



# CITY FINANCE AND GOVERNANCE COMMITTEE

## Agenda and Reports

for the meeting on

Tuesday, 18 February 2025

at 6.00 pm

in the Colonel Light Room, Adelaide Town Hall

© 2025 City of Adelaide. All Rights Reserved.

Our Adelaide.  
**Bold.**  
**Aspirational.**  
**Innovative.**

CITY FINANCE AND GOVERNANCE COMMITTEE  
Meeting Agenda, Tuesday, 18 February 2025, at 6.00 pm

Members – The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith  
Councillor Dr Siebentritt (Chair)  
Deputy Lord Mayor, Councillor Elliott (Deputy Chair)  
Councillors Abrahamzadeh, Couros, Davis, Giles, Hou, Li, Martin, Noon and Snape

## Agenda

Item		Pages
1.	<b>Acknowledgement of Country</b>  At the opening of the City Finance and Governance Committee meeting, the Chair will state:  ‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.  And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’	
2.	<b>Apologies and Leave of Absence</b>  Nil	
3.	<b>Confirmation of Minutes - 19/11/2024 &amp; 3/12/2024</b>  That the Minutes of the meeting of the City Finance and Governance Committee held on 19 November 2024 and the Minutes of the Special meeting held on 3 December 2024, be taken as read and be confirmed as an accurate record of proceedings.  View public <a href="#">19 November 2024 Minutes</a> and <a href="#">3 December 2024 Minutes</a> .	
4.	<b>Declaration of Conflict of Interest</b>	
5.	<b>Deputations</b>	
6.	<b>Workshops</b>  Nil	
7.	<b>Reports for Recommendation to Council</b>	
7.1	2024/25 Business Plan & Budget Quarter 2 Update	3 - 107
7.2	Procurement Policy	108 - 128
7.3	Committee Meeting Schedule	129 - 132
8.	<b>Reports for Noting</b>  Nil	
9.	<b>Closure</b>	

## 2024/25 Business Plan & Budget Quarter 2 Update

Strategic Alignment - Our Corporation

Public

**Tuesday, 18 February 2025**  
**City Finance and Governance Committee**

**Program Contact:**  
Michelle Arbon, Acting Manager  
Strategy, Insights & Performance

**Approving Officer:**  
Anthony Spartalis, Chief  
Operating Officer

### EXECUTIVE SUMMARY

This report presents the performance and delivery status of Council's commitments against the 2024-2025 Business Plan and Budget (BP&B) for the second quarter (October to December 2024) and will be provided to the Audit and Risk Committee on 21 February 2025. Included within this report are recommendations for business plan and budget changes, an overview of Portfolio and Project achievements, as well as the performance of Council subsidiaries.

The year-to-date operating position as at 31 December 2024 is an operating surplus of \$11.729m, which is \$3.876m higher than the YTD budget of \$7.852m, for this period.

The projected year end operating position is an operating surplus of \$9.367m which remains consistent with the adopted budget. Total estimated operating revenue is forecast to be \$237.913m which is \$2.205m higher than the Quarter 1 budget of \$235.708m. This is mainly due to the recognition of additional external grant funding of \$1.511m, commercial parking revenue of \$0.685m, and bank interest of \$0.549m. Rates revenue has reduced by \$0.549m due to objections and a higher level of discretionary rebates provided through the 10% rates cap. Total estimated operating expenditure (including depreciation) is forecast to be \$228.546m which is \$2.205m higher than the Quarter 1 budget of \$226.341m. This is due to an increase in Strategic Project funding of \$0.803m, additional aquatic centre operating expenditure of \$0.365m, increase in insurance premiums \$0.233m, outsourcing of the property valuation function \$0.220m, expenditure associated with increase in commercial parking \$0.195m, tree management inspections and framework \$0.187m, and costs associated with the new organisation structure from 6 January \$0.183m.

The year-to-date Capital Expenditure as at 31 December 2024 is \$37.529m, which is \$9.747m lower than the YTD budget of \$47.275m for this period.

The Capital Program is proposed to decrease by \$1.869m from \$122.912m to \$121.043m. The renewal program has been increased by \$0.274m.

In this period 84% of Strategic Projects and 66% of Capital Projects (excluding renewals) were on track (time and budget). 36% of the renewal budget for the financial year has been expended, with 15 renewal projects completed in the quarter.

Quarterly reports are provided to support Council in monitoring the integrity of Council's financial statements and reporting, as well as reviewing and overseeing progress on the Business Plan and Budget. This process supports Council's commitment to transparency and accountability.

# RECOMMENDATION

The following recommendation will be presented to Council on 25 February 2025 for consideration

## THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL

### THAT COUNCIL

1. Receives the City of Adelaide 2024/25 Business Plan and Budget Quarter 2 Update as provided in Attachment A to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 18 February 2025.
  2. Approves adjustments for the 2024/25 Business Plan and Budget (BP&B) as identified in this report and reflected in Attachment A to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 18 February 2025.
  3. Notes the year-to-date Operating (Financial Performance) for the quarter ending 31 December 2024, which includes:
    - 3.1. Total operating revenue of \$119.775m (\$1.923m higher than the budget of \$117.851m, for the period)
    - 3.2. Total operating expenses (including depreciation) of \$108.046m (\$1.953m lower than the budget of \$109.999m, for the period)
    - 3.3. An operating surplus of \$11.729m (\$3.876m higher than the budget of \$7.852m, for the period)
    - 3.4. Total Capital Expenditure of \$37.529m (\$9.747m lower than the budget of \$47.275m, for the period)
    - 3.5. Net cash surplus position of \$20.999m.
  4. Approves the budgeted year end Operating Position, which includes:
    - 4.1. Total operating revenue of \$237.913m (\$2.205m higher than the Quarter 1 adopted budget of \$235.708m)
    - 4.2. Total operating expenses (including depreciation) of \$228.546m (\$2.205m higher than the Quarter 1 adopted budget of \$226.341m)
    - 4.3. An operating surplus/deficit of \$9.367m (consistent with the Quarter 1 adopted budget of \$9.367m).
  5. Approves total capital expenditure of \$121.043m for 2024/25 year (\$1.869m lower than the Quarter 1 adopted budget of \$122.912m).
  6. Approves total borrowings of \$20.373m projected to 30 June 2025 (\$3.360m lower than the Quarter 1 projected borrowings of \$23.733m to 30 June 2025).
  7. Receives the Council Subsidiary Quarter 2 updates as provided at Attachments B, C, D and E to Item 7.1 on the Agenda for the meeting of the City Finance and Governance Committee held on 18 February 2025.
-



## IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	<a href="#">Strategic Alignment – Our Corporation</a> Quarterly reporting supports Council's <i>financial sustainability</i> objective within the 2024-2028 Strategic Plan.
Policy	Not as a result of this report
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Quarterly reporting is an important part of monitoring the organisation's performance and effectiveness against Council's planned activities, which is required under Section 122 (1) of the <i>Local Government Act 1999 (SA)</i> .
Opportunities	Quarterly reporting enables Council to make informed and timely decisions to maintain or change its services, assets, and budgets to meet community expectations and needs, maintaining or improving Council's financial position, and enabling Council to be responsive to risks and opportunities.
24/25 Budget Allocation	Not as a result of this report
Proposed 25/26 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
24/25 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

# DISCUSSION

## FINANCIAL SUMMARY

### Year to Date

1. The year-to-date operating position as at 31 December 2024 was an operating surplus of \$11.729m, which is \$3.876m favourable to the YTD budget of \$7.852m surplus, for the period.
  - 1.1. Total operating revenue of \$119.775m (\$1.923m higher than the budget of \$117.851m, for the period).
  - 1.2. Total operating expenses (including depreciation) of \$108.046m (\$1.953m lower than the budget of \$109.999m, for the period).
2. This variance is driven by:
  - 2.1. Revenue being \$1.923m favourable to budget largely due to higher fees and charges across Parking \$1.031m, Nursery Sales \$0.125m, and events income \$0.093m partially offset by unfavourable expiation income (\$0.465m) and Town Hall (\$0.521m). Grants, subsidies and contributions income is \$0.393m due to recognising works completed for the resilient flood mapping project. Other income is favourable due to bank interest earned on a positive cash position \$0.432m and insurance claims \$0.213m.
  - 2.2. Expenditure being \$1.953m favourable and is largely due to timing associated with Strategic Projects \$1.414m, computer software \$0.626m, consultants \$0.318m, and catering \$0.487m. Employee costs net of temporary contractual labour and apprentices is \$0.072m favourable. Depreciation is (\$1.137m) unfavourable reflecting the 2023/24 asset revaluations.
3. The year-to-date Capital Expenditure as at 31 December 2024 was \$37.529m, which is \$9.747m lower than the YTD budget of \$47.275m for this period.
4. As of 31 December, Council had a net cash surplus of \$20.999m, with \$2.271m in bank accounts and \$18.728m in deposits.

### Projected Annual Financial Summary

5. The proposed Quarter 2 review delivers an end of year operating surplus/deficit of \$9.367m, (in line with the Quarter 1 adopted budget):
  - 5.1. Total estimated operating revenue of \$237.913m.
  - 5.2. Total estimated operating expenses (including depreciation) of \$228.546m.
6. Operating revenue has increased by \$2.205 from the 2024/25 Quarter 1 budget of \$235.708m to estimated income of \$237.913m. Of that increase \$1.511m relates to additional grant funding received to deliver Strategic Projects, \$0.685m relates to an increase in commercial parking revenue, and \$0.549m bank interest. Rates revenue has reduced by (\$0.549m) due to objections and a higher level of discretionary rebates provided through the 10% rates cap.
7. Operating expenditure increased by \$2.205m from the 2024/25 Quarter 1 budget of \$226.341m to estimated expenditure of \$228.546m. The increase is mainly due to an increase in Strategic Project funding of \$0.803m, additional aquatic centre operating expenditure of \$0.365m, increase in insurance premiums \$0.233m, outsourcing of the property valuation function \$0.220m, expenditure associated with increase in commercial parking \$0.195m, tree management inspections and framework \$0.187m, and costs associated with the new organisation structure from 6 January \$0.183m.
8. Total proposed Capital Expenditure for the year is \$121.043m (a decrease of \$1.869m compared to the Quarter 1 adopted budget of \$122.912m). The renewal program has been increased by \$0.274m.
9. Grant funding to support capital expenditure on new/upgraded assets of \$10.128m (\$1.113m increase to Quarter 1 adopted budget of \$9.015m).
10. Update financial statements are provided from page 49 in **Attachment A**.

## ADJUSTMENTS TO THE 2024/25 BUSINESS PLAN AND BUDGET

### Operating Program

11. Adjustments to Program deliverables and budgets for the quarter are not required, as permanent budget changes are accounted for largely through Strategic Project budget adjustments:
  - 11.1. Permanent changes to the budget of (\$0.505m) net increase in expenditure including changes in the organisation structure (\$0.183m), outsourcing of property valuations (\$0.220m), insurance premiums (\$0.233m), ongoing tree management inspection and reporting (\$0.100m), library outgoings (\$0.090m) and other individually minor adjustments of (\$0.169m). The additional costs are offset by a net increase in commercial parking income of \$0.490m.
  - 11.2. Adjustments to Strategic Projects (temporary in nature) for the quarter total \$0.663m decrease in net expenditure (\$0.803m increase in gross expenditure), consisting of:
    - 11.2.1. Recognition of grant funding associated with the Resilient Flood Mapping Project of \$0.966m.
    - 11.2.2. Inclusion of two new grant funded projects - Adaptive Reuse City Housing Scheme and Heritage Incentive Scheme – State Heritage Buildings, both attracting 100% grant funding for a total \$0.500m.
    - 11.2.3. Inclusion of two new strategic projects, Evaluation of Park Lands Dry Areas Regulation for a total (\$0.115m), and North Adelaide Golf Course – Water Resources Study for a total of (\$0.026m) partially funded by a decrease within 5 strategic projects for a total of \$0.057m.
    - 11.2.4. Additional funding (a variance increase) is required for the Commercial Events Fund budget of (\$0.200m), for a total of \$0.500m aligned to Council direction, and stakeholder management for the Transport Strategy, for a total of (\$0.019m).
    - 11.2.5. A summary of the status of Strategic Projects is provided further in this report.
  - 11.3. Temporary (one-off) changes to the budget of (\$0.158m) net increase in expenditure driven by additional aquatic centre net operational spend (\$0.301m) (\$0.365m expenditure offset by \$0.064m additional income), New Year's Eve (\$0.132m), Kaurna Cultural Burn (\$0.055m), reduction in Market Expansion preparedness \$0.201m, and Bus Station sinking fund \$0.100m.
12. Further detailed information on these changes is on page 15 (Portfolio updates) in **Attachment A**.

### Capital Program

13. Capital expenditure is proposed to decrease to \$121.043m for the year, which is \$1.869m lower than the Quarter 1 adopted budget of \$122.912m.
  - 13.1. New and Upgrade projects show revised expenditure of \$64.747m (\$2.143m decrease to the Quarter 1 approved budget of \$66.890m).
  - 13.2. Renewal expenditure shows revised expenditure of \$56.296m (\$0.274m increase to the Quarter 1 approved budget of \$56.022m).
14. Adjustments to the Capital program include:
  - 14.1. Retiming of works into 2025/26 to the value of \$10.701m, offset by bringing forward from 2025/26 \$5.924m for the Central Market Arcade Redevelopment.
  - 14.2. The release of unused project management costs \$1.000m.
  - 14.3. Accrued grant interest \$0.024m.
  - 14.4. Approval of funding for the Adelaide Aquatic Centre Capital works \$3.589m.
  - 14.5. Creation of a new project funded from the Rundle Mall Separate Rate \$0.020m.
  - 14.6. Change to the Renewal budget due to additional grant funding.
  - 14.7. A summary of the status of Capital Projects is provided further in this report.
15. Further detailed information on these changes is available from page 37 (Projects update) in **Attachment A**.

## PROJECT DELIVERY SUMMARY

### Strategic Projects

16. Including the adjustments outlined in this report, Council has a commitment of \$7.928m (\$6.054m net of grant funding) to deliver 38 Strategic Projects during 2024/25. 4 new Strategic Projects have been identified during Quarter 2. At the end of this quarter:
  - 16.1. 32 projects had both timeframe to deliver and budget on track.
  - 16.2. Four projects had both timeframe to deliver and budget at risk and are being managed and may exceed estimated time and adopted budget.
  - 16.3. Two projects have been completed as at 31 December 2024
17. For information on these changes refer to the Strategic Projects summary from page 44 in **Attachment A**.

### Capital Works Program

18. Including the adjustments outlined in this report, Council has a commitment of \$121.043m to deliver 427 projects as part of its Capital Works Program. At the end of this quarter:
  - 18.1. 53 new and upgrade projects had both timeframe to deliver and budget on track.
  - 18.2. 19 new and upgrade projects had both timeframe to deliver and budget at risk and are being managed but may exceed estimated time and adopted budget.
  - 18.3. Eight new and upgrade projects have been completed in the quarter
19. For information on these changes refer to the New and Significant Upgrades summary from page 37 and Renewals summary from page 42 in **Attachment A**.

## COUNCIL SUBSIDIARIES SUMMARY

20. The Adelaide Central Market Authority, Adelaide Economic Development Agency and Kadaltilla / Adelaide Park Lands Authority have provided updates as per **Attachments B, C and D**.
21. The Brown Hill Keswick Creek Stormwater Board (Regional Subsidiary), which Council is a member of, has provided an update as per **Attachment E**.

### Adelaide Central Market Authority – Year to Date Financial Summary

22. The year-to-date operating position as at 31 December 2024 is an operating surplus of \$0.087m, which is \$0.481m favourable when compared to the YTD budget of (\$0.394m) deficit for this period.
  - 22.1. Total operating revenue of \$2.778m.
  - 22.2. Total operating expenditure of \$2.691m.
23. The proposed changes for Adelaide Central Market Authority in Quarter 2 is a reduction in costs associated with the Market Expansion Preparedness \$0.201m, offset by a minor increase in depreciation of \$0.003m.

### Adelaide Economic Development Agency – Year to Date Financial Summary

24. The year-to-date operating position as at 31 December 2024 is an operating deficit of (\$0.032m), which is \$0.256m unfavourable when compared to the YTD budget of an operating surplus of \$0.224mm for this period.
  - 24.1. Total operating revenue of \$5.739m, including \$3.395m appropriation of funds from the City of Adelaide.
  - 24.2. Total operating expenditure of \$5.771m.
25. The proposed changes for Adelaide Economic Development Agency in Quarter 2 is an increase in expenditure of \$0.094m of which \$0.200m is a Strategic Project for the Commercial Events Fund in line with the Council decision. Offsetting this increase is a reduction in Employee costs of \$0.086m associated with the changes to the organisation structure, and a transfer of \$0.020m of Rundle Mall funding to the capital program. \$0.143m is funded through an increase in appropriation of funds through the City of Adelaide.

### Kadaltilla / Adelaide Park Lands Authority – Year to Date Financial Summary

26. The year-to-date operating position as at 31 December 2024 is an operating deficit of (\$0.148m), which is \$0.013m favourable when compared to the YTD budget of (\$0.161m) for this period.
  - 26.1. Total operating revenue of \$NIL.
  - 26.2. Total operating expenditure of \$0.148m.

27. There are no proposed changes to the Kadaltilla / Adelaide Park Lands Authority budget in Quarter 2.

---

## ATTACHMENTS

**Attachment A** – 2024/25 Business Plan and Budget Quarter 2 Update

**Attachment B** – Adelaide Central Market Authority Quarter 2 Update

**Attachment C** – Adelaide Economic Development Agency Quarter 2 Update

**Attachment D** – Kadaltilla / Adelaide Park Lands Authority Quarter 2 Update

**Attachment E** – Brown Hill Keswick Creek Board Quarter 2 Update

---

- END OF REPORT -

# 2024/25 **Business Plan & Budget**

Our Adelaide. Bold. Aspirational. Innovative.



## October to December 2024 **Quarter 2 Update**



# Kaurna Acknowledgement

City of Adelaide tampendi, ngadlu Kaurna yertangga banbabanbalyarnedi (inbarendi). Kaurna meyunna yaitya mattanya Womma Tandanyako. Parnako yailtya, panuko tappa purruna, parnuko yerta ngadlu tampendi. Yellaka Kaurna meyunna itto yailtya, tappa purruna, yerta kuma burro martendi, burro warriappendi, burro tangka martulyaiendi. Kumarta yaitya miyurna iyangka yalaka ngadlu tampinhi.




City of Adelaide acknowledges the traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today. And we also extend that respect to other Aboriginal Language Groups and other First Nations.

## Legend




Throughout this document, these icons represent:

---

### Status

-  that the project timeline, delivery and budget are on track (based on latest adopted schedule and budget)
-  that the project has risks that are being managed and may exceed estimated time and adopted budget
-  that the project is no longer on track or within adopted budget / delivered outside of schedule and budget

### Budget

-  that there is no change from the most recent adopted budget to the proposed budget
-  that there is an increase from the most recent adopted budget to the proposed budget
-  that there is a decrease from the most recent adopted budget to the proposed budget

Contents	
<b>Kaurna Acknowledgement</b>	<b>2</b>
<b>CEO Message</b>	<b>4</b>
<b>Executive Summary</b>	<b>5</b>
<b>Business Plan and Budget Funding Overview</b>	<b>7</b>
<b>Spotlight on Strategic Plan Key Projects</b>	<b>8</b>
<b>Our Programs and Projects</b>	<b>13</b>
Operational Summary	14
City Shaping Portfolio	15
City Services Portfolio	21
Corporate Services Portfolio (including subsidiaries)	26
Regional Subsidiary & Offices	34
Offices	35
City Community Portfolio as at 6 January 2025	36
<b>Projects</b>	<b>37</b>
New and Significant Upgrades	37
Renewals	42
Strategic Projects	44
<b>Budget</b>	<b>47</b>
Summary	47
Operating Position (Financial Performance)	49
Operating Program – Adjustments	49
Capital Program – Adjustments	52
Financial Indicators	53
Treasury Reporting	54
<b>Glossary</b>	<b>55</b>
<b>Appendix: Risk and Opportunities</b>	<b>56</b>
<b>Appendix: Financial Statements</b>	<b>57</b>



# CEO Message

## Delivering the 2024/25 Business Plan and Budget



The 2024/25 Business Plan and Budget drives delivery of the first year of the City of Adelaide Strategic Plan 2024-2028. This report highlights our progress for Quarter 2 against the objectives of the Business Plan and Budget and the corresponding aspirations of our Strategic Plan.

At the end of Quarter 2, all eight Key Objectives of the 2024/25 Business Plan and Budget had commenced and are on track for delivery by the end of the financial year.

The 2024/25 Capital Program is continuing with strong progress being made across both New and Significant Upgrades, and Renewals. During the quarter, eight New and Significant Upgrade projects achieved practical completion, including Light Square electrical upgrades, Christmas 2024 – King William Street light pole motifs, Light Square infrastructure upgrade, motion sensor installations, and greening projects.

During the quarter, 15 renewal projects achieved practical completion, including Rundle Mall bollards renewal, Gawler UPark Facade coating treatment and various road and footpaths renewals. Several projects commenced during Quarter 2 including urban element renewals, bud lighting renewals, and various traffic signal and road renewal projects.

At the end of Quarter 2 the Strategic Project program was 55% committed or spent, with a focus on projects that support the delivery of the City of Adelaide Strategic Plan 2024-2028 and other endorsed strategies. New initiatives include the Adaptive Reuse City Housing Scheme, and Heritage Incentive Scheme – State Heritage Buildings, both 100% funded through State Government grants.

Financial planning and management over Quarter 2 has seen delivery of an operating result in line with the budget. The forecast operating surplus of \$9.367m will ensure that we remain in a strong position to support our priority to deliver the 2024/25 Business Plan and Budget within the parameters adopted by Council, the Long-Term Financial Plan, and associated Asset Management Plans.

Staff consultation on the Organisational Structure Review was progressed during the quarter with positive response to the proposed new portfolio structure. Recruitment for new and vacant roles commenced in late November 2024 with some appointments to be announced in January 2025.

I encourage you to read through and review this progress report on Quarter 2 achievements towards the delivery of the City of Adelaide's 2024/25 Business Plan and Budget and the priorities of our Strategic Plan 2024-2028.

**Michael Sedgman**  
Chief Executive Officer

# Executive Summary

This report presents the second quarter performance and delivery status of Council's commitments against the 2024/25 Business Plan and Budget (BP&B) (October to December 2024). Included are recommendations for business plan and budget changes, an overview of Portfolio and Project achievements, as well as the performance of Council subsidiaries.

The *year-to-date operating position* as at 31 December 2024 is an operating surplus of \$11.729m, which is \$3.876m higher than the YTD budget of \$7.852m, for this period.

The *projected year end operating position* is an operating surplus of \$9.367m which remains consistent with the Quarter 1 adopted budget.

*Total estimated operating revenue* is forecast to be \$237.913m which is \$2.205m higher than the Quarter 1 adopted budget of \$235.708m. This is mainly due to the recognition of additional external grant funding of \$1.511m, commercial parking revenue of \$0.685m, and bank interest of \$0.549m. *Rates revenue* has reduced by \$0.549m due to objections and a higher level of discretionary rebates provided through the 10% rates cap.

*Total estimated operating expenditure* (including depreciation) is forecast to be \$228.546m which is \$2.205m higher than the Quarter 1 adopted budget of \$226.341m. This is due to an increase in Strategic Project funding of \$0.803m, additional aquatic centre operating expenditure of \$0.365m, increase in insurance premiums \$0.233m, outsourcing of the property valuation function \$0.220m, expenditure associated with an increase in commercial parking \$0.195m, tree management inspections and framework \$0.187m, and costs associated with the new organisation structure from 6 January \$0.183m.

## Operating Position (Financial Performance)

\$000's	YTD Actual	YTD Budget	Variance	Full Year Budget	Proposed Q2	Variance
Total Revenue	119,775	117,851	1,923	235,708	237,913	2,205
Total Expenses	108,046	109,999	1,953	226,341	228,546	(2,205)
Operating Surplus / Deficit	11,729	7,852	3,876	9,367	9,367	0

The *year-to-date Capital Expenditure* as at 31 December 2024 is \$37.529m, which is \$9.747m lower than the YTD budget of \$47.275m, for this period.

The *Capital Program* is proposed to decrease by \$1.869m from \$122.912m to \$121.043m. New and upgrade projects decreased by \$2.143m and the variances can be viewed on pages 39-41. The *Renewal Program* has increased by \$0.274m. Variances can be viewed on page 43.

## Capital Program

	YTD Actual	YTD Budget	Variance	Full Year Budget	Proposed Q2	Variance
New and Upgrades Projects	17,553	25,184	7,630	66,890	64,747	2,143
Renewal / Replacement of Assets	19,975	22,091	2,116	56,022	56,296	(274)
Total Expenditure	37,529	47,275	9,747	122,912	121,043	1,869

Council's forecasted borrowings as of 30 June 2025 is reduced by \$3.360m from \$23.733m to \$20.373m as set out in the table below:

<b>Borrowings Reconciliation</b>	<b>Q1 Budget</b>	<b>Proposed Q2</b>	<b>Movement</b>
Opening Cash/(borrowings)	1,635	1,635	0
Operating Surplus	9,367	9,367	0
Net outlays on Renewal of Assets	(3,654)	(3,583)	(71)
Net outlays on New and Upgraded Assets	(43,811)	(40,474)	(3,337)
Receipt of Long-term lease extension payment	16,400	16,400	0
Movement in Net Payables and Receivables	(3,670)	(3,718)	48
<b>Forecast Borrowings as at 30 June 2025</b>	<b>(23,733)</b>	<b>(20,373)</b>	<b>(3,360)</b>

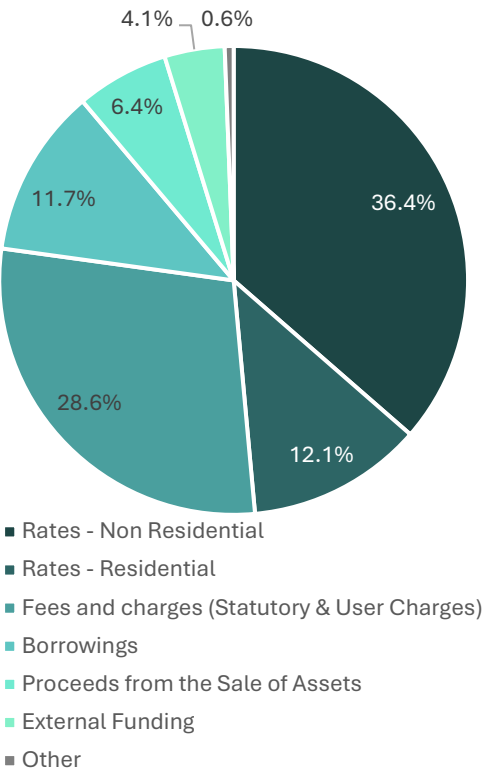
As at 31 December 2024, 84% of Strategic Projects and 66% of Capital Projects (excluding renewals) were on track (time and budget).

36% of the renewal budget for the financial year has been expended, with 15 renewal projects completed in the quarter.

# Business Plan and Budget Funding Overview

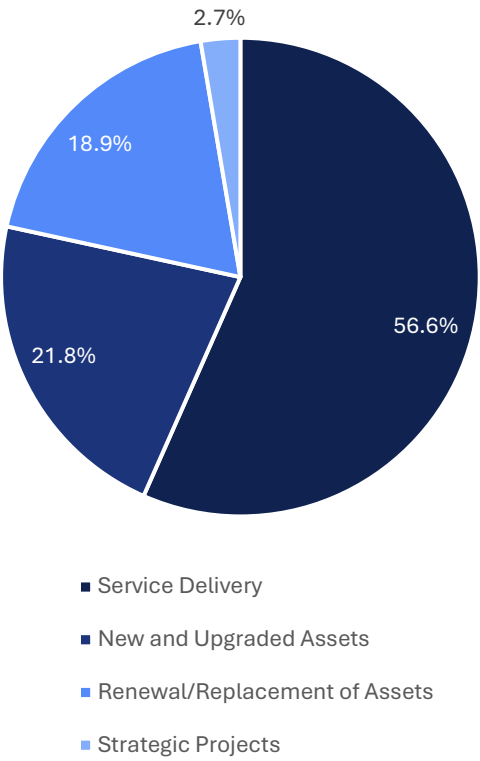
## Where our funds come from

	Budget (\$m)	
Rates - Non Residential	\$ 108.270	36.4%
Rates - Residential	\$ 36.090	12.1%
Fees and charges (Statutory & User Charges)	\$ 85.164	28.6%
Borrowings	\$ 34.690	11.7%
Proceeds from the Sale of Assets	\$ 19.000	6.4%
External Funding	\$ 12.341	4.1%
Other	\$ 1.822	0.6%
<b>TOTAL</b>	<b>\$ 297.376</b>	



## How our funds are spent

	Budget (\$m)	
Service Delivery	\$ 168.405	56.6%
New and Upgraded Assets	\$ 64.747	21.8%
Renewal/Replacement of Assets	\$ 56.296	18.9%
Strategic Projects	\$ 7.928	2.7%
<b>TOTAL</b>	<b>\$ 297.376</b>	



# Spotlight on Strategic Plan Key Projects

## Our Community

Vibrant, connected and inclusive

Progress on **Our Community** Annual Priorities:

**Implement the Housing Strategy, actively seek partnership opportunities with private, public and community developers to increase supply of affordable housing.**

Concept design has commenced for the Flinders Street housing project which aspires to deliver 40% affordable housing. Cost planning is underway to undertake project feasibility.

Renewal SA has released a national call for development partners for Tapangka (former Franklin St Bus Station site), which closes 30 January 2025. Outcomes of the State Government’s consultation are still pending.

**Establish a new Stretch Reconciliation Action Plan, a Disability, Access and Inclusion Plan and a Cultural Policy.**

Council approved the draft City of Adelaide Cultural Policy Discussion Paper on 8 October 2024, for public consultation between 4 November 2024 and 31 January 2025. Over 800 community members and industry stakeholders have provided feedback to strengthen, clarify or expand on the Themes and Priorities shared in the discussion paper.

The City of Adelaide’s Reconciliation Committee approved the Stretch Reconciliation Action Plan 2024-2027 on 4 December 2024, and Council approved it on 10 December 2024.



**Christmas 2024 – King William Street Light Poles**  
**24/25 Budget**    \$0.188m    **Status**    Complete  
Purchase and installation of new light pole decorations for Christmas 2024 at King William Street, Pulteney Street and Victoria Square with engineering investigations and electrical upgrades being undertaken where required. Lights were installed starting 18 November 2024 and were all completed by Christmas.



**Disability Access and Inclusion Plan 2024-2028**  
**24/25 Budget**    \$0.215m    **Status**    On Track  
Business Accessibility Support Program was endorsed by the Access and Inclusion Panel on 27 November 2024, with 10 applications received by the end of December 2024. This program has been developed to improve the accessibility and inclusivity of city businesses.



**City Activation**  
**24/25 Budget**    \$0.502m    **Status**    On Track  
SWING in Victoria Square/Tartanyangga was held from 10 – 24 October and saw almost 5,000 participants across this time. The SWING experience supported the Spring into Wellbeing campaign and World Health Month.



