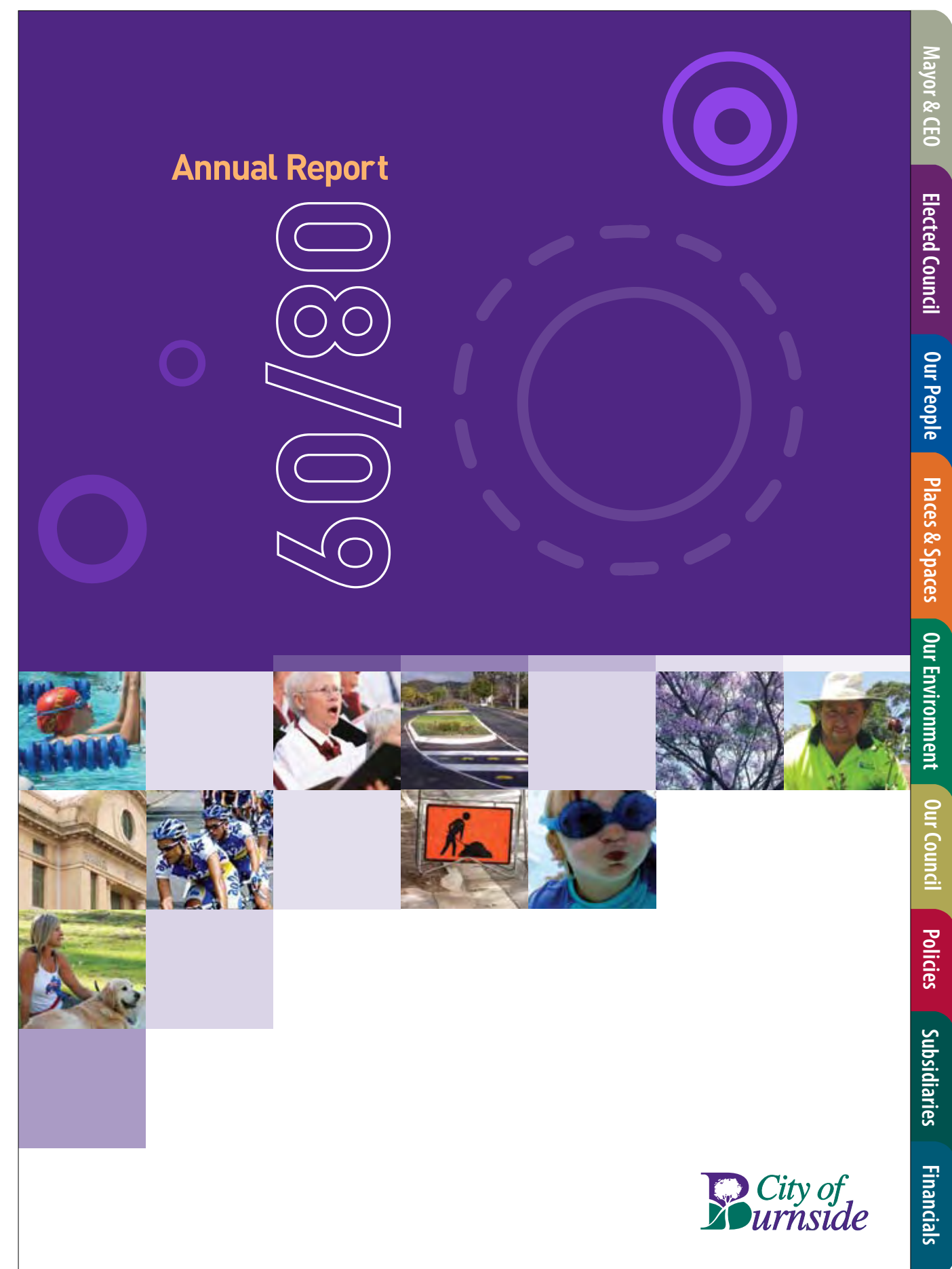




- Click on the tabs on the right to move from section to section.
- The arrows at the top left and the bottom right help you navigate through sections, page by page.
- To view as a normal PDF file press ESC.





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our vision

THE CITY OF BURNSIDE'S VISION IS

"We are renowned for our City's green and leafy character and unique integrated urban form. We are highly regarded for our sense of belonging and strong community spirit; support for one another; diversity; and commitment to the environment."

About Our City

Burnside is one of Adelaide's oldest residential areas, and in 2009 celebrated 153 years of its proclamation as a Council. Encompassing 28 suburbs, the City of Burnside is located just 10 minutes from the Central Business District and has its south-eastern boundaries nestled into the Adelaide Hills.

The Burnside name originates from Peter Anderson, a Scottish immigrant farmer who leased land near Second Creek in 1839. He named the property Burnside, as his farm was alongside the creek and the Scottish word for creek is 'Burn'.

The City offers residents a full range of community facilities, including a library, swimming pool, sporting facilities and art gallery, plus a diverse mix of shopping and retail outlets. The City of Burnside is also well known for its established tree lined streets and period architecture. Open space is another key feature, with 113 reserves and parks within our 30 square kilometre Council area.

About Our Residents

Age and demographics

- Burnside has approximately 44,000 residents, of which 47% are male and 53% are female.
- 16% of our population are aged between 0-14 years, 14.3% between 15-24, 37.3% between 25-54, 13.5% between 55-64, and 19% over 65 years.
- 87.6% of our residents are Australian citizens, with 70.3% of our residents being born in Australia. Only 97 people

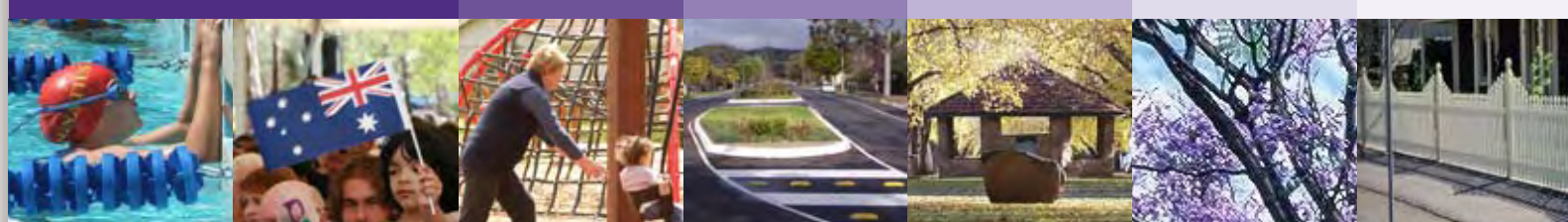
(0.2%) are of indigenous background. The highest other regions of birth were England (5.5%), Italy (1.9%), Malaysia (1.6%) and China (1.3%).

- English is spoken at home in 79.7% of Burnside. The most common other languages spoken at home were Italian 3.0%, Greek 1.8%, Cantonese 1.8% and Mandarin 1.8%.
- There are 11,090 families in Burnside: 45.3% were couple families with children, 40.5% were couple families without children, 12.3% were one parent families and 1.9% were other families.
- 52.6% of our population aged over 15 years are married, 30.1% never married, 9.5% separated or divorced and 7.9% widowed.

How we live

- There are almost 19,000 private dwellings in Burnside. 69.3% are separate houses, 16.2% are semi-detached terrace or townhouses, 14.4% are flats; units or apartments and 0.1% are other dwellings.
- 43.6% of occupied private dwellings are fully owned, 29.0% are being purchased and 20.1% are rented.
- 64.7% of occupied private dwellings are family households, 28.4% are lone person households and 2.8% are group households. The average household size was 2.4 people.

INFORMATION FROM AUGUST 2006 CENSUS



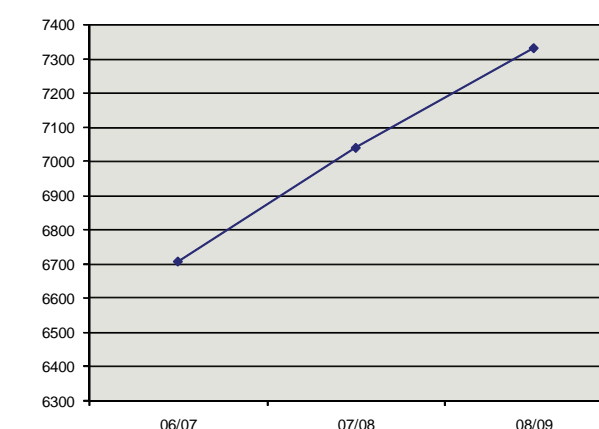
Highlights

2008/09

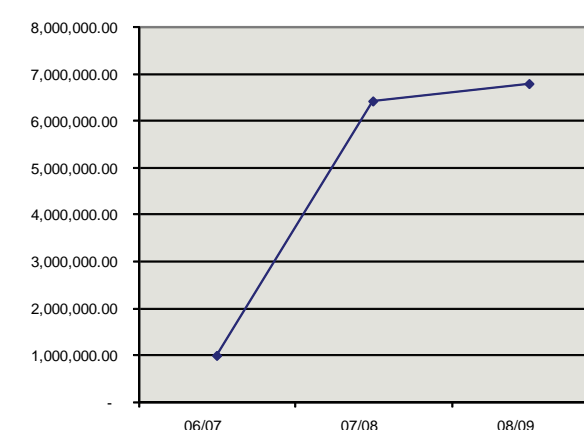
- Adoption of new open space strategy
- Development of a climate change strategy
- Stage start for the 2009 Tour Down Under
- High levels of performance in annual comparative performance survey, continuing to exceed the state average in almost all areas
- Library Manager Lindy Hillman winning 'SA Library Achiever of the Year'
- Upgrade to the youth area in the Library
- Successful implementation and adoption of the Online Community Panel
- Improved performance in the annual Mutual Liability Scheme Risk Management Review, achieving a score of 92.1%
- Redevelopment of customer service area at the Civic Centre
- Reduction in water usage of almost 20% across Council operations
- Reduction in greenhouse gas emissions by 798 tonnes in council operations
- Developed partnership with six other Eastern region Councils with the aim being to improve efficiencies and reduce costs
- \$235,000 upgrade to JB Ware Reserve
- 105,000 people attended the Burnside Swimming Pool, ensuring it remains one of Adelaide's most popular swimming venues
- \$178,000 spent on fire prevention strategies
- Distribution to every household of a four minute shower timer to help encourage awareness about water conservation
- Achievement of 96% score in the Local Government Workers Compensation Schedule OHS&W Improvement Review Audit

- Over 365,600 people visited the Library in 2008/09 and borrowed 870,640 items, both increases from last year
- Reduction in reported graffiti incidents by 18% from 2007/08

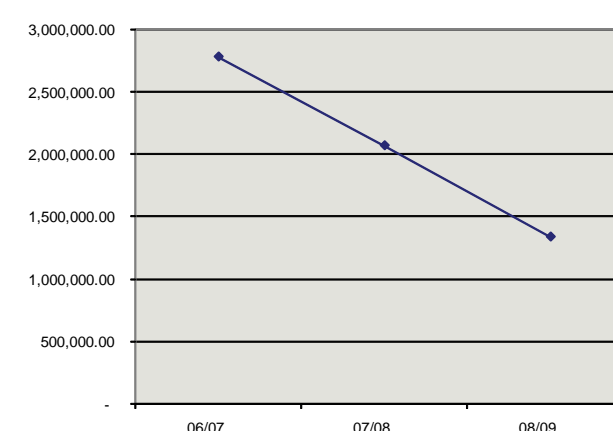
Increase in capital expenditure



Increase in cash reserves



Decrease in debt levels



mayor's report

2008/09 has been full of municipal action and quite a bit of controversy. But controversy is the lifeblood of the community because it is in vigorous expression of opinion that democracy flourishes.

Glenside Hospital Campus

The City of Burnside has continued this year to express its views on the proposed redevelopment of the Glenside Hospital Campus.

The State Government has proposed a major redevelopment for the Glenside Hospital site which will see changes to the hospital and health facilities and the construction of a new film studio on the site. All of these developments will result in significant changes to open space, residential and retail uses in the area.

Although the site is in Burnside, the State Government is approving the development and undertaking the community consultation. Our Council has worked to ensure the community is aware of the proposed developments and the best result is achieved in terms of retaining open space and providing quality mental health facilities for all South Australians.

Our City is fortunate to have many significant parks and reserves that are highly valued and well used by the community, and it is essential to appropriately maintain and where required enhance this open space.

Strategies and Plans

Council endorsed its Open Space Strategy in November 2008. The strategy will enable Council to determine the priorities and achieve future improvements in a logical and planned manner. This will ensure that resources are appropriately allocated to achieve the greatest benefit to the community.

The Open Space Strategy will complement Council's new Biodiversity Strategy, which will work together to tackle the issue of biodiversity conservation, education and planning and provide a framework and direction for management and enhancement of open space for recreation, amenity and wildlife.

Extensive work was also undertaken in 2009 on the development of a Climate Change Strategy. Burnside was one of only three Councils to receive Commonwealth funding and the only one to involve community consultation in the process.

This strategy was adopted by Council in September 2009.

The City of Burnside is responsible for the management and maintenance of a diverse range of over 120 buildings, estimated to be valued at over \$44 million.

In recognising the significant role these properties - which include commercial premises, community facilities, operational buildings and public amenities - play in contributing to the social well being of its population, a draft Property Strategy has been developed in line with Council's Strategic Plan, Vision 2020.

This strategy aims to review the type, distribution and effectiveness of existing recreation and cultural facilities and services, identify existing gaps in facility and service provision and location, and identify future requirements.

In 2009 Council has also undertaken work on the development of an Ageing Strategy, and is the first Council in Adelaide's eastern region to do so. With an ageing population,

it is important for Council to provide services that our community needs, both now and into the future.

The Chelsea Cinema

One of Council's properties is the Chelsea Cinema and Shops. In August 2008 the Wallis Group approached the Council to see if it would consider selling the theatre and the surrounding land. The Wallis Group has leased the building from Council since 1971. Their lease expired in December 2006 and since then Wallis has leased the property on a monthly basis.

The heritage listing ensures that the external façade and interior features are protected. However, the operational land around the Chelsea could be used to construct additional theatres or other buildings. Council's preference is that the facility be retained as is, or developed as a modern theatre complex with its heritage features retained and if possible enhanced.

The community was encouraged to participate in a series of extensive public consultation and engagement activities to explain the background

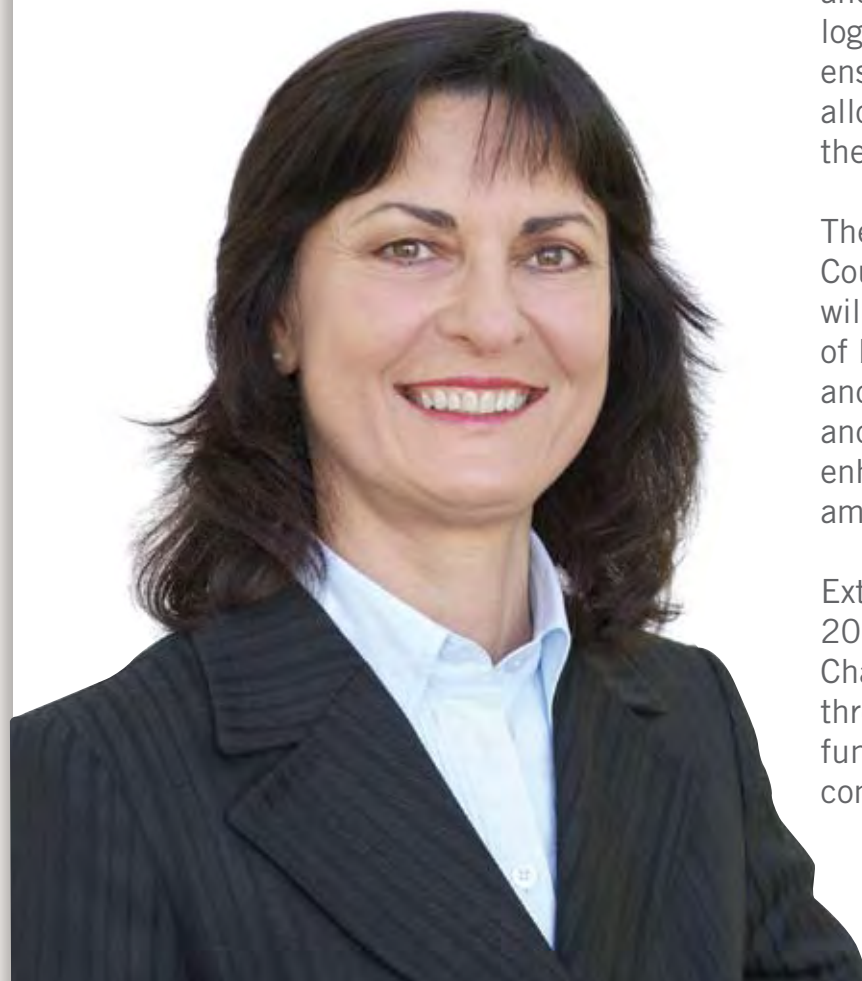
to Council's decision to consider the sale of the Chelsea Cinema and the process was still ongoing at the end of 2008/09. It is both the Council's and community's wish that the Chelsea remain as a theatre.



Community Events

January 2009 was a busy and exciting month for the City of Burnside, with a stage start of the Tour Down Under starting from the Burnside Village. The return of Lance Armstrong attracted strong community interest within our City and thousands shared in the excitement of this event as the City really came alive. Council supported the Village in bidding for the event and also held a free family event in Hazelwood Park, attracting over 1,000 people.

We also celebrated Australia Day in the beautiful setting



mayor's report

this year and builds a solid foundation for future years.

Finally, on a sad note, the City has lost one of its great leaders. Burnside's first female Mayor, Margaret Bond, passed away on 24 July 2009. Margaret served on Council for 13 years, and was a Councillor from 1968-74, Alderman from 1974-1975 and again from 1979-1981, and Mayor from 1975 until 1979. Margaret's dedication to local government and the community will be fondly remembered.

