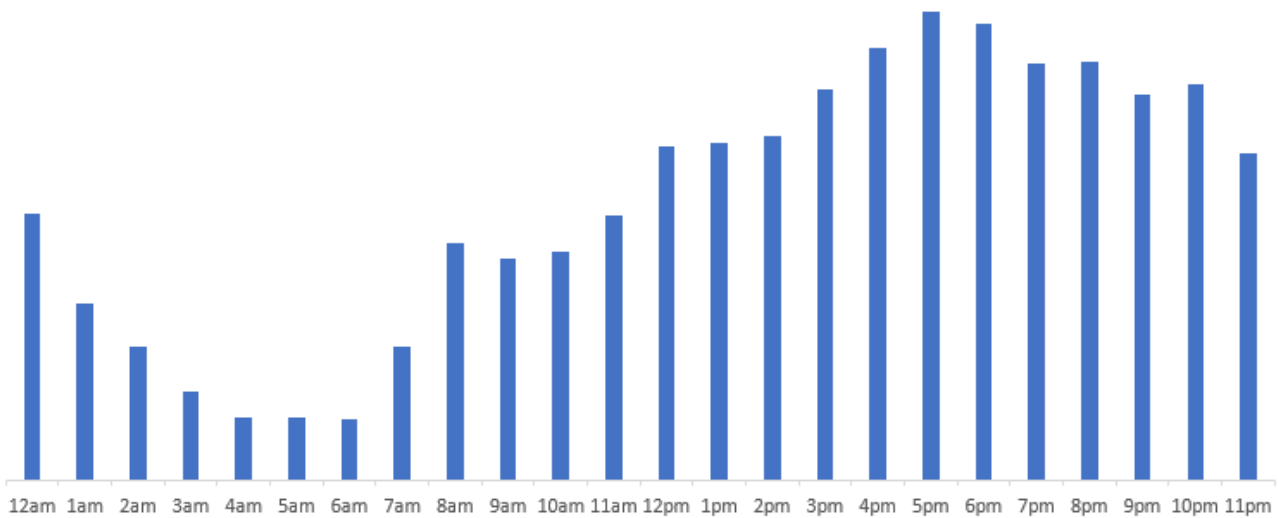


**FIGURE 1: TRIPS PER DAY USING E-SCOOTER (AVERAGE)**

Figure 1 above shows the average trips per day, steadily increasing from the previously recorded average usage of 70 trips per day to the highest rate of usage in March 2022, with an average daily usage of 243 trips per day recorded across the City (or 7,534 total trips during the month of March).

From a usage and mobility perspective, these results show that there is a growing awareness of e-scooters as an alternative mode of transport and this was well utilised during the busier summer months, over daylight savings and over the Christmas holidays and the Adelaide Fringe and Festival period. It is expected that if e-scooters are enabled to continue operation in the City, usage rates may again decline towards the winter months.

The average trip distance over the extended permit period was 2.8 kilometres with an average journey duration of 14 minutes, which again supports the notion that e-scooters are generally used for short trips. Figure 2 below shows that the number of trips by hour for e-scooter trips. The most popular time for users of the devices, was between 5:00 pm to 6:00pm, indicating a correlation with daily commuting or journeys immediately after the working day.



**FIGURE 2: E-SCOOTER TRIPS BY HOUR**

In February 2022, the City of Unley commenced a similar trial with Neuron and Beam e-scooters, increasing the trip range and accessibility options across inner Adelaide. The expansion of the area where e-scooters are available and can be ridden is a welcome outcome and it is expected this will increase sustainable transport usage and accessibility across the inner areas of metropolitan Adelaide.