**Adelaide’s New Year’s Eve**  
**24/25 Budget**    \$0.568m    **Status**    On Track  
New Years Eve 2024 on the Riverbank saw over 80,000 people ringing in the New Year with two fireworks displays and live music during the night from local South Australian bands. *Photo: Cath Leo.*



# Our Environment

# Resilient, protected and sustainable

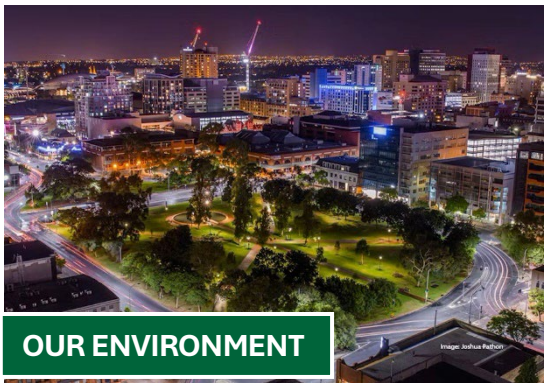
Progress on **Our Environment** Annual Priorities:

**Deliver the Sustainability Incentive Scheme, supporting our partners and community to implement changes to enable a reduction in community carbon emissions.**

In Quarter 2, 41 incentives were approved with an estimated saving of over 3,593 tonnes of emissions over the lifespan of the products and services provided. The incentives included 19 for active travel, 11 for smart and green energy initiatives, 4 climate-ready incentives 5 resource recovery incentives, 1 green incentive and 1 measure and learn incentive.

**Partner with the State Government to undertake a Master Plan for Helen Mayo Park, improving community access.**

The State Government and the City of Adelaide are continuing to work on finalising funding arrangements to enable Helen Mayo Park master planning to commence.



## Light Square / Wauwi – Master Plan (detailed design)

**24/25 Budget**    \$0.250m    **Status**    On Track

Community consultation closed on 14 October 2024, with over 200 community responses to two concept designs.

Underground services brief completed in November 2024.



## Botanic Creek Rehabilitation (Community Planting)

**24/25 Budget**    \$0.072m    **Status**    On Track

A workshop with City of Adelaide, Green Pakapakanthi and South East City Residents Association (SECRA) was held on 6 December 2024 to discuss the upcoming planting season to occur in April/May 2025.



## Public Realm Greening Program

**24/25 Budget**    \$5.844m    **Status**    At Risk

Community consultation was undertaken for additional trees to be planted on South Terrace, King William and Mills Terrace. The community was receptive to the proposed tree planting. 24 new street trees are anticipated in these three locations.



## Feasibility Studies – Waste & Recycling Collection

**24/25 Budget**    \$0.100m    **Status**    On Track

Identification of future collection scenarios and development of a robust business model for the City of Adelaide kerbside and skip bin waste and recycling services to residents and businesses is well underway. Review of data and contracts occurred during Quarter 2.

# Our Economy

# Growing, innovative and responsive

Progress on [Our Economy](#) Annual Priorities:

**Deliver an investment attraction program as per the AEDA Business Plan**

AEDA engaged with 54 businesses (YTD) on relocation and investment opportunities that have the potential of an additional 1,717 jobs in the Adelaide Central Business District.



**Central Market Arcade Redevelopment**

**24/25 Budget**     \$15.918m     **Status**     On Track

The project has now fully transitioned into the construction phase with four tower cranes established and up to 140 workers on site.

Progress on site has included suspended slab construction, precast panel installations and commencement of scaffolding for level two flooring .



**Commercial Events and Festivals Sponsorship**

**24/25 Budget**     \$0.300m     **Status**     On Track

The Commercial Events and Festivals Sponsorship Program 2025 opened on 27 November 2024 and closed on 24 December 2024. 17 applications were received in the small to medium category and eight applications were received in the medium to large category. The AEDA Board will consider the applications in February 2025.



**Rundle Mall Live Music Program**

**24/25 Budget**     \$0.100m     **Status**     On Track

Between Friday 11 October and Sunday 22 December over 51 musical performances were curated as part of the Rundle Mall City Sessions. Sessions included Lunchtime Live in October, The Fast Lane during the VAILO Adelaide 500 and Black Friday Beats in November, and Keys to the City and Sounds of the Season in December 2024.



**Tourism and Business Attraction**

**24/25 Budget**     \$0.133m     **Status**     On Track

Initial scanning and industry engagement completed. Stages 2-3 of identifying and prioritising opportunities are underway and are anticipated to be completed by April 2025 with a report to the AEDA board in early May 2025.



Our Places

Interesting, purposeful and safe

Progress on **Our Places** Annual Priorities:

**Deliver the Adaptive Reuse City Housing Initiative (ARCHI), identifying building stock suitable for adaptive reuse.**

The ARCHI Incentives Scheme received 8 formal queries, and 3 funding agreements were formalised in Quarter 2. These agreements support the delivery of 7 dwellings (9 beds). One adaptive reuse project reached practical completion, delivering 4 studio apartments and 4 beds. There are 5 adaptive reuse projects in the ARCHI Incentive Scheme pipeline and 4 ‘change of use to residential’ applications lodged on the Development Assessment Portal this quarter proposing 3 dwellings (7 beds).

**Commence construction of the Hindley Street Revitalisation project and progress design for Gouger Street, O’Connell Street and Hutt Street Revitalisation projects.**

The Hindley Street Project progressed detailed design to 70%. Detailed design for Gouger Street is anticipated to start in January 2025. Concept design for O’Connell Street was endorsed and detailed design has commenced. At a Council meeting on 26 November, the next phase of the Hutt Street Revitalisation projects was approved.



Hutt Street Entry Statement

<b>24/25 Budget</b>	\$1.355m	<b>Status</b>	On Track
---------------------	----------	---------------	----------

Final artwork installation achieved practical completion on 4 November 2024. Minor defects were rectified in November with Historic Hutt Street Trail signage the only element of the project outstanding.



Main Street Revitalisation – Hutt Street (detailed design)

<b>24/25 Budget</b>	\$1.295m	<b>Status</b>	On Track
---------------------	----------	---------------	----------

On 26 November 2024, Council approved five concept options for public consultation. Site investigations are progressing to include updated topographical and engineering survey, stormwater analysis and pavement condition assessment to inform the renewal scope and detailed design.



Public Art

<b>24/25 Budget</b>	\$0.7m	<b>Status</b>	On Track
---------------------	--------	---------------	----------

Mock-up sculpture celebrating Barry Humphries presented to IPW Committee 19 November 2024, and on 26 November 2024, Council approved the City of Adelaide to oversee the sculpture commission near Her Majesty’s Theatre.

\*Mock-up of sculpture as presented to IPW Committee 19 November 2024



Transport Strategy

<b>24/25 Budget</b>	\$0.276m	<b>Status</b>	On Track
---------------------	----------	---------------	----------

A suite of eight discussion papers, with summary papers, were completed and used for Stage 2 community engagement. Engagement ran between 4 November and 2 December 2024 with over 450 submissions received. During this time, the State Government held community engagement of the State Transport Strategy which closed on 16 December 2024.



Progress on Our Corporation Annual Priorities:

Deliver the 2024/25 Business Plan & Budget (BP&B) within Council adopted parameters and within the parameters of the Long Term Financial Plan, and associated Asset Management Plans.

Delivery of the 2024/25 BP&B within the adopted parameters is on track. Forecast operating position of \$9.367m. Asset Renewals \$56.296m. New and Upgraded Assets \$64.747m.



Graduate Program

24/25 Budget	\$0.841m	Status	On Track
--------------	----------	--------	----------

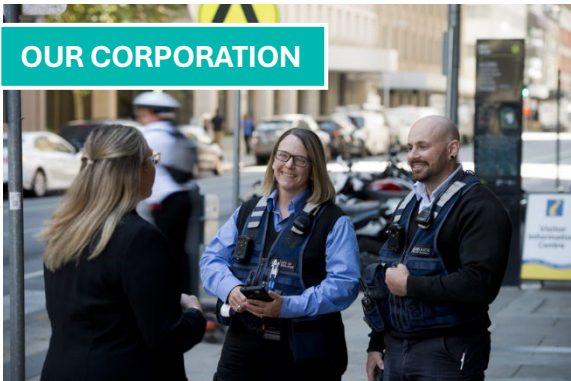
Interviews for the 2025 Graduate intake occurred in November 2024 for role commencement in February 2025. Five positions were available in the areas of Compliance and Enforcement, People Experience, Community Lifestyle, Development Compliance, and Finance.



ESCOSA Review

24/25 Budget	\$0.040m	Status	On Track
--------------	----------	--------	----------

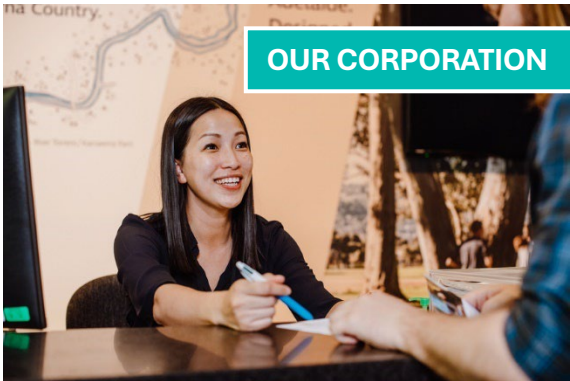
Additional information requested by the designated authority (ESCOSA) has been provided. The final report likely to be published towards the end of February 2025.



On Street Parking Compliance Technology and Customer Analytics Reform

24/25 Budget	\$0.148m	Status	On Track
--------------	----------	--------	----------

Scope of analytics and actions resulting from insights continue to broaden, including optimising the monitoring of on-street parking and the assessment of community safety request trends via location.



Contact Centre Software Replacement

24/25 Budget	\$0.450m	Status	On Track
--------------	----------	--------	----------

The Contact Centre Software Replacement project officially kicked off on 16 December 2024, with two workshops held during the week ending 20 December 2024.

# Our Programs and Projects

## Our Organisation

The City of Adelaide will deliver the 2024/25 Business Plan and Budget through our Organisational Structure, including our Portfolios, Offices and Subsidiaries.

<b>City Shaping</b>	<ul style="list-style-type: none"> <li>• Director City Shaping</li> <li>• City Culture</li> <li>• Park Lands, Policy and Sustainability</li> <li>• Regulatory Services</li> </ul>
<b>City Services</b>	<ul style="list-style-type: none"> <li>• Director City Services</li> <li>• City Operations</li> <li>• Infrastructure</li> <li>• Strategic Property and Commercial</li> </ul>
<b>City Community*</b>	<ul style="list-style-type: none"> <li>• Director City Community</li> </ul>
<b>Corporate Services</b>	<ul style="list-style-type: none"> <li>• Chief Operating Officer</li> <li>• Customer and Marketing</li> <li>• Finance and Procurement</li> <li>• Governance</li> <li>• Information Management</li> <li>• People</li> <li>• Strategy, Insights and Performance</li> </ul>
<b>Subsidiaries</b>	<ul style="list-style-type: none"> <li>• Adelaide Central Market Authority (ACMA)</li> <li>• Adelaide Economic Development Agency (AEDA)</li> <li>• Kadaltilla / Adelaide Park Lands Authority (Kadaltilla)</li> </ul>
<b>Offices</b>	<ul style="list-style-type: none"> <li>• Office of the Chief Executive Officer</li> <li>• Office of the Lord Mayor</li> </ul>

\*Effective 6 January 2025

# Operational Summary

	Q1 Budget		Proposed Q2		
	\$'000	Income	Expenditure	Income	Expenditure
City Shaping					
Director City Shaping			(697)		(697)
City Culture		6,242	(19,578)	6,298	(20,316)
Park Lands, Policy and Sustainability		82	(7,451)	79	(7,436)
Regulatory Services		16,712	(10,377)	16,712	(10,376)
Strategic Projects		408	(2,328)	908	(2,913)
City Services					
Director City Services			(699)		(699)
City Operations		2,720	(44,154)	2,720	(44,336)
Infrastructure			(47,568)	488	(47,554)
Strategic Property and Commercial		56,556	(32,995)	57,240	(33,108)
Strategic Projects			(3,469)	966	(3,487)
City Community					
Director Community					(334)
Corporate Services (including Subsidiaries)					
Chief Operating Officer			(1,014)		(1,014)
Customer and Marketing		2	(6,712)	2	(6,714)
Finance and Procurement		138	(4,600)	138	(4,821)
Governance			(4,301)		(4,519)
Information Management		31	(13,994)	31	(14,001)
People			(4,658)		(4,660)
Strategy, Insights and Performance			(1,617)		(1,537)
Corporate Activities*		142,729	3,266	142,243	3,264
Adelaide Central Market Authority		5,343	(6,081)	5,343	(5,880)
Adelaide Economic Development Agency		4,417	(12,561)	4,417	(12,455)
Kadaltilla / Adelaide Park Lands Authority		328	(328)	328	(328)
Strategic Projects			(1,328)		(1,528)
Offices					
Office of the CEO			(1,457)		(1,457)
Office of the Lord Mayor			(1,640)		(1,640)
Total		235,708	(226,341)	237,913	(228,546)
Operating Surplus/(Deficit)			9,367	9,367	

\* Includes Rates Revenue, Corporation grants (e.g. Financial Assistance Grants), vacancy management target, and capital overhead.

# City Shaping Portfolio

The City Shaping Portfolio leverages and celebrates our role as a Capital City Council and delivers the services that lead, shape and enable a creative, dynamic, resilient and diverse city both now and into the future.

Programs:

- City Culture
- Park Lands, Policy and Sustainability
- Regulatory Services

Key Focus areas:

- City activation, initiatives, grants and sponsorship
- Adelaide Park Lands greening, management and improvements
- Developing the City Plan
- Partnerships that support creative and resilient communities
- Kaurna heritage and voice and cultural mapping of the Adelaide Park Lands
- Heritage promotion and protection

## Planning & Budget Updates

The State Government has made a contribution of \$0.250m for the Adaptive Reuse City Housing Initiative (ARCHI) Incentives Scheme. This is a dedicated grant program supporting delivery of residential adaptive reuse project in the City of Adelaide.

### Operating Budget Changes

Recognition Welcome Home event for Olympic athletes \$.022m (funded through a contribution from the State Government).

Increase in New Year's Eve funding \$0.132m.

Increase in City Library rental outgoings \$0.090m.

Recognition of Annual Kaurna Cultural Burn in Carriageway Park/Tuthangga (Park 17) \$0.055m.

Reallocation of Park Lands and Sustainability vacancy management \$0.070m to partially fund the Dry Areas Evaluation project.

Transfer of Kaurna Ranger from City Operations \$0.071m.

Change in accounting treatment for Park Lands property income budget \$0.300m to recognise finance lease arrangement.

Recognition of Aquatic Centre income \$0.064m and operational expenditure \$0.365m to reflect centre closure on 1 August 2024 (original budget assumed 7 July 2024 closure).

### Strategic Project Budget Changes

Recognition of the ARCHI Incentives Scheme \$0.250m (100% grant funded by State Government).

Recognition of the Heritage Incentives Scheme \$0.250m (100% grant funded by State Government).

Funding for Dry Areas Evaluation project \$0.115m.

Reduction in funding for Homelessness Strategy Implementation \$0.010m, Reconciliation Action Plan 2024-2027 Implementation \$0.010m, and Disability Access and Inclusion Plan Implementation \$0.010m to partially fund the Dry Areas Evaluation Project.

## Portfolio Quarterly Highlights

### City Culture

Key activities delivered this quarter included the 2024 Spring into Wellbeing campaign, which saw a variety of wellbeing events and initiatives delivered across the city such as Tai Chi, Cycling without Age and a Park Lands discovery tour for international students. Council formally adopted the Adelaide Park Lands Community Buildings (Sport and Recreation) Policy, providing a framework for the redevelopment of buildings in the Park Lands. Other highlights included Council's New Year's Eve event in Elder Park where around 40,000 community members attended. The 'Adelaide: Your Guide to Your City of Music' was launched at the Live Music Forum hosted by the Lord Mayor on 4 November.

### Park Lands Policy & Sustainability

The Integrated Climate Strategy and City Plan received commendations at the Planning Institute of Australia, SA Division, Planning Awards in December 2024.

The City of Adelaide won the Minister's Award for Excellence in Public Health for Project Night Light, a pilot program that prioritises women's safety and aims to enhance Adelaide's status as a safer city for all to enjoy.

The City of Adelaide's proposed changes to the State Government's Planning and Design Code, to revise the 14 existing Historic Area Statements and nominate Representative Buildings was consulted on from 28 October to 9 December 2024. The consultation findings will be presented to the Council in Quarter 3.

The City of Adelaide entered a contract for the delivery of an Electric Vehicle (EV) Charging Station Network in accordance with the Council's EV Charging Network Roadmap and the Integrated Climate Strategy.

50 microclimate sensors were installed across the city to establish baseline conditions and accurately plot urban heat island effect.

Council endorsed a draft Social Infrastructure (Assets) Policy on 12 November 2024 which will open for community consultation on 6 January 2025 until 28 February 2025.

### Regulatory Services

A 12-month Local Design Review trial commenced in December 2024, in partnership with the Office of Design and Architecture SA.

# City Shaping Portfolio Budget

Q1 Budget						Proposed Q2				
\$'000	FTE	Inc.	Exp.	Total(N)		FTE	Inc.	Exp.	Total(N)	
Operating Budget										
Revenue		23,444		23,444			23,997		23,997	
Employee Costs	192.4		(25,063)	(25,063)	194.4			(25,313)	(25,313)	
Materials			(9,802)	(9,802)				(10,014)	(10,014)	
Sponsorships			(2,682)	(2,682)				(3,184)	(3,184)	
Depreciation			(2,587)	(2,587)				(2,932)	(2,932)	
Finance Costs			(295)	(295)				(295)	(295)	
TOTAL	192.4	23,444	(40,429)	(16,985)	194.4	23,997	(41,738)	(17,741)		
Program Budget										
Office of the Director	3.0		(697)	(697)	3.0		(697)	(697)		
City Culture	70.0	6,242	(19,578)	(13,336)	70.0	6,298	(20,316)	(14,018)		
Park Lands, Policy & Sustainability	34.6	82	(7,451)	(7,369)	35.6	79	(7,436)	(7,357)		
Regulatory Services	81.0	16,712	(10,377)	6,335	82.0	16,712	(10,376)	6,336		
Strategic Projects	3.8	408	(2,328)	(1,920)	3.8	908	(2,913)	(2,005)		
TOTAL	192.4	23,444	(40,431)	(16,987)	194.4	23,997	(41,738)	(17,741)		
Q1 Budget						Proposed Q2				
\$'000						Inc.	Exp.	Inc.	Exp.	
Capital Projects										
New and Upgrade					237	(7,715)	225	(4,770)		
Renewal							274	(274)		
TOTAL					237	(7,715)	499	(5,044)		

## City Culture

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			6,242		6,242		6,298		6,298
Employee Costs		70.0		(9,115)	(9,115)	70.0		(9,365)	(9,365)
Materials				(7,073)	(7,073)			(7,213)	(7,213)
Sponsorships				(508)	(508)			(511)	(511)
Depreciation				(2,587)	(2,587)			(2,932)	(2,932)
Finance Costs				(295)	(295)			(295)	(295)
<b>TOTAL</b>		<b>70.0</b>	<b>6,242</b>	<b>(19,578)</b>	<b>(13,336)</b>	<b>70.0</b>	<b>6,298</b>	<b>(20,316)</b>	<b>(14,018)</b>
<b>Activity View</b>									
Associate Director (office)		2.0		(377)	(377)	2.0		(377)	(377)
Adelaide Town Hall		5.0	3,130	(3,265)	(135)	5.0	3,130	(3,265)	(135)
Aquatic Centre		0.0	130	(373)	(243)	0.0	194	(738)	(544)
City Experience		15.1	792	(4,095)	(3,303)	15.1	814	(4,249)	(3,435)
City Lifestyle		10.8	1,615	(3,692)	(2,077)	10.8	1,585	(3,747)	(2,162)
Creative Cities		11.6	33	(2,425)	(2,392)	11.6	33	(2,425)	(2,392)
Libraries		25.5	542	(5,351)	(4,809)	25.5	542	(5,515)	(4,973)
<b>TOTAL</b>		<b>70.0</b>	<b>6,242</b>	<b>(19,578)</b>	<b>(13,336)</b>	<b>70.0</b>	<b>6,298</b>	<b>(20,316)</b>	<b>(14,018)</b>

	Q1 Budget		Proposed Q2	
	\$'000	Inc. Exp.	Inc. Exp.	
<b>Operating Activities</b>				
Aboriginal Protocol Grant		(41)		(41)
Adelaide's New Year's Eve	63	(568)	63	(700)
Annual Delivery of Karna Initiatives	24	(26)	24	(81)
ANZAC Day Service - March & Related Activities		(61)		(61)
Arts and Cultural Grants		(262)		(262)
Christmas Festival Action Plan		(529)		(529)
City Activation - West End Precinct		(52)		(52)
City Activation - East End Unleashed	40	(294)	40	(294)
City Activation - Gouger Street Precinct		(52)		(52)
City Activation - Hutt Street Precinct		(79)		(79)
City Activation - North Adelaide Precinct		(106)		(106)
City Activation - Precinct Support		(118)		(118)
Community Capacity Development		(3)		(3)
Community Impact Grants		(372)		(372)
Live Music Industry and Venues Support	35	(93)	35	(93)
UNESCO Adelaide City of Music Ltd Partnership		(54)		(54)
Winter Weekends		(207)		(207)
Social and Affordable Housing		(301)		(301)
<b>TOTAL</b>	<b>162</b>	<b>(3,218)</b>	<b>162</b>	<b>(3,405)</b>
	Q1 Budget		Proposed Q2	
	\$'000	Inc. Exp.	Inc. Exp.	
<b>Strategic Projects</b>				
City Activation		(502)		(502)
DHS Community Neighbourhood Development Funding	99	(99)	99	(99)
Botanic Creek Rehabilitation				
Social Work in Libraries	25	(25)	25	(25)
<b>TOTAL</b>	<b>124</b>	<b>(626)</b>	<b>124</b>	<b>(626)</b>
	Q1 Budget		Proposed Q2	
	\$'000	Inc. Exp.	Inc. Exp.	
<b>Capital Projects</b>				
New and Upgrade	200	(1,303)	105	(598)
Renewal			274	(274)
<b>TOTAL</b>	<b>200</b>	<b>(1,303)</b>	<b>379</b>	<b>(873)</b>

## Park Lands, Policy & Sustainability

Q1 Budget					Proposed Q2				
\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)	
Operating Budget									
Revenue		82		82		79		79	
Employee Costs	34.6		(5,112)	(5,112)	35.6		(5,113)	(5,113)	
Materials			(879)	(879)			(863)	(863)	
Sponsorships			(1,460)	(1,460)			(1,460)	(1,460)	
Depreciation				0				0	
Finance Costs				0				0	
TOTAL	34.6	82	(7,451)	(7,369)	35.6	79	(7,436)	(7,357)	

Activity View								
Associate Director (office)	3.0		(485)	(485)	3.0		(485)	(485)
City Planning and Heritage	17.2	44	(4,119)	(4,075)	17.2	44	(4,034)	(3,990)
Low Carbon & Circular Economy	7.0	38	(1,611)	(1,573)	7.8	35	(1,674)	(1,639)
Park Lands & Sustainability	7.4		(1,236)	(1,236)	7.6		(1,243)	(1,243)
<b>TOTAL</b>	<b>34.6</b>	<b>82</b>	<b>(7,451)</b>	<b>(7,369)</b>	<b>35.6</b>	<b>79</b>	<b>(7,436)</b>	<b>(7,357)</b>
					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	Inc. Exp.
Operating Activities								
Carbon Neutral Adelaide (CCAIF)							(240)	(240)
City of Adelaide Prize							(30)	(30)
Climate Change Action Initiatives (CCAIF)							(445)	(445)
Economic Policy							(42)	(42)
Heritage Incentive Scheme							(1,163)	(1,163)
Heritage Promotion Program							(182)	(182)
History Festival							(32)	(32)
Homelessness - Social and Affordable Housing							(160)	(160)
Homeless and Vulnerable People Project		44			44		(44)	(44)
NAIDOC Week Celebrations							(54)	(54)
Noise Management Program Incentive Scheme							(46)	(46)
Safer City Program							(247)	(197)
<b>TOTAL</b>					<b>44</b>	<b>(2,685)</b>	<b>44</b>	<b>(2,635)</b>
					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	Inc. Exp.
Strategic Projects								
Adaptive Reuse City Housing Initiative							250	(250)
Delivering the Planning and Design Code Amendment Program 23-26 (Year 2)							(240)	(240)
Disability Access and Inclusion Plan 2024-2028 Implementation							(215)	(205)
Economic Development Strategy Implementation							(106)	(106)
Homelessness Strategy Implementation							(50)	(40)
Local Heritage Assessments - 20th Century Buildings							(50)	(50)
National Heritage Management Plan Implementation							(100)	(100)
Reconciliation Action Plan 2024-2027 Implementation							(150)	(140)
Social Planning Homelessness and Adelaide Zero Project resourcing							(208)	(208)
Historic Area Statement - Code Amendment							(112)	(112)
Botanic Creek Rehabilitation		34			34		(72)	(72)
Heritage Incentive Scheme							250	(250)
Dry Areas Evaluation								(115)
<b>TOTAL</b>					<b>34</b>	<b>(1,303)</b>	<b>534</b>	<b>(1,888)</b>
					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	Inc. Exp.
Capital Projects								
New and Upgrade					37		(6,412)	120 (4,171)
<b>TOTAL</b>					<b>37</b>	<b>(6,412)</b>	<b>120</b>	<b>(4,171)</b>



## Regulatory Services

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			16,712		16,712		16,712		16,712
Employee Costs		81.0		(9,651)	(9,651)	82.0		(9,651)	(9,651)
Materials				(726)	(726)			(725)	(725)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>		<b>81.0</b>	<b>16,712</b>	<b>(10,377)</b>	<b>6,335</b>	<b>82.0</b>	<b>16,712</b>	<b>(10,376)</b>	<b>6,336</b>
<b>Activity View</b>									
Associate Director (office)		5.0		(868)	(868)	5.0		(867)	(867)
City Development		20.9	3,631	(2,791)	840	21.9	3,631	(2,791)	840
City Safety		13.0	521	(1,854)	(1,333)	13.0	521	(1,854)	(1,333)
On-Street Parking Compliance		42.1	12,560	(4,864)	7,696	42.1	12,560	(4,864)	7,696
<b>TOTAL</b>		<b>81.0</b>	<b>16,712</b>	<b>(10,377)</b>	<b>6,335</b>	<b>82.0</b>	<b>16,712</b>	<b>(10,376)</b>	<b>6,336</b>
						Q1 Budget		Proposed Q2	
						\$'000	Inc.	Exp.	
								Inc.	Exp.
<b>Strategic Projects</b>									
On-Street Parking Compliance Technology and Customer Analytics Reform							(148)		(148)
<b>TOTAL</b>						<b>0</b>	<b>(148)</b>	<b>0</b>	<b>(148)</b>

# City Services Portfolio

The City Services Portfolio delivers essential local government services for our community, making it easier to conduct business in our city and providing a safe and attractive urban environment.

Programs:

- City Operations
- Infrastructure
- Strategic Property and Commercial

Key Focus areas:

- Capital Works Program, including New and Significant Upgrades and Renewals
- Main street revitalisation and improvements
- Maintenance of public realm and city presentation

## Planning & Budget Updates

### Operating Budget Changes

Increase in Off-Street parking income \$0.685m to reflect improved performance in the first half of the year, offset by increased marketing and systems costs used to drive revenue \$0.195m.

Reallocation of grant funding for Capital Renewal projects from Corporate Activities \$0.487m.

Increase tree inspections with supporting systems \$0.187m.

New Waste Education Officer \$0.041m.

Transfer of Aboriginal Ranger to Park Lands, Policy and Sustainability \$0.071m.

Increase in Personal Accident insurance \$0.026m.

Recognition of Enterprise Agreement outcomes for Commercial Parking \$0.016m.

Reduction in Property costs \$0.100m whilst the sinking fund for the bus station is prepared.

### Strategic Project Budget Changes

Recognition of grant income for Resilient Flood Mapping Project \$0.966m.

Recognition of the continuation of North Adelaide Golf Course Water Feasibility Study project \$0.026m, funded through a reduction in Asset Condition Audit project \$0.026m.

Recognition of an increase to Transport Strategy project \$0.019m to reflect higher level of stakeholder engagement.

## Portfolio Quarterly Highlights

### City Operations

The review of the 2012 Cleansing Service Standard has progressed with a pilot program to commence in February. The community will be engaged before, during and after the pilot to ensure their feedback informs the process and final recommendations.

The Waste Services feasibility study is progressing with the discovery phase completed. The focus is now on finalising recommendations, which will outline the options available for consideration regarding future service delivery.

Other highlights of this quarter include completion of the review of footpath service standards, footpath refurbishment program on track in terms of budget and estimated completion, and ongoing support of capital delivery.

### Infrastructure

The Infrastructure Program continued its strong delivery of capital and strategic projects in the second quarter of 2024/25 financial year. Key highlights include the progression of Charles Street and the opening of portions of the North-South bikeway along Frome Street between North Terrace and Rundle Street.

Planning and design for City Street Greening continues with some 230 high priority tree locations identified to date.

## Strategic Property and Commercial

Market Square progress has continued including suspended slab construction and precast panel installations with the first-floor slab being 70% complete. Props and scaffolding for level two flooring has commenced while lower basement levels have had these removed.

Multiplex has also overseen overhead protection works in the Adelaide Central Market with the installation of scaffolding at either ends of the Eastern Roadway (Grote and Gouger Street).