Wendy Greiner

Wendy Greiner
Mayor

these years its role was to promote community projects and activities and to provide assistance and encouragement to worthy and deserving members of our community. The Trust provided many grants to needy individuals and extensively supported many community organisations. Its support for the Youth Advisory Council and Youth Concerts, is worthy of special mention.

Over recent years it has become increasingly difficult for Trustees to recruit new Trustees, and combined with greater governance requirements, it was decided to cease its operations. With the remaining funds, the Trust donated \$37,000 to the Burnside War Memorial Hospital towards a new television system for patients, \$37,000 towards multimedia youth facilities in our Library, and \$44,500 towards the purchase of a new Community Bus.

On behalf of Council I would like to thank the many Trustees over the years who gave their time and energy tirelessly for the benefit of our community.

We should all be proud of what we have achieved

With a number of management plans working together with our City's long term strategic plan, Council is ensuring that we meet the community's immediate needs, while planning for the changing demands and challenges of the future.

The residents of Burnside are fortunate to have an enthusiastic and committed group of Councillors and staff who work for the City across many departments and service areas. Their combined efforts help continue to deliver a wide range of quality services and well managed activities. This high level of performance has been recognised during 2008/09 in a number of ways.

I wish to thank my fellow Councillors and staff for their dedication and contribution to our vibrant City.

I would also like to thank the many hundreds of volunteers and service clubs in the community for their outstanding contribution and ongoing support in the development of our City.

In November 2008 the Burnside Trust was wound up after 18 years of operation. Over

of Hazelwood Park. This was indeed a proud moment for 70 residents from 17 countries who were granted Australian Citizenship. The City also celebrated at this time with the presentation of our own Australia Day Awards. Congratulations to all our award winners-Murray Olsson, Citizen of the Year; Patrick Major, Young Citizen of the Year; Princeton Club Reunion, Community Event of the Year; and Ross Robinson and George Grotto for their recognition with Community Awards.

Recognition of Excellence

In 2009 Burnside participated in a comparative performance survey against 25 other South Australian Councils. The survey covered seven areas; namely strategic objectives, community consultation, council services, quality of life, public access to information, asset and infrastructure management and overall performance. Once again, the results show that Burnside exceeded the state average in almost all Key Performance Indicator result areas.

In 2009 Burnside Library Manager Lindy Hillman was successful in winning "SA Library Achiever of the Year" from the Australian Library and Information Association. This prestigious award was recognition for Lindy's leadership in delivering a raft of new services and programs using a range of new technologies; and successfully integrating cultural change to create a more positive, vibrant workplace.

Congratulations to Lindy and her dedicated team as well as the many volunteers that assist in providing an outstanding service to our library users.

Of particular note, a highlight for the library in 2008/09 was a revamped youth area thanks to a significant grant of \$38,000 from the Burnside Trust. The youth space has undergone a major upgrade in the physical space and also in the facilities available for our younger residents. The area now includes new furniture, carpets, shelving and displays, and a bright, inviting mural designed by Pembroke College students. This upgraded youth space was officially launched and celebrated as a meeting place for young people during National Youth Week in April 2009.

Finances

Burnside Council continued to keep a tight lid on rate increases in 2008/09, with an average rate increase of 5.25% for 2008/09. For an average house in Burnside with a rating value of \$628,700, Council rates were \$1,214 per annum. This was an increase of \$72 or just \$1.38 per week.

Council has worked hard to identify ways to minimise operational costs. Council is acting in the best interests of all ratepayers by focusing on what we can afford to spend with the funds available to us.

The budget maintains funding for all services and includes a record spend on capital works – roads, drains, footpaths and community buildings.

In summary

Burnside is a Council that prides itself on maintaining a balance between providing quality infrastructure and facilities, caring for the environment and our residents, and responsible economic management.

chief executive officer's review

Each year Council delivers services and manages community facilities in the most cost effective and efficient way possible. This year's achievements are a reflection of the enthusiasm, commitment and energy of the Elected Council, volunteers, community service groups, businesses, residents, and staff who make up the City of Burnside. While some areas may be long term projects or works in progress, I believe we have had some major achievements in 2008/09.

Ensuring the safety of both the community and Council employees is something that holds great importance to me, and this is achieved through implementing and enforcing health and safety policies and work procedures. Our commitment to this goal has been reflected in our achievement of an improved score of 92.1% in the annual Mutual Liability Scheme Risk Management Review.

Developing and implementing strategic plans are an essential part of managing modern organisations. Through engaging with the community in their formulation, it provides

clear direction into the future for the Council and community we serve, and ensures transparency and good governance.

Burnside is committed to delivering the highest standards of integrity and transparency in its operations on behalf of the Burnside community. Together with the management team, we ensure Council complies with statutory requirements, policies and procedures, and that we operate in an accountable and transparent way.

The City of Burnside has a strong commitment to community consultation and participation. In early 2008 the Burnside Council introduced an Online Community Panel as part of its community consultation options. Community consultation is an important part of the way Local Government operates. Used together with other consultation tools, it provides Council with a low cost option for surveying opinions of a

statistically representative cross section of the community and allows for fast community feedback and input into the Council decision making process.

This year Council redeveloped the Customer Service area at the Civic Centre, bringing together three previously separate service areas of planning enquiries, general enquiries and revenue collection. These new facilities offer facilities for wheelchair users and those with a hearing impairment, and provides residents and visitors with an integrated and user friendly first point of service.



The environment continues to influence many of our activities. With water restrictions seemingly becoming a permanent fixture, water conservation and efficiency in use has continued to be a key priority in 2008/09. Burnside has again has made significant reductions in water usage, with our total water consumption down by approximately 20% compared to the previous year. With significant numbers of reserves and sporting fields located within our City, this is again a tremendous achievement.

Energy conservation is also another key area of attention, and Burnside continued to progress its involvement in the International Council for Local Environmental Initiatives Cities for Climate Protection Program. In 2008/09 Council purchased 20% accredited GreenPower for all electricity needs, including buildings and street lighting, helping reduce Council's greenhouse gas emissions by 798 tonnes.

In 2008, the City of Burnside was awarded almost \$48,000 in Federal funding to tackle climate change at a local level. This grant funding was matched by Council and was used to assess the risk climate change poses to the City, its people and infrastructure and to create a plan to combat it. Burnside was one of just three South Australian Councils to receive this grant funding and the only Council to involve its community in gauging their perceptions of climate change.

Heritage is an important element of Burnside. As one of the oldest residential areas in South Australia, we are lucky to have a number of historically significant properties within our City. Combined with our established street trees, these

elements combine to help make our City a desirable place to live. Burnside Council has continued its heritage grants program to assist residents in minor conservation works to restore or maintain heritage properties.

The Administration continues to involve itself in a number of co-operative regional programs. This year saw the formulation of seven eastern region Adelaide councils into the Eastern Region Alliance, with the aim being to work together to reducing our costs as an individual Council, allow us to better allocate or share resources and work together in the provision of co-operative regional programs. The Eastern Region Alliance has been chaired this year by Burnside's Mayor Wendy Greiner, and this role will be rotated amongst other Councils on an annual basis.

As a steward and provider of community facilities and services, we have an obligation and responsibility to efficiently manage and continually review the effectiveness of services and facilities we provide, to ensure they meet our community's current and future needs. In taking this responsibility seriously, it is necessary for us to look beyond a single year and to assess the long-term needs, social trends, population characteristics and, most importantly, our ability to continue to provide and sustain services into the future.

Neil Jacobs
Chief Executive Officer

elected council



2008/09 elected council

VISION 2020 DESIRED OUTCOME:

REPRESENTATION THAT INSTILLS
CONFIDENCE AND REFLECTS THE
BEST INTERESTS AND VALUES OF THE
COMMUNITY

The Burnside Council governs on behalf of the community, setting directions and priorities for the administration. It also delegates authority to the Chief Executive Officer and administrative staff to implement programs and activities in accordance with budgets and strategic planning policy.

The City is divided into six electoral wards, with two Councillors being elected every four years by residents and ratepayers to represent each ward. The next election is scheduled to occur in November 2010.

Burnside Council Meetings

The Burnside Council meets on the third Tuesday of each month in the Burnside Council Chambers, holding four committee meetings. All meetings are open to the public. To help make decisions on behalf of the community, Burnside has four committees:

- Finance & Administration Committee.
During 2008/09, this committee has been chaired by Cr Collins (until Dec 08) and then Cr Paterson (from Jan 09)
- Strategic Planning & Environment Committee.
During 2008/09, this committee has been chaired by Cr Howard.
- Community & Information Services Committee

During 2008/09, this committee has been chaired by Cr Quirke.

- Operation Services Committee
During 2008/09, this committee has been chaired by Cr Hillier (until Dec 08) and then Cr Zacharakis (from Jan 09)

The basic functions of these committees are to deliberate on and formulate ideas, policies and procedures, and make recommendations on any powers, functions and duties to be delegated to any Committee and/or staff member.

Elected Member Council meeting attendance 2008/09

Elected Members	Meetings attended
Mayor Greiner	21
Cr Zacharakis	21
Cr Carbone	21
Cr Pavan	19
Cr Collins	20*
Cr Morley	6**
Cr Jacobsen	18
Cr Quirke	17*
Cr Howard	15*
Cr Gilbert	21
Cr Paterson	21
Cr Lincoln	20
Cr Hillier	18

Total meetings for 2008/09 (including 5 special meetings) – 21

*Leave of absence for one meeting granted to Cr Collins; Leave of absence for two meetings granted to Cr Quirke; Leave of absence for three meetings granted to Cr Howard

** Cr Morley resigned April 2009

Allowances and Benefits

The City of Burnside provides Elected Members access to a computer and photocopier within the Council chambers. Elected Members must meet their own out of pocket expenses in relation to stationery, photocopying and telephone calls. A mobile phone and computer is available for the Mayor if required, and Mayor Greiner has taken up these options. The register of benefits and allowances are available for public inspection upon request from the Civic Centre.

Elected Members receive an allowance each year in recognition of the role they perform to the community. Councillors in charge of chairing a committee are paid an additional allowance. Since December 2006 allowances have been:

Councillor- \$12,750

Committee Chair- \$15,938

Mayor -\$51,000

Note: Some Elected Members may receive additional allowances if they represent the Council on Boards or Committees.

Council Representation on Boards and Committees

Audit Committee

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, auditing, management of risk and maintaining reliable internal controls. Since December 2006 the Committee has consisted of Mayor Greiner, Councillors Collins, Carbone and Hillier, plus independent member Laurie Kozlovic. It meets on a bi-monthly basis and as otherwise required. There is no sitting fee for Elected Members, but the Independent

Member received \$400 per meeting attended.

Burnside Retirement Services

This organisation runs the Pineview retirement facility. Council has three Members represented on the Board by virtue of association's constitution. The sitting fee is \$1,494 for the Chairperson and \$998 for Board Members per annum. Since December 2006 Council has been represented by Councillors Howard, Lincoln and Quirke.

Burnside War Memorial Hospital

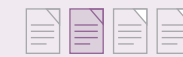
The Burnside Council owns the land on which the Burnside War Memorial operates. The Hospital constitution requires Council to appoint three Elected Member representatives to the Board. The sitting fee is \$500 per annum and meetings are 11 times per year. Burnside Council is represented by Cr's Carbone, Lincoln and Zacharakis.

Bushfire Prevention Committee

Two Elected Members are appointed to represent the Council. Councillors Hillier and Howard represent Council. There is no sitting fee and the board only met once during 2008/09.

CEO's Performance Appraisal Committee

Council is required to undertake an annual performance appraisal of the Chief Executive Officer. All Members participate in determining the CEO's annual goals and objectives and the performance review and assessment process. A committee is appointed to oversee the process. Until December 2008, this role was undertaken by Mayor Greiner, and Councillors Quirke and Collins. Since this time, Councillor Paterson has replaced Councillor Collins



2008/09 elected council

on this committee. This committee meets as many times as required and there is no sitting fee.

Eastern Health Authority

The principal activity of the Eastern Health Authority is to provide health services to Councils in the eastern region. EHA is managed by a board of directors comprised of two representatives from each of the three member Councils. The Board meets a minimum of five times a year and there is no sitting fee. Until April 2009 Councillors Lincoln and Morley represent Council on this board, with Cr Hillier as the Proxy. Cr. Morley resigned in April 2009. Cr Hillier has now taken on this role.

Eastside Business Enterprise Centre

Established to promote economic development in the Eastern region. Council has one Member on the Board by virtue of the constitution. Meeting monthly, there is no sitting fee. Cr Carbone represents Burnside Council on this Board.

East Waste Management Authority

A regional subsidiary established to collect and dispose of household waste, recyclable materials and green organics. The City of Burnside owns 18.9% of East Waste. Meeting monthly, the board of directors comprises of one representative from each of the member Councils plus two independent directors. Council appointed members are each paid a sitting fee of \$4,800, plus \$300 for additional subcommittee meetings, to a maximum of \$1,200 per annum. Since December 2006 Cr Peter Pavan has represented the Burnside Council, with Cr Hillier as the Proxy.

Eastwood Community Centre

Operates as a community centre for the City of Burnside and the City of Unley. Council has two positions on the Committee, which can be two Elected Members or one Elected Member and one staff member. There is no sitting fee and the Board meets on a quarterly basis. Council's representative on the Eastwood Management Committee are Cr Quirke and Cr Paterson.



Highbury Landfill Authority

The City of Burnside is one of three member Councils of the Highbury Landfill Authority. The role of the Authority is to oversee and fund the rehabilitation of the Highbury Landfill site. The board meets quarterly and there is no sitting fee for Council Board members. Since December 2006 Cr Pavan has represented the Burnside Council, with Cr Hillier as the Proxy.

Local Government Finance Authority

The Mayor remains Council's delegate for the Local Government Finance Authority Annual General Meeting with voting rights

on behalf of Burnside Council. Meeting annually, there is no sitting fee.

Local Government Association

The Mayor remains Burnside Council's delegate with voting rights. Meeting annually, there is no sitting fee.

National General Assembly of Local Government and Local Government Managers Australia

The Mayor and the Chief Executive Officer are appointed as delegates for the annual National General Assembly of Local Government, and the annual Local Government Managers Australia Conference. Other Elected Members can attend by resolution of Council and in 2008/09 Cr Jacobsen attended.

Development Assessment Panel (DAP)

The Panel meets on the first Tuesday of each month at the Burnside Civic Centre.

All meetings are open to the public. The basic function of the Panel is to make decisions on planning applications and advise Council on development assessment trends and issues.

As a result of a change in State Government legislation for the Development Act in late 2006, Council Development Assessment Panels are composed of four independent members, one of which is the Presiding Member and three Elected Members from the Burnside Council.

The term for the then current DAP members expired in December 2008 and an election was called and advertised for commencement in January 2009. As a result, Mike Canny was re-elected as Presiding Member, David Lincoln was elected as Deputy Presiding Member



2008/09 elected council

and Don Donaldson was elected as an Independent Member (replacing Grazio Maiorano).

In December 2008 it was resolved by Council that the Panel allowances would be increased to better reflect the work and time commitments from the members. No other allowances or benefits are paid and members must meet their own out of pocket expenses in relation to such items as stationery, photocopying and telephone

calls. The payment schedule per meeting for 2008/09 is as follows:

July-December 2008

- Elected Council Member \$150
- Independent Member \$300
- Presiding Member \$500

January-June 2009

- Elected Council Member \$200
- Independent Member \$350
- Presiding Member \$550

2008/09 Development Assessment Panel attendances and allowances

Panel Members	Role	Meetings attended	Allowance received
Mike Canny	Presiding Member	13	\$6,350
Peter Dungey	Independent Member	14	\$4,550
John Hunt	Independent Member	14	\$4,550
Grazio Maiorano	Independent Member (to Dec.'08)	5*	\$1,500
Don Donaldson	Independent Member (from Jan.'09)	7*	\$2,450
Joanne Howard	Councillor	13	\$2,300
David Lincoln	Councillor	13	\$2,300
Con Zacharakis	Councillor	14	\$2,450

Notes:

*maximum of 7 attendances

The total number of DAP meetings in 2008/09 was 14, including two Special Meetings.

Voter Representation and Boundary Review

Reviews of ward boundaries are required every eight years or when the number of electors in each ward varies by more than or less than 20%. The next review is scheduled for 2013.