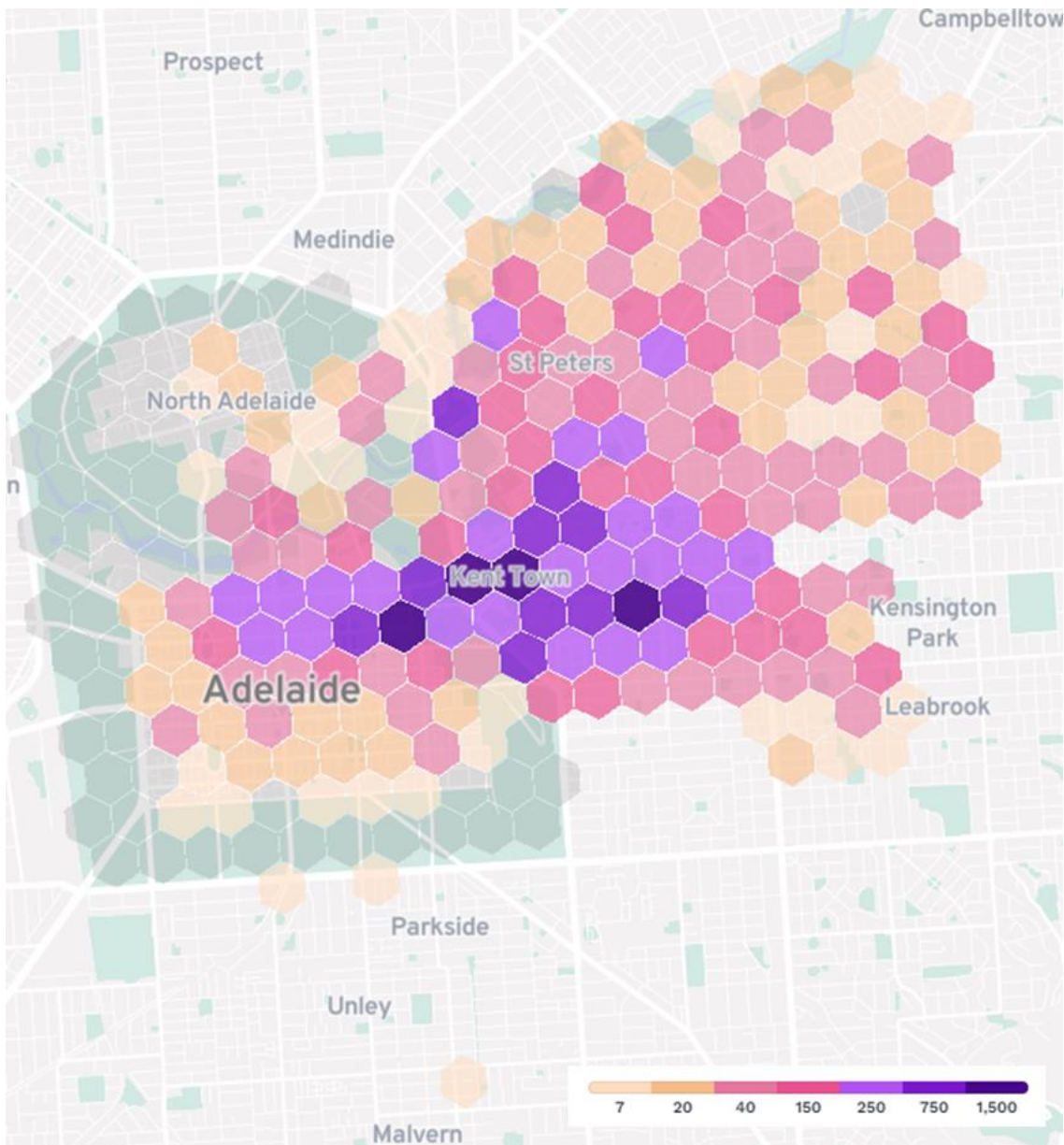
Of the total of e-scooter trips taken, 39% of trips commenced and ended in the City of Norwood Payneham & St Peters; while an equivalent 39% of trips commenced in the City of Adelaide and ended in the City of Norwood Payneham & St Peters and a remaining 22% originated in the City of Norwood Payneham & St Peters and ended in City of Adelaide. Thus, it is almost twice as popular for users to choose to hire an e-scooter from the CBD to the Council area than from the Council area to the CBD.

*E-Scooter Density Heat Maps*

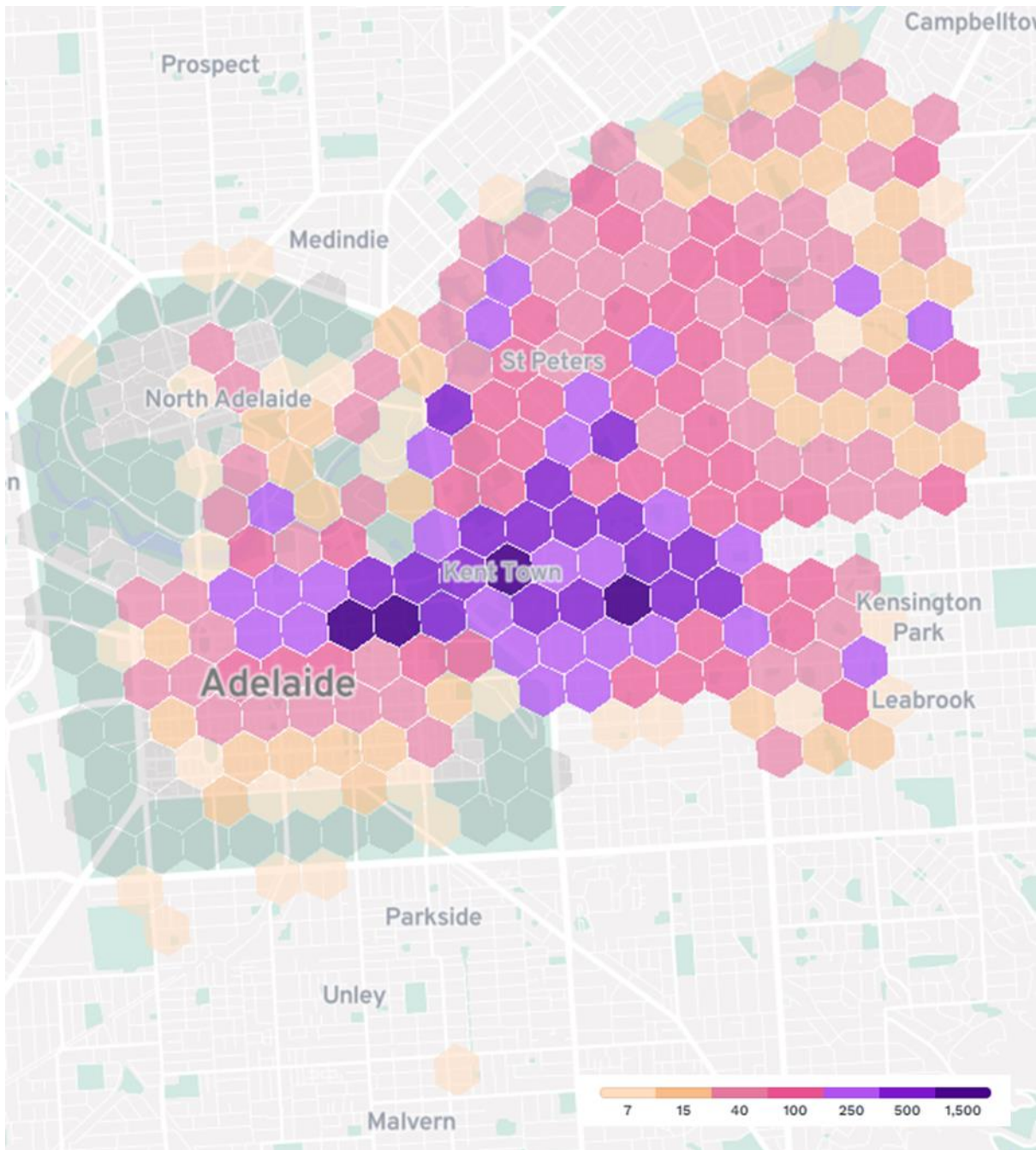
As the e-scooter Scheme is based on a dockless system, this means that users can start or end their trip where they desire. Trip route data for e-scooters provides the Council with valuable information about the most travelled routes by e-scooter users.