Concept design has commenced for the Flinders Street housing project which aspires to deliver 40% affordable housing, and cost planning is well advanced in order to build a project feasibility

## City Services Portfolio Budget

	Q1 Budget				Proposed Q2				
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
Operating Budget									
Revenue			59,276		59,276		61,414		61,414
Employee Costs		346.1		(36,900)	(36,900)	346.1		(36,912)	(36,912)
Materials				(38,110)	(38,110)			(38,398)	(38,398)
Sponsorships				(162)	(162)			(162)	(162)
Depreciation				(53,207)	(53,207)			(53,206)	(53,206)
Finance Costs				(506)	(506)			(506)	(506)
TOTAL		346.1	59,276	(128,885)	(69,609)	346.1	61,414	(129,184)	(67,770)
Program Budget									
Office of the Director		3.0		(699)	(699)	3.0		(699)	(699)
City Operations		227.9	2,720	(44,154)	(41,434)	227.9	2,720	(44,336)	(41,616)
Infrastructure		69.3		(47,568)	(47,568)	69.3	488	(47,554)	(47,066)
Strategic Property and Commercial		44.9	56,556	(32,995)	23,561	44.9	57,240	(33,108)	24,132
Strategic Projects		1.0		(3,469)	(3,469)	1.0	966	(3,487)	(2,521)
TOTAL		346.1	59,276	(128,885)	(69,609)	346.1	61,414	(129,184)	(67,770)

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
Capital Projects					
New and Upgrade		4,848	(48,382)	5,999	(49,956)
Renewal			(48,227)	487	(46,724)
TOTAL		4,848	(96,609)	6,487	(96,680)

## City Operations

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
Operating Budget									
Revenue			2,720		2,720		2,720		2,720
Employee Costs		227.9		(24,765)	(24,765)	227.9		(24,759)	(24,759)
Materials				(17,602)	(17,602)			(17,789)	(17,789)
Sponsorships									0
Depreciation				(1,787)	(1,787)			(1,787)	(1,787)
Finance Costs									0
TOTAL		227.9	2,720	(44,154)	(41,434)	227.9	2,720	(44,335)	(41,615)
Activity View									
Associate Director (office)		17.8	12	(3,070)	(3,058)	16.8	12	(2,977)	(2,965)
Manager City Maintenance		1.0		(200)	(200)	1.0		(200)	(200)
Manager City Presentation		1.0		(190)	(190)	1.0		(190)	(190)
Cleansing		48.5	7	(7,302)	(7,295)	48.5	7	(7,310)	(7,303)
Facilities		5.0		(3,169)	(3,169)	5.0		(3,169)	(3,169)
Horticulture		85.7	2,428	(15,057)	(12,629)	84.7	2,428	(15,181)	(12,753)
Infrastructure Maintenance		33.0		(5,904)	(5,904)	33.0		(5,907)	(5,907)
Trades		25.0	253	(5,740)	(5,487)	25.0	253	(5,743)	(5,490)
Waste		1.5	20	(3,075)	(3,055)	2.5	20	(3,116)	(3,096)
Workshops		9.4		(447)	(447)	10.4		(543)	(543)
TOTAL		227.9	2,720	(44,154)	(41,434)	227.9	2,720	(44,336)	(41,616)

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Operating Activities</b>					
Safer City Program			(95)		(95)
Trainees and Apprentices					
<b>TOTAL</b>	<b>0</b>		<b>(95)</b>	<b>0</b>	<b>(95)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Strategic Projects</b>					
Feasibility Studies - Waste and Recycling Collection			(100)		(100)
<b>TOTAL</b>	<b>0</b>		<b>(100)</b>	<b>0</b>	<b>(100)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade			(108)		
Renewal			(1,492)		(1,492)
<b>TOTAL</b>			<b>(1,600)</b>		<b>(1,492)</b>

## Infrastructure

Q1 Budget					Proposed Q2				
\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)	
Operating Budget									
Revenue				0		488		488	
Employee Costs	69.3		(3,941)	(3,941)	69.3		(3,941)	(3,941)	
Materials			(5,316)	(5,316)			(5,302)	(5,302)	
Sponsorships			(162)	(162)			(162)	(162)	
Depreciation			(38,149)	(38,149)			(38,149)	(38,149)	
Finance Costs								0	
TOTAL	69.3	0	(47,568)	(47,568)	69.3	488	(47,554)	(47,066)	
Activity View									
Associate Director (office)	1.9		(674)	(674)	1.9		(674)	(674)	
Infrastructure Planning and Delivery	45.6		(46,230)	(46,230)	45.6	488	(46,216)	(45,728)	
Technical Services	21.8		(664)	(664)	21.8		(664)	(664)	
TOTAL	69.3	0	(47,568)	(47,568)	69.3	488	(47,554)	(47,066)	

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Operating Activities</b>					
Free City Connector			(1,301)		(1,301)
<b>TOTAL</b>	<b>0</b>		<b>(1,301)</b>	<b>0</b>	<b>(1,301)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Strategic Projects</b>					
Adelaide Park Lands Strategic Water Resources Study			(80)		(80)
Asset Condition Audit			(565)		(539)
Bridge Maintenance Program			(400)		(400)
Conservation Management Plans - Bridges					
Resilient Flood Mapping			(1,723)	966	(1,723)
SA Power Networks (SAPN) Luminaire Upgrades			(14)		(14)
Transport Strategy			(276)		(295)
City Speed Limit Review			(27)		(27)
School Safety Review			(12)		(12)
Heritage Strategy 2021 - 2036			(41)		(41)
North Adelaide Golf Course Water Feasibility Study					(26)
<b>TOTAL</b>	<b>0</b>		<b>(3,138)</b>	<b>966</b>	<b>(3,157)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade	4,848		(30,040)	5,999	(26,002)
Renewal			(46,525)	487	(45,007)
<b>TOTAL</b>	<b>4,848</b>		<b>(76,565)</b>	<b>6,487</b>	<b>(71,010)</b>

## Strategic Property and Commercial

Q1 Budget					Proposed Q2				
\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)	
Operating Budget									
Revenue		56,556		56,556		57,240		57,240	
Employee Costs	44.9		(7,372)	(7,372)	44.9		(7,390)	(7,390)	
Materials			(11,847)	(11,847)			(11,942)	(11,942)	
Sponsorships				0				0	
Depreciation			(13,270)	(13,270)			(13,270)	(13,270)	
Finance Costs			(506)	(506)			(506)	(506)	
TOTAL	44.9	56,556	(32,995)	23,561	44.9	57,240	(33,108)	24,132	
Activity View									
Associate Director (office)	1.8		(431)	(431)	1.8		(431)	(431)	
Commercial	4.0	308	(850)	(542)	4.0	308	(852)	(544)	
Parking	17.8	44,620	(14,635)	29,985	17.8	45,304	(14,846)	30,458	
North Adelaide Golf Course	13.1	4,950	(5,100)	(150)	13.1	4,950	(5,100)	(150)	
Strategic Property Development	4.0		(821)	(821)	4.0		(821)	(821)	
Strategic Property Management	4.2	6,678	(11,158)	(4,480)	4.2	6,678	(11,058)	(4,380)	
TOTAL	44.9	56,556	(32,995)	23,561	44.9	57,240	(33,108)	24,132	

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Strategic Projects</b>					
218 - 232 Flinders Street Master Plan Investigations			(150)		(150)
88 O'Connell Project Delivery			(80)		(80)
<b>TOTAL</b>		<b>0</b>	<b>(230)</b>	<b>0</b>	<b>(230)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade			(18,233)		(23,954)
Renewal			(210)		(225)
<b>TOTAL</b>			<b>(18,443)</b>		<b>(24,179)</b>

# Corporate Services Portfolio (including subsidiaries)

The Corporate Services Portfolio provides effective and efficient services and insights to strengthen and grow our organisational capability, and support a culture of accountability, transparency and innovation.

Key Focus areas:

- Revised Strategic Management Framework and new Strategic Plan
- New and different ways to engage our community
- City of Adelaide Graduate program
- Update Long Term Financial Plan
- Development of Program Plans

Programs:

- Customer and Marketing
- Finance and Procurement
- Governance
- Information Management
- People
- Strategy, Insights and Performance

Subsidiaries:

- Adelaide Central Market Authority
- Adelaide Economic Development Agency
- Kadaltilla/Adelaide Park Lands Authority

## Planning & Budget Updates

### Planning Changes

Planning commenced for structure changes that will be introduced from 6 January 2025 and include recommended outsourcing of property valuations for the purposes of Rating.

AEDA has been allocated funding to deliver the Commercial Events Fund. This allocation completes the Council decision and enables AEDA to deliver the Fund.

### Operating Budget Changes

Corporation structure changes commencing 6 January 2025, savings of \$0.150m resulting in a net reduction of 2.0 FTE within the Portfolio.

Recognition of the outsourcing of the property valuation function \$0.355m, offset by reduction in 2.0 FTE from January 2025 of \$0.136m.

Increase in insurance of assets \$0.189m and Mutual Liability scheme \$0.018m.

Reallocation of grant funding for Capital Renewal projects to Infrastructure \$0.487m.

Reduction in Market Expansion preparedness costs due to timing of construction deliverables \$0.201m.

Transfer of \$0.020m from Rundle Mall operational budget to fund street lighting capital project in Rundle Mall laneway.

### Strategic Project Budget Changes

Recognition of Commercial Events and Festivals Sponsorship project \$0.200m (total funding of \$0.500m in line with decision of Council to prioritise funding).

## Portfolio Quarterly Highlights

### Customer & Marketing

Voice of Customer survey results continued to improve in this quarter for both Customer Satisfaction and Ease of Service. This has been complemented with the first quarterly report of performance against Service Level Agreements being produced for Quarter 2.

The telephony system replacement remains on track for completion in March 2025 and significant progress has been made in review and renewal of the Golf and UPark branding and website presence.

### Finance & Procurement

Quarter 2 saw the adoption of the 2024/25-2033/34 Long Term Financial Plan by Council on 25 October 2024 following public consultation.

There were 38 active procurements to the value of \$33.759 million.

### Governance

The revised the Council Member Training and Development Policy and the Allowances and Benefits Policy were successfully viewed and adopted by Council.

Adoption of the revised Terms of Reference which included meeting procedures for the Reconciliation Committee and Audit and Risk Committee. Both of these committees will now live stream their meetings.

### Information Management

Data analytics roadmap has now been finalised. Contact Centre Software Replacement contract has been awarded, with consultant team commencing. Process improvements within the Service Desk has continued to improve the delivery of internal customer service.

### People

2024 Culture Survey debriefs occurred with portfolio leadership teams and all programs. Resources were provided to leaders to support them working through results and identifying actions within their work areas. Additional focus groups were held with employees to inform an organisational culture action plan.

Workforce planning pilot completed with Executive approval to roll out workforce planning framework to other programs in Q3 and Q4.

Design and user acceptance testing of new Workforce Management System upgrade.

### Strategy, Insights & Performance

Progressed the 2024/25 BP&B Quarter 2 Report.

In Quarter 2 the City of Adelaide submitted 6 grant opportunities to the value of \$1.3m.

Reported on the Integrated Community Engagement Framework for Quarter 1 2024/25 via a Council Member E-News article.

Commenced workshops for the development of the 2025/26 BP&B.

### Adelaide Central Market Authority

Key events delivered this quarter included the annual Seafood + Sounds event with a two-day program of free and ticketed activities. During Christmas a two-month campaign was rolled out highlighting traders, live music, choirs and roving entertainment. 23 December also saw a record number of home deliveries for Adelaide Central Market Online with 104 orders delivered and more than 1,700 items ordered in one day.

Adelaide Central Market was awarded Silver at the Tourism Industry Council of South Australia Awards (TiCSA) in Category 8: Tourism Retail, Hire and Services.

Overall, traffic bounced back in December, with the strongest average daily attendance since April.

### AEDA

Key initiatives included delivery of Adelaide Fashion Week with over 2,200 tickets sold to events and the commencement of Rundle Mall City Sessions live music program with 51 musical performances. Quarter 2 also saw record breaking spend and foot traffic results on Black Friday and the lead up to Christmas and engagement with 54 businesses (YTD) on relocation and investment opportunities that have the potential of an additional 1,717 jobs. In addition, seven events were supported through the Events and Festivals Sponsorship program which were delivered in the quarter with a combined anticipated attendance of 586,000 and an estimated gross economic impact of \$33 million. Another seven events were supported through the Commercial Events Sponsorship Program which were delivered in the quarter with a combined anticipated attendance of 96,000 and an estimated gross economic impact of \$7.7 million.

### Kadaltilla

During the quarter, the remaining two annual Community Forums were held and the Draft Adelaide Park Lands Management Strategy – Towards 2036 was approved by Kadaltilla and Council.

Kadaltilla's new Facebook and LinkedIn social media pages reached over 1,000 followers.



# Corporate Services Portfolio Budget

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			152,988		152,988		152,502		152,502
Employee Costs	211.1			(22,718)	(22,718)	207.1		(19,219)	(19,219)
Materials				(26,575)	(26,575)			(30,139)	(30,139)
Sponsorships				(3,564)	(3,564)			(3,764)	(3,764)
Depreciation				(1,064)	(1,064)			(1,064)	(1,064)
Finance Costs				(7)	(7)			(7)	(7)
<b>TOTAL</b>	<b>211.1</b>		<b>152,988</b>	<b>(53,928)</b>	<b>99,060</b>	<b>207.1</b>	<b>152,502</b>	<b>(54,193)</b>	<b>98,309</b>
<b>Program Budget</b>									
Office of the COO	5.0			(1,014)	(1,014)	5.0		(1,014)	(1,014)
Customer and Marketing	40.1	2		(6,712)	(6,710)	40.1	2	(6,714)	(6,712)
Finance and Procurement	30.8	138		(4,600)	(4,462)	28.8	138	(4,821)	(4,683)
Governance	11.3			(4,301)	(4,301)	11.3		(4,519)	(4,519)
Information Management	35.0	31		(13,994)	(13,963)	35.0	31	(14,001)	(13,970)
People^	28.8			(4,658)	(4,658)	28.8		(4,660)	(4,660)
Strategy, Insights and Performance	13.0			(1,617)	(1,617)	12.0		(1,537)	(1,537)
Corporate Activities	3.0	142,729		3,266	145,995	3.0	142,243	3,264	145,507
ACMA	9.8	5,343		(6,081)	(738)	9.8	5,343	(5,880)	(537)
AEDA	32.6	4,417		(12,561)	(8,144)	31.6	4,417	(12,455)	(8,038)
Kadaltilla	1.3	328		(328)	0	1.3	328	(328)	0
Strategic Projects	0.5			(1,328)	(1,328)	0.5		(1,528)	(1,528)
<b>TOTAL</b>	<b>211.1</b>		<b>152,988</b>	<b>(53,928)</b>	<b>99,060</b>	<b>207.1</b>	<b>152,502</b>	<b>(54,193)</b>	<b>98,309</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade		3,954	(4,029)	3,954	(4,257)
Renewal			(2,129)		(3,632)
<b>TOTAL</b>		<b>3,954</b>	<b>(6,158)</b>	<b>3,954</b>	<b>(7,889)</b>

^ Includes 10.0 FTE Graduates allocated in business units across the Administration.

## Customer and Marketing

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			2		2		2		2
Employee Costs	40.1			(4,832)	(4,832)	40.1		(4,832)	(4,832)
Materials				(1,880)	(1,880)			(1,882)	(1,882)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>	<b>40.1</b>	<b>2</b>		<b>(6,712)</b>	<b>(6,710)</b>	<b>40.1</b>	<b>2</b>	<b>(6,714)</b>	<b>(6,712)</b>

Activity View								
Manager	1.0		(213)	(213)	1.0		(215)	(215)
Customer Experience	28.1	2	(4,280)	(4,278)	28.1	2	(4,280)	(4,278)
Marketing & Communications	11.0		(2,219)	(2,219)	11.0		(2,219)	(2,219)
<b>TOTAL</b>	<b>40.1</b>	<b>2</b>	<b>(6,712)</b>	<b>(6,710)</b>	<b>40.1</b>	<b>2</b>	<b>(6,714)</b>	<b>(6,712)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade					
Renewal					(17)
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(17)</b>

## Finance and Procurement

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			138		138		138		138
Employee Costs	30.8			(4,223)	(4,223)	28.8		(4,087)	(4,087)
Materials				(377)	(377)			(734)	(734)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>	<b>30.8</b>	<b>138</b>	<b>(4,600)</b>	<b>(4,462)</b>	<b>(4,462)</b>	<b>28.8</b>	<b>138</b>	<b>(4,821)</b>	<b>(4,683)</b>
<b>Activity View</b>									
Manager	1.0			(286)	(286)	1.0		(288)	(288)
Financial Planning & Reporting	13.0			(1,984)	(1,984)	13.0		(1,984)	(1,984)
Procurement & Contract Management	7.8			(1,063)	(1,063)	7.8		(1,063)	(1,063)
Rates & Receivables	9.0	138		(1,267)	(1,129)	7.0	138	(1,486)	(1,348)
<b>TOTAL</b>	<b>30.8</b>	<b>138</b>	<b>(4,600)</b>	<b>(4,462)</b>	<b>(4,462)</b>	<b>28.8</b>	<b>138</b>	<b>(4,821)</b>	<b>(4,683)</b>

## Governance

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue									0
Employee Costs	11.3			(1,624)	(1,624)	11.3		(1,635)	(1,635)
Materials				(2,677)	(2,677)			(2,884)	(2,884)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>	<b>11.3</b>	<b>0</b>	<b>(4,301)</b>	<b>(4,301)</b>	<b>(4,301)</b>	<b>11.3</b>	<b>0</b>	<b>(4,519)</b>	<b>(4,519)</b>

Activity View								
Manager	1.0		(215)	(215)	1.0		(226)	(226)
Corporate Governance	5.2		(2,976)	(2,976)	5.2		(3,183)	(3,183)
Council Governance	5.1		(1,110)	(1,110)	5.1		(1,110)	(1,110)
Legal Governance								0
<b>TOTAL</b>	<b>11.3</b>	<b>0</b>	<b>(4,301)</b>	<b>(4,301)</b>	<b>11.3</b>	<b>0</b>	<b>(4,519)</b>	<b>(4,519)</b>

					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	
Strategic Projects								
ESCOSA Review							(40)	(40)
<b>TOTAL</b>							<b>(40)</b>	<b>(40)</b>

## Information Management

					Q1 Budget		Proposed Q2		
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
Operating Budget									
Revenue			31		31		31		31
Employee Costs	35.0			(4,657)	(4,657)	35.0		(4,657)	(4,657)
Materials				(8,398)	(8,398)			(8,406)	(8,406)
Sponsorships					0				0
Depreciation				(939)	(939)			(939)	(939)
Finance Costs					0				0
<b>TOTAL</b>	<b>35.0</b>	<b>31</b>	<b>(13,994)</b>	<b>(13,963)</b>	<b>(13,963)</b>	<b>35.0</b>	<b>31</b>	<b>(14,002)</b>	<b>(13,971)</b>
Activity View									
Manager	10.0	8		(1,420)	(1412)	10.0	8	(1,420)	(1,412)
Project Delivery	11.0			(2,603)	(2603)	11.0		(2,603)	(2,603)
Service Desk	6.0	23		(8,803)	(8,780)	6.0	23	(8,811)	(8,788)
Technology, Infrastructure and Platforms	8.0			(1,168)	(1168)	8.0		(1,168)	(1,168)
<b>TOTAL</b>	<b>35.0</b>	<b>31</b>	<b>(13,994)</b>	<b>(13,963)</b>	<b>(13,963)</b>	<b>35.0</b>	<b>31</b>	<b>(14,001)</b>	<b>(13,971)</b>

					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	
Operating Activities								
Business Systems Roadmap							(1,600)	(1,600)
<b>TOTAL</b>					<b>0</b>	<b>(1,600)</b>	<b>0</b>	<b>(1,600)</b>

					Q1 Budget		Proposed Q2	
					\$'000	Inc.	Exp.	
Strategic Projects								
Contact Centre Software Replacement							(450)	(450)
Cyber Security Enhancement							(85)	(85)
<b>TOTAL</b>					<b>0</b>	<b>(535)</b>	<b>0</b>	<b>(535)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade			(25)		(233)
Renewal			(2,129)		(3,615)
<b>TOTAL</b>	<b>0</b>		<b>(2,154)</b>	<b>0</b>	<b>(3,848)</b>

## People

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue					0				0
Employee Costs		28.8		(3,491)	(3,491)	28.8		(3,491)	(3,491)
Materials				(1,167)	(1,167)			(1,169)	(1,169)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>	<b>28.8</b>	<b>0</b>		<b>(4,658)</b>	<b>(4,658)</b>	<b>28.8</b>	<b>0</b>	<b>(4,660)</b>	<b>(4,660)</b>
<b>Activity View</b>									
Manager		3.0		(574)	(574)	3.0		(576)	(576)
People Experience		15.8		(2,249)	(2,249)	15.8		(2,249)	(2,249)
People Safety and Wellbeing		4.0		(768)	(768)	4.0		(768)	(768)
People Services		6.0		(1,067)	(1,067)	6.0		(1,067)	(1,067)
<b>TOTAL</b>	<b>28.8</b>	<b>0</b>		<b>(4,658)</b>	<b>(4,658)</b>	<b>28.8</b>	<b>0</b>	<b>(4,660)</b>	<b>(4,660)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Operating Activities</b>					
Graduate Employment Program			(841)		(841)
<b>TOTAL</b>	<b>0</b>		<b>(841)</b>	<b>0</b>	<b>(841)</b>

## Strategy, Insights and Performance

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue									0
Employee Costs		13.0		(1,478)	(1,478)	12.0		(1,398)	(1,398)
Materials				(139)	(139)			(139)	(139)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>	<b>13.0</b>	<b>0</b>		<b>(1,617)</b>	<b>(1,617)</b>	<b>12.0</b>	<b>0</b>	<b>(1,537)</b>	<b>(1,537)</b>
<b>Activity View</b>									
Manager		1.0		(198)	(198)	0.0		(117)	(117)
Project Management Office		5.0		(258)	(258)	5.0		(258)	(258)
Strategy, Planning & Engagement		7.0		(1,162)	(1,162)	7.0		(1,162)	(1,162)
<b>TOTAL</b>	<b>13.0</b>	<b>0</b>		<b>(1,618)</b>	<b>(1,618)</b>	<b>12.0</b>	<b>0</b>	<b>(1,537)</b>	<b>(1,537)</b>

## Adelaide Central Market Authority (ACMA)

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			5,343		5,343		5,343		5,343
Employee Costs		9.8		(1,787)	(1,787)	9.8		(1,580)	(1,580)
Materials				(4,256)	(4,256)			(4,262)	(4,262)
Sponsorships									0
Depreciation				(36)	(36)			(36)	(36)
Finance Costs				(1)	(1)			(1)	(1)
<b>TOTAL</b>		<b>9.8</b>	<b>5,343</b>	<b>(6,080)</b>	<b>(737)</b>	<b>9.8</b>	<b>5,343</b>	<b>(5,879)</b>	<b>(536)</b>
<b>Activity View</b>									
ACMA Operations		6.8	5,257	(5,245)	12	6.8	5,257	(5,245)	12
Market Expansion		3.0		(600)	(600)	3.0		(399)	(399)
Online Market Platform			86	(235)	(149)		86	(235)	(149)
<b>TOTAL</b>		<b>9.8</b>	<b>5,343</b>	<b>(6,080)</b>	<b>(737)</b>	<b>9.8</b>	<b>5,343</b>	<b>(5,879)</b>	<b>(536)</b>

## Adelaide Economic Development Agency (AEDA)

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			4,417		4,417		4,417		4,417
Employee Costs		32.6		(4,762)	(4,762)	31.6		(4,676)	(4,676)
Materials				(4,456)	(4,456)			(4,436)	(4,436)
Sponsorships				(3,249)	(3,249)			(3,249)	(3,249)
Depreciation				(88)	(88)			(88)	(88)
Finance Costs				(6)	(6)			(6)	(6)
<b>TOTAL</b>		<b>32.6</b>	<b>4,417</b>	<b>(12,561)</b>	<b>(8,144)</b>	<b>31.6</b>	<b>4,417</b>	<b>(12,455)</b>	<b>(8,038)</b>
<b>Activity View</b>									
General Manager AEDA		3.0		(630)	(0,630)	2.0		(572)	(572)
Business and Investment		7.0		(2,618)	(2,618)	7.0		(2,618)	(2,618)
Marketing		8.0		(1,917)	(1,917)	8.0		(1,917)	(1,917)
Rundle Mall Management		9.6	4,398	(4,439)	(41)	9.6	4,398	(4,391)	7
Visitor Economy		5.0	19	(2,957)	(2,938)	5.0	19	(2,957)	(2,938)
<b>TOTAL</b>		<b>32.6</b>	<b>4,417</b>	<b>(12,561)</b>	<b>(8,144)</b>	<b>31.6</b>	<b>4,417</b>	<b>(12,455)</b>	<b>(8,038)</b>

	Q1 Budget		Proposed Q2	
	\$'000	Inc.	Exp.	Inc.
<b>Operating Activities</b>				
Adelaide Fashion Week			(310)	(310)
Business Growth - Business Support			(172)	(172)
Data and Insights			(198)	(198)
Event and Festival Sponsorship			(1,932)	(1,932)
General Marketing			(408)	(408)
Main streets Development Grants			(184)	(184)
Strategic Partnerships			(1,109)	(1,109)
Visitor Growth - Tourism Projects			(180)	(180)
<b>TOTAL</b>	<b>0</b>	<b>(4,493)</b>	<b>0</b>	<b>(4,493)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Strategic Projects</b>					
Rundle Mall Live Music Program			(100)		(100)
Tourism and Business Attraction			(133)		(133)
Commercial Events and Festivals Sponsorship Program			(300)		(500)
<b>TOTAL</b>	<b>0</b>		<b>(533)</b>	<b>0</b>	<b>(733)</b>

	Q1 Budget			Proposed Q2	
	\$'000	Inc.	Exp.	Inc.	Exp.
<b>Capital Projects</b>					
New and Upgrade		3,954	(4,004)	3,954	(4,024)
Renewal					
<b>TOTAL</b>	<b>3,954</b>		<b>(4,004)</b>	<b>3,954</b>	<b>(4,024)</b>

## Kadaltilla / Adelaide Park Lands Authority

	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue			328		328		328		328
Employee Costs		1.3		(175)	(175)	1.3		(175)	(175)
Materials				(138)	(138)			(138)	(138)
Sponsorships				(15)	(15)			(15)	(15)
Depreciation									0
Finance Costs									0
<b>TOTAL</b>		<b>1.3</b>	<b>328</b>	<b>(328)</b>	<b>0</b>	<b>1.3</b>	<b>328</b>	<b>(328)</b>	<b>0</b>
<b>Activity View</b>									
Kadaltilla		1.3	328	(328)	0	1.3	328	(328)	0
<b>TOTAL</b>		<b>1.3</b>	<b>328</b>	<b>(328)</b>	<b>0</b>	<b>1.3</b>	<b>328</b>	<b>(328)</b>	<b>0</b>

# Regional Subsidiary & Offices

## **Brown Hill and Keswick Creek Stormwater Board**

The Regional Subsidiary, known as the Brown Hill and Keswick Creeks Stormwater Board, was established in February 2018. The Board coordinates the delivery of the Brown Hill Keswick Creek Stormwater Project, which is a collaborative undertaking between the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens. The Board is governed by a Charter prepared by these five constituent Councils and subsequently approved by the Minister for Local Government.

Reporting for this Board is done separately and is not embedded in the City of Adelaide's quarterly report reporting, however, where available, the Board's own report and plans will be provided as attachments as well as being available on the Board's website.

## **Office of the Chief Executive Officer (CEO)**

Supports the CEO to lead a sustainable, successful organisation, to make well informed decisions to deliver on Council's priorities, and to foster productive partnerships both with industry, and local government and other government bodies through the delivery of effective intergovernmental relations.

Key Focus Areas:

- Capital City oversight
- Communication and public relations
- Executive support and administration
- Grants and advocacy
- Partnerships and intergovernmental relations

## **Office of the Lord Mayor**

Supports the Lord Mayor and Council Members to foster productive relationships with peak bodies, other government bodies and the community, to deliver our strategic priorities, plan, and fulfil our Capital City leadership responsibilities.

Key Focus Areas:

- Civic protocols and events
- Communication and public relations
- Lord Mayor and Council administration
- Partnerships and intergovernmental relations



# Offices

## Office of the Chief Executive & Office of the Lord Mayor

### Planning & Budget Updates

There have been no proposed changes to the approved budget for the Office of the Chief Executive and the Office of the Lord Mayor during this quarter.

### Quarterly Highlights

The Lord Mayor opened the CoA Cultural Policy Forum "Culture: The Life of Our City" on 9 December 2024. Consultation for the Cultural Policy closes on 31 January 2025.

The Lord Mayor and CEO attended the Capital City Committee Meeting on 12 December 2024.

The quarterly Citizenship Ceremony was hosted by the Lord Mayor on 1 November 2024.

A total of 10 civic events were delivered during the quarter.

### Budget

Q1 Budget					Proposed Q2				
\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)	
Operating Budget									
Revenue								0	
Employee Costs	10.3		(1,808)	(1,808)	10.3		(1,808)	(1,808)	
Materials			(1,289)	(1,289)			(1,289)	(1,289)	
Sponsorships				0				0	
Depreciation								0	
Finance Costs								0	
TOTAL	10.25		(3,097)	(3,097)	10	0	(3,097)	(3,097)	
Program Budget									
Office of the Chief Executive	4.0		(1,457)	(1,457)	4.0		(1,457)	(1,457)	
Civic Event, Partnerships, and Other Events			(482)	(482)			(482)	(482)	
Lord Mayor's Office Administration	6.3		(1,158)	(1,158)	6.3		(1,158)	(1,158)	
TOTAL	10.3	0	(3,097)	(3,097)	10.3	0	(3,097)	(3,097)	
Q1 Budget							Proposed Q2		
\$'000	Inc.	Exp.	Inc.	Exp.					
Operating Activities									
International Relations (Sister Cities)	0	(95)	0	(95)					
TOTAL	0	0	0	(95)					

# City Community Portfolio as at 6 January 2025

The City Community Portfolio strives to deliver exceptional experiences for our community and customers, providing opportunities for creativity, recreation and wellbeing in a city that is safe, accessible and supportive of all our communities.

Programs:

- City Culture
- Customer and Marketing
- Regulatory Services

## Planning & Budget Updates

The new City Community Portfolio budget has been initialised. This includes 3.0 new FTE. Initial budget allocation employee costs \$0.334m.

## Portfolio Quarterly Highlights

Recruitment was undertaken for a new Director City Community and Executive Advisor City Community to commence on or after 6 January 2025.

## City Community Portfolio Proposed Budget

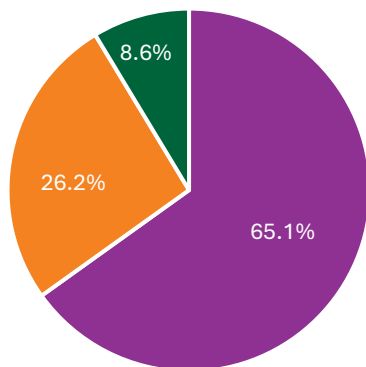
	Q1 Budget					Proposed Q2			
	\$'000	FTE	Inc.	Exp.	Total(N)	FTE	Inc.	Exp.	Total(N)
<b>Operating Budget</b>									
Revenue									0
Employee Costs						3.0		(332)	(332)
Materials								(2)	(2)
Sponsorships									0
Depreciation									0
Finance Costs									0
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>(334)</b>	<b>(334)</b>
<b>Program Budget</b>									
Office of the Director						3.0		(334)	(334)
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3.0</b>	<b>0</b>	<b>(334)</b>	<b>(334)</b>

# Projects

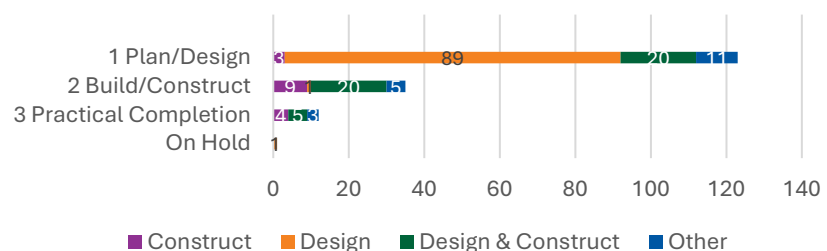
## New and Significant Upgrades

New and Significant Upgrade projects are works of a capital nature that are either introducing new assets or significantly upgrading existing assets, usually by extending the footprint of an asset or increasing the level of service an asset provides.