2008/09 Representation quota for Burnside and similar sized Councils

Council	Councillors + Mayor	Electors	Representation quota
Norwood/Payneham/ St Peters	16	31,524	1,970
Holdfast Bay	13	31,740	2,441
Unley	13	32,304	2,484
Burnside	13	37,479	2,883
Campbelltown	15	38,832	2,588
West Torrens	15	48,091	3,206
Adelaide Hills	13	31,338	2,410

The 2006 - 2010 Council

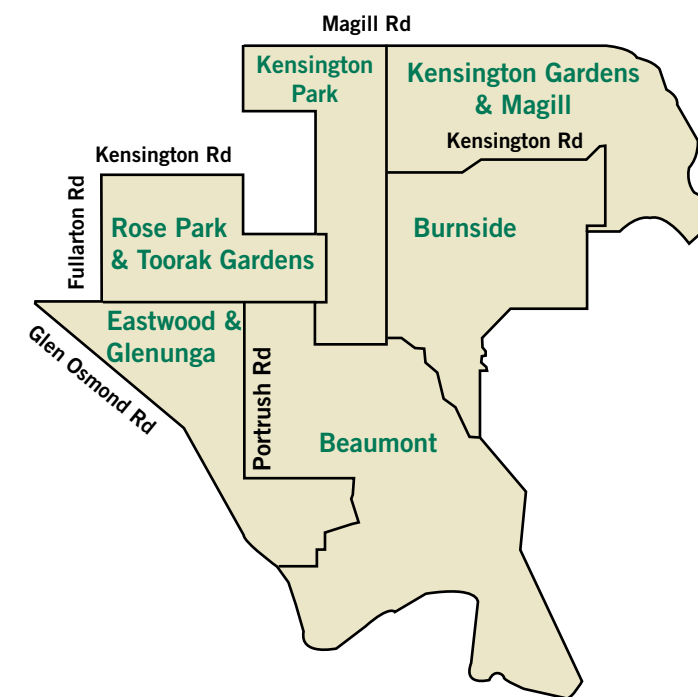


Her Worship the Mayor

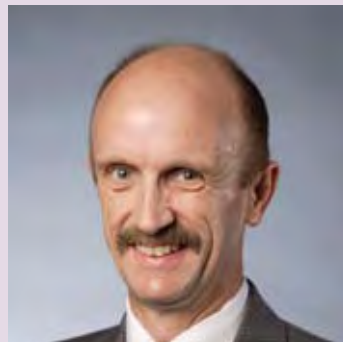
Wendy Greiner

BA, GradDipRec, DipT, FAIM, FAICD

Mayor since May 2000



Beaumont Ward



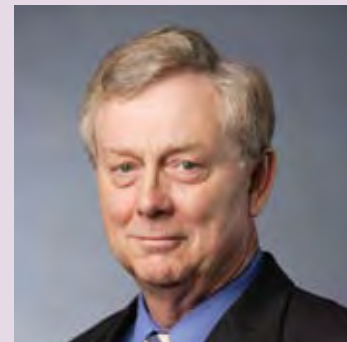
Cr Andrew Hillier

BE (Hons), Grad Dip Bus,
MIEAust, CPEng
Councillor since May 2000

Cr Davina Quirke

Councillor since
December 2006

Burnside Ward



Cr Rob Gilbert

Councillor since May
2000

Cr David Lincoln

MB, BS
Councillor since
December 2006

Eastwood and Glenunga Ward



Cr Jim Jacobsen

BBus (Mkt), AAPMA
Mayor from 1993-1995
Councillor 1989-1993,
2003-2006 and since
March 2007

Cr Robert Paterson

BEC (Hons) CA, MAICD, GCM
Councillor since
March 2007

Rose Park and Toorak Gardens Ward



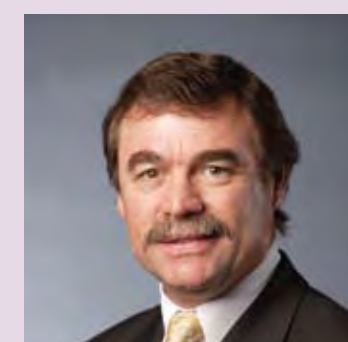
Cr Chris Morley

Councillor from May 2003
until April 2009

Cr Con Zacharakis

BE, BSc, MIEAust, CPEng, DipPM
Councillor since
December 2006

Kensington Gardens and Magill Ward



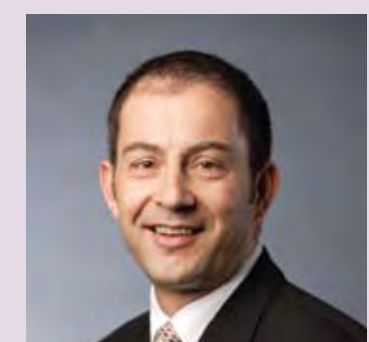
Cr Chris Collins

F Fin
Councillor since May 2000

Cr Joanne Howard

MScIP, BA, Adv Dip. JA
Councillor since
December 2006

Kensington Park Ward



Cr Peter Pavan

BSc, MACs, PMP, AIMM
Councillor since
December 2006

Cr Julian Carbone

BEC, MBA, AIMM, JP
Councillor since
December 2006



our people



our people

In 2008/09, the Burnside Council continued its support of the Eastside Business Enterprise Centre (EBEC). EBEC is an independent organisation supported by a unique partnership between Federal, State and Local Governments, together with the corporate sector. Other Councils involved in 2008/09 were Norwood, Payneham and St Peters, Prospect, Campbelltown and Walkerville.

It provides free, confidential and independent counselling and advice to small business and focuses on the micro and small business sectors, in and around the Eastern suburbs. It works towards creating or supporting economic development and jobs, through the growth of new and existing businesses. The majority of assistance provided in 2008/09 related to queries on leasing, marketing, business planning and cash flow. Federal government funding enabled EBEC to offer small business owners specific, specialised advice on a range of legal, financial and human resource matters through free referrals to professional network members. This service has been offered to 40 businesses located in the City of Burnside.

There are approximately 4,500 registered businesses in Burnside, and are a mix of home based, commercial/retail, offices and professional businesses. Approximately 13,000 people are directly employed by these businesses.

Burnside is well serviced by retail centres and shops including the Burnside Village precinct, which plays a District Centre function, four neighbourhood centres and several local convenience centres that compliment the area's predominantly

residential character. There are also numerous local corner stores and several commercial and service centres that offer specialist retail products and services at a regional level.

Key EBEC activities in 2008/09 have included

- Conducting bi monthly "Starting Your Own Business" Workshops at the Burnside Civic Centre, which regularly attract an average of 25 business intenders obtaining information on start-up costs, break even analysis etc;
- The workshops have been extended to include a second stage training session looking at viability assessment, marketing and business plan preparation;
- Monthly networking breakfasts, a variety of workshops and cocktail evenings to provide opportunities for business owners to meet and exchange information on their business activities;
- Monthly Women in Eastside Business (WEB) meetings, ensuring opportunities exist for female business owners to meet and exchange information;
- Visiting 1,431 Burnside businesses to provide advice about expanding their business, legal obligations, employing additional staff and exporting goods and services;
- Offering a range of 35 free "Better Business" workshops on a range of matters such as e-commerce, business planning and commercial lease interpretation through its association with the Department of Trade and Economic Development.

VISION 2020 DESIRED OUTCOME:

ACCESS TO DIVERSE SHOPPING, TRANSPORT AND PROFESSIONAL SERVICES THAT MEET CHANGING COMMUNITY NEEDS

In addition to local businesses, residents are also in close proximity to the nearby business precincts of Norwood and the Adelaide Central Business District. Both of these areas can be easily accessed by Burnside residents travelling by public transport or by car.

Providing Community Transport

The City of Burnside provides a community transport program, which supplements the existing public transport services available to residents. The buses are driven by qualified volunteers and help provide isolated residents with opportunities to attend shopping trips and group social outings. The buses are also used to transport participants of social support programs run by the Burnside Community Centre.

The fleet consists of three buses, ranging in capacity from 12 to 26 seats. The largest bus is fitted with an access ramp for people with disabilities and older passengers. The City of Burnside also owns another 12-seat minibus, which is used primarily by the Eastwood Community Centre.

In 2008/09, these buses transported 17,443 passengers and travelled 17,995 kilometres through the District and nearby areas.

Justice of the Peace

The City of Burnside provides a free Justice of the Peace Service, operating from the Burnside Community Centre during the week and in the Burnside Library on Saturday mornings. In 2008/09, our 37 JP's met with 6,722 people, performing 23,254 tasks.

Providing Community Grants

To help develop programs that benefit the local community, in 2008/09 the City of Burnside provided almost \$21,500 in grant funding to community groups and organisations. Key recipients this year were:

- Burnside Symphony Orchestra \$2,000
- Burnside Players \$2,000
- Beaumont Uniting Church Basketball Club \$1,443
- Burnside Youth Concert Band \$2,000
- Rotary Club of Glen Osmond \$1,425



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- Beaumont Bowling Club \$1,960
- Eastern Districts Little Athletics \$2,000
- Cats Assistance to Sterilise (CATS) \$1,500
- South Australian Rostrum Inc \$1,990
- Burnside Painting Group \$1,000

Eight other groups and associations received amounts ranging from \$200 up to \$1000.

VISION 2020 DESIRED OUTCOME:

A VIBRANT AND DIVERSE COMMUNITY THAT VALUES, SUPPORTS AND CREATES A SENSE OF BELONGING FOR ITS PEOPLE

Providing Community Centres

The Burnside Community Centre has been operating for over 25 years and offers a diverse collection of programs. Community groups and organisations as well as commercial hirers regularly used the facilities at Burnside Community Centre for meetings, educational and training sessions, workshops and displays. More than 50 Council and community group programs are offered to the community through the centre. This year new children's groups and more low cost (or no cost) exercise classes have been added to the range of programs. New programs planned for the Centre in 2010 are cultural based, reflecting the diverse backgrounds of our City.

Located within the Civic Centre, the Burnside Ballroom is a state heritage listed building that was completed in 1954. Almost all of the fittings and fixtures of the current day Ballroom are original. Use of this facility is high with the venue being an ideal setting for

many private events as well as corporate functions.

The Dulwich Community Centre is a community supported venue, whose daily operations are managed by staff from the Burnside Community Centre. Several community groups utilise the Centre for meetings, while the yoga and Latin Dance classes held in the Centre continue to enjoy good attendance rates.

Funded by the Burnside Council with a contribution from the City of Unley, the Eastwood Community Centre provides a variety of different activities for all age groups. Many community groups and organisations meet regularly at the Centre.

Volunteer Program

With the support and commitment of our volunteers, we are able to offer a broad range of programs, providing a vital service to our residents. We currently have approximately 450 volunteers involved in more than 30 programs.

Each year the City of Burnside hosts two Council wide functions for our volunteers.

A Christmas Dinner was held in the Burnside Ballroom and was attended by volunteers and their partners. Entertainment was provided by singer Amity Dry and her band.

As part of National Volunteer Week in May, the Burnside Council hosted its annual Volunteer Appreciation Film Afternoon at the Chelsea Cinema for volunteers and their partners. As well as enjoying an afternoon tea followed by a free showing of a latest release film, certificates for years of service were

presented to volunteers from the Mayor.

Individual volunteer programs are also encouraged to hold their own celebrations in order to recognise their volunteers in a more personalised way before Christmas, during National Volunteer Week and at other times throughout the year.

In an effort to ensure that volunteering continues to remain relevant to the needs of the community and that we are able to offer a varied program of volunteering opportunities, the following initiatives are being undertaken:

Updating of Volunteer Systems

A Volunteer Management Manual has been developed in conjunction with the Volunteer Supervisors to ensure that procedures are consistent and readily available for the effective management of volunteers. The document outlines procedures undertaken by the Volunteer Coordinator at an organisational level and the expectations of the Volunteer Supervisors in ensuring consistent work practices within their work environment.

Expansion of School Community Care Program

Many schools offer Community Care programs which allow students the opportunity to give back to the community by doing voluntary work. These programs differ from school work experience and the tasks given to the students are linked in with current volunteer programs.

Biodiversity Program

Two options include the development of a volunteer group based at the Laurel Avenue Nursery, in order to focus on seed propagation. Other options include

expanding the current biodiversity weeding and planting sites to other urban reserves.

Library Youth Program

Due to the renovation of the Library Youth area and the utilisation of School Community Care school volunteers working on youth projects in the Library, a new program focusing on young volunteers working in the Library has been established. Some of these projects will include school holiday competitions, steered by the young people in order for these ideas to be appropriate to the interests of young people. In conjunction with the Youth Development Officer and Council’s Youth Advisory Committee, some of our current youth volunteers with an interest in libraries are also assisting with these new projects.

Provision of Community Events

Australia Day

More than 700 people attended the 2009 City of Burnside Australia Day Celebrations in Hazelwood Park. There were 57 new citizens who took the Australian Citizenship Pledge and were presented with a certificate by Mayor Greiner. The 2009 Australia Day Award recipients were:

- Burnside Citizen of the Year – Murray Olsson
- Burnside Young Citizen of the Year – Patrick Major
- Burnside Community Event of the Year – Back to Princeton Event
- Community Award Winners – George Grotto and Ross Robinson

The barbeque brunch and refreshments, operated by the Burnside CFS and the Adelaide Aktion Achievers Club, proved once again to be very popular, as were



the performances by the Burnside Youth Concert Band.

Carols in the Park

In association with the Burnside Lions Club, every December the Burnside community is invited to sing Christmas carols in Hazelwood Park. This year’s event attracted close to 4,000 people and featured musical support from the Kensington and Norwood Brass Band and a variety of choirs and soloists.

Battle of the Bands

Burnside Council’s Youth Advisory Committee held its seventh successful annual signature event, ‘Burnside Battle of the Bands’, which was well received by the community. The event enables young people the opportunity to showcase their talents; from the quality young bands performing to the volunteers applying the practical skills and experience they have acquired on the Youth Advisory Committee.

Over 19 bands applied, with nine performing to a crowd of 400 young people. The ‘Burnside Battle of the Bands’ seeks



to meet a consistent need in the local community for young people. Families want safe, managed events, young people want to see live bands and young bands want the opportunity to put their skills into practice and attend a well managed professional live event. The Battle of the Band’s event helps provide this to the community.

National Youth Week Activities

National Youth Week (28 March – 5 April 2009) is the largest youth celebration of its kind involving thousands of young people in the planning and implementation of activities and events across the country each year.

The City of Burnside partnered with the Cities

of Norwood Payneham & St Peters, Prospect and the Town of Walkerville to deliver an interactive youth event: Get the Drift! Encouraging young people to “stay positive, keep active and cope with life’s challenges”.

On Wednesday, 1 April 165 high school students from five high schools in the eastern region attended the all day event at the YMCA Walkerville.

Students participated in physical fitness and education based interactive workshops such as:

- Drugs and alcohol - avoid the dangers
- Info Expo - Youth services and various community groups
- Keeping it Real -

**VISION 2020 DESIRED
OUTCOME:**

ACCESS TO A RANGE OF
EDUCATION, HEALTH AND
SUPPORT SERVICES THAT
MEET COMMUNITY NEEDS
AND ENHANCE LIFESTYLES

Looking at the bigger picture, coping with life's challenges.

- Pilates party
- Dumbbells for dummies
- Fantastic Gymnastics

Feedback was overwhelmingly positive with participants given the opportunity to comment on the event via posters in the Info Expo, comments included "I thought it was fun and learnt some valuable lessons" with multiple requests to "do it every year".

Burnside Library activities for Youth Week included a Science Fiction/Fantasy Short Story Writing Competition for 10-25 year olds and the launch of the Library's new Youth Space. The launch event was a showcase of youth talent with the announcement of the winners of Burnside Library's Science-Fiction/

Fantasy Short Story Writing Competition. There were also music performances, a Nintendo Wii playoff and an audio-visual workshop. 157 entries were received for the short story writing competition and shortlisted stories were published on Burnside Library's website. Judges for the competition were published authors Sean Williams and Malcolm Walker.

Burnside Youth Concert Band

Established in 2003, the Burnside Youth Concert Band consists of 30 young people between 10-15 years of age, playing brass, woodwind and percussion. Supported by the Burnside Council, the group undertakes weekly rehearsals in the Burnside Town Hall. Performances held this year included:

- 16 September 2008- Concert with Marion City Band (Burnside



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Ballroom).

- 26 January 2009 - Australia Day Celebrations in Hazelwood Park.
- 25 April 2009 - Anzac dawn service at the Myrtle Bank War Veteran's Home.

Burnside Symphony Orchestra

Founded in 1956, the Burnside Symphony Orchestra is an amateur orchestra, and is supported by the Burnside Council. Rehearsing weekly in the Burnside Town Hall, they perform three concerts a year in the Burnside Ballroom, raising funds for charity.

Burnside Players

The Burnside Players are an amateur theatre group supported by the Burnside Council. They rehearse in the Burnside Town Hall and perform two weeks (one season) per year in the Burnside Ballroom.

Burnside Aged and Disability Care Program

The Aged and Disability Care Program is funded by Home and Community Care (HACC) State and Federal funding and provides a diverse range of services and activities that support frail older people, younger people with a disability and carers to continue to live in their own homes and remain connected to their community.

Services and activities are managed through the following programs. Home Assist and its three related areas Community Care, Home Maintenance & Modification and Social Activities; the Eastern Region Men's Shed Program and the 3Rs (Respite, Recreation and Revitalisation) Program.

Burnside Home Assist

The Burnside Home Assist Program provides Community Care, Home

Maintenance and Modification and social activities for residents who fit the Home and Community Care (HACC) criteria and guidelines.

Community Care Services include personal care, social support, domestic assistance, shopping and in home respite. In 2008/09, 504 people were provided a service with 5,065 visits and a total of 5,485 service hours.

Home Maintenance and Modification assistance includes minor home maintenance, changing light globes and smoke alarm batteries, replacement of tap washers, fitting of security locks and doors, grab rail installation, gutter cleaning and subsidised gardening services. In 2008/09, 833 people were provided a service with 1,245 visits and a total of 1,873 service hours.

Regular social activities include fortnightly Mystery and Adelaide Central Market bus trips, afternoon teas and lunch outings, monthly community information sessions and cooking classes for older men. These activities provide opportunities for older residents to remain connected to their community, to learn new skills and gain new knowledge about many issues of interest to the elderly. Over 530 people attended one or more social activity during this period.

The 3Rs (Respite, Recreation and Revitalisation) Program

3Rs Program is an activity-based program auspiced by City of Burnside that operates across the eastern Adelaide region within seven council areas and aims to:

- Assist participants to reconnect to their community through the provision

of activities, outings and social interaction;

- Help maintain the cognitive skills of those with memory loss; and
- Provide carers with respite.

Groups include isolated older people, those with memory loss and younger people with an acquired brain injury (ABI).

During 2008/09 seven groups operated across the region, and 80 participants attended, of which 38 were new participants. Up to eight participants can attend a group at one time. 30 participants have transitioned into other community activities and alternative programs to meet other specific needs.

Group achievements included a combined group Olympic Games Day; an afternoon of Wii games which included the filming of a segment for ABC 2 Stateline; a combined group 3Rs Christmas holiday program at Burnside and a series of Art Classes for ABI Group participants at Pepper Street Art Centre culminating in an exhibition for friends and family.

Eastern Region Men's Shed Program

The Men's Shed is a community based program that is auspiced by the City of Burnside and works in partnership with two other local councils and a number of not for profit organisations. The program targets isolated older men living in the eastern region of Adelaide, in particular the Cities of Burnside, Norwood Payneham & St Peters and Campbelltown.