The most common start and end locations for e-scooters are depicted in Figures 3 and 4 Density Heat Maps. The darker the hexagon (purple) means it is a popular start / end location for users compared to lighter coloured hexagons (cream) with fewer trips started / ended. The grey hexagon indicates no start / end data. It should be noted that the City of Adelaide locations are only included in the maps if a trip commenced or ended in City of Norwood Payneham & St Peters. It does not include trips taken solely within the City of Adelaide.

The most popular locations for starting a journey are in the east end of the City of Adelaide, Kent Town, Norwood and Stepney. This correlates with the high rates (almost 40%) of users, taking an e-scooter from the CBD into the City of Norwood Payneham & St Peters. Compared to previous data from the initial trial period, the e-scooters are now also experiencing higher take up rates, but a lesser density, radiating out further to the suburbs of Joslin, Royston Park, Joslin, Maylands and Evandale.

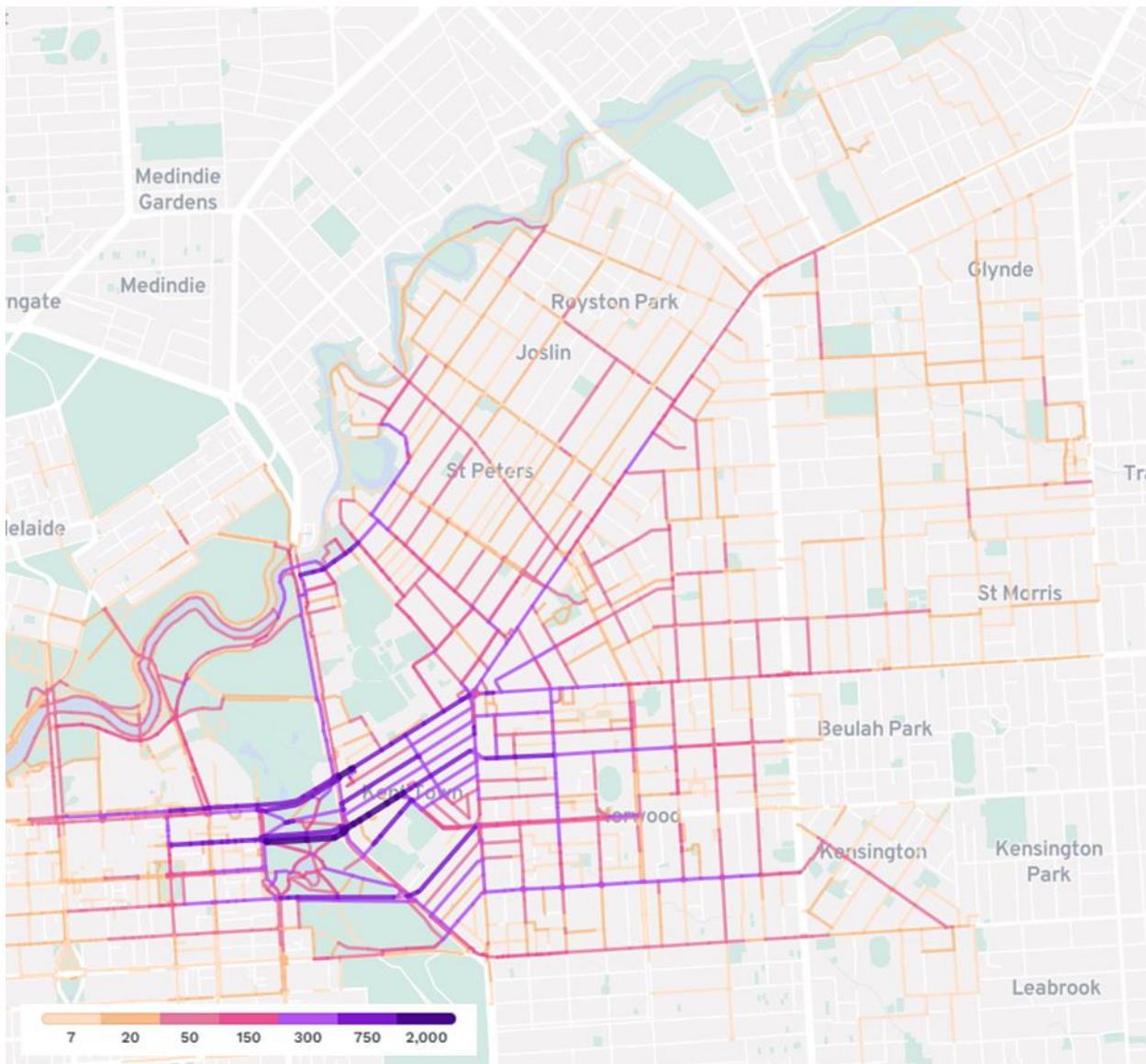


**FIGURE 3: E-SCOOTER START LOCATION DENSITY HEAT MAP (NUMBER OF ANONYMISED TRIPS STARTED)**



**FIGURE 4: E-SCOOTER END LOCATION DENSITY HEAT MAP (NUMBER OF ANONYMISED TRIPS ENDED)**

Figure 4 above indicates that over the past five (5) months during the extended trial, a number of the main and local streets have been used by users who finish an e-scooter journey in the suburbs of Kent Town, Norwood, Hackney, St Peters, Stepney, Evandale and Maylands.



