End of Term Function Proposal

Strategic Alignment - Enabling Priorities

Public

Approving Officer:
Clare Mockler, Chief Executive Officer

EXECUTIVE SUMMARY

The City of Adelaide Standing Orders require that prior to entering the election period, and in consultation with the Lord Mayor, an End-of-Term Function proposal be presented for Council's consideration and adoption.

The End of Term function is an opportunity to acknowledge those people relevant to, or involved with, the Council during the term of office.

This report provides details of a proposed 2018-2022 End of Term Function to be hosted at the Adelaide Town Hall, as a seated dinner reception.

RECOMMENDATION

THAT COUNCIL

1.   Approves an End of Term Function to be hosted at the Adelaide Town Hall as outlined in Item 10.23 on the Agenda for the meeting of the Council held on 9 August 2022.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities Share and celebrate what we do
Policy	Section 175 of the City of Adelaide Standing Orders requires that the Chief Executive Officer in consultation with the Lord Mayor prepare a proposal for an End-Of-Term Function for Council's consideration.
Consultation	Not as a result of this report.
Resource	Not as a result of this report.
Risk / Legal / Legislative	Not as a result of this report.
Opportunities	This event provides a key opportunity to thank and acknowledge those people involved with the Council or the City of Adelaide during the term of office across the 2018-2022 Term.
22/23 Budget Allocation	$3,000 - $4,000 from within existing budget
Proposed 23/24 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.
22/23 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. The City of Adelaide Standing Orders state as follows:

   175. Prior to entering the election period, the Chief Executive Officer, in consultation with the Lord Mayor, will prepare an End-of-Term Function proposal (including a proposed budget and function date) for Council's consideration and adoption.

   176. The End-of-Term function will be used to acknowledge those people relevant to, or involved with, the Council during the term of office…

2. It is customary for Council to host the End-of-Term Function in order to acknowledge and celebrate those with whom the City of Adelaide has partnered during the past four year Term. It provides an opportunity to thank those key stakeholders, and to reflect on their contribution to Council's achievements during the term.

3. In the past the event has been held as:

   3.1. A dinner for the Lord Mayor, Councillors, Chief Executive Officer, Directors and key City of Adelaide staff (2010-2014 and 2014-2018 Term);

   3.2. A larger dinner for over 350 persons (2006-2010 Term).

4. Should Council resolve to proceed with a 2018-2022 End-of-Term Function, the following approach is proposed:

   4.1. An event of a similar size and format to the previous two iterations in the Adelaide Town Hall (Queen Adelaide Room) eg a seated dinner reception comprising a two-course meal with alcohol for approximately 40 invited guests.

   4.2 On the proposed date of Monday 29 August 2022, to allow sufficient time to make arrangements for the function, and to provide adequate notice to invitees.

   4.3 Request the attendance of Her Excellency, Frances Adamson AC, Governor of South Australia and partner as well as the Premier, Hon Peter Malinauskas MP.

   4.4. Provide an opportunity for Council Members to bring a partner or a guest to the event.

   4.5 Provide for the Chief Executive Officer to invite Directors and key City of Adelaide employees, Chairs of Boards etc.

   4.6 Expenditure of around $3,000 - $4,000 from existing budget (approximately $100 per head with final figure dependent on guest numbers).

ATTACHMENTS

Nil

- END OF REPORT -