The Men's Shed has four groups per week; three groups are for older isolated men while the fourth group is specifically for

older men with memory loss. The focus of the program is primarily as a place of social interaction where older men can be involved in community projects, make or repair items for themselves and socialize with other men.

Each group can accommodate up to 11 participants with the average attendance being 7- 8 men. 52 men have regularly attended the Shed during 2008/09.

Projects include making bird, possum and bat boxes for the City of Burnside Bio-diversity Unit, and for Fauna Care and Rescue, special projects for not for profit and charity organisations and repairing toys for the Family Resource Centre.

Community Lunch Program

The City of Burnside's Community Lunch Program has been providing nutritious and affordable meals in a social setting to older Burnside residents for over 25 years. Different from other meal provider services, the Lunch Program encourages older and/or socially isolated people out of their homes to meet and socialise with other Burnside residents.

Operating from the kitchen in the Burnside Community Centre, the Community Lunch Program operates five days a week and is staffed by volunteers and a paid Catering Officer. In 2008/09 3,783 meals were prepared and served to Burnside residents in the Community Centre dining room.

Providing Library Services

Burnside Library has been at the cutting edge of service delivery for libraries over the past 12 months and this was officially recognised at a state wide level with the Library Manager, Lindy Hillman



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winning the South Australian Library Achiever of the Year Award in June 2009. Lindy was nominated for implementing a range of new services and programs that are delivered using a range of new technologies that engage a broad spectrum of the community; and successfully instigating cultural change to create a more positive, vibrant workplace.

The Library offers a variety of programs and services such as:

- Lending recreational, reading and audio visual materials;
- Children's programming including Baby Chat, Storytime, Bedtime Storytime, School holiday activities, Fusion Group for 8-14 year olds (after school activities);
- Promotional events, author visits, etc;
- Community information;
- Book clubs, including a "Books in the Sky" group for the visually-impaired;
- Local and interstate newspapers;
- Magazines;
- Internet access, including wireless access; and
- Local History Services.

In 2008/09 365,607 people visited the Library, borrowing 870,640 items, both

increases from the previous year. 4,690 new members joined in 2008/09, and there are now almost 43,000 registered borrowers.

The Burnside Library currently has over 155,638 items, with approximately 25% of the collection on loan at any one time.

In 2008/09 the procedures for reserving Library materials were streamlined enabling patrons to reserve online and to collect these items from newly created self-service reservation shelving within the Library. The number of reservations placed on Library stock increased dramatically as a result of this change.

Each year, approximately \$400,000 of new stock for the Library is processed by Technical Services staff. In 2008/09, each month an average of 1,578 new items were processed and added to the Library system.

Each week the Library receives 300-500 requests from other libraries for Inter-Library loans of Burnside stock and the Library receives approximately 50 requests from Library patrons for the Inter-Library loan or Local Purchase requests each week. These are items that patrons have requested not held in the Library, and Technical Services staff will try to source for borrowers either through Inter-Library loan or by purchasing the item. This includes materials not held in South Australia which are sourced from interstate libraries.

Library Events, Promotions and Partnerships

Burnside holds regular events throughout the year that require ongoing collaboration with community groups, musicians, theatre



groups, service clubs and local businesses and results in thousands of people visiting the Library who otherwise would not. On average there are seven events a month held in the Library with up to 200 people attending.

In May 2009 a wine and cheese fundraising evening for Breast Cancer Research was held with Jill Maxwell OAM, who recently returned from the Antarctica and South Pole. Approximately 200 people attended and \$3,200 was raised.

The One Book One Burnside program has been a successful collaboration between local authors, SA Writer's Centre, local book shops and businesses. Over

200 people attended the launch and finale, held 300 people read the 2008 book "Bye Bye Baby" a crime thriller and an ongoing "Crime Club" book group was formed.

The Library held two book sales in 2008/09. The sales were successful, with almost \$20,000 being raised for the Library and over 1,000 people attended the sales.

In August 2008 Burnside Library was the venue for the Speech Pathology Book of Year Awards and hosted Children's writers Pamela Allen, Jenni Overend and Ken Searle.

In 2008/09 the Library's monthly newsletter the

Burnside Library Grapevine was revamped and is now the Library's primary event promotional tool, as well as providing informative reading on past events, Library staff and services and local history.

In November 2008 there was a joint collaboration between the Library and Council's Pepper Street Art Gallery to create a specialist Arts book collection and Library returns location for members who live closer to the periphery of the City.

This has proven to be extremely popular for people using the Art Gallery and for people wishing to return Library materials.

In late 2008 the Burnside



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Library used the skills of a Japanese volunteer and the support of the Japanese Consulate to develop and implement a Japanese scripted catalogue on our website which allows the Library's Japanese collection to be searched both in Japanese and in English and is available on a state wide basis. There are four public libraries using the catalogue on a regular basis. This is the first of its kind in Australia.

It has been a finalist for two national awards.

Achievements in the implementation of new services and technologies

As part of her Library Achiever of the Year Award, Burnside Library Manager Lindy Hillman was recognised for implementing new services and delivering them via new technologies. For example, Library staff now podcast and vodcast a range of events which are then placed on the Library's website and You Tube, eg. in March 2009 our extremely popular annual pre-schoolers outdoor event Miss Polly's Picnic was filmed and placed on You Tube.

Another new service implemented in 2008/09 was a Reader's Advisory service which allows customers to broaden their reading choices with Library staff making specialised reading suggestions tailored to meet customer needs. This involved training all Library staff in Reader Advisory strategies and tools. Other implementation of new technologies in 2008/09 include:

- creating an online blog for the 2008 One Book One Burnside program;
- supervising local school students develop a Facebook site for the Library which Library staff can update on an ongoing basis;
- joining the Library to Twitter and having

other libraries locally, nationally and internationally as followers;

- Burnside was the first Library in South Australia to begin a Blu-ray movie collection. Blu-ray is an optical disc storage medium designed to supersede the standard DVD format.

Engaging Families, Children and Youth with Library services and spaces

Burnside Library provides a range of well-utilised activities and services for young people and their caregivers. These services include: resources for parents and expectant parents provided through the Library's Family Information Zone; regular Baby Chat and Storytime sessions for babies, pre-schoolers and their caregivers; school liaison services for teachers; school holiday programming and after-school activities and a Youth Lounge aimed at 12-25 year olds which is equipped with Wii, X-Box and Play Station consoles.

Early literacy and lifelong learning is promoted with weekly Baby Chat and Storytime sessions which encourage parents and caregivers to share books with their children from birth as do free "Little Big Book Club" packs which the Library provides for parents of 6-12 month olds. The Library has specialist staff who undertake professional development activities related to children's literacy and literature and can help parents in selecting books for their children ranging from early literacy resources right through to novels for young adults.

In August 2008 over 700 children from local schools participated in Book Week activities. These included author visits and an art competition based on the Book Week theme of "Fuel Your Mind".



The Burnside Library's annual D.E.A.R. (Drop Everything and Read) Summer Readathon was conducted from December 2008 through to the end of January 2009. 250 children registered to read as many books as they could and were rewarded for their efforts with a party, entertainment and prizes in February. Council received a lot of positive feedback from parents whose children's reading skills and enthusiasm for books improved during this two-month period.

In March 2009, the 13th annual Miss Polly's Picnic was part of The Burnside Hills Children's Festival which in partnership with the Adelaide Hills Council offered three days of activities for children and families. On Thursday 12 March Burnside Library hosted best selling Children's author Jeannette Rowe for sessions with local school students from Seymour College, Marryatville Primary and Magill Primary. Miss Polly's picnic for pre-schoolers took place on Friday 13 March at Hazelwood Park. 450 children plus their parents/caregivers attended in superb weather and were entertained by a range of activities and performers.

Saturday 14 March saw a day of family entertainment at which over 400 people participated in activities including belly dancing, Fire truck visit and story time, SA Police Band, barbeque and the highlight of the day was a concert by Fifi and the Flowertots. The picnic is the Library's showcase event for young children and has gained enormous popularity over the years.

In 2008/09 Burnside Library's Youth Lounge was revamped thanks to a \$38,000 grant from the Burnside Trust. The space now includes new furniture, carpets,

shelving and displays, plus a fantastic new mural designed by Pembroke College students and professionally painted by a local artist. This upgraded youth space was officially launched and celebrated as a meeting place for young people during National Youth Week in April 2009 and now heavily utilised during after school hours. There are also plans to use the Youth Lounge as a venue for workshops and guest speakers aimed at youth.

Library staff regularly visit local schools, kindergartens and childcare centres upon request to conduct storytime/craft sessions and to promote Library programming. When possible we take the Mobile Library truck along for the children to explore to add interest to the visit. We average 10 visits per term, reaching 30-60 children each visit. Promotional material is left with the school/centre to be sent home to parents. Classes from local schools and kindergartens also visit the Library for storytime sessions and guest speakers.

Schools/centres who either visited the Library or were visited by the Library in 2008/09 include Adelaide Eastern Child Care Centre, Conyngham Street, Rose Park Pre-school, Children's Educational Care Centre (Hazelwood Park), Victoria Park Child Care Centre (Rose Park), Marryatville Primary, Burnside Primary, Seymour College, Massada College and Magill Primary.

Toy Library

Over the past 12 months the Toy Library has benefited from a revamped look with new curtains, better shelving and storage, and upgrading and replacement of toy stock.

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In May the hours of the Toy Library were changed so that they are spread over three days so that the hours were more accessible. It is now open:

- Tuesday 3 pm – 6 pm
- Wednesday 9 am – 1pm
- Thursday 3 pm – 6 pm.

The Toy Library offers a collection of over 3,000 resources including toys, CDs and educational books. It supports parents, grandparents, carers, Family Day Care providers, Early Childhood Centres and Diversional Therapists working in Nursing Homes and Hostels.

In 2008/09 the Toy Library loaned 18,007 resources to 5,184 families, 317 new members joined in 2008/09

Home Library Service

The City of Burnside has two mobile Library vehicles that carry approximately 3,000 loan items and caters for frail or homebound residents. The truck visits nursing homes and independent living apartments and the van which visits people in their homes as well as some nursing homes. Approximately 400 borrowers use the mobile Library service every four weeks which is provided by a small dedicated team of staff and volunteers.

Helping Vision Impaired People Access Written Information

Introduced in 2004, 'Books in the Sky' (BiTS) is a partnership between the Library and the Royal Society for the Blind (RSB) to help blind or vision impaired people access information and reading material. Using broadband technology and facilitated by Library staff, blind or vision impaired users can

quickly and easily download up to 30 hours of written material from a central computer into a battery powered audio handset the size of a mobile phone, called a navigator. The Navigators continue to be popular with borrowers with vision impairment and the demand for additional Navigators continues as more borrowers are diagnosed with macular degeneration. In 2008/09 21 residents participated in our BiTS program.

A new trial started in partnership with RSB with five residents who are long term users of Navigators. A larger size memory card (offering 84 hours of reading time compared to 40 hours) is inserted into the Navigator. Clients then post their completed memory cards back to the Library in a freepost envelope and another memory card with requested book titles is sent to them by return post. This ensures a continuous service for those who have difficulty accessing the Library.

The Audio Book Discussion Group for Vision Impaired continues to meet in the community centre once a month with the support of two committed volunteers.

Collection Staff who select DVDs purchase audio described titles where possible.

The Grapevine newsletter is also published in a digital format.

Adult Education Computer Courses

The Burnside Library offers a varied selection of Adult Education Computer courses designed specifically to meet the needs of the community. Courses presented have increased as the community becomes more aware that the computer plays a large role in today's society. Many participants have had little

or no experience with the use of computers and the Library offers a safe and non threatening environment to learn a variety of computer skills.

Courses offered by the Library include: "Mouse Skills"; "Searching the Internet"; "Email; and "Downloading digital photos to your computer".

In 2008/09 the Library introduced several new courses: Buying and Selling using "Ebay"; "Word Processing" and "Photo Story" and also ran a successful session for a retirement village. It is anticipated we will continue this program.

Local History

In conjunction with the Library Marketing and Promotions Officer, a program of events was planned for History week in May 2009. The consolidation and cataloguing of Local History files was also

begun with volunteers and sessions in aspects of Burnside's local history were held with students from local schools.

Book Discussion Groups

Book groups provide a great way for customers to join in with others in the community. Each group has approximately 10 members all reading the same title per month. There are 86 external (Private) groups and seven internal (Library based) groups serviced by the Burnside Library.

With the help of a volunteer a Book Discussion Group Newsletter, BookChat was launched at the end of 2008/09. The aim is to keep Book Groups updated with new additions to the collection and informed about what other groups are discussing along with our news from Library.



Environmental and Health Services

The City of Burnside is part of the Eastern Health Authority, a regional initiative undertaken with five eastern region councils to provide a range of environmental and health services. These services include:

- **Immunisation services** - a monthly public clinic is held at the Burnside Civic Centre. Immunisation services are also undertaken at high schools and primary schools within the Burnside Council area.
- **Food surveillance** - Food premises within Burnside are monitored by Environmental Health Officers for compliance with the Food Act and Food Hygiene Regulations. Any concerns regarding food premises, food safety and food handling are also handled and investigated by the Authority. Food business proprietors can also obtain information from the Authority.
- **Environmental health** - Officers monitor a wide range of premises and conditions under various legislations but primarily under the Public and Environmental Health Act and Regulations. Premises monitored include public swimming pools and spas, hairdressing and beauty salons, cooling towers, public toilets, and public buildings. Officers will also investigate and act on complaints and also any concerns regarding general sanitation and environmental pollution matters.
- **Supported residential facilities licensing**- The Authority licenses facilities such as nursing homes under the Supported Residential Facilities Act and investigates any complaints or concerns raised against these premises.

- **Communicable diseases investigation** - Officers investigate reports of infectious and communicable diseases reported to the Department of Health and considered by that Department which require investigation.

Full details of their activities during 2008/09 are available in their annual report in the Subsidiary section of this publication.

Supporting families in the eastern region

Child Care Links (East)

Child Care Links (East) offers families across the Eastern Region of Adelaide the opportunity to build community capacity and empower families in their day to day life as parents. The program also supports six community based childcare centres across the Eastern Region reaching 800 families and 120 Child Care professionals.

Child Care Links is an Early Childhood - Invest to Grow initiative, funded by the Australian Government under the Stronger Families and Communities Strategy. Child Care Links (East) has been operating since October 2005 and is supported by the Cities of Burnside, Unley and Norwood Payneham and St. Peters.

The Child Care Links officer is employed to support families in their parenting role by assisting in increasing their knowledge, skills and abilities through parenting information sessions such as:

- Child protection
- Wellbeing
- Sibling rivalry
- First Aid Certificate
- Understanding giftedness



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In addition the Child Care Links officer assists families through these social networking opportunities:

- Family fun day
- Morning Tea
- Playtime @ Burnside

The program also assists in raising the awareness of the importance of early childhood development and its influence on later outcomes in life through:

- My favourite thing photo exhibition
- Paediatric sleep clinic
- Early childhood books for borrowing
- Youth Development Recreation Program - 'Come & Try'

The Burnside Come and Try Program

was developed early 2006 and aims to promote local sporting and recreational clubs to young people by offering a free and no commitment opportunity to try new physical activities. The program focuses on encouraging senior high school students to be active, social and try something new in the community and fosters a greater sense of belonging and connection between young people and their community. It also recognises the need for senior students to take part in "stress relief" activities.

Glenunga International High School and Norwood Morialta High School, Senior Campus partnered with Council to host this year's program. In total, over 650 students participated in the program.

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A variety of sporting and recreational clubs were approached in an attempt to engage students in both passive and active recreational activities. Over 16 sporting and recreation groups, the majority local to Burnside, participated in the program providing expert instructors and equipment to deliver a stimulating varied six-week program.

Burnside Youth Advisory Committee (BYAC)

The Committee currently consists of 20 young people aged between 12 and 25 and two mentors over 25 years. Funded by the Office for Youth, the Committee meets monthly at the Council. The aim of this group is:

- To provide opportunities for young people to express their ideas and views, raise issues of concern to them, and act on issues that effect their lives;
- To consult with the wider youth community on issues of importance; and
- To become local leaders in their communities.

The Committee coordinated three main projects in 2008/09, the seventh annual 'Battle of the Bands', National Youth Week Event: Get the Drift and facilitated a Peer Support Group for Adolescents with Aspergers from the Kensington Centre and Marryatville High School.

Eastern Regional Youth Network

Coordinated by the Cities of Burnside, Campbelltown, Norwood Payneham & St Peters & Prospect the Eastern Region Youth Network (ERYN) is a network of people who represent relevant youth agencies and/ or provide services and



support to young people in the Eastern Region.

In September 2008 the Eastern Region Youth Consultation Report was presented to attendees of the Eastern Region Youth Services Summit. The Summit engaged health and youth services providers; Department of Education representatives; secondary schools, Elected Members, community members and young people to develop strategies and actions for a regional Youth Action Plan.

The aim, strategies and actions of the Eastern Youth Action Plan indicate the areas that a broad range of stakeholders will act on to address four identified areas of significance to young people in the eastern region: social pressures, alcohol and other drug use, resilience, and access to services and support is available on the Council website.

In response to concerns on emerging and reported issues in relation to Drugs and Alcohol, Resilience, Social Pressure and Access to Support & Services ERYN has developed an Eastern Region Youth Services Directory. The directory is in the

format of a youth-friendly wallet-sized card and aims to assist young people in getting help quickly and inform them of the available support services in time of need. The youth card was developed in consultation with local young people to ensure maximum appeal and usages by providing the most relevant content, colour, design and layout. Since its development over 30,000 copies have been distributed in the five partnering eastern council areas.

Youth Radio - Youth FM

Youth FM is a collaborative youth radio program developed as a regional initiative of the Cities of Burnside, Campbelltown, Norwood Payneham & St Peters and Prospect.