**FIGURE 5: E-SCOOTER ROUTE DATA (TOTAL ANONYMISED TRIPS)**

*Connection to Public Transport*

A particular focus of the suburban trial of e-scooters in the City of Norwood Payneham & St Peters, are rides which are used to connect to the public transport network. The data shows that 9.8% (or an average of 12 trips per day) of trips commenced within a 30 metre radius of a bus stop and 9.5 % of trips (or an average of 11.5 trips per day) ended within 30 metres of a bus stop. It could therefore be assumed, although not necessarily, that most users were ending their trips within 30 metres of bus stops to access public transport. User surveys undertaken by both operators support the above assumption.

Neuron's user survey asked users what they mostly used e-scooters for and 45% of respondents said they use e-scooters to connect to public transport.

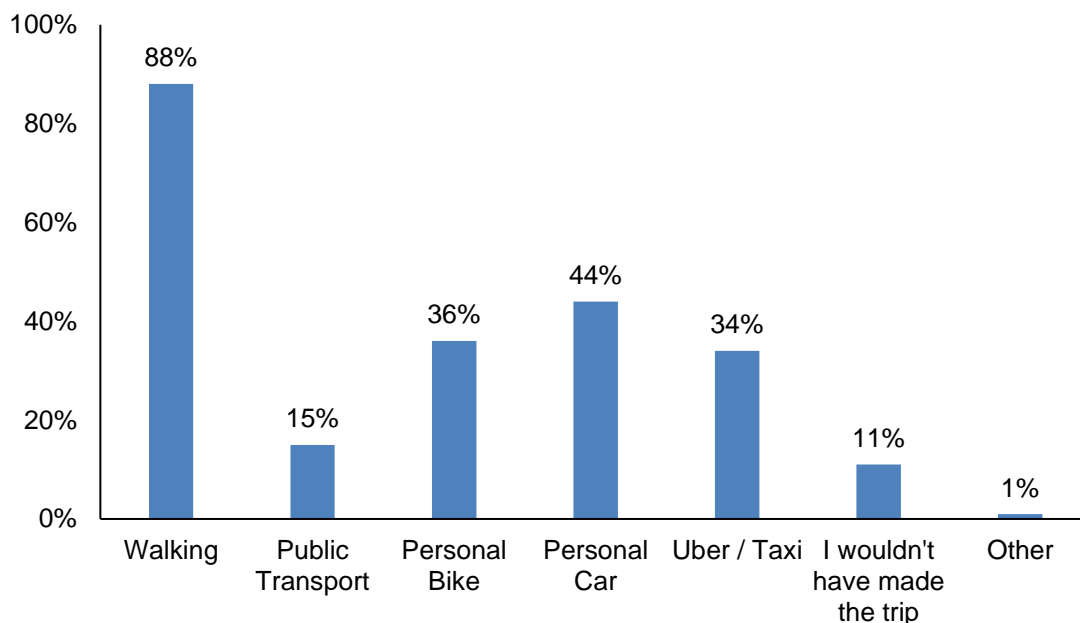
Beam's user survey showed that 14% of users *always* or *very often* use e-scooters to connect to public transport and 39% did so occasionally. Beam also asked users if they are now more likely to consider public transport as an option for their journey as e-scooters can provide a first- and last mile transport option, and 30% said they were *more likely* to consider public transport, 50% said it had no impact; 18% said they were less likely to consider public transport.