### Approved Budget



■ Remaining Budget \$43.552m  
 ■ Spent \$17.553m  
 ■ Contracted \$5.786m



### Budget Highlights

The New and Significant Upgrade budget has decreased by \$2.143m from the approved Quarter 1 budget of \$66.890m to a proposed Quarter 2 budget of \$64.747m due to the re-timing of projects into 2025/26 \$10.701m (Main Street Revitalisation – see more details below, Public Realm Greening Program, Park Lands Building Upgrades Park 27B and Park 21W, School Safety Implementation project, various Public Arts projects) offset by earlier than planned delivery of a project with funds being brought forward from 2025/26 of \$5.924m (Central Market Arcade Redevelopment), the release of unused project management costs \$1m offset by accrued grant interest in Quarter 2 of \$0.024m, approval of funding for the Adelaide Aquatic Centre Capital works \$3.589m and creation of a new project funded from the Rundle Mall Separate Rate \$0.020m.

The following Mainstreet Projects have been reassessed in terms of funding allocation and timing:

#### Hindley Street

Hindley Street Mainstreet works require funding to be retimed due to a series of requests to investigate alternative design and material opportunities which have delayed finalising design and entering into a construction contract.

#### Gouger Street

The budgeted costs have been updated to reflect activities more accurately, such as the undertaking of comprehensive stakeholder engagement to inform the design. Furthermore, the original budget included a significant allowance for upfront third-party contributions, which the project will no longer spend in this period.

#### Hutt Street

Following community feedback, Council resolved to further consult on five concept options for Hutt Street (based on decision by Council 26 November 2024). Consultation will be undertaken between February and April 2025, for detailed design to commence July 2025.

#### O'Connell Street

A commitment to construct a portion of footpath between Archer and Tynte Streets in front of the Eighty-Eight O'Connell Development will see the retiming of works within the 2024/25 current budget.

## Key Achievements

During the quarter, eight New and Significant Upgrade projects achieved practical completion, including Light Square electrical upgrades, Christmas 2024 – King William Street light pole motifs, Light Square Infrastructure upgrade, Motion sensor installations and some greening projects.

Quarter 2 saw the commencement of delivery of the Rymill Park/Murlawirrapurka (Park 14) Public Lighting Upgrade, the Rymill Park Masterplan Safety & Accessibility Works, Adelaide Central Market – Comms server relocation and Park 11 Shared Use Path and lighting upgrade.

Several projects have signed contracts for intended works. This includes 218-232 Flinders Street (demolition), City Activation – Festoon lighting and Main Street Revitalisation – Gouger Street (Design services).

A number of New and Significant Upgrade projects are currently in the market with the aim of commencing delivery later this year, including Torrens Lake retaining structure, Mills Terrace greening, Vincent Street/Vincent Place streetscape upgrade project and Main Street Revitalisation – O'Connell Street (Design services).

## 2024/25 New and Significant Upgrade Projects

Project	Plan		Expenditure (\$'000)				
	Delivered by		Q1 Budget		Proposed Q2	Variance	Stage
City Shaping Portfolio							
City Culture							
Christmas 2024	●	Dec 24	●	188	188	0	Practical Completion
City Activation (Festoon Lighting)	▲	Feb 25	●	49	49	0	Plan/ Design
City of Music Laneways - The Angels Artwork	●	Mar 25	●	61	61	0	Plan/ Design
Golden Wattle Park / Mirnu Wirra (Park 21 West) - New Community Sports Building (detailed design)**	●		●	100	100	0	Plan/ Design
Honouring Women in the Chamber - Portrait Commissions	▲	Jun 25	●	15	15	0	Build/ Construct
Iparrityi Commission for Whitmore Square	▲	Jun 25	●	140	0	140	Plan/ Design
Main Street Revitalisation - Melbourne Street (planning) including Public Artwork	●	Jun 26	●	200	0	200	Design Only
Market to Riverbank Link Project^	●	Jun 25	●	43	43	0	Build/ Construct
Place of Courage^	◆	Jun 26	▲	190	0	190	Plan/ Design
Public Art	●		●	42	42	0	Plan/ Design
Public Art Action Plan Deliverables	●	Jun 25	●	250	100	150	Plan/ Design
Ruby Hunter & Archie Roach Laneway Artwork	▲	May 25	▲	25	0	25	Plan/ Design
Park Lands, Policy & Sustainability							
Climate Change Action Initiative Fund (CCAIF)	●		●	79	80	(1)	Build/ Construct
Disability Access and Inclusion Plan 2024-2028 Implementation	●		●	100	100	0	Plan/ Design
Greener City Streets Program^	▲	Feb 25	●	23	23	0	Build/ Construct
Implementation of Resource Recovery (Organics, Recycling, Waste) Strategy & Action Plan 2020-2028**	▲		●	10	10	0	Plan/ Design
Light Square / Wauwi – Master Plan (detailed design)	●		●	250	250	0	Design Only
Public Realm Greening Program (street tree planting)	▲		●	5,700	3,459	2,241	Plan/ Design
Victoria Park / Pakapakanthi (Park 16) Master Plan implementation	●		●	250	250	0	Plan/ Design
City Services Portfolio							
City Operations							
Plant and Fleet Replacement Program	●		●	108	0	108	Plan/ Design
Infrastructure							
Adelaide Aquatic Centre - Park 2 - Return to Park Lands	●		●		3,589	(3,589)	Plan/ Design
Adelaide Town Hall - David Spence Room and Prince Alfred Room - TV and False Wall	●	Sep 24	●	84	82	2	Practical Completion
Automated External Defibrillators Installation on Designated Council Buildings	●	Feb 25	●	0	342	(342)	Build/ Construct
Bikeways (North-South)^	◆	Feb 25	●	1,648	1,648	0	Build/ Construct
Black Spot Funding 23/24 Signage	●	Sep 24	●	3	3	0	Practical Completion
Bonython Park / Tulya Wardli Shared Path Lighting, Retaining wall and Footpath Upgrade (Construction)	●		▲	0	0	0	Plan/ Design
Botanic Catchment Water Course Rehabilitation**^	▲		●	353	353	0	Plan/ Design

Brown Hill Keswick Creek - Stormwater Project	●		●	320	320	0	Plan/ Design
Charles Street – Streetscape Upgrade Major Project^	●	Apr 25	●	5,887	5,888	(1)	Build/ Construct
<b>City Services Portfolio</b>							
<b>Infrastructure cont.</b>							
Communication Server Relocation and Associated Services (Central Market)	●	Jan 25	●	300	300	0	Build/ Construct
Field Street Improvements (Construction)*	●	Jan 25	●	573	543	30	Build/ Construct
Field St planters	●	Apr 25	●	0	30	(30)	Plan/ Design
Francis Street Public Art	●	Aug 24	●	28	28	0	Practical Completion
Frome Street - Footpath Upgrades	▲	Feb 25	●	462	462	0	Build/ Construct
Glen Osmond Road / Hutt Road and Carriageway Park / Tuthangga (Park 17) - Improvements (detailed design)*	●		●	20	20	0	Design Only
Glen Osmond Road / Hutt Road Intersection Upgrade	●		▲	22	22	0	Design Only
Greener City Streets Program^	▲	Jan 25	●	197	205	(8)	Build/ Construct
Hutt Rd and South Tce Intersection Traffic Signal Upgrade Black Spot^	●	Jul 25	●	235	148	87	Build/ Construct
Hutt Road / Park Lands Trail Signalised Crossing (Construction)^	●	Apr 25	●	222	222	0	Practical Completion
Hutt Street and South Terrace Stormwater Improvements (Detailed Design)*	▲	Jul 25	●	224	224	0	Build/ Construct
Hutt Street Entry Statement Project^	●	Apr 25	●	1,355	1,355	0	Build/ Construct
James Place Upgrade*	●	Mar 26	●	100	0	100	Plan/ Design
Jeffcott Street – Pavement and Stormwater Upgrades (concept design)*	●		●	0	0	0	Design Only
Kingston Terrace Bus Stop Upgrades (Construction)	●	May 25	●	157	157	0	Plan/ Design
Light Square Electrical Infrastructure Upgrade	●	Oct 24	●	182	131	51	Practical Completion
Main Street Revitalisation - Gouger Street (detailed design)	●		▲	1,574	662	912	Design Only
Main Street Revitalisation - Hindley Street*	▲	May 27	▲	5,160	1,325	3,835	Plan/ Design
Main Street Revitalisation - Hutt Street (detailed design)	●		●	1,295	400	895	Design Only
Main Street Revitalisation - Melbourne Street (planning) including Public Artwork	●		●	100	100	0	Design Only
Main Street Revitalisation - Melbourne Street Improvements^	●	Apr 25	●	697	697	0	Build/ Construct
Main Street Revitalisation - O'Connell Street (detailed design)	●	Feb 27	●	1,024	1,024	0	Plan/ Design
Market to Riverbank Link Project^	●	Apr 25	●	435	440	(5)	Build/ Construct
Minor Traffic Signal Safety Upgrades - 3G Hardware Replacement	●	Jan 25	●	7	7	0	Build/ Construct
Mistletoe Park/ Tainmuntilla (Park 11) Shared Use Path Renewal & Public Lighting Upgrade**^	●	Apr 25	●	188	188	0	Build/ Construct
New Access Ramps for Accessible Car Parks (Construction)	●		●	10	10	0	Plan/ Design
New Parents Room with store room (Central Market)	●		▲	55	55	0	Design Only
North Adelaide Golf Links - Renewal Planning*	●		●	80	80	0	Plan/ Design
O'Connell St / Archer St Intersection Improvements (Blackspot)**	●		●	350	350	0	Plan/ Design
Park 27B Hellas Sports club building and lighting upgrade (grant)^	▲		●	336	178	158	Design Only
Park Land Buildings Upgrades	●		●	1,763	0	1,763	Plan/ Design

Public Lighting Alterations - 176 Mackinnon Parade, North Adelaide	●	Sep 24	▲	23	23	0	Practical Completion
Royal Avenue – Improvements*	●		●	0	0	0	Plan/ Design
Rymill Park / Murlawirrapurka (Park 14) – Master Plan safety and accessibility works*^	●	Jul 25	●	822	822	0	Build/ Construct
Rymill Park / Murlawirrapurka (Park 14) Public Lighting Upgrade (Construction)^	●	Jul 25	●	357	357	0	Build/ Construct
Rymill Park /Murlawirrapurka (Park 14) Lake Upgrade (Construction)^	●	Mar 25	●	306	309	(3)	Build/ Construct
School Safety Implementation Project	●	Jun 25	●	250	100	150	Plan/ Design
Torrens retaining structure	●	Jul 25	●	1,600	1,600	0	Build/ Construct
Vincent Street and Vincent Place – Improvements*	●	Jul 25	●	1,203	1,203	0	Build/ Construct
West Pallant Project Steet Lighting Design*	●		●	33	0	33	Plan/ Design
<b>Strategic Property and Commercial</b>							
218-232 Flinders Street	●	Feb 25	●	407	203	204	Build/ Construct
Central Market Arcade Options	●	Feb 26	●	409	409	0	Build/ Construct
Central Market Arcade Redevelopment	●	Feb 26	●	15,918	21,842	(5,924)	Build/ Construct
South West Community Centre	●	Jun 25	●	1,500	1,500	0	Plan/ Design
<b>Corporate Services Portfolio</b>							
<b>Corporate Activities</b>							
Project Delivery Management Costs (Overheads)*	●		●	6,764	5,764	1,000	Build/ Construct
<b>Adelaide Economic Development Agency</b>							
Experience Adelaide Centre^	●		●	3,954	3,954	0	Plan/ Design
Rundle Mall Sound System	●	Nov 25	●	50	50	0	Plan/ Design
Twin Street Festoon lighting	●		●	0	20	(20)	Plan/ Design
<b>Information Management</b>							
Microsoft Teams Enabled Room - Lord Mayor's Office	●	Oct 24	●	25	25	0	Practical Completion
GIS Spatial laptops	●	Apr 25	●	0	8	(8)	Build/ Construct
HR System - Implementation of Integration Suite	●	May 25	●	0	200	(200)	Build/ Construct
<b>Total New and Upgrade Program</b>				<b>66,890</b>	<b>64,747</b>	<b>2,143</b>	

\* in addition to this budget there is a renewal amount which is reflected separately in the Renewal Program Table

\*\* fully grant funded

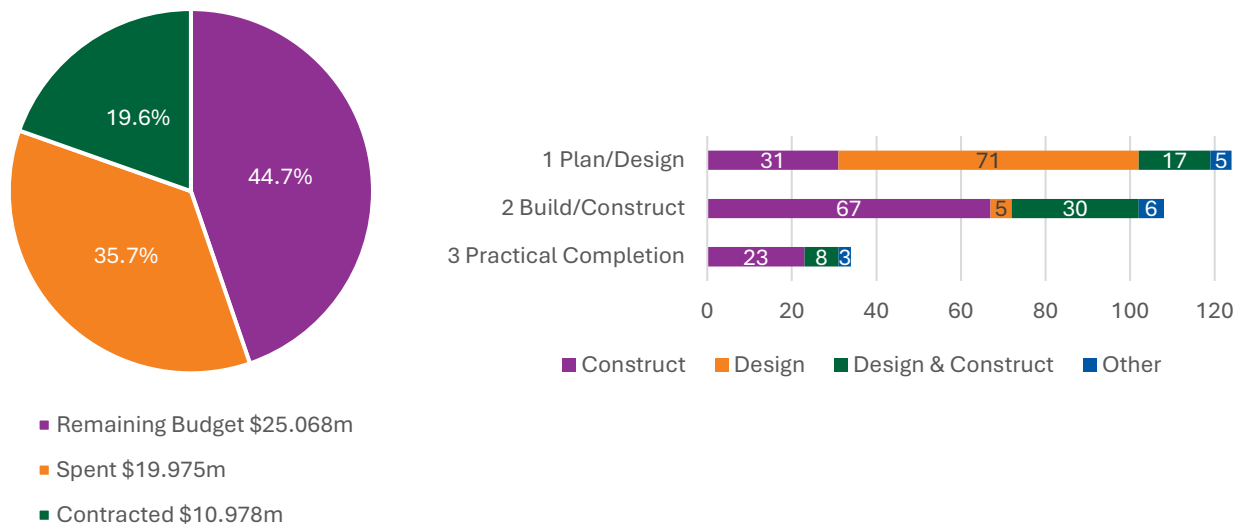
^ partially grant funded



## Renewals

Renewals are works of a capital nature that are replacing an existing asset like for like or like for modern equivalent.

### Approved Budget



### Budget Updates

The Renewals budget has increased by \$0.274m from the approved Quarter 1 budget of \$56.022m to a proposed Quarter 2 budget of \$56.296m due to a new grant. Variations in budget categories are as a result of realigning and reprioritising the budget to the asset category being renewed.

### Key Achievements

During the quarter, 15 renewal projects achieved practical completion, including Rundle Mall bollards renewal, Gawler UPark Facade coating treatment and various road and footpaths renewals.

Quarter 2 saw the commencement of delivery of the following projects: ICT Laptop renewals, Urban Element renewals, Bud lighting renewals, and various traffic signal and road renewal projects.

Several projects have signed contracts for the intended works. This includes Unley Road stormwater culvert renewal, South Terrace/Hutt Street Stormwater improvements, several Traffic Signal renewals, Glen Osmond Rd (North) lighting renewal and LED renewals.

A number of renewal projects are currently in the market with the aim of commencing delivery later this year, including Colonel Light Centre – Air Handling Unit renewal, Footpath renewal – Grenfell Street and Mills Terrace renewals.

## 2024/25 Renewal Budget by Category

\$'000	Q1 Budget	Proposed Q2	Variance	
Bridges	350	320	30	▼
Buildings	11,325	12,390	(1,065)	▲
ICT Renewals	1,591	2,061	(470)	▲
Light'g & Electrical	1,985	3,159	(1,174)	▲
Park Lands Assets	2,174	2,066	108	▼
Plant and Fleet	1,689	1,996	(307)	▲
Traffic Signal	2,937	3,385	(448)	▲
Transport	17,370	14,316	3,054	▼
Urban Elements	2,944	2,893	50	▼
Water Infrastructure	7,992	8,046	(54)	▲
Project Management Delivery Costs	5,665	5,665	0	►
<b>TOTAL</b>	<b>56,022</b>	<b>56,296</b>	<b>(274)</b>	<b>▲</b>

## 2024/25 Renewal Projects by Category and Project Phase

Category	Total*	Design only	Plan/Design	Build/Construct	On Hold	Complete
Bridges	4	2	2			
Buildings	41	9	14	12		6
ICT Renewals	9		8	1		
Light'g & Electrical	31	18	1	9		3
Park Lands Assets	18	6	3	9		
Plant and Fleet	10		6	2		2
Traffic Signal	11		1	10		
Transport	77	19	12	29		17
Urban Elements	53	13	5	29		6
Water Infrastructure	10	3	1	6		
<b>TOTAL</b>	<b>264</b>	<b>70</b>	<b>53</b>	<b>107</b>	<b>0</b>	<b>34</b>

\*Total Project count: mixed funded projects are only counted once in the total project count.

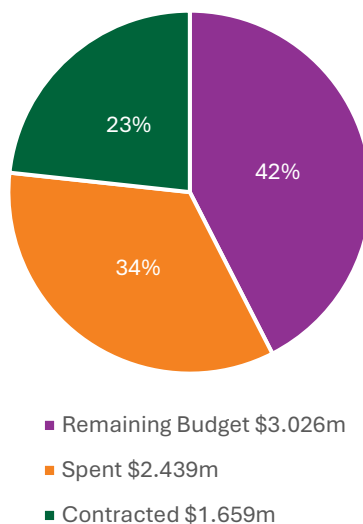
Note:

- Transport is made up of Roads, Pathways and Kerb and Water Table
- Plant and Fleet includes Commercial Plant and Fleet
- Some projects have been broken down into sub-projects, so total appears different

## Strategic Projects

Strategic Projects are generally ‘one off’ or short-lived activities that have been prioritised to be delivered within a specific timeframe to meet strategic outcomes, often as a result of Council decisions and/or partnerships.

### Approved Budget



### Budget Updates

The Strategic Projects budget has increased by \$0.803m from the approved Quarter 1 budget of \$7.125m to a proposed Quarter 2 budget of \$7.928m.

This increase is attributed to the inclusion of two new grant funded projects - Adaptive Reuse City Housing Scheme and Heritage Incentive Scheme – State Heritage Buildings, both attracting 100% grant funding. In addition, new strategic project - Evaluation of Park Lands Dry Areas Regulation is further contributing to an increase in expense.

In line with Council direction, the Commercial Events Fund budget has further increased to the total approved value.

### Key Achievements

Quarter 2 has seen the number of strategic projects increase with the inclusion of new initiatives in City Shaping (Adaptive Reuse City Housing Scheme, Heritage Incentive Scheme – State Heritage Buildings & Evaluation of Park Lands Dry Areas Regulation).

Spend and commitment continues to increase with 53% of the Strategic budget now committed and /or spent at end of Quarter 2.

These projects include:

- Resilient Flood Planning - fully committed
- Contact Centre Software Replacement – partially committed and on track for delivery
- Adelaide Central Market Expansion Preparedness – fully committed
- Adaptive Reuse City Housing Initiative – partially committed

Procurement and delivery of works for projects remain on track heading into Quarter 3.

- Bridge Maintenance Program – Consulting Engineer engaged and selection of Maintenance contractors for procurement panel underway
- Asset Audit Condition – Public Lighting and Traffic Signal audits are in procurement
- Delivering the Planning and Design Code Amendment Program 2023-2026 – procurement of consultancy work is underway
- Disability Access and Inclusion Plan 2024-2028 – procurement panel selection completed and preferred provider engagement is in final stages

2024/25 Strategic Projects	Plan		Expenditure (\$'000)			
	Delivered by		Q1 Budget	Proposed Q2	Variance	
City Shaping						
City Culture						
DHS Community Neighbourhood Development Funding^	●	Jun 2025	99	99		►
City Activation	●	Jun 2025	502	502		►
Park Lands, Policy & Sustainability						
Social Work in Libraries Evaluation Framework**	●	Nov 2024	25	25		►
Social Planning Homelessness and Adelaide Zero Project Resourcing		Complete	208	208		►
Reconciliation Action Plan 2024-2027 Implementation	●	Jun 2025	150	140	10	▼
National Heritage Management Plan Implementation	●	May 2025	100	100		►
Local Heritage Assessments - 20th Century Buildings	●	Jun 2025	50	50		►
Homelessness Strategy Implementation	●	Jun 2025	50	40	10	▼
Historic Area Statement - Code Amendment	●	Jun 2025	112	112		►
Economic Development Strategy Implementation	●	Jun 2025	106	106		►
Disability Access and Inclusion Plan 2024-2028 Implementation	●	Jun 2025	215	205	10	▼
Delivering the Planning and Design Code Amendment Program 23-26 (Yr 2)	●	Jun 2025	240	240		►
Botanic Creek Rehabilitation (Community Planting)^	●	Jun 2025	72	72		►
Adaptive Reuse City Housing Initiative^	●	Dec 2025	250	250		►
Adaptive Re-use Housing Initiative Program (ARCHI)	●	Jun 2025		250	(250)	▲
Heritage Incentive Scheme - State Heritage Buildings	●	Jun 2025		250	(250)	▲
Evaluation of Park Lands Dry Areas Regulation	●	Jun 2025		115	(115)	▲
Regulatory Services						
On-Street Parking Compliance Technology and Customer Analytics Reform	●	Jun 2025	148	148		►
City Services						
City Operations						
Feasibility Studies - Waste and Recycling Collection	●	Jun 2025	100	100		►
Infrastructure						
Transport Strategy	▲	Jun 2025	276	295	(19)	▲
School Safety Review	●	Mar 2025	12	12		►
SA Power Networks (SAPN) Luminaire Upgrades		Complete	15	14	1	▼
Resilient Flood Mapping	▲	May 2025	1,723	1,723		►
Conservation Management Plans for Heritage Assets	●	Jun 2025	41	41		►
City Speed Limit Review	●	Aug 2024	27	27		►
Bridge Maintenance Program	▲	Jun 2025	400	400		►
Asset Condition Audit	●	May 2025	565	539	26	▼
Adelaide Park Lands Strategic Water Resources Study	▲	Jun 2025	80	80		►
Strategic Property & Commercial						
88 O'Connell Project Delivery	●	Jun 2025	80	80		►
North Adelaide Golf Course - Water Investigative Study	●	Feb 2025		26	(26)	▲
218 - 232 Flinders Street Masterplan Investigations	●	Jun 2025	150	150		►
Corporate Services						
Governance						
ESCOSA Review	●	Feb 2025	40	40		►
Information Management						
Cyber Security Enhancement	●	Jun 2025	85	85		►
Contact Centre Software Replacement	●	Mar 2025	450	450		►

<b>ACMA</b>						
Adelaide Central Market Expansion Operational Preparedness	●	Jun 2025	220	220		►
<b>AEDA</b>						
Tourism and Business attraction	●	May 2025	133	133		►
Rundle Mall Live Music Program	●	Jun 2025	100	100		►
Commercial Events and Festivals Sponsorship Program	●	Jun 2025	300	500	(200)	▲
<b>TOTAL</b>	<b>38 projects</b>		<b>7,125</b>	<b>7,928</b>	<b>(803)</b>	

# Budget

## Summary

### December Year to Date (YTD)

The operating position at the end of Quarter 2 2024/25 is a surplus of \$11.729m, which is \$3.876m favourable to the Year to Date budget of \$7.852m. This is driven by:

- **Income \$1.923m favourable** to budget largely due to:
  - higher fees and charges from Parking income \$1.031m, Nursery Sales \$0.125m, and events income \$0.093m, and partially offset by unfavourable expiation income (\$0.465m) and Town Hall (\$0.521m)
  - Grant, subsidies and contributions income is favourable \$0.393m due to recognising works completed for the resilient flood mapping project
  - Other income is favourable due to bank interest on positive cash position \$0.432m, and insurance claims \$0.213m
- **Expenditure \$1.953m favourable** to budget largely due to:
  - Employee costs \$3.010m favourable due to vacant positions, offset by an increase in temporary contract labour (\$2.870m) and apprentices (\$0.068m)
  - Strategic Projects \$1.414m favourable through Resilient Flood Planning \$0.314m, Contact Centre Software \$0.235m and Bridge Maintenance Program \$0.200m
  - Other Materials, contracts and other expenditure (excluding Temp Staff and Apprentices) \$1.235m favourable including timing of Computer Software \$0.626m, Consultants \$0.318m, and catering \$0.487m (reflective of reduced Town Hall income).
  - Sponsorships, Contributions and Donations \$0.369m favourable mainly due to timing of Events and Festivals Sponsorships
  - Depreciation (\$1.137m) unfavourable reflecting the 2023/24 asset revaluations.

The Capital Projects spend of \$37.529m is \$9.747m lower than the YTD budget of \$47.275m and is reflective of the retiming of projects into 2025/26. This is a result of the continuing delivery of the 2024/25 capital program.

Council had net cash surplus of \$20.999m at 31 December, with \$2.271m in bank accounts and \$18.728m in deposits.

## Quarter 2 2024/25 Projected Operating Position

The proposed Quarter 2 forecast is an operating surplus of \$9.367m which remains consistent with the Quarter 1 budget. The following adjustments are incorporated into Quarter 2:

**Additional Income of \$2.205m** through the recognition of additional grant funding received of \$1.511m to deliver strategic projects, commercial parking revenue of \$0.685m, bank interest of \$0.549m.

Rates Revenue has reduced by (\$0.549m) due to objections and a higher level of discretionary rebates provided through the 10% rates cap.

Other minor movements of \$0.009m

**Additional Expenditure of (\$2.205m)** through an increase in Strategic Project funding of (\$0.803m) including (\$0.200m) for the AEDA commercial events fund and new projects of (\$0.615m), of which \$0.500m will be delivered through external grant programs.

Other changes include additional commercial parking marketing and software licences of (\$0.195m) to deliver the increased revenue, additional expenditure associated with the aquatic centre closure on 1 August (budget assumed 7 July) of (\$0.365m), costs associated with the new organisation structure from 6 January of (\$0.183m), increase in insurance premiums of (\$0.233m), outsourcing of the property valuation function for the purposes of rates revenue (\$0.220m), tree management inspections and framework (\$0.187m) and other individual minor increases in expenditure of (\$0.220m) offset by a \$0.201m reduction in Market Expansion preparedness costs due to construction deliverables timing.

The **Capital Program** is proposed to decrease by \$1.869m from \$122.912m to \$121.043m as a result of retiming projects into 2025/26 \$10.701m, earlier than planned delivery of the Central Market Arcade Redevelopment \$5.924m, 2 new projects \$3.609m and accrued interest of \$0.024m from externally funded projects. This has been offset by the release of \$1.000m of project management costs.

The renewal program has been increased by \$0.274m to reflect the change in accounting treatment for the purchase of library books from the operating position.

Grant funding to support capital expenditure on new and upgraded assets has increased by \$1.113m from \$9.015m to \$10.128m as a result of new grant funding recognised including Charles Street Streetscape \$1.000m.

**Borrowings** are forecast to reduce by \$3.360m from \$23.733m to \$20.373m. This is due to the retiming of capital projects in 2025/26 and the recognition of additional grant funding received.