Youth FM ensures the voice of eastern region young people is heard by promoting youth related activities, events, programs, music and opportunities. The Thursday afternoon radio show is a supportive and hands-on training environment, where new presenters have an opportunity to develop and practice their radio production skills under the guidance of a mentor.

Youth FM Presenters developed eight Live to Air sessions featuring young local bands playing live in the studio to dedicated fans of the show.

Provision of Regulatory Services

Animal management

The City of Burnside continues to adhere to the Animal Management Plan adopted by Council in May 2008 as result of changes to the Dog and Cat Management Act. The plan requires all dogs to be on a lead within 20 metres of a playground

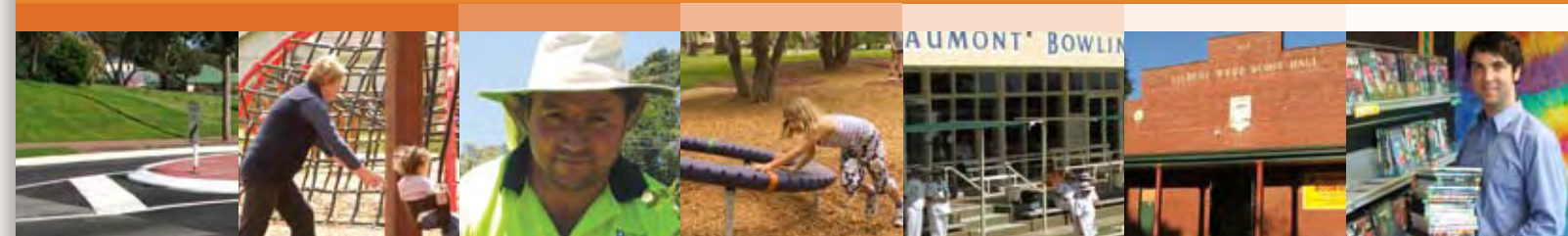
when in use, or when organised sport is in progress on Council parks and reserves.

Managing our City's Dogs

The City of Burnside has 5161 registered dogs living within the City and received \$79,562 in registration fees. During 2008/09, 122 fines were issued, delivering revenue of \$7,375.

Parking and abandoned vehicles

During 2008/09, revenue from traffic or parking infringement notices resulted in income of \$128,628 abandoned vehicles were impounded.



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VISION 2020 DESIRED OUTCOME:

A SAFE AND WELL MAINTAINED
STANDARD OF INFRASTRUCTURE
CONSISTENT ACROSS THE CITY

Council Infrastructure

245 kilometres of local and major roads
523 kilometres of kerbing
361 kilometres of footpaths
123 kilometres of stormwater drains
29,635 street trees
35 playgrounds
59 tennis courts
166 litter bins
10,000 parking and street signs
125 community buildings.

The City of Burnside undertakes major maintenance, renewal and new construction of infrastructure through a number of capital works programs. In 2008/09 these included:

Improving Stormwater Drainage

Burnside is responsible for management of stormwater in suburban streets and this year \$680,000 was budgeted for extending and upgrading the drainage network. The projects will reduce the risk of minor flooding within the City, and increase capacity of side entry pits in association with road reconstruction,

Significant system enhancement projects occurred in:

- Swift Avenue and Cleland Street in Dulwich (\$350,000)
- Kyle Street, Glenside (\$80,000)
- Short Crescent bypass in Buchan Street and Dashwood Road (\$150,000)

Upgrading road surfaces

In 2008/09, \$642,000 was spent repairing and renewing 43 segments of main roads primarily with spray seal but also with thin hot mix asphalt overlays. In total about 90,000m² was renewed (about 12km of standard sized residential road). The major project for this financial year was resurfacing of Grant Avenue at a cost of about \$160,000.

Upgrading road pavements

In addition to the road surface works, eight segments of pavements and five roundabouts were renewed in 2008/2009, typically by way of repairing failed sections and overlaying a full depth hot mix asphalt layer at a cost of about \$500,000. Several of the major overlays were in conjunction with the kerb and gutter renewal, resulting in completely renewed streets.

Replacing kerbing and guttering

Council undertook eleven major kerb and gutter replacement projects at cost of \$1.1m in 2008/09, resulting in about 4.3km of new kerb and gutter. The major projects were:

- Birdwood Ave, Bruce St, Carr Street, Hollard St, all in Frewville (\$350,000)
- Bretwalder Ave, Leabrook (\$115,000)
- Hauteville Tce, Eastwood (\$135,000 Partial Roads to Recovery funding)
- L'Estrange Street, Glenside (\$105,000)

Removing graffiti

Coordinated by Council staff, the City's graffiti removal program maintains an active base of 18 volunteers allowing removal teams to operate each weekday.



The Volunteer Graffiti Team has enjoyed considerable success in the removal of reported graffiti in the Council area. Statistics for 2008/09 indicate that graffiti has been reduced by 18% from last year and from the beginning of the program in 2003 graffiti instances has dropped by 49%. This is largely due to the persistence of the graffiti removal team. We rely on public information, the Volunteer Graffiti Team and Council staff to report any graffiti incidents. The safety of volunteers is maintained through appropriate training and use of contractors for graffiti removal in difficult locations.

Maintenance of community buildings

The Burnside Council owns and manages a wide range of properties on behalf of its community. These vary in size and purpose and include the Chelsea Cinema, a number of halls, public toilets, kindergartens, and sports clubrooms.

Each year the Burnside Council undertakes a number of infrastructure maintenance programs across the City on these facilities. In 2008/09 key projects included:

- An upgrade and extension to the Civic Centre Customer Service Desk;
- An application of heat reflective coatings to various sections of the Civic Centre roof;
- Repairs to the Chelsea Theatre;
- Complete renovation of the Kensington District Cricket Club and Burnside Rugby Union Football Club change rooms;
- Major alterations to the Pepper Street Art Gallery including the transformation of two disused wet areas into additional office space;
- Upgrading of verandas to the Civic Centre Library and Ballroom.



VISION 2020 STRATEGIC PLAN - DESIRED OUTCOME:

A CONNECTED SYSTEM OF OPEN SPACES THAT ARE WELL DESIGNED AND MAINTAINED

Managing Community Land

Community land is an important component of the urban environment, providing open space for recreation and leisure. Open space means land or water in an urban area that is not covered by cars or buildings, or any undeveloped land in an urban area that has value for park or recreation purposes, conservation or natural resources, or historic or scenic purposes.

There are 113 parks and reserves within Burnside, with 98% of properties located within a 500 metre radius of usable open space. Approximately 101 hectares are developed parks or reserves, and 98 hectares are undeveloped or hills face reserves.

A Community Land Management Plan is a document that identifies community land and any important features of the land, and clarifies to both Council staff and residents the purpose for which it is held and how the Council will manage and maintain this asset. The plans also provide a means to control future use, development and maintenance of that land, and aims to balance the unique site conditions with community requirements for open space recreation opportunities and facilities.

The City of Burnside has in place management plans encompassing the major types of parks and reserves, plus specific plans for key parks or

our places and spaces

reserves, community centres, cemetery, kindergartens and car parks.

VISION 2020 DESIRED OUTCOME:

A SAFE ROAD NETWORK ADEQUATE FOR TRAFFIC VOLUMES AND MOVEMENT

Each year the Burnside Council receives enquiries from residents relating to traffic issues and speeding in residential streets. In response, Council staff undertakes a study of each location and a course of action to be taken. In 2008/09 Council undertook several minor enhancements. The major project was a blister island on Dashwood Road at about \$75,000. Blister Islands function like a roundabout but are located mid-block. This is the first such device in Burnside.

VISION 2020 DESIRED OUTCOME:

A SAFE AND WELL MAINTAINED PEDESTRIAN AND CYCLE NETWORK

Footpath Renewal and Upgrade

As part of Council's normal \$1.3m annual program, Council has continued to replace gravel, asphalt and concrete footpaths to block paved footpaths, frequently widening them out to a standard 1.5m. Council has also continued to install new footpath on local roads that do not have any footpaths, and major roads that only have one footpath. In total council constructed about 9.6km of footpath.

Major projects for 2008/2009 were:

- Greenhill Road, Hazelwood Park and Linden Park;
- Glen Osmond Road, Eastwood and Frewville;
- Magill Road, Beulah Park;

Kensington Park; and

- Penfold Road, Magill, Auldana and Rosslyn Park.

Cycle network

With the exception of some of the higher hills face areas, the City of Burnside is reasonably well serviced with a number of bike direct roads and bike lanes. The Burnside Council constructed no new cycle lanes or paths in 2008/09.

Council has completed a draft review of the previous bicycle plan, creating a prioritised list of improvements to the cycle network and proposing new routes for consideration. The draft review is preliminary until it has been considered by Council.

Improving bus shelters

Burnside has 234 bus stops and 103 bus shelters within its council area. The Disability Discrimination Act 1992 requires existing public transport stops and shelters to be progressively upgraded to be disability compliant by December 2022. Upgrading a shelter may involve some or all of the following:

- Installing tactile ground surface indicators, which warn people with visual disabilities of the shelter and the location of the stop pole
- Relocating shelters or benches to provide sufficient room to accommodate wheelchairs
- Providing an even surface to reduce trip hazards.

This year in addition to the upgrades as part of our footpath construction program, Council funded a specific program to make bus stops compliant. In all, 50 bus stops were made DDA compliant in 2008/09.

VISION 2020 DESIRED OUTCOME:

PRESERVATION OF THE HISTORIC CHARACTER OF THE CITY

Heritage Grants

One of Adelaide's oldest residential areas, the City of Burnside has a rich heritage and a diverse range of buildings, established trees, and open spaces. All of these elements contribute to the City's unique character and streetscape, and help make our city a desirable place to live.

The City of Burnside has nine Historic Conservation Policy Areas. These Policy Areas contain approximately 1,500 properties which are considered to be contributory items. The City of Burnside also has 367 Local Heritage Places.

The Historic Conservation Policy Areas differ from heritage-listed properties in that they aim to cover an entire area, rather than just an individual property. These policy areas include elements, such as buildings and fences, open spaces and land division patterns that contribute to the historic character of the area, and are typically based around the period in which the area was developed and the types of architecture constructed at that time.

The City of Burnside offers Heritage Grants to residents to assist in minor conservation works to restore, conserve, enhance, and reinstate heritage properties. Council may refund up to 50% of the cost of the conservation work, up to \$2,000 per annum.

In 2008/09, the Council issued 33 Heritage Grant payments to a value of \$54,403.



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When submitting plans for renovations or construction, applicants must meet the requirements of the Burnside Development Plan and are encouraged to construct a property that reflects the character or style of the neighbourhood.

Applications and Approvals

1,143 applications for Development Plan Consent were registered by the Development & Regulatory Services Department in 2008/09 – compared with 1,428 for 2007/08.

VISION 2020 DESIRED OUTCOME:

DEVELOPMENT THAT REFLECTS NEIGHBOURHOOD CHARACTER AND ACHIEVES ENVIRONMENTAL SUSTAINABILITY; AND

A RANGE OF HOUSING THAT MEETS THE DIVERSE NEEDS OF THE COMMUNITY

There were a total of 1,188 applications finalised in 2008/09: 1,052 applications were finalised by Council staff; 79 applications were finalised by the Council's Development Assessment Panel (DAP); 37 applications were withdrawn; 1 application was finalised by the State Government's Development Assessment Commission; and 2 were finalised by the Environment, Resources & Development Court.

Of the applications finalised in 2008/09, Development Plan Consent was granted to 1,098 development applications, 53 applications were refused consent and 37 applications were withdrawn by the applicant.

The average time taken by Council staff to finalise development applications was 39

working days and an average time of 102 working days for applications finalised by the DAP.

The Burnside Council has a range of documents to help residents, customers and the building industry understand the development process within Burnside and our Development Plan. These documents are available either from our website or from the Planning Counter in the Civic Centre.

Updating our Development Plan

Residential Character

In conjunction with the progressive release of the government's Residential Code South Australian Councils were requested to undertake Character Studies to identify which areas of their Council contain concentrations of pre-1940 residential buildings. The Minister's decision on this study is expected to be released towards the end of 2009.

Commercial and Retail Centres

In 2008 a study of Commercial and Retail Centres was undertaken to provide a stocktake of current retail and commercial activity within the City and provide a broad understanding of the role and function of commercial and retail centres in the City. It also assessed current and future retail trends and identify expansion opportunities. The findings of this study were the basis for a Statement of Intent for Commercial and Retail Centres in the City of Burnside, which was forwarded to the Minister and awaits ministerial approval.

VISION 2020 DESIRED OUTCOME:**A WELL MAINTAINED AND AESTHETIC STREETScape CONSISTENT ACROSS THE CITY****Maintaining Our Tree Lined Streets**

There are over 29,000 street trees within the City of Burnside. To help manage these trees and keep our suburbs green and leafy for future generations, the Burnside Council operates a comprehensive and strategic replacement program.

There are two main elements of the tree replacement program. The first element is inter-planting, where between one and three trees are replaced in a street as a result of building development, safety issues or health/age of the tree. 250 trees were planted in 2008/09.

The second element is the 'Second Generation Street Tree Planting Program', where a collection of established street trees are removed and replanted. All trees within this program are individually assessed and will not be removed if they are still in a healthy condition and have a low risk of dropping limbs. This year's program was significantly reduced due to the ongoing drought conditions and curtailed a number of intended replacement initiatives. Council undertook a number of streetscape upgrades that combined tree replacement initiatives with kerb, gutter and footpath replacement programs. The total number of replacement plantings within the initiative exceeded 50 trees.

Due to water restrictions and hot weather conditions, Council continued with the program of fitting, all new street trees

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planted in this year's program with plastic tree bowls, which significantly improves watering efficiency when irrigating the trees. Council has commenced trialling a number of alternative irrigation methods to improve the delivery of water and nutrients to many of the existing mature trees growing within Council parks and gardens. Further initiatives will be developed in the coming years to combat the expected drought conditions experienced across the state.

In addition, Council staff planted more than 70 trees into our biodiversity sites, as well as Council parks and reserves, many of which are indigenous species propagated from local seed stock.

Verge Mowing and Street Sweeping

During 2008/09 as part of Council's streetscape maintenance program, the Burnside Council mowed and maintained 3,466 verges across the City and swept 6,687 kilometres of roads. This maintenance and clearing work is undertaken on a cyclical basis, ensuring all areas within Burnside receive similar levels of maintenance.

VISION 2020 DESIRED OUTCOME:**ACCESS TO A RANGE OF HIGH QUALITY PASSIVE AND ACTIVE RECREATIONAL FACILITIES****Managing Parks, Playgrounds and Sporting Fields**

Burnside residents are fortunate to have a significant proportion of open space devoted to recreation activities throughout their suburbs. Council staff is responsible for the management and maintenance of 35 playgrounds, 46 tennis courts, 12 playing fields and 101 hectares of parks

and developed open space.

In 2008/09 major projects included:

- The completion of the upgrade of JB Ware Reserve including a new playground, cycle paths, basketball court, toilet, expanded car park, art work, fencing and general landscaping at a cost of \$235,000;
- The completion of \$80,000 in repairs to the surface and installation of safety fencing at the Tusmore Park Wading Pool;
- An \$85,000 upgrade to the 'senior' playground at Penfold Park;
- The design of a new playspace at Hazelwood Park at a cost of \$28,000;
- \$20,000 upgrade to Hills Face Reserve walking tracks; and
- A new \$35,000 pedestrian footbridge located in Garden Avenue, Waterfall Gully.

Council also provides long term leases of clubroom facilities to many sporting and social groups, to assist in maintaining an active and viable recreational and sporting community within Burnside.

Development of Masterplans and Strategies**Open Space Strategy**

Council endorsed its Open Space Strategy in November 2008. The Strategy will enable Council to determine the priorities and achieve future improvements in a strategic manner. This will ensure that resources are appropriately allocated to achieve the greatest benefit to the community.

Given the City of Burnside has significant parks and reserves that are highly valued and well used by the community, it is essential to appropriately maintain and

where required enhance this open space. Directions that strategically guide the future development and management of significant parks and reserves are essential to ensure these resources continue to benefit the community. It is important to identify any needs that are not well catered for in the City and consider how they can best be addressed. This enables Council to adopt strategic approaches rather than knee jerk responses to community requests. A Strategy will enable Council to understand the gaps and determine a strategic response and rationale. The Strategy will assist Council to strategically respond to the changing environment including climate change and the increasing importance being placed Statewide and nationally on water and environmental management. It will provide Council with a basis for seeking grant funding and establishing strategic alliances. It will enable Council to strengthen funding and partnerships. The Open Space Strategy has involved a comprehensive analysis of demand, supply, gaps and opportunities. The study has involved

consultations with Council staff, community groups and other stakeholders, site assessments of all 113 Council parks and reserves, consideration of previous studies and consultations, and various other research and analysis.

The Strategy revolves around three 'themes'. These overriding themes have been identified through the open space study. These themes each represent a subject of importance that connects issues and opportunities identified in the study. The themes provide a framework for the Strategy and draw together relevant findings, directions and actions to address Social Consideration, the Environment, and Strategic Management and Economics.

Walking Trails

There are a number of walking trails in the Hills Face Reserves, and each year the City of Burnside is increasing the numbers of trails available in its reserve.

In 2008/09 a 600m walking trail link was constructed to provide a link from Hayward Drive to the Pioneer Women's Trail. This provides another walking

access from the residential areas to the existing Mt Osmond trail network. There are now 11km of maintained walking trails in the Burnside hills face reserves.

Helping Develop the Natural Environment

The Conservation and Land Management program continued in 2008/09, with conservation work taking place in the 101 hectares of hills face reserves and at 50 urban sites. Progress has been made in urban sites with the highlight being the re-vegetation of the creek in Hubbe Court Reserve following erosion control works. No new trees have been planted in the hills face reserves apart from replacing the new plantings that died in the drought. The aim is to create a tree canopy, mostly of Drooping She-oak, to help suppress herbaceous weeds following woody weed removal. Trees are planted clear of the fuel minimisation buffer zone and are concentrated in areas of greatest weed infestation.