### Mode Shift

Through the survey undertaken by the operators, the review also attempted to understand “mode shift” (e.g. replacement of car trips with an e-scooter) by users.

Surveys conducted by the operators after the initial trial asked users to identify the mode of transport that they would have used instead of an e-scooter if an e-scooter was not available. The results are shown in Figure 6 below. (It should be noted that the percentages add up to more than 100% because respondents could select multiple answers).

44% of respondents used an e-scooter to replace a car trip and 34% said e-scooters replaced an uber/taxi trip. A large number (88%) of respondents said that an e-scooter trip replaced walking, noting this could be associated with users using an e-scooter for their “first and last mile” connection to public transport rather than replacing a leisure or recreational walk.



**FIGURE 6: MODE OF TRANSPORT REPLACED WITH AN E-SCOOTER TRIP (BOTH OPERATORS) -**

The survey undertaken by Beam also asked respondents to provide the percentage of trips that would have used a car instead of an e-scooter. On average, respondents stated that 54% of trips would have used a car if an e-scooter was not available.

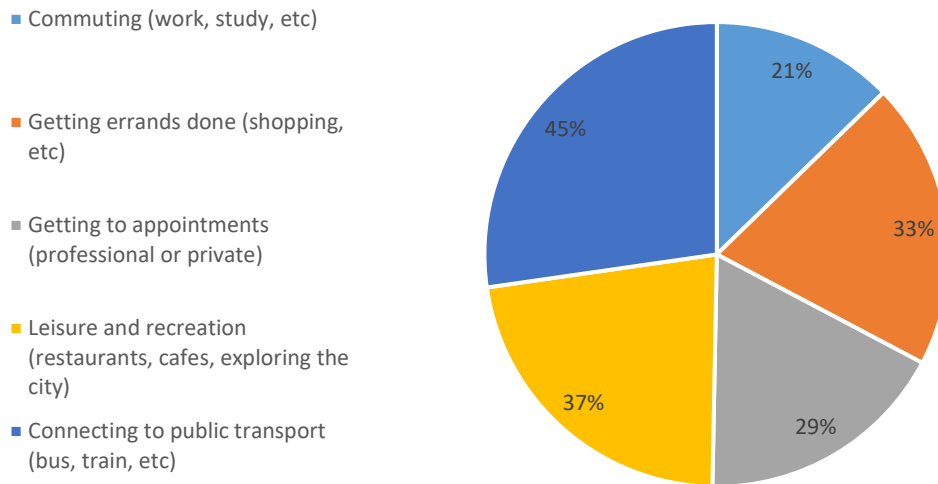
These results are positive and potentially show a trend towards citizens shifting their mode of transport from vehicle trips to e-scooter trips.

### Trip Types

The surveys of the initial trial period undertaken by both operators attempted to understand what types of purpose users were using e-scooters for (refer to Figure 7 below). (It should be noted that the percentages add up to more than 100% because respondents could select multiple answers).

The most common trip type for Beam survey respondents was “riding just for fun”, followed by going to cafes and restaurants, riding with friends and family and then getting to/ from work and university.

This data shows a high amount of social and recreational use, supporting the local economy (with visiting restaurants and shops), with an encouraging amount of usage for journeys to work and university. This trend towards a shift in transport mode, with users moving away from shorter car trips could lead to reduced traffic and parking pressure across the City.



**FIGURE 7: TRIP TYPES BY E-SCOOTER USERS (BEAM AND NEURON USERS COMBINED)**

#### *E-Scooter Safety – Incidents and Injury*

A key parameter for a successful e-scooter trial is public and rider safety. During the extended permit period there has been six (6) recorded incidents of property damage, with one of these understood to have resulted in an insurance claim against the operator.

During the five (5) months of the extended permit period, there has been one (1) report of minor injury in December 2021, where a rider was on or near Britannia roundabout, outside of the geofenced e-scooter area. The rider received medical treatment the following day for minor injuries.