# Budget

## Operating Position (Financial Performance)

\$000's	YTD Actual	YTD Budget	Variance	Q1 Budget	Proposed Q2	Variance
Rates Revenue	72,099	72,175	(75)	144,908	144,359	(549)
Fees and Charges	43,974	43,072	902	84,460	85,164	704
Grants, Subsidies and Contributions	2,458	2,065	393	5,057	6,568	1,511
Other Income	1,244	539	704	1,283	1,822	539
<b>Total Revenue</b>	<b>119,775</b>	<b>117,851</b>	<b>1,923</b>	<b>235,708</b>	<b>237,913</b>	<b>2,205</b>
Employee Costs	37,670	40,680	3,010	86,489	83,584	2,905
Materials, Contracts and Other Expenses	37,718	37,439	(279)	75,779	79,842	(4,063)
Sponsorships, Contributions and Donations	2,675	3,044	369	6,408	7,110	(702)
Depreciation, Amortisation and Impairment	29,569	28,432	(1,137)	56,857	57,202	(345)
Finance Costs	414	404	(10)	808	808	(0)
<b>Total Expenses</b>	<b>108,046</b>	<b>109,999</b>	<b>1,953</b>	<b>226,341</b>	<b>228,546</b>	<b>(2,205)</b>
<b>Operating Surplus / Deficit</b>	<b>11,729</b>	<b>7,852</b>	<b>3,876</b>	<b>9,367</b>	<b>9,367</b>	<b>0</b>

## Capital Program

\$000's	YTD Actual	YTD Budget	Variance	Q1 Budget	Proposed Q2	Variance
New and Upgrades Projects	17,553	25,184	7,630	66,890	64,747	2,143
Renewal / Replacement of Assets	19,975	22,091	2,116	56,022	56,296	(274)
<b>Total Capital Program</b>	<b>37,529</b>	<b>47,275</b>	<b>9,747</b>	<b>122,912</b>	<b>121,043</b>	<b>1,869</b>

## Operating Program – Adjustments

\$000's	Budget	Proposed	Variance
<b>2024/25 Quarter 2 Budgeted Operating Position</b>			
<b>Park Land Property Rental Income</b> Adjustment of Park Lands rental income	1,216	1,186	(30)
<b>Aquatic Centre Income</b> Additional revenue received due to later close date	130	169	39
<b>Commercial Parking Income</b> Recognise one off favourable variance	44,620	45,305	685
<b>Resilient Flood Mapping Grant Funding</b> Recognition of grant funding for works completed in financial year	0	966	966
<b>Aquatic Centre - Grant Funding</b> Funding for community event at the Aquatic Centre	0	25	25
<b>Adjustment to Grant Funding</b> Reflection of actual grant funds for waste & recycling	37	34	(3)
<b>New Structure</b> Budget changes as a result of the new organisation structure	0	(269)	(269)

<b>Increase to insurance costs</b> Recognition of higher Personal Injury Insurance	(390)	(416)	(26)
<b>Additional resources in Waste team</b> New Waste Education Officer	(160)	(201)	(41)
<b>Commercial Parking Expenditure</b> Periodic review of Employee Enterprise Agreement	(2,414)	(2,431)	(17)
<b>Market Expansion Preparedness</b> Retiming to align with construction deliverables	(1,719)	(1,512)	207
<b>Reduction of role in AEDA</b> Removal of Executive Advisor role from 6 January	(523)	(437)	86
<b>Review of Valuations</b> Net impact of outsourcing valuations	(4,458)	(4,678)	(220)
<b>Aquatic Centre Expenditure</b> Additional expenditure due to later close date	(373)	(738)	(365)
<b>Commercial Parking Expenditure</b> Increased spend on marketing and customer system to drive revenue	(3,929)	(4,124)	(195)
<b>Property Management Expenditure</b> Temporary removal of sinking fund for Bus Station whilst in preparation stage	(100)	0	100
<b>Adelaide's New Year's Eve</b> Increase to budget to reflect expected spend	(1,356)	(1,488)	(132)
<b>Cost of Library Books</b> Change in accounting treatment to recognise cost	(1,443)	(1,517)	(74)
<b>City Library Rental Outgoings</b> Updated outgoings forecast from Landlord	(1,267)	(1,357)	(90)
<b>Kaurna Cultural Burn</b> Annual Kaurna Cultural Burn in Carriageway park/Tuthangga (Park 17)	(35)	(90)	(55)
<b>Market Expansion Preparedness</b> Adjustment to align with construction deliverables	(231)	(237)	(6)
<b>AEDA Commercial Events Fund</b> Council decision to reinstate fund	(300)	(500)	(200)
<b>Rundle Mall transfer of costs</b> Transfer of operational budget to fund street lighting capital project	(211)	(191)	20
<b>Tree Management</b> Ongoing costs for inspection and reporting	(373)	(473)	(100)
<b>Software costs</b> Recognition of additional software costs	(6,288)	(6,295)	(7)
<b>Strategic Project Expenditure - Transport</b> Reallocation of funds from business activities to strategic projects	(276)	(294)	(18)
<b>Strategic Project Expenditure - Transport</b> Reallocation of funds from business activities to strategic projects	(225)	(211)	14
<b>Increase to insurance costs</b> Recognition of higher Mutual Liability costs	(1,293)	(1,500)	(207)
<b>Implementation of Tree Management</b> Costs to implement Tree Management Framework and supporting system	0	(87)	(87)
<b>Rates Objections / Discretionary Rebates</b> Higher level of objections to property valuations approved, and discretionary rebates provided through the 10% cap in 2024/25	(2,827)	(3,376)	(549)
<b>Bank Interest</b> Higher level of forecast bank interest earned based on positive cash position	92	640	549

The following changes have a net nil impact on the Operating Program, as income or grant funding received fully offsets incurred expenditure:

<b>\$000's</b>	<b>Budget</b>	<b>Proposed</b>	<b>Variance</b>
<b>Welcome Home Event Grant Funding</b>			
Share of Welcome Home event for Olympic athletes	35	57	22
<b>Welcome Home Event Expenditure</b>			
City of Adelaide contribution to Welcome Home event	(516)	(538)	(22)
<b>Resource cost correct allocation</b>			
Recognition of backfill of temporary vacancies by external temporary labour	(5,301)	(5,301)	3,000 (3,000)
<b>Adaptive Reuse - Grant Funding</b>			
Recognition of grant funding income for strategic project	0	250	250
<b>Adaptive Reuse - Expenditure</b>			
Recognition of project expenditure	(250)	(500)	(250)
<b>Heritage Incentive Scheme Grant Funding</b>			
Funding for heritage work on State buildings	0	250	250
<b>Heritage Incentive Scheme Expenditure</b>			
Grants for heritage work on State buildings	0	(250)	(250)
<b>New Strategic Project</b>			
Dry Areas Evaluation	0	(115)	(115)
<b>Funding for New Strategic Project</b>			
Reduction in RAP Implementation Plan, Disability Access and Homelessness Strategy	(415)	(385)	30
<b>Funding for New Strategic Project</b>			
Reduction in Safer Cities Program and use of salary savings	(1,260)	(1,175)	85

## Capital Program – Adjustments

\$000's	Budget	Proposed	Variance
<b>New and Upgrades</b> Works of a significant nature that are either introducing new assets or significantly upgrading existing assets. Usually by extending the footprint of an asset or increasing the level of service the asset provides.	66,890	64,747	2,143
<b>Renewals</b> Works of a capital nature that are replacing an existing asset like for like or like for modern equivalent.	56,022	56,296	(274)
<b>Total Adjustment</b>	<b>122,912</b>	<b>121,043</b>	<b>1,869</b>

# Budget

## Financial Indicators

	Target	Adopted	Q1	Q2
<b>Operating Surplus Ratio</b> The ratio expresses the Operating Surplus as a percentage of Total Operating Revenue.	0%-20%	4.0%	4.0%	3.9%
<b>Net Financial Liabilities</b> The ratio expresses the Financial Liabilities as a percentage of Operating Income.	Less than 80%	21%	15%	13%
<b>Asset Sustainability Ratio</b> The ratio expresses the expenditure on Asset Renewals as a percentage of forecast required expenditure according to the Asset Management Plans.	90%-110%	92.5%	92.5%	93.0%
<b>Asset Test Ratio</b> The ratio expresses Borrowings as a percentage of Saleable Property Assets.	Maximum 50%	17%	8%	7%
<b>Interest Expense Ratio</b> Interest expense as a percentage of General Rates Revenue (less Landscape Levy).	Maximum 10%	2.0%	2.0%	2.0%
<b>Leverage Test Ratio</b> The ratio expresses total Borrowings relative to General Rates Revenue (less the Landscape Levy).	Maximum 1.5 years	0.4 years	0.2 years	0.14 years
<b>Cash Flow From Operations Ratio</b> The ratio expresses Operating Income as a percentage of Operating Expenditure plus expenditure on Renewal/Replacement of assets.	Greater than 100%	103%	110%	110%
<b>Borrowings</b> The ratio expresses Borrowings as a percentage of the Prudential Borrowing Limit (50% of Saleable Property Assets).	Less than 50%	34%	15%	13%
<b>Borrowings</b> The ratio expresses Borrowings (Gross of Future Fund) as a percentage of the Prudential Borrowing Limit (50% of Saleable Property Assets).	Less than 50%	56%	40%	35%

On track	Within range
At risk	May be within range but at risk of going outside of range
Off track	Outside of range

# Budget

## Treasury Reporting

The tables below present the debt and cash investment information as required by Council's Treasury Policy.

**Table 1** shows the borrowing facilities taken out by Council. Council had nil borrowings as at 31 December 2024:

Borrowings Facility*	Available	Interest Type	Interest Rate	Current Borrowings	Change since previous report \$'000	Maturity Date
LGFA CAD 555	\$70m	Variable	5.60%	-	-	15/06/2033

\* Note CAD facilities are flexible and allows Council to convert all or part of it into a fixes rate interest only loan for a maximum of 5 years.

**Table 2** shows cash invested by Council. Council had \$20.999m in cash investments at 31 December 2024:

Cash & Cash Equivalents	Available	Interest Type	Interest Rate	Current Investments	Change since previous report \$'000	Maturity Date
LGFA General		Variable	4.55%	-	(\$25.272m)	-
NAB		Variable	4.35%	\$0.142m	(\$0.240m)	-
CBA		Variable	4.35%	\$2.129m	\$0.001m	-
LGFA FT 63188		Fixed	4.95%	\$3.728m	\$3.728m	18/03/2025
LGFA FT 63189		Fixed	4.95%	\$15.000m	\$15.000m	18/03/2025

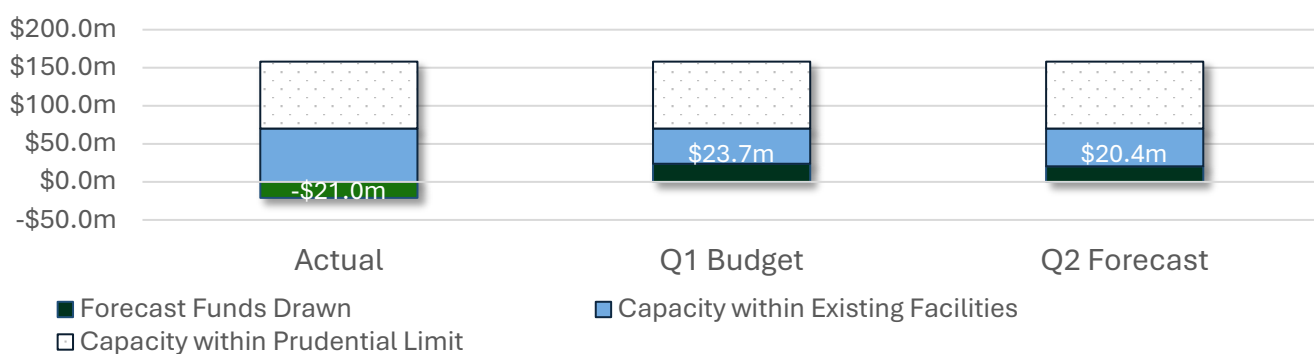
Total borrowings without the Future Fund offset (\$29.728m) would otherwise be \$8.929m.

**Table 3** provides the Prudential Limit Ratios as outlined in Council's Treasury Policy:

Prudential Limit Ratio	Comments	Limits	YTD Actual
Interest Expense Ratio	Annual interest expense relative to General Rates Revenue (less Landscape Levy).	Maximum 10%	0.02%
Leverage Test	Total borrowings relative to annual General Rates Revenue (Less Landscape Levy).	Max 1.5 years	0 years
Asset Test	The percentage of total borrowings to Council's saleable property assets.	Maximum 50%	0%

Borrowings: showing current facilities against our prudential limit and forecasted position

## Borrowings



# Glossary

## Budget

**24/25 Budget:** is the current adopted budget.

**Financial Indicators:** Measures used to assess Council's financial performance, to guide decision making on major projects, and ensure its continued financial sustainability.

**Reallocation:** Reallocation of funds from one source to another.

**Reclassification:** A change of a project categorisation to reflect the scope, size or funding source of a project (e.g. Renewal to Upgrade).

**Retimed:** Deliberate change of timing of a project into a future year based on an agreed decision.

**Subsidiaries:** Established by Council under Section 42 of the *Local Government Act 1999 (SA)* that operate under independent boards or organisations that the City of Adelaide either operates or supports.

## Capital Works

**New and upgrade:** Works of a capital nature that are either introducing new assets or significantly upgrading existing assets. Usually by extending the footprint of an asset or increasing the level of service the asset provides.

**Renewal:** Works of a capital nature that are replacing an existing asset like for like or like for modern equivalent.

## Project Management Phases

**Commit/Concept:** A project plan is being finalised with scope, and greater understanding of budget timing and stakeholder management.

**Design:** Projects for which only the design phase will be undertaken in the current year, with construction occurring in another financial year.

**Design/Detail Planning:** The planning and design phase of a project, which includes activities such as project planning and technical design.

**Build/Construct (also Deliver):** The build and construction phase of a project, which includes activities such as tendering, and construction/creating an asset.

**Practical Completion:** The practical completion phase of a project where an area/asset is open and created in our asset system. Depreciation commences at this point.

**On Hold:** Project status indicating a decision of Executive or Council is required and cannot proceed until a decision is reached.

## Types of Projects

**Capital Project:** A long-term project to establish, develop, improve or renew a capital project.

**Strategic Project:** Delivers the Strategic Plan and are generally 'once off' that have been prioritised to be delivered in a specific timeframe. Strategic Project budgets are operational in nature (not capital) and are aligned to a relevant service.



# Appendix: Risk and Opportunities

## Risks and Opportunities

The continued decreased capacity in UPark Central Market, trade disruptions in Market Plaza as well as economic conditions and cost of living pressures are impacting spend at the Adelaide Central Market. To combat this, marketing is being adapted to communicate the Market's affordability and quality.

Resourcing, both internal and external, remains a challenge for progressing infrastructure projects through design and construction. Internal resources continue to be supplemented with short term contract staff and external consultants and contractors have high workloads due to a busy time in the industry, with pricing remaining at post-covid levels.

All 2024/25 Community Impact Grants have been awarded with sixteen applications not successful in obtaining funding. There is potentially some risk of negative sentiment directed at CoA from the unsuccessful applicants.

Delays with completion of the Adelaide Town Hall Facade Restoration project are resulting in unanticipated costs and loss of revenue through event bookings for the Adelaide Town Hall. To build a pipeline of future bookings, a 'Moments' event was held on 30 October 2024, hosted by the CEO, to showcase our iconic Adelaide Town Hall and its unique spaces and offerings. This event was attended by 160 guests from various sectors (Tourism, Education, Wine, Defence, State & Federal Government, Arts & Culture) and resulted in 4 bookings and numerous enquiries and leads.

Continued forecast under budget for parking expiation revenue, largely due to staff turnover and training earlier in the year.

In the first half of 2024/25 the City of Adelaide has been successful with being awarded \$9.9m of grants to assist with the delivery of our capital and strategic projects as endorsed in the 2024/25 Business Plan and Budget. The key grants include \$2m from the Open Space scheme and \$7.3m from the Thriving Suburbs Program to deliver the Main Street Revitalisation – Hutt Street.

# Appendix: Financial Statements

Statement of Comprehensive Income \$'000s	Adopted Budget	Q1	Q2
<b>Income</b>			
Rates Revenue	144,908	144,908	144,359
Statutory Charges	16,893	16,893	16,893
User Charges	67,399	67,567	68,271
Grants, Subsidies and Contributions	4,842	5,057	6,568
Investment Income	166	166	715
Reimbursements	150	150	150
Other Income	866	967	956
<b>TOTAL INCOME</b>	<b>235,225</b>	<b>235,708</b>	<b>237,913</b>
<b>Expenses</b>			
Employee Costs	86,220	86,489	83,584
Materials, Contracts and Other Expenses	81,973	82,187	86,952
Depreciation, Amortisation and Impairment	56,857	56,857	57,202
Finance Costs	808	808	808
<b>TOTAL EXPENSES</b>	<b>225,858</b>	<b>226,341</b>	<b>228,546</b>
<b>Operating Surplus / (Deficit)</b>	<b>9,367</b>	<b>9,367</b>	<b>9,367</b>
Asset Disposal & Fair Value Adjustments	0	0	0
Amounts Received Specifically for New or Upgraded Assets	7,026	9,015	10,128
<b>Net Surplus / (Deficit)</b>	<b>16,393</b>	<b>18,382</b>	<b>19,495</b>
Changes in Revaluation Surplus – I,PP&E	0	0	0
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>16,393</b>	<b>18,382</b>	<b>19,495</b>

# Statement of Financial Position

2024/25

\$'000s

Adopted  
Budget

Q1

Q2

## ASSETS

### Current Assets

Cash and Cash Equivalents

800

800

800

Trade & Other Receivables

45,116

19,556

19,740

Inventories

741

805

804

Other Current Assets

0

27,000

27,000

### Total Current Assets

46,657

48,161

48,344

### Non-Current Assets

Financial Assets

679

839

839

Equity Accounted Investments in Council  
Businesses

2,258

4,386

4,386

Investment Property

2,968

3,165

3,165

Infrastructure, Property, Plant and Equipment

1,924,347

2,075,923

2,073,713

Other Non-Current Assets

1,306

0

0

Non-Current Receivable

0

0

0

### Total Non-Current Assets

1,931,559

2,084,313

2,082,103

## TOTAL ASSETS

1,978,216

2,132,474

2,130,446

## LIABILITIES

### Current Liabilities

Trade and Other Payables

19,071

23,829

24,059

Provisions

21,596

16,875

16,875

Borrowings (Lease Liabilities)

5,142

5,077

5,077

### Total Current Liabilities

45,808

45,781

46,011

### Non-Current Liabilities

Trades and Other Payables

0

16,066

16,066

Borrowings

53,677

23,733

20,373

Provisions

2,103

2,058

2,048

Borrowings (Lease Liabilities)

30,922

34,241

34,241

### Total Non-Current Liabilities

86,703

76,098

72,728

## TOTAL LIABILITIES

132,511

121,879

118,739

## Net Assets

1,845,705

2,010,595

2,011,708

## EQUITY

Accumulated Surplus

807,169

799,387

806,424

Asset Revaluation Reserves

1,004,383

1,171,996

1,171,995

Future Reserve Fund

34,154

39,212

33,288

## TOTAL COUNCIL EQUITY

1,845,705

2,010,595

2,011,708

**Statement of Changes in Equity****2024/25**

<b>\$'000s</b>	<b>Adopted Budget</b>	<b>Q1</b>	<b>Q2</b>
Balance at the end of previous reporting period	1,829,312	1,992,213	1,992,213
a. Net Surplus / (Deficit) for Year	16,393	18,382	19,495
b. Other Comprehensive Income	0	0	0
Total Comprehensive Income	16,393	18,382	19,495
<b>Balance at the end of period</b>	<b>1,845,705</b>	<b>2,010,595</b>	<b>2,011,708</b>

**Statement of Cash flows**
**2024/25**

<b>\$'000s</b>	<b>Adopted Budget</b>	<b>Q1</b>	<b>Q2</b>
<b>Cash Flows from Operating Activities</b>			
<b>Receipts</b>			
Operating Receipts	232,801	254,465	256,487
<b>Payments</b>			
Operating Payments to Suppliers and Employees	(170,091)	(175,130)	(176,879)
<b>Net Cash provided by (or used in) Operating Activities</b>	<b>62,710</b>	<b>79,335</b>	<b>79,608</b>
<b>Cash Flows from Investing Activities</b>			
<b>Receipts</b>			
Amounts Received Specifically for New/Upgraded Assets	6,026	4,556	5,773
Proceeds from Surplus Assets	18,500	18,500	18,500
Sale of Replaced Assets	500	500	500
<b>Payments</b>			
Expenditure on Renewal/Replacement of Assets	(56,022)	(56,022)	(56,296)
Expenditure on New/Upgraded Assets	(56,489)	(66,570)	(64,427)
Capital Contributed to Equity Accounted Council Businesses	(320)	(320)	(320)
<b>Net Cash provided by (or used in) Investing Activities</b>	<b>(87,805)</b>	<b>(99,356)</b>	<b>(96,270)</b>
<b>Cash Flows from Financing Activities</b>			
<b>Receipts</b>			
Proceeds from Borrowings	30,084	23,733	20,373
<b>Payments</b>			
Repayment from Borrowings	0	0	0
Repayment of Lease Liabilities	(4,989)	(4,989)	(4,989)
<b>Net Cash provided by (or used in) Financing Activities</b>	<b>25,095</b>	<b>18,744</b>	<b>15,385</b>
<b>Net Increase (Decrease) in Cash Held</b>	<b>0</b>	<b>(1,277)</b>	<b>(1,277)</b>
plus: Cash and Cash Equivalents at beginning of period	800	2,077	2,077
<b>Cash &amp; Cash Equivalents at end of period</b>	<b>800</b>	<b>800</b>	<b>800</b>

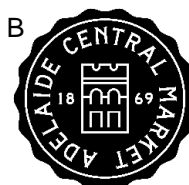
**Uniform Presentation of Finances**
**2024/25**

<b>\$'000s</b>	<b>Adopted Budget</b>	<b>Q1</b>	<b>Q2</b>
<b>Income</b>			
Rates Revenue	144,908	144,908	144,359
Statutory Charges	16,893	16,893	16,893
User Charges	67,399	67,567	68,271
Grants, Subsidies and Contributions	4,842	5,057	6,568
Investment Income	166	166	715
Reimbursements	150	150	150
Other Income	866	967	956
<b>TOTAL INCOME</b>	<b>235,225</b>	<b>235,708</b>	<b>237,913</b>
<b>Expenses</b>			
Employee Costs	86,220	86,489	83,584
Materials, Contracts and Other Expenses	81,973	82,187	86,952
Depreciation, Amortisation and Impairment	56,857	56,857	57,202
Finance Costs	808	808	808
<b>TOTAL EXPENSES</b>	<b>225,858</b>	<b>226,341</b>	<b>228,546</b>
<b>Operating Surplus / (Deficit) before Capital Amounts</b>	<b>9,367</b>	<b>9,367</b>	<b>9,367</b>
<b>Net Outlays on Existing Assets</b>			
Capital Expenditure on Renewal and Replacement of Existing	(56,022)	(56,022)	(56,296)
Finance lease payments for right of use assets on existing assets	0	(4,989)	(4,989)
add back Depreciation, Amortisation and Impairment	56,857	56,857	57,202
add back Proceeds from Sale of Replaced Assets	500	500	500
<b>Net Outlays on Existing Assets</b>	<b>1,335</b>	<b>(3,654)</b>	<b>(3,583)</b>
<b>Net Outlays on New and Upgraded Assets</b>			
Capital Expenditure on New and Upgraded Assets	(56,809)	(66,890)	(64,747)
add back Amounts received specifically for New and Upgraded Assets	6,026	4,556	5,773
add back Proceeds from Sale of Surplus Assets	18,500	18,500	18,500
<b>New Outlays on New and Upgraded Assets</b>	<b>(32,283)</b>	<b>(43,834)</b>	<b>(40,474)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(21,581)</b>	<b>(38,121)</b>	<b>(34,690)</b>

---

**City of Adelaide**  
**25 Pirie Street, Adelaide**

[cityofadelaide.com.au](http://cityofadelaide.com.au)  
[strategicplan@cityofadelaide.com.au](mailto:strategicplan@cityofadelaide.com.au)



# Adelaide Central Market Authority

Quarter 2 Report: 1 October 2024 – 31 December 2024

## Executive Summary

Operational highlights for Q2 included the Seafood + Sounds event and Christmas campaign. Seafood + Sounds celebrated South Australia's world-class seafood offer with a two-day program of free and ticketed activities. The Christmas campaign saw a celebration of traders, live music, community choirs and roving entertainment, including precinct activations. 23 December also saw a record number of home deliveries for Adelaide Central Market Online, with 104 orders delivered and more than 1,700 items in one day.

Overall, traffic bounced back in December, with the strongest average daily attendance since April. However, visitation was down by 7% compared to Christmas 2023, which is consistent with the Market visitation month on month over 2024.

Tenancy movement included one stall vacating (Poultry Cuisine), with adjacent trader Market Bread Bar taking over the site. One stall received an infrastructure renewal and new fit out (M&M's Fruit Mart) and operated as a pop up during the works. The popular Cumbia Bar Kitchen expanded their capacity with another pop-up cart in the Market side and OMG Donuts returned with a 6 months short-term lease. Leasing revenue remains strong, with 100% rental occupancy.

After an extensive consultation process in Q1, 100% of traders participated in a vote to review the core trading hours of the Market. The results did not achieve the 75% agreement required by the Retail and Commercial Leases Act 1995, hence the Market will retain its current hours at this stage. Meetings with the Market Expansion Expression of Interest applicants commenced, including seven traders from the existing Market and over 30 external retailers.

The ACMA Board thanked Councillor Noon and John Pearce for their valued contributions over their terms. Hamish Brown and Councillor Martin as Council's representative were welcomed to the Board.

The Adelaide Central Market was also awarded Silver at the Tourism Industry Council of South Australia Awards (TICSA) in Category 8: Tourism Retail, Hire and Services.

## Financial Report

\$'000	December YTD			Annual		
	Actual	Q1 Budget	Variance	Q1 Budget	Revised Budget	Variance
<b>Income</b>						
Fees and Charges	2,756	2,647	109	5,294	5,294	-
Other Revenue	22	24	(2)	49	49	-
<b>Total Income</b>	<b>2,778</b>	<b>2,671</b>	<b>107</b>	<b>5,343</b>	<b>5,343</b>	<b>-</b>
<b>Expenditure</b>						
Salaries and Wages	654	814	160	1,787	1,580	(207)
Materials, Contracts & Other Expenses	2,017	2,233	215	4,477	4,483	6
Depreciation	19	18	(1)	36	39	3
Finance	0	0	0	1	1	-
<b>Total Expenditure</b>	<b>2,691</b>	<b>3,065</b>	<b>374</b>	<b>6,301</b>	<b>6,103</b>	<b>(198)</b>
<b>Net Operating Surplus / (Deficit)</b>	<b>87</b>	<b>(394)</b>	<b>481</b>	<b>(958)</b>	<b>(760)</b>	<b>198</b>

\$'000	December YTD			Annual		
	Actual	Q1 Budget	Variance	Q1 Budget	Revised Budget	Variance
<b>Income</b>	<b>2,778</b>	<b>2,671</b>	<b>107</b>	<b>5,343</b>	<b>5,343</b>	<b>-</b>
<b>Expenditure</b>	<b>2,653</b>	<b>2,955</b>	<b>302</b>	<b>6,081</b>	<b>5,883</b>	<b>198</b>
<b>Net Operating Surplus / (Deficit)</b>	<b>125</b>	<b>(284)</b>	<b>409</b>	<b>(738)</b>	<b>(540)</b>	<b>(198)</b>
<b>Expansion Operational Preparedness</b>	<b>38</b>	<b>110</b>	<b>(72)</b>	<b>220</b>	<b>220</b>	<b>-</b>
<b>Total</b>	<b>87</b>	<b>(394)</b>	<b>481</b>	<b>(958)</b>	<b>(760)</b>	<b>(198)</b>



The operating position is \$481K favourable to the YTD budget. The revised budget for 2024/25 reduces the operating deficit from (\$958k) to (\$760k) and is a result of reduced forecast costs associated with Market Expansion Preparedness due to timing of construction deliverables \$201k, offset by a minor increase in depreciation.

## Debtors Summary

Financial Year	Total Arrears	Current	%	30 Days	%	60 Days	%	90+ Days	%
2024/25	\$ 57,129	\$ 48,552	85%	\$ 8,578	15%	\$ -	0%	\$ -	0%

Debt is contained within 30 days, with 85% being current. 1 lease is currently on a payment plan.

## Leasing

Progress since October, with:

Q2 - The total number of Market stalls is 72 - 100% Occupancy	
Renewals	3
Short term	1
Holdovers	3
Vacancies	0

Out of 19 leases expiring in FY24/25, 10 leases have been executed for renewal.

## Risks and Opportunities

- Stall 52 (ex- Cons Fruit and Veg) will become a vacancy in April 2025, with redevelopment of the stall occurring, managed by the City of Adelaide Infrastructure team. EOI process for replacement tenancy is underway.
- The decreased capacity in UPark Central Market, the trade disruptions in Market Plaza as well as economic conditions and cost of living pressures impact on spend in Market. Marketing adapting to communicate the market affordability and quality as an opportunity.

## Business Plan & Budget 2024/25 and Strategic Plan Measures

The 2024/25 ACMA Business Plan and Budget includes 93 priority actions across the five strategic pillars of the ACMA Strategic Plan 2023/28: Our Customers, Our Traders, Our Business, Our Community and Our Market.

Summary 93 actions	Delivered/ongoing/ on track	To be monitored	Off track
OUR CUSTOMERS	24	0	0
OUR TRADERS	13	1	0
OUR BUSINESS	31	0	0
OUR COMMUNITY	14	0	0
OUR MARKET	9	1	0
<b>TOTAL</b>	<b>91</b>	<b>2</b>	<b>0</b>

## Q2 Highlights

### OUR CUSTOMERS

We will keep customer experiences at the heart of all decisions, every day.

- Delivery of in Market events and activations including Seafood + Sounds two-day program, school holiday program, cooking demonstrations, roving entertainment, live music and free kid's activities.
- Delivered Christmas program (marketing and operational)
- Introduced customer feedback and enquiries tracking to the Market Stall (Customer Service Desk)
- Trading Hours review completed: final secret ballot vote to align trading hours to customer preferences (facilitated by external consultant 'Further Insights'). Vote saw 100% attendance and confirmed existing trading hours to remain.

### OUR TRADERS

We will work with our traders to support them in the delivery of an exceptional shopping experience.

- Customers and SA grocery shoppers research shared with traders
- Trading Hours review was completed with extensive Trader consultation in Q1 and vote on 22 November
- Successful pop-up with traditional style Dutch offering in central aisle
- Big clean for Market
- Support trader collaboration with Journey Beyond Trail train weekly visitors (after hours event)
- Supported M&M's Fruit Mart to operate during a pop-up location during a fit out

### OUR BUSINESS

We will take a responsible and sustainable approach to our business in pursuing positive long-term financial results.

- New property management software - implementation
- Adelaide Central Market awarded Silver at the Tourism Industry Council of South Australia Awards (TiCSA) in Category 8: Tourism Retail, Hire and Services.
- Two new board members appointed - Hamish Brown and Councillor Phillip Martin
- Adelaide Central Market Online - Back to school promotion and delivery price increase
- Appointment of new Senior Property Officer, Megan Calvert (6 Jan 2025) to support increase in Market expansion leasing

### OUR COMMUNITY

We will take a responsible and sustainable approach to our business in pursuing positive long-term financial results.

- Partnership support - Oz Harvest Tree of Goodness (in Market) and Catherine House Christmas lunch
- GISA LEAP Grant application submitted for development of trader resources/sustainability guidelines (up to \$100K)

### OUR MARKET

We will deliver infrastructure and programs that address the current and emerging needs for our customers and traders.

- Northwestern and southeast gantries completed
- Christmas cool rooms for traders
- Northeastern Festoon Lighting (entry)
- Increased Market entrance directional signage (Gouger St)
- Market Expansion:
  - Met with 27 EOI applicants (plus existing traders)
  - Commenced Retail Design Guidelines
  - Appointed Senior Property Officer

## **Upcoming quarter priorities: 1 January 2025 - 31 March 2025**

- Marketing and events:
  - Deliver Lunar New Year Activation
  - Deliver Gluttony Sponsorship (The Local Bar)
  - Deliver Sauce Day event activation on 28 February and 1 March
  - Deliver tourism campaign (awareness during key tourism period)
  - Prepare and commence Easter campaign
  - Ongoing program of live music and free kid's activities
- Market Expansion:
  - Community consultation re retail mix
  - Leasing conversations with the balance of potential tenants
  - Operational readiness project - continue research phase to inform budget preparation
  - Delivery of preliminary lease plans
  - Review and finalise lease documentation to issue letter of offers

# Adelaide Economic Development Agency

## Quarter 2 Report

1 October 2024 – 31 December 2024

### Executive Summary

Between 1 October 2024 and 31 December 2024, AEDA:

- Delivered Adelaide Fashion Week with over 2,200 tickets sold to events
- Commenced Rundle Mall City Sessions live music program with 51 musical performances
- Achieved record breaking spend and foot traffic results on Black Friday and the lead up to Christmas.
- Engaged with 54 businesses (YTD) as investment leads that have the potential to add 1,717 jobs in the City.
- Supported 7 events through the Events and Festivals Sponsorship program which were delivered in the quarter with a combined anticipated attendance of 586,000 and an estimated gross economic impact of \$33 million. Supported 7 events through the Commercial Events Sponsorship Program which were delivered in the quarter with a combined anticipated attendance of 96,000 and an estimated gross economic impact of \$7.7 million.
- Finalised the AEDA Strategic Plan 2024/25-2028/29
- Conducted the AEDA 2023/24 Annual General Meeting

### Financial Report

Operating Position	December YTD			Annual		
	2024/25 Actuals	2024/25 Q1 Budget	Variance	2024/25 Q1 Budget	2024/25 Revised Budget	Variance
<b>\$000s</b>						
<b>Income</b>						
Rundle Mall Levy	2,031	2,024	7	4,017	4,017	-
Rundle Mall User Charges	309	190	119	380	380	-
CoA Appropriation of Funds	3,395	4,268	(873)	8,636	8,779	(143)
Other Income	4	10	(6)	19	19	-
<b>Total Income</b>	<b>5,739</b>	<b>6,492</b>	<b>(753)</b>	<b>13,052</b>	<b>13,195</b>	<b>(143)</b>
<b>Expenses</b>						
Employee Costs	1,955	2,266	311	4,829	4,743	(86)
Materials, Contracts and Other Expenses	2,623	2,247	(376)	4,628	4,608	(20)
Sponsorship, Contributions and Donations	1,148	1,711	563	3,549	3,749	200
Depreciation, Amortisation and Impairment	45	44	(1)	88	88	-
<b>Total Expenses</b>	<b>5,771</b>	<b>6,268</b>	<b>497</b>	<b>13,094</b>	<b>13,188</b>	<b>94</b>
<b>Operation Surplus / Deficit</b>	<b>(32)</b>	<b>224</b>	<b>256</b>	<b>(42)</b>	<b>7</b>	<b>49</b>

### Year to Date (YTD) Financial Summary

#### Income

- Rundle Mall user charges income \$119k favourable to YTD budget.
- CoA Contribution represents AEDA expenditure (excluding Rundle Mall activities) in the first half of the financial year.