This year the Burnside Biodiversity Volunteer Group made significant progress with the re-establishment of native flora at their project site at Waterfall Gully



our places and spaces

Reserve. Work at their Tusmore Park site has begun again following flood mitigation works. Work sessions on Wednesday mornings are attended by an average of 8 volunteers. Independent volunteer also help with Beaumont Common, Gully Reserve and the development and maintenance of the walking trail network.

Sixteen volunteers from Trees for Life assisted with the conservation management of eight sites in the hills face. A key worksite in 2008/09 has been at Heatherbank Reserve in Stonyfell.

Community Arts

The City of Burnside Community Arts program provides opportunities for the community to participate in a variety of arts and cultural activities including exhibitions, arts classes, events and volunteering.

Located in Magill, the Pepper Street Arts Centre is the major facility of the Burnside Council for the support and promotion of cultural activity and programs. The Centre aims to foster community involvement, provide equitable access to the arts, recognise cultural diversity, and acknowledge the value of art and cultural activity in the community.

The Burnside Civic Centre Atrium also provides a facility for local Burnside hobbyist & emerging artists, community groups, schools, organisations, clubs & societies to display their artwork in a centralised space.

During 2008/09 there were 22 exhibitions held at Pepper Street Arts Centre and the Atrium. These included showcases for the Adelaide Fringe Festival, the South

Australian Living Artists Festival (SALA) and the Every Generation Festival. The popular themed exhibitions included a broad range of artists and community activities, including Sunday afternoon community launch events. Various artist groups were also featured in the annual program.

Highlights of the exhibition program at the Pepper Street Arts Centre included:

- July 2008 – MEN'S WORK – A community exhibition celebrating male artists and craftsmen in our local community. Complemented by a community launch event involving artist demonstrations and activities.
- February 2009 – AUSTRALIA ALL OVER - This seventh exhibition of paintings by artist Dr John Flett, again raising funds for the McGuinness McDermott Foundation, was launched by Wendy Greiner, Mayor of Burnside. Dr Flett donated the total proceeds of this exhibition to the Foundation who are raising funds for children with cancer at the Women's and Children's Hospital. His total contribution to the Foundation is over \$51,000 in the past 10 years.
- March 2009 – BESIDE THE SEASIDE – For our Adelaide Fringe exhibition there was a wide variety of artwork on display including Paintings, Sculpture, Beading, Jewellery, Printmaking, Textiles, Ceramics, Drawings and Photography all with a nautical, beach, sea & water theme. The launch included activities such as live music and artist demonstrations.

A vibrant cultural hub the Pepper Street Arts Centre provided a range of other arts and cultural activities for involvement by

the community in addition to exhibitions, including:

Artist displays, demonstrations and a popular workshop program:

- Artist of the Month showcases of new works by 11 hobbyist, emerging and established artists;
- Daily art/craft classes facilitated by experienced tutors in Painting, Drawing, Textiles, Pastels, Children's Art, Mosaics, Face Painting, and the community based Sketch group;
- On-site Artist demonstrations including highlights such as Printmaking, Body Art, Painting, Weaving, Ceramic underglazing, and Basketry.

Visitors to the Centre also engaged with the work of local artists and the facilities of the Centre through:

- The Gift Shop for a range of handcrafted art and craft gifts supporting local artists;
- The Pepper Club member scheme for various benefits; and
- Dorrit's Coffee Shop.

The Volunteer program continued to provide over 50 hours of support per week to the activities of the Pepper Street Arts Centre.

Highlights of the exhibition program in the Civic Centre Atrium included:

- September 2008 – The Burnside Painting Group had their annual spring exhibition that was very well received by the community.
- February 2009 – Nucleus was an exhibition held by the Royal SA Society of Arts celebrating Burnside artists. On display was works by John Dowie, Ruth Tuck, Dorrit Black, June Colligan, Mervyn Smith, Stewart Game, Andrew

Steiner and many others that have made a significant contribution to the progress of art in South Australia. This exhibition particularly highlighted past and present Royal SA Society of Arts Presidents that have resided in Burnside.

- May 2009 – To compliment this years Glenside Lion Arts Show there was an exhibition of Burnside's Corporate Art Collection on display. Highlighting some of the Council's most significant artworks including past winners of the Lion Arts Show that are now part of this valuable collection of art.

Glenside Lion Arts Show 2009

Held in the Burnside Ballroom, the 2009 Glenside Lion Arts Show proved to be the most popular one to date. The show raises funds for worthwhile causes, while giving some less established artists the opportunity to show off their talents. The exhibition received good support and feedback from well known established artists and again raised funds for the Mary Potter Foundation. The 2009 prize winner was Mike Barr for his striking painting entitled 'Rainy – Magill'.

Operation of the Burnside Swimming Centre

Since 1966 the Burnside Swimming Centre has been a popular warm weather attraction for Burnside residents. Situated within Hazelwood Park and surrounded by gum trees and large expanses of lawn areas, the Centre comprises a 50 metre main pool, learner's pool and wading pool, spa, steam room and is open annually for a 26 week season from October until April.

Over 105,000 people visited the facility in 2008/09, proving the centre to be a



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very popular choice for residents during summer.

Key programs and activities in 2008/09 included:

- 'Watch Around Water' program – ongoing commitment to ensure the centre promotes and educates centre users on the importance of parental supervision and responsibility when their children are in and around the water.
- Many local schools and community groups visited the centre to take part in learn to swim and life saving skilled programs and recreational days.
- Pro-swim provided learn to swim classes for the community with the highest level of attendance compared to previous seasons with numerous classes at capacity.
- VACSWIM program attracted a capacity number of children. 650 children attended classes for a seven-day period during January learning valuable skills in a fun environment

- Department of Education swimming lessons ran during school terms one and four, with approx twenty primary schools from the surrounding metropolitan area attending.
- Nine school swimming carnivals were held in the traditional 2 week block in March.
- Instruction and training classes were undertaken for numerous local groups from the social Seniors Swim group to the dedicated Adelaide Masters and Burnside Swim Club, opportunity was available for all abilities to get involved.
- With continuing drought conditions the Centre continued to reduce water consumption were possible ensuring the efficient use of backwash systems and purchase of water saving equipment to limit use.

Installation of bore water irrigation system from Hazelwood Park into the swimming centre grounds also greatly reduced the reliance on mains water.



VISION 2020 DESIRED
OUTCOME:

NATURAL ENVIRONMENTS
AND WATERCOURSES
PROTECTED AND
CONSERVED

Helping Develop the
Natural Environment

The Conservation and Land Management program continued in 2008/09, with conservation work taking place across the 101 hectares of hills face reserves and at 50 urban sites. The focus this year has been on establishing appropriate canopy trees in the hills face reserves, following a large effort on woody weed removal in previous years. A tree canopy helps to suppress weeds and creates a manageable landscape.

This year the Burnside Biodiversity Volunteer Group, working at the Council’s nursery at Linden Park, propagated 1,000 indigenous plants for community environment projects. Burnside Biodiversity Volunteers also made significant progress with the re-establishment of native flora at their project site at Waterfall Gully Reserve. Work at their Tusmore Park site has been delayed due to flood mitigation works.

Sixteen volunteers from Trees for Life assisted with the conservation management of eight sites in the hills face. A particular effort this

our environment

year has been made at Heatherbank Reserve.

Conducting
environmental bus tours

In the spring of 2008, two bus trips were conducted to show residents the work being undertaken by Council to maintain and improve the natural environment of Burnside. The trips follow different routes and show examples of creek zone restoration, remnant flora conservation, local flora in urban reserves and hills-face land management. 30 residents attended the bus trips.

Working with the
Adelaide and Mt Lofty
Ranges NRM Board

Burnside continues to host a Catchment Care Project Officer based in the Central Area of Adelaide & Mt Lofty Ranges Natural Resources Management Board. The Catchment Care program is about involving the community in the rehabilitation and management of local natural assets. The aims are to protect biodiversity, improve water quality, provide community education and improve amenity.

The program supplements Council’s Conservation and



Land Management program with financial and material support, and provides an interface with local community as an addition to the Burnside Biodiversity Volunteers program. Within Burnside, groups participating in the program are:

- St. Peters Girls College;
- Pembroke College;
- Magill Primary School;
- First Beaumont Cubs & Scouts;
- Burnside Rotary Club; and
- The Burnside Lions.

Six registered Our Patch sites are located within the City of Burnside area, namely Dashwood Gully, Chambers Gully, Wheal Watkins Mine Reserve, Auldana Drainage Reserve, Waterfall Gully Reserve

and the Old Bullock Track. Approximately 1000 locally indigenous species of trees and shrubs will be planted at the sites in 2009.

Managing Flood Risks

Brown Hill and Keswick Stormwater Project

In 2008/09 work has continued on drafting a charter establishing a regional subsidiary under the Local Government Act to oversee funding, design and construction of a range of works and measures to reduce flood risk. Mitcham Council's concerns about one of the recommended flood mitigation actions (2 detention basins in the upper reaches of Brown Hill Creek) has led to delays in this part of the project. The Stormwater Management Authority has initiated a

mediation process with the aim of resolving Mitcham Council's concerns.

Work is proceeding on investigation of other flood mitigation components of the overall plan, including an enlarged detention basin in the North West corner of the Glenside Campus, flood detention basins in the South Park Lands and at Ridge Park Reserve, Myrtle Bank. Extensive community consultation will be a feature of all projects as they are investigated, designed and refined prior to installation.

Eastern Adelaide Urban Stormwater Management Plan

The Eastern Adelaide Urban Stormwater Management Plan, when completed, will provide a coordinated basis for stormwater management across Burnside, Norwood, Payneham & St Peters and Campbelltown Councils, as well as part of the City of Adelaide.

Stage 1 of the Eastern Adelaide Urban Stormwater Management Plan has been completed. Primarily a scoping study to identify issues, data availability and potential opportunities for long term management of stormwater quantity and quality, this study sets the



scene and delivers a detailed brief for the main Stage 2 Study. Stage 2 is scheduled to commence and be completed in 2010.

Erosion Control Works

Construction proceeded on Stage 1 of extensive erosion control works on Second Creek in Michael Perry Reserve. The need for the works arose primarily due to siltation caused by willow tree roots which are fibrous and trap sediments, altering the natural slope of the creek bed, resulting in steep sections prone to potentially catastrophic erosion during major floods.

The three worst sections were attended to by constructing rock ramps (engineered rapids), which guide high flows through a rock protected part of the watercourse. These structures have been specially designed to enable the small local native fish to swim up the rocky rapids. Fishway channels and resting pools part way up the structures, assist these fish to migrate upstream during late spring, as part of their breeding cycle.

The Adelaide and Mount Lofty Ranges Natural Resources Management Board has assisted Council's re-vegetation work with a \$50,000 grant over 6 years. Council's neighbour to the reserve, Boral Quarries, has generously donated in the order of 600 tonnes of mass rock used to construct the rock ramps.

The Stage 1 works are all located in the top half of the reserve. Stage 2 works proposed for 2009/10 will focus on the lower half of the reserve, where bank erosion and the collapse of a number of aging willow trees, has led to massive sediment accumulation and feral plant invasion.

our environment

Creeks in Private Property

During 2008/09, the City of Burnside, in collaboration with the Adelaide and Mount Lofty Ranges Natural Resources Management Board, prepared a brochure to help residents who are fortunate to have a creek passing through their property, to manage it sustainably.

The brochure provides advice about how to reduce the risk of erosion and how to re-establish local indigenous creek side plants to enhance habitat and biodiversity. The brochure was distributed to the owners of creek side properties in late 2008 and is available on request from the Council offices.

The brochure has been utilised by a number of other eastern Adelaide Councils who have purchased copies for distribution to their residents.

Reducing Bushfire risk

Most of the Council area has no direct bushfire risk. However, on the eastern extremes of the Council area is the City of Burnside Bushfire Area, which extends along the foothills of the southern Mt Lofty Ranges.

With the combination of the Adelaide climate, extensive natural reserves and difficult terrain in the hills face areas; there will always be some possibility of fire in these parts of Burnside, even with the best land management and enforcement practices.

This year the City of Burnside spent over \$178,000 on fire prevention strategies such as grass slashing and woody weed and pest plant removal. Council received \$20,000 from grants obtained from State

and federal Governments. \$30,000 was spent reducing roadside vegetation in the Mt Osmond area.

During 2008/09, Burnside Council undertook fuel reduction activities at

- Mt Osmond, Skye and Auldana road reserves;
- Zigzag and Gully Reserves, Mt Osmond;
- Wyfield Reserve, Wattle Park; and
- Auldana South Reserve

Each year Burnside Council reminds residents in the hills face zone of their responsibility to minimise bushfire risk by undertaking clearing around their property and reducing the potential fuel load for any bushfires.

VISION 2020 DESIRED OUTCOME:

SUSTAINABLE USE OF WATER, ENERGY AND NATURAL RESOURCES, AND MINIMISATION OF WASTE

Water Conservation

The City of Burnside continued to progress its involvement in the International Council for Local Environmental Initiatives (ICLEI) – Local Governments for Sustainability Water Campaign™ and was recognised for achieving Milestone 3 in June 2008. Burnside’s Sustainable Water Action Plan was endorsed by Council in October 2008. This document provides the council and community with a clear statement of the key issues faced by Burnside in relation to water management and the actions that need to be pursued over the coming years.

In continuing to comply with the Level 3 watering restrictions, introduced by the State Government in late 2006, Burnside made significant water savings in

2008/09, reducing our water consumption by approximately 20% compared to the previous year. Compliance involved Burnside making a number of operational changes including the upgrading of some equipment, changes to watering schedules and also favourable weather conditions and rain in Autumn contributed to the water savings.

Shower Timer Campaign 2008/09

The City of Burnside’s shower timer campaign - “A change in Burnside can change the world” was a city wide campaign aimed at raising awareness in the community about the importance of water conservation. Each household within the Burnside Council area received a water conservation pack containing a four-minute shower timer, fridge magnet and information card.

By reducing shower time to four minutes, each Burnside household can save 105 litres of water per day. Collectively, Burnside could save two million litres daily. Reducing your shower time also reduces the amount of energy used to heat water. Four minute showers can save 8,000 tonnes of greenhouse gas in Burnside annually – equivalent to taking 2,500 cars off the road.

This initiative has the potential to have large cumulative savings in the Burnside community. Cumulative savings are identified below:

	Cumulative Savings (per annum)
Water	722.7 megalitres
Energy	8,000 tonnes greenhouse gases
Dollars	\$1.4 million



our places and spaces

A page on Burnside’s website has been designed to guide residents to other useful information regarding water conservation in and around the home.

Energy Conservation

Burnside continued to progress its involvement in the International Council for Local Environmental Initiatives (ICLEI) Cities for Climate Protection Program™. In 2008/09 the City of Burnside purchased 20% accredited GreenPower for all electricity needs, including buildings and street lighting, thereby reducing Council’s emissions by approximately 798 tonnes of greenhouse gas emissions. Council also implemented a number of energy efficiency improvements including installation of high efficiency lighting, occupancy sensors and trialling of heat reflective paint on air-conditioning ducts to reduce the load and electricity consumption of air conditioning units. This has also contributed to a reduction in electricity requirements and assisted in reducing emissions.

Climate Change Adaptation

In May 2008, the City of Burnside was awarded almost \$48,000 in Federal funding to tackle climate change at a local level. This grant funding was matched by Council and is currently being utilised to assess the risk climate change poses to the City, its people and infrastructure and to create a plan to combat it. Burnside was one of just three South Australian Councils to receive this grant funding and the only Council to involve its community in gauging their perceptions of climate change.

To date the project has produced and implemented:

- A detailed climate change Scenario analysis;

- Five community focus group sessions to gauge community perceptions of climate change risks and potential impacts; and
- Detailed corporate risk identification of the impacts of climate change to Council operations and activities.

Key issues highlighted through the community focus groups and the corporate risk analyses include:

- Water shortages creating an imperative to diversify water resources, and in particular to harvest more stormwater;
- Increased costs of both water and electricity and the associated need to increase resource efficiency;
- Reduced availability of open space irrigation adversely affecting the municipality’s ‘leafy’ character;
- Reduced usability of sporting grounds and other outdoor venues due to heat and reduced rainfall, potentially requiring changes in event scheduling and the location of sporting activities;
- Threats to human safety due to extreme weather events such as heat waves, floods and bushfires.

To manage the risks and issues identified, a Climate Change Adaptation Plan will be developed to reduce the severity of the identified risks and to guide Council to adapt our community to the effects of climate change.

Schools Waste Education Pack

In 2008, the Burnside Council, together with assistance from KESAB, produced a Waste Education Resource Pack for all schools and pre-schools within the Burnside area. The pack aims to raise awareness on the importance of recycling.

The City of Burnside Waste Education Resource Pack includes:

- Waste/ Recycling/ Litter Photo Series including local facts, research projects and discussion points
- Student Activity Sheets (Simple and Advanced);
- Zero Waste SA Fact Sheets;
- Wipe Out Waste CD ROM; and
- Posters, charts, and magnets.

Distribution of the packs and teacher briefing sessions occurred in late 2008. Student and teacher briefings have been an ongoing service provided by Burnside Council following the distribution of the Waste Education Packs.

Rubbish and Recycling

The City of Burnside provides its residents with an integrated rubbish and recycling service that includes:

- Weekly domestic waste collection;
- Weekly recycling collection;
- Four weekly green waste collection;
- Biennial (regional) hazardous waste collection; and
- Annual hard waste collection.

In 2008/09, the following tonnages were collected from City of Burnside kerbsides and processed:

- 8,259 tonnes of waste;
- 4,401 tonnes of recyclables; and
- 4,149 tonnes of green organics.

44.17% of all material collected was diverted from landfill and recycled.

The collected household waste was compacted into bales and disposed of to landfill at Integrated Waste Services (IWS)



Balefill site at Dublin, north of Adelaide. This site utilises the latest technologies in landfill management, including clay lining of the storage cells, ensuring site management complies with all relevant environmental standards.