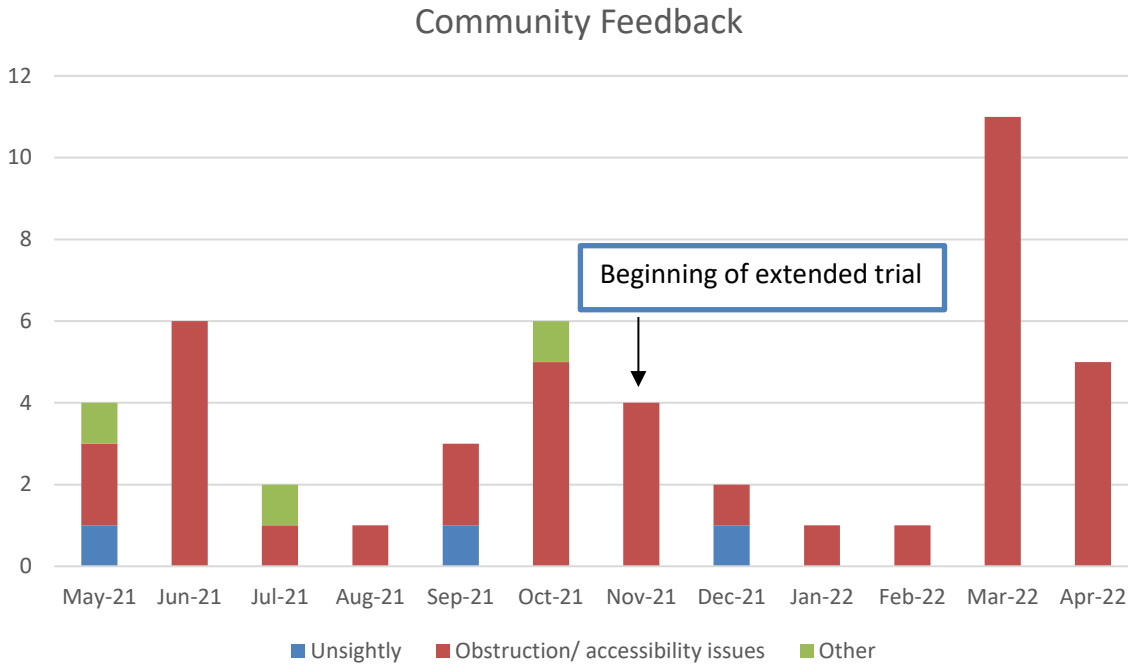
#### *Helmets*

During the trial period, it is of interest to understand if users were wearing a helmet as required under South Australian *Road Traffic Act 1961*. Pleasingly, 88% (Neuron) and 90% (Beam) of survey respondents surveyed during the initial trial period reported that they wore a helmet when using an e-scooter.



Reports of Pathway Obstructions and Poorly Parked E-Scooters

Figure 8 below shows the number of enquiries and complaints received by the Council regarding e-scooters.



**FIGURE 8: COMMUNITY FEDBACK RECEIVED BY COUNCIL**

During the extended trial period, from 13 November 2021 to date, the Council has received 24 complaints, compared to 22 complaints during the first six (6) months operation of the e-scooters. Over the entire period, the majority of these (40) relate to poorly parked e-scooters, including footpath obstructions. These were passed onto the operators to action in accordance with the timeframes set out in the Permit.

An initial decline in complaints from December 2021 to February 2022 was followed by a noticeable increase in complaints during March 2022, which coincides with the peak usage period, as noted in Figure 1.

The complaints regarding obstruction and inappropriately parked e-scooters, are matters that are passed on directly to the operators for immediate resolution. Where repeated problems are being experienced, staff are in ongoing discussions with the operators to investigate and implement longer term mitigation measures.

The operators have generally found to be responsive and prompt in addressing issues relating to devices and in compliance with the conditions of the Permit. In response to customer comments, the operators have implemented additional parking restrictions, through No Parking Zones in some narrower streets such as Threlfall Avenue, Norwood and Little Wakefield Street, Kent Town, where no footpaths are present and in car parking areas such as Webbe Street Carpark and Firle Shopping Centre.

There is no one location where e-scooters are repeatedly being left obstructing pathways or being poorly parked. However, there are higher numbers of complaints in the suburbs of Norwood and Kent Town. This could relate to the higher number of users ending their trips in these suburbs.

In response to the issues reported in Kent Town of e-scooters parked or laying across footpaths, affecting accessibility, one operator has introduced a No Parking Zone in the affected areas to influence user behaviour. The Council will need to monitor the effectiveness of these operator control measures to ensure that public safety is addressed. Further measures such as virtual docking stations should continued to be investigated as part of any ongoing permit arrangements.

As part of the original consideration of an e-scooter trial, the Council determined that The Parade between Portrush Road and Osmond Terrace, is a dedicated *No Ride* and *No Parking Zone*. Through the survey some users have expressed that they would like to be able to travel along this section of The Parade. Notwithstanding this, at this stage, it is recommended that no change this restriction given the high volumes of pedestrian traffic and location of outdoor dining and trading and street furniture along the footpath.

### **Permit Conditions - Deployment Cap**

In accordance with the Council's previous resolution, the capped limit of 100 e-scooters deployed per operator was reduced to 75 e-scooters per operator. This was introduced to increase the usage and efficiency of each e-scooter and to reduce idle scooters across the City, not in frequent use.

This measure, combined with the popularity of hire e-scooters over the summer months has seen an increase in usage rates per device. One operator has successfully demonstrated an improvement to the usage rate to an average of 1.2 trips per device per day and thus has been given permission to deploy a maximum of 100 devices across the City, subject to further review.

### **Virtual Docking Stations**

The "dockless" nature of shared mobility schemes provides great flexibility and efficiency for users, with no need to walk between a physically docking location and a final actual destination, the devices can be ridden right to the "door" of the intended destination.