#### Expenditure

- Employee Costs has a \$311k favourable variance.
- Materials, Contracts and Other Expenses has an unfavourable variance of (\$376k) mainly due to timing of payments for Rundle Mall Security Services (\$177k) and stage hiring (\$130k)

- Sponsorships, Contributions and Donations has a favourable variance of \$563k, mainly due to timing related to receipt of invoices for Event and Festival Sponsorship and inclusion of \$200k additional funding for Commercial Events and Festivals Sponsorship (to be considered at Q2 Budget review).

## Projected Annual Financial Summary

### Proposed Quarter 2 Variances and Budget Requests

- Sponsorships, Contracts and Other Expenses: \$200k – funding has been identified for the Commercial Events Fund Strategic Project. Total funding for 2024/25 is \$500k in line with the Decision of Council to prioritise the funding
- Employee Costs: (\$86k) due to the City of Adelaide restructure, 1.0 FTE Reduction of Executive Advisor within AEDA from 6 January 2025
- Materials, Contracts and Other Expenses: (\$20k) from Rundle Mall operating budget to fund the capital project of Decorative Twin Lighting Installations
- The City of Adelaide appropriation of funds has increased by \$143k to fund the increase in expenditure (net of Rundle Mall activity)

### Risks and Opportunities

- Expansion of the Burnside Shopping Centre
- Potential changes in interest rates impacting on consumer disposable income
- Creation of Adelaide University and changes in international student enrolments
- Resource availability to deliver the AEDA Strategic Plan

NB: AEDA's strategic risks are included within the City of Adelaide's Strategic Risk Register, which is reported through the Strategic Risk and Internal Audit Group that then reports into the Audit and Risk Committee

## Board and Advisory Committee Term Changes

- Emma Kardachi was appointed to the AEDA Board for a 2.5 year period following Council's decision on 26 November 2024.
- Leah Grantham's term on the Advisory Committee expired during the reporting period. A recruitment process has been undertaken with recommendations to fill the vacancies on the AEDA Advisory Committee to be considered at the AEDA Board meeting on 12 February 2025

## Board Annual Performance Review

The AEDA Charter requires the Board to undertake an annual review of its performance and provide Council with a report on its outcomes.

The views of Board Members were canvassed via a survey endorsed by the Board at its meeting in November 2024. In summary, the review was positive. With the main findings being:

- The role of the Board is well understood by members;
- The composition and nature of the Board's membership is a strength;
- The Board has a vision, purpose and strategy but would benefit from a reporting process that aligns to the strategic plan;
- Risk management processes are in place, but there are opportunities for the Board to focus on this a little more;
- Processes and systems are generally adequate;
- Better use could be made of the Advisory Committee;
- The Board has a constructive culture, solid processes respects, confidentiality, and a respectful relationship exists between Board and administration; and
- The Chair and the General Manager are effective in discharging their roles and responsibilities;

Proposed actions responding to observations made by Board members through the Review are:

- Identifying opportunities to streamline the Board and Advisory Committee selection processes;
- Developing a reporting process that aligns with the AEDA Strategic Plan now that it has been adopted by the Board;
- Including a risk and emerging challenges section in the General Manager's report to each Board meeting;
- Identifying opportunities on which to seek the input of the Advisory Committee;

- Clearly differentiating agenda items for which a decision is sought from the Board and those that are being workshopped to gain early Board input; and
- Board members to identify opportunities to utilize their networks to progress the objects of the Agency.

## Grant Funding Approved

No grant funding was approved in the second quarter of 2024/25. Applications were opened for the Commercial Events and Festivals Sponsorship Program and the Strategic Partnerships Program.

## Business Plan & Budget and Strategic Plan Measures

The 2024/25 AEDA Business Plan and Budget includes 18 measures across the four key areas, Business, Investment & Residential Growth; Visitor Economy; Rundle Mall and Brand and Marketing.

As at the end of quarter two, progress against the measures is as follows:

- *Six measures have been marked 'Complete/Achieved' which would indicate they have been finalised or the annual target met;*
- *Five measures are 'On Track', meaning the pro-rata measure is tracking ahead or in-line with the target;*
- *Three measures are 'Partially complete', which indicates some progress has been made towards the target, but are not tracking ahead of the pro-rata benchmark and;*
- *Four measures are 'Active' which means work is being done towards the target but no numerical figure towards the target has been recorded.*

## Business, Investment and Residential Growth

Key Performance Indicator	Status	Annual Measure	Actual	Pro Rata Difference*
50 inward investment proposals/local expansions supported with at least 1,500 jobs	Complete/Achieved	50	54	+29
Increase of bookable tourism experiences in the city (delivery of Strategic Project)	On-Track	Consultant procured and industry engagement commenced		
30+ vacant shopfronts/premises activated	Partially Complete	30	12	-3
Deliver 3 industry briefing events	On Track	3	2	+0.5
Outcomes from collaborative partnerships with MTPConnect; SouthStart and University of Adelaide/ Thinklab to support small businesses to grow and scale	Complete/Achieved	Programs completed. Acquitals due 28 March 2025		
5 projects/market interventions to support emerging industries in the city	Complete/Achieved	5	5	+2.5
Supported/ facilitated 6 networking/knowledge transfer events for businesses.	Complete/Achieved	6	13	+10

## Rundle Mall

Key Performance Indicator	Status	Annual Measure	Actual	Pro Rata Difference*
Demonstrate uplift in market share and foot traffic across 3 core campaigns	Complete/Achieved	3	3	+1.5
5 new brands commit to Rundle Mall	Complete/Achieved	5	5	+2.5
2 public realm infrastructure projects completed	On Track	2	-	-
A minimum of \$20M new capital investment delivered or committed in the Rundle Mall precinct	On Track	\$20m	\$12.792m	+\$2.792m
10 Business or industry media stories relating to Rundle Mall	Partially Complete	10	2	-3
Uplift in Rundle Mall small business sentiment index over FY24/25	Active	Baseline figure established		

## Visitor Economy

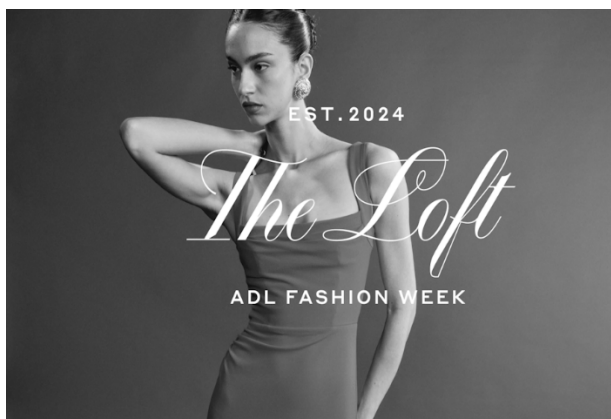
Key Performance Indicator	Status	Annual Measure	Actual	Pro Rata Difference*
Delivery of the new Experience Adelaide Visitor Centre	Active	-	-	-
20 new bookable city tourism products/experiences	Partially Complete	20	0	10
Visitor sentiment and community sentiment index (being developed)	Active	Visitor sentiment index (baseline) 84 Community sentiment index due to be captured in early 2025		

## Brand & Marketing

Key Performance Indicator	Status	Annual Measure	Actual	Pro Rata Difference*
10% increase to \$2.2m on 2023/24 in media mentions (advertising space rate) with reference to AEDA. – Maintain a variance of 85% – 95% neutral and/or positive sentiment of media mentions.	On Track	\$2.42m	\$925,382	-\$284,618
Increase the brand health metric for Adelaide as a destination to visit to 6.5/10. (Currently 6.35)	Active	6.5	6.35	-n/a

\*Difference relates to the difference between the measure and the quarter 2 pro-rata benchmark, not the full KPI.

## Key Achievements



### Adelaide Fashion Week

Adelaide Fashion Week was held from 11-13 October 2024. Over 2,200 tickets were sold across 40 events, an increase of 12% over ticket sales in 2023.

AFW debuted its central hub, The Loft, as a destination for events such as the SAFIA industry breakfast (South Australian Fashion Industry Association), where local brands showcased and retailed their product, along with interstate designers interested in testing the Adelaide market.

Feedback from industry and participants was overwhelmingly positive, indicated by a 90% satisfaction rating and NPS score of 8 out of 10 for the event, via intercept and online surveys



### Rundle Mall Activity Levels

Rundle Mall achieved record breaking spend and foot traffic results on Black Friday and the lead up to Christmas.

AEDA actively promoted Rundle Mall as Adelaide's premier shopping destination and the only shopping centre to stay open until midnight for Black Friday. The range of initiatives and activations were delivered included concierge and valet services, provision of DJs and Rundle Mall City sessions provided music to help boost the mood across the four days. City-wide expenditure during Black Friday 2024 exceeded \$23.5 million, making it the biggest spending day in the City of Adelaide on record. Total spending on Black Friday (Friday, November 29) alone increased by 6% compared to Black Friday 2023. Expenditure was up 52% compared to the 12-month average for Fridays.

The National Pharmacies Christmas Pageant returned to Rundle Mall on Saturday 2 November. From Beehive Corner, Father Christmas was led by a band and dance groups through Rundle Mall to a landing stage at the Gawler Place Canopy where he delivered his Christmas message to the people of South Australia.

AEDA with the City of Adelaide saw the return of the Santa Course, an interactive and decorative city-wide experience that saw nine giant inflatable, illuminated and bespoke Santa's around the city, with 4x located in Rundle Mall. Complementing the Santa Course, Rundle Mall played host to 3x giant swinging bells, twinkling Christmas and bespoke trees. With focus on the 12 days of Christmas, Rundle Mall delivered 34 activations including the Australian Girls Choir, roving Christmas entertainment, free kids' craft, Santa's Spritz Bar and more. Foot traffic in December 2024 was up 6% vs. December 2023. From 20 to 22 December 2024 Rundle Mall saw a record-breaking weekend as over 600k visitors were counted, making it the busiest weekend recorded through sensor data, even surpassing the peak period of the Adelaide Fringe.





## AEDA Strategic Plan

The AEDA Board endorsed its Strategic Plan 2024/25 – 2028/29 at its meeting on 25 October 2024. The Plan addresses AEDA’s obligations under its Charter, Council’s Strategic Plan and Council’s Economic Development Strategy. The Strategic Plan was noted by Council in November 2024.

### AEDA Reviews Implementation

Since Council’s adoption of the AEDA Review Implementation Plan on 24 October 2023, which detailed how the 36 actionable recommendations from the Deloitte and KPMG reviews of AEDA would be addressed, 35 actions have been completed, including seven this quarter.

The seven actions completed this quarter were:

- Develop the AEDA Strategic Plan
- Better target strategic AEDA KPIs towards economic development outcomes
- Diversify economic development activation activities (beyond current retail focus) and Investigate additional investment opportunities
- Conduct a review of current AEDA resourcing and requirements
- Explore moving Mainstreets, Precincts, and Place Co-ordinators to AEDA
- Investigate the options and benefits of merging the City Experience team into the AEDA model and Review AEDA’s Mainstreet Precincts engagement model
- Implement an ongoing assurance model for AEDA

The final outstanding action has been significantly progressed and is expected to be completed by the end of February 2025.

## Sponsored Events and Festivals

In quarter one, the following events took place that were sponsored by the **Events and Festivals Sponsorship Program**:

### Program:

- Nature Festival
- Adelaide Film Festival
- OzAsia festival
- Chihuly in the Botanic Gardens
- Feast Festival
- National Pharmacies Christmas Pageant
- Carols by Candlelight

Through the Events and Festivals Sponsorship Program a total of \$415,000 was invested into the events/festivals in quarter two with an estimated gross economic impact of \$33 million and an estimated total attendance of 618,000.

*\*please note estimated figures are derived from initial applications.*

In the quarter the following events supported by the **Commercial Events and Festivals Sponsorship Program** took place:

- CheeseFest
- Poppin’ Out
- Sphere’s Restaurant
- Summer Sessions – Vardon Avenue
- Asia Street Food Festival
- Adelaide Polo Classic

Through the Commercial Events and Festivals Sponsorship Program a total of \$119,000 was invested into events/festivals in quarter two with an estimated gross attendee expenditure of \$7.7 million and an estimated total attendance of 95,700.

*\*please note estimated figures are derived from initial applications.*



### **Investment Attraction**

64 businesses have been engaged year to date as investment leads that have the potential to add 2,824 jobs into the City. Over the quarter, 14 additional businesses were engaged as leads and 8 businesses have confirmed an investment in the city representing 402 actual jobs.

### **Conclusion of SouthStart, MTP Connect and ThinLab Programs**

The ThinLab, SouthStart and MTP Connect programs concluded in December 2024. The programs assisted 37 start-up companies and entrepreneurs. The South Start program worked with 10 companies to prepared them for seed stage investment, MTP worked with 10 emerging companies in the bio-med sector and ThinLab supported 17 emerging companies looking for seed stage investment and provided some seed investment to several companies. Although final reports are yet to be received, early feedback indicates participants in the programs have improved their investability, growth potential, ability to enter new markets and building of networks within Adelaide's entrepreneurship ecosystem.



### **Rundle Mall City Sessions (Live Music Program)**

Between Friday 11 October and Sunday 22 December over 51 musical performances by South Australian artists were curated as part of Rundle Mall City Sessions.

The Rundle Mall City Sessions program is delivered in partnership with the City of Adelaide and UNESCO City of Music. The program will continue into 2025.

## **Up Next**

Coming up from 1 January 2025 to 31 March 2025

- Extending the previous advertising campaign, "See for yourself" from January through to April 2025. This campaign extension will place additional focus on young families (ages 30-49) Adelaide Fashion Week commences 11 October
- Property Council Office Market Report (6 February 2025)
- Visitor Economy Industry Update (19 February 2025)
- Assessment of Strategic Partnership Program and Commercial Event Fund applications
- Opening of Events and Festivals Sponsorship Program for applications

- Rundle Mall activations including Lunar New Year, Mallfest and LIV Golf
- Completion of Rundle Mall Marketing and Events and Strategy

DRAFT



# Kadaltilla

Adelaide Park Lands Authority

Quarterly Update  
October to December 2024

**Kadaltilla**  
Adelaide Park Lands Authority



# Key Highlights October to December 2024

- Held the remaining two annual [Community Forums](#)
- The draft [Adelaide Park Lands Management Strategy – Towards 2036](#) was approved by Kadaltilla and Council
- Finalised Kadaltilla's [Greater Adelaide Regional Plan submission](#)
- Finalised Kadaltilla's [Festival Plaza Code Amendment submission](#)
- Kadaltilla's new [Facebook](#) and [LinkedIn](#) social media pages reached over 1000 followers



# Core Responsibilities

## PURPOSE FOR WHICH THE AUTHORITY IS ESTABLISHED

The Council and the State Government of South Australia are committed to protecting and enhancing the Adelaide Park Lands for the benefit of all South Australians.

The Kadaltilla / Adelaide Park Lands Authority (Kadaltilla) is the principal advisor to both the Council and the State Government on the protection, management, enhancement and promotion of the Adelaide Park Lands.

The Council, on behalf of the communities of the City of Adelaide and the State, is committed to ensuring that Kadaltilla delivers maximum benefit for the future of Adelaide's Park Lands as the City of Adelaide's defining feature.

In this context, Kadaltilla is established by Statute to undertake in accordance with the powers conferred by the APLA Charter, the Functions of Kadaltilla as set out in section 9 of the *Adelaide Park Lands Act 2005*.





# Strategic Pillars



## PURPOSE

- To be the trusted voice on the Adelaide Park Lands which actively conserves, promotes, and enhances the environmental, economic, cultural, recreational, and social importance value of the Adelaide Park Lands

# Strategic Plan 2023-2028

## Key Actions October to December 2024

### Cultural Value

#### 1.1 Seek Kaurna cultural authority in everything we do

- ✓ Consulted with KYAC and the City of Adelaide's Reconciliation Committee on the draft APLMS
- ✓ Had the KYAC Chair and Deputy Chair appointed to the Kadaltilla Board under the 'Indigenous culture or reconciliation' skills category
- ✓ Sought funding recommendations through the City of Adelaide and the State Government for initiatives planned for the 2025/2026 financial year
- ✓ Integrated feedback into Kadaltilla's submissions on the draft Festival Plaza Code Amendment, draft Adelaide Park Lands Community Buildings (Sport and Recreation) Policy, Glenside Urban Corridor (Living) Code Amendment, and the Greater Adelaide Regional Plan

#### 1.3 Advocate for the featuring of the Adelaide Park Lands in relevant promotional campaigns

- ✓ Adelaide Park Lands featured in paid social media promotional campaigns

#### 1.4 Champion the development of World Heritage listing nomination

- ✓ Reviewed World Heritage listing submission progress





# Strategic Plan 2023-2028

## Key Actions October to December 2024

### Environmental Performance

2.1 Define, protect, and enhance landscape values and design qualities

- ✓ Reviewed landscape values in the draft APLMS

2.5 Increase the accessibility of evidence-based information

- ✓ Held two Community Forums

### Management and Protection

3.1 Monitor delivery of priority projects in the Adelaide Park Lands Management Strategy

- ✓ Draft APLMS approved by Kadaltilla and Council

### Expert Advice

4.1 Provide advice on plans, projects, and policies for the Adelaide Park Lands

- ✓ Advice of Kadaltilla is endorsed and adopted

4.2 Engage with City of Adelaide and State Government including input into State Government initiatives

- ✓ Provided submissions on the draft Festival Plaza Code and Greater Adelaide Regional Plan





# Strategic Plan 2023-2028

## Key Actions October to December 2024

### Expert Advice

- 4.3 Review leasing and licensing and event management policies together with other relevant Park Lands use policies
- ✓ Reviewed lease agreement with the Adelaide Archery Club in Bullrush Park / Warnpangga (Park 10)
  - ✓ Reviewed tenancy agreements for North Adelaide Railway Station in Possum Park / Pirltawardli (Park 1)
- 4.4 Strengthen Kadaltilla's engagement with City of Adelaide, State Government, and adjoining Councils
- ✓ The City of Adelaide, State Government, and adjoining Councils actively engaged with Kadaltilla
- 4.5 Increase the profile of the Kadaltilla Board
- ✓ Created a social media profile detailing the business of Kadaltilla





# Kadaltilla Advice to Council October to December 2024

- Approved the draft Adelaide Park Lands Management Strategy - Towards 2036
- Approved Kadaltilla's draft submission on the draft Festival Plaza Code
- Approved Kadaltilla's draft submission on the Greater Adelaide Regional Plan
- Supported several 2025/26 Park Lands project funding recommendations through the City of Adelaide and the State Government
- Endorsed the Chief Executive Officer to enter into lease negotiations for a five-year Park Lands Community Lease Agreement with the Adelaide Archery Club in Bullrush Park / Warnpangga (Park 10)





# Kadaltilla Advice to Council October to December 2024

- Received the tenancy status of the North Adelaide Railway Station in Possum Park / Pirltawardli (Park 1) and the proposed approaches to activating the premises in the short and long-term
- Noted the 2024 Kadaltilla Annual Community Forum Summary
- Approved Kadaltilla's 2025 meeting dates
- Received an update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes





# 2024/2025 Business Plan & Budget

## October to December 2024

### Performance Measures Addressed:

- ✓ Support for the development of a World Heritage listing nomination
- ✓ Kaurna culture is made intrinsic to everything we do
- ✓ A review of the Adelaide Park Lands Management Strategy is conducted which will include prioritisation of projects
- ✓ Adelaide Park Lands is featured in relevant promotional campaigns
- ✓ Kadaltilla is insured according to the requirements of the Local Government Mutual Liability Scheme
- ✓ Provided advice on plans, projects and policies for the Adelaide Park Lands
- ✓ Utilisation of skills is maximised through effective meetings that foster dialogue and the development of shared thinking
- ✓ Annual Business Plan and Budget is in place for Kadaltilla
- ✓ Created and maintained a social media profile detailing the business of Kadaltilla





# 2024/2025 Business Plan & Budget

## July to September 2024

### Performance Measures Addressed:

- ✓ The Adelaide Park Lands Fund is operational and monies are received and expended according to the provisions of Kadaltilla's Charter
- ✓ Advice of Kadaltilla is endorsed and adopted
- ✓ Kadaltilla makes appropriate use of available finances provided by Council
- ✓ Provide advice in relation to tree canopy cover, biodiversity and environmental sustainability and improvements
- ✓ Review leasing and licensing and event management policies together with other relevant Park Lands use policies
- ✓ Increase the accessibility of information
- ✓ Seek early input into issues relating to the Park Lands to ensure Kadaltilla advice is timely and relevant
- ✓ The City of Adelaide, State Government, and adjoining Councils actively engage with Kadaltilla
- ✓ Champion the development of World Heritage listing nomination





# Budget Position

## October to December 2024

\$000's	YTD Actuals	YTD Q1 Budget	Variance	2024/25 Q1 Budget	2024/25 Revised Budget	Variance
Grants, Donations, Sponsorships	-	-	-	328	328	-
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>328</b>	<b>328</b>	<b>-</b>
Employee Costs	73	82	9	175	175	-
Materials, Contracts and Other Expenses	60	79	19	138	138	-
Sponsorships, Contributions and Donations	15	-	(15)	15	15	-
<b>Total Expense</b>	<b>148</b>	<b>161</b>	<b>13</b>	<b>328</b>	<b>328</b>	<b>-</b>
<b>Operating Surplus / (Deficit)</b>	<b>(148)</b>	<b>(161)</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>-</b>

- For 2024/2025, Kadaltilla's budget of \$328,475 includes:
  - Sitting Fees and Salary of \$247,405
  - Brand and Marketing of \$25,550
  - Insurance, Audit and Legal of \$21,520
  - Grants (Adelaide Park Lands Art Prize Sponsorship) of \$15,000
  - Operations (e.g. Marketing; community forum) of \$14,000
  - External Advice of \$5,000





# Upcoming Quarter

## Key Actions:

- Finalise the draft *Adelaide Park Lands Management Strategy – Towards 2036* with State Government approval
- Undertake a Cultural Burn Park Lands Site Tour with Board Members
- Preparation of Kadaltilla's draft 2025/2026 Business Plan and Budget
- Appoint new State Government Kadaltilla / Adelaide Park Lands Authority Board Members
- Hold a Budget Workshop with Kadaltilla Board Members





# Upcoming Quarter

## Forward Report Schedule:

- CONF REPORT - Statues Commemorating South Australian Aboriginal Leaders Proposal
- REPORT - Mary Lee Park (Park 27b) – Community Sports Building Design
- REPORT - Draft Park Lands Lease and Licence Policy
- REPORT - Adelaide Aquatic Centre Redevelopment - Draft Lease
- REPORT - Kadaltilla Business Plan and Budget 2025/2026
- REPORT - Review of Adelaide Oval Community Land Management Plan
- REPORT - Gladys Elphick Park / Narnungga (Park 25) – Sports Ground Lighting Upgrades
- REPORT - Golden Wattle Park / Mirnu Wirra (Park 21W) Community Sports Building - Draft Lease for Consultation
- REPORT - Adelaide TreeClimb Landowner Consent
- REPORT - Draft Light Square Master Plan Consultation Summary and Options
- REPORT - City of Adelaide's Draft 25/26 Park Lands Budget
- REPORT - Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes



# Thank You.





# Brown Hill Keswick Creek Stormwater Project

## Project Update November 2024

### Welcome

The Board has recently endorsed strategic documents including Strategic Plan, Business Plan, Long-Term Financial Plan and Asset Management Plan. The coming months will focus on construction of the final packages of the Lower Brown Hill Creek Upgrades through to Birdwood Terrace and design development of several new packages in Upper Brown Hill Creek.

### In This Edition

- Financial Summary
- Maintenance and Operating Report
- Lower Brown Hill Creek, Packages 1-3
- Upper Brown Hill Creek, Area 3 Millswood
- Upper Brown Hill Creek, Area 1C Forestville
- Upper Brown Hill Creek Commonwealth Funded Projects



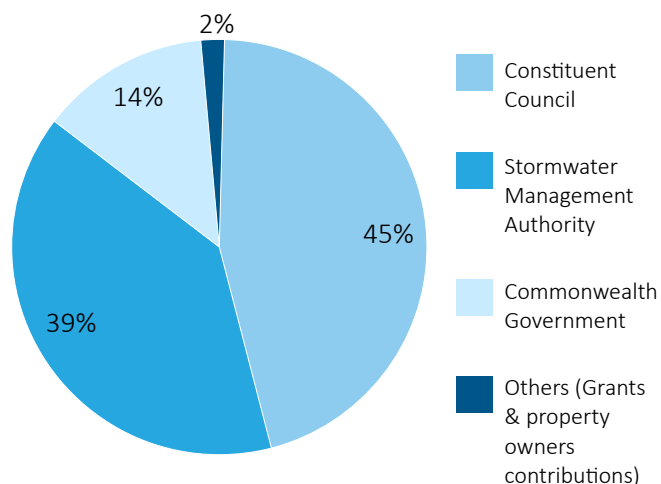
# Financial Summary

## Capital Funding Summary as at 31 October 2024

Capital funding provided to the project to 31 October 2024 includes:

- \$30.2m from the 5 Constituent Councils – the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens.
- \$25.9m from the Stormwater Management Authority.
- \$9.3m from the Commonwealth Government, being portion of a total \$21.6m commitment provided under 3 grant programs.
- \$1.12m from other sources including property owner contributions to projects and smaller State Government grant programs.

### Capital Funding Contributors



## 2024/25 Operating Summary as at 31 October 2024

	Actual YTD	Budget YTD	Variance \$
Income	\$590,660	\$492,167	\$98,493
Expenses	\$317,869	\$338,055	(\$20,186)
<b>Net Surplus</b>	<b>\$272,791</b>	<b>\$154,112</b>	<b>\$118,679</b>
Depreciation	\$64,116	\$80,000	(\$15,884)



The Board recently endorsed strategic management documents for 2025/26 and beyond, including Strategic Plan, Business Plan, Long-term Financial Plan and Asset Management Plan. These documents are critical to ensuring the Board effectively and equitably manages project delivery and ensures ongoing financial sustainability.

# Maintenance and Operating Report for Completed Works

## Maintenance Responsibility for Completed Works

Stage	Sub-project	Responsibility for Maintenance <sup>1</sup>
Flood Detention	Ridge Park Flood Control Dam	City of Unley
	Glenside Flood Detention Basin	BHKCSB – stormwater infrastructure delivered under the plan. City of Burnside – all non-stormwater assets located on site.
	Pakapakanthi Wetland and Kurangga Creek Works	BHKCSB – stormwater infrastructure delivered under the plan. City of Adelaide – all existing and non-stormwater assets on site.
LBHC	LBHC – Daly Street Bridge	BHKCSB – stormwater infrastructure delivered under the plan. City of West Torrens – road components of the project.
UBHC	UBHC Area 1 Everard Park	BHKCSB – stormwater infrastructure delivered under the plan (culvert). City of Unley – ground level shared use path improvements.
	UBHC Diversion – DPTI Culvert	DPTI
	UBHC Hawthorn Reserve	BHKCSB – stormwater infrastructure delivered under the plan. City of Mitcham – all existing and non-stormwater assets on site

<sup>1</sup> Responsibility for clearing blockages within the creek is always the responsibility of the property owner.

## 2024/25 Maintenance & Operating Budget to 31 August 2024

	YTD Actual	YTD Budget	Variance \$
Glenside Detention Basin <sup>1</sup>	\$40,599	\$51,450	(\$10,851)
Pakapakanthi Wetland <sup>2</sup>	\$48,348	\$52,500	(\$4,153)
Other Works <sup>3</sup>	\$0	\$3,333	(\$3,333)
<b>Total</b>	<b>\$88,947</b>	<b>\$107,283</b>	<b>(\$18,336)</b>

<sup>1</sup> First GPT clean for 2024/25 was undertaken 12th to 16th August. The next clean is scheduled for November.

<sup>2</sup> Wetland maintenance services are being provided under a new maintenance contract that commenced on 1 September 2024. Replanting occurred in October.

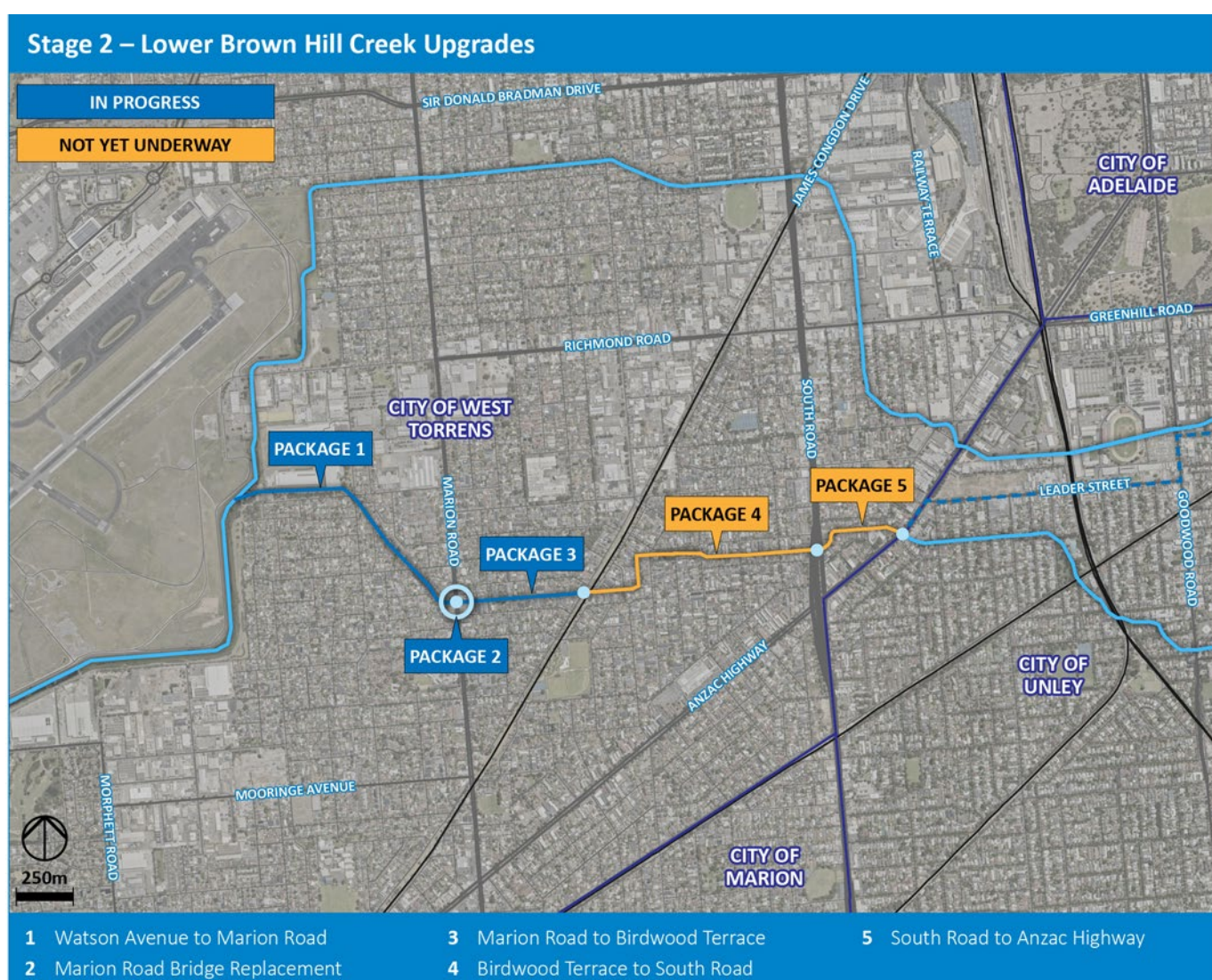
<sup>3</sup> Other works include any operating and maintenance requirements that don't relate to the wetland or Glenside site.