Recyclables from City of Burnside residents are sorted at a materials recovery facility operated by VISY Recycling at Wingfield. All recyclables are sorted and on sold into new markets.

In 2008/09 690.52 tonnes of hard waste were collected over a six week period as part of the Hard Waste Collection program for households.

Burnside Council provided three compost and worm farm workshops to a total of 62 residents as a means of encouraging



domestic scale onsite composting to reduce the amount of organic waste being sent to landfill from kerbside collection.

Electronic Waste (E-Waste)

Council introduced a subsidy for residents in January 2009 to encourage environmentally responsible recycling of unwanted electronic goods. Residents can take their unwanted electronic items to E-cycle Recovery at Glen Osmond and receive a 50% Council subsidy on the cost of recycling these goods. Recycling with E-Cycle Recovery ensures that all e-waste items are diverted from landfill for reuse into new products. Since its inception in January until June 2009, 167 residents have made use of this subsidy and a total of 402 electronic items have been recycled and diverted from landfill.

Recycling on Council Premises

Burnside Council is also active in recycling within our own premises; each office area has recycling bins for paper, recyclable containers, food scraps and rubbish. The majority of Council's organic waste from tree pruning is chipped and mulched, and later reused as mulch on garden beds throughout the City's parks and gardens.

Community Environmental Awareness Program

The City of Burnside has a dedicated program of community information seminars designed to engage and inform Burnside residents on a range of environmental issues. Seminars and workshops have included the following topics and themes:

- Composting and worm farming
- Recycling presentations and promotions to schools utilising

our environment



Burnside's Waste Education Resource Pack

- Sustainable Gardening seminars
- Backyard Biodiversity workshops and biodiversity pack giveaway
- Climate Change; and
- Rainwater tanks and greywater systems

These have proven to be extremely popular with Burnside residents, with over 450 attendances in total at these community events.



VISION 2020 DESIRED
OUTCOME:

LEADING BEST PRACTICE
AND COMPLIANCE IN
COUNCIL BUSINESS

Our Employees

As at June 30 2009, the City of Burnside had 151.95 full time equivalent (FTE) positions. Through job sharing and part time roles, Council employs 167 people to staff these positions.

Council maintained its commitment to supporting the encouragement of youth working in Local Government through the provision of two trainee and four apprenticeship opportunities within the City’s administrative and operational areas.

Allowances and Benefits

Senior executive staff are employed on five year fixed term contracts and are paid a salary package that contain the 9% compulsory superannuation and an option to salary sacrifice additional superannuation. There are optional provisions for a motor vehicle which allows for private use as part of the Senior Executive packages. The total salary packages in 2008/09 for these three executive positions ranged

from \$139,000 - \$180,000 per annum.

Executive Team (as at 30 June 2009)

Chief Executive Officer
Neil Jacobs

General Manager - Corporate & Community Services
Jane Trotter

General Manager - Planning & Infrastructure Services
Paul Deb

Departments (as at 30 June 2009)

Department	Manager	FTE staff
Aged and Community Development	Chris Allan	11.2
Assets & Capital Works	Kevan Delaney	8.3
Community Relations	Chris Marks	5.0
Development and Policy	Anthony Rowe	20.4
Executive, Governance and support staff	Neil Jacobs	7.0
Facilities and Community Programs	Barry Cant	12.6
Finance and Administration	Brenton Barker	5.4
Information Systems	Nigel Morris	7.6
Library Services	Lindy Hillman	18.16
Open Space and Recreation	Simon Bradley	5.3
Operations Services	Mario Catalano	44.19
Organisational Development	Liz Razzano	4.0
Strategy and Environment	Huxley Lawler	2.8
		TOTAL 151.95

Ensuring Compliance

The City of Burnside is committed to the highest standards of integrity and transparency in its operations on behalf of the Burnside community. The Executive team is responsible for ensuring our compliance in relation to statutory requirements, policies and procedures, and that we operate in an accountable and transparent way.

The City of Burnside also has an Audit Committee that reviews risk and statutory compliance, and the annual financial statements. In 2008/09, independent

accounting firm Bentleys MRI audited the Council's financial statements.

Awards and Commendations

Library Manager Lindy Hillman won the Australian Library and Information Association's Library Achiever of the Year Award in recognition of achievements by the Burnside Library. The library was also a finalist for the National Multicultural Awards held in Sydney and the Jim Crawford Award for Innovation in Libraries for the library's Online Japanese Catalogue.

Council has been awarded Milestone 3 of the Water Campaign™ from the International Council for Local Environmental Initiatives (ICLEI). Burnside is one of only four Councils in South Australia to reach this milestone.

Leading Best Practice

In 2008/09 Burnside again participated in the Local Government Association's Annual Customer Service Survey, providing a benchmark performance of our Council compared to 35 other South Australian Councils.

VISION 2020 DESIRED OUTCOME:

LEADING EDGE TECHNOLOGIES THAT ASSIST MANAGEMENT AND SUPPORT THE DELIVERY OF EFFICIENT SERVICES AND COMMUNICATION TO OUR COMMUNITY

Each year approximately 400 Burnside residents are selected at random and participate in a telephone survey measuring customer service levels in Local Government. Over 9,000 people across South Australia were surveyed. A score of 100 is the target benchmark for Councils

to achieve, with any results exceeding that deemed to be above community expectations or satisfaction levels.

The survey, conducted by Roy Morgan Research in conjunction with The Local Government Association covered a number of areas from strategic objectives, community consultation, to asset and infrastructure management and overall performance as shown in the table below.

Key Performance Indicators	South Australian Average	Burnside
Strategic Objectives	84.29	88.39
Community Consultation	86.05	90.74
Council Services	102.8	105.90
Quality of Life	95.50	99.97
Public Access to Information	90.18	92.88
Asset Infrastructure Management	108.87	111.76
Safety & Security	95.62	100.14
Overall Performance	68.50	72.40

Information Technology

In 2008/2009 the City of Burnside made significant technological improvements to provide more efficient services while significantly reducing the carbon footprint throughout the council. Some green initiatives include:

- Virtualisation of several existing servers, allowing increased flexibility, efficiency, and important energy savings.
- Conversion of many paper-based forms to an electronic format, providing Council with cost savings on printing and manual handling, while reducing waste.



- Online Dog Registration Renewals, a time saving and convenient payment method for residents which foster a reduction in vehicle emissions.
- Purchase of a high efficiency rack mounted air conditioning unit for the server room.

Other Key Activities include:

- Switch Refresh, future-proofing council's outdated network infrastructure.
- Introduction of new booking software and integrating this software with the City of Burnside website to allow public viewing of Council venue availability.
- Establishment of a fire-proof room for important council records.
- Improved Spam Filtering to decrease the risk of phishing, virus, and junk emails, while also reducing Council's productivity loss associated with spam email.
- Installation of Virtual Private technology (VPN) technology to improve Council's support and services to remote sites, while creating a stable connection to access Council applications.

Online Community Panel

In early 2008 the Burnside Council introduced an Online Community Panel as part of its community consultation options. Community consultation is an important part of the way Local Government operates. Traditional consultation methods sometimes don't allow people to participate because of the times or locations they are held.

Using a computer, residents are asked to respond on line to a small number of surveys each year, most of which will

take only a few minutes to complete. The feedback is collected and compiled by Council's research partner, the Ehrenberg Bass Institute, a research organisation associated with the University of South Australia.

This tool provides Council with a low cost option for surveying opinions of a statistically representative cross section of the community and allows for fast community feedback and input into the Council decision making process. Surveys undertaken in 2008/09 included:

- Strategic Plan Review - July 2008
- Matters of Indigenous Relevance - Aug 2008
- Sporting, Recreational and Cultural Facilities Consultation - October/ November 2008
- Burnside Service Quality Survey and Panel Validation Study - December 2008
- Chelsea Cinema Consultation - April 2009
- Draft Annual Business Plan 2009/10 - May 2009

VISION 2020 DESIRED OUTCOME:

A LEADING ORGANISATION THAT IS HEALTHY, PROGRESSIVE AND FLEXIBLE, WITH A DIVERSE CULTURE THAT ENCOURAGES SAFETY, LEARNING AND DEVELOPMENT

The City of Burnside aims to develop staff in line with our corporate values of Caring & Supportive, Transparent & Honest, Enjoyment & Involvement and Innovative & Creative. We continue to attract and maintain high quality employees. This is supported by staff turnover consistently



decreasing since 2007 and our future success will be influenced by our ability to motivate, develop, and retain staff.

Healthy Lifestyle Program

To support staff to maintain their work/ life balance, in 2008/09 the City of Burnside participated in the Healthy Lifestyle Program coordinated by the Local Government Association. Staff who wished to participate in the sessions included health assessments (aerobic fitness, blood cholesterol readings, and lower back care, strength and health ratings) lifestyle and nutrition information.

Leadership Program

The City of Burnside supports the LGA Leadership Development program, "Ignite" to help selected future leaders, develop their skills, maximize future opportunities within Council as well as their leadership potential. Interested employees for this program are nominated. All employees are considered and selected by the Management Executive to develop future leaders and for succession planning within the organisation.

Participation in Local Government Management Challenge

Since 2003, the City of Burnside has participated in the Local Government Management Challenge. This scenario-based event saw the 2009 Burnside team compete both metropolitan and regional councils from across South Australia to resolve issues or determine actions across a wide range of scenarios. They were not only graded on their actions, but also on their teamwork and decision-making processes.

our council

Staff Training

Through Council's "Learning and Development" program, a range of training opportunities were provided to staff during 2008/09 including:

- Higher education;
- Occupational Health, Safety & Welfare (OHS&W) training; and
- Seminar and conference attendance.

Elected Member training and education

Each year the Elected Members of the Burnside Council have an opportunity to attend training sessions, workshops or conferences to help develop their knowledge of particular areas or processes of local government. In 2008/09 the following workshops were held and offered to all Elected Members:

8/7/08	Waste Management and Alexandra Avenue & Prescott Terrace Tree Restoration Plan
22/7/08	Tusmore Avenue Traffic Management Workshop and Planning Reforms Workshop
28/10/08	Centres Review & Chelsea Cinema
9/12/08	Glenunga Resources Proposal and Glenside DPA
10/2/09	Rates review and Long Term Financial Plan
10/3/09	Recurrent Expenditure & fees and charges & Residential Neighbourhood Character Study
24/3/09	Discretionary Operating and Capital & Rates
31/3/09	Long Term Financial Plan
12/5/09	Community Panel Service Quality Survey Glenunga Hub Feasibility Study
27/5/09	Budget Annual Business Plan public meeting
30/6/09	Highbury Landfill Authority Briefing

our council



Cr Quirke
 Chairing Local Government Committee Meetings
 Governance Training
 LGA Council Members Strategic Issues Residential Seminar

Con Zacharakis
 Governance Training

Occupational Health, Safety and Welfare (OHS&W)

During 2008/09, Burnside continued to develop its Occupational Health Safety & Welfare System. The system has a number of programs that operate as part of an integrated OHS&W Policy to ensure that all legislative and operational issues are effectively managed.

Council continues to perform well in the Local Government Workers Compensation Schedule OHS&W Improvement Review

Audit with a score of 96% for 2008/09. This audit forms part of Councils overall OHS&W Program, indicating areas of non-compliance with recommendations for improvement.

Council regularly reviews its Gap Analysis to ensure we meet our requirements for Workcover Self Insured Standards. This forms the basis, in consultation with our Occupational Health Safety & Welfare Committee, for Council's OHS&W Action plan.

Risk Management

Council has a strong commitment to integrating the principles of risk management into our leadership, business planning, culture and delivery of services. We use a strategic risk management framework to provide a consistent and systematic analysis of the risks facing the organisation as it conducts its business

In addition, the following Elected Members attended the following training or conferences:

Mayor Greiner
 2008 LGA AGM & Associated Sessions
 Chairing Local Government Committee Meetings
 Governance Training
 LGA Conference (Nation Building – the Local Foundation) & General Meeting

Chris Collins
 Governance Training

Rob Gilbert
 Governance Training

Cr Hillier
 Chairing Local Government Committee Meetings

Cr Howard
 Chairing Local Government Committee Meetings
 Governance Training
 Brand It Purple

Cr Jacobsen
 2008 LGA AGM & Associated Sessions
 Governance Training
 2009 LGA Conference (Nation Building – the Local Foundation) & General Meeting
 LGA Council Members Strategic Issues Residential Seminar
 ALGA National General Assembly

David Lincoln
 Governance Training

Cr Paterson
 Chairing Local Government Committee Meetings
 Governance Training

Cr Pavan
 Waste Management Association of Australia Seminar
 Chairing Local Government Committee Meetings
 Governance Training



activities. Council's processes are in line with the Australian Risk Management Standard AS/NZS 4360.

Council achieved a score of 92.1% from participating in the Local Government Association Mutual Liability Scheme Risk Management Review.

VISION 2020 DESIRED OUTCOME:

A COMMUNITY THAT IS CONFIDENT ITS VIEWS ARE HEARD, UNDERSTOOD, GENUINELY VALUED AND REFLECTED IN COUNCIL BUSINESS

A key part of local government operations is consulting with the community about proposed policies or operational events occurring within their Council area. Burnside Council has a Community Consultation Policy that is strongly committed to achieving or exceeding a best practice standard on all community consultation issues. In 2008/09 the Burnside Council undertook community consultation in areas such as-

- footpath upgrades
- traffic calming, parking and road upgrades

- Playground and open space upgrades
- Ageing Strategy
- Budget/ annual business plan
- Leases and Licences
- Chelsea Cinema
- Community buildings and venues

VISION 2020 DESIRED OUTCOME:

AN EQUITABLE RATING SYSTEM

This year, the City of Burnside's total revenue was \$32 million, of which 79% was derived from rates. The average rate increase to ratepayers in 2008/09 was 5.25% for existing properties (excluding rates received from new property development).

Despite providing a high number of community services, the City of Burnside receives minimal State or Federal Government funding compared with other metropolitan councils. Grant levels are influenced by property values within the Council area.

While property values in Burnside are generally higher than the Adelaide metropolitan average, this asset wealth does not always correlate with the capacity of residents to pay for services.

The City of Burnside continues to recognise this and has maintained rating policies to provide assistance to ratepayers experiencing genuine financial hardship. This assistance can take the forms of rate capping, rate remissions and postponement of rates.

The City of Burnside achieved an operating deficit before capital amounts in 2008/09



our council



of \$1,086,000. A key element in this deficit was a provision required in accordance with the accounting standards for future costs relating to the Highbury Landfill of \$1.8 million.

Total borrowings as at the 30th June 2009 were \$2.2 million and cash and investments were \$6.3 million.

VISION 2020 DESIRED OUTCOME:

A FINANCIALLY ACCOUNTABLE AND SUSTAINABLE ORGANISATION

This financial year saw the development of the Council's Annual Business Plan & Budget for the 2009/10 financial year. Consultation on the plan was undertaken with the community through public

meetings, the online panel and written submissions. Feedback was provided to Council and considered as part of the Council budget adoption process.

This resulted in Council adopting a budget for the 2009/10 financial year that will provide for an average rate increase to ratepayers of 3.05% for existing properties (excluding rates received from new property development).

policies



2008/09 Annual Report- Application of competition principles

Contestability and Competitive Neutrality

The Council has adopted the following policies with respect to contestability and competitive neutrality.

Contestability

The City of Burnside is committed to:

- 1) Developing a 'competitive' organisation;
- 2) A continued role as a service provider;
- 3) An explicit policy with clear goals based on:
 - maintaining its commitment to staff;
 - providing appropriate resources to ensure staff can compete successfully;
 - adopting the client/service provider philosophy;
 - changing the organisation structure at the appropriate time; and
 - the provision of Civil and Parks & Gardens Maintenance Services through the operation of service units working to specifications with the proviso that these continue to provide service in a cost-effective manner.

Competitive Neutrality

Competitive Neutrality and Local Government Guidelines

Identification of Categorisation of Business Activities

Identification of Categorisation of Business Activities

That the City of Burnside, having undertaken a review to identify and categorise all business activities in accord with the Competitive Neutrality and Local Government Guidelines, hereby determines:

Category One

That East Waste, a Council regional subsidiary, falls within Category One;

Category Two

That in accordance with the following criteria:

- significance – income generated must exceed 5% of the budget;
- costs must be met predominantly by the user; and
- activity must be undertaken predominantly with a view to earning a return.

policies





The City of Burnside Information Statement

This information statement is published by the City of Burnside in accordance with the requirements of Section 9 of the Freedom of Information Act 1991 (SA). An up to date information statement will be published every twelve months and is next due for review in July 2009.

1. Structure and Functions of Council

1.1 Council

The Council consists of 12 ward Councillors and the Mayor. It meets at the Civic Centre on the third Tuesday of each month at 6.00 pm unless otherwise determined.

The Council considers information, reports, and recommendations which are prepared by the administration to assist Council to make decisions on the budget, strategic planning, policies, and other civic matters.

Members of the public are welcome to attend Council and Committee meetings.

1.2 Standing Committees

There are four Standing Committees:

- Operation Services
- Finance and Administration
- Community and Information Services
- Strategic Planning and Environment

These Committees are comprised of the whole of the Council and exist for the term of the Council. Their role is to consider reports and other information and then send a recommendation to Council for its decision.

They meet on the same evening as the Council meeting as soon after 6pm as Council business allows.

1.3 Development Assessment Panel Meetings

The Development Assessment Panel meets on the first Tuesday of each month at 6.30 pm in the Linden/Tusmore Rooms in the Civic Centre. On occasion a Special Meeting may be called by the Panel with times adjusted and notified accordingly.

The Development Assessment Panel (DAP) is comprised of 3 Council and 4 independent members. The DAP is established under the Development Act 1993, for the purpose of considering and making decisions on development applications.

There are no business activities falling within Category Two to which the principles of Competitive Neutrality are to be applied.