However, with nowhere for devices to be docked, the devices end up wherever users leave them and unfortunately, some users have not proven to be the most courteous when it comes to parking them in a pedestrian friendly manner. It is expected that the longer shared mobility schemes are in place the better parking behaviours become by the users. This has been evident across all cities in which these schemes have operated - in particular City of Adelaide.

The resolution of the Council at its meeting held on 1 November 2021 involved the investigation of virtual docking stations in high traffic areas. This involves working with the operators to encourage users to end their trip in locations that have spacious, safer areas such as street corners and wider footpaths. These locations would be incentivised to users through the app and potentially marked on the ground with decals or linemarking.

These "virtual" docking stations have been partly investigated and are already implemented for some locations, however more work could be done to further introduce these in problematic locations. If the e-scooters are supported through an extension to their current permit, this action could be further pursued to address community safety and accessibility concerns.

The extended trial period of an e-scooters scheme from 13 November to date has seen 23,553 trips taken, covering 65,405 kilometres, with an average of 156 e-scooter trips per day. This new, flexible travel mode option is clearly being well utilised, supports community mobility and economic development and has demonstrated benefits in cross-City accessibility.

The trials have also demonstrated a trend towards mode shift (replaced car trips with an e-bike or e-scooter, increased connection to the public transport network or access to shopping precincts and services).

The e-scooters have also generated community feedback, where citizens are reporting issues associated with poorly parked scooters, obstruction of footpaths and access areas and trip hazards. As with any form of moving transport, there have been a small number of incidents of personal accidents and relatively minor property damage. The Council is unaware of any serious incidents or injuries that have occurred.

The e-scooter trial has been in operation for almost twelve months, spanning all seasons, with an increase in usage experienced over the summer months. The usage patterns will have been affected by Covid 19, with a general reduction in social activities and entertainment over much of this time. The ability to continue the e-scooter operations would enable the collection of further usage data, which may be more representative of normal operating conditions.

## OPTIONS

### Option 1: Further Extend E-scooter Trial Permits

Enabling the e-scooters to continue operation for a further fixed period of time will enable a more comprehensive understanding of usage and potential issues within the City of Norwood Payneham & St Peters. An extension of seven (7) months could be considered to coincide with the timing of understanding the longer term intentions of the Minister for Transport and Infrastructure as to the use of electric scooters under the *Road Traffic Act 1961* and to avoid caretaker mode, prior to the Local Government Elections.

This is the recommended option.

### Option 2: Discontinue Further E-scooter Operations

Alternatively, the Council could choose not to extend e-scooter or e-bike shared mobility schemes due to the comments the Council has received about poorly parked devices and their perception as a public nuisance and hazardous item in the public realm.

## CONCLUSION

Overall, the trials of the shared mobility schemes are to date considered to be successful, due to:

- positive trends towards mode shift (replacing car trips with an e-scooter ride to connect to public transport or to access to shopping precincts and services);
- no serious reported accidents or incidents throughout the trial period;
- usage per device is within the preferred levels; and
- continued work is occurring with the operators to respond to community feedback including through mitigation measures such as new “no go” zones and preferred parking areas.

The next seven (7) months could be supported for a further extended trial period, gathering more comprehensive data and feedback and also coinciding with understanding the position of the Minister for Transport and Infrastructure as to the ongoing framework for e-scooters in South Australia. At such time, in December 2022, the Council could re-consider its options in relation to granting an ongoing permit for e-scooter operators.

## COMMENTS

Nil

## RECOMMENDATION

1. That the Council notes the outcomes from the extended e-scooter trials and supports the continued operation of the e-scooter permits for a further seven (7) months, contingent on the Minister for Infrastructure and Transport, authorising ongoing authorisation of e-scooters under the *Road Traffic Act 1961*.
2. That the Council maintains the continued permit condition of a deployment cap of 75 devices per operator, unless the average daily usage rate can be demonstrated to exceed 1 trip per day per device, whereby a maximum of 100 shared mobility devices will apply.
3. That the Chief Executive Officer be authorised to write to the Minister for Infrastructure and Transport, advising of the outcomes of this review and seeking an update of the Minister’s consideration of the inclusion of e-scooters in the South Australian Road Rules.
4. That staff continue to work with the e-scooters operators to implement measures which address complaints about footpath obstruction, trip hazards and public safety including through the designation of virtual docking stations, no parking areas and no ride zones.
5. The Council notes that a report will be presented to the Council at the conclusion of the extended Permits.