# Lower Brown Hill Creek Packages 1 -3

Packages 1 to 3 of the Lower Brown Hill Creek Upgrade will involve doubling the flow capacity of a 1.7-kilometre-long section of channel beginning at the south-eastern corner of Adelaide Airport and ending at Birdwood Terrace. The channel is primarily situated within a 12-metre-wide drainage corridor owned by City of West Torrens.

The upgrades will comprise a 6.8 metre wide by 1.8 - 2.1 metre high rectangular concrete channel (or an equivalent sized covered culvert) and the upgrade of four crossings using either box culverts or single span bridge structures.



# Lower Brown Hill Creek Packages 1 -3 continued...

## Key Messages

The Early Contractor Involvement (ECI) phase is underway for all remaining work packages. A key focus area for the ECI phase has been the coordination of construction staging and traffic management for the Marion Road crossing with DIT's Traffic Management Centre and service authorities. DIT has provided in-principle support for commencing the crossing upgrades during the Christmas school holidays when traffic volumes are lower than average.

Detailed design of the temporary support to the transmission gas main at the Birdwood Terrace crossing has also been progressed with APA Gas, ahead of works commencing at that location in early 2025.

The tree removal and site establishment for the channel upgrades from Harvey Avenue to Birdwood Terrace has commenced.



## Recent Works and Focus Areas

### Recent activities

- Early Contractor Involvement phase for works extending from Harvey Avenue to Birdwood Terrace.
- Site investigations to finalise private property protection works for channel upgrades.
- Coordination of construction staging and traffic management for Marion Road crossing with DIT's Traffic Management Centre and service authorities.
- Coordination of construction staging for Birdwood Terrace crossing with service authorities.
- Independent Design Certification completed for Marion Road crossing.
- Execution of voluntary Licence Agreements with property owners that are directly affected by works extending from Harvey Avenue to Birdwood Terrace.
- Commencement of tree removals and private property protection works.

### Upcoming Works

- Award of construction contracts for remaining packages to Birdwood Terrace.
- Minor service authority relocation works at Marion Road crossing and Birdwood Terrace crossing.
- Commence works on Marion Road crossing in December school holidays, subject to DIT approval.
- Complete manufacturing of precast culvert arches for Marion Road crossing.



# Upper Brown Hill Creek Area 3, Millswood

The capacity of the section of Brown Hill Creek from just downstream of Regent Street to Malcolm Street Millswood is being upgraded, including upgrade of the Regent Street culvert. The creek passes through several privately owned properties and the project team have been engaging closely with owners over the course of the design development and during construction.

## Key Messages

The remaining works through 14 Malcolm Street, including rock walls and landscape reinstatement, have re-commenced and are expected to take 2-3 months to complete.

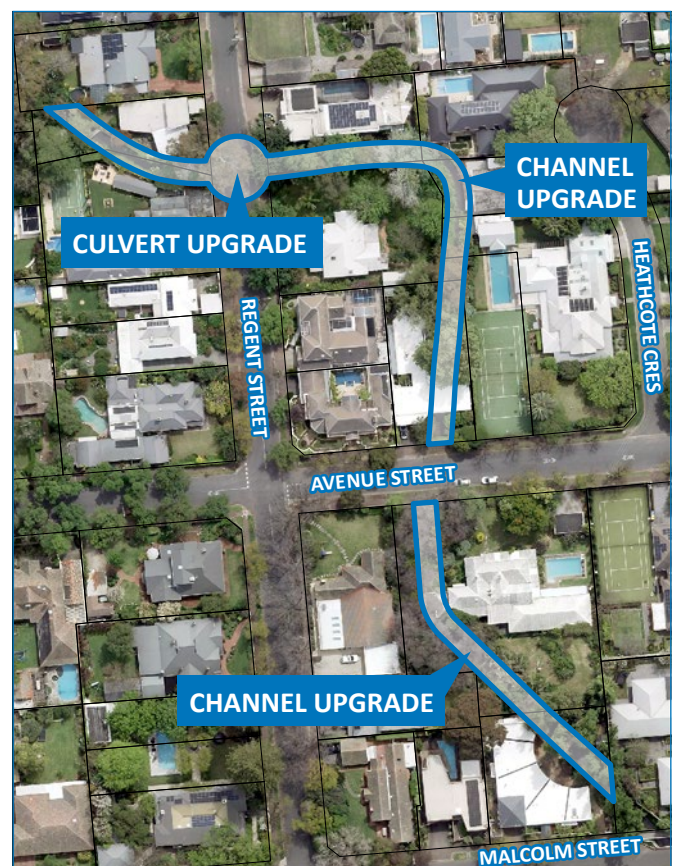
## Recent Works and Focus Areas

### Recent activities

- Re-mobilisation to site and resumption of works in 14 Malcolm Street.
- Landscape works within properties where construction is complete.

### Upcoming works

- Construction of new stacked rock walls and landscape reinstatement at 14 Malcolm Street.
- Construction of new shade structure at 14 Avenue Street.





# Upper Brown Hill Creek Area 1C, Forestville

The Leah Street to Ethel Street reach of Upper Brown Hill Creek is situated in a Council owned drainage corridor (fenced between private properties), except where it passes through private property at 16 and 18 Ethel Street. The height of the existing concrete channel needed to be raised by 0.6 metres, over a length of 175 metres, to contain the 1% Annual Exceedance Probability (AEP) design flow.

## Key Messages

The channel upgrades commenced in June 2024 and have been recently completed.

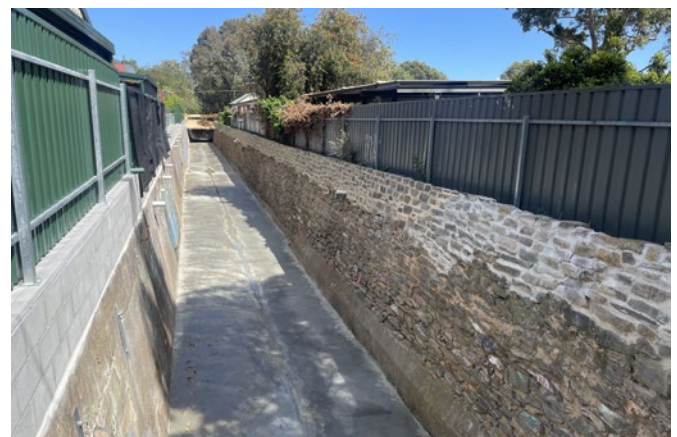
## Recent Works and Focus Areas

### Recent activities

- Establishment of voluntary Licence Agreements with private property owners to undertake channel upgrades on their land.
- Completion of channel wall raising and associated fencing upgrades.

### Upcoming works

- Practical Completion inspection for channel upgrades.

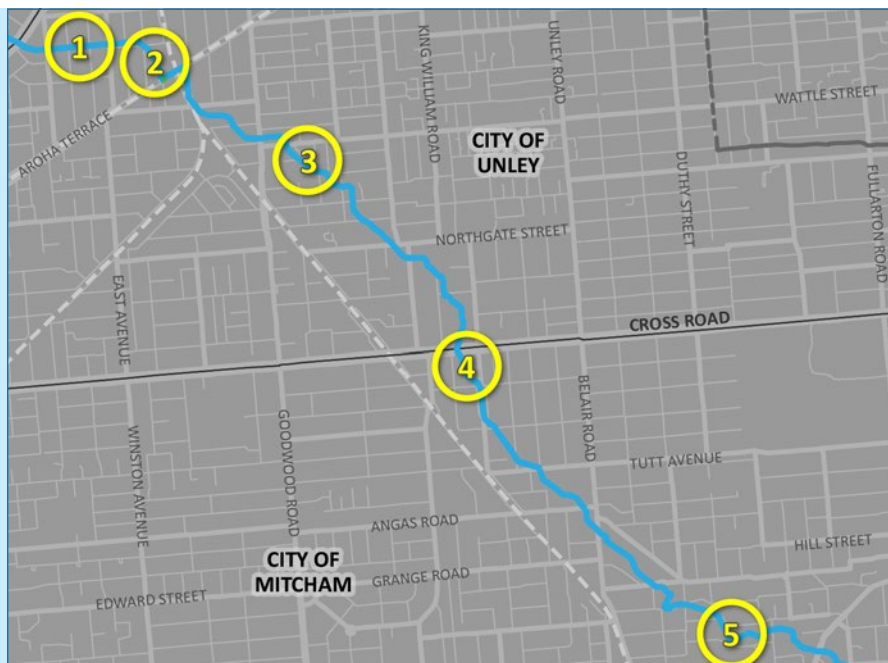


# Upper Brown Hill Creek Commonwealth Funded Projects

Five Upper Brown Hill Creek sub-projects have been funded by the Commonwealth Government's Urban Rivers and Catchments Program and Disaster Ready Fund and are scheduled for construction in the 2025/26 financial year, with the option to extend the on-ground works into 2026/27 if required.

The works will include upgrades through both private property and public open space and are located within the Cities of Unley and Mitcham as follows:

1. UBHC Area 1 – Third Avenue to Leah Street, Forestville
2. UBHC Area 1 – Forestville Reserve
3. UBHC Area 2 – Orphanage Park
4. UBHC Area 5 – Cross Road to Hampton Street, Hawthorn
5. UBHC Area 6 – Betty Long Gardens



## Private Property Interface

These sub-projects are being delivered in accordance with the *Delivery Framework for Channel Upgrades*, which establishes a series of gateways for the involvement of property owners in the design of upgrades through their land.

Individual site meetings have been held with all property owners affected by the works in Hawthorn and Betty Long Gardens to obtain their feedback on the reference designs and progress to the preliminary 50% design stage.

## Project Team

An open Request for Tender was undertaken to engage suitably qualified consultants to provide specialist input to the detailed design and construction of these sub-projects. The RFT included several technical disciplines, and the successful consultants for design and construction support services are listed below:

- Arboriculture Services – Adelaide Arb
- Ecological Services – WSP
- Environmental Services – Tonkin Consulting
- Geotechnical Services – WGA
- Landscape Architects – Aspect Studios and Oxygen
- Survey Services (Boundary and Engineering) – Alexander Symonds



# Upper Brown Hill Creek Commonwealth Funded Projects

## Design Update

WGA has progressed the civil engineering designs to the preliminary 50% design stage, incorporating property owner and previous Council feedback. Aspect Studios and Oxigen are currently preparing photomontages and landscape designs based on these preliminary civil engineering designs.

The arborist and boundary surveyor have completed their field investigations and the ecologist, environmental and geotechnical engineers will complete their field investigations in November. A constructability review and staging plan is also being developed.



## Next Steps and Community Consultation

Preliminary designs for the upgrades through public open space will be presented to City of Unley/Mitcham staff and Elected Members in early 2025, followed by a series of community information sessions. Outcomes from this consultation will enable the detailed designs to be finalised.

The detailed designs for the sections of channel through private property will continue with input from property owners, in parallel with the community engagement process.



## Procurement Policy

Strategic Alignment - Our Corporation

Public

**Tuesday, 18 February 2025**  
**City Finance and Governance**  
**Committee**

**Program Contact:**  
Nicole Van Berkel, Acting  
Manager Finance & Procurement

**Approving Officer:**  
Anthony Spartalis, Chief  
Operating Officer

## EXECUTIVE SUMMARY

Section 49(a1) of the *Local Government Act 1999* (SA) requires Council to have a policy relating to procurement practices and procedures that are directed towards:

1. Obtaining value for money in the expenditure of public money
2. Providing for ethical and fair treatment of Tenderers
3. Ensuring probity, accountability and transparency in procurement operations.

Council adopted the current Procurement Policy in December 2021 ([Link 1](#)), and it is due for review.

A review has been undertaken and three administrative amendments proposed:

- Require Council to “note” rather than “consider” the Quarterly Forward Procurement Report.
- Give responsibility for the day-to-day administration of the Policy and related documents to the Associate Director, Finance and Procurement rather than the Chief Operating Officer.
- Enable the Chief Executive Officer to review and approve minor administrative updates to the Policy.

The remaining changes to this Policy are updates to operational and functional terminology. A copy of the proposed Procurement Policy with changes tracked is shown in **Attachment A**. A table of the key changes and comments is shown in **Attachment B**.

The Policy already embeds principles around use of local goods and services, social enterprise engagement, environment, cultural, and Aboriginal and Torres Strait Islander support. The Review has enabled language around environmental sustainability to be updated, to reflect Council’s current understanding and focus in relation to these matters.

## RECOMMENDATION

The following recommendation will be presented to Council on 25 February 2024 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Adopts the updated Procurement Policy as per Attachment A to Item 7.2 on the Agenda for the City Finance and Governance Committee held on 18 February 2025.
2. Notes the table summarising changes made in the Policy as per Attachment B to Item 7.2 on the Agenda for the City Finance and Governance Committee held on 18 February 2025.
3. Authorises the Chief Executive Officer (or delegate) to make minor, typographical, syntactical and technical updates to the Procurement Policy as contained in Attachment A to Item 7.2 on the Agenda for the City Finance and Governance Committee held on 18 February 2025 to finalise the document.

## IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	<a href="#">Strategic Alignment – Our Corporation</a>
Policy	This report proposes an updated Procurement Policy incorporating three proposed administrative amendments.
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Section 49(a1) of the <i>Local Government Act 1999 (SA)</i> requires Council to have a policy relating to procurement practices and procedures that are directed towards: <ol style="list-style-type: none"> <li>1. obtaining value for money in the expenditure of public money</li> <li>2. providing for ethical and fair treatment of Tenderers</li> <li>3. ensuring probity, accountability and transparency in procurement operations.</li> </ol>
Opportunities	Not as a result of this report
24/25 Budget Allocation	Not as a result of this report
Proposed 25/26 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
24/25 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

# DISCUSSION

## Procurement Policy

1. The City of Adelaide's Procurement Policy is required to be reviewed every two years. The most recent review of the Procurement Policy (the Policy) was in December 2021. The review that was due in 2023 did not occur due to upgrading the Procurement and Contract Management System (PCMS). This upgrade was completed on 30 October 2024 and this Policy has now been reviewed considering the upgraded PCMS and relevant operational considerations.
2. The Policy already embeds principles around use of local goods and services, social enterprise engagement, environment, cultural, and Aboriginal and Torres Strait Islander support. The Review has enabled language around environmental sustainability to be updated, to reflect Council's current understanding and focus in relation to these matters.
3. The proposed Policy-related amendments are as follows:

### Update to Language around Environmental Sustainability

4. Seek to embed environmental sustainability requirements across all procurements, where appropriate and possible, rather than limiting this to procurement and contracting for Tier 1, Tier 2 and higher risk procurement activities.
5. Expansion upon generic text such as "minimise environmental impacts to air, land, water" and "minimise environmental greenhouse gas emissions" to be more explicit, such as:
  - Reduce the use of natural resources, water and energy and support regeneration
  - Minimise generation of waste in manufacturing and distribution, use and disposal
  - Reduce single-use plastic and consumable products
  - When waste is unavoidable, move higher on the waste hierarchy
  - Consider sustainable end-of product life options including product stewardship schemes, and
  - Where practicable, utilise recycled content in products, structures, and services even if they are more costly, while recognising the need to obtain value in the expenditure of public money.

### Proposed Amendment – Quarterly Forward Procurement Plan for Noting

6. Minor amendment to the Reporting and Delegations section of the Policy is proposed.
7. The current Policy requires Council to *consider* the Quarterly Forward Procurement Report and states:

*Council Members will be provided with a quarterly forward procurement report for **consideration**, detailing tenders and subsequent contracts that have an estimated value of over \$2,000,000 (ex GST) or that are of high risk and will require Council approval.*
8. The current practice is that Council *notes* rather than *considers* the Quarterly Forward Procurement Report, and it is proposed to change the Policy to reflect this.
9. The proposed amendment would remove the potential for duplication of decision-making, as procurement activities presented to Council in the Quarterly Forward Procurement Report are items that have already been approved in the annual Business Plan and Budget.
10. The proposed amendment to the Policy will state:

*Council Members will be provided with a quarterly forward procurement report **for noting**, detailing tenders and subsequent contracts that have an estimated value of over \$2,000,000 (ex GST) or that are of high risk and will require Council approval.*
11. No change to information currently presented in the Quarterly Forward Procurement Report will occur as a result of the proposed amendment to the Policy.

### Proposed Amendment – Monitoring and Implementation

12. An amendment to the Monitoring and Implementation section of the Policy is proposed, to remove an internal inconsistency.
13. The Monitoring and Implementation section of the Policy assigns responsibility for the implementation and monitoring of the Policy to both the Chief Operating Officer and Manager, Finance and Procurement, stating:



*This Policy becomes effective upon approval by the Council Members of the CoA. Implementation and maintenance of the Policy is the responsibility of the Chief Operating Officer and Manager, Finance and Procurement. In addition, the Chief Operating Officer and Manager, Finance and Procurement, are responsible for monitoring and reporting Policy adherence.*

14. The Administrative section of the Policy states:

*The Associate Director, Finance & Procurement has overall responsibility for the maintenance, review, approval and support of documents relating to Procurement activities.*

15. The proposed amendment to the Policy will state:

*This Policy becomes effective upon approval by the Council Members of the CoA. Implementation and maintenance of the Policy is the responsibility of the Chief Operating Officer. The Associate Director, Finance and Procurement is responsible for the monitoring of the Policy and reporting Policy adherence.*

16. The proposed amendment removes reference to the Manager, Finance and Procurement (this position no longer exists) in the statement of the Chief Operating Officer's responsibilities and assigns the monitoring of the Policy and reporting on the adherence to the Policy to the Associate Director, Finance and Procurement.
17. This additional responsibility of the Associate Director, Finance and Procurement aligns the day-to-day oversight of the Policy with the role's current responsibilities of overall responsibility for documents that support procurement activities.
18. No change to the day-to-day operational management of the Policy or supporting document is anticipated through this amendment.

#### **Proposed Amendment – Minor Administrative Amendments**

19. An amendment to the Administrative section of the Policy to maintain the currency and relevance of the Policy document is proposed.
20. The CoA has recently undergone a corporate restructure. Some parts of the Policy and operating guidelines will be impacted by the restructure, in particular, references to the roles of Managers in Corporate Services and an additional Directorate that will be required to adhere to the Procurement policies and guidelines.
21. Minor amendments to update the names of, and/or links to policies and guidelines; associated files; updates to relevant legislation; glossary definitions; and roles and/or job titles shall be submitted to the Chief Executive Officer for approval as a version-controlled update notification that will be act as an Addendum to the Policy not less than bi-annually.
22. Any approved Addendum will be published in accordance with the current reporting requirements. Additionally, an E-News with the Addendum attached will be provided to Councillors for noting.
23. Any changes included in any approved Addendum will be incorporated into the Policy as part of the nearest scheduled review of the Policy.
24. Any amendments to operating guidelines will be submitted to the Chief Executive Officer for endorsement.
25. The City of Adelaide's proposed Procurement Policy as shown in Attachment A, is supported by operating guidelines and work instructions. As part of the review of the Procurement Policy, two operating guidelines were reviewed and updated to reflect current operational practices.

---

## **DATA AND SUPPORTING INFORMATION**

**Link 1** – Current Procurement Policy (December 2021)

---

## **ATTACHMENTS**

**Attachment A** – Procurement Policy (2025)

**Attachment B** – Procurement Policy (2025) Table of Key Changes and Comments

# PROCUREMENT POLICY

Legislative

## PURPOSE

### **Primary Procurement Principles**

The purpose of this Procurement Policy (the policy) is to achieve the principles set out in section 49(a1) of the *Local Government Act 1999* (SA), being to develop and maintain procurement policies, practices and procedures that are directed towards:

- obtaining value for money in the expenditure of public money
- providing for ethical and fair treatment of Tenderers
- ensuring probity, accountability and transparency in procurement operations.

This Policy enables the City of Adelaide (CoA) to:

- meet legislative requirements and compliance with the *Local Government Act 1999* (SA)
- deliver best value outcomes
- ensure ethical conduct, accountability and transparency
- manage risk management factors and ensure continuity of supply
- deliver its strategic objectives.

### **General Procurement Principles**

The purpose of this Policy is also to align to CoA's strategic, corporate and financial objectives.

### **Scope**

This Policy covers all expenditure-related Procurement activities for the provision of goods, works and services to the CoA. This Policy applies to anyone who undertakes or is involved in procurement activities on behalf of the CoA including its subsidiaries, Council Members and all suppliers. Compliance with this Policy is mandatory unless expressly indicated otherwise.

### **Out of Scope**

This Policy does not cover expenditure or revenue related to asset disposals, real property acquisitions and other non-procurement expenditure, examples of which are listed below:

- corporate sponsorships
- CoA sponsorships
- donations
- employment contracts
- funding arrangements
- grants
- incentive schemes
- strategic partnerships

The City of Adelaide acknowledges the Kaurna people as the Traditional Owners of the Country where the city of Adelaide is situated, and pays its respect to Elders past, present and emerging.



Please refer to Acquisition & Disposal of Land Policy and associated Guidelines for more information on asset disposals, real property acquisition and disposals.

-----

**STATEMENT**

The City of Adelaide spends significant funds on procuring a wide variety of goods, services and works to assist in meeting the outcomes of its strategic plan, to supplement and broaden the range of its own service delivery to the community and to support all of the functions of the organisation.

It is therefore important that the CoA obtains quality Goods and Services, ensures it is receiving value for money, appropriately manages exposure to any risks, ensures a high level of customer service and maintains transparency and fair dealings with the marketplace.

This Policy is supported by three operating guidelines, that are:

- Procure to Pay Guidelines
- Procurement and Contract Management Operating Guideline; and
- Procurement and Contract Approvals Guidelines.

**PROCUREMENT PRIMARY PRINCIPLES**

**Obtaining value in the expenditure of public money**

The CoA will undertake efficient and effective procurement and contract management activities to ensure that value for money is obtained and public money is wisely spent.

The CoA will have regard to the following measures in obtaining value for money in conjunction with providing for ethical and fair treatment of tenderers:

Value for Money	<p>The CoA will strive to obtain the best value for money through:</p> <ul style="list-style-type: none"><li>• consideration of both financial (whole of life costs) and non-financial factors (including risks) associated with the purchase of goods and services in a timely and efficient manner, commensurate with the nature of the purchase</li><li>• monitoring the performance of suppliers, with the aim of developing open and effective relationships to ensure the delivery of high-quality goods and services that are fit for purpose and aligned with the CoA’s strategic objectives and values</li><li>• implementing strategies to avoid unnecessary or repetitive consumption and generation of waste; and</li><li>• consideration of alternatives to ownership such as service- based models which may offer long term strategic value.</li></ul> <p>The lowest cost may not be the only factor in achieving value for money.</p> <p>Value-for-money will include measures of broader benefit to Adelaide city, such as employment, investment, economic development and social procurement objectives.</p>
-----------------	---

Procurement Methods	<p>The CoA will consider the utilisation of various procurement methods , examples of which are:</p> <ul style="list-style-type: none"> <li>• competitive quoting and tendering</li> <li>• negotiating with tenderers,</li> <li>• CoA managed procurement panels</li> <li>• select market approach (non-tendered)</li> <li>• accessing external panels and Purchasing Cooperatives.</li> </ul> <p>Further detailed information on the procurement methods are defined in the Procurement and Contract Management Operating Guideline.</p> <p>The use of Purchasing Cooperatives will be in accordance with the <i>Competition and Consumer Act 2010</i> (Cth) and with the principle of fair trade and competition.</p>
CoA Risk Management	<p>The CoA will ensure that appropriate practices and procedures of internal control and risk management are in place for its procurement activities including risk identification, assessment and implementation of controls. Key strategic risk categories that may be considered are:</p> <ul style="list-style-type: none"> <li>• financial risk</li> <li>• operational risk</li> <li>• work, health and safety risk</li> <li>• legal risk</li> <li>• reputational risk</li> <li>• supply chain risk</li> <li>• environmental and climate risk.</li> </ul>
Procurement Risk Management	<p>Procurement Risk Assessments can influence the approach to market, with higher risk procurements requiring more formal procurement planning methodologies and higher levels of management oversight.</p> <p>A Procurement Risk Assessment will aim to identify key procurement process risks that may influence the delivery of a procurement activity.</p> <p>Key procurement risks include:</p> <ul style="list-style-type: none"> <li>• procurement value</li> <li>• procurement complexity</li> <li>• service delivery</li> <li>• reputational/Political</li> <li>• financial</li> <li>• safety and Environment</li> <li>• supplier capacity and capability</li> </ul>
Financial Risk	<p>To protect the CoA from financial risk, the Procure to Pay Guidelines will be followed by all Council Officers. These controls include the requirement that a purchase may not be split into smaller amounts for the purpose of circumventing the monetary threshold of this policy and the Operating Guidelines.</p> <p>Measures that intentionally seek to avoid thresholds being reached such as invoice splitting, placing multiple orders or seeking multiple quotes with the same Supplier, are in breach of this policy and Operating Guidelines.</p>

Contract Management	<p>It is important that Council Officers responsible for the delivery of goods and services by a supplier manage delivery in reference to the contract. contract management will enable the CoA to manage contracts and Supplier Relationships to give value for money and improve performance expectations.</p> <p>Contract management includes:</p> <ul style="list-style-type: none"> <li>• managing delivery;</li> <li>• managing the relationship of suppliers and stakeholders;</li> <li>• contract administration;</li> <li>• procure to pay functions;</li> <li>• management of a project's contingency budget through relevant financial delegate approvals;</li> <li>• continuous improvements; and</li> <li>• change management.</li> </ul> <p>The level of contract management required will be determined with reference to the scale, risks, complexity, duration of the contract and importance of the contract deliverables.</p>
Supplier Relationships	<p>The CoA is committed to developing strategic partnerships with suppliers. This involves working collaboratively with and providing information to suppliers to enable them to deliver innovative solutions and continuously improve their services for the mutual benefit of the supplier and the CoA during the delivery of the goods and services.</p>
Work Health & Safety	<p>The CoA is committed to protecting human health, safety and welfare in the workplace. CoA will ensure that its procurement activities protect the health, safety and welfare of Council Members, Council Officers, volunteers, customers, suppliers, third parties and our community.</p>

### **Providing for ethical and fair treatment of Tenderers**

The CoA will provide open and fair access to its procurement activities and maintain ethical treatment of participants through consistent processes.

Ethical and fair treatment	<p>The CoA will provide ethical and fair treatment through:</p> <ul style="list-style-type: none"> <li>• ensuring reasonable access for all suitable and competitive suppliers;</li> <li>• providing adequate, identical and timely information to all participants;</li> <li>• undertaking duties in an ethical, impartial and responsible manner whilst exercising sound judgement; and</li> <li>• buying without favouritism or prejudice.</li> </ul>
Ethical and fair measures	<p>The CoA will have regard to the following measures in providing ethical and fair treatment of Tenderers:</p> <ul style="list-style-type: none"> <li>• ensuring Council Officers disclose any conflict of interest and disregard any personal interest when undertaking a procurement activity;</li> <li>• presenting clear and easy to understand evaluation criteria and methodology;</li> <li>• conducting transparent and consistent evaluation processes in line with CoA's Operating Guidelines; and</li> <li>• providing feedback to tenderers on decisions and access to a timely and effective complaints process.</li> </ul>

### **Ensuring probity, accountability and transparency in Procurement activities**

The CoA will ensure:

- probity is maintained through upholding integrity, honesty, and confidentiality

- accountability and transparency are maintained through appropriate delegations and reporting, and adequate management and provision of information for Procurement activities.

Probity, accountability and transparency	<p>The CoA will ensure probity, accountability and transparency through:</p> <ul style="list-style-type: none"> <li>• conduct in line with Council Member Behavioural Support Policy and CoA Code of Conduct for Employees provisions created pursuant to the <i>City of Adelaide Act 1998</i> (SA) and the <i>Local Government Act 1999</i> (SA);</li> <li>• conduct in line with CoA's Gifts and Benefits Operating Guideline i.e. Council Officers will decline gifts, favours, gratuities or any other benefits from tenderers or suppliers which may, or could be deemed to influence equity or impartiality;</li> <li>• awareness of the requirements contained within the <i>Freedom of Information Act 1991</i> (SA) and the <i>Independent Commissioner Against Corruption Act 2012</i> (SA);</li> <li>• ensuring that roles, responsibilities and delegations are clearly established and that there is adequate training and knowledge sharing for Council Members and Council Officers; and</li> <li>• ensuring that any projects that have a budget over the Prudential Reporting Threshold will have a prudential management report commissioned or presentation to Council as required by the Prudential Management Policy.</li> </ul>
Reporting & Delegations	<p>The CoA will have regard to the following measures in ensuring probity, accountability and transparency:</p> <p><b><u>Reporting</u></b></p> <ul style="list-style-type: none"> <li>• Council Members will be provided with a quarterly Forward Procurement Report, for noting, detailing planned tenders and subsequent contracts that have an estimated value of over \$2,000,000 (ex GST) or that are of high risk and will require the approval of the Council Members.</li> </ul> <p><b><u>Approval to Award Contract by Council Members</u></b></p> <ul style="list-style-type: none"> <li>• Council Members will be requested to approve the award of all contracts that exceed \$2,000,000 (ex GST). In accordance with sections 90 and 91 of the <i>Local Government Act 1999</i> (SA), all tender and contract award reports will be submitted to Council in confidence because they contain commercially sensitive information and to allow for effective negotiation up to contract execution. Generally, a contract award report will be submitted once contractual negotiations with the preferred Tenderer have taken place. However, there may be occasions of expediency that require a contract award report to be submitted to Council prior to completion of tender evaluations or negotiations. In that instance, approval to award the contract to the preferred Tenderer may be delegated to the Chief Executive Officer (CEO) or their delegate. A forward procurement plan for procurement activity over \$150,000 (ex GST) will be published on the CoA website.</li> </ul>

## PROCUREMENT POLICY

	<p><b><u>Delegations &amp; Approvals</u></b></p> <ul style="list-style-type: none"> <li>• The Council Members may delegate the approval for the expenditure of money for goods and services as per section 44 of the <i>Local Government Act 1999 (SA)</i></li> <li>• The CEO has delegated authority to award contracts and approve expenditure within Council's approved budget up to and including \$2,000,000 (ex GST). A summary of the Procurement delegations can be found in the Procurement Approval Guidelines;</li> <li>• Council Officers will not incur expenditure unless the funds are allocated within a budget approved by Council and/or it is reasonably assumed that the expenditure amount will be included in a future budget; and</li> <li>• The CEO has delegated authority to award contracts that exceed \$2,000,000 (ex GST) pursuant to Purchasing Cooperative arrangements, provided that the contract is within the Council approved budget.</li> </ul>
Confidentiality	The CoA will take all reasonable steps to preserve the confidentiality of the information it obtains from a tenderer or supplier.