Clause 7 Statement on the Application of Competition Principles to Local Government under the Competition Principles Agreement:

In accordance with the Revised Clause 7 Statement on the Application of Competition Principles to Local Government under the Competition Principles Agreement adopted May 2000, The City of Burnside reports the following in respect to the financial period 1 July 2008 to 30 June 2009:

Determination of significant business activities, and the creation or cessation of significant business activities;

The City of Burnside was not required to determine or alter the basis of its significant business activities during 2008/09.

Application, or change in application, of Competitive Neutrality

The City of Burnside was not required to apply or modify its application of the principles of Competitive Neutrality during 2008/09.

Review and reform of by-laws, including by-laws created or repealed

Following a review of all its by laws during 2003/04, At the Council meeting held 2 November 2004 the Council passed the following resolution:

'That in exercise of powers contained in the Local Government Act 1999 and of every other power available to Council, following by-laws is hereby made and passed.

'That in exercise of the power contained in section 249 of the Local Government Act 1999, expiation fees for breaches of Council by-laws for which no fee has been made prescribed by regulation, be set at \$187.50.'

By-laws came into effect as of 11 March 2005, four months after gazettal date being 11 November 2004. These by-laws and all subsequent by-laws altering these by-laws will expire unless already expired or been revoked on 1 January 2012.

Competition and Competitive Neutrality Complaints Mechanism

The following complaints mechanism has been adopted:

- All complaints are to be submitted in writing to the Chief Executive Officer.
- The Chief Executive Officer is to investigate, seek external assistance where appropriate, and report to Council.

Council will consider and determine each complaint on its merits in accordance with the Competition Guidelines and current policy statement. The City of Burnside received no complaints during 2008/09.

policies



Decisions made by DAP are not subject to review by the Council. The Development Act provides for an appeal against a DAP decision to be made to the Environment, Resources and Development Court.

Development Assessment Panel Members:

- Presiding Member: Mike Canny
- Councillors: Joanne Howard; David Lincoln; and Con Zacharakis
- Independent members: Don Donaldson; John Hunt; and Peter Dungey

1.4 Audit Committee Meetings Times

On the first Tuesday of every second month the Audit Committee meets at 6 pm in the Mayor's Parlour.

The Audit Committee is comprised of four members of Council and one independent member;

Cr. Chris Collins, Presiding Member
 Crs. Julian Carbone and Andrew Hillier,
 Mayor Wendy Greiner,
 Laurie Kozlovic, Independent member

1.5 Council Agendas and Minutes

Agendas of Council and Committee meetings are placed on display in the Council Office and in the Library no less than three clear days prior to the meetings. Minutes of the meetings are displayed in the Council Office and in the Library no more than five days after the meetings have taken place. Agendas and minutes are also available on the Burnside Council website at www.burnside.sa.gov.au.

Meetings are closed to the public only if a matter is considered in confidence under Section 90 of the local Government Act 1999.

For more details of Council meeting procedure and the roles of Committees, please see "Code of Practice – Meeting Procedures" and Section 3 of the City of Burnside Policy Manual.

1.6 Management

The Chief Executive Officer and other Officers have delegated authority from Council to make decisions on a number of specified administrative and policy matters. Delegated powers, functions, authorisations and duties are set out in Council's Register of Delegations and Council's Register of Authorised Officers.

Council's senior management comprises the Chief Executive Officer, two General Managers, and twelve managers. Senior management are responsible

for providing advice to Council on policy and strategic direction, ensuring that council meets its statutory obligations, and implementing Council decisions. Staff carry out the regulatory and service functions.

2. Services to the Community

Full Council makes decisions on policy issues relating to services that are provided for members of the public.

The services which Council currently provides are:

Roads, footpaths and kerbing	* Flood control
* Traffic control	* Street lighting
* Car Parks	* Litterbins
* Refuse collecting and disposal#	* Public toilets
* Parks, reserves and verge maintenance	* Playground equipment
* Community halls	* Home assistance
* Immunisation programs#	* Library services
* Parking controls	* Building controls
* Dog control	* Planning controls
* Fire protection and prevention	* Clean air controls
* Environmental Health#	* Recreational facilities
* Stormwater drainage	* Street trees
* Swimming centre	# Service provided through a separately constituted regional subsidiary

3. Public Participation

3.1 Council meetings

Members of the public have a number of opportunities to put their views on particular issues before Council.

These are:

(1) Deputation to Council

By arrangement with the Mayor, residents may address the Council on any matter which is likely to affect the interests of the City as a whole or a large part thereof or is likely to be of interest or concern to the Council as a whole. Residents may address the Council for a maximum of five minutes on the third Tuesday of each month during a Council meeting (which commences at 6.00pm).

policies



In accordance with Section 12 of the Local Government (Procedures at meetings) Regulations 2000;

- a) A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the Council.
- b) The Chief Executive Officer must transmit a request received under (1) above to the Mayor.
- c) The Mayor may refuse to allow the deputation to appear at a meeting.
- d) The Chief Executive Officer must take reasonable steps to ensure that the person(s) who requested a deputation are informed of the outcome of the request.
- e) If the Mayor refuses to allow a deputation to appear at a meeting, the Mayor must report the decision to the next meeting of the Council or Council Committee (as the case may be).
- f) The Council or Council Committee may resolve to allow a deputation to appear despite a contrary ruling by the Mayor.
- g) Council may refer the hearing of a deputation to a Council Committee.

The Mayor may not make arrangements for any person to address the Council on any planning or building application, order, prosecution or expiation notice or any other specific grievance. Planning and building matters are dealt with by the Development Assessment Panel. Other matters should be addressed to the Chief Executive Officer

(2) Petitions

A written petition can be addressed to the Council on any issue within the Council's jurisdiction.

(3) Written Requests

Members of the public can write to the Council on any Council activity, policy or service.

(4) Elected Members and Staff

Members of the public can contact elected members and staff of the Council to discuss any issue relevant to Council.

3.2 Internal Review

A person who may have been aggrieved by a Council decision may request an Internal Review of the Council decision in accordance with Section 270 of the Local Government Act 1999. There were no requests for Internal Review in 2008/09.

Members of the public may also lodge a complaint with the Ombudsman's Office.

3.3 Community Consultation

From time to time the Burnside Council consults with its residents on particular issues which affect them. Here are some examples:

- 1- Residents are notified of some Development and Planning applications requiring approval by Council. When an application is publicly advertised, or when those who may be affected by the proposal are notified, residents have the opportunity to make a written submission to Council with their comments on the application or proposal.
- 2- Questionnaires and surveys on particular issues such as recycling, redevelopment plans and environmental management.
- 3- Forums such as the Youth Forum and Workshops as part of Burnside's Annual Business Plan process.
- 4- Public meetings on particular issues such as street trees, traffic management and the budget.
- 5- Through participation in various consultative committees established by the Council which review existing facilities and programs, plan new community facilities or help shape Council policy.
- 6- In 2008 the Burnside Council introduced an Online Community Panel as part of its community consultation options. Using a computer, residents are asked to respond on line to a small number of surveys each year, most of which will take only a few minutes to complete. The feedback is collected and compiled by Council's research partner, the Ehrenberg Bass Institute, a research organisation associated with the University of South Australia.

This tool provides Council with a low cost option for surveying opinions of a statistically representative cross section of the community and allows for fast community feedback and input into

the Council decision making process. In June 2009 Council had almost 750 panel members.

4. Access to Council Documents

Council documents are available for public inspection at the Council office between 8.30 am and 5.00 pm Monday to Friday.

Those marked "L" are also available in the library during the following times:

MONDAY, TUESDAY, WEDNESDAY	9.30 am - 6.00 pm
THURSDAY	9.30 am - 9.00 pm
FRIDAY	9.30 am - 6.00 pm
SATURDAY	10.00 am - 4.00 pm
SUNDAY	2.00 pm - 5.00 pm

Members of the public may purchase copies of some of these documents and the charges are in Council's Fees and Charges Schedule 2008/09. A limited number of copies of long documents such as the Policy Manual are available for loan from the Library.

Document	Available in Library
Council and Committee Agendas	L
Council and Committee Minutes	L
Council's Annual Report	L
Policy Manual	L
Includes: Code of Conduct (Members) Code of Conduct (Staff)	L
Council Budget and Annual Business Plan	L
Schedule of Fees and Charges	
Delegations Record	L
Council By-Laws	L
Plan Amendment Reports	L
Development Applications Register	
Property Assessments Record	
Register of Public Roads	
Register of Community Land	
Community Land Management Plans	
Register of Land Management Agreements	
Tree Management Strategy	L
Burnside Bushfire Prevention Plan	L
Register of dogs	
Animal Management Plan	
Voters' Roll	
Elected Members' Register of Interests (upon written request to the Chief Executive Officer)	
Campaign donations returns for 2006 election and supplementary election 2007	
Register of Interests for independent members of the Development Assessment Panel	
Register of Elected Members Allowances and Benefits	
Register of Staff Remuneration, Allowances and Benefits	

4.1 Other Information Requests

Requests for other information not included in 4 above will be considered in accordance with the Freedom of Information Act 1991 (SA). Under this



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legislation an application fee of \$26.75 must be forwarded with the completed request form unless the applicant is granted an exemption.

Freedom of Information request forms and a list of fees and charges applicable to requests are available from the Council office and the Library. The form and the list of charges can also be downloaded from the Council's web site at www.burnside.sa.gov.au or from the State Records website at www.archives.sa.gov.au.

Freedom of Information enquiries and requests should be addressed to:
Freedom of Information Officer
City of Burnside
PO Box 9
GLENSIDE SA 5065

Applicants will be responded to as soon as possible and within the statutory 30 calendar days of Council receiving the properly completed Freedom of Information request form together with the application and search fees.

During 2008/09 Council processed four Freedom of Information requests and provided its annual return to State Records.

MEETINGS HELD IN CONFIDENCE

Council Meetings

During 2008/09, Section 90 (2) provisions of the Local Government Act 1999, which enable the exclusion of the public from Council meetings, were invoked on 29 occasions, and Section 91 (7) provisions, which keep minutes confidential, were invoked on 28 occasions. These related to:

Category	Section No.	How many
Personal affairs	90(3)(a)	12
Commercial advantage to a person or prejudice council's position	90(3)(b)	8
Commercial (not trade secret) confer advantage on third party	90(3)(d)	1
To ensure that council does not breach law or duty of confidence	90(3)(g)	2
Legal advice	90(3)(h)	1
Litigation (actual or potential)	90(3)(i)	4
Information provided on confidential basis by or to a Minister	90(3)(j)	3

Note: some items were confidential under more than one subsection of Section 90(3).

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Development Assessment Panel Meetings

During 2008/09, Section 56A(12) provisions of the Development Act 1993, which enable the exclusion of the public from Development Assessment Panel Meetings, were invoked on 9 occasions in order that the Panel could discuss items in a confidential forum.

2008/09 Registers and Policies

Registers required to be kept under the Local Government Act 1999

Section 44 – Record of Delegations

Section 68 – Register of Interests (Members)

Section 79 – Register of Allowances and Benefits (Members)

Section 105 – Register of Remuneration, Salaries and Benefits (Officers)

Section 116 – Register of Interests (Officers)

Section 207 – Register of Community Land

Section 231 – Register of Public Roads

Section 252 – Register of By-Laws

Codes of Conduct or Practice required to be kept under the Local Government Act 1999

Section 63 – Code of Conduct (Members)

Section 92 – Code of Practice (Access to Meetings and Documents)

Section 110 – Code of Conduct (Officers)

Meeting Regulation 7 – Code of Practice Meeting Procedures

Registers required to be kept under the Local Government (Elections) Act 1999

Section 80 - Register of Campaign Donation returns

Policies

Note: Council Policies can be accessed via our Website (www.burnside.sa.gov.au) under “Your Council” and “Policies.”

Strategy and Environment

- Environment
- Watercourse Management
- Kerbside Waste Management

Development and Regulatory Services

- Inspection of Development, Planning and Building Files
- Building Inspections
- Delegations (Development)

Open Space and Recreation

- Open Space
- Tree Management
- Naming of roads and public reserves

Assets and Capital Works

- Competition and Competitive Neutrality
- Contracts and Tenders
- Traffic Management
- Installation of Directional Signs
- Construction of a Vehicular Gutter Crossing
- Footpaths
- Bluestone Kerbing
- Hedge Encroachment onto Road Reserve
- Infrastructure Asset Management

Operations Services

- Verge Development

Aged and Community Development

- Aged Care
- Children, Youth and Families

Facilities and Community Programs

- Arts and Recreation
- Community Facilities and Events
- Community Grants
- Magill Cemetery
- Volunteers
- City of Burnside flag flying

Library Services

- Library

Finance

- Investments
- Proceeds from Economic Development Activity
- Vehicles
- Fire Prevention
- Order Making



Measures to ensure cost effectiveness

The Principles

In fulfilling Council's purchasing role, the following principles will apply:

The purchasing practice adopted by Council needs to be able to demonstrate that public money has been well spent and that the procurement process is conducted with open competition and recognised purchasing principles. These principles include:

- the purchasing system shall be designed to provide for best value;
- the procedures used must be able to withstand public scrutiny;
- suppliers of intellectual services must provide high ethical standards and professional conduct;
- suppliers who wish to compete for the future business of the Council should, within reasonable limits, be given the opportunity to do so where Council seeks an external supplier;
- the quality of the product is appropriate for the circumstance;
- in the case of plant and equipment, the total cost over the life of the asset is considered, requiring an assessment of its purchase, installation, operating costs and its residual value;
- the ecological consequences of the procurement decisions need to be considered and evaluated as well as a simple financial assessment;
- consideration be given to favouring local suppliers and Australian made products;
- staff responsible for purchasing maintain their independence and uphold high standards of ethical conduct; and
- State and Federal legislative requirements are adhered to.

Activities such as the opening and recording of tenders, obtaining of quotations and the allocation of purchase orders is carried out strictly in accordance with Council's established procedures.

All persons invited to tender or quote for Council business shall be given equal information. Information provided to the Council on a confidential basis should be treated as commercial-in-confidence and restricted to persons concerned with the specific purchase or contracts. Care shall be taken that tender evaluation is not inadvertently displayed or otherwise communicated to competitors in the course of supplier evaluation.

Officers engaged in contracting and purchasing shall at all times demonstrate that open competition and fair and ethical procedures have been employed throughout the process, and that the selection process is objective and impartial. Specifications should generally be designed so as not to inadvertently advantage one potential supplier over another.

- Use of Road Reserves for Commercial Purposes
- Budget management – carry forwards

Information Systems

- Elected Members' Records Management

Governance

- Elected Members
- Elected Members' Allowances and Benefits
- Elected Members' Training and Development
- Elected Members' Grievances
- Council Working Parties
- Code of Practice – Meeting Procedures
- Code of Practice – Access to Meetings and Documents
- Petitions
- Internal Review of Council Decisions Procedure
- Elections
- Ward Forums
- Telecommunications Facilities on Council Land
- Whistleblowers protection
- Reporting on change of council policy
- Service review

Organisational Development

- Staff Register of Interests
- Safety & Occupational Health and Report on Occupational Health Experience &

Performance

- Performance appraisal of Chief Executive Officer
- Review of CEO's Salary/Remuneration/Conditions of Employment

Community Relations

- Community Consultation
- Media
- Elected Members Code of Conduct
- Staff Code of Conduct



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Where a Council officer is involved within the contracting or purchasing procedure, either in awarding, evaluating or administering a contract, and has or could have a direct or indirect personal interest in the outcome of the decision making process, the officer shall disclose that interest prior to any involvement with the tender process including specification preparation. Responsibility for notifying a potential conflict of interest rests with each individual involved in the tender process.

Gifts, gratuities and hospitality must not be solicited. Adherence to Council's code of conduct is required at all times.

Local Suppliers

Subject to price and quality of goods being equal or better, purchases made by Council shall be for products:

- from suppliers operating in the Burnside area;
- that are Australian made.

An appropriate premium may be paid where goods produced from recycled material collected in Burnside are not competitive in terms of price.

Sustainable Development

An appropriate premium may be paid where the use of a particular product or technique is not competitive in terms of price but is considered justifiable in terms of ecological benefit.

Purchasing Options

Generally, Council will purchase goods through adoption of the following approaches:

- Direct purchase – where there is only a single supplier or the particular circumstances warrant involvement of only one potential supplier.
- Quotation – seeking quotations from two or more suppliers.
- Open Tender – seeking tenders from the market at large through an open invitation process eg advertisement.

In identifying the circumstances in which to apply these options, Council will consider a number of issues, eg:

- The number of known suppliers of the goods or services.
- The existence of local suppliers of the goods or services.
- The estimated value of the purchase.
- Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of supply.
- Previous experience with suppliers.
- Compliance with statutory obligations.

Tenders

The following process shall be adopted when tenders are called-

- Advertising - public tender invitation through advertisements in the tender pages of 'The Advertiser' (and other papers where appropriate);
- Advertising of tenders on the South Australian Government website- 'SA Tenders and Contracts'
- Full details of the works or services and an appropriate specification must be supplied to persons submitting tenders;
- Documentation of process to be filed;
- Tenders are to be placed in the tender box;
- Tenders are to be opened by the Chairman of the Operations Committee or their designate; and
- Evaluations to take place in accordance with the Council's evaluation and awarding procedures.

The successful contractor to be engaged under one of the following conditions of contract:

- AS4905 – Minor Works Contract Conditions (Superintendent Administered)
- AS4906 – Minor Works Contract Conditions (Principal Administered)
- Other standards as seen appropriate, eg. minor works and services contract for contracts up to \$50,000; or
- Contract documentation prepared in relation to a specific tender call.

2008/09 Contracts and Tenders

This year 56 contracts were offered to external organisations to perform work on behalf of the Burnside Council. Of these, 45 were publicly advertised tenders, and 11 were invited or selected tender contracts that were undertaken in accordance with Burnside policy requirements.

Three contracts were extensions of 2007/08 contracts, which were publically tendered in 2007/08.