*Cr Dottore moved:*

- 1. That the Council notes the outcomes from the extended e-scooter trials and supports the continued operation of the e-scooter permits for a further seven (7) months, contingent on the Minister for Infrastructure and Transport, authorising ongoing authorisation of e-scooters under the Road Traffic Act 1961.*
- 2. That the Council maintains the continued permit condition of a deployment cap of 75 devices per operator, unless the average daily usage rate can be demonstrated to exceed 1 trip per day per device, whereby a maximum of 100 shared mobility devices will apply.*
- 3. That the Chief Executive Officer be authorised to write to the Minister for Infrastructure and Transport, advising of the outcomes of this review and seeking an update of the Minister's consideration of the inclusion of e-scooters in the South Australian Road Rules.*
- 4. That staff continue to work with the e-scooters operators to implement measures which address complaints about footpath obstruction, trip hazards and public safety including through the designation of virtual docking stations, no parking areas and no ride zones.*
- 5. The Council notes that a report will be presented to the Council at the conclusion of the extended Permits.*

*Seconded by Cr Sims and carried unanimously.*

## 12. ADOPTION OF COMMITTEE MINUTES

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** Not Applicable  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to present to the Council the Minutes of the following Committee Meetings for the Council's consideration and adoption of the recommendations contained within the Minutes:

- Quadrennial Public Art Assessment Panel – (28 March 2022)  
(A copy of the Minutes of the Quadrennial Public Art Assessment Panel meeting is contained within **Attachment A**)

### ADOPTION OF COMMITTEE MINUTES

- **Quadrennial Public Art Assessment Panel**

*Cr Callisto moved that the minutes of the meeting of the Quadrennial Public Art Assessment Panel held on 28 March 2022, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Whittington and carried unanimously.*

**13. OTHER BUSINESS**

**13.1 Personal Explanation – Cr Scott Sims – Behaviour at Council Meeting**

Cr Sims sought leave of the meeting to make a Personal Explanation in relation to his behaviour at a recent Council meeting.

The meeting granted leave for Cr Sims to make a Personal Explanation.

*Cr Sims moved:*

*That Cr Sims' Personal Explanation be recorded in the minutes in its entirety.*

*Seconded by Cr Whittington and carried unanimously.*

Cr Scott Sims' Personal Explanation

I wish to address a complaint by the Mayor regarding my behaviour at a recent Council meeting. The episode in question was with regard to the Mayor's response to a Personal Explanation by Cr Patterson.

I make the point that during my previous statement on this matter I forbore to canvass the reason or provide any context for my (admittedly intemperate and unprofessional) utterances at the meeting.

I chose not to provide any context as, in my view it would only serve to exacerbate this whole matter and, possibly, embarrass the Mayor and another Councillor.

Additionally, I have no wish to add to the expenses already incurred by Council in the prosecution of this matter.

While, my disappointment and frustration at the Mayor's approach to the matter stands, I acknowledge that my behaviour was not appropriate.

I acknowledge that I should not have interrupted the meeting as I did.

Frustration and disappointment are no excuse for inappropriate and unprofessional behaviour as an Elected Member. Accordingly, I offer a sincere apology to the Mayor and the Council.

**14. CONFIDENTIAL REPORTS**

## 14.1 COUNCIL RELATED MATTER

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### RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999* the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (b) information the disclosure of which –
  - (i) could reasonably be expected to prejudice the commercial position of the Council; and
  - (ii) would, on balance, be contrary to the public interest;

by the disclosure of sensitive commercial and financial information and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

### RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the report, discussion and minutes be kept confidential until either this matter is finalised or the release of the report and minutes is necessary to enable the matter to be enacted.

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*Cr Minney moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer, General Manager, Urban Services, General Manager, Urban Planning & Environment, General Manager, Governance & Community Affairs, General Manager, Corporate Services, Manager, Governance & Legal, Manager, Economic Development & Strategic Projects, Projects Manager, Manager, Urban Planning & Sustainability, Manager, Community Services, Project Manager, Assets, Communications Officer and Executive Assistant, Urban Services], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

- (b) information the disclosure of which –
  - (i) could reasonably be expected to prejudice the commercial position of the Council; and*
  - (ii) would, on balance, be contrary to the public interest;**

*by the disclosure of sensitive commercial and financial information and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.*

*Seconded by Cr Dottore and carried unanimously.*

*Cr Knoblauch moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential until either this matter is finalised or the release of the report and minutes is necessary to enable the matter to be enacted.*

*Seconded by Cr Dottore and carried unanimously.*

## 14.2 COUNCIL RELATED MATTER

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### RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999* the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which —
  - (i) could reasonably be expected to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest;

and that the Council is satisfied that, in principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

### RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the report and discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

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*Cr Stock moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer, General Manager, Urban Services, General Manager, Urban Planning & Environment, General Manager, Governance & Community Affairs, General Manager, Corporate Services, Manager, Governance & Legal, Manager, Economic Development & Strategic Projects, Projects Manager, Manager, Urban Planning & Sustainability, Manager, Community Services, Project Manager, Assets, Communications Officer and Executive Assistant, Urban Services], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which —
  - (i) could reasonably be expected to confer a commercial advantage on a third party; and*
  - (ii) would, on balance, be contrary to the public interest;**

*and that the Council is satisfied that, in principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.*

*Seconded by Duke and carried unanimously*

*Cr Dottore moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, Attachment B and discussion be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.*

*Seconded by Cr Knoblauch and carried unanimously.*



**15. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 8.50pm.

\_\_\_\_\_  
**Mayor Robert Bria**

**Minutes Confirmed on** \_\_\_\_\_  
(date)