### PROCUREMENT GENERAL PRINCIPLES

Planning for Procurements is to include consideration of how the goods and services can contribute to the outcomes outlined in the CoA's strategic plan through the following means, where practical:

Use of local goods and services	<p>Procurements are to be undertaken with a view to supporting local businesses. In the order of consideration, these are those based or with significant operations in:</p> <ul style="list-style-type: none"> <li>• the Adelaide city (physical address of operation, located in postcodes 5000 and 5006)</li> <li>• South Australia</li> <li>• Australia.</li> </ul> <p>The support to be provided, which will endeavour to comply with the principles of the State Government's South Australian Industry Participation Policy, is to include:</p> <ul style="list-style-type: none"> <li>• ensuring local Suppliers have the opportunity to provide tenders in each procurement</li> <li>• maximising the total hours of work allocated to locally based workers</li> <li>• maximising the value of materials sourced from and/or manufactured by local businesses</li> <li>• creating new employment and work training opportunities in the local area</li> <li>• encouraging new capital investment in the local area.</li> </ul>
---------------------------------	--

Social Enterprise Engagement	<p>Using the power of the marketplace to solve the most pressing societal problems, social enterprises are commercially viable businesses existing to benefit the public and the community, rather than shareholders and owners.</p> <p>An organisation is considered to be a social enterprise where:</p> <ul style="list-style-type: none"> <li>the enterprise has a defined primary social purpose, environmental or other public benefit</li> <li>the enterprise derives a substantial portion of its income from trade</li> <li>the enterprise reinvests 50% or more of annual profits towards achieving the social purpose.</li> </ul> <p>In essence, social procurement is where the organisation procures the product or service with the potential added value created through jobs and opportunities for people who may have struggled to find work, reinvigoration of depressed or marginalised communities as well as driving better business outcomes through improved staff engagement and positive brand messaging. Procurements are to be undertaken with a view to supporting social enterprises to meet the needs of the community.</p>
Environmental	<p>Maintain a commitment to long-term environmental sustainability through procurement and contracting activities that:</p> <ul style="list-style-type: none"> <li>reduce the use of natural resources, water and energy and support regeneration;</li> <li>eliminate or minimise environmental impacts to air, land, water;</li> <li>minimise greenhouse gas emissions;</li> <li>minimise generation of waste in manufacturing and distribution, use and disposal;</li> <li>reduce single-use plastic and consumable products;</li> <li>when waste is unavoidable, move higher on the waste hierarchy;</li> <li>consider sustainable end-of product life options including product stewardship schemes;</li> <li>where practicable, utilise recycled content in products, structures, and services even if they are more costly, while recognising the need to obtain value in the expenditure of public money.</li> </ul> <p>The following actions will be implemented (where practicable) to achieve the above outcomes:</p> <ul style="list-style-type: none"> <li>prioritising products and services that support a circular economy (i.e. reuse, sharing, repair, refurbishment, remanufacturing, is service based, and includes product stewardship schemes or extended producer responsibility) and can be composted or recycled at end of useful life.</li> <li>considering climate change impacts of and to assets and services when making decisions on contracts;</li> <li>support transparency and accountability by requesting sufficient information from suppliers such as certification, labelling and data (e.g. life-cycle assessments or product disclosure statements) to enable evaluation of issues relative to environmental impacts, particularly waste, greenhouse gas emissions and climate change impacts.</li> </ul>

Cultural	<p>Cultural procurement means providing opportunities for artists, makers and creatives in the arts and creative industries.</p> <p>For purposes of this Policy, where a supply involves a creative aspect, CoA will utilise the procurement, where practical, to engage with South Australian makers and creatives in the arts, and creative industries who will deliver programs and activities in the CoA local government area. These programs and activities will be for the City community and contribute to the cultural life and vitality of the City. Examples of makers and creatives include artists, illustrators, photographers, designers, authors, musicians, performers, jewellers and production teams.</p> <p>By doing so CoA will showcase and support artists, makers and creatives to build their enterprises, and support the “Cultural Lens” goals in the CoA Cultural Strategy.</p>
Aboriginal and Torres Strait Islander Support	<p>The CoA is committed to supporting Aboriginal and Torres Strait Islander businesses and promoting the employment of Aboriginal and Torres Strait Islander peoples. To support this commitment, the CoA, where deemed appropriate, will include a weighted evaluation criterion that assesses the Tenderers’ credentials in engaging Aboriginal and Torres Strait Islander people.</p> <p>The City of Adelaide Stretch Reconciliation Action Plan 2024- 2027 outlines the CoA’s commitment.</p>

To ensure that the procurement of the goods and services contribute to the outcomes outlined in the CoA’s Strategic Plan 2024-2028 through the means outlined above, specific targets and action plans will be set for each of the five means. Targets will reflect what can realistically be achieved and will be based on the size of the supply market available to Council for each means in the 5000 and 5006 postcode areas and South Australia more broadly.

## CONDUCT OF PROCUREMENTS

The CoA will undertake an open competitive market approach for all Procurements reasonably estimated to be worth over \$150,000 (ex GST) other than:

- when undertaking a secondary procurement based on an existing agreement (for example when buying from a panel contract)
- when procuring from a Purchasing Cooperative
- where a Non-Tendered Approach or a select market approach may be the most appropriate method of purchasing. In the circumstances of a Non-Tendered Approach the CoA will record the reasons for this approach, and be approved by the relevant Delegated Authority as stated in the Operating Guidelines.

Procurements that have an open market approach will be advertised on the SA Tenders and Contracts website: <https://www.tenders.sa.gov.au>; through the Local Government Association Procurement (LGAP)’s membership of Vendor Panel; or other forms of publication approved by the [Associate Director](#), Finance and Procurement. A link to the SA Tenders and Contracts website is also provided on the CoA’s website.

Where the CoA accesses a Purchasing Cooperative (such as a Local or State Government or CoA panel or contract) established in accordance with transparent competitive tendering processes, it is deemed that these are contracts resulting from a tender process and as such will not be recorded as a Non-Tendered Approach.



Where requests for tender or proposals have been invited for a contract for the provision of goods and services, the CoA may negotiate with one or more of the tenderers. Further, if the CoA determines it appropriate, the CoA may negotiate with any other person who is not a tenderer and enter into a contract on such terms as CoA deems fit whilst ensuring probity is maintained for any negotiation undertaken.

The CoA may close a tender if there are no suitable tender submissions received and proceed to negotiate with any one or more of the tenderers or any other entity.

### **EMERGENCY PROCUREMENT**

When responding to an emergency in accordance with the provisions of the South Australian Government's State Emergency Management Plan or formal arrangements outlined in other state or Commonwealth emergency service-related legislation – procurement activities should be undertaken in the most expedient manner possible.

Procurement activities undertaken in response to an emergency situation should, to the maximum extent possible, comply with CoA's normal policies and guidelines.

Requirements relating to procurement planning will be waived for any procurement that is required as a result of an emergency that falls under the purview of the State Emergency Management Plan.

### **ENGAGEMENT OF SUPPLIERS AND EXECUTION OF AGREEMENTS**

The final decision to execute a contract with a Supplier (including the issue of purchase orders and the extension of existing contracts) is subject to the approval to expend funds pursuant to sections 36, 37, 44(3)(e), 133 and 137 of the *Local Government Act 1999* (SA).

The execution of the contract is to be undertaken in accordance with the Procurement and Contract Approvals Operating Guideline.

### **MONITORING & IMPLEMENTATION**

This Policy becomes effective upon adoption by the Council Members of the CoA. Implementation and maintenance of the Policy and guidelines is the responsibility of the Chief Operating Officer. The Associate Director, Finance and Procurement is responsible for monitoring and reporting Policy adherence.

### **BREACH OF POLICY OR PROCEDURES**

Non-compliance with this Policy may result in a breach of CoA's legislative requirements and disciplinary actions, including dismissal. In addition, criminal and civil penalties may be imposed if Council Members, Council Officers, Tenderers or Suppliers breach fraud, corruption, bribery or Australian Consumer Laws as set out in Schedule 2 of the *Competition and Consumer Act 2010* (Cth).

All serious breaches or non-adherence to this Policy or guidelines will be reported to the CoA's CEO as soon as practicable after the breach has been discovered. The CEO may refer the matter to its external Audit and Risk Committee. A serious breach is one that leaves the CoA open to a risk rating of high in terms of likelihood or consequence as defined by the CoA's Risk Management Operating Guidelines.

### OTHER USEFUL DOCUMENTS

#### Relevant Legislation

*The Local Government Act 1999* (SA) in particular section 49, is relevant to the tendering process, however various other acts and regulations apply to the CoA's diverse range of procurement activities. This Policy is intended to supplement these instructions. Any inconsistency that may arise between this Policy and a relevant act or regulation shall be resolved in favour of the act or regulation.

In accordance with the *Freedom of Information (Miscellaneous) Amendment Act 2004* (SA), any contracts to which the CoA is a party, which require any part of the contract to be considered confidential, must include the approved confidentiality clause. Any contracts using the confidentiality clause must be reported to the Freedom of Information Officer by the Procurement and Contract Management team, who reports via the Freedom of Information reporting system.

Council Officers (and Suppliers) are subject to the *Independent Commissioner Against Corruption Act 2012* (SA) which has been established to identify corruption in administration, and prevent or minimise corruption, misconduct and maladministration.

In addition, Council Officers must act in accordance with the CoA's Code of Conduct for Employees and always display behaviours that align with the concepts of honesty, integrity, probity, diligence, fairness, trust and respect in their undertakings with a procurement and contract management activity.

#### **Related documents**

- City of Adelaide Code of Conduct for Employees
  - Employee Conflict of Interest Operating Guideline
  - Gifts and Benefits Operating Guideline
- Acquisition & Disposal of Land Policy
- Prudential Management Policy

### GLOSSARY

Throughout this document, the below terms have been used and are defined as:

**Adelaide Central Market Authority (ACMA):** means the authority which supports the Adelaide Central Market (ABN 54 824 264 891) a subsidiary of the CoA.

**Adelaide Economic Development Agency (AEDA):** means the agency which supports economic development of the City of Adelaide as a subsidiary of the CoA (ABN 76 182 348 392).

**Adelaide Park Lands Authority (APLA):** means the subsidiary of the CoA established under the *Local Government Act 1999* (SA) and the *Adelaide Park Lands Act 2005* (SA) which provides advice to the CoA and State Government on the management of the Adelaide Park Lands.

**CoA:** means The Corporation of the City of Adelaide (ABN 20 903 762 572) trading as the City of Adelaide.

**Contract Management:** means the management of Supplier's performance against the contract including the key performance indicators and deliverables stipulated in the contract.

**Council Members:** means the collective elected members of Council.

**Council Officers:** means any employee, contractor, consultant, temporary member of staff working for, or on behalf of, the CoA.

**Delegated Authority:** The Council Officer(s) delegated to approve financial delegations and contract executions for expenditure, revenue generation or other financial and non-financial activities as set out in Appendix 1 of the Procurement and Contract Approvals Operating Guideline.

**Goods and Services:** mean goods, services and works procured externally by the CoA.

**GST:** means the goods and services tax as defined in *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

**Non-procurement Activity:** An activity that does not require an approach to the market through one of the Procurement Methods.

**Non-tendered:** A Procurement activity in which goods, works or services are directly sourced from a single Supplier.

**Operating Guidelines:** means the operating guidelines that support this policy.

**Procurement:** means the whole process of acquisition of goods, works or services whether by tender, quote, expression of interest or any other similar process. The procurement continuum spans the whole life cycle from initial concept, contracting and Contract Management through to the end of a services contract, cessation of the supply of goods and the whole of life considerations of an asset.

**Procurement Activity:** The procurement process, as detailed in the Procurement and Contract Management Guideline, that is effectively complete upon the execution of an agreement with a preferred supplier(s) and results in the handover from the Procurement team to the program unit who initiated the procurement activity for the Contract Management of the supplier and the goods, works or services that have been procured.

**Procurement Method:** the approved method for obtaining goods, works or services from a Supplier(s).

**Procurement Risk Assessment** means a process conducted by the Procurement Team to analyse risks specific to a procurement process to minimise problems occurring that may impact the procurement objectives. Risk is categorised into four tiers, with Tiers 1 and 2 considered higher risk; and Tiers 3 and 4 considered lower risk.

**Prudential Report:** A report, as required by the Prudential Management Policy, to be commissioned and presented to Council for all projects over the Prudential Report Threshold, as published annually on the CoA website.

**Purchasing Co-operative:** means any cooperative purchasing group, including but not limited to the Local Government Association.

**Supplier:** means any external person or entity providing, or offering to provide, Goods and Services to the CoA.

**Tenderer:** means any person or entity that has made an offer to the CoA in response to a Procurement activity.

---

## ADMINISTRATIVE

- (i) As part of Council's commitment to deliver the City of Adelaide Strategic Plan 2024-2028, services to the community and the provision of transparent information, all policy documents are reviewed as per legislative requirements or, when there is no such provision, a risk assessment approach is taken to guide the review timeframe.
- (ii) This Policy document will be reviewed every two years unless legislative or operational change occurs beforehand. The next review is required by February 2027.
- (iii) Minor amendments to update the names of, and/or links to policies and guidelines; associated files; updates to relevant legislation; glossary definitions; and roles and/or job titles shall be submitted to the Chief Executive Officer for review and approval as a version update to this Policy not less than bi-annually. Amendments that have a policy implication or are inconsistent with the Policy, are not allowed to be included in any review submitted to the Chief Executive Officer.
- (iv) The Associate Director, Finance & Procurement has overall responsibility for the maintenance, review, approval and support of documents relating to procurement activities.
- (v) When procurement occurs within a program, it remains the responsibility of the individual Associate Director and their Director (or equivalent) to ensure compliance to this Policy.

**Review history:**

Trim Reference	Authorising Body	Date/ Decision ID	Description of Edits
ACC2025/12808	Council	TBC	Updates to terminology and operational function to align with current work practices. Alignment to recently endorsed policies/strategies (specifically Strategic Plan 2024-28, and Prudential Management Policy) Three proposed administrative changes
ACC2022/3738	Council	14 December 2021	Council decision to reduce CEO delegation from \$4m to \$2m.
ACC2021/100850	Council	8 June 2021	General Improvements. Increased focus on the use of local goods and services, and Aboriginal, social, environmental and cultural outcomes. Less prescriptive in application of the formula of the State Government's Industry Participation Policy. The Policy will allow for the weighting to be varied for each procurement. Change in open market approach threshold from \$100,000 to \$150,000. (Minor formatting changes made by administration).
ACC2016/179390	Council	6 December 2016	
ACC2013/103644	Council	16 July 2013	
ACC2011/29292	Council	8 March 2011	

**Contact:**

For further information contact the Finance and Procurement Program

City of Adelaide  
 25 Pirie St, Adelaide, SA  
 GPO Box 2252 ADELAIDE SA 5001  
 +61 8 8203 7203  
[city@cityofadelaide.com.au](mailto:city@cityofadelaide.com.au)

## Attachment B: Procurement Policy (2025) Table of Key Changes and Comments

No	Page	Item	Change/Comment
1		Global updates	Grammatical and language changes updated throughout the document to support the full review.
2	1	Primary Procurement Principles	CoA acronym expanded to City of Adelaide in line with general use of acronyms.
3	1	Scope	CoA's subsidiaries' acronyms removed in order to simply and future-proof the document to only refer to subsidiaries.
4	1	Out of Scope	Strategic partnerships have been added as an additional example of non-procurement activities.
5	2	Out of Scope	Update to the name of the Acquisition & Disposal of Land & Infrastructure Assets Policy to the new policy's title of Acquisition & Disposal of Land Policy.
6	2	Statement	Goods and Services updates to Good, Services and Works throughout the policy.
7	2	Statement	Update to the name of the Procurement Approval Guideline to the new guideline's title Procurement and Contract Approvals Guideline.
8	2	Value for Money	Inclusion of 'and social procurement objectives' to the definition of value for money.
9	3	Procurement Methods	Update to the language used in this section to simplify the definition of procurement methods and the inclusion of a referral to the relevant guideline for further information.
10	3	CoA Risk Management	Removal of reference to procurement risk management so that this section refers to general CoA risk management principles as a new section below dealing specifically with Procurement Risk Management has been added.
11	3	Procurement Risk Management	A new section below dealing specifically with Procurement Risk Management has been added.
12	4	Contract Management	Simplification of the definition of contract management and the inclusion of an additional point to include the management of a project's contingency budget as part of contract management
13	4	Supplier Relationships	Minor language changes
14	5	Probity, accountability and transparency	Replacement of 'Council Members' with the Council Member Behavioural Support



			Policy to include the latest relevant policy names.
15	5	Probity, accountability and transparency	Inclusion of an additional measure in line with the Prudential Management policy that requires a prudential report for any project with a value over the Prudential Reporting Threshold.
16	5	Reporting & Delegations: Reporting	<b>Proposed Amendment:</b> A change in the requirement for Council Members when receiving the Quarterly Forward Procurement Report to note the report rather than consider the report. The language change adopts the current practice that the report is a information-only document and is based on projects that have already been approved as part of the annual Business Plan and Budget process.
17	5	Reporting & Delegations: Approval to Award Contract by Council Members	Minor language change to reflect that Award of Contract reports for projects over \$2m will be presented to Council, and not Council Members in confidence. A minor language change to better explain why an Award of Contract report that is presented to Council prior to the preferred supplier being selected due to expediency may be presented to Council prior to the completion of tender evaluations or negotiations.
18	5	Reporting & Delegations: Approval to Award Contract by Council Members	Minor language changes to ensure consistency of terminology referring to Council and Council Members.
19	7	Procurement General Principles: Environmental	A major rewrite of this section of the policy was undertaken by the Circular Economy team in order to reflect current strategic priorities. The section appears as was provided, with no changes made by other members of the CoA. The original text is below in the left column and the next text is in the right column below for purposes of comparison.
		<b>Current policy language</b>	<b>Proposed policy language</b>
		Maintain a commitment to long-term ecological environmental sustainability through procurement and contracting activities (for Tier 1 and Tier 2 and or higher risk procurement activities) that: <ul style="list-style-type: none"> <li>• reduce the use of natural resources water and energy,</li> <li>• minimise generation of waste in manufacturing and distribution, use and disposal</li> </ul>	Maintain a commitment to long-term environmental sustainability through procurement and contracting activities that: <ul style="list-style-type: none"> <li>• reduce the use of natural resources, water and energy and support regeneration;</li> <li>• eliminate or minimise environmental impacts to air, land, water;</li> <li>• minimise greenhouse gas emissions;</li> </ul>

		<ul style="list-style-type: none"> <li>• minimise environmental impacts to air, land, water.</li> <li>• minimise environmental greenhouse gas emissions.</li> </ul> <p>The following actions will be implemented (where practical) to achieve the above outcomes:</p> <ul style="list-style-type: none"> <li>• prioritising products that support a circular economy (i.e. reuse, sharing, repair, refurbishment, remanufacturing, service based, and extended producer responsibility) and can be composted or recycled</li> <li>• considering climate change impacts to assets and services when making decisions on longer term contracts</li> </ul> <p>requesting sufficient information from Suppliers such as certification and labelling to enable evaluation of issues relative to environmental impacts, particularly waste, greenhouse gas emissions and climate change impacts.</p>	<ul style="list-style-type: none"> <li>• minimise generation of waste in manufacturing and distribution, use and disposal;</li> <li>• reduce single-use plastic and consumable products;</li> <li>• when waste is unavoidable, move higher on the waste hierarchy;</li> <li>• consider sustainable end-of product life options including product stewardship schemes;</li> <li>• where practicable, utilise recycled content in products, structures, and services even if they are more costly, while recognising the need to obtain value in the expenditure of public money.</li> </ul> <p>The following actions will be implemented (where practicable) to achieve the above outcomes:</p> <ul style="list-style-type: none"> <li>• prioritising products and services that support a circular economy (i.e. reuse, sharing, repair, refurbishment, remanufacturing, is service based, and includes product stewardship schemes or extended producer responsibility) and can be composted or recycled at end of useful life.</li> <li>• considering climate change impacts of and to assets and services when making decisions on contracts;</li> <li>• support transparency and accountability by requesting sufficient information from Suppliers such as certification, labelling and data (e.g. life-cycle assessments or product disclosure statements) to enable evaluation of issues relative to environmental impacts, particularly waste, greenhouse gas emissions and climate change impacts.</li> </ul>
20	8	Procurement General Principles	Reference to the Strategic Plan changed from 2020-2024 to 2024-2028.
21	8	Conduct of Procurements	An operational language change for when an open competitive procurement approach is required from a definitive value of \$150,000 to be a reasonable estimate of a project's potential value to be \$150,000. This change reflects the difficulty in accurately estimating the value of a procurement activity due to often large differences in price offered by suppliers for the same procurement activity.

			<p>This change allows procurement activities with estimates their value made in good faith by the CoA before approaching the market to be managed appropriately should the market respond with pricing in excess of what was reasonably expected. A practical example is a project expected to be worth less than \$150,000 does not require a Procurement Plan, however, if the market responds with prices over \$150,000, the lack of a Procurement Plan would not be considered a breach of the Procurement Policy.</p>
22	8	Conduct of Procurements	<p>Inclusion of the requirement that a Non-Tendered Approach or select market approach be approved by the relevant Delegate Authority. This requirement was implicit in the current policy with a referral to the Operating Guidelines, however, adherence to the new policy is better served with this requirement explicitly included.</p>
23	8	Conduct of Procurements	<p>A change in the name of the role that can approve the publication of open market approaches from Manager, Finance and Procurement to Associate Director, Finance and Procurement to reflect the organisational realignment.</p>
24	8	Conduct of Procurements	<p>Small change to the paragraph on Purchasing Cooperatives to include the City of Adelaide as a body that has panel contracts, in addition to the Local or State Government panel contracts stated in the current policy.</p>
25	9	Engagement of Suppliers and Execution of Agreements	<p>An update to the name of the relevant guideline from the Procurement Approvals Guideline to the Procurement and Contract Approvals Operating Guideline.</p>
26	9	Monitoring & Implementation	<p>Changes to the roles of responsibility to reflect the organisational realignment. The Chief Operating Officer is now responsible for the implementation and maintenance of the policy and guidelines. The Associate Director, Finance and Procurement is responsible for the monitoring and reporting of adherence to the policy.</p>
27	9	Breach of Policy or Procedure	<p>The inclusion of a reference to the specific title of the Competition and Consumer Act 2010 (Cth) and relevant Schedule of the Act under which Australian Consumer Laws are legislated.</p>

28	9	Breach of Policy or Procedure	An update to the name of the current policy's reference to the Audit Committee to the Audit and Risk Committee.
29	10	Related Documents	Inclusion of the Prudential Management Policy as a related document.
30	10-11	Glossary	Inclusion of definitions of: <ul style="list-style-type: none"> <li>• Delegated Authority</li> <li>• Non-procurement Activity</li> <li>• Procurement Activity</li> <li>• Procurement Method</li> <li>• Procurement Risk Assessment</li> <li>• Prudential Report</li> </ul>
31	12	Administrative	A change in point (ii) to 2027 as the date of when the next review of the policy is required. The inclusion of point (iii) that describes the nature of the changes to the current policy.
32	13	Review History	Update to the review history tale to reflect the proposed changes to the current policy.

## Committee Meeting Schedule and Appointments

Strategic Alignment - Our Corporation

Public

**Tuesday, 18 February 2025**  
**City Finance and Governance Committee**

**Program Contact:**  
Kathryn Goldy, Acting Manager  
Governance

**Approving Officer:**  
Anthony Spartalis, Chief  
Operating Officer

## EXECUTIVE SUMMARY

At its meeting on 26 March 2024 Council re-established its Core Committees (committees to which all Council Members are appointed) for the remainder of the Council term. This report seeks to establish the Committee dates from 1 April 2025 until the conclusion of the Council Term and appoint a Chair and Deputy Chair to each Committee for the same period.

## RECOMMENDATION

The following recommendation will be presented to Council on 25 February 2024 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL  
THAT COUNCIL

1. Adopts a Committee Meeting Schedule (as set out below), with all Committee Meetings to be held in the Colonel Light Room, Adelaide Town Hall:
  - 1.1. City Community Services and Culture Committee, first Tuesday of the month at 5.30pm (except December 2025 and January 2026);
  - 1.2. City Planning, Development and Business Affairs Committee, first Tuesday of the month at 7.00pm (except December 2025 and January 2026);
  - 1.3. City Finance and Governance Committee, third Tuesday of the month at 5.30pm (except December 2025 and January 2026); and
  - 1.4. Infrastructure and Public Works Committee, third Tuesday of the month at 7.00pm (except December 2025 and January 2026).
2. Authorises the Chief Executive Officer or delegate in consultation with the Committee Chair to vary the meeting dates and times in response to operational needs and/or requirements.

### **City Community Services and Culture Committee**

3. Appoints all Council Members to the City Community Services and Culture Committee from 1 April 2025 until the conclusion of the Council Term.
4. Appoints Councillor \_\_\_\_\_ as the Chair of the City Community Services and Culture Committee from 1 April 2025 until the conclusion of the Council Term.
5. Appoints Councillor \_\_\_\_\_ as the Deputy Chair of the City Community Services and Culture Committee from 1 April 2025 until the conclusion of the Council Term.

### **City Planning, Development and Business Affairs Committee**

6. Appoints all Council Members to the City Planning, Development and Business Affairs Committee from 1 April 2025 until the conclusion of the Council Term.



7. Appoints Councillor\_\_\_\_\_as the Chair of the City Planning, Development and Business Affairs Committee from 1 April 2025 until the conclusion of the Council Term.
8. Appoints Councillor\_\_\_\_\_as the Deputy Chair of the City Planning, Development and Business Affairs Committee from 1 April 2025 until the conclusion of the Council Term.

#### **City Finance and Governance Committee**

9. Appoints all Council Members to the City Finance and Governance Committee from 1 April 2025 until the conclusion of the Council Term.
10. Appoints Councillor\_\_\_\_\_as the Chair of the City Finance and Governance Committee from 1 April 2025 until the conclusion of the Council Term.
11. Appoints Councillor\_\_\_\_\_as the Deputy Chair of the City Finance and Governance Committee from 1 April 2025 until the conclusion of the Council Term.

#### **Infrastructure and Public Works Committee**

12. Appoints all Council Members to the Infrastructure and Public Works Committee from 1 April 2025 until the conclusion of the Council Term.
  13. Appoints Councillor\_\_\_\_\_as the Chair of the Infrastructure and Public Works Committee from 1 April 2025 until the conclusion of the Council Term.
  14. Appoints Councillor\_\_\_\_\_as the Deputy Chair of the Infrastructure and Public Works Committee from 1 April 2025 until the conclusion of the Council Term.
-

## IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	<b>Strategic Alignment – Our Corporation</b> Enable effective governance, risk management, accountability and transparency at all times in decision making.
Policy	Code of Practice for Meeting Procedures and Code of Practice for Access to Council and Committee Meetings and Documents
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Council and its Committees will conduct business in accordance with the relevant provisions of the <i>Local Government (Procedures at Meetings) Regulations 2013</i> (SA), the Code of Practice for Meeting Procedures and relevant policies. Pursuant to section 75 of the <i>Local Government Act 1999</i> (SA), Council Members nominated for a presiding member role where there is remuneration applicable must declare a material conflict of interest considering the allowance set by the Remuneration Tribunal and payable to the presiding member. No material conflict of interest applies to the deputy presiding member by reason being nominated as the deputy presiding member, as the Remuneration Tribunal did not provide for an allowance for this role.
Opportunities	Not as a result of this report
24/25 Budget Allocation	The annual allowance for a Council Member is \$31,357.00. If a Councillor is a Presiding Member of a Committee they receive an additional amount of \$7,839.25 per annum.  There is no extra allowance for the Lord Mayor or Deputy Lord Mayor for a Presiding Member role.
Proposed 25/26 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
24/25 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

## DISCUSSION

1. Committees may be established by Council pursuant to Section 41 of the *Local Government Act 1999* (SA) to:
  - (a) assist the council in the performance of its functions.
  - (b) inquire into and report to the council on matters within the ambit of the council's responsibilities.
  - (c) provide advice to the council.
  - (d) exercise, perform or discharge delegated powers, functions, or duties.
2. At its meeting on 26 March 2024 Council re-established its four Core Committees (committees to which all Council Members are appointed) for the remainder of the 2022 – 2026 Council Term as listed below.
  - 2.1. City Community Services and Culture Committee, on the first Tuesday of the month, followed by;
  - 2.2. City Planning, Development and Business Affairs Committee; and
  - 2.3. City Finance and Governance Committee, on the third Tuesday of the month, followed by;
  - 2.4. Infrastructure and Public Works Committee.
3. Council subsequently appointed a Chair and Deputy Chair to each Committee. The appointments were as follows:
  - 3.1. Councillor Giles as Chair and Councillor Snape as Deputy Chair of the City Community Services and Culture Committee from 1 April 2024 to 31 March 2025.
  - 3.2. Councillor Noon as Chair and Councillor Martin as Deputy Chair of the City Planning, Development and Business Affairs Committee from 1 April 2024 to 31 March 2025.
  - 3.3. Councillor Siebentritt as Chair and Councillor Elliott as Deputy Chair of the City Finance and Governance Committee from 1 April 2024 to 31 March 2025; and
  - 3.4. Councillor Elliott as Chair and Councillor Noon as Deputy Chair of the Infrastructure and Public Works Committee from 1 April 2024 to 31 March 2025.
4. This report seeks to set the Committee dates for the remainder of the Council Term and appoint a Chair and Deputy Chair to each committee for the remainder of the Council Term.

### Chair allowances

5. A Council Member who is a Chair of a Committee is entitled to a total Council Member allowance of \$39,196.25, inclusive of an additional Chair allowance of \$7,839.25 per annum.
6. There is no additional entitlement for the Lord Mayor or the Deputy Lord Mayor if they are appointed to the role of a Committee Chair.
7. Any Council Member (not being the Lord Mayor or Deputy Lord Mayor) seeking to be appointed as a Chair of a Committee will need to consider declaring a Material Conflict of Interest and leave the meeting before Council debates or votes on that matter.

---

## ATTACHMENTS

Nil

---

- END OF REPORT -